MINUTES OF THE INDUSTRIAL DEVELOPMENT AUTHORITY OF THE COUNTY OF PIMA
REGULAR MEETING
SEPTEMBER 11, 2026
12:00 P.M. (MST)
One South Church Avenue, Suite 1000
Tucson, Arizona

The Board of Directors of the Industrial Development Authority of the County of Pima ("the Authority") held a Regular Meeting on September 11, 2026, pursuant to Notice. Directors present were Patrick Cavanaugh, Sara Feld, and Ellen Moulton. Also present were Pat Griffin and Max W. Larnerd of Miller, Pitt, Feldman & McAnally, P.C., counsel to the Authority; Meghan Heddings, Executive Director of Family Housing Resources ("FHR"); Dr. Heather Triana of Keegan Linscott & Associates ("KLA"); Charles W. Lotzar (by Zoom) of Lotzar Law Firm, P.C.; Scott Riffle of Stifel Public Finance; Patty Gonzalez, Community Investment Corporation ("CIC") Director of Housing Programs; Cassie Price, CIC Operations and Capital Access Manager; Malisa Evans, CIC Director of Business; and Frank Dillon, Pima County Economic Development Deputy Director. Members of the public also attended by Zoom.

Director Cavanaugh, President of the Board, called the meeting to order at approximately 12:00 p.m.

Pledge of Allegiance

The Pledge of Allegiance was recited. The Board also observed a moment of silence in recognition of the twenty-fifth anniversary of September 11, 2001.

Call to Public

Director Cavanaugh called the public to address the Board. No public comment was made.

Approval of Minutes

The Directors considered the minutes of the July 14, 2026 Special Meeting, July 21, 2026 Special Meeting, and September 2, 2026 Regular Meeting. Director Feld moved to approve the minutes of all three meetings. Director Moulton seconded the motion. The motion passed unanimously.

Additional Authority Directors

The Directors opened discussion concerning the process for recommending two additional Directors to the Pima County Board of Supervisors. Counsel advised that A.R.S. § 38-431.03(A)(1) permits discussion of individual candidates in executive session.

Director Moulton moved to discuss this item in executive session. Director Feld seconded the motion. The motion passed unanimously.

After the Board returned to open session, Director Moulton moved to proceed as discussed in executive session regarding the process for recommending additional Authority Directors to the Pima County Board of Supervisors. Director Feld seconded the motion. The motion passed unanimously.

Executive Director Position

The Directors opened discussion concerning the Authority's Executive Director position. Director Feld moved to discuss the item in executive session. Director Moulton seconded the motion. The motion passed unanimously.

After the Board returned to open session, Director Feld moved to proceed as discussed in executive session regarding the Executive Director position. Director Moulton seconded the motion. The motion passed unanimously.

Board Packet and Agenda Procedures

The Directors discussed procedures for preparing agendas and Board packets. The Directors discussed providing materials earlier than the minimum posting deadline, establishing a consistent process for submitting agenda items and Board materials, and using email and SharePoint to organize meeting materials. The Directors also discussed preparation and availability of meeting minutes and recordings.

Director Moulton moved to require that, at least 72 hours before an Authority meeting, the Directors receive the final agenda and supporting materials by email and that the materials also be posted to the Authority's SharePoint site. Director Feld seconded the motion. The motion passed unanimously.

Keegan Linscott Presentation

Dr. Heather Triana of KLA addressed the Board regarding KLA's review of the Authority's financial records. Dr. Triana explained that KLA had reviewed financial activity and audited financial statements for fiscal years 2022 through 2024 and had not identified anything unusual or concerning.

Dr. Triana also advised that KLA was reviewing the Authority's 2025 financial information and had not identified significant concerns to date. She explained that KLA was making accounting reclassifications so that the transactions would be properly categorized before the audit. KLA anticipated completing its 2025 review within approximately one to two weeks.

The Directors discussed internal accounting procedures and controls. Dr. Triana advised that drafting procedures was not within KLA's current scope but could be addressed after completion of the 2025 review. KLA's reclassification entries could also help identify areas where procedures should be strengthened.

Counsel advised that the former Audit Committee had prepared a response to prior Heinfeld Meech comments concerning accounting procedures and controls and would provide that material to the Directors. Meghan Heddings advised that Heinfeld Meech had also been engaged to assist with internal procedures and controls.

The Directors requested the KLA reclassification information and prior Audit Committee materials for use in evaluating future accounting procedures and controls. No action was taken.

Knee v. Quihuis Dismissal and Additional Claim

The Board opened discussion concerning the dismissal of *Knee v. Quihuis*. Director Cavanaugh moved to consider the matter in executive session for legal advice. Director Feld seconded the motion. The motion passed unanimously.

After returning from executive session, no action was taken.

Declaratory Action

The Board opened discussion concerning the pending declaratory action involving the Authority. Director Cavanaugh moved to consider the matter in executive session for legal advice. Director Moulton seconded the motion. The motion passed unanimously.

After returning from executive session, no action was taken.

Support Organization Board Composition

The Board opened discussion concerning the composition of the boards of the Authority's support organizations. Director Moulton moved to consider the matter in executive session for legal advice. Director Feld seconded the motion. The motion passed unanimously.

After returning from executive session, no action was taken.

Board Study Sessions

The Directors discussed educational sessions concerning the Authority's programs and financing tools. Cassie Price advised that she had been coordinating with Scott Riffle regarding potential training sessions.

The Directors discussed whether to conduct the sessions immediately or after the two vacant Authority Director positions are filled. Mr. Riffle noted that the training would also benefit future Authority staff but also that the Authority would need to make decisions concerning its existing volume-cap allocation before the applicable deadline.

Mr. Riffle also explained that industrial development authorities may issue several types of bonds and that Stifel's proposed training would principally address single-family mortgage revenue bonds. Director Moulton requested information regarding other bond types available for the Authority to issue.

The Directors agreed to revisit the training schedule at the October meeting.

Disbursement Approval Procedures

Malisa Evans described the Authority's existing accounts-payable and disbursement process. CIC collects invoices, prepares a disbursement packet and payment spreadsheet, routes the materials for approval, prepares checks, and maintains supporting documentation.

The Directors discussed linking invoices to applicable contracts, maintaining complete electronic payment records, establishing signature authority based on payment amounts, and ensuring that multiple authorized signers are available.

Meghan Heddings advised that the process of updating signatory authority with National Bank of Arizona had been initiated and that she would follow up with the bank.

Ms. Evans agreed to provide recent disbursement activity to assist the Board in evaluating payment amounts and appropriate authorization thresholds. No formal action was taken.

Authority Contracts

The Board opened discussion concerning the Authority's existing contracts and professional engagements. Director Moulton moved to consider the matter in executive session for legal advice. Director Feld seconded the motion. The motion passed unanimously.

After returning from executive session, no action was taken.

Executive Session – Reconvene

After completing the open-session agenda items, Director Moulton moved to enter executive session pursuant to A.R.S. § 38-431.03(A)(1), (3) and (4) for the matters identified on the agenda. Director Feld seconded the motion. The motion passed unanimously.

The Board entered executive session and later reconvened in open session. No legal action was taken during executive session. In Open Session, the Directors took the actions described above in items: Additional Authority Directors, and Executive Director Position.

Other Business – Adjournment

President Cavanaugh called for other business, and there being none, Director Feld moved to adjourn the meeting. Director Moulton seconded the motion. The motion passed unanimously.

APPROVED this 24th day of September, 2026

/s/
Sara Feld, Secretary

/s/
Patrick Cavanaugh, President