

COB - BOSAIR FORM

05/20/2026 4:32 PM (MST)

Submitted by Meridith.Litton@pima.gov



BOARD OF SUPERVISORS AGENDA ITEM REPORT (BOSAIR)

All fields are required. Enter N/A if not applicable. For number fields, enter 0 if not applicable.

Award Type: Agenda Item

BOSAIR Activity: Board Meeting Request

Requested Board Meeting Date: 06/09/2026

Project Title / Description: Resolution Authorizing Finance and Risk Management Director "CFO" to Execute Library District Donation Documents.

Agenda Item Report

Introduction / Background: The Library District (District) is from time to time named as a beneficiary of brokerage accounts in order to facilitate a donation to the District. A formal Library District resolution is required to delegate to the Director of the Pima County Finance and Risk Management Department ("CFO"), the authority to sign all necessary forms on behalf of the District in order to obtain distribution of funds.

Discussion: Currently, we do not have a resolution authorizing the Finance and Risk Management Director (CFO) to sign documents on behalf of the District, when they are named as a beneficiary, to receive distributions of funds.

Conclusion: If the Pima County Finance and Risk Management Director is not authorized to sign brokerage account documents on behalf of the District, the funds will not be distributed to the District as designated.

Recommendation: Finance and Risk Management recommends approval of the resolution.

Fiscal Impact: All of Pima County benefits when the Library District receives funds as a named beneficiary of a brokerage account.

Support of Prosperity Initiative: N/A

Provide information that explains how this activity supports the selected Prosperity Initiative N/A

Board of Supervisor District:

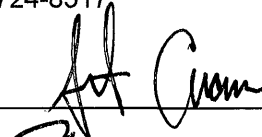
- 1
- 2
- 3
- 4
- 5

Department: Finance and Risk Management

Name: Meredith Litton

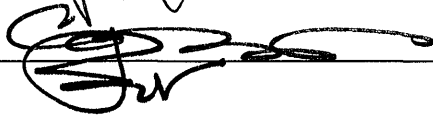
Telephone: (520)724-8517

Department Director Signature: _____



Date: 5/21/2026

Deputy County Administrator Signature: _____



Date: 5/22/2026

County Administrator Signature: _____

Date: 5/25/2026

RESOLUTION 2026 – LD _____

PIMA COUNTY FREE LIBRARY DISTRICT RESOLUTION TO AUTHORIZE THE
DIRECTOR OF PIMA COUNTY FINANCE AND RISK MANAGEMENT
DEPARTMENT TO EXECUTE DOCUMENTS ON BEHALF OF THE LIBRARY
DISTRICT.

The Pima County Board of Supervisors, sitting as the Board of Directors of the Pima County Free Library District (the “District”), finds:

1. The District is from time to time named as a beneficiary of brokerage accounts in order to facilitate a donation to the District.
2. Such accounts must comply in all respects with Pima County AP 22-85 before the delegation provided for herein can be effective.
3. A formal resolution is required to delegate to the Director of the Pima County Finance and Risk Management Department (“CFO”), the authority to sign all necessary forms on behalf of the District in order to obtain a distribution of funds in such accounts.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the District, hereby authorizes and directs the Pima County CFO, on behalf of the District, to sign such forms or documents as may be reasonably necessary to obtain distribution of the contents of brokerage accounts to the District.

Passed and adopted, this ___ day of _____, 2026.

Jennifer Allen, Chair
Pima County Free Library District Board

ATTEST:

APPROVED AS TO FORM:

Melissa Manriquez
Clerk of the Board



James Morrow
Deputy County Attorney