



NOTICE OF PUBLIC MEETING AND EXECUTIVE SESSION
PINAL COUNTY BOARD OF SUPERVISORS
AGENDA FOR SPECIAL SESSION
Thursday, October 22, 2020

3:00 PM - CALL TO ORDER

PINAL COUNTY ADMINISTRATIVE COMPLEX
BOARD OF SUPERVISORS HEARING ROOM
135 N. PINAL STREET
FLORENCE, AZ 85132

BUSINESS BEFORE THE BOARD

(Consideration/Approval/Disapproval of the following:)

- (1) Discussion/approval/disapproval of a grant agreement in the amount of \$806,042 between the Pinal County Recorder's Office and the Center for Tech and Civic Life to be exclusively used for the public purpose of planning and operationalizing safe and secure election administration in Pinal County, 2020. Acceptance requires an amendment to the FY 20/21 budget to decrease revenue and expenditure appropriations in Fund 213 (Grants/Project Contingency) and increase revenue and expenditure appropriations in a fund for the Recorder's Office. (Virginia Ross)
- (2) Executive Session pursuant to A.R.S. 38-431.03(A)(1)(3) for continued discussion regarding County Manager's performance evaluation and contract terms. (Kent Volkmer/Anthony Smith)

ADJOURNMENT

(SUPPORTING DOCUMENTS ARE AVAILABLE AT THE CLERK OF THE BOARD OF SUPERVISORS' OFFICE AND AT <https://pinal.novusagenda.com/AgendaPublic/>)

NOTE: One or more members of the Board may participate in this meeting by telephonic conference call.

The Board may go into Executive Session for the purpose of obtaining legal advice from the County's Attorney(s) on any of the above agenda items pursuant to A.R.S. 38-431.03(A)(3).

In accordance with the requirement of Title II of the Americans with Disabilities Act (ADA), the Pinal County Board of Supervisors and Pinal County Board of Directors do not discriminate against qualified individuals with disabilities admission to public meetings. If you need accommodation for a meeting, please contact the Clerk of the Board Office at (520) 866-6068, at least (3) three business days prior to the meeting (not including weekends or holidays) so that your request may be accommodated.



AGENDA ITEM

October 22, 2020 ADMINISTRATION BUILDING A
FLORENCE, ARIZONA

REQUESTED BY:

Funds #:

Dept. #:

Dept. Name: Recorder

Director: Virginia Ross

BRIEF DESCRIPTION OF AGENDA ITEM AND REQUESTED BOARD ACTION:

Discussion/approval/disapproval of a grant agreement in the amount of \$806,042 between the Pinal County Recorder's Office and the Center for Tech and Civic Life to be exclusively used for the public purpose of planning and operationalizing safe and secure election administration in Pinal County, 2020. Acceptance requires an amendment to the FY 20/21 budget to decrease revenue and expenditure appropriations in Fund 213 (Grants/Project Contingency) and increase revenue and expenditure appropriations in a fund for the Recorder's Office. (Virginia Ross)

BRIEF DESCRIPTION OF THE FISCAL CONSIDERATIONS AND/OR EXPECTED FISCAL IMPACT OF THIS AGENDA ITEM:

BRIEF DESCRIPTION OF THE EXPECTED PERFORMANCE IMPACT OF THIS AGENDA ITEM:

MOTION:

History

Time

10/21/2020 1:24 PM

Who

Clerk of the Board

Approval

Yes

ATTACHMENTS:

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☐ [Agreement](#)

☐ [Grant Request](#)

☐ [Budget Appropriation](#)



October 20, 2020

Pinal County, Arizona
Pinal County Recorder
PO Box 848
Florence, AZ 85132

Dear Virginia Ross,

I am pleased to inform you that based on and in reliance upon the information and materials provided by Pinal County, and the special circumstances Pinal County faces administering elections in 2020, the Center for Tech and Civic Life ("CTCL"), a nonprofit organization tax-exempt under Internal Revenue Code ("IRC") section 501(c)(3), has decided to award a grant to support the work of Pinal County ("Grantee").

The following is a description of the grant:

AMOUNT OF GRANT: \$806,042.00 USD

PURPOSE: The grant funds must be used exclusively for the public purpose of planning and operationalizing safe and secure election administration in Pinal County in 2020 ("Purpose").

Before CTCL transmits these funds to Grantee, CTCL requires that Grantee review and sign this agreement ("Grant Agreement") and agree to use the grant funds in compliance with the Grant Agreement and with United States tax laws and the laws and regulations of your state and jurisdiction ("Applicable Laws"). Specifically, by signing this letter Grantee certifies and agrees to the following:

1. Grantee is a local government unit or political subdivision within the meaning of IRC section 170(c)(1).
2. This grant shall be used only for the Purpose described above, and for no other purposes.

3. Grantee has indicated that the amount of the grant shall be expended on the following specific election administration needs: Election department real estate costs, or costs associated with satellite election department offices, Personal protective equipment (PPE) for staff, poll workers, or voters, Polling place rental and cleaning expenses for early voting or Election Day, Temporary staffing, and Vote-by-mail/Absentee voting equipment or supplies. Grantee may allocate grant funds among those needs, or to other public purposes listed in the grant application, without further notice to or permission of CTCL.
4. Grantee shall not use any part of this grant to make a grant to another organization, except in the case where the organization is a local government unit or political subdivision within the meaning of IRC section 170(c)(1) or a nonprofit organization tax-exempt under IRC section 501(c)(3), and the subgrant is intended to accomplish the Purpose of this grant. Grantee shall take reasonable steps to ensure that any such subgrant is used in a manner consistent with the terms and conditions of this Grant Agreement, including requiring that subgrantee agrees in writing to comply with the terms and conditions of this Grant Agreement.
5. The grant project period of June 15, 2020 through December 31, 2020 represents the dates between which covered costs may be applied to the grant. The Grantee shall expend the amount of this grant for the Purpose by December 31, 2020.
6. Grantee is authorized to receive this grant from CTCL and certifies that (a) the receipt of these grant funds does not violate any Applicable Laws, and (b) Grantee has taken all required, reasonable and necessary steps to receive, accept and expend the grant in accordance with the Purpose and Applicable Law.
7. The Grantee shall produce a brief report explaining and documenting how grant funds have been expended in support of the activities described in paragraph 3. This report shall be sent to CTCL no later than January 31, 2021 in a format approved by CTCL and shall include with the report a signed certification by Grantee that it has complied with all terms and conditions of this Grant Agreement.
8. This grant may not supplant previously appropriated funds. The Grantee shall not reduce the budget of the County Recorder (“the Election Department”) or fail to appropriate or provide previously budgeted funds to the Election Department for the term of this grant. Any amount supplanted, reduced or not provided in contravention of this paragraph shall be repaid to CTCL up to the total amount of this grant.
9. CTCL may discontinue, modify, withhold part of, or ask for the return all or part of the grant funds if it determines, in its sole judgment, that (a) any of the above terms and conditions of this grant have not been met, or (b) CTCL is required to do so to comply with applicable laws or regulations.
10. The grant project period of June 15, 2020 through December 31, 2020 represents the dates between which covered costs for the Purpose may be applied to the grant.



CENTER FOR TECH & CIVIC LIFE
233 N. MICHIGAN AVE., SUITE 1800
CHICAGO, IL 60601
HELLO@TECHANDCIVICLIFE.ORG

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Your acceptance of and agreement to these terms and conditions and this Grant Agreement is indicated by your signature below on behalf of Grantee. Please have an authorized representative of Grantee sign below, and return a scanned copy of this letter to us by email at grants@techandcivicliflife.org.

On behalf of CTCL, I extend my best wishes in your work.

Sincerely,



Tiana Epps Johnson

Executive Director

Center for Tech and Civic Life

GRANTEE

By: _____

Title: _____

Date: _____



CENTER FOR TECH & CIVIC LIFE
233 N. MICHIGAN AVE., SUITE 1800
CHICAGO, IL 60601
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PINAL COUNTY
WIDE OPEN OPPORTUNITY

Board of Supervisors Grant Request

Board of Supervisors meeting date: _____

Department seeking grant: _____

Name of Granting Agency: _____

Name of Grant Program: _____

Project Name: _____

Amount being requested: _____

Match/budget amendment required: _____

Application due date: _____

Anticipated award date: _____

Addresses a strategic priority/goal? If so, identify: _____

Applicable Supervisor District: _____

Brief description of project:

Appropriate approvals received as required under Policy 8.20: _____

Board of Supervisor Request (check all that apply):

Discussion/Approve/Disapproval consent item _____

New item requiring discussion/action _____

Request to submit the application _____

Retroactive approval to submit _____

Public Hearing required _____

Resolution required _____

Request to accept the award _____

Request to approve/sign an agreement _____

**DEPARTMENT/FUND
APPROPRIATION ADJUSTMENT FORM**

Fiscal Year	Agenda Item needed (yes/no)	Anticipated Meeting Date if applicable	Memo Attached if Board item <input type="checkbox"/>

Please use one form per agenda item.

Sources (Fund Balance, Revenues, Transfers In, etc...)								
Fund	Input "yes" if change in Fund Balance (2511)	Cost Center	Sub Ledger	Object Code	Subsidiary	Current Budget	Adjustment Add/ (Subtract)	New Revised Budget
213		3311003		457990		\$8,562,537	(\$806,042)	\$7,756,495
TBD		TBD		426000		\$0	\$806,042	\$806,042
								\$0
								\$0
								\$0
Insert rows above this line and copy New Revised Budget formula down								
Net Source Adjustment							\$0	

Uses (Expenditures, Transfers Out, etc....)								
Fund		Cost Center	Sub Ledger	Object Code	Subsidiary	Current Budget	Adjustment Add/ (Subtract)	New Revised Budget
213		3311003		599500		8,562,537	(\$806,042)	\$7,756,495
TBD		TBD		521990		0	\$806,042	\$806,042
								\$0
								\$0
								\$0
								\$0
								\$0
								\$0
Insert rows above this line and copy New Revised Budget formula down								
Net Use Adjustment							\$0	

Net Change	\$0
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Prepared by: Angeline Woods	Date: 10/21/2020
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Description:	Grant appropriation for a grant award in the amount of \$806,042 from the Center for Tech and Civic Life to the Recorder's Office. Funding will be used exclusively for the public purpose of planning and operationalizing safe and secure election administration in Pinal County in 2020. Acceptance requires an amendment to the FY 20/21 budget to decrease revenue and expenditure appropriations in Fund 213 (Grants/Project Contingency) and increase revenue and expenditure appropriations in a fund for the Recorder's office.
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TYPE OF REQUEST:

- ☐ Transfer within same Cost Center
- ☐ Transfer between Cost Centers within same Fund
- ☐ Transfer between Funds or Transfer In/Out adjustments
- ☒ Transfer from/to of Reserve/Contingency (e.g., new grant, change in special revenue projection, new project...)
- ☐ Change in Fund Balance Appropriation



AGENDA ITEM

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FLORENCE, ARIZONA

REQUESTED BY:

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Dept. #:

Dept. Name:

Director:

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N/A

BRIEF DESCRIPTION OF THE EXPECTED PERFORMANCE IMPACT OF THIS AGENDA ITEM:

N/A

MOTION:

N/A

History

Time

10/21/2020 8:14 AM

Who

Clerk of the Board

Approval

Yes

ATTACHMENTS:

[Click to download](#)

No Attachments Available