

**Kevin Cavanaugh**  
Supervisor, District 1

**Mike Goodman**  
Supervisor, District 2

**Stephen Q. Miller**  
Supervisor, District 3

**Jeffrey McClure**  
Supervisor, District 4

**Jeff Serdy**  
Supervisor, District 5



**PINAL COUNTY**  
WIDE OPEN OPPORTUNITY

**Natasha Kennedy**  
Clerk of the Board

**Kelsey Pickard**  
Deputy Clerk of the Board  
(Agenda Management)

**Dana Tucker**  
Deputy Clerk of the Board  
(Records Management)

**Shalise Otto**  
Assistant to the Clerk of the Board

April 14, 2022

James Mitchell  
Deputy County Attorney  
P.O. Box 887  
Florence, AZ 85132  
[James.mitchell@pinal.gov](mailto:James.mitchell@pinal.gov)

Re: Case No. ZO21-0060

The Memorandum received via hand-delivery to the Pinal County Clerk of the Board Office at approximately 8:25 AM, Wednesday, April 13, 2022, is being returned to you. The deadline to file a Memoranda, with the Clerk of the Board's Office was no later than 5:00 p.m., Tuesday, April 12, 2022.

For your convenience, I have attached a copy of the emailed Request of Memoranda further stating said deadline to file was due in the Clerk of the Board's Office no later than 5:00 p.m., Tuesday, April 12, 2022.

If you have any questions, please feel free to contact me at (520) 866-6068.

Sincerely,

**Natasha Kennedy, Clerk of the Board**

Copies sent to the following this 14th day April, 2022:

Andrew McGuire  
Gust Rosenfeld P.L.C.  
One East Washington Street, Suite 1600  
Phoenix, Arizona 85004-2553  
(Special Counsel representing the Board of Supervisors)

**Kevin Cavanaugh**  
Supervisor, District 1

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(Records Management)

**Shalise Otto**  
Assistant to the Clerk of the Board

March 29, 2022

LINDA OLSON  
6179 E SHIPROCK  
APACHE JUNCTION, AZ 85119

Re: Case No. ZO21-0060

Please be advised that a complete record of the above listed case was received by the Clerk of the Pinal County Board of Supervisors on March 28, 2022.

Each party may file a Memoranda on Appeal as allowed under Section 27.6 of the Hearing Officer Rules of Procedures, Ordinance No. 062211-HOROP-01:

Transmission of Record

27.6 **Memoranda on Appeal.** Each party may file a written memorandum no later than fifteen (15) calendar days following the date of transmission of the record to the Board of Supervisors as to why the Board of Supervisors should affirm, reverse, modify or vacate the Hearing Officer's Decision. The memorandum shall not raise new facts or issues that were not brought before the Hearing Officer.

27.6.1 Each party shall file the original plus three copies with the Clerk of the Board of Supervisors.

27.6.2 No memoranda filed shall exceed five (5) typewritten double-spaced pages in length, unless an exception is granted by the Chair of the Board of Supervisors.

Should you wish to file a Memoranda, it is due in the Clerk of the Board's Office no later than 5:00 p.m., Tuesday, April 12, 2022.

Sincerely,

**Natasha Kennedy, Clerk of the Board**

Copies sent to the following this 29th day March, 2022:

**CLERK OF THE BOARD OF SUPERVISORS**

1891 Historic Courthouse | 135 North Pinal Street | P.O. Box 827 | Florence, AZ 85132 | T: 520-866-6068  
www.pinal.gov

Cynthia Valencia  
*(Pinal County Hearing Office)*

Andrew McGuire  
Gust Rosenfeld P.L.C.  
One East Washington Street, Suite 1600  
Phoenix, Arizona 85004-2553  
*(Special Counsel representing the Board of Supervisors)*

James Mitchell / Kelly Pile  
Deputy County Attorney  
Pinal County Attorney's Office  
Florence, AZ 85132  
*(Attorney for Pinal County Hearing Office)*