



## NOTICE OF PUBLIC MEETING AND POSSIBLE EXECUTIVE SESSION OF THE STATE OF ARIZONA CITIZENS CLEAN ELECTIONS COMMISSION

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**Location:** Citizens Clean Elections Commission

1616 West Adams, Suite 110

Phoenix, Arizona 85007

**Date:** Monday, March 4, 2019

**Time:** 9:30 a. m.

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the Commissioners of the Citizens Clean Elections Commission and the general public that the Citizens Clean Elections Commission will hold a regular meeting, which is open to the public on March 4, 2019. This meeting will be held at 9:30 a.m., at the Citizens Clean Elections Commission, 1616 West Adams, Suite 110, Phoenix, Arizona 85007. The meeting may be available for live streaming online at [www.livestream.com/cleanelections](http://www.livestream.com/cleanelections). Members of the Citizens Clean Elections Commission will attend either in person or by telephone, video, or internet conferencing.

The Commission may vote to go into executive session, which will not be open to the public, for the purpose of obtaining legal advice on any item listed on the agenda, pursuant to A.R.S. § 38-431.03 (A)(3). The Commission reserves the right at its discretion to address the agenda matters in an order different than outlined below.

**All matters on the agenda may be discussed, considered and are subject to action by the Commission.**

**Possible action on any Matter Under Review (MUR) identified in this agenda may include authorizing or entering into a conciliation agreement with subject of the MUR, in addition to any other actions, such as finding reason to believe a violation has occurred, finding probable cause to believe a violation has occurred, applying penalties, ordering the repayment of monies to the Clean Elections Fund, or terminating a proceeding.**

The agenda for the meeting is as follows:

- I. Call to Order.
- II. Discussion and Possible Action on Commission Minutes for January 31, 2019 meeting.
- III. Discussion and Possible Action on Executive Director's Report and Legislative Report. **Possible Action may include directing staff to take positions on legislation or legal issues discussed in the report. The report is typically available on line or via email request at [ccec@azcleanelections.gov](mailto:ccec@azcleanelections.gov)**

IV. Discussion and Possible Action on Final Audit Approval for the following 2018 General Election Participating Candidates:

- A. Anthony Sizer, LD, General Election Audit
- B. Benjamin Carmitchel, LD, General Election Audit
- C. Bill Pierce, SW, General Election Audit
- D. Bradley Hughes, LD, General Election Audit
- E. Bret Roberts, LD, General Election Audit
- F. Daria Lohman, LD, General Election Audit
- G. Douglas Ervin, LD, General Election Audit
- H. Ed Gogek, LD, General Election Audit
- I. Eric Kurland, LD, General Election Audit
- J. Frank Carroll, LD, General Election Audit
- K. Joseph Bisaccia, LD, General Election Audit
- L. Linda Gross, LD, General Election Audit
- M. Lynsey Robinson, LD, General Election Audit
- N. Mary McCord Robinson, LD, General Election Audit
- O. Mary-Katherine Michelle Harris, LD, General Election Audit
- P. Pamela Powers Hannley, LD, General Election Audit
- Q. Ralph Atchue, LD, General Election Audit
- R. Ray Speakman, LD, General Election Audit
- S. Sandra Kennedy, SW, General Election Audit
- T. Sharon Girard, LD, General Election Audit
- U. Valerie Harris, LD, General Election Audit
- V. Jennifer Samuels, LD, General Election Audit

V. Discussion and Possible Action on MUR 18-07, One Arizona.

VI. Discussion and Possible Action on Executive Director compensation. The Commission may vote to adjust the Executive Director's salary. The Commission may vote to discuss this matter in executive session pursuant to A.R.S. § 38-431.03 (A)(1).

VII. Public Comment

This is the time for consideration of comments and suggestions from the public. Action taken as a result of public comment will be limited to directing staff to study the matter or rescheduling the matter for further consideration and decision at a later date or responding to criticism

VIII. Adjournment.

This agenda is subject to change up to 24 hours prior to the meeting. A copy of the agenda background material provided to the Commission (with the exception of material relating to possible executive sessions) is available for public inspection at the Commission's office, 1616 West Adams, Suite 110, Phoenix, Arizona 85007.

Dated this 27<sup>th</sup> day of February, 2019.

Citizens Clean Elections Commission

Thomas M. Collins, Executive Director

Any person with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the Commission at (602) 364-3477. Requests should be made as early as possible to allow time to arrange accommodations.

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THE STATE OF ARIZONA

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CITIZENS CLEAN ELECTIONS COMMISSION

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REPORTER'S TRANSCRIPT OF PUBLIC MEETING

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Phoenix, Arizona

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January 31, 2019

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9:34 a.m.

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**ITEM II**

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COASH & COASH, INC.

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Court Reporting, Video & Videoconferencing

23

1802 North 7th Street, Phoenix, AZ 85006

602-258-1440      staff@coashandcoash.com

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Prepared by:

25

LILIA MONARREZ, CSR, RPR

Certificate No. 50699

**Coash & Coash, Inc.**

**602-258-1440**

**www.coashandcoash.com**

<p style="text-align: right;">Page 2</p> <p>1 PUBLIC MEETING BEFORE THE CITIZENS CLEAN 2 ELECTIONS COMMISSION convened at 9:34 a.m. on 3 January 31, 2019, at the State of Arizona, Clean 4 Elections Commission, 1616 West Adams, Conference Room, 5 Phoenix, Arizona, in the presence of the following Board 6 members: 7 8 Mr. Mark S. Kimble, Chairperson 9 Mr. Damien R. Meyer 10 Ms. Amy B. Chan 11 Mr. Galen D. Paton 12 13 OTHERS PRESENT: 14 Thomas M. Collins, Executive Director 15 Paula Thomas, Executive Officer 16 Gina Roberts, Voter Education Director 17 Mike Becker, Policy Director 18 Alec Shaffer, Web Content Manager 19 Fanessa Salazar, Administrative Assistant 20 Joseph LaRue, Assistant Attorney General 21 Kara Karlson, Assistant Attorney General 22 Christina Borrego, RIESTER 23 Ryan Wheelock, RIESTER 24 Mirja Riester, RIESTER 25 Kirin Goff, Torres Law Group</p>	<p style="text-align: right;">Page 4</p> <p>09:35:36-09:37:07</p> <p>1 continuing to keep you informed on the Voter Education 2 front on the various local elections. 3 We have the Phoenix local election on 4 March 12th. It's the -- that includes the Phoenix 5 mayoral runoff. It also includes the primary for the 6 forthcoming city council race. So that will be a 7 little bit confusing for folks. We're trying to see 8 where we can help out there, but importantly, the voter 9 registration deadline cutoff is February 11th, which is 10 before our next meeting, and the early voting begins on 11 February 13th. So that will be something to be aware 12 of, you know. I mean, it's just Phoenix, but it's -- 13 it is the largest city in the state, somehow. 14 And it's -- and Alec and I did a Facebook 15 Live about our -- on My Elected Officials tool, and we 16 are working on trying to draw some more attention to 17 that. The best part about the find my elections tool 18 is that, unlike, for example, the legislature's 19 website, you can use your home address to directly 20 connect you to the contact information for your elected 21 officials, including your representatives and your 22 senators. 23 The legislature's website Find My Elected 24 Officials is, like, a -- literally, a three-step 25 process that involves you going to the IRC's website,</p>
<p>09:34:40-09:35:32</p> <p style="text-align: right;">Page 3</p> <p>1 PROCEEDING 2 3 CHAIRMAN KIMBLE: Good morning. I'm going 4 to call the January 31st, 2019, meeting of the Citizens 5 Clean Election Commission to order. 6 Item Number II: Discussion and possible 7 action on minutes for November 8, 2018 meeting. 8 Any comments on the minutes or corrections 9 or additions? 10 COMMISSIONER CHAN: Mr. Chairman, I would 11 move that we approve the minutes as written. 12 COMMISSIONER MEYER: Second. 13 CHAIRMAN KIMBLE: It's been moved and 14 seconded that we approve the minutes for the 15 November 8, 2018 meeting. 16 All those in favor, say aye. 17 (Chorus of ayes.) 18 CHAIRMAN KIMBLE: Any opposed? 19 (No response.) 20 CHAIRMAN KIMBLE: They're approved. 21 Number III: Discussion and possible action 22 on Executive Director's report and legislative report. 23 Tom? 24 MR. COLLINS: Chairman Kimble, 25 Commissioners, a few quick things, and we'll be</p>	<p>09:37:10-09:38:56</p> <p style="text-align: right;">Page 5</p> <p>1 then back to the legislature's website, and then 2 finding the right district on another page. So we've 3 always been quite proud of this tool, and we've been 4 trying to draw attention to it. 5 We are close to wrapping up -- well, I 6 wouldn't -- I guess I can't quite say it that far, but 7 in the enforcements you see we've got a couple on this 8 agenda and then -- and then a candidate issue that we 9 closed pursuant to the executive director's authority. 10 That candidate came into compliance on a minor error. 11 Then just miscellaneous. We still -- the 12 Legacy Foundation Action Fund case still exists, 13 exists, exists. The -- we've actually just updated 14 this from what their -- you know, LFAF wants to 15 expedite Superior Court resolution. We have filed a -- 16 or are filing a motion to dismiss because what they did 17 was they -- or we are filing a judgment, rather. So 18 that -- so that the -- and then we anticipate an appeal 19 after that. LFAF already appealed prematurely, and 20 that was dismissed because there wasn't a judgment yet. 21 And then the other thing that happened, I 22 think, post our last meeting was that the plaintiffs, 23 principally the Arizona Advocacy Network and the 24 members of the democratic caucus and some labor union 25 clients of the Torres Law Group won a motion for</p>

09:39:07-09:40:44	Page 6	09:42:16-09:43:27	Page 8
<p>1 summary judgment related to portions of Senate Bill 2 1516. And, in the course of so doing, clarified, yet 3 again, the Commission's authority to enforce the Clean 4 Elections Act. There's a quote there that I'm not 5 going to read from Judge Palmer's minute entry. That, 6 too, is in the process of getting to a final judgment. 7 We've -- we're litigating attorney's fees 8 right now. All three state defendants have filed 9 responses to the attorney fee motion saying that 10 there -- that the Court should decline to offer 11 attorney's fees. So that's -- so pending finalization 12 of the procedural aspects of that case, that will be -- 13 we anticipate that, at the very least, the State and 14 the Governor's Regulatory Review Council will file an 15 appeal, but the clock on their appeal has not yet 16 started, although -- well, so -- so there's -- there's 17 that. 18 We had the Bennett versus Reagan, et al., 19 case which we're involved with which had to do with -- 20 I'm not even sure I can describe it exactly, but 21 Secretary -- Former Secretary Bennett, having not 22 qualified for funding, filed a lawsuit against, 23 basically, the Commission, the Executive Director and 24 the Secretary of State. I can't remember his theory -- 25 Joe -- but, basically, saying no fair, I think is the</p>		<p>1 but at the very least, the fact that we've all 2 identified the same issues as the issues is better -- a 3 better place to start. 4 COMMISSIONER CHAN: Mr. Chairman? 5 CHAIRMAN KIMBLE: Commissioner Chan. 6 COMMISSIONER CHAN: I'm hoping that without 7 any interference or -- with the new Secretary of 8 State's office and, perhaps, not having that, kind of, 9 variable injected into these proceedings with you and 10 the staff over there, that things will go smoother. 11 MR. COLLINS: Well, that's -- yes. And 12 that's something we probably need to bring up with the 13 Secretary's office at some point, although we have -- 14 we've been waiting for the Secretary's office to get 15 staffed up to broach some of those subjects. 16 And then just -- so those who might think 17 we've forgotten, we have not. We will be -- we had a 18 lot on the agenda already. So we'll be scheduling some 19 time where we repeal the party spending rule, but, you 20 know, it's not the law, at any -- in any event. So, 21 you know, no one should be relying on it, but we'll get 22 it out of the rule book, you know, at some point down 23 the road, but -- there are no candidates who are funded 24 or participating at this point, but we haven't 25 forgotten it. It's just -- it's just -- it just is</p>	
09:40:51-09:42:11	Page 7	09:43:31-09:44:33	Page 9
<p>1 best I can -- anyway, it was dismissed. And I think 2 Joe and Kara filed a formal judgment, and I think we 3 still have not had that filed -- or signed. 4 Right? 5 MR. LaRUE: That's correct. 6 MR. COLLINS: And Mr. Bennett has indicated 7 that he'll appeal, but I don't know if that will happen 8 or not. 9 And, then, the last thing -- I don't mean 10 to go on so long here, but I wanted to mention two 11 quick things on the -- on the -- on the Prop 206. Mike 12 and I have had a productive meeting with Chris 13 Klemmich from GRRC. He's the staff attorney there. I 14 think some of you -- Commissioner Kimble is familiar 15 with him. We worked through trying to identify the 16 conflicts, or potential conflicts, between what was 17 left in place by Prop 206 and what was displaced. 18 I think we generally agreed on what the 19 issues are. We'd like to get to a place where we can 20 agree on process stuff, but that's going to take some 21 time. And we're going to keep talking to -- talking to 22 Chris, and then our hope -- and it's, you know, a hope 23 because the membership of this body and the membership 24 of that body have not changed substantially -- that 25 we'll -- we can -- we can find a framework that works,</p>		<p>1 what it is. So, I mean -- so there we have it. 2 A couple of quick notes, and if you have 3 follow-up questions, they might be directed to Mike. 4 This HCR is kind of interesting. It would give the 5 authority to nominate candidates for the IRC to the 6 Commission. There's -- you know, there's some -- we 7 don't have a -- we have not taken a formal position on 8 it, other than to say that, you know, there's some 9 reasons why the Clean Elections Commission might be 10 a -- might be a good place to do that. 11 COMMISSIONER CHAN: Can I ask a question? 12 Mr. Chairman, may I ask a question? 13 Mike, I did not take a chance to read that 14 bill at all, but do you know off the top of your head, 15 is it injecting us into the process or is it, 16 basically, revising the whole process and having us, as 17 the board, potentially, do all of the appointments? 18 MR. BECKER: It's the second one. 19 COMMISSIONER CHAN: It's the -- all of the 20 appointments? 21 MR. BECKER: Yes. 22 COMMISSIONER CHAN: And, I mean, we're 23 coming up on a redistricting year here. I guess -- so 24 in 2020, that's when the census is done and then the 25 redirecting would be in 2021? So this would have an</p>	

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<p>1 opportunity, if it moves, to go to a ballot and then</p> <p>2 make that change prior to -- okay. I guess that makes</p> <p>3 sense, but I was thinking, in my mind, when I was</p> <p>4 looking at this, that it might not have enough time to</p> <p>5 take effect, but -- okay.</p> <p>6 Thank you for helping me clarify that in my</p> <p>7 mind. Thank you.</p> <p>8 CHAIRMAN KIMBLE: Any other questions for</p> <p>9 Mr. Collins on the Executive Director's report?</p> <p>10 (No response.)</p> <p>11 CHAIRMAN KIMBLE: Thank you.</p> <p>12 Item Number IV: Discussion and possible</p> <p>13 action on the 2019 Voter Education Plan.</p> <p>14 Gina?</p> <p>15 MS. ROBERTS: Good morning, Mr. Chair,</p> <p>16 Commissioners.</p> <p>17 So today we would like to present our plans</p> <p>18 for the 2019 Voter Education Plan, and to start off</p> <p>19 things, I will give a brief recap on our efforts for</p> <p>20 the 2018 General Election. Last year we did, briefly,</p> <p>21 go over our efforts for the primary. So a lot of this</p> <p>22 will look very familiar to you, so I will try to get</p> <p>23 through it fairly quickly and then focus on the 2019</p> <p>24 efforts.</p> <p>25 So for the general election, just to give</p>	<p>1 vote and how to participate.</p> <p>2 And this is just some examples of what this</p> <p>3 looked like, some of the ads that we had out there.</p> <p>4 This was -- these particular ads, they were more</p> <p>5 focused on the civics aspect of the election. So if</p> <p>6 I'm going to be voting for Secretary of State, it's</p> <p>7 important that I understand what the roles and</p> <p>8 responsibilities of that office are so I would be more</p> <p>9 inclined to, okay, if I, you know, have an interest in</p> <p>10 elections, then I want to make sure that I vote in this</p> <p>11 particular race.</p> <p>12 So we had information out for the voters on</p> <p>13 what those offices do. And, again, it's just some</p> <p>14 examples of what this creative looked like. So, you</p> <p>15 know, last date to request an early ballot by mail,</p> <p>16 August 17th, and we really covered all of those key</p> <p>17 dates and deadlines for voters.</p> <p>18 This is an example of a citizens countdown</p> <p>19 series that we did. These were videos that we aired</p> <p>20 leading up to the general election. And I'll talk</p> <p>21 about these in a few more slides down the road, but I</p> <p>22 just wanted to call these out for your recollection.</p> <p>23 But these were very successful, and I'll explain why</p> <p>24 shortly.</p> <p>25 So for our Voter Education Guide, we mailed</p>		
09:46:00-09:47:11	Page 11	09:48:24-09:49:33	Page 13
<p>1 you a quick idea of what the numbers look like, we had</p> <p>2 a turnout of 64.85 percent, which was really fantastic</p> <p>3 for a mid-term election. We were just shy of breaking</p> <p>4 the record turnout in 1982. So it was very positive to</p> <p>5 see those numbers increase over the years and have such</p> <p>6 a high turnout for our general election. Five of our</p> <p>7 15 counties were able to break voter turnout records.</p> <p>8 So very positive for a mid-term election year,</p> <p>9 specifically, you know, our statewide offices, all of</p> <p>10 them are on the ballot during the mid-term. So really</p> <p>11 positive to see that great turnout from our voters.</p> <p>12 So very quickly, I'll go over the campaigns</p> <p>13 that we had for our primary and general election. I'll</p> <p>14 just -- again, the same creative was used. So this</p> <p>15 will look very familiar, but we started off with our</p> <p>16 Connections Campaign. And this was developed based off</p> <p>17 of the research that we had done in previous years</p> <p>18 where we identified that voters really need to feel</p> <p>19 connected to the election in order to want to</p> <p>20 participate.</p> <p>21 So that was the theme behind all of the</p> <p>22 creative. And our voter education really surrounded</p> <p>23 around, you know, what you need to know, how to</p> <p>24 participate, the key dates so voters are aware of the</p> <p>25 important deadlines that they face and, really, how to</p>	<p>1 out over 2 million pieces this year for the general</p> <p>2 election. So for the primary, we mailed out over 2</p> <p>3 million. So, in total, we had over 4 million pieces of</p> <p>4 mail going to every household in the state with a</p> <p>5 registered voter. We, you know, made sure that we had</p> <p>6 an education campaign to let the voters know what</p> <p>7 exactly the Voter Education Guide is, what you can</p> <p>8 expect from it and, you know, it's really the</p> <p>9 opportunity for the voters to hear directly from the</p> <p>10 candidates themselves.</p> <p>11 So it had all the statewide and legislative</p> <p>12 candidates in there, and I think -- and Alec has the</p> <p>13 numbers for you when he does the annual report next,</p> <p>14 but I think we only had, maybe, eight candidates that</p> <p>15 actually did not submit a statement out of 242 that</p> <p>16 were eligible. So we really see great participation</p> <p>17 rates from the candidates with our voter guide. That's</p> <p>18 pretty consistent every year. So I'm happy to see that</p> <p>19 all of that information was available to voters.</p> <p>20 We did, also, make efforts to inform voters</p> <p>21 about the additional formats that we had available and,</p> <p>22 also, our guides are also mailed to our military and</p> <p>23 overseas voters. So they're going across the world</p> <p>24 wherever these men and women may be at. So we did</p> <p>25 additional efforts to reach out to their family</p>		

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<p>1 members. Hey, if you know somebody, if you have a</p> <p>2 loved one who's serving, you know, help us reach them</p> <p>3 and let them know this is on the way to them, but they</p> <p>4 can also look at it now on our website.</p> <p>5 And some of the formats that we've had, we</p> <p>6 automatically mail English and Spanish, as you know.</p> <p>7 Hopefully everybody received theirs at home. We do</p> <p>8 have a large print available, and we also translate it</p> <p>9 into Navajo. And we have a partnership with Sun Sounds</p> <p>10 of Arizona. We've been able to do that every election</p> <p>11 year, and it's been wonderful for our voters who, you</p> <p>12 know, rely on that assistance to get an audio version</p> <p>13 of the voter information to them. And, then, we also</p> <p>14 provide plain text, which is available on our website</p> <p>15 for screen readers to that effect.</p> <p>16 Just some examples of what the guide looked</p> <p>17 like and the ads that we've had running and then our</p> <p>18 debates. So we made a lot of effort this year to</p> <p>19 inform the public of when the debates were occurring.</p> <p>20 We would do a Facebook event for every legislative</p> <p>21 district debate and the statewide debates. And our</p> <p>22 goal was to let voters know how they can engage with</p> <p>23 the debates, whether it's attending it in person if</p> <p>24 it's a legislative debate, or it's watching it online</p> <p>25 or for the handful that we're able to provide live</p>		<p>1 would come into our office and sit with Tom, and</p> <p>2 they'd, kind of, give a breakdown and analyze the</p> <p>3 district. This is, you know, the party makeup of it</p> <p>4 and, you know, this is what you can expect from the</p> <p>5 candidates. So just trying to build that energy</p> <p>6 around, hey, you know, come out and participate in the</p> <p>7 debate.</p> <p>8 Tom also did videos for the statewide ones,</p> <p>9 as well, kind of, explaining what the roles of the</p> <p>10 offices are and why it's important. And there we have</p> <p>11 Tom in the studio in the control room at AZ PBS which</p> <p>12 hosts our statewide debates. And, kind of, similar to</p> <p>13 what we did with Luige, we also had Ted Simons, who was</p> <p>14 the host, the moderator of Arizona Horizon, for our</p> <p>15 statewide debates. He would give a little bit of a</p> <p>16 preview, as well, to, kind of, you know, what to expect</p> <p>17 if you tune in and what kind of questions we're going</p> <p>18 to ask the candidates.</p> <p>19 And we had a few behind-the-scenes moments,</p> <p>20 as well, and then we -- after a few of the debates, we</p> <p>21 had Tom and some guests come on and do a post analysis</p> <p>22 of what occurred. So all of these events here, all of</p> <p>23 this content was made available to voters to, really,</p> <p>24 again, build that momentum and encourage them to</p> <p>25 participate and really highlight why these debates are</p>	
09:50:45-09:51:50	Page 15	09:53:00-09:54:08	Page 17
<p>1 streaming services, they could participate without</p> <p>2 actually attending.</p> <p>3 Voters were able to submit a question</p> <p>4 through the Clean Elections website or through our</p> <p>5 smartphone app if they weren't able to attend in person</p> <p>6 or if they just wanted to get it in ahead of time. So</p> <p>7 we made sure that we had a lot of information out there</p> <p>8 for voters so they knew when the debate schedule would</p> <p>9 be and how they can attend and participate.</p> <p>10 This is an example of a print ad that we</p> <p>11 did, again, you know, trying to establish that</p> <p>12 connection, you know. Why is attending a debate</p> <p>13 important? It's important to talk to the candidates</p> <p>14 who wish to represent you. This is in your</p> <p>15 neighborhood. This is in your district. Come out and</p> <p>16 hear directly to them. You know, ask them a question,</p> <p>17 shake their hand. And that was, kind of, the -- the</p> <p>18 theme that we would push throughout our creative.</p> <p>19 And one of the things that we did this year</p> <p>20 for debates was we had the opportunity to partner with</p> <p>21 the "Arizona Capitol Times," and they moderated a</p> <p>22 handful of our legislative district debates. So we</p> <p>23 filmed some, I guess, teaser videos, if you will, to</p> <p>24 help build the excitement and the anticipation for the</p> <p>25 debate where we had their editor, Luige del Puerto. He</p>		<p>1 meaningful. There's meaningful information here that</p> <p>2 is important to voters. So different tactics that we</p> <p>3 tried out this year to try and increase that</p> <p>4 engagement, and we found them all to be very</p> <p>5 successful.</p> <p>6 COMMISSIONER CHAN: Mr. Chairman and Gina,</p> <p>7 I just want to compliment you and all the staff because</p> <p>8 I absolutely loved our Voter Education Campaign. And</p> <p>9 I'm a total election nerd, and I know probably all of</p> <p>10 us on this Commission are, of course, more likely to</p> <p>11 pay attention to those things. So -- but you said it</p> <p>12 yourself. It was more successful, you found, from the</p> <p>13 data, but I just wanted to compliment you guys because</p> <p>14 I was so impressed. I enjoyed the content, and I felt</p> <p>15 like, you know, I was hopeful that if I was enjoying</p> <p>16 it, other people would catch on and enjoy it, too. And</p> <p>17 so I -- I just think that was super -- just a super</p> <p>18 effort and very successful.</p> <p>19 Thank you so much for all that wonderful</p> <p>20 work.</p> <p>21 MS. ROBERTS: Thank you, Mr. Chairman,</p> <p>22 Commissioner Chan. Yes, we're very pleased with how</p> <p>23 these ideas and, I guess, pilot projects, if you will,</p> <p>24 turned out, you know. And it's helpful, too, that with</p> <p>25 Tom's background as a journalist, he's really able to</p>	



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<p>1 get on to the camera and really help build that</p> <p>2 excitement. So it worked out well. We're definitely</p> <p>3 going to be exploring how we can continue this trend.</p> <p>4 We also had other pilot projects with the</p> <p>5 debates, too. I'm sorry. I skipped ahead with a slide</p> <p>6 here, but we had Commissioner Paton, his ideas about</p> <p>7 partnerships with the schools. And we did that in both</p> <p>8 the primary and the general election, and we found</p> <p>9 those to be successful, as well. And so we're going to</p> <p>10 continue, in 2019, to look at how can we provide a</p> <p>11 better experience for our voters and our candidates.</p> <p>12 There were a lot of lessons learned this year, and so</p> <p>13 we will be sitting down with our team and looking to</p> <p>14 see how we can make those improvements for 2020.</p> <p>15 Another one of our campaigns was our 18 in</p> <p>16 2018 campaign. This was the -- the goal here was to</p> <p>17 really encourage our next generation of voters to get</p> <p>18 registered, to activate their political power by</p> <p>19 registering to vote and then actually voting, voting</p> <p>20 informed. And this was our campaign that we had the</p> <p>21 mural, the wings with, and we had several creative that</p> <p>22 really targeted these younger voters, really trying to</p> <p>23 meet them where they are.</p> <p>24 With this example, you can see -- well, you</p> <p>25 may not be able to see. It's a little small here, but</p>	<p>1 website and get the information that they needed.</p> <p>2 This is a snapshot of our website</p> <p>3 performance for the entire year. So for the entire</p> <p>4 year, we had almost a million sessions occur. We had</p> <p>5 668,000 users, and the average time on the site was</p> <p>6 over two minutes. And if you look over to the chart on</p> <p>7 the right, the majority of people who are interacting</p> <p>8 with our website are -- are doing so on their mobile --</p> <p>9 their mobile phones, their mobile applications.</p> <p>10 And so we think that's really important to</p> <p>11 see because if you imagine yourself on your phone, two</p> <p>12 minutes is quite a bit of time to sift through the</p> <p>13 information that we have on our website. And we think</p> <p>14 that speaks to the redesign of our website, the content</p> <p>15 that we are providing to voters. We see this as a sign</p> <p>16 of success in that voters are able to come to our site</p> <p>17 and really absorb the information that they need and</p> <p>18 get it quickly and, you know, they're not leaving.</p> <p>19 So we think this is -- we're really happy</p> <p>20 to see these numbers because all of the advertising</p> <p>21 that we do, for the most part, we are driving people</p> <p>22 back to our website. That is where they are getting</p> <p>23 the information about how to vote and find their</p> <p>24 polling place.</p> <p>25 COMMISSIONER MEYER: Mr. Chairman?</p>		
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<p>1 we had -- Clean Elections had ads running when we see</p> <p>2 popular artists here, such as Ariana Grande or Kendrick</p> <p>3 Lamar. And I think this showcases we are really trying</p> <p>4 to meet these voters where they're at and to provide</p> <p>5 the ability for them to click and learn more and to get</p> <p>6 registered to vote right away. So we're really trying</p> <p>7 to go to them here.</p> <p>8 Just some more examples of the interaction</p> <p>9 and the engagement that we had with voters, and then</p> <p>10 I'll jump into our website performance.</p> <p>11 So to give you the breakdown between the</p> <p>12 primary and the general election, we see the increase</p> <p>13 in the general election for the number of users who are</p> <p>14 visiting our website. So we're really happy to see</p> <p>15 these numbers, especially the average time on the site,</p> <p>16 which is over two minutes. We think that's fantastic</p> <p>17 for a number of reasons, but I really wanted to</p> <p>18 showcase that we're jumping in the right direction</p> <p>19 between the primary and the general.</p> <p>20 As far as our page views go, we really</p> <p>21 found our 18 in 2018 campaign to be very successful,</p> <p>22 and I think that showcases here, when we look at the</p> <p>23 breakdown of how people are interacting with our</p> <p>24 website. So we really did connect with that younger</p> <p>25 audience, and we were able to get them to come to our</p>	<p>1 CHAIRMAN KIMBLE: Commissioner Meyer.</p> <p>2 COMMISSIONER MEYER: Does that two-minute</p> <p>3 time, does this reflect the app usage, as well, or is</p> <p>4 this independent of the app?</p> <p>5 MS. ROBERTS: This is independent of the</p> <p>6 app, Mr. Chairman and Commissioner Meyer.</p> <p>7 COMMISSIONER MEYER: Oh, wow.</p> <p>8 MS. ROBERTS: So this is just entirely</p> <p>9 azcleanelections.gov. So we definitely do have other</p> <p>10 communication channels that we are interacting with</p> <p>11 voters, such as the app. We have the chat pod. We</p> <p>12 have our newest tool, our CRM, our email newsletters.</p> <p>13 So we have -- and, of course, we also have the</p> <p>14 engagement, the comments that we have on Facebook and</p> <p>15 our social channels.</p> <p>16 So as far as Facebook goes, we are</p> <p>17 receiving so many comments, and Alec is monitoring</p> <p>18 those daily. And it gives us the opportunity to</p> <p>19 respond to questions from voters immediately. We have</p> <p>20 100 percent response rate from Facebook. So it's very</p> <p>21 timely communication that we have there, but as far as</p> <p>22 the website goes, which is really the hub of where we</p> <p>23 host all of the information a voter needs -- you know,</p> <p>24 it's the voter guide. It's where to vote. It's</p> <p>25 looking at my registration, the candidates. It's all</p>		

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<p>1 there on the site, and the numbers are showing that</p> <p>2 it's working.</p> <p>3 CHAIRMAN KIMBLE: And -- I'm sorry. Were</p> <p>4 you done, Commissioner?</p> <p>5 COMMISSIONER MEYER: I was. Thank you,</p> <p>6 Chairman.</p> <p>7 CHAIRMAN KIMBLE: If I could follow up on</p> <p>8 Commissioner Meyer's question, is there a way to</p> <p>9 capture how many people use the app and how long they</p> <p>10 use it for?</p> <p>11 MS. ROBERTS: Yes. Mr. Chairman,</p> <p>12 Commissioners, we do have that data. I don't have it</p> <p>13 in here, but I can tell you that the numbers are low.</p> <p>14 So as of right now, with our app, it wasn't one of our</p> <p>15 primary tools that we were pushing with paid media this</p> <p>16 year. One of the things that we are working on right</p> <p>17 now -- as you know, we did the redesign of the website</p> <p>18 this year. We are applying that redesign to the app</p> <p>19 including additional functionality.</p> <p>20 So we do have voters on there. They are</p> <p>21 engaging with it and they're -- and they're utilizing</p> <p>22 the app, but as far as having that be one of our top</p> <p>23 communication channels, we haven't put it there yet.</p> <p>24 So we're still working on bringing it up to speed, and</p> <p>25 once we get that redesign done and the new</p>	<p>1 Arizona, for this year, we saw an enormous amount of</p> <p>2 advertising dollars come in for political ads and, you</p> <p>3 know, most of that is done on TV. And so when our</p> <p>4 spots get pushed, you know, we have to, then, make a</p> <p>5 decision, okay, you know, how do we react to that?</p> <p>6 And so what our team is doing is we've got</p> <p>7 a plan in place for 2020 because we only expect this to</p> <p>8 get worse where we're going to be in a presidential</p> <p>9 election year. The US senate seat is going to be up</p> <p>10 for reelection and Arizona -- and, from the entire</p> <p>11 country, we were the Number 1 location with the most</p> <p>12 political ads running. So we have to have a plan in</p> <p>13 place for 2020.</p> <p>14 And the reason why I want to share that</p> <p>15 with the Commission is because we have advertising out</p> <p>16 there. We have messaging out there and we're</p> <p>17 competing. We're just one message compared to all of</p> <p>18 the other political messaging that is occurring. And</p> <p>19 so it's really important that we continue to showcase</p> <p>20 to voters who Clean Elections is and that we are a</p> <p>21 reliable, nonpartisan, unbiased source for election</p> <p>22 information because we need to make sure that our</p> <p>23 messaging is standing up from the other partisan</p> <p>24 messaging that is occurring.</p> <p>25 So I just wanted to share that key takeaway</p>		
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<p>1 functionality put in there, we will see more usage from</p> <p>2 it and we will be able to direct voters to downloading</p> <p>3 the app and utilizing it more. So as of right now, for</p> <p>4 this year, our focus was primarily pushing people to</p> <p>5 the website.</p> <p>6 CHAIRMAN KIMBLE: Okay. Thank you.</p> <p>7 MS. ROBERTS: And, again, just a brief</p> <p>8 snapshot of the growth of our website. So if you look</p> <p>9 at the numbers from 2014 and 2016 compared to 2018,</p> <p>10 there's a huge jump. In 2014, we were looking at</p> <p>11 38,000 users on our website, compared to 2016, which</p> <p>12 was a presidential election year, we had 166,000. And</p> <p>13 so to see that huge increase from 2018, it really shows</p> <p>14 that, you know, we made the right decision in investing</p> <p>15 in the redesign for the website and that the growth and</p> <p>16 the content we are providing for voters, there is a</p> <p>17 need. The voters want that information and they're</p> <p>18 going to azcleelections.gov to get it.</p> <p>19 So a few key takeaways that I wanted to</p> <p>20 highlight from 2018, some -- some lessons learned and a</p> <p>21 few things that popped out to us. For this year, we --</p> <p>22 part of our media included being on TV. And so one of</p> <p>23 the things I wanted to share with the Commission, we</p> <p>24 found out that a few of our reserved spots that we had,</p> <p>25 they were bumped. And so what that means is that</p>	<p>1 that we were able to identify and create a plan for</p> <p>2 2020 going forward.</p> <p>3 As far as our citizens countdown video goes</p> <p>4 that I mentioned earlier, we found that to be very</p> <p>5 successful in that it had an 87 percent view-through</p> <p>6 rate where, if you look at what the average is of 15</p> <p>7 percent for political and government ads, these</p> <p>8 performed very well. And I wanted to share that with</p> <p>9 you because these ads, they took a little bit more</p> <p>10 lighthearted tone. They were a little funny and, you</p> <p>11 know, just the tone itself, we found that really</p> <p>12 resonated with voters. So that was another lesson</p> <p>13 learned.</p> <p>14 And, then, as far as social goes, again, as</p> <p>15 I mentioned before with the amount of engagement that</p> <p>16 we receive on Facebook, it's a great tool and</p> <p>17 opportunity for us, as staff, to connect or respond</p> <p>18 directly to voters when they post a question on any of</p> <p>19 our ads.</p> <p>20 And I really highlighted already the social</p> <p>21 tactics that we took for debates in terms of, you know,</p> <p>22 creating the district-based events and then, also, you</p> <p>23 know, those analyses -- the post-debate analysis that</p> <p>24 Tom was able to do. We saw those perform really well.</p> <p>25 One thing I do want to call attention to</p>		

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<p>1 is, again, the success of our 18 in 2018 campaign. It</p> <p>2 was really great to see because we found out that -- or</p> <p>3 we were able to see that this campaign created 566-plus</p> <p>4 pieces of content, which accumulated about 68,000</p> <p>5 likes. And that's a really large number when you're</p> <p>6 looking at a post, but really, what I wanted to share,</p> <p>7 too, and give a big congratulations and shutout to our</p> <p>8 partner RIESTER, our 18 in 2018 campaign, it was</p> <p>9 nominated by PR -- the PRWeek U.S. Awards, and so it's</p> <p>10 receiving national recognition.</p> <p>11 So it's made -- it's made it as a finalist</p> <p>12 and best in public sector. So the winners, I think,</p> <p>13 are going to be announced in March, but I think that</p> <p>14 really showcases that we are fortunate to work with a</p> <p>15 partner who can really see, you know, what it is that</p> <p>16 Clean Elections is trying to do and give us really</p> <p>17 great creative ideas to execute them. So we're very</p> <p>18 excited and hopefully it wins.</p> <p>19 COMMISSIONER CHAN: Mr. Chairman and Gina</p> <p>20 and RIESTER, how can we get some PR about this PR award</p> <p>21 that we might be getting? I think that's so</p> <p>22 incredible, and I didn't -- I mean, obviously, you're</p> <p>23 telling us now, but I think everybody should know what</p> <p>24 a great job that this team has done. So, anyway, I</p> <p>25 just -- I'm very impressed again.</p>	<p>1 people that dropped mine off that day, but have we</p> <p>2 given any thought to that? Have we given any thought</p> <p>3 to incorporating that somehow into the education plan?</p> <p>4 MS. ROBERTS: Sure. And, Mr. Chairman and</p> <p>5 Commissioner Meyer, I'll start with what we currently</p> <p>6 do. So as of right now -- and the United States Post</p> <p>7 Office, we look at what they tell us will be the number</p> <p>8 of days it will take for a ballot to travel through the</p> <p>9 mail system to get to its -- its intended delivery</p> <p>10 location. And we take that number and we say, okay,</p> <p>11 voters, today is the last day. So right now it's six</p> <p>12 days before the election. So the Wednesday before the</p> <p>13 election is the deadline that we tell voters to mail</p> <p>14 back your early ballot by.</p> <p>15 And that's currently what we have in our</p> <p>16 education campaign, and then once that deadline passes,</p> <p>17 then we tell voters, okay, you know, if you didn't mail</p> <p>18 back your early ballot, don't do it because if it</p> <p>19 arrives past 7:00 p.m. on election day, it's not going</p> <p>20 to count. You can still drop it off at the polling</p> <p>21 locations or at your County Recorder's office. So then</p> <p>22 we instruct them on what to do now if they still have</p> <p>23 their ballot. You know, and a big part of that is if</p> <p>24 you're dropping it off at the polling place, you don't</p> <p>25 have to wait in line, because sometimes we hear the</p>		
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<p>1 MS. ROBERTS: Mr. Chairman, Commissioner</p> <p>2 Chan, we can definitely work on that. You know, we --</p> <p>3 some of the other finalists -- we're in great company.</p> <p>4 It's -- the Center for Disease Control is a finalist.</p> <p>5 Procter &amp; Gamble is a finalist. Clean Elections is a</p> <p>6 finalist. So it's great to see that. Yes. It's very</p> <p>7 exciting.</p> <p>8 All right.</p> <p>9 COMMISSIONER MEYER: Mr. Chairman, I had a</p> <p>10 question.</p> <p>11 CHAIRMAN KIMBLE: Commissioner Meyer.</p> <p>12 COMMISSIONER MEYER: So this was great, a</p> <p>13 lot of successes. So great job on all that, and I'm</p> <p>14 not sure this is something that we really control, but</p> <p>15 one of the issues that we had with the 2018 election</p> <p>16 was the number of mail-in ballots that were dropped off</p> <p>17 on the day of the election that really set back the</p> <p>18 ability to announce the winners.</p> <p>19 And I -- that's not really in our sphere to</p> <p>20 control that, but have we looked at, maybe, educating</p> <p>21 as part of our program of explaining to people the</p> <p>22 importance of, hey, if you sign up for a mail-in</p> <p>23 ballot, it's really the best for the system if you</p> <p>24 actually mail it in. I will say this is -- this is a</p> <p>25 do as I say, not as I do thing because I was one of the</p>	<p>1 voters still do that.</p> <p>2 As far as encouraging voters, you know,</p> <p>3 about the process and what it means and what it can</p> <p>4 mean to an election official who is administering --</p> <p>5 administering the election and the timeliness of being</p> <p>6 able to count those, we have not done anything in</p> <p>7 our -- in our education plans, specifically, as a --</p> <p>8 you know, as outreach efforts.</p> <p>9 We do have conversations with voters often</p> <p>10 that call our office and want to learn about, well,</p> <p>11 what happened to my ballot. And then we talk about,</p> <p>12 okay, well, you know, the counties can start tabulating</p> <p>13 early ballots X number of days before the election</p> <p>14 starts so, you know, if you want to mail back your</p> <p>15 ballot ahead of time -- that type of thing. So it's</p> <p>16 really one-on-one conversations. We haven't done much</p> <p>17 for it.</p> <p>18 There is some legislation right now that is</p> <p>19 out there that could have a change, and whatever</p> <p>20 that -- if there are law changes, then we can adjust</p> <p>21 accordingly what our communication plan will be, but we</p> <p>22 have not really done anything in the past to explain</p> <p>23 why you should mail back your early ballot, as far as</p> <p>24 impacting election administration and timeliness of</p> <p>25 results.</p>		

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<p>1 COMMISSIONER MEYER: Mr. Chairman?</p> <p>2 CHAIRMAN KIMBLE: Commissioner Meyer.</p> <p>3 COMMISSIONER MEYER: And I don't know that</p> <p>4 we should do anything. I just think it's something we</p> <p>5 should look at and see if there's something we could be</p> <p>6 doing or if it makes sense for us to do something.</p> <p>7 MR. COLLINS: And the main --</p> <p>8 Mr. Chairman --</p> <p>9 CHAIRMAN KIMBLE: Mr. Collins.</p> <p>10 MR. COLLINS: -- and Gina, I mean, I think</p> <p>11 Gina is right that there are some bills. We haven't</p> <p>12 included them in the legislative update yet because</p> <p>13 we're not clear on how far they're going to go in terms</p> <p>14 of changing the way the ballots are returned but, you</p> <p>15 know, some of those bills would have more significant</p> <p>16 changes and would -- would almost necessitate a</p> <p>17 reevaluation of what we're doing.</p> <p>18 What's difficult is that, at least from</p> <p>19 listening to the testimony on those bills, is there</p> <p>20 are -- a large number of people who represent that,</p> <p>21 they want to have the option of early vote, but they</p> <p>22 also want to hold on to the early ballots in order to</p> <p>23 see what develops in the election. The sponsor of the</p> <p>24 bill to change the mail process, basically, says, well,</p> <p>25 then you should just vote on election day. I mean, why</p>	<p>1 have trust in the system, confidence in the system,</p> <p>2 okay, maybe I am an early voter and I got my ballot,</p> <p>3 but what happens when I turn it back in?</p> <p>4 And we receive a lot of communication from</p> <p>5 voters after election day about, well, what is this</p> <p>6 where 300,000 ballots were just found, you know -- air</p> <p>7 quotes for this -- but, you know, people were</p> <p>8 wondering, you know. And there was a buildup of</p> <p>9 mistrust because they didn't quite understand. There</p> <p>10 were news reports about how, well, 100 percent of</p> <p>11 precincts are reporting on election day. How can all</p> <p>12 of these ballots be available?</p> <p>13 And I would have hour-long conversations</p> <p>14 with voters explaining, okay, a small percentage of the</p> <p>15 state is voting on election day, and that's what that</p> <p>16 precinct reporting means. The majority of our state is</p> <p>17 an early vote state. We vote by mail, and so that's</p> <p>18 where you see those hundreds of thousands of ballots.</p> <p>19 Those are the ones that are being dropped off at the</p> <p>20 polls and those take time to process.</p> <p>21 And so it's having to communicate to voters</p> <p>22 of what the actual administration process is so they</p> <p>23 have trust in the system, as opposed to, maybe, some of</p> <p>24 the, you know, one-liners that they're getting from --</p> <p>25 from the news about, oh, there's still 300,000, you</p>		
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<p>1 are you -- why are you clogging up the mail process?</p> <p>2 If you've chosen to vote by mail, why -- why do you get</p> <p>3 to hold on to your -- why should you hold on to your</p> <p>4 ballot until the end if you made this decision?</p> <p>5 So it's a -- it's a -- I guess I agree with</p> <p>6 you that the counties have been trying very hard over</p> <p>7 the last few years now -- I mean, really, this goes</p> <p>8 back, in my view, to a gentleman named Randy Perez back</p> <p>9 in 2012, I want to say, who is the person on the left,</p> <p>10 not on the right -- claiming that then Recorder Helen</p> <p>11 Purcell was somehow sitting on ballots, and that's when</p> <p>12 this first came up and now it's split.</p> <p>13 And, you know, it's sort of a -- it's sort</p> <p>14 of a -- I mean, we're just, sort of, seeing what</p> <p>15 happened. We haven't -- but we haven't added it to the</p> <p>16 legislative report because we're not clear that we want</p> <p>17 to weigh in on the policy grounds, but I agree with</p> <p>18 Gina. We would have to do something.</p> <p>19 MS. ROBERTS: Mr. -- Mr. Chairman,</p> <p>20 Commissioner Meyer, we -- I think there absolutely is</p> <p>21 an opportunity, from an education standpoint of the</p> <p>22 process, to address this. There is a slide going</p> <p>23 forward for our 2019 education plan that talks a little</p> <p>24 bit about the path of a ballot, the life of the ballot.</p> <p>25 And I think it's important for voters to know so they</p>	<p>1 know, votes left, but wait a second. We saw that, you</p> <p>2 know, all polling places reported on election day.</p> <p>3 There's a little bit of a disconnect there.</p> <p>4 So we definitely can educate voters about</p> <p>5 the path of their ballot, whether they're voting, you</p> <p>6 know, at the polls and whether it's a provisional</p> <p>7 ballot or regular ballot or they're an early voter and</p> <p>8 what happens to their ballot, and then, you know, the</p> <p>9 if's. If you get it by this time and then this is</p> <p>10 what -- when the counties can start processing and then</p> <p>11 tabulating it. So I think we do have some</p> <p>12 opportunities there.</p> <p>13 COMMISSIONER PATON: Mr. Commissioner -- I</p> <p>14 mean, Mr. Chairman?</p> <p>15 CHAIRMAN KIMBLE: Commissioner Paton.</p> <p>16 COMMISSIONER PATON: I would just reiterate</p> <p>17 the fact that -- that I think this is a paramount thing</p> <p>18 that we should -- not investigate, but do something</p> <p>19 about since we're doing all this educating. Most --</p> <p>20 most of the electorate isn't as knowledgeable about the</p> <p>21 system as we are. And I even found myself, you know,</p> <p>22 questioning what's going on. Are we in a Banana</p> <p>23 Republic or what's going on? You know, where are these</p> <p>24 votes all coming? And it's not just our state.</p> <p>25 It's -- California is probably even worse.</p>		

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<p>1 MR. COLLINS: Sure.</p> <p>2 COMMISSIONER PATON: And the thing is the</p> <p>3 average person loses a lot of trust in the whole</p> <p>4 system, and that's going to depress anybody because we</p> <p>5 all hear people that say, well, why should I vote; it's</p> <p>6 not going to count. We always hear that kind of thing,</p> <p>7 and so we should do what we can do. I'm sure something</p> <p>8 may come out of the legislature to address this, but</p> <p>9 whatever comes out of it, then, I think we need to help</p> <p>10 trumpet the fact that we're going to have fair</p> <p>11 elections.</p> <p>12 I mean, that's part of our name, Clean</p> <p>13 Elections, and it's -- you know, I just turned 60 years</p> <p>14 old, and I had never heard all these complaints about</p> <p>15 bad elections and votes being found and all that kind</p> <p>16 of stuff. And it's -- a lot of it is due to this</p> <p>17 mail-in stuff. And I mail mine in, but I mail it in</p> <p>18 fairly quickly. And I read where a lot of people just</p> <p>19 like going to the poll and, even though they have a</p> <p>20 mail-in thing, they like to do that.</p> <p>21 Well, we need to make those people</p> <p>22 understand that they're frustrating the system and</p> <p>23 they're making people work overtime and it's costing a</p> <p>24 lot of money just because they feel like it's good to</p> <p>25 show themselves at the polling place. There's got to</p>	<p>1 voting. And I think you see states now going to that</p> <p>2 across the United States. I mean, I think New York</p> <p>3 just passed a law to do that, which it's hard for me to</p> <p>4 believe that other states haven't done that. It's very</p> <p>5 convenient. I think it allows more people to</p> <p>6 participate.</p> <p>7 I sometimes mail in my ballot well in</p> <p>8 advance. Sometimes I'm one of those people that drops</p> <p>9 it off at the polls, but the issue is not, to me, that</p> <p>10 anything is different this year or in 2018. The issue</p> <p>11 is that Arizona's demographics are changing. We have</p> <p>12 much more competitive elections now. It's going to get</p> <p>13 worse in the future. I think Gina mentioned it's going</p> <p>14 to be much more competitive, as far as the ads, and I</p> <p>15 think the reason for that is that we have more</p> <p>16 competitive elections.</p> <p>17 And I think -- so this issue definitely</p> <p>18 will not go away; however, to me, the solution is not</p> <p>19 to cut off early voting or to tell people you're going</p> <p>20 to cost the state more money. That's what election</p> <p>21 professionals do. That's their job is to make it</p> <p>22 easier. So, to me, they're going to be working</p> <p>23 overtime, anyway, during election time.</p> <p>24 To make early voting a policy choice of</p> <p>25 this state requires that everybody needs to know and be</p>		
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<p>1 be a tradeoff, and I think we should educate -- help</p> <p>2 educate the electorate then.</p> <p>3 COMMISSIONER CHAN: Mr. Chairman?</p> <p>4 CHAIRMAN KIMBLE: Commissioner Chan.</p> <p>5 COMMISSIONER CHAN: I just have a lot of</p> <p>6 thoughts on this subject. I'm very unhappy with the</p> <p>7 bill that's going through right now that would try to</p> <p>8 prevent people from casting an early ballot, you know,</p> <p>9 after a certain date in the election. To me, the</p> <p>10 deadline should be 7:00 p.m. on election day for</p> <p>11 everyone. That's the only thing that makes sense for</p> <p>12 voters. If you're going to have different deadlines,</p> <p>13 people are going to get confused.</p> <p>14 The other issue is if somebody has been</p> <p>15 issued an early ballot and you have an arbitrary</p> <p>16 deadline, they're still going to have to vote a</p> <p>17 provisional ballot at the polls. I don't see a way</p> <p>18 around that, which is, basically, another way to vote</p> <p>19 early. It has -- it requires a signature that needs to</p> <p>20 be examined by the Recorder's office and approved</p> <p>21 before you tabulate that ballot.</p> <p>22 So having said that about this proposal</p> <p>23 that's going through that I am very opposed to</p> <p>24 personally, I think that a long time ago, Arizona made</p> <p>25 a very good policy decision to allow no-fault early</p>	<p>1 educated on the fact that the volume of early ballots</p> <p>2 that people are dropping off within that -- even the</p> <p>3 last week before the election may not get examined and</p> <p>4 approved to be tabulated until well after the election,</p> <p>5 but I think all of the recorders still maintain their</p> <p>6 statutory time frame for getting that done.</p> <p>7 And that's, maybe, what needs to be</p> <p>8 educated on, which, I think, was what Commissioner</p> <p>9 Meyer was bringing up is, like, how can we educate</p> <p>10 voters that this is going to take some time and they</p> <p>11 can expect that we won't have a final answer until, you</p> <p>12 know, the seventh day after the election or whatever</p> <p>13 the statutory time frame is.</p> <p>14 I just -- I find it very disheartening that</p> <p>15 the solution by some of the policymakers at the</p> <p>16 legislature is to, potentially, cut off -- artificially</p> <p>17 cut off early voting. I don't think it's going to</p> <p>18 fix -- I don't think there's a problem to be fixed,</p> <p>19 other than, you know, educating voters about what the</p> <p>20 reality is in order for this convenience of early voting</p> <p>21 and enabling more people to vote.</p> <p>22 CHAIRMAN KIMBLE: And I would echo that,</p> <p>23 and I would -- I guess, what I think all of my</p> <p>24 colleagues are saying is whatever the bill or bills</p> <p>25 that go through the legislature this session, I think</p>		

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<p>1 we need to make sure that we're very involved in</p> <p>2 standing up for more access to voting and opposing any</p> <p>3 attempts to -- to do any of the things that</p> <p>4 Commissioner Chan was talking about that would impose</p> <p>5 an earlier deadline on -- on mail-in ballots. And I</p> <p>6 understand it's still very early in the session.</p> <p>7 MR. COLLINS: Yeah.</p> <p>8 CHAIRMAN KIMBLE: But I think we must be a</p> <p>9 voter advocate on this issue.</p> <p>10 MR. COLLINS: Well, I -- in this context, I</p> <p>11 mean, we can sort of go back up to the legislative</p> <p>12 notice part of the meeting and talk about that maybe</p> <p>13 after we wrap up the education point. There's a</p> <p>14 couple -- but, you know, I think that -- because I</p> <p>15 think that's probably the more appropriate place to go</p> <p>16 if we wanted to return to that conversation more</p> <p>17 generally.</p> <p>18 CHAIRMAN KIMBLE: Okay.</p> <p>19 MR. COLLINS: I think -- just one note</p> <p>20 before Gina moves on. I think part of the issue is</p> <p>21 Arizona is Arizona and, in fact, even if you look at</p> <p>22 the national press, they have accepted that Arizona is</p> <p>23 Arizona for this purpose. The real problem and what</p> <p>24 made this a national contagium, if you will, was</p> <p>25 Broward County and President Trump's tweaks about</p>	<p>1 highlight the portion about that the voters in our</p> <p>2 preamble identified that the Clean Elections Act, you</p> <p>3 know -- and the people of Arizona -- it will encourage</p> <p>4 citizen participation in the political process. And</p> <p>5 the reason why I like to bring that up at the beginning</p> <p>6 of, you know, our education plan for the year, is this</p> <p>7 is really what drives everything that we're doing and</p> <p>8 the thoughts and the ideas that we have and that we</p> <p>9 hope to execute this year. It's really -- the goal is</p> <p>10 to, you know, encourage that participation.</p> <p>11 So for 2019, we have local elections</p> <p>12 occurring, and we also have August 1st, which is the</p> <p>13 start of the qualifying period for Clean Elections</p> <p>14 candidates who want to start collecting their fives.</p> <p>15 So those are some key dates that I wanted to throw out</p> <p>16 there. We will have education and support for voters</p> <p>17 in those local elections as they are occurring, and our</p> <p>18 messaging will be, again, you know, very typical here:</p> <p>19 Increase awareness about the local elections that are</p> <p>20 occurring, the key dates and deadlines that voters need</p> <p>21 to be aware about, and then how they can actually vote</p> <p>22 and get their ballot, and then the tools and resources</p> <p>23 that the Commission offers so that voters can vote</p> <p>24 informed.</p> <p>25 We will be looking at our newest generation</p>		
10:19:30-10:20:40	Page 39	10:21:52-10:23:02	Page 41
<p>1 Broward County where he said we should go with the</p> <p>2 results on election night, period.</p> <p>3 That -- that has -- I mean, once the</p> <p>4 president says the thing that, you know,</p> <p>5 recontextualizes it in that way and gets down to that</p> <p>6 level in terms of the granularity, it's going to</p> <p>7 necessarily result in policy changes because -- or</p> <p>8 policy proposals because we're talking about the</p> <p>9 president of the United States. I mean, and he has the</p> <p>10 biggest bully pulpit in the world.</p> <p>11 So, you know, that -- I'll leave it there</p> <p>12 and then let Gina continue, and then maybe we can</p> <p>13 return up to the legislative report and discuss it in</p> <p>14 that context.</p> <p>15 CHAIRMAN KIMBLE: Okay. Sorry, Gina.</p> <p>16 MS. ROBERTS: Mr. Chairman, Commissioners,</p> <p>17 just from an education standpoint, we do have it on our</p> <p>18 list to take a look -- there's a lot of data about</p> <p>19 early ballot returns, and so we do have it on our list</p> <p>20 to take a look and see what we can learn from that data</p> <p>21 and how it impacts the timeliness of our messaging, as</p> <p>22 well. So we can definitely look at it from an</p> <p>23 education standpoint.</p> <p>24 Jumping into our goals for this year, I</p> <p>25 wanted to just throw out our preamble there and</p>	<p>1 of voters, again, the 18- through 24-year-olds and</p> <p>2 continuing to encourage that voter registration and</p> <p>3 participation. And we will also educate citizens about</p> <p>4 the Clean Elections Act and how, if somebody wants to</p> <p>5 run for office, they can do that or how voters can</p> <p>6 support those that are running.</p> <p>7 Typically, in odd years we invest in</p> <p>8 research, and this is very helpful for us to identify</p> <p>9 what are the needs of voters and, you know, is our</p> <p>10 messaging on point and how we need to adjust and,</p> <p>11 really, how do we meet the needs of voters as they</p> <p>12 exist today. And so we will be doing research, but</p> <p>13 it's kicking off in a few weeks here where we're going</p> <p>14 to be holding focus groups in Phoenix, Tucson and</p> <p>15 Flagstaff.</p> <p>16 We'll be looking at a general group of</p> <p>17 voters. We'll have our younger demographic, the 18- to</p> <p>18 24-year-olds, and then a subset of that will be</p> <p>19 independent voters. We will host those focus groups,</p> <p>20 and we will also do quantitative research, as well.</p> <p>21 And, really, again, what we're looking at is what is</p> <p>22 the mindset of voters. You know, what is their</p> <p>23 understanding of the process of how to vote, how to get</p> <p>24 their ballots, you know, what is their, you know,</p> <p>25 understanding of Clean Elections and, you know, do they</p>		

<p>10:23:06-10:24:16 Page 42</p> <p>1 know about azcleanelections.gov and where to go to get 2 the information they're looking for and to vote 3 informed and their overall awareness about elections. 4 So this research, again, will really help us and drive 5 our education plan for the next two years. 6 One thing I wanted to point out here was 7 independent voters. So when I gave the recap of the 8 primary, we didn't yet have the numbers of the turnout 9 for independent voters. We were able to get that 10 information, and so look at the number of the 11 eligible -- OTH stands for other -- the eligible other 12 block of voters. So anybody who's not recognized 13 with -- or not registered to vote with a recognized 14 political party, they're considered an independent. 15 The turnout for the 2018 August primary was 16 at 12.8 percent, and so I included the numbers for the 17 2014 and 2016 primary. And, you know, while it's 18 higher, it's still in the same ballpark there. And it 19 really -- you know, it's prompting us to take a step 20 back and think why. Why are independents not turning 21 out? You know, we have -- for the past few years, 22 we've really been focusing on this particular group 23 and, you know, previously we worked with ASU Morrison 24 Institute to look into who is the independent voter, 25 you know, what is the motivator for an independent to</p>	<p>10:25:27-10:26:24 Page 44</p> <p>1 know, again, just some conversations or thoughts that 2 we're having about what could possibly be the reason 3 for this lower turnout. 4 And we do hear a lot of voters who have 5 expressed displeasure with having to make that choice 6 in the primary, but that is the way our system works. 7 And so usually when I have those one-on-one 8 conversations with voters, I go back to, well, this is 9 why the system is in place. This is the citizens 10 initiative that, you know, started this open primary 11 and calls for that. And so usually when I give that 12 background, the voters tend to accept it a little bit 13 more. 14 So we're going to be taking a look at what 15 more we can learn about independent voters, but there 16 also are some education opportunities about why this 17 system is in place, how -- you know the background of 18 it and how it works. 19 COMMISSIONER CHAN: Mr. Chairman, I have a 20 question for Gina. 21 And you probably won't know this off the 22 top of your head, but I would be interested in knowing, 23 out of those 1.2 million OTH voters, how many are 24 register for the PEVL? 25 MS. ROBERTS: Oh, Mr. Chairman,</p>
<p>10:24:19-10:25:22 Page 43</p> <p>1 actually get on vote barriers, just get a good 2 understanding. 3 And, you know, it really centered on, well, 4 do independents realize that Arizona has an open 5 primary, that they can participate, and then how. And 6 our education campaign this year was, again, focused on 7 Arizona has an open primary and then this is the how; 8 this is what you need to do to get your ballot. But, 9 again, we're still seeing these low numbers. 10 We want to take a step back and learn -- 11 you know, see if there's anything more we can learn 12 but, you know, Tom and I were having a conversation 13 about this and, you know, just some of the thoughts 14 that we have that I want to share with you are there's 15 an education standpoint on the process, but there's, 16 also -- in the conversations in the previous focus 17 groups and the research that we've had with independent 18 voters, you know, it seems that there is an issue with, 19 okay, maybe I do realize that there is an open primary, 20 but I still have to select that partisan ballot. 21 And it's that process right there that can 22 have an impact or make that independent voter's 23 identity feel threatened somehow because I'm an 24 independent. Even by making this choice of a partisan 25 ballot, it's taking away from my independence. You</p>	<p>10:26:25-10:27:09 Page 45</p> <p>1 Commissioner Chan, yes. That is a good question. 2 COMMISSIONER CHAN: Or the permanent early 3 voting list. Excuse me. 4 MS. ROBERTS: Yes. That is a great 5 question because -- yes. 6 COMMISSIONER CHAN: Because I know they do 7 have to select -- and you did address that, but if we 8 could find that out, I'd be very interested in knowing. 9 The other comment I have is when you were 10 talking about this, I remember when I was working in 11 elections and there was always an OTH ballot that was a 12 nonpartisan OTH ballot. 13 Why is there no OTH ballot that just has 14 all of the partisan races on it? Is that -- is there a 15 reason for that? 16 MS. ROBERTS: Mr. Chairman, Commissioner 17 Chan, so just, kind of, going in order of the comments 18 that you've made, I can -- 19 COMMISSIONER CHAN: I'm sorry. 20 MS. ROBERTS: That's a -- no, that's a 21 great question. I would love to know that information, 22 as well, of those registered, how many are on the 23 permanent early voting list. 24 And just to clarify for the Commission, if 25 that is an independent voter who is on the permanent</p>

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<p>1 early voting list, they will not get their ballot</p> <p>2 automatically, which is the point of PEVL. They have</p> <p>3 to still -- it's them making the effort to contact</p> <p>4 their county recorder and tell them which ballot they</p> <p>5 want.</p> <p>6 The ballots that are available for</p> <p>7 selection, as Commissioner Chan stated, you have your</p> <p>8 partisan ballots -- so the Republican, Democrat, Green,</p> <p>9 Libertarian, which Libertarian sometimes has a closed</p> <p>10 primary. So it's not always an option. And then you</p> <p>11 have your other ballot, which is the local nonpartisan</p> <p>12 ballot. So a lot of our local jurisdictions, cities</p> <p>13 and towns, they are hosting their elections during --</p> <p>14 they coincide with the statewide primary, and those</p> <p>15 elections are nonpartisan.</p> <p>16 So an independent voter, you know, if</p> <p>17 they're in, you know, the city of Phoenix, they could</p> <p>18 say, I just want the city of Phoenix only ballot</p> <p>19 instead of getting the Republican ballot in the primary</p> <p>20 or the Democratic ballot in the primary. And, then, as</p> <p>21 far as why, that is -- that's the law. So the law says</p> <p>22 that our ballots are going to be designated by the</p> <p>23 parties that have obtained statewide recognition. So</p> <p>24 you're just going to have a separate ballot for the</p> <p>25 Republicans, the Democrats, the Greens, the</p>	<p>1 You know, with that particular example, you know, off</p> <p>2 the top of my head, I can't see any --</p> <p>3 COMMISSIONER CHAN: It might be a really</p> <p>4 long ballot, I guess.</p> <p>5 MS. ROBERTS: It would be a really long</p> <p>6 ballot, and off the top of my head, I can't think of</p> <p>7 any -- any reasons, off the top of my head, of why that</p> <p>8 could not occur.</p> <p>9 COMMISSIONER CHAN: It would just require a</p> <p>10 law change.</p> <p>11 MS. ROBERTS: And it would be a very long</p> <p>12 ballot, too. And with the real estate there, it would</p> <p>13 be expensive.</p> <p>14 COMMISSIONER CHAN: Okay. Thank you.</p> <p>15 MS. ROBERTS: Sure.</p> <p>16 CHAIRMAN KIMBLE: Gina, do you know what</p> <p>17 the figures are on the general election and</p> <p>18 independents?</p> <p>19 COMMISSIONER CHAN: Maybe that's the next</p> <p>20 slide.</p> <p>21 MS. ROBERTS: Oh, yes. Mr. --</p> <p>22 Mr. Chairman, I am going to -- I believe RIESTER might</p> <p>23 have that.</p> <p>24 Ryan? I know we talked about what those</p> <p>25 numbers were. Maybe you could -- see if you could pull</p>		
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<p>1 Libertarians, and then, if there is a local</p> <p>2 jurisdiction that's contracting with the county, then</p> <p>3 that nonpartisan ballot would be available, as well.</p> <p>4 And so the law says that the independent voter gets to</p> <p>5 make one choice.</p> <p>6 COMMISSIONER CHAN: So, Mr. Chairman, Gina,</p> <p>7 the legislature could make a policy decision to try to</p> <p>8 encourage independent voters, perhaps, when they --</p> <p>9 because they do have an additional barrier having to</p> <p>10 choose instead of, like me, who's a registered</p> <p>11 Republican and I'm on the PEVL, and I just</p> <p>12 automatically get a Republican ballot.</p> <p>13 If I were a registered independent, which I</p> <p>14 know Commissioner Kimble is -- so he must go through</p> <p>15 this if he's on the PEVL -- I would get something that</p> <p>16 said there's an election coming up and you need to</p> <p>17 choose R, D, you know, whatever the different primary</p> <p>18 ballots are, but the legislature could create an OTH</p> <p>19 ballot that would, basically, have every single</p> <p>20 partisan, you know, to -- for these OTH people and then</p> <p>21 they wouldn't have that barrier, I mean, potentially,</p> <p>22 maybe.</p> <p>23 MS. ROBERTS: Mr. Chairman, Commissioner</p> <p>24 Chan, I think that, you know, the legislature always</p> <p>25 has the possibility to make those types of law changes.</p>	<p>1 that as I go through the rest of the slides? Okay.</p> <p>2 Yes.</p> <p>3 CHAIRMAN KIMBLE: I guess, the reason for</p> <p>4 asking is are independents confused, or something,</p> <p>5 about the primary so they don't vote there, or are they</p> <p>6 just setting themselves aside from the political</p> <p>7 process and don't vote at all?</p> <p>8 MS. ROBERTS: Mr. Chairman, Commissioners,</p> <p>9 if I am remembering correctly from what those numbers</p> <p>10 are, I think we do see a bigger participation rate in</p> <p>11 the general election, but we'll see if we can get those</p> <p>12 numbers to confirm that statement for you. But I want</p> <p>13 to say, yes, they do participate more in the general</p> <p>14 election.</p> <p>15 CHAIRMAN KIMBLE: But probably not as much</p> <p>16 as Republicans or Democrats?</p> <p>17 MS. ROBERTS: Actually, I can pull up the</p> <p>18 canvas and get that for you pretty quickly.</p> <p>19 CHAIRMAN KIMBLE: That's okay.</p> <p>20 MS. ROBERTS: The -- I think we do have</p> <p>21 that. Actually, I may have that.</p> <p>22 COMMISSIONER CHAN: And, Mr. Chairman,</p> <p>23 Gina, there might a corresponding -- I mean, it would</p> <p>24 be interesting to see if there was a corresponding</p> <p>25 increase because, I would imagine, you also have an</p>		



10:30:56-10:31:56	Page 50	10:33:16-10:34:21	Page 52
<p>1 increase of the partisan voters, as well, from primary</p> <p>2 to general.</p> <p>3 MR. COLLINS: Right. Right.</p> <p>4 CHAIRMAN KIMBLE: But with independents,</p> <p>5 we're starting with a much lower base.</p> <p>6 COMMISSIONER CHAN: Very low, yes. True,</p> <p>7 because I think -- I can't remember it it's 30 percent</p> <p>8 in the primary -- anyway. I'm sorry.</p> <p>9 MS. ROBERTS: Well, Mr. Chairman,</p> <p>10 Commissioners, we can -- we definitely have data that</p> <p>11 we can dive into more, and it looks like Ryan has some</p> <p>12 information for us.</p> <p>13 Okay. So, Mr. Chairman, Commissioners,</p> <p>14 when we look at -- and this is for the general</p> <p>15 election. In the 2018 general election, of the percent</p> <p>16 that were able to participate, it looks like</p> <p>17 Republicans came in at a 40 percent participation rate</p> <p>18 and Democrats at 33.4 percent and other was at 26.6</p> <p>19 percent.</p> <p>20 COMMISSIONER CHAN: Wow.</p> <p>21 MS. ROBERTS: So the total voters by party,</p> <p>22 the registered unaffiliated is at 639,000,</p> <p>23 approximately. So when we look at the slide right now,</p> <p>24 we are seeing a number of 156,000. So, yes, definitely</p> <p>25 more voters are participating.</p>	<p>1 that we can provide to voters.</p> <p>2 We will be making updates to our dashboard.</p> <p>3 We really -- you know, we heard a lot about make a plan</p> <p>4 to vote. That was a very common theme this year. And</p> <p>5 our dashboard is a great source for customized voting</p> <p>6 information, and we want to give someone -- we want to</p> <p>7 give a voter something tangible. We want to actually</p> <p>8 develop that plan for them.</p> <p>9 As they visit the dashboard and they get</p> <p>10 all their information, we want to, then, add a few</p> <p>11 steps of functionality in there where they can actually</p> <p>12 generate, okay, this is my voting plan and it can be</p> <p>13 emailed to them. They can print it off. It's</p> <p>14 something tangible. So we're actually going to help</p> <p>15 them make the plan through the dashboard.</p> <p>16 And one thing we will be exploring is, you</p> <p>17 know, like we did with the chat pod, and we're still --</p> <p>18 that's still evolving, and we're still working to see</p> <p>19 how we can improve and leverage that technology. We</p> <p>20 are also seeing the trend of voice assistance. So if</p> <p>21 you have, you know, Amazon or Google in your household,</p> <p>22 how great would it be to say, okay, Alexa, find my</p> <p>23 polling place or, Alexa, tell me the candidates running</p> <p>24 in Legislative District 12 or what is my legislative</p> <p>25 district.</p>		
10:32:01-10:33:13	Page 51	10:34:21-10:35:27	Page 53
<p>1 CHAIRMAN KIMBLE: Thank you.</p> <p>2 MS. ROBERTS: Okay. So moving along to --</p> <p>3 again, we're still in the research topic, but another</p> <p>4 subset that we will be looking at is Gen Z, Generation</p> <p>5 Z. Going back to these are our newest generation of</p> <p>6 voters, and so we want to make sure that we are meeting</p> <p>7 the needs of our future customers. And so we'd like to</p> <p>8 learn more about them. And the research, the findings</p> <p>9 will drive how we evolve our 20 -- 18 in 2018 campaign.</p> <p>10 Okay. We will be looking at making</p> <p>11 improvements to our website. Our website should be</p> <p>12 fluid and ever evolving and continually meeting the</p> <p>13 needs of our customers, and so we will be making some</p> <p>14 improvements. We've had a few lessons learned with our</p> <p>15 new redesign. We will be looking at additional</p> <p>16 external data sources.</p> <p>17 We had the ability to partner with Maricopa</p> <p>18 County this year where they created an API for us,</p> <p>19 basically. We were able to ping to their website to</p> <p>20 pull voter registration information for voters so we</p> <p>21 didn't have to link them to Maricopa. They could look</p> <p>22 up on our website their voter registration status,</p> <p>23 which is really great because it means less clicks for</p> <p>24 the voters and less chance that we'll lose them. So</p> <p>25 we're hoping to expand on the amount of information</p>	<p>1 So we are going to be exploring whether --</p> <p>2 you know, if we have the ability to create those skill</p> <p>3 sets based off of the information that we have on our</p> <p>4 website. So that is one thing that we will be looking</p> <p>5 at for 2019.</p> <p>6 And as far as early voting goes, we've</p> <p>7 heard a lot of feedback from voters about, oh, well,</p> <p>8 you know, when I get my early ballot, I -- you know,</p> <p>9 Sunday dinner with my family, after we eat, we pull out</p> <p>10 our ballots and then we all talk about who we're going</p> <p>11 to be voting together. It's still sort of a familial</p> <p>12 event and, you know, they look to their friends for</p> <p>13 advice. And so we're going to be creating toolkits to</p> <p>14 help facilitate that process. Okay, hey, you're going</p> <p>15 to host an early voting party at your house. You know,</p> <p>16 get all your friends together, these are some -- you</p> <p>17 know, resources to help you.</p> <p>18 We will also be looking at how can we help</p> <p>19 voters interact with -- with ballot measures. So we</p> <p>20 created an I.D. at the polls tool this year, which</p> <p>21 really took -- it was static information. It was,</p> <p>22 okay, this is what the law says of acceptable I.D. at</p> <p>23 the polls, and we didn't rewrite that in any way. All</p> <p>24 we did was we turned it into a digital application to</p> <p>25 make it easier for the voter to interact with.</p>		

10:35:29-10:36:36	Page 54	10:37:42-10:38:51	Page 56
<p>1 And we're looking to see if we can apply</p> <p>2 that same principle to ballot measures in a way to help</p> <p>3 break them down so they're easier to digest, in a way,</p> <p>4 and help voters, you know, access that information</p> <p>5 instead of maybe being overwhelmed by all of the</p> <p>6 legalese that they can, you know, be presented with.</p> <p>7 We would like to continue on with the</p> <p>8 civics component of our education plan. Again, going</p> <p>9 back to the Connections Campaign, voters need to</p> <p>10 understand how they're connected to the election so</p> <p>11 they're, you know, willing to participate in it. And</p> <p>12 we think that really requires the foundation in civics</p> <p>13 to understand the offices and, you know, what they are</p> <p>14 responsible for.</p> <p>15 We have how government works content on our</p> <p>16 website where we break down all of the offices, from</p> <p>17 federal all the way down to city, local. So we're</p> <p>18 looking to see how we can continue to push that content</p> <p>19 out to voters and help them understand those basic</p> <p>20 principles.</p> <p>21 And we do have some ideas for hosting an</p> <p>22 event for voters this year. For the past two odd</p> <p>23 years, the Commission has hosted a roundtable election</p> <p>24 for our election officials and stakeholders in the</p> <p>25 community, and this year we'd like to evolve that into</p>		<p>1 could be -- you know, we could have a keynote speaker</p> <p>2 there to talk about civility, going back to those, you</p> <p>3 know, early voting toolkits and about how people vote</p> <p>4 together. There's that community aspect of it. So we</p> <p>5 have a lot of ideas for how we can make this event</p> <p>6 really useful and meaningful for voters, and that's</p> <p>7 something that we're going to be looking forward to</p> <p>8 towards the end of 2019.</p> <p>9 There is a summit coming up in June. It is</p> <p>10 a Navajo Nation Voter Coalition Summit, and the former</p> <p>11 Apache County recorder has reached out to the</p> <p>12 Commission and invited us to participate, to come down</p> <p>13 and talk to voters in the Native American communities</p> <p>14 up in that region and, you know, again, talk about some</p> <p>15 of the barriers, perhaps, that exist for them and how</p> <p>16 they can navigate through those to vote.</p> <p>17 There is an impact of having non-standard</p> <p>18 addresses, so rural addressing in the community. That</p> <p>19 can impact how they get their ballot through early</p> <p>20 voting or their precinct and polling place designation</p> <p>21 and how those could overlap or be impacted by the</p> <p>22 polling places for the Navajo Nation elections. So</p> <p>23 election day can be very busy for a voter who, perhaps,</p> <p>24 has to go to two different polling places to be able to</p> <p>25 participate in both elections. So that will be coming</p>	
10:36:41-10:37:40	Page 55	10:38:55-10:40:03	Page 57
<p>1 an event for voters to come down. And we would host it</p> <p>2 in Phoenix, Flagstaff and Tucson. And this is an</p> <p>3 opportunity for voters, maybe in October of this year,</p> <p>4 where they can come down and really start to get ready</p> <p>5 for 2020.</p> <p>6 2020 will be a big year. We've got a</p> <p>7 presidential election year, the primary and the</p> <p>8 presidential election, and, you know, that right then</p> <p>9 and there will impact our independent voters greatly</p> <p>10 because the rules change among those elections. And we</p> <p>11 want to get voters down and just help them, again, make</p> <p>12 that plan to vote. Let's start talking about the</p> <p>13 elections now. It's timely. Be prepared.</p> <p>14 And this is an opportunity where we can,</p> <p>15 kind of, talk about that life of the ballot. This is</p> <p>16 what happens, you know, when you vote. We can address</p> <p>17 some of the -- maybe the myths that have occurred, such</p> <p>18 as, you know, do provisional ballots count? How is my</p> <p>19 signature verified? How is my early ballot verified?</p> <p>20 And we would make sure that we have all of our 15</p> <p>21 county recorders and election officials there, our</p> <p>22 partners to come down. We can get folks registered to</p> <p>23 vote and, you know, they can even walk away with a</p> <p>24 certificate.</p> <p>25 And, you know, the overall theme of it</p>		<p>1 up in June, and we're grateful to participate in that.</p> <p>2 And looking ahead, so -- I want to say next</p> <p>3 year -- yes, next year, 2020, it will be very busy. So</p> <p>4 we have a presidential preference election which</p> <p>5 requires a lot of education for voters to understand</p> <p>6 what is this and who can participate, particularly</p> <p>7 independent voters. We'll have our local elections</p> <p>8 occurring, and then we'll have a primary election where</p> <p>9 the rules have just changed. We're no longer in the</p> <p>10 PPE. It's now an open primary, and then we jump into</p> <p>11 our presidential election year.</p> <p>12 So, in 2019, we will be laying the</p> <p>13 groundwork for everything that we are going to be doing</p> <p>14 in 2020. So, in addition to supporting the local</p> <p>15 elections and looking at those events and new tools and</p> <p>16 technology that we'll be working on this year, we're</p> <p>17 going to be laying the groundwork for our education</p> <p>18 campaign for next year, as well, because it will be</p> <p>19 such a busy year.</p> <p>20 So my apologies if that took too much time,</p> <p>21 but I'm happy to answer any questions.</p> <p>22 CHAIRMAN KIMBLE: Well, very impressive</p> <p>23 presentation, and I'm just constantly amazed that you</p> <p>24 find new ways to energize voters and to engage them and</p> <p>25 different platforms to engage them on. And I think</p>	

<p>10:40:06-10:50:48</p> <p>Page 58</p> <p>1 this is very, very impressive. 2 MS. ROBERTS: Thank you. 3 CHAIRMAN KIMBLE: Any comments from my 4 colleagues? 5 COMMISSIONER PATON: Very, very fine. 6 Thank you. 7 MS. ROBERTS: Thank you. 8 CHAIRMAN KIMBLE: Thank you very much, 9 Gina. 10 MS. ROBERTS: Thank you. 11 CHAIRMAN KIMBLE: Can we take about a 12 five-minute break, please? 13 (Whereupon, a recess was taken in the 14 proceedings.) 15 CHAIRMAN KIMBLE: Okay. We'll be back in 16 session. 17 It's come to my attention that we neglected 18 to vote to approve the 2019 Voter Education Plan. 19 Is there a motion to approve the plan? 20 COMMISSIONER PATON: I make a motion. 21 CHAIRMAN KIMBLE: Is there a second? 22 COMMISSIONER CHAN: Second. 23 CHAIRMAN KIMBLE: Okay. 24 All those in favor? 25 (Chorus of ayes.)</p>	<p>10:52:09-10:53:32</p> <p>Page 60</p> <p>1 Committee from Leslie Hoffman, who's the Republican 2 county recorder, basically, explaining that in her 3 county, which is the highest voter turnout in the 4 state, but also is almost exclusively by mail, that it 5 would -- it would undermine their ability to -- to get 6 their vote in. And so there's a partisan component to 7 that that Recorder Hoffman's, who's Republican, cuts 8 against for the -- if this is strictly a partisan 9 issue. 10 Similarly, the AZ Mirror website, which is 11 a news -- new news website, reported that the sponsor's 12 district would be affected. So it's not -- the 13 partisan -- there was a -- if there was a partisan 14 tinge to this at the committee itself, it's not as 15 clear what -- how that will play out and where the 16 bills will be. 17 So because it does have a partisan tinge to 18 it, in the first instance, but it also has some 19 practical issues, what our preference would be -- would 20 be to simply, you know, update the legislative report 21 for next time or provide you, via email, some sort of 22 interim report if things move and then -- and then we 23 can either -- if we need to act on that, we can get 24 together to act on it; if we don't, we don't. But that 25 would be -- that would be my preference.</p>
<p>10:50:49-10:52:03</p> <p>Page 59</p> <p>1 CHAIRMAN KIMBLE: Anyone opposed? 2 (No response.) 3 CHAIRMAN KIMBLE: Okay. The Voter 4 Education Plan is approved. 5 Tom, why don't we take a brief detour from 6 the agenda to discuss legislative. 7 MR. COLLINS: Right. Well, I wouldn't 8 characterize it as a detour from the agenda, but a 9 returning to Item III of the agenda, which we can do. 10 CHAIRMAN KIMBLE: I stand corrected. 11 MR. COLLINS: And there are two -- there 12 are two updates. There are two updates, actually, to 13 that. First, we did just get the judgment in the 14 Bennett case. So Mr. Bennett has -- the ball is in 15 Mr. Bennett's court. 16 Secondly, I think, you know, with respect 17 to legislative action on some of the bills that you and 18 Commissioner Chan and Commissioner Paton discussed, my 19 recommendation would be that we come back, either in an 20 interim report or in -- at the next commission meeting, 21 because those bills have -- especially the one about 22 the early voting, are a little fraught. In other 23 words, we're not clear here what -- what will happen 24 with them. 25 There was testimony in the Senate Judiciary</p>	<p>10:53:33-10:54:46</p> <p>Page 61</p> <p>1 And I'd also like to, sort of, vet where we 2 go with this with -- with some of the folks that we 3 work with because, you know, it's not -- for example, 4 if the counties are working on a deal with the sponsor 5 or anything like that, I don't want to -- I don't want 6 to interfere. So there's a lot of information we don't 7 have about what's going on underneath the surface, but 8 enough information came out at the hearing and 9 subsequent reporting that the partisan nature of this 10 perception may be -- may be changing. 11 So we can keep you apprised of that as we 12 go forward and then -- and then, maybe, either in the 13 February meeting discuss it again or however action we 14 would take. That would be our recommendation at this 15 point, rather than -- rather than take any specific 16 action with respect to the -- to those measures. 17 CHAIRMAN KIMBLE: Okay. Do any of the 18 commissioners have any comments or questions on this? 19 COMMISSIONER MEYER: Mr. Chairman? 20 CHAIRMAN KIMBLE: Commissioner Meyer. 21 COMMISSIONER MEYER: I think Tom has got a 22 good approach in that we have them put together an 23 interim report, email, whatever works for them, and we 24 can discuss it. 25 CHAIRMAN KIMBLE: And you don't need a vote</p>

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<p>1 on this, do you?</p> <p>2 MR. COLLINS: No.</p> <p>3 CHAIRMAN KIMBLE: Okay. Okay. Thank you.</p> <p>4 MR. COLLINS: It's just direction to me.</p> <p>5 CHAIRMAN KIMBLE: Okay. Thank you.</p> <p>6 Item VII: Discussion and possible</p> <p>7 action -- oh, wait a minute. Did I -- yes. I'm sorry.</p> <p>8 Item V: Discussion and possible action on</p> <p>9 the 2018 Annual Report.</p> <p>10 Alec.</p> <p>11 MR. SHAFFER: Good morning, Commissioners,</p> <p>12 Chairman -- excuse me -- Chairman, Commissioners. Give</p> <p>13 me one second to pull up -- that's better. Give me one</p> <p>14 second to pull it up.</p> <p>15 All right. So you guys haven't seen me in</p> <p>16 a while, but I do still work here. My name is Alec.</p> <p>17 I'm always in the back doing the computer stuff, but</p> <p>18 Gina is piloting for me right now. So I'm going to,</p> <p>19 pretty much, just go over the annual report, and I'm</p> <p>20 lucky because I'm going after Gina. So you guys are</p> <p>21 going to be familiar with a lot of the campaigns and</p> <p>22 stuff we'll be talking about.</p> <p>23 But I love the cover -- or the wings that</p> <p>24 we did for the 18 in '18 campaign, so that's kind of</p> <p>25 our cover here. And the main messaging behind it, too,</p>	<p>1 The websites, we'll go over what was</p> <p>2 changed with the website this last year and our</p> <p>3 redesign; CRM, which stands for Customer Relationship</p> <p>4 Management. So that's, like, our email program. So</p> <p>5 that's another channel that -- like Gina was talking</p> <p>6 about, that we talk to people through.</p> <p>7 Oh, and I'm going to try to remember, too,</p> <p>8 to speak a little slowly. I tend to talk fast, and I</p> <p>9 know the reporter is trying to capture everything. And</p> <p>10 then -- so I'm just going to tell my myself a note,</p> <p>11 too.</p> <p>12 And then we have the Candidate Statement</p> <p>13 Pamphlet, so the guide that we made this last year, the</p> <p>14 training, so all the people that we trained to</p> <p>15 participate with Clean Elections; our debates, which is</p> <p>16 another feature through the voter ed program. The</p> <p>17 report, we had a report that we commissioned in the --</p> <p>18 it was made by the ASU Morrison Institute for Public</p> <p>19 Policy. So I can go over that, and then just some --</p> <p>20 some extra stuff on our website and social media</p> <p>21 channels.</p> <p>22 So here is the slide for our Connections</p> <p>23 Campaign. This, kind of, shows you some of the art</p> <p>24 that we used for that. The main symbol used throughout</p> <p>25 the Connections Campaign was the arrow. So we, kind</p>		
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<p>1 was spreading your wings, and it symbolizes, like,</p> <p>2 taking flight into adulthood and activating your</p> <p>3 political power and participating.</p> <p>4 Table of contents, so we'll just go through</p> <p>5 the report and, kind of, take it organically.</p> <p>6 Oh, I, actually, have this in my office,</p> <p>7 Chairman. I'm going to need you to sign the letter, if</p> <p>8 you approve the report, after the meeting real quick.</p> <p>9 So I wanted to say that so I remember it, but this is,</p> <p>10 pretty much, just the letter of intent from you</p> <p>11 saying -- sending it to the governor and saying this is</p> <p>12 our annual report that we're required to make every</p> <p>13 year. It's going to go over our activity in this last</p> <p>14 calendar year.</p> <p>15 So voter and public education is what we</p> <p>16 start with, and so this, kind of, outlines the</p> <p>17 different efforts that we had in 2018 and what was</p> <p>18 going on. So just to give you a high-level overview,</p> <p>19 we had our Connections Campaign, which Gina talked</p> <p>20 about, which was really successful; our 18 in 2018</p> <p>21 campaign, which was our youth-oriented campaign to get</p> <p>22 people involved; the independent voter campaign,</p> <p>23 because we want -- we pay -- we pay particular</p> <p>24 attention to independent voters and how we can get them</p> <p>25 involved.</p>	<p>1 of, used the arrow to link different people, different</p> <p>2 environments throughout the state to show why voting</p> <p>3 matters and to bring it all back to the ballot. So</p> <p>4 there's some really great videos and creative that</p> <p>5 RIESTER developed for this campaign that was really</p> <p>6 successful, but yeah, the arrow is definitely the</p> <p>7 biggest unifier with all that.</p> <p>8 I also wanted to mention that these efforts</p> <p>9 included a lot of different medium. So we had</p> <p>10 television media, radio print, digital, online, kind</p> <p>11 of, all that stuff, but yeah, you're familiar with all</p> <p>12 that with Gina's presentation.</p> <p>13 Here's the 18 in 2018 campaign. I, kind</p> <p>14 of, grabbed two pictures that I loved, and Gina shared</p> <p>15 that one stat that we thought was really impressive of</p> <p>16 how this -- having this illustration and having</p> <p>17 wheatpastings of it. So it was in multiple locations,</p> <p>18 as well. It wasn't just at the -- in downtown Phoenix.</p> <p>19 There was one in Tucson on Toole, and I think there</p> <p>20 were some at some colleges. So we had one at the Mesa</p> <p>21 Community College and the Scottsdale Community College,</p> <p>22 as well.</p> <p>23 But, yeah, that was a really successful</p> <p>24 campaign, like Gina was talking about. We were</p> <p>25 thrilled with how well it was received, and it really</p>		

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<p>1 did get people -- and you know, it's a -- random, but</p> <p>2 you know it's successful, too, when you see the wings</p> <p>3 popping up in people's profile pictures, like on dating</p> <p>4 things. So people -- people were using it, and so they</p> <p>5 were popular, but -- yeah, I like this dog, when</p> <p>6 someone got the dog to line up perfectly.</p> <p>7 Going forward, we have the Independent</p> <p>8 Voter Campaign. So we did develop some assets, and we</p> <p>9 had some social media postings and stuff specifically</p> <p>10 for independent voters because, like you guys were</p> <p>11 talking about, it does take that extra step for them to</p> <p>12 participate in the primary. They have to make that</p> <p>13 request. So we did have a special campaign for them.</p> <p>14 And we can show you more about it, but there's still</p> <p>15 pieces of it on the website, too. But we always have</p> <p>16 special callouts to let independents know what they</p> <p>17 need to do.</p> <p>18 Website redesign, this was one of the</p> <p>19 bigger projects of my career here, I would say, working</p> <p>20 at Clean Elections, but we're really happy that we got</p> <p>21 through it. And I think it was a really big success,</p> <p>22 too. So it took -- and thank you to RIESTER because</p> <p>23 RIESTER helped us. I mean, we couldn't have done it</p> <p>24 without them, but basically, we took -- we took, like,</p> <p>25 a survey of everything on our website so we knew what</p>		<p>1 Jason did a lot of the -- our I.T. guy did a lot of the</p> <p>2 coding for it, but it is insane, like, just what it's</p> <p>3 able to do. You punch in your address. It tells you</p> <p>4 everything you need to know about the election coming</p> <p>5 up and where you go, what the deadlines are.</p> <p>6 And, like Gina was talking about, we had</p> <p>7 that AP out with Maricopa so you can even check your</p> <p>8 registration or do it through our website, and it's</p> <p>9 kind of, like, innate. But, yeah, it's -- I couldn't</p> <p>10 believe once it was -- I remember walking in her office</p> <p>11 one day, and I was, like, wow, this thing really turned</p> <p>12 out pretty nice, didn't it? And, yeah, she was</p> <p>13 definitely at the forefront of that. It was her -- it</p> <p>14 was her idea, and it's one of the coolest things, I</p> <p>15 think, I've worked on here.</p> <p>16 Going forward, though, so the CRM program,</p> <p>17 which stands for Customer Relationship Management. So</p> <p>18 that's a cool tool that we have now for emails. And,</p> <p>19 like, if Tom ever has like a direct message that we</p> <p>20 want to communicate to everyone, that's another avenue,</p> <p>21 another method that we can do -- do that with, but</p> <p>22 yeah, that list is growing. I don't think I have the</p> <p>23 stat here, but I know that there's, I think, like,</p> <p>24 thousands of people that are enrolled in our program.</p> <p>25 So they get updates.</p>	
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<p>1 was there, and then we went through and discussed what,</p> <p>2 going forward, we wanted to include and what the --</p> <p>3 like, our research was showing us that voters wanted to</p> <p>4 know more about.</p> <p>5 And we, kind of, made a hierarchy for that</p> <p>6 to expand on that to make our website more dynamic and</p> <p>7 that it could house all that stuff so we could expand</p> <p>8 and keep going forward. Because we had a great website</p> <p>9 before, too, but you'll notice one of the newer things</p> <p>10 about our website is those categories at the top. So</p> <p>11 we, kind of, made a category for every piece of content</p> <p>12 that we felt we could have. So everything, kind of,</p> <p>13 has a home now.</p> <p>14 And, like, the newest, too, is the civics</p> <p>15 information that we have, so how the government works.</p> <p>16 So we found, in our research, a lot of people don't</p> <p>17 know what the mayor does or what a legislator does or</p> <p>18 what the Attorney General does. So we have that</p> <p>19 information on our website now, and it's all linked so</p> <p>20 you can, kind of, figure out who you're voting for,</p> <p>21 what they do, the roles and responsibilities and, kind</p> <p>22 of, like, the big picture.</p> <p>23 And the dashboard, too. I really need to</p> <p>24 give credit to Gina for that because the dashboard</p> <p>25 is -- I've never seen something like it before. And</p>		<p>1 COMMISSIONER CHAN: Mr. Chairman, I am</p> <p>2 enrolled in that.</p> <p>3 MR. SHAFFER: You are?</p> <p>4 COMMISSIONER CHAN: Now, yes.</p> <p>5 MR. SHAFFER: So Commissioner Chan is</p> <p>6 included in that.</p> <p>7 COMMISSIONER CHAN: Yes. I get email</p> <p>8 updates when -- reminding me of when elections are</p> <p>9 coming up.</p> <p>10 MR. SCHAFFER: Yeah.</p> <p>11 COMMISSIONER CHAN: And I've also used the</p> <p>12 dashboard. And I think I've mentioned this to you guys</p> <p>13 before in meetings, but it really is an incredible</p> <p>14 tool.</p> <p>15 MR. SHAFFER: Right?</p> <p>16 COMMISSIONER CHAN: And I -- and I also</p> <p>17 love our website. I love the website redesign. So</p> <p>18 kudos to you and the RIESTER team, and it was very</p> <p>19 helpful. I actually did a little -- my own little</p> <p>20 voter education thing at my kids' elementary school for</p> <p>21 any teachers that were interested.</p> <p>22 MR. SCHAFFER: Oh, yeah.</p> <p>23 COMMISSIONER CHAN: And I took screenshots</p> <p>24 of the website, of the voter dashboard, all the</p> <p>25 information they could use so that they could -- you</p>	

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<p>1 know, would know where to go to get that amazing, kind</p> <p>2 of, easy access, of everything you would need to know.</p> <p>3 MR. SHAFFER: Yeah. The language we used</p> <p>4 behind that a lot behind was the -- I always forget,</p> <p>5 too Chairman, Commissioners -- I'm sorry -- one stop</p> <p>6 shop, but yeah, that was the idea behind it.</p> <p>7 COMMISSIONER CHAN: Absolutely.</p> <p>8 MR. SHAFFER: It was --</p> <p>9 COMMISSIONER CHAN: Yeah.</p> <p>10 MR. SCHAFFER: It was so cool.</p> <p>11 Thank you.</p> <p>12 And then the next one is the Candidate</p> <p>13 Statement Pamphlet. So Gina talked a lot about that,</p> <p>14 but our participation -- the only other thing, I think,</p> <p>15 I want to highlight is our participation rates. Almost</p> <p>16 everyone uses this. We make sure -- we contact</p> <p>17 everyone multiple times to make sure that they know the</p> <p>18 deadline is coming up; that they need to submit their</p> <p>19 photo and statement and everything, but you can see in</p> <p>20 here, like, for the primary, I think the participation</p> <p>21 rate was 96.7 percent. So we only had a handful of</p> <p>22 people that didn't actually get their stuff to us on</p> <p>23 time, and the general was even higher. So it was 97</p> <p>24 percent.</p> <p>25 So we're really happy with that. We did</p>	<p>1 but, yeah, we had debates for the primary and the</p> <p>2 general. And we had a different structure this time on</p> <p>3 the website for them.</p> <p>4 We had a schedule that showed all the</p> <p>5 debates happening and the legislative district order,</p> <p>6 and it would pop up through the dashboard, too. So if</p> <p>7 you popped -- if you plugged in your information, you</p> <p>8 can see what district you were in and that district's</p> <p>9 debate and when it's happening or if it was happening</p> <p>10 and, kind of, more information on it. But we had -- I</p> <p>11 think I put a total at the bottom. Yeah. So there</p> <p>12 were 30 debates held in the primary election, and we</p> <p>13 had 34 for the general. So a little bit more on the</p> <p>14 general.</p> <p>15 And then, I think, the only other thing I</p> <p>16 wanted to reiterate is we have a debate for every</p> <p>17 district that has a Clean Elections candidate</p> <p>18 automatically and, if not, if a participating -- or if</p> <p>19 a nonparticipating candidate wants one and they request</p> <p>20 one, we'll have a debate for that district, as well.</p> <p>21 Next is the Voter Crisis Report. So this</p> <p>22 is really cool. This was a report, pretty much, about,</p> <p>23 like, the -- it was called the Crisis Report because</p> <p>24 it, kind of, went over how Arizona's participation</p> <p>25 rates aren't what they could be and reasons why that is</p>		
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<p>1 the district-specific version again, so everyone that</p> <p>2 received it through the mail got only what was</p> <p>3 applicable to you on your pamphlet. So that's nice.</p> <p>4 And this time we did reorganize the general layout a</p> <p>5 little bit, too. So we did some research to find out</p> <p>6 how it could become even more user friendly. So we did</p> <p>7 organize things a little bit differently, and we found</p> <p>8 that was better overall.</p> <p>9 But next is our training and guide. So as</p> <p>10 always, for every election cycle, people that run with</p> <p>11 Clean Elections need to take a training class to</p> <p>12 understand the -- like, Clean Elections candidates have</p> <p>13 certain limits to how much they can receive and stuff</p> <p>14 like that, and there's different rules a little bit.</p> <p>15 So this training class goes over what they can and</p> <p>16 cannot do and the process, pretty much.</p> <p>17 We also have an online training class, too.</p> <p>18 So that was new, I think, this last year, but you can</p> <p>19 take a digital version of it, too. So if you can't</p> <p>20 make it down here to Phoenix and actually attend one in</p> <p>21 person, you can -- you can do it online, as well.</p> <p>22 Debates. So as always, we host our</p> <p>23 debates, and I want to have a thank you to our debate</p> <p>24 coordinator, Dave Rider, too. He's amazing in helping</p> <p>25 us set all these up. We couldn't do it without him,</p>	<p>1 and, going forward, how to improve that. So it's, kind</p> <p>2 of, just dissecting the problem and discussing, going</p> <p>3 forward, what could be done to improve it, but it's on</p> <p>4 our website now. So you guys have probably read it,</p> <p>5 but if you haven't, it's still up there.</p> <p>6 And I think -- I think it's going to be a</p> <p>7 three-part series, and we have the first two done so</p> <p>8 far. So the first two reports are on the website. You</p> <p>9 can read them, but they're pretty interesting. And</p> <p>10 we're lucky that we get to work with ASU because it's</p> <p>11 cool to actually have another institute so interested</p> <p>12 in election and trying to do the research and we, kind</p> <p>13 of, partnered with them to understand more.</p> <p>14 Website and social media. So Gina had that</p> <p>15 slide in her PowerPoint going over our website numbers.</p> <p>16 Here's some more numbers for you. I'll point out we</p> <p>17 have positive growths, I think, in everything. For</p> <p>18 YouTube, that was one of our biggest spikes. So you</p> <p>19 can see in 2017, we have 596,000 views, and that was</p> <p>20 within the calendar year. And then this last year, we</p> <p>21 had 990,000. So almost over that million mark. I</p> <p>22 can't believe how much it's grown.</p> <p>23 Here's the website sessions and user</p> <p>24 numbers that Gina was talking about. Those have grown,</p> <p>25 like, at a crazy rate. So while I'm -- nervous but</p>		

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<p>1 proud at the same time because it means more people are</p> <p>2 looking at what -- at what we do all the time on the</p> <p>3 website, but we're making more and more content. So</p> <p>4 it's good that more and more people are using it.</p> <p>5 People are using the stuff that we're creating. So</p> <p>6 that's nice.</p> <p>7 Financial information. So this is, kind</p> <p>8 of, just an update on our 2018 revenues. It goes over</p> <p>9 our controls on spending, our caps and stuff like that.</p> <p>10 So I won't drill into the details here, but if you want</p> <p>11 to look at those caps and see our amounts here, they're</p> <p>12 all laid out for you.</p> <p>13 We have a candidate summary. So this shows</p> <p>14 all -- it's not just the people running as a Clean</p> <p>15 Elections candidate. It talks about how much funding</p> <p>16 was given to participating candidates and the people</p> <p>17 that -- it includes the people that were not running</p> <p>18 with Clean Elections, as well.</p> <p>19 So on these next couple of pages here I'll</p> <p>20 show you -- oh, yeah. And this first page before that,</p> <p>21 kind of, just talks about re -- reallocation notices.</p> <p>22 So sometimes if a candidate lives in a district that is</p> <p>23 heavily skewed with registration numbers for one party,</p> <p>24 they have to meet the requirement for that district for</p> <p>25 it being a one-party dominant district, but if they</p>	<p>1 All right. And then after that we have the</p> <p>2 enforcement audits and litigation section. I think</p> <p>3 during 2018, we had resolved -- yeah. On the left, I'm</p> <p>4 saying we had resolved 13 complaints arising from the</p> <p>5 2016 election cycle. And, also, a new change that I</p> <p>6 want to call out is, in 2018, the Commission approved</p> <p>7 audits for all participating candidates. So it was</p> <p>8 everyone. So it's encompassing of everyone that was</p> <p>9 running, and they were all audited after the election</p> <p>10 took place. And I think we'll talk about audits a</p> <p>11 little later, too.</p> <p>12 Rulemaking and legislation, so this kind of</p> <p>13 goes over the Commission's rulemaking authority. In</p> <p>14 2018, we did not make any amendments to any rule. So</p> <p>15 normally I'd have, like, a listing at the bottom if we</p> <p>16 have any rules that were affected or amended or</p> <p>17 anything like that, but in 2018, we didn't have any of</p> <p>18 those.</p> <p>19 And legislation. So this, kind of, goes</p> <p>20 over our legislative goals, what the Commission is</p> <p>21 looking to do. We updated this a little bit. So you</p> <p>22 can read through it, but it, pretty much -- most of the</p> <p>23 legislation has revolved around improving what we</p> <p>24 deemed something that would be beneficial to -- for</p> <p>25 voters and elections or upholding the integrity of the</p>		
11:07:12-11:08:09	Page 75	11:09:22-11:10:11	Page 77
<p>1 live in there and they want to, they're able to switch</p> <p>2 their funding amounts.</p> <p>3 So the idea behind that is that their</p> <p>4 primary is their more contested election for them. So</p> <p>5 they want the bigger amount of funding up front and</p> <p>6 then funding less for the general, but here's our list.</p> <p>7 So this, kind of, goes over -- we have a list for the</p> <p>8 primary and the general. So this shows everyone</p> <p>9 running at the state and legislative level. If they</p> <p>10 were running clean, you'll see in this column here, it</p> <p>11 says participating, and then you'll see how much</p> <p>12 funding they received. So you can see that amount on</p> <p>13 the right.</p> <p>14 So it, kind of, gives you an idea of how</p> <p>15 many people there were. You can see at the top that we</p> <p>16 had 245 total, like, candidates and candidate</p> <p>17 committees. And out of those, I think, it says -- I</p> <p>18 think it says 69 -- it's, kind of, tiny, but that's how</p> <p>19 many people were participating, so how many Clean</p> <p>20 Elections candidates we had.</p> <p>21 I'll kind of just go through these slides.</p> <p>22 There's a lot of them.</p> <p>23 All right. And this is the general</p> <p>24 listing. So, pretty much, the same information I just</p> <p>25 went over but for the general.</p>	<p>1 Act and, kind of, stuff like that, but I'll let you</p> <p>2 read over that. And if you have any questions, I'm</p> <p>3 more than happy to try to answer them for you.</p> <p>4 And the looking forward page, so this, kind</p> <p>5 of, gives you a preview of the next year, what we're</p> <p>6 planning for. So, like Gina was talking about, 2019,</p> <p>7 our education plan, we still plan on offering our</p> <p>8 Candidate Compass.</p> <p>9 We're going to try to evolve the 18 in 2018</p> <p>10 campaign, so our youth campaign, and to keep it around</p> <p>11 but maybe evolve it into a different iteration.</p> <p>12 I.D. at the polls tools, so we'll still</p> <p>13 have that.</p> <p>14 Our dashboard is always being updated. I</p> <p>15 just finished updating it for the March election. So</p> <p>16 if you're in Maricopa or Navajo County, they're having</p> <p>17 elections. You can find out more information on the</p> <p>18 dashboard.</p> <p>19 Our mobile app, like Gina was talking</p> <p>20 about, it actually looks beautiful, too. We're testing</p> <p>21 it right now. Jason, our I.T. guy, just published an</p> <p>22 update. So we're, like, looking through it and seeing</p> <p>23 all the things that have been changed. It's, like, the</p> <p>24 same content -- well, some new stuff, too, actually.</p> <p>25 There's a little bit of new content, but we are making</p>		

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<p>1 it match the look and feel of our website. So right</p> <p>2 now the app, kind of, looks like older website, like</p> <p>3 our older style and theme. And we're -- Jason pushed</p> <p>4 forward all the new designs that RIESTER had made and</p> <p>5 everything like that. So it looks -- it looks really</p> <p>6 pretty. And I'll be going through that.</p> <p>7 2020, I wanted to highlight that. Like</p> <p>8 Gina was talking about, 2020 will be a presidential</p> <p>9 election year. So we'll have a lot going on, and a lot</p> <p>10 of the stuff that we'll be doing in this year is in</p> <p>11 preparation for that, for the big year.</p> <p>12 At the bottom here we have contribution</p> <p>13 amounts. So if you are running with Clean Elections,</p> <p>14 this is how many contributions -- qualifying</p> <p>15 contributions you'll need to collect to receive your</p> <p>16 funding. And then the qualifying period starts on</p> <p>17 August 1st of this year. So it's starting soon.</p> <p>18 This is getting towards the end of the</p> <p>19 report. This just lists our commissioners and staff</p> <p>20 here, and then here's your guys' biography. So anyone</p> <p>21 that was reading this report could find out a little</p> <p>22 bit more about everybody.</p> <p>23 And that is the end of the report. So if</p> <p>24 you guys have any questions, I'd be happy to try to</p> <p>25 answer them.</p>	<p>1 CHAIRMAN KIMBLE: All those in favor say</p> <p>2 aye.</p> <p>3 (Chorus of ayes.)</p> <p>4 CHAIRMAN KIMBLE: Anyone opposed?</p> <p>5 (No response.)</p> <p>6 CHAIRMAN KIMBLE: Thank you very much,</p> <p>7 Alec.</p> <p>8 MR. SHAFFER: Thank you, guys.</p> <p>9 CHAIRMAN KIMBLE: Item VI: Discussion and</p> <p>10 possible action on final audit approval for the</p> <p>11 following 2018 primary election participating</p> <p>12 candidates.</p> <p>13 Does anyone feel that I need to read all</p> <p>14 these 25 names, or can we just incorporate them from</p> <p>15 the agenda?</p> <p>16 COMMISSIONER MEYER: I feel strongly that</p> <p>17 you don't need to read all those names.</p> <p>18 COMMISSIONER CHAN: Especially since we --</p> <p>19 MR. COLLINS: And we can make them part of</p> <p>20 the minutes through the court reporter so --</p> <p>21 CHAIRMAN KIMBLE: Okay.</p> <p>22 MR. COLLINS: -- as the agenda.</p> <p>23 (List of 2018 Primary Election</p> <p>24 Participating Candidates, as per Agenda Item VI:</p> <p>25 Mark Manoil, SW; Kiana Sears, SW; Matthew</p>		
11:11:11-11:11:58	Page 79	11:12:34-11:13:25	Page 81
<p>1 CHAIRMAN KIMBLE: Any questions or comments</p> <p>2 for Alec?</p> <p>3 COMMISSIONER MEYER: Mr. Chairman, no</p> <p>4 questions, but a comment. Great job. Thank you.</p> <p>5 MR. SHAFFER: Thank you.</p> <p>6 CHAIRMAN KIMBLE: Yeah, it's a very</p> <p>7 impressive report.</p> <p>8 MR. SCHAFER: Thank you very much.</p> <p>9 CHAIRMAN KIMBLE: Thank you, Alec.</p> <p>10 MR. SCHAFER: I appreciate that.</p> <p>11 MR. COLLINS: Mr. -- Mr. Chairman, what we</p> <p>12 would ask is for authorization to finalize the annual</p> <p>13 report, make any necessary corrections and inclusions,</p> <p>14 and file it with the appropriate authorities.</p> <p>15 COMMISSIONER CHAN: Mr. Chairman, I would</p> <p>16 move that we approve --</p> <p>17 MR. COLLINS: Authorize us to --</p> <p>18 COMMISSIONER CHAN: -- authorize the staff</p> <p>19 to finalize the annual report and make any corrections</p> <p>20 or inclusions, as necessary.</p> <p>21 COMMISSIONER MEYER: Second.</p> <p>22 CHAIRMAN KIMBLE: It's been moved and</p> <p>23 seconded.</p> <p>24 Any discussion?</p> <p>25 (No response.)</p>	<p>1 Marques, LD; Tonya MacBeth, LD; James O'Connor, SW;</p> <p>2 Katherine Hoffman, SW; Olivia Cajero-Bedford, LD; David</p> <p>3 Schapira, SW; Bill Pierce, SW; Lori Kilpatrick, LD;</p> <p>4 James Love, LD; Tara Phelps, LD; Nikki Lee, LD; Sandra</p> <p>5 Kenney, SW; Pablo Correa, LD; Melinda "Mendy" Gomez,</p> <p>6 LD; Bill Mundell, SW; Betty Villegas, LD; John Heep,</p> <p>7 LD; David Rothans, LD; Debbie Manuel, LD; Talonya</p> <p>8 Adams, LD; Bobby Wilson, LD; Alejandro Larios, LD;</p> <p>9 LaDawn Stuben, LD.)</p> <p>10 COMMISSIONER MEYER: Okay. Tom, do you</p> <p>11 want to discuss this?</p> <p>12 MR. COLLINS: Yeah. I will be brief. And</p> <p>13 then Mike will be available to answer more substantive</p> <p>14 questions, but in effect, so this is -- as specified</p> <p>15 here, these are statewide candidates who get reviewed</p> <p>16 in both the general and the primary. We may want to</p> <p>17 revisit that redundancy because it seems like it</p> <p>18 actually is a redundancy. Also, all participating</p> <p>19 candidates that did not advance to the general</p> <p>20 election.</p> <p>21 So it's a lot of -- it's a lot of folks. I</p> <p>22 think that, -according to the memo you should have</p> <p>23 received, that very few of the candidates had findings</p> <p>24 of any kind. And our view, as staff, is that those</p> <p>25 findings don't give rise to any need for a reason to --</p>		



11:13:33-11:14:48	Page 82	11:15:42-11:16:39	Page 84
<p>1 or any sort of further action on the part of the</p> <p>2 Commission. At times, you know, we have done that.</p> <p>3 When the Commission approves the audit, it's not an</p> <p>4 approval of any particular spending one way or the</p> <p>5 other. It's merely approval that the audit is complete</p> <p>6 and to form.</p> <p>7 So, for example, it's not an endorsement of</p> <p>8 anybody's spending or anybody's anything. So that's --</p> <p>9 as opposed to -- you know, so if there had -- if there</p> <p>10 were -- for example, we had a candidate a couple of</p> <p>11 years ago where we found a lot in his audit, and we</p> <p>12 approved the audit and then moved on to, you know,</p> <p>13 disciplinary and repayment process.</p> <p>14 So that's really it. I don't know if</p> <p>15 there's any specific inconsistency or issues that Mike</p> <p>16 wants to call out, but other than that, I just -- I</p> <p>17 just recommend that the Commission approve the --</p> <p>18 approve the audits as stated in the agenda and ask that</p> <p>19 the agenda be made part of the -- part of the minutes</p> <p>20 of the meeting.</p> <p>21 CHAIRMAN KIMBLE: Okay, Mike, is there</p> <p>22 anything you want to add to this?</p> <p>23 MR. BECKER: No.</p> <p>24 CHAIRMAN KIMBLE: Okay.</p> <p>25 Is there a motion to approve the audits for</p>	<p>1 through June of 2019.</p> <p>2 Tom, this is pretty self-explanatory.</p> <p>3 MR. COLLINS: Yeah, and I believe that many</p> <p>4 of you have weighed in on these individually with</p> <p>5 Paula. So I would simply ask that you move to approve</p> <p>6 these dates. Obviously, they're always subject to</p> <p>7 change and/or additional meetings, depending upon</p> <p>8 circumstances.</p> <p>9 CHAIRMAN KIMBLE: Are there any members of</p> <p>10 the Commission who are aware of conflicts they may have</p> <p>11 on the following dates: February 28th, March 28th,</p> <p>12 April 25th, May 30th and June 20th?</p> <p>13 (No response.)</p> <p>14 CHAIRMAN KIMBLE: Okay. Do I have a motion</p> <p>15 to approve these dates for Commission meetings through</p> <p>16 February through June of 20 -- of 2019?</p> <p>17 COMMISSIONER MEYER: Mr. Chairman, so</p> <p>18 moved.</p> <p>19 COMMISSIONER CHAN: Second.</p> <p>20 CHAIRMAN KIMBLE: All those in favor?</p> <p>21 (Chorus of ayes.)</p> <p>22 CHAIRMAN KIMBLE: Anyone opposed?</p> <p>23 (No response.)</p> <p>24 CHAIRMAN KIMBLE: Okay. These meeting</p> <p>25 dates are approved.</p>		
11:14:51-11:15:38	Page 83	11:16:40-11:18:06	Page 85
<p>1 these 25 named candidates?</p> <p>2 COMMISSIONER CHAN: Mr. Chairman, I would</p> <p>3 move that the Commission approve the audits named in</p> <p>4 the agenda.</p> <p>5 CHAIRMAN KIMBLE: Is there a second?</p> <p>6 COMMISSIONER MEYER: Second.</p> <p>7 CHAIRMAN KIMBLE: It's been moved and</p> <p>8 seconded that we will approve the audits for these 25</p> <p>9 candidates in the 2018 primary election.</p> <p>10 Any discussion?</p> <p>11 COMMISSIONER MEYER: Just to amend the</p> <p>12 motion to include the statement that we're going to add</p> <p>13 the list of names here to the meeting minutes so we</p> <p>14 have all of them.</p> <p>15 MR. COLLINS: Do you agree with that?</p> <p>16 COMMISSIONER CHAN: Yes. I agree with</p> <p>17 that.</p> <p>18 CHAIRMAN KIMBLE: Okay. All those in favor</p> <p>19 of the motion?</p> <p>20 (Chorus of ayes.)</p> <p>21 CHAIRMAN KIMBLE: Anyone opposed?</p> <p>22 (No response.)</p> <p>23 CHAIRMAN KIMBLE: Motion is approved.</p> <p>24 Item VII: Discussion and possible action</p> <p>25 on proposed Commission meeting dates from February</p>	<p>1 Item VIII: Recognition and appreciation to</p> <p>2 Commissioner and Past Chairman Damien R. Meyer for his</p> <p>3 service to the Commission and the State of Arizona.</p> <p>4 I've been told I have an item to give</p> <p>5 Commissioner Meyer here that is carefully packaged.</p> <p>6 Who knows what it is?</p> <p>7 COMMISSIONER MEYER: You picked this out</p> <p>8 personally.</p> <p>9 CHAIRMAN KIMBLE: I picked this out</p> <p>10 personally to bring today.</p> <p>11 This is a plaque to Commissioner Meyer in</p> <p>12 appreciation of your outstanding service and</p> <p>13 dedication, the Citizens Clean Elections Commission and</p> <p>14 the State of Arizona, February 2014 to January 2019,</p> <p>15 presented to Damien R. Meyer on behalf of the Citizens</p> <p>16 Clean Election Commission: Mark Kimble, Steve Titla,</p> <p>17 Galen Paton and Amy Chan.</p> <p>18 And you may still be around for a while, if</p> <p>19 the past is any indication of the future, but</p> <p>20 congratulations. And I'll say that as former -- as the</p> <p>21 predecessor chairman, I learned a lot from Damien. And</p> <p>22 he's been here longer than I have. And it's very</p> <p>23 difficult for me to say nice things about lawyers, in</p> <p>24 general, but I will say that Damien has taught me an</p> <p>25 awful lot about the practical side of the law in so</p>		

11:18:10-11:19:30	Page 86	11:20:25-11:22:17	Page 88
<p>1 many things that we've been dealt with, that we've been</p> <p>2 forced to deal with, in many cases, and I very much</p> <p>3 appreciate your service.</p> <p>4 Thank you.</p> <p>5 COMMISSIONER MEYER: Thank you,</p> <p>6 Mr. Chairman, and thank you to all of you so much.</p> <p>7 This is just really wonderful, wonderful of you to do</p> <p>8 all this.</p> <p>9 And I have to say, I mean, Tom, Gina, Mike,</p> <p>10 what a tremendous job you guys do to make our -- our</p> <p>11 jobs up here much easier, and you're always prepared</p> <p>12 and always willing to take time to help us be prepared.</p> <p>13 So thank you so much. It's been a pleasure to work</p> <p>14 with all of you the last five years, and I look forward</p> <p>15 to still working with you for an indeterminate amount</p> <p>16 of time. And the same thing to all the -- and Alec. I</p> <p>17 want to include Alec, as well, and Sara, of course,</p> <p>18 who's no longer with us and, of course, Paula.</p> <p>19 And to all the fellow commissioners, those</p> <p>20 prior and those of you now, it's an honor to serve with</p> <p>21 you. We don't always agree on everything, but I think</p> <p>22 I'm really proud to say we've had a very civil group up</p> <p>23 here. And when we disagree, we do so civilly. And I</p> <p>24 think we set an example. So just very honored to be in</p> <p>25 the Commission, to work with all of you, and thank you</p>		<p>1 Tom?</p> <p>2 MR. COLLINS: Yes. So this is a matter</p> <p>3 that was brought to us by a candidate for -- for the</p> <p>4 Corporation Commission. He -- so we did an</p> <p>5 investigation. We got a response. We also had a, sort</p> <p>6 of, intervenor letter from the Public Integrity</p> <p>7 Alliance. We have reached what I -- a conciliation</p> <p>8 that I am prepared to recommend. Its key components</p> <p>9 are -- first of all, they've already filed their</p> <p>10 reports.</p> <p>11 They are stipulating to a fine of 50</p> <p>12 percent of the amount they could have been fined,</p> <p>13 which, in reference to the Public Integrity Alliance</p> <p>14 letter, the cases that they cite in there, the Senate</p> <p>15 Victory PAC and House Victory PAC cases, we only fined</p> <p>16 those parties, who had not filed anything at all, \$500</p> <p>17 each. So as a percentage, this is a significantly</p> <p>18 higher penalty than we charged the Republican PACs that</p> <p>19 PIA wanted -- was urging us to take into consideration.</p> <p>20 And, you know, CHISPA's lawyers were easy</p> <p>21 to work with, and Kirin Goff, which is with the Torres</p> <p>22 Law Firm, is here, if you have any questions for her,</p> <p>23 but we would simply ask that you approve the</p> <p>24 conciliation -- the proposed conciliation as written</p> <p>25 and allow us to finalize this and close out this</p>	
11:19:32-11:20:21	Page 87	11:22:23-11:23:23	Page 89
<p>1 very much.</p> <p>2 CHAIRMAN KIMBLE: Any other commissioners</p> <p>3 want to say anything?</p> <p>4 COMMISSIONER PATON: I just would like to</p> <p>5 say thank you. I appreciate your input. You're always</p> <p>6 a mediating influence on -- on our Commission, and you</p> <p>7 do give us a lot of good insights.</p> <p>8 Thank you.</p> <p>9 COMMISSIONER MEYER: Thank you.</p> <p>10 COMMISSIONER CHAN: Mr. Chairman, I'd just</p> <p>11 like to say that it has been a pleasure serving with</p> <p>12 Commissioner Meyer. And I appreciated his</p> <p>13 chairmanship. And you will be missed, but I guess I</p> <p>14 won't have to miss you until much further in the</p> <p>15 future, potentially.</p> <p>16 COMMISSIONER MEYER: Thank you.</p> <p>17 MR. COLLINS: We will not know -- we'll</p> <p>18 know when we know.</p> <p>19 COMMISSIONER MEYER: Okay. Thank you very</p> <p>20 much.</p> <p>21 CHAIRMAN KIMBLE: Be prepared.</p> <p>22 MR. COLLINS: Do you guys know down there</p> <p>23 at the end of the table?</p> <p>24 CHAIRMAN KIMBLE: Item IV: Discussion and</p> <p>25 possible action on MUR 18-16, CHISPA PAC.</p>		<p>1 matter.</p> <p>2 CHAIRMAN KIMBLE: Ms. Goff, is there</p> <p>3 anything you wish to say?</p> <p>4 MS. GOFF: No. I think it's pretty</p> <p>5 straightforward, and we've come to an agreement.</p> <p>6 CHAIRMAN KIMBLE: Okay. Thank you.</p> <p>7 Any commissioners? Commission Chan?</p> <p>8 COMMISSIONER CHAN: Mr. Chairman, Tom, I</p> <p>9 just was curious. I'm happy with your explanation. I</p> <p>10 just was curious whether the folks who filed the</p> <p>11 complaint have had an opportunity to see this</p> <p>12 conciliation agreement and weigh in on it.</p> <p>13 MR. COLLINS: They -- it was sent out to</p> <p>14 them yesterday or -- yeah, early yesterday, about 9:47.</p> <p>15 We have heard nothing from either PIA or Mr. Glassman.</p> <p>16 I'm assuming they don't have an objection, you know. I</p> <p>17 mean --</p> <p>18 COMMISSIONER CHAN: Thank you. That's all.</p> <p>19 MR. COLLINS: And it's noticed -- and it's</p> <p>20 noticed on the agenda. I mean, the reality is that</p> <p>21 they've gotten -- they've gotten formal notice.</p> <p>22 They've gotten -- they've had formal notice that this</p> <p>23 is going to be on the agenda. It is on the agenda,</p> <p>24 which is a public document, and then they got</p> <p>25 additional notice with this specific language in it.</p>	

<p>11:23:27-11:24:39 Page 90</p> <p>1 So I'm not sure what more we could do, other than go 2 down to their office and -- 3 COMMISSIONER CHAN: That's fine. I just 4 was curious whether they had had an opportunity and, 5 also, maybe responded to our notice. 6 MR. COLLINS: Yeah. I have not seen such a 7 response, if it -- if it did come in. And, frankly, I 8 think that, you know, CHISPA was -- was -- was, you 9 know, remarkably easy to work with on this. And -- 10 and, you know -- well, I'm trying to mind-read. I 11 think that -- I think this -- well, I'll just leave it 12 there. 13 COMMISSIONER CHAN: All right. Thank you, 14 Mr. Chairman. 15 CHAIRMAN KIMBLE: Any other questions or 16 comments from members of the Commission? 17 (No response.) 18 CHAIRMAN KIMBLE: Do we have a motion to 19 approve the proposed conciliation agreement between the 20 Commission and CHISPA PAC? 21 COMMISSIONER CHAN: Mr. Chairman, I would 22 move that we approve the proposed conciliation 23 agreement with CHISPA PAC. 24 COMMISSIONER MEYER: Second. 25 CHAIRMAN KIMBLE: Any discussion?</p>	<p>11:26:05-11:27:45 Page 92</p> <p>1 terms outlined in the -- in the memo. 2 The financial aspect of it would be between 3 \$1,200 and \$6,700, and I can tell you where than \$6,700 4 is derived from. It would allow for reporting and 5 review of reports to ensure accuracy and then, you 6 know, it would involve -- because this involves One 7 Arizona waiving an appellate right, you know, we 8 think -- I think that it's reasonable to allow them to 9 maintain their position that this is not express 10 advocacy. 11 There are reasons that are extrinsic to 12 Arizona law, why that's important to One Arizona, 13 having to do with potential tax issues -- at least 14 that's my surmise. I can't say that they've said that 15 to me, but I assume that to be true based on other 16 conciliations we've done with different groups. 17 And so that's my -- that's my 18 recommendation is just that I be authorized under 19 R2-20-206 to finalize or -- well, to enter into, if I 20 can get it negotiated, a conciliation with -- inclusive 21 of terms along these lines without having to bring it 22 back to you all for final approval. And that's a 23 choice for you. I mean, really, if you'd like to see 24 it before it's done, that's fine. This is a way to try 25 to expedite it so you don't have to see it again.</p>
<p>11:24:42-11:26:02 Page 91</p> <p>1 (No response.) 2 CHAIRMAN KIMBLE: All those in favor? 3 (Chorus of ayes.) 4 CHAIRMAN KIMBLE: Anyone opposed? 5 (No response.) 6 CHAIRMAN KIMBLE: The proposed conciliation 7 agreement is approved. 8 Item X: Discussion and possible action on 9 MUR 18-07, One Arizona. 10 Tom? 11 MR. COLLINS: Yes. Mr. Chairman, 12 Commissioners, this is a matter we have been working to 13 negotiate a conciliation. We have -- we ran out of 14 time to do that. What we have -- we have, again, 15 provided specific notice of the fact that this was 16 going to be on the agenda to the complainant and, 17 obviously, the respondent. 18 My recommendation in this case is a little 19 bit different because we don't have a negotiated, 20 finalized conciliation. What I'm seeking here, in 21 order to expedite things and not have to return to this 22 next month, if avoidable, is to simply -- I've outlined 23 some terms. They are in the memo that was distributed 24 this morning, basically. It would be to authorize me 25 to enter into a conciliation agreement, subject to the</p>	<p>11:27:49-11:29:10 Page 93</p> <p>1 COMMISSIONER CHAN: And, Mr. Chairman, Tom, 2 did you say this is one we've already -- didn't Jim 3 Barton come in and talk to us about this previously? 4 MR. COLLINS: Right. We found -- right. 5 We found reason to believe on this on, I want to say, 6 on September 27. 7 COMMISSIONER CHAN: Okay. 8 MR. COLLINS: And I can -- without getting 9 into the settlement issues which are, I think, 10 confidential, I can say that the settlement 11 conversation has been productive. And if it wasn't 12 going anywhere, I wouldn't be asking for this 13 authority. This is one of the cases -- this is one 14 case that we had -- I think that -- well, my record 15 shows we had Osborn Maledon assigned to, although I 16 didn't think Mary or Nate needed to be here. 17 So that's -- that's my thought. I 18 didn't -- if I didn't think we had done substantial 19 work along these lines, you know, without getting into 20 the details of settlement, I wouldn't -- I wouldn't 21 bother to ask. I wouldn't think that I would have 22 enough of a sense of what needed to be in there, from 23 my perspective, to make a recommendation like this. 24 So -- but, again, it's within the 25 Commission's discretion whether or not you'd rather</p>

11:29:13-11:30:42	Page 94	11:31:59-11:32:52	Page 96
<p>1 have a looksy at the final product before -- before --</p> <p>2 before you just say, hey, go ahead and do it and be</p> <p>3 done with it. It's really -- in my view, that's kind</p> <p>4 of -- that's, kind of, how it is.</p> <p>5 So the risks, if I may, I mean, to</p> <p>6 Commissioner Meyer's point, you know, Mike Laverde, who</p> <p>7 filed the complaint, he's not here today. I haven't</p> <p>8 had -- I have -- through the notices we sent him, we</p> <p>9 haven't heard anything back. As you probably know,</p> <p>10 he's been appointed or is currently a nominee for the</p> <p>11 federal bench. So, I mean, he may not -- either --</p> <p>12 there's, A, he may not be paid for this anymore because</p> <p>13 the election is long over. And the effect of this</p> <p>14 complaint was to stop One Arizona, essentially, from</p> <p>15 spending the way they were. And, second, he may just</p> <p>16 not want to, you know, talk to anybody until he's</p> <p>17 approved -- until he's confirmed.</p> <p>18 But, in any event, he had notice that this</p> <p>19 was on the -- this was on the agenda and that -- and</p> <p>20 that conciliation was -- was a possibility. So that's</p> <p>21 my only, you know, caveat related to the commissioners'</p> <p>22 comments is that if you're cautious about that or want</p> <p>23 to extend the extra time, somehow, for Mr. Laverde to</p> <p>24 get to look at a final product before we approve it,</p> <p>25 that would -- that would -- that would argue in favor</p>		<p>1 terms -- this term sheet, or whatever you want to call</p> <p>2 it, I have not had a chance to get to Mike because I</p> <p>3 just typed it up this morning. So if that's makes a</p> <p>4 difference to anybody, I just want to be clear about</p> <p>5 that.</p> <p>6 COMMISSIONER PATON: I would say, then, why</p> <p>7 not just wait 30 days, then.</p> <p>8 COMMISSIONER CHAN: All right. In that</p> <p>9 case, Mr. Chairman, I guess, I'll go with the other two</p> <p>10 commissioners. And we could just let it play out for</p> <p>11 another month, now that the terms are -- we've learned</p> <p>12 are new, and give the complainants an opportunity to</p> <p>13 weigh in, if they wish to.</p> <p>14 CHAIRMAN KIMBLE: Okay. So is that in the</p> <p>15 form of a motion?</p> <p>16 COMMISSIONER CHAN: Do I need to make a</p> <p>17 motion, Tom?</p> <p>18 MR. COLLINS: Well, that's a good question.</p> <p>19 To table, I think you can just -- I think -- I don't</p> <p>20 know if you move to table it -- you have to vote on</p> <p>21 tabling it, or if you can just table it. That's a</p> <p>22 Roberts Rules of Order question. I don't know the</p> <p>23 answer to that.</p> <p>24 COMMISSIONER MEYER: Can we just belt and</p> <p>25 suspenders and make the motion?</p>	
11:30:47-11:31:58	Page 95	11:32:55-11:34:12	Page 97
<p>1 of moving this -- tabling this until the next meeting.</p> <p>2 So it's really your decision, and I</p> <p>3 don't -- as much as I'd like to expedite this thing,</p> <p>4 you know, I don't have hugely strong feelings about it.</p> <p>5 CHAIRMAN KIMBLE: Commissioner Meyer,</p> <p>6 reading your body language, I sense that you have a</p> <p>7 question.</p> <p>8 COMMISSIONER MEYER: I actually don't. I</p> <p>9 mean, I don't have strong feelings one way or the</p> <p>10 other. And, I guess, if we don't -- if I don't have</p> <p>11 strong feelings one way or the other and it sounds like</p> <p>12 this is an issue that's somewhat already moot, what is</p> <p>13 the harm in waiting another 30 days to let</p> <p>14 Mr. Laverde -- at least, give him another opportunity</p> <p>15 to respond to this, if that's how the Commission feels.</p> <p>16 And if other commissioners don't feel strongly on that,</p> <p>17 then I am fine with proceeding as Tom recommends.</p> <p>18 COMMISSIONER CHAN: Mr. Chairman, I would</p> <p>19 be happy to just approve authorization for Tom,</p> <p>20 actually, in this case, just to, kind of, get it</p> <p>21 wrapped up if things have been proceeding. And he says</p> <p>22 he's been in touch with Laverde and hasn't had a</p> <p>23 response. So I feel, like, why not go ahead and try to</p> <p>24 get it wrapped up.</p> <p>25 MR. COLLINS: I will say that these</p>		<p>1 Mr. -- Commissioner -- Mr. Chairman, I will</p> <p>2 move that we table this conciliation matter as to --</p> <p>3 I'm sorry. Which matter is this?</p> <p>4 CHAIRMAN KIMBLE: It's MUR-07, One Arizona.</p> <p>5 COMMISSIONER MEYER: Thank you. As to MUR</p> <p>6 18-07 until the next meeting.</p> <p>7 COMMISSIONER CHAN: Second.</p> <p>8 CHAIRMAN KIMBLE: There's a motion to table</p> <p>9 this.</p> <p>10 All those in favor?</p> <p>11 (Chorus of ayes.)</p> <p>12 CHAIRMAN KIMBLE: Anyone opposed?</p> <p>13 (No response.)</p> <p>14 CHAIRMAN KIMBLE: Okay. It is tabled.</p> <p>15 Item XI: Discussion and possible action on</p> <p>16 MUR 18-14, US Term Limits.</p> <p>17 Tom?</p> <p>18 MR. COLLINS: So this is, also, an</p> <p>19 interesting little -- it has its own little interesting</p> <p>20 sidelights.</p> <p>21 Tim La Sota is the respondent's attorney.</p> <p>22 And I sent him a notice, I want to say, a week or two</p> <p>23 weeks ago, and then we sent him a formal notice on the</p> <p>24 29th. He responded on the -- on the 30th that he has</p> <p>25 to be out of town today and cannot attend: "Will you</p>	

11:34:17-11:35:48	Page 98	11:37:10-11:38:07	Page 100
<p>1 share my written response I sent to you with the</p> <p>2 Commission, as well as that if I could change my prior</p> <p>3 commitment and appear I would? I know you've continued</p> <p>4 this once before so I would not ask again." I construe</p> <p>5 that as a waiver of his appearance, and I just want to</p> <p>6 make sure that's on the record.</p> <p>7 The -- so it's a -- the reason to believe</p> <p>8 memo that's from October is -- it, sort of, speaks for</p> <p>9 itself at this point. There's the complainant's</p> <p>10 complaint and then, sort of, rebuttal to Mr. La Sota's</p> <p>11 response. You know, I don't see any problem, given</p> <p>12 Mr. La Sota's position, with moving ahead with finding</p> <p>13 reason to believe a violation may have occurred. And,</p> <p>14 frankly, typically, finding the a motion -- finding</p> <p>15 that a reason to believe a violation may have occurred</p> <p>16 is typically the kickoff to, you know, negotiating a</p> <p>17 conclusion.</p> <p>18 So with that, unless you have questions</p> <p>19 specifically about the -- either the old RTB memo,</p> <p>20 which was in your packet originally in October, or the</p> <p>21 responses -- or the complaint, response and, sort of,</p> <p>22 surresponse or surrebuttal or whatever you call it --</p> <p>23 rebuttal, I guess -- I would -- I would simply suggest</p> <p>24 that the Commission find reason to believe a violation</p> <p>25 may have occurred, which will allow us to move forward</p>		<p>1 question before you and the motion I would ask for is</p> <p>2 that you find reason to believe a violation may have</p> <p>3 occurred in MUR 015? Is it 15 or 14?</p> <p>4 COMMISSIONER MEYER: Eighteen --</p> <p>5 MS. THOMAS: Fourteen.</p> <p>6 MR. COLLINS: Fourteen. Sorry.</p> <p>7 COMMISSIONER MEYER: Mr. Chairman?</p> <p>8 CHAIRMAN KIMBLE: Commissioner Meyer.</p> <p>9 COMMISSIONER MEYER: I move that the</p> <p>10 Commission find that there's reason to believe a</p> <p>11 violation may have occurred in MUR 18-14 and that the</p> <p>12 Commission staff move forward with an investigation as</p> <p>13 they deem fit.</p> <p>14 COMMISSIONER CHAN: I would second that</p> <p>15 motion.</p> <p>16 CHAIRMAN KIMBLE: Any comments to the</p> <p>17 motion?</p> <p>18 (No response.)</p> <p>19 CHAIRMAN KIMBLE: All those in favor?</p> <p>20 (Chorus of ayes.)</p> <p>21 CHAIRMAN KIMBLE: Anyone opposed?</p> <p>22 (No response.)</p> <p>23 CHAIRMAN KIMBLE: Motion is approved.</p> <p>24 Item XII: Public comment. Looking around,</p> <p>25 I don't think there is anyone who wants to make public</p>	
11:35:51-11:37:06	Page 99	11:38:09-11:38:47	Page 101
<p>1 to an investigative stage and issue an order to show --</p> <p>2 an order to -- a compliance order.</p> <p>3 Again, it began -- it's a call for the --</p> <p>4 it's a Commission call whether or not you want to</p> <p>5 accept Mr. La Sota's waiver of -- of appearance. I</p> <p>6 mean, you know, again, if you want to talk to him or</p> <p>7 listen to him, hear him out, we can postpone this</p> <p>8 again. I'm not sure -- in this case, there's no</p> <p>9 question but that everybody has all the same paper, and</p> <p>10 we're not in any kind of conciliation conversation.</p> <p>11 COMMISSIONER MEYER: Mr. Chairman?</p> <p>12 CHAIRMAN KIMBLE: Commissioner Meyer.</p> <p>13 COMMISSIONER MEYER: Was that response in</p> <p>14 writing, you said, how he understood that -- if we</p> <p>15 didn't want to continue it again?</p> <p>16 MR. COLLINS: Yeah, yeah.</p> <p>17 COMMISSIONER MEYER: I -- it's my opinion I</p> <p>18 have no issue treating that email as a waiver.</p> <p>19 MR. COLLINS: And we can -- and, I guess,</p> <p>20 if we can make -- can we make this part of the record?</p> <p>21 MS. THOMAS: Uh-huh. The email?</p> <p>22 MR. COLLINS: Yeah. Is that all right?</p> <p>23 MS. THOMAS: Yes.</p> <p>24 MR. COLLINS: Okay. So we -- so we'll do</p> <p>25 that. And so -- so the question I would ask -- the</p>		<p>1 comment.</p> <p>2 MR. COLLINS: Rivko --</p> <p>3 COMMISSIONER CHAN: Rivko must be at the</p> <p>4 legislature.</p> <p>5 MR. COLLINS: Yeah, she did. She emailed</p> <p>6 Tuesday night to say that she has to testify on a bill</p> <p>7 today so she wasn't going to be able to join us.</p> <p>8 CHAIRMAN KIMBLE: Okay.</p> <p>9 COMMISSIONER CHAN: I love it.</p> <p>10 CHAIRMAN KIMBLE: Item XIII: Adjournment.</p> <p>11 Is there a motion to adjourn?</p> <p>12 COMMISSIONER CHAN: I would move that we</p> <p>13 adjourn your first meeting as chairman, Mr. Chairman.</p> <p>14 CHAIRMAN KIMBLE: Is there a second?</p> <p>15 COMMISSIONER MEYER: Second.</p> <p>16 CHAIRMAN KIMBLE: Anyone -- well, let's</p> <p>17 vote on adjournment.</p> <p>18 All those in favor?</p> <p>19 (Chorus of ayes.)</p> <p>20 CHAIRMAN KIMBLE: Anyone opposed?</p> <p>21 (No response.)</p> <p>22 CHAIRMAN KIMBLE: No? We are adjourned.</p> <p>23 (Whereupon, the proceedings concluded at</p> <p>24 11:38 a.m.)</p> <p>25 ///</p>	

1 STATE OF ARIZONA       )  
2 COUNTY OF MARICOPA    )

3           BE IT KNOWN the foregoing proceedings were  
4 taken by me; that I was then and there a Certified  
5 Reporter of the State of Arizona; that the proceedings  
6 were taken down by me in shorthand and thereafter  
7 transcribed into typewriting under my direction; that  
8 the foregoing pages are a full, true, and accurate  
9 transcript of all proceedings and testimony had and  
10 adduced upon the taking of said proceedings, all done to  
11 the best of my skill and ability.

12           I FURTHER CERTIFY that I am in no way  
13 related to nor employed by any of the parties thereto  
14 nor am I in any way interested in the outcome hereof.

15           DATED at Phoenix, Arizona, this 31st day of  
16 January, 2019.



LILIA MONARREZ, RPR, CR #50699

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**CITIZENS CLEAN ELECTIONS COMMISSION  
EXECUTIVE DIRECTOR REPORT  
February 28, 2019**

**Announcements:**

- The public can view Commission meetings live via the internet at [www.livestream.com/cleanelections](http://www.livestream.com/cleanelections). A link is available on our website.

**Voter Education:**

- March 12, 2019 Local Elections happening in Maricopa & Navajo County
  - Includes City of Phoenix Mayoral runoff election
  - Last day to request a ballot by mail = Friday, March 1, 2019
  - Mail back your early ballot by = Wednesday, March 6, 2019

**Enforcement – 2018:**

- MUR 18-07- One Arizona- On this agenda.
- MUR 18-14 US Term Limits – Compliance Order pending

**Miscellaneous**

- **Legacy Foundation Action Fund**
  - Remains pending judgment. Appeal by Legacy Foundation Anticipated
  - The Superior Court in Maricopa County granted our motion to dismiss LFAF's effort to block our collection suit and denied LFAF's motion to dismiss. LFAF wants to expedite Superior Court resolution for appeal and we are working on that.
- **AZAN v. Reagan et. al.**
  - Order granting Plaintiffs's relief entered, striking portions of SB1516 and clarifying (yet again) the Commission's authority to enforce the Clean Elections Act.
    - Quoting Judge Palmer of the Superior Court in Maricopa County: "Specifically, the Commission was designated by the Act as the sole public officer authorized to initiate an investigation into alleged violations of requirements governing the establishment of a committee, contribution limits, expenditure limits, reporting requirements, and committee termination requirements. By way of contrast, under SB 1516, the Secretary of State is now the filing officer for such issues involving statewide and legislative elections, including retention elections for Supreme Court Justices and Court of Appeals Judges. The result is that the Commission is prohibited from enforcing requirements as defined in Title 16, Chapter 6, Articles 1 – 1.6. This is in complete contravention of the Act, which requires the Commission to enforce those sections."
  - Final judgment and attorneys fees issues remain pending. Potential for appeal by other parties remains.
- **Bennett v. Reagan et al.**
  - Court ruled for Secretary and Commission. Final judgment entered.

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Governor

**Thomas M. Collins**  
Executive Director



**Mark S. Kimble**  
Chair

**Damien R. Meyer**  
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**State of Arizona**  
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Below are the election bills that may impact the Commission.

HCR 2002 – Independent Redistricting Commission; Nine Members

Sponsor – Rep. Fillmore

Assigned to House Government and House Elections

- Gives the Citizens Clean Elections Commission (CCEC) the authority to nominate candidates for the Independent Redistricting Commission (IRC)
- If appointment timelines are not met, then the CCEC has the authority to appoint members to the IRC
- Effect on CCEC
  - o Gives the Commission authority that does not exist now to nominate IRC members.

HCR 2004 – Legislature; Sixty House Districts

Sponsor – Rep. Shope

Has not been assigned a committee yet

- Changes the State Senate districts to consist of two entire House districts that are completely in the Senate district
- Increases the number of House districts to 60 with one member representing each House district
- Effect on CCEC
  - o May increase the number of candidates thus increasing the amount of funds that are distributed.

## HB 2076 – Clean Elections; Enforcement; Early Contributions

Sponsor – Rep. Fillmore

Assigned to House Elections; Passed Elections 8-2

- Increase early the early contribution limit from legislative candidates from 10% to 15% of the sum of the original primary and general spending limits.
- Allows for early contributions to be spent any time during the election cycle.
- Eliminates the argument of whether or not the Commission has the authority to enforce contribution limits on nonparticipating candidates by expressly authorizing this authority.
- Effect on CCEC
  - o Positive effect as it allows for more funds for participating candidates without it coming from the Fund.
  - o More staff may be needed to review nonparticipating candidates campaign finance reports.

## HB 2411 – Clean Elections; County Candidates

Sponsor – Rep. Powers-Hannley

Assigned to House Government and House Elections

- Would allow candidates for County Board of Supervisors, County Assessor, County Attorney, County Recorder, County School Superintendent, County Sheriff, and County Treasurer to use the Clean Elections system.
- Effect on CCEC
  - o Would increase the number of candidates as well as the amount of funds distributed possibly reducing the amount of funding candidates could receive.

## HB 2210 – Campaign Finance; Covered Transfers; Disclosure

Sponsor – Rep. Rodriguez

Has not been assigned a committee yet

- The bill changes the definition of “Affiliated Entity” to include the governing board as well as staff of the governing board or representatives of the governing board.
- Adds the definition of “Covered Transfer”
- Eliminates the definition of “Primary Purpose”
- Requires entities to register as a political action committee before making a contribution or expenditure, requires entities formed 10-days prior to the start of early voting to file their statement organization within 24-hours.
- Requires an entity that makes or obligates itself to make independent or ballot measure expenditures in excess of \$1000 in any combination to file a report with the filing officer.
- Effect on CCEC
  - Would increase the workload for the staff to ensure entities are following the new law.

## HB 2199 – Primary Election Date

Sponsor – Rep. Carroll

Has not been assigned a committee yet

- Would change the primary date to be on the nineteenth Tuesday before the general election.
- Effect on CCEC
  - Would reduce the qualifying period for candidates

## SB 1154– Primary Date; First August Tuesday

Sponsor – Senator Gowan

Assigned to Senate Judiciary; Passed Judiciary 6-1

Assigned to Senate Judiciary

- Would change the primary election day to the first Tuesday in August
- Effect on CCEC
  - Would reduce the qualifying period for candidates

## HB 2050 – May Primary Election Date

Sponsor – Rep. Shope

Has not been assigned a committee yet

- Would change the primary election day to the seventeenth Tuesday before the general election
- Effect on CCEC
  - Would reduce the qualifying period

## HB 2410 – Campaign Finance; Contribution Limits

Sponsor – Rep. Powers-Hanley

Assigned to House Elections and House Government

- Dramatically reduces the contribution limits for candidates at all levels.

Individuals may contribute up to \$390 to a candidate for a city, town, county or district office; \$488 to a candidate for a legislative office; \$1,010 to a candidate for a statewide office

- Candidate committees may not accept more than the following from political action committees: \$10,020 for candidates for city, town, county, or district office; \$16,150 for legislative candidates; \$100,110 for statewide candidates

- Effect on CCEC

- Minimal. Potentially reduces the difference between what a Clean Elections candidate “raises” and a traditional candidate raises.

## HB 2340– Campaign Finance; Repeal; Reenactment

Sponsor – Rep. Salman

Has not been assigned to a committee yet

- Would repeal the entire campaign finance law that was put in place by SB 1516 in 2016

- Effect on CCEC

- The Commission would need to review all of the rules that were enacted based on SB 1516 and possibly repeal them.
- Potentially need to enact new rules based on the new campaign finance laws.

## HB 2131 – State Agencies; Citizen Portal; Access

Sponsor – Rep. Thorpe

Assigned to House Technology; Passed Technology 5-1; Passed Rules 5-1

- Requires a State Agency that collects personal information from the public to establish a portal where the public can access the information and correct any errors. Access would be limited to only the person’s specific information.

- Effect on CCEC

- Unknown effect on the Commission. There isn’t a definition of “personal information” for an agency to know what needs to provide to the public. The Commission only has e-mail address from the public.

### SB 1188 – Permanent Early Voting List

Sponsor – Senator Ugenti-Rita

Assigned to Senate Judiciary; Passed Judiciary 4-3

- Allows the County to remove a voter from the Permanent Early Voting List (PEVL) if they fail to vote by any method for two consecutive primary and general elections.
- Effect on CCEC
  - o No effect on CCEC. Would require more voter education to ensure the information is available to the public.

### SB 1032 – On-Site Early Voting; Identification Required

Sponsor – Senator Ugenti-Rita

Assigned to Senate Judiciary

- Requires identification to be presented at on-site early voting locations before the elector is allowed to vote.
- Effect on CCEC
  - o No effect on CCEC. Would require more voter education to ensure the public is aware of the change.

### SB 1054 – Early Ballots; Deficiencies; Cure Period

Sponsor – Senator Ugenti-Rita

Assigned to Senate Judiciary; Passed Judiciary 7-0; Passed Senate 30-0 and sent to the House

- Allows for the County Recorders or other officers in charge of elections to contact voters to verify signatures, etc. through the 5<sup>th</sup> business day after the election.
- Creates a uniform curing process for all counties
- Effect on CCEC
  - o No effect on CCEC.

### SB 1046 – Early Voting List; Mailing Ballot

Sponsor – Senator Ugenti-Rita

Assigned to Senate Judiciary; Passed Judiciary 4-3

- Prohibits voters on the Permanent Early Voting List (PEVL) to drop off a ballot on Election Day. Mail in ballots must be mailed to be processed by elections officials.
- Allows for PEVL members to vote on Election Day with a provisional ballot.
- Effect on CCEC
  - o No effect on CCEC. Would require more voter education to ensure the public is aware of the change.



## HB 2724 – GRRC; Petition to Request Review

Sponsor – Rep. Biasiucci

Assigned to House Regulatory Affairs; Passed Regulatory Affairs 4-3;  
Passed Rules 5-1

- Allows a person to petition the Governor's regulatory Review Council (GRRC) to request a review of an agency's existing practice, policy statement, enforcement action or final rule. This affects agencies established under Title 16 Chapter 6.
- Effect on CCEC
  - o Continues to erode away at the Commission's authority. Gives GRRC more power and authority over the Commission. Written to specifically target CCEC.

## HB 2032 – Strike Everything Amendment: Ballots; Counting Centers

Sponsor – Rep. Townsend

Assigned to House Elections; Passed Elections 10-0; Passed Rules 5-1

- Changes the time when tallying of ballots begins from seven days prior to the election to fourteen days prior to the election.
- Requires those that want to be included in the draw to observe the counting center to notify the officer in charge of elections not later than three days before the posted date for the logic and accuracy test.
- Makes clear that only those authorized to process or county ballots or ballot material may touch the ballots.
- Effect on CCEC
  - o No effect on the Commission

## HB 2236 – Strike Everything Amendment: Limitation on Appeals of Nomination Petitions; Disqualification of a Candidate

Sponsor – Rep. Townsend

Assigned to House Elections; Passed Elections 10-0; Passed Rules 5-1

- Adds language that requires the County Recorder to perform signature verification for nomination petition challenges and provide testimony or other evidence on request of any of the parties to the challenge.
- Effect on CCEC
  - o Minimal effect on the Commission. May push \$5 qualifying contribution form reviews to the maximum allowed under the law.

HB 2237 – Strike Everything Amendment: Request for a Ballot; Civil Penalties; Violation

Sponsor – Rep. Townsend

Assigned to House Elections; Passed Elections 10-0

- Allows the County Recorder or other officer in charge of elections to establish early voting locations provided the Board of Supervisors approves the locations in advance.
- Early voting locations may to be operated up to 5:00pm on the Monday immediately preceding Election Day, except that early voting locations may close as needed to ensure that the necessary materials are made available to determine who requested an early ballot, who has voted, and who is on the inactive voter list.
- Effect on CCEC
  - o No effect on the Commission.

HB 2238 – Strike Everything Amendment: Rules; Procedures Manual  
Sponsor – Rep. Townsend

Assigned to House Elections; Passed Elections 10-0;

- Requires the Secretary of State to provide an Elections Procedures Manual no later than December 31 of each odd-numbered year immediately preceding the general election.
- The manual must be submitted to the Governor for approval no later than October 1 of the year before each general election.
- Effect on CCEC
  - o No effect on the Commission provided the manual does not attempt to infringe upon the Commissions jurisdiction.

HB 2616 – Registration of Voters; Payment; Prohibition

Sponsor – Rep. Townsend

Assigned to House Elections; Passed Elections 6-4

- Prohibits individuals from being paid or receiving anything of value for registering people to vote.
- Effect on CCEC
  - o No effect on the Commission.

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***MEMORANDUM***

**From:** Mike Becker, Policy Director

**Date:** March 4, 2019

**Subject:** General Audit Findings Summary

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All Legislative and Statewide participating candidates that advanced to the general election were audited in 2018. The audit process for each election cycle begins roughly when the post primary or post general report is due.

In 2016, the agency performed 30 audits total (16 Primary and 14 General) and 1 full audit. With the exception of the full audit, the 2016 General audits finished April 27, 2017. For the 2018 cycle, the agency will perform 74 audits in total, with more than half having been completed (25 Primary audits and 22 General audits). The final General audits are anticipated to be completed prior to the March 28th Commission meeting.

There were no significant findings or the findings have been or are in the process of being addressed for the following candidates:

- A. Anthony Sizer
- B. Benjamin Carmitchel
- C. Bill Pierce, Statewide candidate
- D. Bradley Hughes
- E. Bret Roberts
- F. Daria Lohman
- G. Douglas Ervin
- H. Ed Gogek
- I. Eric Kurland
- J. Frank Carroll
- K. Joseph Bisaccia
- L. Linda Gross
- M. Lynsey Robinson
- N. Mary McCord Robinson
- O. Mary-Katherine Michelle Harris
- P. Pamela Powers Hannley
- Q. Ralph Atchue
- R. Ray Speakman
- S. Sandra Kennedy, Statewide candidate
- T. Sharon Girard
- U. Valerie Harris
- V. Jennifer Samuels

**CITIZENS CLEAN ELECTIONS COMMISSION**

**Report on Agreed-Upon Procedures**

**Anthony Sizer  
Participating Candidate for  
State Representative - District 2  
General Election 2018**

**ITEM IV(A)**



Independent Accountants' Report on  
Applying Agreed-Upon Procedures

To the Chairman and Members of the  
Citizens Clean Elections Commission  
Phoenix, Arizona

We (the Contractor) have performed the procedures enumerated below, which were specified and agreed to by the State of Arizona Citizens Clean Elections Commission (the Commission), solely to assist the Commission in evaluating whether Anthony Sizer (the Candidate) Campaign finance reports for both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) reporting periods were prepared in compliance with Title 16, Articles 1 and 2 of the Arizona Revised Statutes, Campaign Contributions and Expenses, and the Citizens Clean Elections Act, and whether the reports complied with the rules of the Citizens Clean Elections Commission. The Candidate's management is responsible for the General Recap and 4th Quarter Reports. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The summary of procedures and associated findings are presented on the subsequent pages.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the General Recap and 4th Quarter Campaign finance reports of Anthony Sizer. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the parties listed in the first paragraph, and is not intended to be and should not be used by anyone other than those specified parties.

*Fester & Chapman, PLLC*

February 22, 2019

## **Summary of Procedures and Findings**

### 1. Preliminary Procedures

- a) Commission Staff will obtain a copy of the candidate's campaign finance report for the reporting period and provide the records to the Contractor.

#### **Finding**

We obtained both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) Campaign finance reports from the Arizona Secretary of State's Website.

- b) Perform a desk review of the receipts reported in the candidate's campaign finance report as follows:
  - (i) Determine whether the candidate accepted contributions only from individuals.

#### **Finding**

No contributions were received during the periods under review.

- (ii) Determine whether any contributions received from individuals exceed the early contribution limit.

#### **Finding**

No contributions were received during the periods under review.

- (iii) Check compliance with the maximum early contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- (iv) Check compliance with the maximum personal contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- c). Perform a desk review of the disbursements reported in the candidate's campaign finance report to identify any unusual items requiring follow-up during fieldwork.

#### **Finding**

We noted no unusual disbursements during our review.

- d). Contact the candidate or the campaign treasurer, as appropriate, to schedule a date to perform fieldwork. Discuss the nature of the documentation, which will be needed to perform the engagement and ascertain the location of the necessary documentation.

**Finding**

We contacted the Candidate to discuss the agreed-upon procedures, the timing of our procedures, and the documentation needed.

2. Fieldwork Procedures

- a) Commission staff will contact the candidate to request the records for agreed-upon procedures attest engagement. Candidates receiving audits after the Primary Election shall provide records from the election cycle through the 3rd Quarter Report. Candidates receiving audits after the General Election shall provide records from the election cycle through the 4th Quarter Report.

**Finding**

Commission staff sent an initial notice of primary audit selection to the Candidate and informed the Candidate that we would be contacting them. We then communicated to the Candidate in a written request, the purpose of the request, agreed-upon procedures to be performed, documentation needed, and potential future requirements of the Candidate.

- b) Commission staff will provide the records to the Contractor upon receipt. The contractor shall contact the candidate and/or his or her representative(s) to discuss the purpose of the engagement, the general procedures to be performed and potential future requirements of the candidate, such as possible repayments to the Fund.

**Finding**

See comment in a) above.

- c) The Contractor shall contact or conduct an interview with the candidate and/or his or her representative(s) to discuss the bookkeeping policies and procedures utilized by the campaign committee.

**Finding**

The Candidate provided a description of bookkeeping policies and procedures utilized by the Campaign Committee.

- (i) Review the names of the candidate's family members. Family members include parents, grandparents, aunt, uncle, child or sibling of the candidate or the candidate's spouse, including the spouse of any of the listed family members regardless of whether the relation is established by marriage or adoption.

**Finding**

We obtained and reviewed the names of the Candidate's family members.

- (ii) Review bank statements for each of the months in the reporting period and perform the following:
  - Select a sample of deposits and withdrawals from the bank statements and determine that the transaction is properly reflected in the candidate's records and campaign finance report.

**Finding**

We selected five withdrawals from the bank statements for the periods under review and determined that they appeared to be properly recorded in the Candidate's Campaign finance reports. There were no deposits on the bank statements during the period under review.

- Perform a proof of receipts and disbursements for the reporting period.

**Finding**

Proof of receipts and disbursements was performed for the reporting period and no exceptions were noted.

- d) Judgmentally select a sample of early contributions reported in the candidate's campaign finance report and agree to supporting documentation, which reflects the name of the contributor (for all contributions) and for individuals who contributed greater than \$50, which reflects the contributor's address, occupation and employer.

**Finding**

No contributions were received during the periods under review.

- (i) For other types of cash receipts reported on the candidate's campaign finance report, review supporting documentation and review for compliance with regulatory rules and laws and agree the receipt to inclusion in the campaign account bank statement.

**Finding**

No other types of cash receipts were reported in the Candidate's Campaign finance reports during the periods under review.

- (ii) For in-kind contributions, review the supporting documentation and determine the methodology utilized to value the contribution and assess the reasonableness.

**Finding**

No in-kind contributions were reported in the Candidate's Campaign finance reports during the periods under review.



- e) Judgmentally select a sample of cash expenditures reported in the candidate's campaign finance report and select 100% of Arizona Democratic Party, Maricopa Democratic Party, Pinal County Democratic, Yavapai County Democratic Party expenses for selected candidates, and perform the following:

- (i) Review supporting invoice or other documentation and agree amount to the amount reported in the candidate's finance report.

**Finding**

We reviewed five expenditures and agreed amounts to supporting invoices or other documentation to the Candidate's Campaign finance report.

- (ii) Determine that the name, address and nature of goods or services provided agree to the information reported in the candidate's campaign finance report.

**Finding**

We reviewed five expenditures and agreed the name, address, and nature of goods or services provided in the Candidate's Campaign finance report.

- Agree the amount of the expenditure to the campaign account bank statement.

**Finding**

We reviewed five expenditures and agreed amounts to the Campaign account bank statements without exception.

- (iii) Determine whether the expenditure was made for a direct campaign purpose. Direct campaign purpose includes, but is not limited to, materials, communications, transportation, supplies and expenses used toward the election of the candidate.

**Finding**

We reviewed five expenditures and determined that all appeared to have been made for direct campaign purposes.

- If the expenditure is a joint expenditure made in conjunction with other candidates, determine that the amount paid represents the candidate's proportionate share of the total cost.

**Finding**

None of the expenditures we tested appeared to be for joint expenditures.

- f) Determine whether any petty cash funds have been established and, if so, determine how expenditures from these funds have been reflected in the accounting records. Determine whether aggregate petty cash funds exceed the limit of \$1,460.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- (i) If applicable, judgmentally select a sample of expenditures made from the candidate's petty cash fund(s) and obtain supporting documentation for the expenditure. Determine whether the expenditure was for a direct campaign expense and whether the expenditure was in excess of the \$160 limit on petty cash expenditures.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- g) Determine whether a legal defense fund has been established.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- (i) If a legal defense fund was established, how was it accounted for?

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- h) Contact the candidate and/or his or her representative(s) to discuss the preliminary engagement findings and recommendations that the Contractor anticipates presenting to the CCEC. During this conference, the Contractor will advise the candidate and/or his or her representative(s) of their right to respond to the preliminary findings and the projected timetable for the issuance of the final issuance of the report.

**Finding**

We discussed our findings with the Candidate and the Candidate did not provide responses to our findings.

**CITIZENS CLEAN ELECTIONS COMMISSION**

**Report on Agreed-Upon Procedures**

**Benjamin Carmitchel  
Participating Candidate for  
State Senator - District 16  
General Election 2018**

**ITEM IV(B)**



Independent Accountants' Report on  
Applying Agreed-Upon Procedures

To the Chairman and Members of the  
Citizens Clean Elections Commission  
Phoenix, Arizona

We (the Contractor) have performed the procedures enumerated below, which were specified and agreed to by the State of Arizona Citizens Clean Elections Commission (the Commission), solely to assist the Commission in evaluating whether Benjamin Carmitchel (the Candidate) Campaign finance reports for both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) reporting periods were prepared in compliance with Title 16, Articles 1 and 2 of the Arizona Revised Statutes, Campaign Contributions and Expenses, and the Citizens Clean Elections Act, and whether the reports complied with the rules of the Citizens Clean Elections Commission. The Candidate's management is responsible for the General Recap and 4th Quarter Reports. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The summary of procedures and associated findings are presented on the subsequent pages.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the General Recap and 4th Quarter Campaign finance reports of Benjamin Carmitchel. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the parties listed in the first paragraph, and is not intended to be and should not be used by anyone other than those specified parties.

*Fester & Chapman, PLLC*

February 20, 2019

## **Summary of Procedures and Findings**

### 1. Preliminary Procedures

- a) Commission Staff will obtain a copy of the candidate's campaign finance report for the reporting period and provide the records to the Contractor.

#### **Finding**

We obtained both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) Campaign finance reports from the Arizona Secretary of State's Website.

- b) Perform a desk review of the receipts reported in the candidate's campaign finance report as follows:
  - (i) Determine whether the candidate accepted contributions only from individuals.

#### **Finding**

No contributions were received during the periods under review.

- (ii) Determine whether any contributions received from individuals exceed the early contribution limit.

#### **Finding**

No contributions were received during the periods under review.

- (iii) Check compliance with the maximum early contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- (iv) Check compliance with the maximum personal contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- c). Perform a desk review of the disbursements reported in the candidate's campaign finance report to identify any unusual items requiring follow-up during fieldwork.

#### **Finding**

We noted no unusual disbursements during our review.

- d). Contact the candidate or the campaign treasurer, as appropriate, to schedule a date to perform fieldwork. Discuss the nature of the documentation, which will be needed to perform the engagement and ascertain the location of the necessary documentation.

**Finding**

We contacted the Candidate to discuss the agreed-upon procedures, the timing of our procedures, and the documentation needed.

2. Fieldwork Procedures

- a) Commission staff will contact the candidate to request the records for agreed-upon procedures attest engagement. Candidates receiving audits after the Primary Election shall provide records from the election cycle through the 3rd Quarter Report. Candidates receiving audits after the General Election shall provide records from the election cycle through the 4th Quarter Report.

**Finding**

Commission staff sent an initial notice of primary audit selection to the Candidate and informed the Candidate that we would be contacting them. We then communicated to the Candidate in a written request, the purpose of the request, agreed-upon procedures to be performed, documentation needed, and potential future requirements of the Candidate.

- b) Commission staff will provide the records to the Contractor upon receipt. The contractor shall contact the candidate and/or his or her representative(s) to discuss the purpose of the engagement, the general procedures to be performed and potential future requirements of the candidate, such as possible repayments to the Fund.

**Finding**

See comment in a) above.

- c) The Contractor shall contact or conduct an interview with the candidate and/or his or her representative(s) to discuss the bookkeeping policies and procedures utilized by the campaign committee.

**Finding**

The Candidate provided a description of bookkeeping policies and procedures utilized by the Campaign Committee.

- (i) Review the names of the candidate's family members. Family members include parents, grandparents, aunt, uncle, child or sibling of the candidate or the candidate's spouse, including the spouse of any of the listed family members regardless of whether the relation is established by marriage or adoption.

**Finding**

We obtained and reviewed the names of the Candidate's family members.

- (ii) Review bank statements for each of the months in the reporting period and perform the following:
  - Select a sample of deposits and withdrawals from the bank statements and determine that the transaction is properly reflected in the candidate's records and campaign finance report.

**Finding**

We selected five withdrawals from the bank statements for the periods under review and determined that they appeared to be properly recorded in the Candidate's Campaign finance reports. One deposit selected (total population) from the bank statements was a deposit to replace funds which had been previously withdrawn mistakenly. This deposit was not recorded on the Campaign finance reports, but the original withdrawal of funds had been recorded, therefore the deposit was not properly reflected in the Candidate's records and Campaign finance report.

- Perform a proof of receipts and disbursements for the reporting period.

**Finding**

Proof of receipts and disbursements was performed for the reporting period with the following exceptions: (a) We noted that the amount of the refund submitted to the Commission per the bank statement was \$520.90, however the amount of the refund per the Campaign finance report was \$530.90, resulting in an unreconciled difference of \$10.00; (b) one expenditure for \$517.71 was listed on the Candidate's Campaign finance reports but not listed in the Campaign bank account statement; (c) two withdrawals totaling \$330.09 and one deposit for \$100.00 were listed on the Campaign bank account statements, but not listed on the Candidate's Campaign finance reports. The net effect of all these differences was an unreconciled variance of \$277.62.

- d) Judgmentally select a sample of early contributions reported in the candidate's campaign finance report and agree to supporting documentation, which reflects the name of the contributor (for all contributions) and for individuals who contributed greater than \$50, which reflects the contributor's address, occupation and employer.

**Finding**

No contributions were received during the periods under review.

- (i) For other types of cash receipts reported on the candidate's campaign finance report, review supporting documentation and review for compliance with regulatory rules and laws and agree the receipt to inclusion in the campaign account bank statement.

**Finding**

No other types of cash receipts were reported in the Candidate's Campaign finance reports during the periods under review.

- (ii) For in-kind contributions, review the supporting documentation and determine the methodology utilized to value the contribution and assess the reasonableness.

**Finding**

No in-kind contributions were reported in the Candidate's Campaign finance reports during the periods under review.

- e) Judgmentally select a sample of cash expenditures reported in the candidate's campaign finance report and select 100% of Arizona Democratic Party, Maricopa Democratic Party, Pinal County Democratic, Yavapai County Democratic Party expenses for selected candidates, and perform the following:
  - (i) Review supporting invoice or other documentation and agree amount to the amount reported in the candidate's finance report.

**Finding**

We reviewed five expenditures and agreed amounts to supporting invoices or other documentation to the Candidate's Campaign finance report.

- (ii) Determine that the name, address and nature of goods or services provided agree to the information reported in the candidate's campaign finance report.

**Finding**

We reviewed five expenditures and agreed the name, address, and nature of goods or services provided in the Candidate's Campaign finance report.

- Agree the amount of the expenditure to the campaign account bank statement.

**Finding**

We reviewed five expenditures and agreed amounts to the Campaign account bank statements without exception.

- (iii) Determine whether the expenditure was made for a direct campaign purpose. Direct campaign purpose includes, but is not limited to, materials, communications, transportation, supplies and expenses used toward the election of the candidate.

**Finding**

We reviewed five expenditures and determined that four out of five expenditures tested appeared to have been made for direct campaign purposes. One out of five expenditures tested was a withdrawal from an ATM machine made in error, which the Candidate replaced less than a week later. However, the withdrawal was recorded on the Campaign finance reports and did not appear to be made for a direct campaign expenditure.



- If the expenditure is a joint expenditure made in conjunction with other candidates, determine that the amount paid represents the candidate's proportionate share of the total cost.

**Finding**

None of the expenditures we tested appeared to be for joint expenditures.

- f) Determine whether any petty cash funds have been established and, if so, determine how expenditures from these funds have been reflected in the accounting records. Determine whether aggregate petty cash funds exceed the limit of \$1,460.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- (i) If applicable, judgmentally select a sample of expenditures made from the candidate's petty cash fund(s) and obtain supporting documentation for the expenditure. Determine whether the expenditure was for a direct campaign expense and whether the expenditure was in excess of the \$160 limit on petty cash expenditures.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- g) Determine whether a legal defense fund has been established.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- (i) If a legal defense fund was established, how was it accounted for?

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- h) Contact the candidate and/or his or her representative(s) to discuss the preliminary engagement findings and recommendations that the Contractor anticipates presenting to the CCEC. During this conference, the Contractor will advise the candidate and/or his or her representative(s) of their right to respond to the preliminary findings and the projected timetable for the issuance of the final issuance of the report.

**Finding**

We discussed our findings with the Candidate and the Candidate did not provide responses to our findings.

**CITIZENS CLEAN ELECTIONS COMMISSION**

**Report on Agreed-Upon Procedures**

**Bill Pierce  
Participating Candidate for  
Mine Inspector  
General Election 2018**

**ITEM IV(C)**



Independent Accountants' Report on  
Applying Agreed-Upon Procedures

To the Chairman and Members of the  
Citizens Clean Elections Commission  
Phoenix, Arizona

We (the Contractor) have performed the procedures enumerated below, which were specified and agreed to by the State of Arizona Citizens Clean Elections Commission (the Commission), solely to assist the Commission in evaluating whether Bill Pierce (the Candidate) Campaign finance reports for both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) reporting periods were prepared in compliance with Title 16, Articles 1 and 2 of the Arizona Revised Statutes, Campaign Contributions and Expenses, and the Citizens Clean Elections Act, and whether the reports complied with the rules of the Citizens Clean Elections Commission. The Candidate's management is responsible for the General Recap and 4th Quarter Reports. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The summary of procedures and associated findings are presented on the subsequent pages.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the General Recap and 4th Quarter Campaign finance reports of Bill Pierce. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the parties listed in the first paragraph, and is not intended to be and should not be used by anyone other than those specified parties.

*Fester & Chapman, PLLC*

February 12, 2019

## **Summary of Procedures and Findings**

### 1. Preliminary Procedures

- a) Commission Staff will obtain a copy of the candidate's campaign finance report for the reporting period and provide the records to the Contractor.

#### **Finding**

We obtained both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) Campaign finance reports from the Arizona Secretary of State's Website.

- b) Perform a desk review of the receipts reported in the candidate's campaign finance report as follows:
  - (i) Determine whether the candidate accepted contributions only from individuals.

#### **Finding**

No contributions were received during the periods under review.

- (ii) Determine whether any contributions received from individuals exceed the early contribution limit.

#### **Finding**

No contributions were received during the periods under review.

- (iii) Check compliance with the maximum early contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- (iv) Check compliance with the maximum personal contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- c). Perform a desk review of the disbursements reported in the candidate's campaign finance report to identify any unusual items requiring follow-up during fieldwork.

#### **Finding**

We noted no unusual disbursements during our review.

- d). Contact the candidate or the campaign treasurer, as appropriate, to schedule a date to perform fieldwork. Discuss the nature of the documentation, which will be needed to perform the engagement and ascertain the location of the necessary documentation.

**Finding**

We contacted the Candidate to discuss the agreed-upon procedures, the timing of our procedures, and the documentation needed.

2. Fieldwork Procedures

- a) Commission staff will contact the candidate to request the records for agreed-upon procedures attest engagement. Candidates receiving audits after the Primary Election shall provide records from the election cycle through the 3rd Quarter Report. Candidates receiving audits after the General Election shall provide records from the election cycle through the 4th Quarter Report.

**Finding**

Commission staff sent an initial notice of primary audit selection to the Candidate and informed the Candidate that we would be contacting them. We then communicated to the Candidate in a written request, the purpose of the request, agreed-upon procedures to be performed, documentation needed, and potential future requirements of the Candidate.

- b) Commission staff will provide the records to the Contractor upon receipt. The contractor shall contact the candidate and/or his or her representative(s) to discuss the purpose of the engagement, the general procedures to be performed and potential future requirements of the candidate, such as possible repayments to the Fund.

**Finding**

See comment in a) above.

- c) The Contractor shall contact or conduct an interview with the candidate and/or his or her representative(s) to discuss the bookkeeping policies and procedures utilized by the campaign committee.

**Finding**

The Candidate provided a description of bookkeeping policies and procedures utilized by the Campaign Committee.

- (i) Review the names of the candidate's family members. Family members include parents, grandparents, aunt, uncle, child or sibling of the candidate or the candidate's spouse, including the spouse of any of the listed family members regardless of whether the relation is established by marriage or adoption.

**Finding**

We obtained and reviewed the names of the Candidate's family members.

- (ii) Review bank statements for each of the months in the reporting period and perform the following:
  - Select a sample of deposits and withdrawals from the bank statements and determine that the transaction is properly reflected in the candidate's records and campaign finance report.

**Finding**

We selected five withdrawals from the bank statements for the periods under review and determined that they appeared to be properly recorded in the Candidate's Campaign finance reports. There were no deposits on the bank statements during the period under review.

- Perform a proof of receipts and disbursements for the reporting period.

**Finding**

Proof of receipts and disbursements was performed for the reporting period and no exceptions were noted.

- d) Judgmentally select a sample of early contributions reported in the candidate's campaign finance report and agree to supporting documentation, which reflects the name of the contributor (for all contributions) and for individuals who contributed greater than \$50, which reflects the contributor's address, occupation and employer.

**Finding**

No contributions were received during the periods under review.

- (i) For other types of cash receipts reported on the candidate's campaign finance report, review supporting documentation and review for compliance with regulatory rules and laws and agree the receipt to inclusion in the campaign account bank statement.

**Finding**

No other types of cash receipts were reported in the Candidate's Campaign finance reports during the periods under review.

- (ii) For in-kind contributions, review the supporting documentation and determine the methodology utilized to value the contribution and assess the reasonableness.

**Finding**

No in-kind contributions were reported in the Candidate's Campaign finance reports during the periods under review.

- e) Judgmentally select a sample of cash expenditures reported in the candidate's campaign finance report and select 100% of Arizona Democratic Party, Maricopa Democratic Party, Pinal County Democratic, Yavapai County Democratic Party expenses for selected candidates, and perform the following:

- (i) Review supporting invoice or other documentation and agree amount to the amount reported in the candidate's finance report.

**Finding**

We reviewed five expenditures and agreed amounts to supporting invoices or other documentation to the Candidate's Campaign finance report.

- (ii) Determine that the name, address and nature of goods or services provided agree to the information reported in the candidate's campaign finance report.

**Finding**

We reviewed five expenditures and agreed the name, address, and nature of goods or services provided in the Candidate's Campaign finance report.

- Agree the amount of the expenditure to the campaign account bank statement.

**Finding**

We reviewed five expenditures and agreed amounts to the Campaign account bank statements without exception.

- (iii) Determine whether the expenditure was made for a direct campaign purpose. Direct campaign purpose includes, but is not limited to, materials, communications, transportation, supplies and expenses used toward the election of the candidate.

**Finding**

We reviewed five expenditures and determined that all appeared to have been made for direct campaign purposes.

- If the expenditure is a joint expenditure made in conjunction with other candidates, determine that the amount paid represents the candidate's proportionate share of the total cost.

**Finding**

None of the expenditures we tested appeared to be for joint expenditures.

- f) Determine whether any petty cash funds have been established and, if so, determine how expenditures from these funds have been reflected in the accounting records. Determine whether aggregate petty cash funds exceed the limit of \$1,460.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- (i) If applicable, judgmentally select a sample of expenditures made from the candidate's petty cash fund(s) and obtain supporting documentation for the expenditure. Determine whether the expenditure was for a direct campaign expense and whether the expenditure was in excess of the \$160 limit on petty cash expenditures.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- g) Determine whether a legal defense fund has been established.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- (i) If a legal defense fund was established, how was it accounted for?

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- h) Contact the candidate and/or his or her representative(s) to discuss the preliminary engagement findings and recommendations that the Contractor anticipates presenting to the CCEC. During this conference, the Contractor will advise the candidate and/or his or her representative(s) of their right to respond to the preliminary findings and the projected timetable for the issuance of the final issuance of the report.

**Finding**

We discussed our findings with the Candidate and the Candidate did not provide responses to our findings.



**CITIZENS CLEAN ELECTIONS COMMISSION**

**Report on Agreed-Upon Procedures**

**Bradley Hughes  
Participating Candidate for  
State Representative - District 21  
General Election 2018**

**ITEM IV(D)**



Independent Accountants' Report on  
Applying Agreed-Upon Procedures

To the Chairman and Members of the  
Citizens Clean Elections Commission  
Phoenix, Arizona

We (the Contractor) have performed the procedures enumerated below, which were specified and agreed to by the State of Arizona Citizens Clean Elections Commission (the Commission), solely to assist the Commission in evaluating whether Bradley Hughes (the Candidate) Campaign finance reports for both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) reporting periods were prepared in compliance with Title 16, Articles 1 and 2 of the Arizona Revised Statutes, Campaign Contributions and Expenses, and the Citizens Clean Elections Act, and whether the reports complied with the rules of the Citizens Clean Elections Commission. The Candidate's management is responsible for the General Recap and 4th Quarter Reports. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The summary of procedures and associated findings are presented on the subsequent pages.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the General Recap and 4th Quarter Campaign finance reports of Bradley Hughes. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the parties listed in the first paragraph, and is not intended to be and should not be used by anyone other than those specified parties.

*Fester & Chapman, PLLC*

February 22, 2019

## **Summary of Procedures and Findings**

### 1. Preliminary Procedures

- a) Commission Staff will obtain a copy of the candidate's campaign finance report for the reporting period and provide the records to the Contractor.

#### **Finding**

We obtained both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) Campaign finance reports from the Arizona Secretary of State's Website.

- b) Perform a desk review of the receipts reported in the candidate's campaign finance report as follows:
  - (i) Determine whether the candidate accepted contributions only from individuals.

#### **Finding**

No contributions were received during the periods under review.

- (ii) Determine whether any contributions received from individuals exceed the early contribution limit.

#### **Finding**

No contributions were received during the periods under review.

- (iii) Check compliance with the maximum early contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- (iv) Check compliance with the maximum personal contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- c). Perform a desk review of the disbursements reported in the candidate's campaign finance report to identify any unusual items requiring follow-up during fieldwork.

#### **Finding**

We noted no unusual disbursements during our review.

- d). Contact the candidate or the campaign treasurer, as appropriate, to schedule a date to perform fieldwork. Discuss the nature of the documentation, which will be needed to perform the engagement and ascertain the location of the necessary documentation.

**Finding**

We contacted the Candidate to discuss the agreed-upon procedures, the timing of our procedures, and the documentation needed.

2. Fieldwork Procedures

- a) Commission staff will contact the candidate to request the records for agreed-upon procedures attest engagement. Candidates receiving audits after the Primary Election shall provide records from the election cycle through the 3rd Quarter Report. Candidates receiving audits after the General Election shall provide records from the election cycle through the 4th Quarter Report.

**Finding**

Commission staff sent an initial notice of primary audit selection to the Candidate and informed the Candidate that we would be contacting them. We then communicated to the Candidate in a written request, the purpose of the request, agreed-upon procedures to be performed, documentation needed, and potential future requirements of the Candidate.

- b) Commission staff will provide the records to the Contractor upon receipt. The contractor shall contact the candidate and/or his or her representative(s) to discuss the purpose of the engagement, the general procedures to be performed and potential future requirements of the candidate, such as possible repayments to the Fund.

**Finding**

See comment in a) above.

- c) The Contractor shall contact or conduct an interview with the candidate and/or his or her representative(s) to discuss the bookkeeping policies and procedures utilized by the campaign committee.

**Finding**

The Candidate provided a description of bookkeeping policies and procedures utilized by the Campaign Committee.

- (i) Review the names of the candidate's family members. Family members include parents, grandparents, aunt, uncle, child or sibling of the candidate or the candidate's spouse, including the spouse of any of the listed family members regardless of whether the relation is established by marriage or adoption.

**Finding**

We obtained and reviewed the names of the Candidate's family members.

- (ii) Review bank statements for each of the months in the reporting period and perform the following:
  - Select a sample of deposits and withdrawals from the bank statements and determine that the transaction is properly reflected in the candidate's records and campaign finance report.

**Finding**

We selected five withdrawals from the bank statements for the periods under review and determined that they appeared to be properly recorded in the Candidate's Campaign finance reports. There were no deposits on the bank statements during the period under review.

- Perform a proof of receipts and disbursements for the reporting period.

**Finding**

Proof of receipts and disbursements was performed for the reporting period and no exceptions were noted.

- d) Judgmentally select a sample of early contributions reported in the candidate's campaign finance report and agree to supporting documentation, which reflects the name of the contributor (for all contributions) and for individuals who contributed greater than \$50, which reflects the contributor's address, occupation and employer.

**Finding**

No contributions were received during the periods under review.

- (i) For other types of cash receipts reported on the candidate's campaign finance report, review supporting documentation and review for compliance with regulatory rules and laws and agree the receipt to inclusion in the campaign account bank statement.

**Finding**

No other types of cash receipts were reported in the Candidate's Campaign finance reports during the periods under review.

- (ii) For in-kind contributions, review the supporting documentation and determine the methodology utilized to value the contribution and assess the reasonableness.

**Finding**

No in-kind contributions were reported in the Candidate's Campaign finance reports during the periods under review.

- e) Judgmentally select a sample of cash expenditures reported in the candidate's campaign finance report and select 100% of Arizona Democratic Party, Maricopa Democratic Party, Pinal County Democratic, Yavapai County Democratic Party expenses for selected candidates, and perform the following:

- (i) Review supporting invoice or other documentation and agree amount to the amount reported in the candidate's finance report.

**Finding**

We reviewed five expenditures and agreed amounts to supporting invoices or other documentation to the Candidate's Campaign finance report.

- (ii) Determine that the name, address and nature of goods or services provided agree to the information reported in the candidate's campaign finance report.

**Finding**

We reviewed five expenditures and agreed the name, address, and nature of goods or services provided in the Candidate's Campaign finance report.

- Agree the amount of the expenditure to the campaign account bank statement.

**Finding**

We reviewed five expenditures and agreed amounts to the Campaign account bank statements without exception.

- (iii) Determine whether the expenditure was made for a direct campaign purpose. Direct campaign purpose includes, but is not limited to, materials, communications, transportation, supplies and expenses used toward the election of the candidate.

**Finding**

We reviewed five expenditures and determined that all appeared to have been made for direct campaign purposes.

- If the expenditure is a joint expenditure made in conjunction with other candidates, determine that the amount paid represents the candidate's proportionate share of the total cost.

**Finding**

None of the expenditures we tested appeared to be for joint expenditures.

- f) Determine whether any petty cash funds have been established and, if so, determine how expenditures from these funds have been reflected in the accounting records. Determine whether aggregate petty cash funds exceed the limit of \$1,460.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- (i) If applicable, judgmentally select a sample of expenditures made from the candidate's petty cash fund(s) and obtain supporting documentation for the expenditure. Determine whether the expenditure was for a direct campaign expense and whether the expenditure was in excess of the \$160 limit on petty cash expenditures.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- g) Determine whether a legal defense fund has been established.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- (i) If a legal defense fund was established, how was it accounted for?

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- h) Contact the candidate and/or his or her representative(s) to discuss the preliminary engagement findings and recommendations that the Contractor anticipates presenting to the CCEC. During this conference, the Contractor will advise the candidate and/or his or her representative(s) of their right to respond to the preliminary findings and the projected timetable for the issuance of the final issuance of the report.

**Finding**

We discussed our findings with the Candidate and the Candidate did not provide responses to our findings.

**CITIZENS CLEAN ELECTIONS COMMISSION**

**Report on Agreed-Upon Procedures**

**Bret Roberts  
Participating Candidate for  
State Representative - District 11  
General Election 2018**

**ITEM IV(E)**





Independent Accountants' Report on  
Applying Agreed-Upon Procedures

To the Chairman and Members of the  
Citizens Clean Elections Commission  
Phoenix, Arizona

We (the Contractor) have performed the procedures enumerated below, which were specified and agreed to by the State of Arizona Citizens Clean Elections Commission (the Commission), solely to assist the Commission in evaluating whether Bret Roberts (the Candidate) Campaign finance reports for both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) reporting periods were prepared in compliance with Title 16, Articles 1 and 2 of the Arizona Revised Statutes, Campaign Contributions and Expenses, and the Citizens Clean Elections Act, and whether the reports complied with the rules of the Citizens Clean Elections Commission. The Candidate's management is responsible for the General Recap and 4th Quarter Reports. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The summary of procedures and associated findings are presented on the subsequent pages.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the General Recap and 4th Quarter Campaign finance reports of Bret Roberts. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the parties listed in the first paragraph, and is not intended to be and should not be used by anyone other than those specified parties.

*Fester & Chapman, PLLC*

February 20, 2019

## **Summary of Procedures and Findings**

### 1. Preliminary Procedures

- a) Commission Staff will obtain a copy of the candidate's campaign finance report for the reporting period and provide the records to the Contractor.

#### **Finding**

We obtained both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) Campaign finance reports from the Arizona Secretary of State's Website.

- b) Perform a desk review of the receipts reported in the candidate's campaign finance report as follows:
  - (i) Determine whether the candidate accepted contributions only from individuals.

#### **Finding**

No contributions were received during the periods under review.

- (ii) Determine whether any contributions received from individuals exceed the early contribution limit.

#### **Finding**

No contributions were received during the periods under review.

- (iii) Check compliance with the maximum early contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- (iv) Check compliance with the maximum personal contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- c). Perform a desk review of the disbursements reported in the candidate's campaign finance report to identify any unusual items requiring follow-up during fieldwork.

#### **Finding**

We noted no unusual disbursements during our review.

- d). Contact the candidate or the campaign treasurer, as appropriate, to schedule a date to perform fieldwork. Discuss the nature of the documentation, which will be needed to perform the engagement and ascertain the location of the necessary documentation.

**Finding**

We contacted the Candidate to discuss the agreed-upon procedures, the timing of our procedures, and the documentation needed.

2. Fieldwork Procedures

- a) Commission staff will contact the candidate to request the records for agreed-upon procedures attest engagement. Candidates receiving audits after the Primary Election shall provide records from the election cycle through the 3rd Quarter Report. Candidates receiving audits after the General Election shall provide records from the election cycle through the 4th Quarter Report.

**Finding**

Commission staff sent an initial notice of primary audit selection to the Candidate and informed the Candidate that we would be contacting them. We then communicated to the Candidate in a written request, the purpose of the request, agreed-upon procedures to be performed, documentation needed, and potential future requirements of the Candidate.

- b) Commission staff will provide the records to the Contractor upon receipt. The contractor shall contact the candidate and/or his or her representative(s) to discuss the purpose of the engagement, the general procedures to be performed and potential future requirements of the candidate, such as possible repayments to the Fund.

**Finding**

See comment in a) above.

- c) The Contractor shall contact or conduct an interview with the candidate and/or his or her representative(s) to discuss the bookkeeping policies and procedures utilized by the campaign committee.

**Finding**

The Candidate provided a description of bookkeeping policies and procedures utilized by the Campaign Committee.

- (i) Review the names of the candidate's family members. Family members include parents, grandparents, aunt, uncle, child or sibling of the candidate or the candidate's spouse, including the spouse of any of the listed family members regardless of whether the relation is established by marriage or adoption.

**Finding**

We obtained and reviewed the names of the Candidate's family members.

- (ii) Review bank statements for each of the months in the reporting period and perform the following:
  - Select a sample of deposits and withdrawals from the bank statements and determine that the transaction is properly reflected in the candidate's records and campaign finance report.

**Finding**

We selected five withdrawals from the bank statements for the periods under review and determined that they appeared to be properly recorded in the Candidate's Campaign finance reports. There were no deposits on the bank statements during the period under review.

- Perform a proof of receipts and disbursements for the reporting period.

**Finding**

Proof of receipts and disbursements was performed for the reporting period and no exceptions were noted.

- d) Judgmentally select a sample of early contributions reported in the candidate's campaign finance report and agree to supporting documentation, which reflects the name of the contributor (for all contributions) and for individuals who contributed greater than \$50, which reflects the contributor's address, occupation and employer.

**Finding**

No contributions were received during the periods under review.

- (i) For other types of cash receipts reported on the candidate's campaign finance report, review supporting documentation and review for compliance with regulatory rules and laws and agree the receipt to inclusion in the campaign account bank statement.

**Finding**

No other types of cash receipts were reported in the Candidate's Campaign finance reports during the periods under review.

- (ii) For in-kind contributions, review the supporting documentation and determine the methodology utilized to value the contribution and assess the reasonableness.

**Finding**

No in-kind contributions were reported in the Candidate's Campaign finance reports during the periods under review.

- e) Judgmentally select a sample of cash expenditures reported in the candidate's campaign finance report and select 100% of Arizona Democratic Party, Maricopa Democratic Party, Pinal County Democratic, Yavapai County Democratic Party expenses for selected candidates, and perform the following:

- (i) Review supporting invoice or other documentation and agree amount to the amount reported in the candidate's finance report.

**Finding**

We reviewed five expenditures and agreed amounts to supporting invoices or other documentation to the Candidate's Campaign finance report.

- (ii) Determine that the name, address and nature of goods or services provided agree to the information reported in the candidate's campaign finance report.

**Finding**

We reviewed five expenditures and agreed the name, address, and nature of goods or services provided in the Candidate's Campaign finance report.

- Agree the amount of the expenditure to the campaign account bank statement.

**Finding**

We reviewed five expenditures and agreed amounts to the Campaign account bank statements without exception.

- (iii) Determine whether the expenditure was made for a direct campaign purpose. Direct campaign purpose includes, but is not limited to, materials, communications, transportation, supplies and expenses used toward the election of the candidate.

**Finding**

We reviewed five expenditures and determined that all appeared to have been made for direct campaign purposes.

- If the expenditure is a joint expenditure made in conjunction with other candidates, determine that the amount paid represents the candidate's proportionate share of the total cost.

**Finding**

One of the five expenditures tested was a joint expenditure, and it appeared that the amount paid represented the Candidate's proportionate share of the total cost.

- f) Determine whether any petty cash funds have been established and, if so, determine how expenditures from these funds have been reflected in the accounting records. Determine whether aggregate petty cash funds exceed the limit of \$1,460.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- (i) If applicable, judgmentally select a sample of expenditures made from the candidate's petty cash fund(s) and obtain supporting documentation for the expenditure. Determine whether the expenditure was for a direct campaign expense and whether the expenditure was in excess of the \$160 limit on petty cash expenditures.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- g) Determine whether a legal defense fund has been established.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- (i) If a legal defense fund was established, how was it accounted for?

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- h) Contact the candidate and/or his or her representative(s) to discuss the preliminary engagement findings and recommendations that the Contractor anticipates presenting to the CCEC. During this conference, the Contractor will advise the candidate and/or his or her representative(s) of their right to respond to the preliminary findings and the projected timetable for the issuance of the final issuance of the report.

**Finding**

We discussed our findings with the Candidate and the Candidate did not provide responses to our findings.

**CITIZENS CLEAN ELECTIONS COMMISSION**

**Report on Agreed-Upon Procedures**

**Daria Lohman  
Participating Candidate for  
State Senator - District 23  
General Election 2018**

**ITEM IV(F)**



Independent Accountants' Report on  
Applying Agreed-Upon Procedures

To the Chairman and Members of the  
Citizens Clean Elections Commission  
Phoenix, Arizona

We (the Contractor) have performed the procedures enumerated below, which were specified and agreed to by the State of Arizona Citizens Clean Elections Commission (the Commission), solely to assist the Commission in evaluating whether Daria Lohman (the Candidate) Campaign finance reports for both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) reporting periods were prepared in compliance with Title 16, Articles 1 and 2 of the Arizona Revised Statutes, Campaign Contributions and Expenses, and the Citizens Clean Elections Act, and whether the reports complied with the rules of the Citizens Clean Elections Commission. The Candidate's management is responsible for the General Recap and 4th Quarter Reports. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The summary of procedures and associated findings are presented on the subsequent pages.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the General Recap and 4th Quarter Campaign finance reports of Daria Lohman. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the parties listed in the first paragraph, and is not intended to be and should not be used by anyone other than those specified parties.

*Fester & Chapman, PLLC*

February 25, 2019



## **Summary of Procedures and Findings**

### 1. Preliminary Procedures

- a) Commission Staff will obtain a copy of the candidate's campaign finance report for the reporting period and provide the records to the Contractor.

#### **Finding**

We obtained both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) Campaign finance reports from the Arizona Secretary of State's Website.

- b) Perform a desk review of the receipts reported in the candidate's campaign finance report as follows:
  - (i) Determine whether the candidate accepted contributions only from individuals.

#### **Finding**

No contributions were received during the periods under review.

- (ii) Determine whether any contributions received from individuals exceed the early contribution limit.

#### **Finding**

No contributions were received during the periods under review.

- (iii) Check compliance with the maximum early contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- (iv) Check compliance with the maximum personal contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- c). Perform a desk review of the disbursements reported in the candidate's campaign finance report to identify any unusual items requiring follow-up during fieldwork.

#### **Finding**

We noted no unusual disbursements during our review.

- d). Contact the candidate or the campaign treasurer, as appropriate, to schedule a date to perform fieldwork. Discuss the nature of the documentation, which will be needed to perform the engagement and ascertain the location of the necessary documentation.

**Finding**

We contacted the Candidate to discuss the agreed-upon procedures, the timing of our procedures, and the documentation needed.

2. Fieldwork Procedures

- a) Commission staff will contact the candidate to request the records for agreed-upon procedures attest engagement. Candidates receiving audits after the Primary Election shall provide records from the election cycle through the 3rd Quarter Report. Candidates receiving audits after the General Election shall provide records from the election cycle through the 4th Quarter Report.

**Finding**

Commission staff sent an initial notice of primary audit selection to the Candidate and informed the Candidate that we would be contacting them. We then communicated to the Candidate in a written request, the purpose of the request, agreed-upon procedures to be performed, documentation needed, and potential future requirements of the Candidate.

- b) Commission staff will provide the records to the Contractor upon receipt. The contractor shall contact the candidate and/or his or her representative(s) to discuss the purpose of the engagement, the general procedures to be performed and potential future requirements of the candidate, such as possible repayments to the Fund.

**Finding**

See comment in a) above.

- c) The Contractor shall contact or conduct an interview with the candidate and/or his or her representative(s) to discuss the bookkeeping policies and procedures utilized by the campaign committee.

**Finding**

The Candidate provided a description of bookkeeping policies and procedures utilized by the Campaign Committee.

- (i) Review the names of the candidate's family members. Family members include parents, grandparents, aunt, uncle, child or sibling of the candidate or the candidate's spouse, including the spouse of any of the listed family members regardless of whether the relation is established by marriage or adoption.

**Finding**

We obtained and reviewed the names of the Candidate's family members.

- (ii) Review bank statements for each of the months in the reporting period and perform the following:
  - Select a sample of deposits and withdrawals from the bank statements and determine that the transaction is properly reflected in the candidate's records and campaign finance report.

**Finding**

We selected five withdrawals from the bank statements for the periods under review and determined that they appeared to be properly recorded in the Candidate's Campaign finance reports. There were no deposits on the bank statements during the period under review.

- Perform a proof of receipts and disbursements for the reporting period.

**Finding**

Proof of receipts and disbursements was performed for the reporting period and no exceptions were noted.

- d) Judgmentally select a sample of early contributions reported in the candidate's campaign finance report and agree to supporting documentation, which reflects the name of the contributor (for all contributions) and for individuals who contributed greater than \$50, which reflects the contributor's address, occupation and employer.

**Finding**

No contributions were received during the periods under review.

- (i) For other types of cash receipts reported on the candidate's campaign finance report, review supporting documentation and review for compliance with regulatory rules and laws and agree the receipt to inclusion in the campaign account bank statement.

**Finding**

No other types of cash receipts were reported in the Candidate's Campaign finance reports during the periods under review.

- (ii) For in-kind contributions, review the supporting documentation and determine the methodology utilized to value the contribution and assess the reasonableness.

**Finding**

No in-kind contributions were reported in the Candidate's Campaign finance reports during the periods under review.

- e) Judgmentally select a sample of cash expenditures reported in the candidate's campaign finance report and select 100% of Arizona Democratic Party, Maricopa Democratic Party, Pinal County Democratic, Yavapai County Democratic Party expenses for selected candidates, and perform the following:

- (i) Review supporting invoice or other documentation and agree amount to the amount reported in the candidate's finance report.

**Finding**

We reviewed five expenditures and agreed amounts to supporting invoices or other documentation to the Candidate's Campaign finance report.

- (ii) Determine that the name, address and nature of goods or services provided agree to the information reported in the candidate's campaign finance report.

**Finding**

We reviewed five expenditures and agreed the name, address, and nature of goods or services provided in the Candidate's Campaign finance report.

- Agree the amount of the expenditure to the campaign account bank statement.

**Finding**

We reviewed five expenditures and agreed amounts to the Campaign account bank statements without exception.

- (iii) Determine whether the expenditure was made for a direct campaign purpose. Direct campaign purpose includes, but is not limited to, materials, communications, transportation, supplies and expenses used toward the election of the candidate.

**Finding**

We reviewed five expenditures and determined that all appeared to have been made for direct campaign purposes.

- If the expenditure is a joint expenditure made in conjunction with other candidates, determine that the amount paid represents the candidate's proportionate share of the total cost.

**Finding**

None of the expenditures we tested appeared to be for joint expenditures.

- f) Determine whether any petty cash funds have been established and, if so, determine how expenditures from these funds have been reflected in the accounting records. Determine whether aggregate petty cash funds exceed the limit of \$1,460.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- (i) If applicable, judgmentally select a sample of expenditures made from the candidate's petty cash fund(s) and obtain supporting documentation for the expenditure. Determine whether the expenditure was for a direct campaign expense and whether the expenditure was in excess of the \$160 limit on petty cash expenditures.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- g) Determine whether a legal defense fund has been established.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- (i) If a legal defense fund was established, how was it accounted for?

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- h) Contact the candidate and/or his or her representative(s) to discuss the preliminary engagement findings and recommendations that the Contractor anticipates presenting to the CCEC. During this conference, the Contractor will advise the candidate and/or his or her representative(s) of their right to respond to the preliminary findings and the projected timetable for the issuance of the final issuance of the report.

**Finding**

We discussed our findings with the Candidate and the Candidate did not provide responses to our findings.

**CITIZENS CLEAN ELECTIONS COMMISSION**

**Report on Agreed-Upon Procedures**

**Douglas Ervin  
Participating Candidate for  
State Senator - District 10  
General Election 2018**

**ITEM IV(G)**



Independent Accountants' Report on  
Applying Agreed-Upon Procedures

To the Chairman and Members of the  
Citizens Clean Elections Commission  
Phoenix, Arizona

We (the Contractor) have performed the procedures enumerated below, which were specified and agreed to by the State of Arizona Citizens Clean Elections Commission (the Commission), solely to assist the Commission in evaluating whether Douglas Ervin (the Candidate) Campaign finance reports for both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) reporting periods were prepared in compliance with Title 16, Articles 1 and 2 of the Arizona Revised Statutes, Campaign Contributions and Expenses, and the Citizens Clean Elections Act, and whether the reports complied with the rules of the Citizens Clean Elections Commission. The Candidate's management is responsible for the General Recap and 4th Quarter Reports. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The summary of procedures and associated findings are presented on the subsequent pages.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the General Recap and 4th Quarter Campaign finance reports of Douglas Ervin. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the parties listed in the first paragraph, and is not intended to be and should not be used by anyone other than those specified parties.

*Fester & Chapman, PLLC*

February 6, 2019

## **Summary of Procedures and Findings**

### 1. Preliminary Procedures

- a) Commission Staff will obtain a copy of the candidate's campaign finance report for the reporting period and provide the records to the Contractor.

#### **Finding**

We obtained both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) Campaign finance reports from the Arizona Secretary of State's Website.

- b) Perform a desk review of the receipts reported in the candidate's campaign finance report as follows:
  - (i) Determine whether the candidate accepted contributions only from individuals.

#### **Finding**

No contributions were received during the periods under review.

- (ii) Determine whether any contributions received from individuals exceed the early contribution limit.

#### **Finding**

No contributions were received during the periods under review.

- (iii) Check compliance with the maximum early contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- (iv) Check compliance with the maximum personal contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- c). Perform a desk review of the disbursements reported in the candidate's campaign finance report to identify any unusual items requiring follow-up during fieldwork.

#### **Finding**

We noted no unusual disbursements during our review.



- d). Contact the candidate or the campaign treasurer, as appropriate, to schedule a date to perform fieldwork. Discuss the nature of the documentation, which will be needed to perform the engagement and ascertain the location of the necessary documentation.

**Finding**

We contacted the Candidate to discuss the agreed-upon procedures, the timing of our procedures, and the documentation needed.

2. Fieldwork Procedures

- a) Commission staff will contact the candidate to request the records for agreed-upon procedures attest engagement. Candidates receiving audits after the Primary Election shall provide records from the election cycle through the 3rd Quarter Report. Candidates receiving audits after the General Election shall provide records from the election cycle through the 4th Quarter Report.

**Finding**

Commission staff sent an initial notice of primary audit selection to the Candidate and informed the Candidate that we would be contacting them. We then communicated to the Candidate in a written request, the purpose of the request, agreed-upon procedures to be performed, documentation needed, and potential future requirements of the Candidate.

- b) Commission staff will provide the records to the Contractor upon receipt. The contractor shall contact the candidate and/or his or her representative(s) to discuss the purpose of the engagement, the general procedures to be performed and potential future requirements of the candidate, such as possible repayments to the Fund.

**Finding**

See comment in a) above.

- c) The Contractor shall contact or conduct an interview with the candidate and/or his or her representative(s) to discuss the bookkeeping policies and procedures utilized by the campaign committee.

**Finding**

The Candidate provided a description of bookkeeping policies and procedures utilized by the Campaign Committee.

- (i) Review the names of the candidate's family members. Family members include parents, grandparents, aunt, uncle, child or sibling of the candidate or the candidate's spouse, including the spouse of any of the listed family members regardless of whether the relation is established by marriage or adoption.

**Finding**

We obtained and reviewed the names of the Candidate's family members.

- (ii) Review bank statements for each of the months in the reporting period and perform the following:
  - Select a sample of deposits and withdrawals from the bank statements and determine that the transaction is properly reflected in the candidate's records and campaign finance report.

**Finding**

We selected five withdrawals from the bank statements for the periods under review and determined that they appeared to be properly recorded in the Candidate's Campaign finance reports. There were no deposits on the bank statements during the period under review.

- Perform a proof of receipts and disbursements for the reporting period.

**Finding**

Proof of receipts and disbursements was performed for the reporting period and no exceptions were noted.

- d) Judgmentally select a sample of early contributions reported in the candidate's campaign finance report and agree to supporting documentation, which reflects the name of the contributor (for all contributions) and for individuals who contributed greater than \$50, which reflects the contributor's address, occupation and employer.

**Finding**

No contributions were received during the periods under review.

- (i) For other types of cash receipts reported on the candidate's campaign finance report, review supporting documentation and review for compliance with regulatory rules and laws and agree the receipt to inclusion in the campaign account bank statement.

**Finding**

No other types of cash receipts were reported in the Candidate's Campaign finance reports during the periods under review.

- (ii) For in-kind contributions, review the supporting documentation and determine the methodology utilized to value the contribution and assess the reasonableness.

**Finding**

No in-kind contributions were reported in the Candidate's Campaign finance reports during the periods under review.

- e) Judgmentally select a sample of cash expenditures reported in the candidate's campaign finance report and select 100% of Arizona Democratic Party, Maricopa Democratic Party, Pinal County Democratic, Yavapai County Democratic Party expenses for selected candidates, and perform the following:

- (i) Review supporting invoice or other documentation and agree amount to the amount reported in the candidate's finance report.

**Finding**

We reviewed five expenditures and agreed amounts to supporting invoices or other documentation to the Candidate's Campaign finance report.

- (ii) Determine that the name, address and nature of goods or services provided agree to the information reported in the candidate's campaign finance report.

**Finding**

We reviewed five expenditures and agreed the name, address, and nature of goods or services provided in the Candidate's Campaign finance report.

- Agree the amount of the expenditure to the campaign account bank statement.

**Finding**

We reviewed five expenditures and agreed amounts to the Campaign account bank statements without exception.

- (iii) Determine whether the expenditure was made for a direct campaign purpose. Direct campaign purpose includes, but is not limited to, materials, communications, transportation, supplies and expenses used toward the election of the candidate.

**Finding**

We reviewed five expenditures and determined that all appeared to have been made for direct campaign purposes.

- If the expenditure is a joint expenditure made in conjunction with other candidates, determine that the amount paid represents the candidate's proportionate share of the total cost.

**Finding**

None of the expenditures we tested appeared to be for joint expenditures.

- f) Determine whether any petty cash funds have been established and, if so, determine how expenditures from these funds have been reflected in the accounting records. Determine whether aggregate petty cash funds exceed the limit of \$1,460.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- (i) If applicable, judgmentally select a sample of expenditures made from the candidate's petty cash fund(s) and obtain supporting documentation for the expenditure. Determine whether the expenditure was for a direct campaign expense and whether the expenditure was in excess of the \$160 limit on petty cash expenditures.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- g) Determine whether a legal defense fund has been established.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- (i) If a legal defense fund was established, how was it accounted for?

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- h) Contact the candidate and/or his or her representative(s) to discuss the preliminary engagement findings and recommendations that the Contractor anticipates presenting to the CCEC. During this conference, the Contractor will advise the candidate and/or his or her representative(s) of their right to respond to the preliminary findings and the projected timetable for the issuance of the final issuance of the report.

**Finding**

We discussed our findings with the Candidate and the Candidate did not provide responses to our findings.

**CITIZENS CLEAN ELECTIONS COMMISSION**

**Report on Agreed-Upon Procedures**

**Ed Gogek  
Participating Candidate for  
State Representative - District 1  
General Election 2018**

**ITEM IV(H)**



Independent Accountants' Report on  
Applying Agreed-Upon Procedures

To the Chairman and Members of the  
Citizens Clean Elections Commission  
Phoenix, Arizona

We (the Contractor) have performed the procedures enumerated below, which were specified and agreed to by the State of Arizona Citizens Clean Elections Commission (the Commission), solely to assist the Commission in evaluating whether Ed Gogek (the Candidate) Campaign finance reports for both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) reporting periods were prepared in compliance with Title 16, Articles 1 and 2 of the Arizona Revised Statutes, Campaign Contributions and Expenses, and the Citizens Clean Elections Act, and whether the reports complied with the rules of the Citizens Clean Elections Commission. The Candidate's management is responsible for the General Recap and 4th Quarter Reports. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The summary of procedures and associated findings are presented on the subsequent pages.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the General Recap and 4th Quarter Campaign finance reports of Ed Gogek. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the parties listed in the first paragraph, and is not intended to be and should not be used by anyone other than those specified parties.

*Fester & Chapman, PLLC*

February 22, 2019

## **Summary of Procedures and Findings**

### 1. Preliminary Procedures

- a) Commission Staff will obtain a copy of the candidate's campaign finance report for the reporting period and provide the records to the Contractor.

#### **Finding**

We obtained both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) Campaign finance reports from the Arizona Secretary of State's Website.

- b) Perform a desk review of the receipts reported in the candidate's campaign finance report as follows:
  - (i) Determine whether the candidate accepted contributions only from individuals.

#### **Finding**

No contributions were received during the periods under review.

- (ii) Determine whether any contributions received from individuals exceed the early contribution limit.

#### **Finding**

No contributions were received during the periods under review.

- (iii) Check compliance with the maximum early contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- (iv) Check compliance with the maximum personal contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- c). Perform a desk review of the disbursements reported in the candidate's campaign finance report to identify any unusual items requiring follow-up during fieldwork.

#### **Finding**

We noted no unusual disbursements during our review.

- d). Contact the candidate or the campaign treasurer, as appropriate, to schedule a date to perform fieldwork. Discuss the nature of the documentation, which will be needed to perform the engagement and ascertain the location of the necessary documentation.

**Finding**

We contacted the Candidate to discuss the agreed-upon procedures, the timing of our procedures, and the documentation needed.

2. Fieldwork Procedures

- a) Commission staff will contact the candidate to request the records for agreed-upon procedures attest engagement. Candidates receiving audits after the Primary Election shall provide records from the election cycle through the 3rd Quarter Report. Candidates receiving audits after the General Election shall provide records from the election cycle through the 4th Quarter Report.

**Finding**

Commission staff sent an initial notice of primary audit selection to the Candidate and informed the Candidate that we would be contacting them. We then communicated to the Candidate in a written request, the purpose of the request, agreed-upon procedures to be performed, documentation needed, and potential future requirements of the Candidate.

- b) Commission staff will provide the records to the Contractor upon receipt. The contractor shall contact the candidate and/or his or her representative(s) to discuss the purpose of the engagement, the general procedures to be performed and potential future requirements of the candidate, such as possible repayments to the Fund.

**Finding**

See comment in a) above.

- c) The Contractor shall contact or conduct an interview with the candidate and/or his or her representative(s) to discuss the bookkeeping policies and procedures utilized by the campaign committee.

**Finding**

The Candidate provided a description of bookkeeping policies and procedures utilized by the Campaign Committee.

- (i) Review the names of the candidate's family members. Family members include parents, grandparents, aunt, uncle, child or sibling of the candidate or the candidate's spouse, including the spouse of any of the listed family members regardless of whether the relation is established by marriage or adoption.

**Finding**

We obtained and reviewed the names of the Candidate's family members.



- (ii) Review bank statements for each of the months in the reporting period and perform the following:
  - Select a sample of deposits and withdrawals from the bank statements and determine that the transaction is properly reflected in the candidate's records and campaign finance report.

**Finding**

We selected five withdrawals from the bank statements for the periods under review and determined that they appeared to be properly recorded in the Candidate's Campaign finance reports. There were no deposits on the bank statements during the period under review.

- Perform a proof of receipts and disbursements for the reporting period.

**Finding**

Proof of receipts and disbursements was performed for the reporting period, and we noted a remaining balance in the Campaign's bank account of \$2.08, however the Campaign finance report listed a \$0.00 balance.

- d) Judgmentally select a sample of early contributions reported in the candidate's campaign finance report and agree to supporting documentation, which reflects the name of the contributor (for all contributions) and for individuals who contributed greater than \$50, which reflects the contributor's address, occupation and employer.

**Finding**

No contributions were received during the periods under review.

- (i) For other types of cash receipts reported on the candidate's campaign finance report, review supporting documentation and review for compliance with regulatory rules and laws and agree the receipt to inclusion in the campaign account bank statement.

**Finding**

No other types of cash receipts were reported in the Candidate's Campaign finance reports during the periods under review.

- (ii) For in-kind contributions, review the supporting documentation and determine the methodology utilized to value the contribution and assess the reasonableness.

**Finding**

No in-kind contributions were reported in the Candidate's Campaign finance reports during the periods under review.

- e) Judgmentally select a sample of cash expenditures reported in the candidate's campaign finance report and select 100% of Arizona Democratic Party, Maricopa Democratic Party, Pinal County Democratic, Yavapai County Democratic Party expenses for selected candidates, and perform the following:

- (i) Review supporting invoice or other documentation and agree amount to the amount reported in the candidate's finance report.

**Finding**

We reviewed five expenditures and agreed amounts to supporting invoices or other documentation to the Candidate's Campaign finance report.

- (ii) Determine that the name, address and nature of goods or services provided agree to the information reported in the candidate's campaign finance report.

**Finding**

We reviewed five expenditures and agreed the name, address, and nature of goods or services provided in the Candidate's Campaign finance report.

- Agree the amount of the expenditure to the campaign account bank statement.

**Finding**

We reviewed five expenditures and agreed amounts to the Campaign account bank statements without exception.

- (iii) Determine whether the expenditure was made for a direct campaign purpose. Direct campaign purpose includes, but is not limited to, materials, communications, transportation, supplies and expenses used toward the election of the candidate.

**Finding**

We reviewed five expenditures and determined that all appeared to have been made for direct campaign purposes.

- If the expenditure is a joint expenditure made in conjunction with other candidates, determine that the amount paid represents the candidate's proportionate share of the total cost.

**Finding**

None of the expenditures we tested appeared to be for joint expenditures.

- f) Determine whether any petty cash funds have been established and, if so, determine how expenditures from these funds have been reflected in the accounting records. Determine whether aggregate petty cash funds exceed the limit of \$1,460.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- (i) If applicable, judgmentally select a sample of expenditures made from the candidate's petty cash fund(s) and obtain supporting documentation for the expenditure. Determine whether the expenditure was for a direct campaign expense and whether the expenditure was in excess of the \$160 limit on petty cash expenditures.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- g) Determine whether a legal defense fund has been established.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- (i) If a legal defense fund was established, how was it accounted for?

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- h) Contact the candidate and/or his or her representative(s) to discuss the preliminary engagement findings and recommendations that the Contractor anticipates presenting to the CCEC. During this conference, the Contractor will advise the candidate and/or his or her representative(s) of their right to respond to the preliminary findings and the projected timetable for the issuance of the final issuance of the report.

**Finding**

We discussed our findings with the Candidate and the Candidate did not provide responses to our findings.

**CITIZENS CLEAN ELECTIONS COMMISSION**

**Report on Agreed-Upon Procedures**

**Eric Kurland  
Participating Candidate for  
State Representative - District 23  
General Election 2018**



Independent Accountants' Report on  
Applying Agreed-Upon Procedures

To the Chairman and Members of the  
Citizens Clean Elections Commission  
Phoenix, Arizona

We (the Contractor) have performed the procedures enumerated below, which were specified and agreed to by the State of Arizona Citizens Clean Elections Commission (the Commission), solely to assist the Commission in evaluating whether Eric Kurland (the Candidate) Campaign finance reports for both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) reporting periods were prepared in compliance with Title 16, Articles 1 and 2 of the Arizona Revised Statutes, Campaign Contributions and Expenses, and the Citizens Clean Elections Act, and whether the reports complied with the rules of the Citizens Clean Elections Commission. The Candidate's management is responsible for the General Recap and 4th Quarter Reports. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The summary of procedures and associated findings are presented on the subsequent pages.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the General Recap and 4th Quarter Campaign finance reports of Eric Kurland. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the parties listed in the first paragraph, and is not intended to be and should not be used by anyone other than those specified parties.

*Fester & Chapman, PLLC*

February 6, 2019

## **Summary of Procedures and Findings**

### 1. Preliminary Procedures

- a) Commission Staff will obtain a copy of the candidate's campaign finance report for the reporting period and provide the records to the Contractor.

#### **Finding**

We obtained both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) Campaign finance reports from the Arizona Secretary of State's Website.

- b) Perform a desk review of the receipts reported in the candidate's campaign finance report as follows:
  - (i) Determine whether the candidate accepted contributions only from individuals.

#### **Finding**

No contributions were received during the periods under review.

- (ii) Determine whether any contributions received from individuals exceed the early contribution limit.

#### **Finding**

No contributions were received during the periods under review.

- (iii) Check compliance with the maximum early contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- (iv) Check compliance with the maximum personal contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- c). Perform a desk review of the disbursements reported in the candidate's campaign finance report to identify any unusual items requiring follow-up during fieldwork.

#### **Finding**

We noted no unusual disbursements during our review.

- d). Contact the candidate or the campaign treasurer, as appropriate, to schedule a date to perform fieldwork. Discuss the nature of the documentation, which will be needed to perform the engagement and ascertain the location of the necessary documentation.

**Finding**

We contacted the Candidate to discuss the agreed-upon procedures, the timing of our procedures, and the documentation needed.

2. Fieldwork Procedures

- a) Commission staff will contact the candidate to request the records for agreed-upon procedures attest engagement. Candidates receiving audits after the Primary Election shall provide records from the election cycle through the 3rd Quarter Report. Candidates receiving audits after the General Election shall provide records from the election cycle through the 4th Quarter Report.

**Finding**

Commission staff sent an initial notice of primary audit selection to the Candidate and informed the Candidate that we would be contacting them. We then communicated to the Candidate in a written request, the purpose of the request, agreed-upon procedures to be performed, documentation needed, and potential future requirements of the Candidate.

- b) Commission staff will provide the records to the Contractor upon receipt. The contractor shall contact the candidate and/or his or her representative(s) to discuss the purpose of the engagement, the general procedures to be performed and potential future requirements of the candidate, such as possible repayments to the Fund.

**Finding**

See comment in a) above.

- c) The Contractor shall contact or conduct an interview with the candidate and/or his or her representative(s) to discuss the bookkeeping policies and procedures utilized by the campaign committee.

**Finding**

The Candidate provided a description of bookkeeping policies and procedures utilized by the Campaign Committee.

- (i) Review the names of the candidate's family members. Family members include parents, grandparents, aunt, uncle, child or sibling of the candidate or the candidate's spouse, including the spouse of any of the listed family members regardless of whether the relation is established by marriage or adoption.

**Finding**

We obtained and reviewed the names of the Candidate's family members.

- (ii) Review bank statements for each of the months in the reporting period and perform the following:
  - Select a sample of deposits and withdrawals from the bank statements and determine that the transaction is properly reflected in the candidate's records and campaign finance report.

**Finding**

We selected five withdrawals from the bank statements for the periods under review and determined that they appeared to be properly recorded in the Candidate's Campaign finance reports. There were no deposits on the bank statements during the period under review.

- Perform a proof of receipts and disbursements for the reporting period.

**Finding**

Proof of receipts and disbursements was performed for the reporting period and no exceptions were noted.

- d) Judgmentally select a sample of early contributions reported in the candidate's campaign finance report and agree to supporting documentation, which reflects the name of the contributor (for all contributions) and for individuals who contributed greater than \$50, which reflects the contributor's address, occupation and employer.

**Finding**

No contributions were received during the periods under review.

- (i) For other types of cash receipts reported on the candidate's campaign finance report, review supporting documentation and review for compliance with regulatory rules and laws and agree the receipt to inclusion in the campaign account bank statement.

**Finding**

No other types of cash receipts were reported in the Candidate's Campaign finance reports during the periods under review.

- (ii) For in-kind contributions, review the supporting documentation and determine the methodology utilized to value the contribution and assess the reasonableness.

**Finding**

No in-kind contributions were reported in the Candidate's Campaign finance reports during the periods under review.



- e) Judgmentally select a sample of cash expenditures reported in the candidate's campaign finance report and select 100% of Arizona Democratic Party, Maricopa Democratic Party, Pinal County Democratic, Yavapai County Democratic Party expenses for selected candidates, and perform the following:

- (i) Review supporting invoice or other documentation and agree amount to the amount reported in the candidate's finance report.

**Finding**

We reviewed five expenditures and agreed amounts to supporting invoices or other documentation to the Candidate's Campaign finance report.

- (ii) Determine that the name, address and nature of goods or services provided agree to the information reported in the candidate's campaign finance report.

**Finding**

We reviewed five expenditures and agreed the name, address, and nature of goods or services provided in the Candidate's Campaign finance report.

- Agree the amount of the expenditure to the campaign account bank statement.

**Finding**

We reviewed five expenditures and agreed amounts to the Campaign account bank statements without exception.

- (iii) Determine whether the expenditure was made for a direct campaign purpose. Direct campaign purpose includes, but is not limited to, materials, communications, transportation, supplies and expenses used toward the election of the candidate.

**Finding**

We reviewed five expenditures and determined that all appeared to have been made for direct campaign purposes.

- If the expenditure is a joint expenditure made in conjunction with other candidates, determine that the amount paid represents the candidate's proportionate share of the total cost.

**Finding**

None of the expenditures we tested appeared to be for joint expenditures.

- f) Determine whether any petty cash funds have been established and, if so, determine how expenditures from these funds have been reflected in the accounting records. Determine whether aggregate petty cash funds exceed the limit of \$1,460.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- (i) If applicable, judgmentally select a sample of expenditures made from the candidate's petty cash fund(s) and obtain supporting documentation for the expenditure. Determine whether the expenditure was for a direct campaign expense and whether the expenditure was in excess of the \$160 limit on petty cash expenditures.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- g) Determine whether a legal defense fund has been established.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- (i) If a legal defense fund was established, how was it accounted for?

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- h) Contact the candidate and/or his or her representative(s) to discuss the preliminary engagement findings and recommendations that the Contractor anticipates presenting to the CCEC. During this conference, the Contractor will advise the candidate and/or his or her representative(s) of their right to respond to the preliminary findings and the projected timetable for the issuance of the final issuance of the report.

**Finding**

We discussed our findings with the Candidate and the Candidate did not provide responses to our findings.

**CITIZENS CLEAN ELECTIONS COMMISSION**

**Report on Agreed-Upon Procedures**

**Frank Carroll  
Participating Candidate for  
State Representative - District 22  
General Election 2018**



Independent Accountants' Report on  
Applying Agreed-Upon Procedures

To the Chairman and Members of the  
Citizens Clean Elections Commission  
Phoenix, Arizona

We (the Contractor) have performed the procedures enumerated below, which were specified and agreed to by the State of Arizona Citizens Clean Elections Commission (the Commission), solely to assist the Commission in evaluating whether Frank Carroll (the Candidate) Campaign finance reports for both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) reporting periods were prepared in compliance with Title 16, Articles 1 and 2 of the Arizona Revised Statutes, Campaign Contributions and Expenses, and the Citizens Clean Elections Act, and whether the reports complied with the rules of the Citizens Clean Elections Commission. The Candidate's management is responsible for the General Recap and 4th Quarter Reports. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The summary of procedures and associated findings are presented on the subsequent pages.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the General Recap and 4th Quarter Campaign finance reports of Frank Carroll. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the parties listed in the first paragraph, and is not intended to be and should not be used by anyone other than those specified parties.

*Fester & Chapman, PLLC*

February 26, 2019

## **Summary of Procedures and Findings**

### 1. Preliminary Procedures

- a) Commission Staff will obtain a copy of the candidate's campaign finance report for the reporting period and provide the records to the Contractor.

#### **Finding**

We obtained both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) Campaign finance reports from the Arizona Secretary of State's Website.

- b) Perform a desk review of the receipts reported in the candidate's campaign finance report as follows:
  - (i) Determine whether the candidate accepted contributions only from individuals.

#### **Finding**

No contributions were received during the periods under review.

- (ii) Determine whether any contributions received from individuals exceed the early contribution limit.

#### **Finding**

No contributions were received during the periods under review.

- (iii) Check compliance with the maximum early contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- (iv) Check compliance with the maximum personal contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- c). Perform a desk review of the disbursements reported in the candidate's campaign finance report to identify any unusual items requiring follow-up during fieldwork.

#### **Finding**

We noted no unusual disbursements during our review.

- d). Contact the candidate or the campaign treasurer, as appropriate, to schedule a date to perform fieldwork. Discuss the nature of the documentation, which will be needed to perform the engagement and ascertain the location of the necessary documentation.

**Finding**

We contacted the Candidate to discuss the agreed-upon procedures, the timing of our procedures, and the documentation needed.

2. Fieldwork Procedures

- a) Commission staff will contact the candidate to request the records for agreed-upon procedures attest engagement. Candidates receiving audits after the Primary Election shall provide records from the election cycle through the 3rd Quarter Report. Candidates receiving audits after the General Election shall provide records from the election cycle through the 4th Quarter Report.

**Finding**

Commission staff sent an initial notice of primary audit selection to the Candidate and informed the Candidate that we would be contacting them. We then communicated to the Candidate in a written request, the purpose of the request, agreed-upon procedures to be performed, documentation needed, and potential future requirements of the Candidate.

- b) Commission staff will provide the records to the Contractor upon receipt. The contractor shall contact the candidate and/or his or her representative(s) to discuss the purpose of the engagement, the general procedures to be performed and potential future requirements of the candidate, such as possible repayments to the Fund.

**Finding**

See comment in a) above.

- c) The Contractor shall contact or conduct an interview with the candidate and/or his or her representative(s) to discuss the bookkeeping policies and procedures utilized by the campaign committee.

**Finding**

The Candidate provided a description of bookkeeping policies and procedures utilized by the Campaign Committee.

- (i) Review the names of the candidate's family members. Family members include parents, grandparents, aunt, uncle, child or sibling of the candidate or the candidate's spouse, including the spouse of any of the listed family members regardless of whether the relation is established by marriage or adoption.

**Finding**

We obtained and reviewed the names of the Candidate's family members.

- (ii) Review bank statements for each of the months in the reporting period and perform the following:
  - Select a sample of deposits and withdrawals from the bank statements and determine that the transaction is properly reflected in the candidate's records and campaign finance report.

**Finding**

We selected five withdrawals from the bank statements for the periods under review and determined that three out of five withdrawals tested appeared to be properly recorded in the Candidate's Campaign finance reports. However, two out of five withdrawals tested were not included on the Candidate's Campaign finance reports. There were no deposits on the bank statements during the period under review.

- Perform a proof of receipts and disbursements for the reporting period.

**Finding**

Proof of receipts and disbursements was performed for the reporting period with the following exceptions: (a) we noted four withdrawals totaling \$319.92 listed on the Campaign account bank statements which were not included on the Candidate's finance reports; (b) we noted two disbursements listed on the Candidate's finance reports totaling \$250.61 which were not included on the Campaign account bank statements. The net result of these differences was an unreconciled variance of \$69.31.

- d) Judgmentally select a sample of early contributions reported in the candidate's campaign finance report and agree to supporting documentation, which reflects the name of the contributor (for all contributions) and for individuals who contributed greater than \$50, which reflects the contributor's address, occupation and employer.

**Finding**

No contributions were received during the periods under review.

- (i) For other types of cash receipts reported on the candidate's campaign finance report, review supporting documentation and review for compliance with regulatory rules and laws and agree the receipt to inclusion in the campaign account bank statement.

**Finding**

No other types of cash receipts were reported in the Candidate's Campaign finance reports during the periods under review.

- (ii) For in-kind contributions, review the supporting documentation and determine the methodology utilized to value the contribution and assess the reasonableness.

**Finding**

No in-kind contributions were reported in the Candidate's Campaign finance reports during the periods under review.

- e) Judgmentally select a sample of cash expenditures reported in the candidate's campaign finance report and select 100% of Arizona Democratic Party, Maricopa Democratic Party, Pinal County Democratic, Yavapai County Democratic Party expenses for selected candidates, and perform the following:
- (i) Review supporting invoice or other documentation and agree amount to the amount reported in the candidate's finance report.

**Finding**

We reviewed five expenditures and agreed amounts to supporting invoices or other documentation to the Candidate's Campaign finance report.

- (ii) Determine that the name, address and nature of goods or services provided agree to the information reported in the candidate's campaign finance report.

**Finding**

We reviewed five expenditures and agreed the name, address, and nature of goods or services provided in the Candidate's Campaign finance report.

- Agree the amount of the expenditure to the campaign account bank statement.

**Finding**

We reviewed five expenditures and agreed amounts to the Campaign account bank statements with the following exception. For one out of five expenditures tested we were unable to agree the expenditure to the Campaign account bank statement.

- (iii) Determine whether the expenditure was made for a direct campaign purpose. Direct campaign purpose includes, but is not limited to, materials, communications, transportation, supplies and expenses used toward the election of the candidate.

**Finding**

We reviewed five expenditures and determined that all appeared to have been made for direct campaign purposes.

- If the expenditure is a joint expenditure made in conjunction with other candidates, determine that the amount paid represents the candidate's proportionate share of the total cost.

**Finding**

None of the expenditures we tested appeared to be for joint expenditures.



- f) Determine whether any petty cash funds have been established and, if so, determine how expenditures from these funds have been reflected in the accounting records. Determine whether aggregate petty cash funds exceed the limit of \$1,460.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- (i) If applicable, judgmentally select a sample of expenditures made from the candidate's petty cash fund(s) and obtain supporting documentation for the expenditure. Determine whether the expenditure was for a direct campaign expense and whether the expenditure was in excess of the \$160 limit on petty cash expenditures.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- g) Determine whether a legal defense fund has been established.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- (i) If a legal defense fund was established, how was it accounted for?

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- h) Contact the candidate and/or his or her representative(s) to discuss the preliminary engagement findings and recommendations that the Contractor anticipates presenting to the CCEC. During this conference, the Contractor will advise the candidate and/or his or her representative(s) of their right to respond to the preliminary findings and the projected timetable for the issuance of the final issuance of the report.

**Finding**

We discussed our findings with the Candidate and the Candidate did not provide responses to our findings.

**CITIZENS CLEAN ELECTIONS COMMISSION**

**Report on Agreed-Upon Procedures**

**Joseph Bisaccia  
Participating Candidate for  
State Representative - District 12  
General Election 2018**



Independent Accountants' Report on  
Applying Agreed-Upon Procedures

To the Chairman and Members of the  
Citizens Clean Elections Commission  
Phoenix, Arizona

We (the Contractor) have performed the procedures enumerated below, which were specified and agreed to by the State of Arizona Citizens Clean Elections Commission (the Commission), solely to assist the Commission in evaluating whether Joseph Bisaccia (the Candidate) Campaign finance reports for both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) reporting periods were prepared in compliance with Title 16, Articles 1 and 2 of the Arizona Revised Statutes, Campaign Contributions and Expenses, and the Citizens Clean Elections Act, and whether the reports complied with the rules of the Citizens Clean Elections Commission. The Candidate's management is responsible for the General Recap and 4th Quarter Reports. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The summary of procedures and associated findings are presented on the subsequent pages.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the General Recap and 4th Quarter Campaign finance reports of Joseph Bisaccia. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the parties listed in the first paragraph, and is not intended to be and should not be used by anyone other than those specified parties.

*Fester & Chapman, PLLC*

February 12, 2019

## **Summary of Procedures and Findings**

### 1. Preliminary Procedures

- a) Commission Staff will obtain a copy of the candidate's campaign finance report for the reporting period and provide the records to the Contractor.

#### **Finding**

We obtained both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) Campaign finance reports from the Arizona Secretary of State's Website.

- b) Perform a desk review of the receipts reported in the candidate's campaign finance report as follows:
  - (i) Determine whether the candidate accepted contributions only from individuals.

#### **Finding**

No contributions were received during the periods under review.

- (ii) Determine whether any contributions received from individuals exceed the early contribution limit.

#### **Finding**

No contributions were received during the periods under review.

- (iii) Check compliance with the maximum early contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- (iv) Check compliance with the maximum personal contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- c). Perform a desk review of the disbursements reported in the candidate's campaign finance report to identify any unusual items requiring follow-up during fieldwork.

#### **Finding**

We noted no unusual disbursements during our review.

- d). Contact the candidate or the campaign treasurer, as appropriate, to schedule a date to perform fieldwork. Discuss the nature of the documentation, which will be needed to perform the engagement and ascertain the location of the necessary documentation.

**Finding**

We contacted the Candidate to discuss the agreed-upon procedures, the timing of our procedures, and the documentation needed.

2. Fieldwork Procedures

- a) Commission staff will contact the candidate to request the records for agreed-upon procedures attest engagement. Candidates receiving audits after the Primary Election shall provide records from the election cycle through the 3rd Quarter Report. Candidates receiving audits after the General Election shall provide records from the election cycle through the 4th Quarter Report.

**Finding**

Commission staff sent an initial notice of primary audit selection to the Candidate and informed the Candidate that we would be contacting them. We then communicated to the Candidate in a written request, the purpose of the request, agreed-upon procedures to be performed, documentation needed, and potential future requirements of the Candidate.

- b) Commission staff will provide the records to the Contractor upon receipt. The contractor shall contact the candidate and/or his or her representative(s) to discuss the purpose of the engagement, the general procedures to be performed and potential future requirements of the candidate, such as possible repayments to the Fund.

**Finding**

See comment in a) above.

- c) The Contractor shall contact or conduct an interview with the candidate and/or his or her representative(s) to discuss the bookkeeping policies and procedures utilized by the campaign committee.

**Finding**

The Candidate provided a description of bookkeeping policies and procedures utilized by the Campaign Committee.

- (i) Review the names of the candidate's family members. Family members include parents, grandparents, aunt, uncle, child or sibling of the candidate or the candidate's spouse, including the spouse of any of the listed family members regardless of whether the relation is established by marriage or adoption.

**Finding**

We obtained and reviewed the names of the Candidate's family members.

- (ii) Review bank statements for each of the months in the reporting period and perform the following:
  - Select a sample of deposits and withdrawals from the bank statements and determine that the transaction is properly reflected in the candidate's records and campaign finance report.

**Finding**

We selected five withdrawals from the bank statements for the periods under review and determined that they appeared to be properly recorded in the Candidate's Campaign finance reports. There were no deposits on the bank statements during the period under review.

- Perform a proof of receipts and disbursements for the reporting period.

**Finding**

Proof of receipts and disbursements was performed for the reporting period and no exceptions were noted.

- d) Judgmentally select a sample of early contributions reported in the candidate's campaign finance report and agree to supporting documentation, which reflects the name of the contributor (for all contributions) and for individuals who contributed greater than \$50, which reflects the contributor's address, occupation and employer.

**Finding**

No contributions were received during the periods under review.

- (i) For other types of cash receipts reported on the candidate's campaign finance report, review supporting documentation and review for compliance with regulatory rules and laws and agree the receipt to inclusion in the campaign account bank statement.

**Finding**

No other types of cash receipts were reported in the Candidate's Campaign finance reports during the periods under review.

- (ii) For in-kind contributions, review the supporting documentation and determine the methodology utilized to value the contribution and assess the reasonableness.

**Finding**

No in-kind contributions were reported in the Candidate's Campaign finance reports during the periods under review.

- e) Judgmentally select a sample of cash expenditures reported in the candidate's campaign finance report and select 100% of Arizona Democratic Party, Maricopa Democratic Party, Pinal County Democratic, Yavapai County Democratic Party expenses for selected candidates, and perform the following:

- (i) Review supporting invoice or other documentation and agree amount to the amount reported in the candidate's finance report.

**Finding**

We reviewed five expenditures and agreed amounts to supporting invoices or other documentation to the Candidate's Campaign finance report.

- (ii) Determine that the name, address and nature of goods or services provided agree to the information reported in the candidate's campaign finance report.

**Finding**

We reviewed five expenditures and agreed the name, address, and nature of goods or services provided in the Candidate's Campaign finance report.

- Agree the amount of the expenditure to the campaign account bank statement.

**Finding**

We reviewed five expenditures and agreed amounts to the Campaign account bank statements without exception.

- (iii) Determine whether the expenditure was made for a direct campaign purpose. Direct campaign purpose includes, but is not limited to, materials, communications, transportation, supplies and expenses used toward the election of the candidate.

**Finding**

We reviewed five expenditures and determined that all appeared to have been made for direct campaign purposes.

- If the expenditure is a joint expenditure made in conjunction with other candidates, determine that the amount paid represents the candidate's proportionate share of the total cost.

**Finding**

None of the expenditures we tested appeared to be for joint expenditures.

- f) Determine whether any petty cash funds have been established and, if so, determine how expenditures from these funds have been reflected in the accounting records. Determine whether aggregate petty cash funds exceed the limit of \$1,460.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- (i) If applicable, judgmentally select a sample of expenditures made from the candidate's petty cash fund(s) and obtain supporting documentation for the expenditure. Determine whether the expenditure was for a direct campaign expense and whether the expenditure was in excess of the \$160 limit on petty cash expenditures.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- g) Determine whether a legal defense fund has been established.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- (i) If a legal defense fund was established, how was it accounted for?

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- h) Contact the candidate and/or his or her representative(s) to discuss the preliminary engagement findings and recommendations that the Contractor anticipates presenting to the CCEC. During this conference, the Contractor will advise the candidate and/or his or her representative(s) of their right to respond to the preliminary findings and the projected timetable for the issuance of the final issuance of the report.

**Finding**

We discussed our findings with the Candidate and the Candidate did not provide responses to our findings.



**CITIZENS CLEAN ELECTIONS COMMISSION**

**Report on Agreed-Upon Procedures**

**Linda Gross  
Participating Candidate for  
State Representative - District 8  
General Election 2018**

**ITEM IV(L)**



Independent Accountants' Report on  
Applying Agreed-Upon Procedures

To the Chairman and Members of the  
Citizens Clean Elections Commission  
Phoenix, Arizona

We (the Contractor) have performed the procedures enumerated below, which were specified and agreed to by the State of Arizona Citizens Clean Elections Commission (the Commission), solely to assist the Commission in evaluating whether Linda Gross (the Candidate) Campaign finance reports for both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) reporting periods were prepared in compliance with Title 16, Articles 1 and 2 of the Arizona Revised Statutes, Campaign Contributions and Expenses, and the Citizens Clean Elections Act, and whether the reports complied with the rules of the Citizens Clean Elections Commission. The Candidate's management is responsible for the General Recap and 4th Quarter Reports. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The summary of procedures and associated findings are presented on the subsequent pages.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the General Recap and 4th Quarter Campaign finance reports of Linda Gross. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the parties listed in the first paragraph, and is not intended to be and should not be used by anyone other than those specified parties.

*Fester & Chapman, PLLC*

February 22, 2019

## **Summary of Procedures and Findings**

### 1. Preliminary Procedures

- a) Commission Staff will obtain a copy of the candidate's campaign finance report for the reporting period and provide the records to the Contractor.

#### **Finding**

We obtained both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) Campaign finance reports from the Arizona Secretary of State's Website.

- b) Perform a desk review of the receipts reported in the candidate's campaign finance report as follows:
  - (i) Determine whether the candidate accepted contributions only from individuals.

#### **Finding**

No contributions were received during the periods under review.

- (ii) Determine whether any contributions received from individuals exceed the early contribution limit.

#### **Finding**

No contributions were received during the periods under review.

- (iii) Check compliance with the maximum early contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- (iv) Check compliance with the maximum personal contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- c). Perform a desk review of the disbursements reported in the candidate's campaign finance report to identify any unusual items requiring follow-up during fieldwork.

#### **Finding**

We noted no unusual disbursements during our review.

- d). Contact the candidate or the campaign treasurer, as appropriate, to schedule a date to perform fieldwork. Discuss the nature of the documentation, which will be needed to perform the engagement and ascertain the location of the necessary documentation.

**Finding**

We contacted the Candidate to discuss the agreed-upon procedures, the timing of our procedures, and the documentation needed.

2. Fieldwork Procedures

- a) Commission staff will contact the candidate to request the records for agreed-upon procedures attest engagement. Candidates receiving audits after the Primary Election shall provide records from the election cycle through the 3rd Quarter Report. Candidates receiving audits after the General Election shall provide records from the election cycle through the 4th Quarter Report.

**Finding**

Commission staff sent an initial notice of primary audit selection to the Candidate and informed the Candidate that we would be contacting them. We then communicated to the Candidate in a written request, the purpose of the request, agreed-upon procedures to be performed, documentation needed, and potential future requirements of the Candidate.

- b) Commission staff will provide the records to the Contractor upon receipt. The contractor shall contact the candidate and/or his or her representative(s) to discuss the purpose of the engagement, the general procedures to be performed and potential future requirements of the candidate, such as possible repayments to the Fund.

**Finding**

See comment in a) above.

- c) The Contractor shall contact or conduct an interview with the candidate and/or his or her representative(s) to discuss the bookkeeping policies and procedures utilized by the campaign committee.

**Finding**

The Candidate provided a description of bookkeeping policies and procedures utilized by the Campaign Committee.

- (i) Review the names of the candidate's family members. Family members include parents, grandparents, aunt, uncle, child or sibling of the candidate or the candidate's spouse, including the spouse of any of the listed family members regardless of whether the relation is established by marriage or adoption.

**Finding**

We obtained and reviewed the names of the Candidate's family members.

- (ii) Review bank statements for each of the months in the reporting period and perform the following:
  - Select a sample of deposits and withdrawals from the bank statements and determine that the transaction is properly reflected in the candidate's records and campaign finance report.

**Finding**

We selected five withdrawals from the bank statements for the periods under review and determined that they appeared to be properly recorded in the Candidate's Campaign finance reports. There were no deposits on the bank statements during the period under review.

- Perform a proof of receipts and disbursements for the reporting period.

**Finding**

Proof of receipts and disbursements was performed for the reporting period and no exceptions were noted.

- d) Judgmentally select a sample of early contributions reported in the candidate's campaign finance report and agree to supporting documentation, which reflects the name of the contributor (for all contributions) and for individuals who contributed greater than \$50, which reflects the contributor's address, occupation and employer.

**Finding**

No contributions were received during the periods under review.

- (i) For other types of cash receipts reported on the candidate's campaign finance report, review supporting documentation and review for compliance with regulatory rules and laws and agree the receipt to inclusion in the campaign account bank statement.

**Finding**

No other types of cash receipts were reported in the Candidate's Campaign finance reports during the periods under review.

- (ii) For in-kind contributions, review the supporting documentation and determine the methodology utilized to value the contribution and assess the reasonableness.

**Finding**

No in-kind contributions were reported in the Candidate's Campaign finance reports during the periods under review.

- e) Judgmentally select a sample of cash expenditures reported in the candidate's campaign finance report and select 100% of Arizona Democratic Party, Maricopa Democratic Party, Pinal County Democratic, Yavapai County Democratic Party expenses for selected candidates, and perform the following:

- (i) Review supporting invoice or other documentation and agree amount to the amount reported in the candidate's finance report.

**Finding**

We reviewed five expenditures and agreed amounts to supporting invoices or other documentation to the Candidate's Campaign finance report.

- (ii) Determine that the name, address and nature of goods or services provided agree to the information reported in the candidate's campaign finance report.

**Finding**

We reviewed five expenditures and agreed the name, address, and nature of goods or services provided in the Candidate's Campaign finance report.

- Agree the amount of the expenditure to the campaign account bank statement.

**Finding**

We reviewed five expenditures and agreed amounts to the Campaign account bank statements without exception.

- (iii) Determine whether the expenditure was made for a direct campaign purpose. Direct campaign purpose includes, but is not limited to, materials, communications, transportation, supplies and expenses used toward the election of the candidate.

**Finding**

We reviewed five expenditures and determined that all appeared to have been made for direct campaign purposes.

- If the expenditure is a joint expenditure made in conjunction with other candidates, determine that the amount paid represents the candidate's proportionate share of the total cost.

**Finding**

None of the expenditures we tested appeared to be for joint expenditures.

- f) Determine whether any petty cash funds have been established and, if so, determine how expenditures from these funds have been reflected in the accounting records. Determine whether aggregate petty cash funds exceed the limit of \$1,460.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- (i) If applicable, judgmentally select a sample of expenditures made from the candidate's petty cash fund(s) and obtain supporting documentation for the expenditure. Determine whether the expenditure was for a direct campaign expense and whether the expenditure was in excess of the \$160 limit on petty cash expenditures.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- g) Determine whether a legal defense fund has been established.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- (i) If a legal defense fund was established, how was it accounted for?

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- h) Contact the candidate and/or his or her representative(s) to discuss the preliminary engagement findings and recommendations that the Contractor anticipates presenting to the CCEC. During this conference, the Contractor will advise the candidate and/or his or her representative(s) of their right to respond to the preliminary findings and the projected timetable for the issuance of the final issuance of the report.

**Finding**

We discussed our findings with the Candidate and the Candidate did not provide responses to our findings.

**CITIZENS CLEAN ELECTIONS COMMISSION**

**Report on Agreed-Upon Procedures**

**Lynsey Robinson  
Participating Candidate for  
State Representative - District 12  
General Election 2018**

**ITEM IV(M)**





Independent Accountants' Report on  
Applying Agreed-Upon Procedures

To the Chairman and Members of the  
Citizens Clean Elections Commission  
Phoenix, Arizona

We (the Contractor) have performed the procedures enumerated below, which were specified and agreed to by the State of Arizona Citizens Clean Elections Commission (the Commission), solely to assist the Commission in evaluating whether Lynsey Robinson (the Candidate) Campaign finance reports for both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) reporting periods were prepared in compliance with Title 16, Articles 1 and 2 of the Arizona Revised Statutes, Campaign Contributions and Expenses, and the Citizens Clean Elections Act, and whether the reports complied with the rules of the Citizens Clean Elections Commission. The Candidate's management is responsible for the General Recap and 4th Quarter Reports. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The summary of procedures and associated findings are presented on the subsequent pages.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the General Recap and 4th Quarter Campaign finance reports of Lynsey Robinson. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the parties listed in the first paragraph, and is not intended to be and should not be used by anyone other than those specified parties.

*Fester & Chapman, PLLC*

February 6, 2019

## **Summary of Procedures and Findings**

### 1. Preliminary Procedures

- a) Commission Staff will obtain a copy of the candidate's campaign finance report for the reporting period and provide the records to the Contractor.

#### **Finding**

We obtained both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) Campaign finance reports from the Arizona Secretary of State's Website.

- b) Perform a desk review of the receipts reported in the candidate's campaign finance report as follows:
  - (i) Determine whether the candidate accepted contributions only from individuals.

#### **Finding**

No contributions were received during the periods under review.

- (ii) Determine whether any contributions received from individuals exceed the early contribution limit.

#### **Finding**

No contributions were received during the periods under review.

- (iii) Check compliance with the maximum early contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- (iv) Check compliance with the maximum personal contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- c). Perform a desk review of the disbursements reported in the candidate's campaign finance report to identify any unusual items requiring follow-up during fieldwork.

#### **Finding**

We noted no unusual disbursements during our review.

- d). Contact the candidate or the campaign treasurer, as appropriate, to schedule a date to perform fieldwork. Discuss the nature of the documentation, which will be needed to perform the engagement and ascertain the location of the necessary documentation.

**Finding**

We contacted the Candidate to discuss the agreed-upon procedures, the timing of our procedures, and the documentation needed.

2. Fieldwork Procedures

- a) Commission staff will contact the candidate to request the records for agreed-upon procedures attest engagement. Candidates receiving audits after the Primary Election shall provide records from the election cycle through the 3rd Quarter Report. Candidates receiving audits after the General Election shall provide records from the election cycle through the 4th Quarter Report.

**Finding**

Commission staff sent an initial notice of primary audit selection to the Candidate and informed the Candidate that we would be contacting them. We then communicated to the Candidate in a written request, the purpose of the request, agreed-upon procedures to be performed, documentation needed, and potential future requirements of the Candidate.

- b) Commission staff will provide the records to the Contractor upon receipt. The contractor shall contact the candidate and/or his or her representative(s) to discuss the purpose of the engagement, the general procedures to be performed and potential future requirements of the candidate, such as possible repayments to the Fund.

**Finding**

See comment in a) above.

- c) The Contractor shall contact or conduct an interview with the candidate and/or his or her representative(s) to discuss the bookkeeping policies and procedures utilized by the campaign committee.

**Finding**

The Candidate provided a description of bookkeeping policies and procedures utilized by the Campaign Committee.

- (i) Review the names of the candidate's family members. Family members include parents, grandparents, aunt, uncle, child or sibling of the candidate or the candidate's spouse, including the spouse of any of the listed family members regardless of whether the relation is established by marriage or adoption.

**Finding**

We obtained and reviewed the names of the Candidate's family members.

- (ii) Review bank statements for each of the months in the reporting period and perform the following:
  - Select a sample of deposits and withdrawals from the bank statements and determine that the transaction is properly reflected in the candidate's records and campaign finance report.

**Finding**

We selected five withdrawals from the bank statements for the periods under review and determined that they appeared to be properly recorded in the Candidate's Campaign finance reports. There were no deposits on the bank statements during the period under review.

- Perform a proof of receipts and disbursements for the reporting period.

**Finding**

Proof of receipts and disbursements was performed for the reporting period and we noted the following exception: the Candidate's November bank account statement listed a withdrawal for \$15.70, and the Candidate's 2018 4th Quarter finance report listed an expense for \$11.76, resulting in an unreconciled variance of \$3.94.

- d) Judgmentally select a sample of early contributions reported in the candidate's campaign finance report and agree to supporting documentation, which reflects the name of the contributor (for all contributions) and for individuals who contributed greater than \$50, which reflects the contributor's address, occupation and employer.

**Finding**

No contributions were received during the periods under review.

- (i) For other types of cash receipts reported on the candidate's campaign finance report, review supporting documentation and review for compliance with regulatory rules and laws and agree the receipt to inclusion in the campaign account bank statement.

**Finding**

No other types of cash receipts were reported in the Candidate's Campaign finance reports during the periods under review.

- (ii) For in-kind contributions, review the supporting documentation and determine the methodology utilized to value the contribution and assess the reasonableness.

**Finding**

No in-kind contributions were reported in the Candidate's Campaign finance reports during the periods under review.

- e) Judgmentally select a sample of cash expenditures reported in the candidate's campaign finance report and select 100% of Arizona Democratic Party, Maricopa Democratic Party, Pinal County Democratic, Yavapai County Democratic Party expenses for selected candidates, and perform the following:
- (i) Review supporting invoice or other documentation and agree amount to the amount reported in the candidate's finance report.

**Finding**

We reviewed five expenditures and agreed amounts to supporting invoices or other documentation to the Candidate's Campaign finance report with the following exception: an expenditure of \$15.70 was listed on the Candidate's 2018 4th Quarter finance report for \$11.76, resulting in an unreconciled variance of \$3.94.

- (ii) Determine that the name, address and nature of goods or services provided agree to the information reported in the candidate's campaign finance report.

**Finding**

We reviewed five expenditures and agreed the name, address, and nature of goods or services provided in the Candidate's Campaign finance report.

- Agree the amount of the expenditure to the campaign account bank statement.

**Finding**

We reviewed five expenditures and agreed amounts to the Campaign account bank statements with the following exception: the Candidate's 2018 4th Quarter finance report listed an expense for \$11.76, but the Candidate's November bank account statement listed a withdrawal for \$15.70, resulting in an unreconciled variance of \$3.94.

- (iii) Determine whether the expenditure was made for a direct campaign purpose. Direct campaign purpose includes, but is not limited to, materials, communications, transportation, supplies and expenses used toward the election of the candidate.

**Finding**

We reviewed five expenditures and determined that all appeared to have been made for direct campaign purposes.

- If the expenditure is a joint expenditure made in conjunction with other candidates, determine that the amount paid represents the candidate's proportionate share of the total cost.

**Finding**

None of the expenditures we tested appeared to be for joint expenditures.

- f) Determine whether any petty cash funds have been established and, if so, determine how expenditures from these funds have been reflected in the accounting records. Determine whether aggregate petty cash funds exceed the limit of \$1,460.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- (i) If applicable, judgmentally select a sample of expenditures made from the candidate's petty cash fund(s) and obtain supporting documentation for the expenditure. Determine whether the expenditure was for a direct campaign expense and whether the expenditure was in excess of the \$160 limit on petty cash expenditures.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- g) Determine whether a legal defense fund has been established.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- (i) If a legal defense fund was established, how was it accounted for?

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- h) Contact the candidate and/or his or her representative(s) to discuss the preliminary engagement findings and recommendations that the Contractor anticipates presenting to the CCEC. During this conference, the Contractor will advise the candidate and/or his or her representative(s) of their right to respond to the preliminary findings and the projected timetable for the issuance of the final issuance of the report.

**Finding**

We discussed our findings with the Candidate and the Candidate did not provide responses to our findings.

**CITIZENS CLEAN ELECTIONS COMMISSION**

**Report on Agreed-Upon Procedures**

**Mary McCord Robinson  
Participating Candidate for  
State Representative - District 5  
General Election 2018**



Independent Accountants' Report on  
Applying Agreed-Upon Procedures

To the Chairman and Members of the  
Citizens Clean Elections Commission  
Phoenix, Arizona

We (the Contractor) have performed the procedures enumerated below, which were specified and agreed to by the State of Arizona Citizens Clean Elections Commission (the Commission), solely to assist the Commission in evaluating whether Mary McCord Robinson (the Candidate) Campaign finance reports for both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) reporting periods were prepared in compliance with Title 16, Articles 1 and 2 of the Arizona Revised Statutes, Campaign Contributions and Expenses, and the Citizens Clean Elections Act, and whether the reports complied with the rules of the Citizens Clean Elections Commission. The Candidate's management is responsible for the General Recap and 4th Quarter Reports. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The summary of procedures and associated findings are presented on the subsequent pages.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the General Recap and 4th Quarter Campaign finance reports of Mary McCord Robinson. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the parties listed in the first paragraph, and is not intended to be and should not be used by anyone other than those specified parties.

*Fester & Chapman, PLLC*

February 26, 2019



## **Summary of Procedures and Findings**

### 1. Preliminary Procedures

- a) Commission Staff will obtain a copy of the candidate's campaign finance report for the reporting period and provide the records to the Contractor.

#### **Finding**

We obtained both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) Campaign finance reports from the Arizona Secretary of State's Website.

- b) Perform a desk review of the receipts reported in the candidate's campaign finance report as follows:
  - (i) Determine whether the candidate accepted contributions only from individuals.

#### **Finding**

No contributions were received during the periods under review.

- (ii) Determine whether any contributions received from individuals exceed the early contribution limit.

#### **Finding**

No contributions were received during the periods under review.

- (iii) Check compliance with the maximum early contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- (iv) Check compliance with the maximum personal contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- c). Perform a desk review of the disbursements reported in the candidate's campaign finance report to identify any unusual items requiring follow-up during fieldwork.

#### **Finding**

We noted no unusual disbursements during our review.

- d). Contact the candidate or the campaign treasurer, as appropriate, to schedule a date to perform fieldwork. Discuss the nature of the documentation, which will be needed to perform the engagement and ascertain the location of the necessary documentation.

**Finding**

We contacted the Candidate to discuss the agreed-upon procedures, the timing of our procedures, and the documentation needed.

2. Fieldwork Procedures

- a) Commission staff will contact the candidate to request the records for agreed-upon procedures attest engagement. Candidates receiving audits after the Primary Election shall provide records from the election cycle through the 3rd Quarter Report. Candidates receiving audits after the General Election shall provide records from the election cycle through the 4th Quarter Report.

**Finding**

Commission staff sent an initial notice of primary audit selection to the Candidate and informed the Candidate that we would be contacting them. We then communicated to the Candidate in a written request, the purpose of the request, agreed-upon procedures to be performed, documentation needed, and potential future requirements of the Candidate.

- b) Commission staff will provide the records to the Contractor upon receipt. The contractor shall contact the candidate and/or his or her representative(s) to discuss the purpose of the engagement, the general procedures to be performed and potential future requirements of the candidate, such as possible repayments to the Fund.

**Finding**

See comment in a) above.

- c) The Contractor shall contact or conduct an interview with the candidate and/or his or her representative(s) to discuss the bookkeeping policies and procedures utilized by the campaign committee.

**Finding**

The Candidate provided a description of bookkeeping policies and procedures utilized by the Campaign Committee.

- (i) Review the names of the candidate's family members. Family members include parents, grandparents, aunt, uncle, child or sibling of the candidate or the candidate's spouse, including the spouse of any of the listed family members regardless of whether the relation is established by marriage or adoption.

**Finding**

We obtained and reviewed the names of the Candidate's family members.

- (ii) Review bank statements for each of the months in the reporting period and perform the following:
  - Select a sample of deposits and withdrawals from the bank statements and determine that the transaction is properly reflected in the candidate's records and campaign finance report.

**Finding**

We selected five withdrawals from the bank statements for the periods under review and determined that they appeared to be properly recorded in the Candidate's Campaign finance reports. There were no deposits on the bank statements during the period under review.

- Perform a proof of receipts and disbursements for the reporting period.

**Finding**

Proof of receipts and disbursements was performed for the reporting period and no exceptions were noted.

- d) Judgmentally select a sample of early contributions reported in the candidate's campaign finance report and agree to supporting documentation, which reflects the name of the contributor (for all contributions) and for individuals who contributed greater than \$50, which reflects the contributor's address, occupation and employer.

**Finding**

No contributions were received during the periods under review.

- (i) For other types of cash receipts reported on the candidate's campaign finance report, review supporting documentation and review for compliance with regulatory rules and laws and agree the receipt to inclusion in the campaign account bank statement.

**Finding**

No other types of cash receipts were reported in the Candidate's Campaign finance reports during the periods under review.

- (ii) For in-kind contributions, review the supporting documentation and determine the methodology utilized to value the contribution and assess the reasonableness.

**Finding**

No in-kind contributions were reported in the Candidate's Campaign finance reports during the periods under review.

- e) Judgmentally select a sample of cash expenditures reported in the candidate's campaign finance report and select 100% of Arizona Democratic Party, Maricopa Democratic Party, Pinal County Democratic, Yavapai County Democratic Party expenses for selected candidates, and perform the following:

- (i) Review supporting invoice or other documentation and agree amount to the amount reported in the candidate's finance report.

**Finding**

We reviewed five expenditures and agreed amounts to supporting invoices or other documentation to the Candidate's Campaign finance report.

- (ii) Determine that the name, address and nature of goods or services provided agree to the information reported in the candidate's campaign finance report.

**Finding**

We reviewed five expenditures and agreed the name, address, and nature of goods or services provided in the Candidate's Campaign finance report.

- Agree the amount of the expenditure to the campaign account bank statement.

**Finding**

We reviewed five expenditures and agreed amounts to the Campaign account bank statements without exception.

- (iii) Determine whether the expenditure was made for a direct campaign purpose. Direct campaign purpose includes, but is not limited to, materials, communications, transportation, supplies and expenses used toward the election of the candidate.

**Finding**

We reviewed five expenditures and determined that all appeared to have been made for direct campaign purposes.

- If the expenditure is a joint expenditure made in conjunction with other candidates, determine that the amount paid represents the candidate's proportionate share of the total cost.

**Finding**

None of the expenditures we tested appeared to be for joint expenditures.

- f) Determine whether any petty cash funds have been established and, if so, determine how expenditures from these funds have been reflected in the accounting records. Determine whether aggregate petty cash funds exceed the limit of \$1,460.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- (i) If applicable, judgmentally select a sample of expenditures made from the candidate's petty cash fund(s) and obtain supporting documentation for the expenditure. Determine whether the expenditure was for a direct campaign expense and whether the expenditure was in excess of the \$160 limit on petty cash expenditures.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- g) Determine whether a legal defense fund has been established.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- (i) If a legal defense fund was established, how was it accounted for?

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- h) Contact the candidate and/or his or her representative(s) to discuss the preliminary engagement findings and recommendations that the Contractor anticipates presenting to the CCEC. During this conference, the Contractor will advise the candidate and/or his or her representative(s) of their right to respond to the preliminary findings and the projected timetable for the issuance of the final issuance of the report.

**Finding**

We discussed our findings with the Candidate and the Candidate did not provide responses to our findings.

**CITIZENS CLEAN ELECTIONS COMMISSION**

**Report on Agreed-Upon Procedures**

**Mary-Katherine Michelle Harris  
Participating Candidate for  
State Senator - District 13  
General Election 2018**

**ITEM IV(O)**



Independent Accountants' Report on  
Applying Agreed-Upon Procedures

To the Chairman and Members of the  
Citizens Clean Elections Commission  
Phoenix, Arizona

We (the Contractor) have performed the procedures enumerated below, which were specified and agreed to by the State of Arizona Citizens Clean Elections Commission (the Commission), solely to assist the Commission in evaluating whether Mary-Katherine Michelle Harris (the Candidate) Campaign finance reports for both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) reporting periods were prepared in compliance with Title 16, Articles 1 and 2 of the Arizona Revised Statutes, Campaign Contributions and Expenses, and the Citizens Clean Elections Act, and whether the reports complied with the rules of the Citizens Clean Elections Commission. The Candidate's management is responsible for the General Recap and 4th Quarter Reports. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The summary of procedures and associated findings are presented on the subsequent pages.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the General Recap and 4th Quarter Campaign finance reports of Mary-Katherine Michelle Harris. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the parties listed in the first paragraph, and is not intended to be and should not be used by anyone other than those specified parties.

*Fester & Chapman, PLLC*

February 20, 2019

## **Summary of Procedures and Findings**

### 1. Preliminary Procedures

- a) Commission Staff will obtain a copy of the candidate's campaign finance report for the reporting period and provide the records to the Contractor.

#### **Finding**

We obtained both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) Campaign finance reports from the Arizona Secretary of State's Website.

- b) Perform a desk review of the receipts reported in the candidate's campaign finance report as follows:
  - (i) Determine whether the candidate accepted contributions only from individuals.

#### **Finding**

No contributions were received during the periods under review.

- (ii) Determine whether any contributions received from individuals exceed the early contribution limit.

#### **Finding**

No contributions were received during the periods under review.

- (iii) Check compliance with the maximum early contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- (iv) Check compliance with the maximum personal contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- c). Perform a desk review of the disbursements reported in the candidate's campaign finance report to identify any unusual items requiring follow-up during fieldwork.

#### **Finding**

We noted no unusual disbursements during our review.



- d). Contact the candidate or the campaign treasurer, as appropriate, to schedule a date to perform fieldwork. Discuss the nature of the documentation, which will be needed to perform the engagement and ascertain the location of the necessary documentation.

**Finding**

We contacted the Candidate to discuss the agreed-upon procedures, the timing of our procedures, and the documentation needed.

2. Fieldwork Procedures

- a) Commission staff will contact the candidate to request the records for agreed-upon procedures attest engagement. Candidates receiving audits after the Primary Election shall provide records from the election cycle through the 3rd Quarter Report. Candidates receiving audits after the General Election shall provide records from the election cycle through the 4th Quarter Report.

**Finding**

Commission staff sent an initial notice of primary audit selection to the Candidate and informed the Candidate that we would be contacting them. We then communicated to the Candidate in a written request, the purpose of the request, agreed-upon procedures to be performed, documentation needed, and potential future requirements of the Candidate.

- b) Commission staff will provide the records to the Contractor upon receipt. The contractor shall contact the candidate and/or his or her representative(s) to discuss the purpose of the engagement, the general procedures to be performed and potential future requirements of the candidate, such as possible repayments to the Fund.

**Finding**

See comment in a) above.

- c) The Contractor shall contact or conduct an interview with the candidate and/or his or her representative(s) to discuss the bookkeeping policies and procedures utilized by the campaign committee.

**Finding**

The Candidate provided a description of bookkeeping policies and procedures utilized by the Campaign Committee.

- (i) Review the names of the candidate's family members. Family members include parents, grandparents, aunt, uncle, child or sibling of the candidate or the candidate's spouse, including the spouse of any of the listed family members regardless of whether the relation is established by marriage or adoption.

**Finding**

We obtained and reviewed the names of the Candidate's family members.

- (ii) Review bank statements for each of the months in the reporting period and perform the following:
  - Select a sample of deposits and withdrawals from the bank statements and determine that the transaction is properly reflected in the candidate's records and campaign finance report.

**Finding**

We selected five withdrawals from the bank statements for the periods under review and determined that they appeared to be properly recorded in the Candidate's Campaign finance reports. There were no deposits on the bank statements during the period under review.

- Perform a proof of receipts and disbursements for the reporting period.

**Finding**

Proof of receipts and disbursements was performed for the reporting period and no exceptions were noted.

- d) Judgmentally select a sample of early contributions reported in the candidate's campaign finance report and agree to supporting documentation, which reflects the name of the contributor (for all contributions) and for individuals who contributed greater than \$50, which reflects the contributor's address, occupation and employer.

**Finding**

No contributions were received during the periods under review.

- (i) For other types of cash receipts reported on the candidate's campaign finance report, review supporting documentation and review for compliance with regulatory rules and laws and agree the receipt to inclusion in the campaign account bank statement.

**Finding**

No other types of cash receipts were reported in the Candidate's Campaign finance reports during the periods under review.

- (ii) For in-kind contributions, review the supporting documentation and determine the methodology utilized to value the contribution and assess the reasonableness.

**Finding**

No in-kind contributions were reported in the Candidate's Campaign finance reports during the periods under review.

- e) Judgmentally select a sample of cash expenditures reported in the candidate's campaign finance report and select 100% of Arizona Democratic Party, Maricopa Democratic Party, Pinal County Democratic, Yavapai County Democratic Party expenses for selected candidates, and perform the following:

- (i) Review supporting invoice or other documentation and agree amount to the amount reported in the candidate's finance report.

**Finding**

We reviewed five expenditures and agreed amounts to supporting invoices or other documentation to the Candidate's Campaign finance report.

- (ii) Determine that the name, address and nature of goods or services provided agree to the information reported in the candidate's campaign finance report.

**Finding**

We reviewed five expenditures and agreed the name, address, and nature of goods or services provided in the Candidate's Campaign finance report.

- Agree the amount of the expenditure to the campaign account bank statement.

**Finding**

We reviewed five expenditures and agreed amounts to the Campaign account bank statements without exception.

- (iii) Determine whether the expenditure was made for a direct campaign purpose. Direct campaign purpose includes, but is not limited to, materials, communications, transportation, supplies and expenses used toward the election of the candidate.

**Finding**

We reviewed five expenditures and determined that all appeared to have been made for direct campaign purposes.

- If the expenditure is a joint expenditure made in conjunction with other candidates, determine that the amount paid represents the candidate's proportionate share of the total cost.

**Finding**

None of the expenditures we tested appeared to be for joint expenditures.

- f) Determine whether any petty cash funds have been established and, if so, determine how expenditures from these funds have been reflected in the accounting records. Determine whether aggregate petty cash funds exceed the limit of \$1,460.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- (i) If applicable, judgmentally select a sample of expenditures made from the candidate's petty cash fund(s) and obtain supporting documentation for the expenditure. Determine whether the expenditure was for a direct campaign expense and whether the expenditure was in excess of the \$160 limit on petty cash expenditures.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- g) Determine whether a legal defense fund has been established.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- (i) If a legal defense fund was established, how was it accounted for?

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- h) Contact the candidate and/or his or her representative(s) to discuss the preliminary engagement findings and recommendations that the Contractor anticipates presenting to the CCEC. During this conference, the Contractor will advise the candidate and/or his or her representative(s) of their right to respond to the preliminary findings and the projected timetable for the issuance of the final issuance of the report.

**Finding**

We discussed our findings with the Candidate and the Candidate did not provide responses to our findings.

**CITIZENS CLEAN ELECTIONS COMMISSION**

**Report on Agreed-Upon Procedures**

**Pamela Powers Hannley  
Participating Candidate for  
State Representative - District 9  
General Election 2018**

**ITEM IV(P)**



Independent Accountants' Report on  
Applying Agreed-Upon Procedures

To the Chairman and Members of the  
Citizens Clean Elections Commission  
Phoenix, Arizona

We (the Contractor) have performed the procedures enumerated below, which were specified and agreed to by the State of Arizona Citizens Clean Elections Commission (the Commission), solely to assist the Commission in evaluating whether Pamela Powers Hannley (the Candidate) Campaign finance reports for both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) reporting periods were prepared in compliance with Title 16, Articles 1 and 2 of the Arizona Revised Statutes, Campaign Contributions and Expenses, and the Citizens Clean Elections Act, and whether the reports complied with the rules of the Citizens Clean Elections Commission. The Candidate's management is responsible for the General Recap and 4th Quarter Reports. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The summary of procedures and associated findings are presented on the subsequent pages.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the General Recap and 4th Quarter Campaign finance reports of Pamela Powers Hannley. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the parties listed in the first paragraph, and is not intended to be and should not be used by anyone other than those specified parties.

*Fester & Chapman, PLLC*

February 25, 2019

## **Summary of Procedures and Findings**

### 1. Preliminary Procedures

- a) Commission Staff will obtain a copy of the candidate's campaign finance report for the reporting period and provide the records to the Contractor.

#### **Finding**

We obtained both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) Campaign finance reports from the Arizona Secretary of State's Website.

- b) Perform a desk review of the receipts reported in the candidate's campaign finance report as follows:
  - (i) Determine whether the candidate accepted contributions only from individuals.

#### **Finding**

No contributions were received during the periods under review.

- (ii) Determine whether any contributions received from individuals exceed the early contribution limit.

#### **Finding**

No contributions were received during the periods under review.

- (iii) Check compliance with the maximum early contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- (iv) Check compliance with the maximum personal contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- c). Perform a desk review of the disbursements reported in the candidate's campaign finance report to identify any unusual items requiring follow-up during fieldwork.

#### **Finding**

We noted no unusual disbursements during our review.

- d). Contact the candidate or the campaign treasurer, as appropriate, to schedule a date to perform fieldwork. Discuss the nature of the documentation, which will be needed to perform the engagement and ascertain the location of the necessary documentation.

**Finding**

We contacted the Candidate to discuss the agreed-upon procedures, the timing of our procedures, and the documentation needed.

2. Fieldwork Procedures

- a) Commission staff will contact the candidate to request the records for agreed-upon procedures attest engagement. Candidates receiving audits after the Primary Election shall provide records from the election cycle through the 3rd Quarter Report. Candidates receiving audits after the General Election shall provide records from the election cycle through the 4th Quarter Report.

**Finding**

Commission staff sent an initial notice of primary audit selection to the Candidate and informed the Candidate that we would be contacting them. We then communicated to the Candidate in a written request, the purpose of the request, agreed-upon procedures to be performed, documentation needed, and potential future requirements of the Candidate.

- b) Commission staff will provide the records to the Contractor upon receipt. The contractor shall contact the candidate and/or his or her representative(s) to discuss the purpose of the engagement, the general procedures to be performed and potential future requirements of the candidate, such as possible repayments to the Fund.

**Finding**

See comment in a) above.

- c) The Contractor shall contact or conduct an interview with the candidate and/or his or her representative(s) to discuss the bookkeeping policies and procedures utilized by the campaign committee.

**Finding**

The Candidate provided a description of bookkeeping policies and procedures utilized by the Campaign Committee.

- (i) Review the names of the candidate's family members. Family members include parents, grandparents, aunt, uncle, child or sibling of the candidate or the candidate's spouse, including the spouse of any of the listed family members regardless of whether the relation is established by marriage or adoption.

**Finding**

We obtained and reviewed the names of the Candidate's family members.



- (ii) Review bank statements for each of the months in the reporting period and perform the following:
  - Select a sample of deposits and withdrawals from the bank statements and determine that the transaction is properly reflected in the candidate's records and campaign finance report.

**Finding**

We selected five withdrawals from the bank statements for the periods under review and determined that they appeared to be properly recorded in the Candidate's Campaign finance reports. There were no deposits on the bank statements during the period under review.

- Perform a proof of receipts and disbursements for the reporting period.

**Finding**

Proof of receipts and disbursements was performed for the reporting period with the following exceptions: (a) we noted a balance in the Campaign's bank account of \$0.00 at 12/31/18, however the Campaign finance report listed a \$5.51 balance, (b) the Campaign's bank account listed a debit/charge on 11/21/18 for \$20.61 and another debit/charge on 12/10/18 for \$24.48, however there were no corresponding expenses listed on the Campaign's finance report for these charges. The result of these differences was a net unreconciled variance of \$39.58.

- d) Judgmentally select a sample of early contributions reported in the candidate's campaign finance report and agree to supporting documentation, which reflects the name of the contributor (for all contributions) and for individuals who contributed greater than \$50, which reflects the contributor's address, occupation and employer.

**Finding**

No contributions were received during the periods under review.

- (i) For other types of cash receipts reported on the candidate's campaign finance report, review supporting documentation and review for compliance with regulatory rules and laws and agree the receipt to inclusion in the campaign account bank statement.

**Finding**

No other types of cash receipts were reported in the Candidate's Campaign finance reports during the periods under review.

- (ii) For in-kind contributions, review the supporting documentation and determine the methodology utilized to value the contribution and assess the reasonableness.

**Finding**

No in-kind contributions were reported in the Candidate's Campaign finance reports during the periods under review.

- e) Judgmentally select a sample of cash expenditures reported in the candidate's campaign finance report and select 100% of Arizona Democratic Party, Maricopa Democratic Party, Pinal County Democratic, Yavapai County Democratic Party expenses for selected candidates, and perform the following:

- (i) Review supporting invoice or other documentation and agree amount to the amount reported in the candidate's finance report.

**Finding**

We reviewed five expenditures and agreed amounts to supporting invoices or other documentation to the Candidate's Campaign finance report.

- (ii) Determine that the name, address and nature of goods or services provided agree to the information reported in the candidate's campaign finance report.

**Finding**

We reviewed five expenditures and agreed the name, address, and nature of goods or services provided in the Candidate's Campaign finance report.

- Agree the amount of the expenditure to the campaign account bank statement.

**Finding**

We reviewed five expenditures and agreed amounts to the Campaign account bank statements without exception.

- (iii) Determine whether the expenditure was made for a direct campaign purpose. Direct campaign purpose includes, but is not limited to, materials, communications, transportation, supplies and expenses used toward the election of the candidate.

**Finding**

We reviewed five expenditures and determined that all appeared to have been made for direct campaign purposes.

- If the expenditure is a joint expenditure made in conjunction with other candidates, determine that the amount paid represents the candidate's proportionate share of the total cost.

**Finding**

None of the expenditures we tested appeared to be for joint expenditures.

- f) Determine whether any petty cash funds have been established and, if so, determine how expenditures from these funds have been reflected in the accounting records. Determine whether aggregate petty cash funds exceed the limit of \$1,460.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- (i) If applicable, judgmentally select a sample of expenditures made from the candidate's petty cash fund(s) and obtain supporting documentation for the expenditure. Determine whether the expenditure was for a direct campaign expense and whether the expenditure was in excess of the \$160 limit on petty cash expenditures.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- g) Determine whether a legal defense fund has been established.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- (i) If a legal defense fund was established, how was it accounted for?

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- h) Contact the candidate and/or his or her representative(s) to discuss the preliminary engagement findings and recommendations that the Contractor anticipates presenting to the CCEC. During this conference, the Contractor will advise the candidate and/or his or her representative(s) of their right to respond to the preliminary findings and the projected timetable for the issuance of the final issuance of the report.

**Finding**

We discussed our findings with the Candidate and the Candidate did not provide responses to our findings.

**CITIZENS CLEAN ELECTIONS COMMISSION**

**Report on Agreed-Upon Procedures**

**Ralph Atchue  
Participating Candidate for  
State Representative - District 11  
General Election 2018**

**ITEM IV(Q)**



Independent Accountants' Report on  
Applying Agreed-Upon Procedures

To the Chairman and Members of the  
Citizens Clean Elections Commission  
Phoenix, Arizona

We (the Contractor) have performed the procedures enumerated below, which were specified and agreed to by the State of Arizona Citizens Clean Elections Commission (the Commission), solely to assist the Commission in evaluating whether Ralph Atchue (the Candidate) Campaign finance reports for both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) reporting periods were prepared in compliance with Title 16, Articles 1 and 2 of the Arizona Revised Statutes, Campaign Contributions and Expenses, and the Citizens Clean Elections Act, and whether the reports complied with the rules of the Citizens Clean Elections Commission. The Candidate's management is responsible for the General Recap and 4th Quarter Reports. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The summary of procedures and associated findings are presented on the subsequent pages.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the General Recap and 4th Quarter Campaign finance reports of Ralph Atchue. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the parties listed in the first paragraph, and is not intended to be and should not be used by anyone other than those specified parties.

*Fester & Chapman, PLLC*

January 30, 2019

## **Summary of Procedures and Findings**

### 1. Preliminary Procedures

- a) Commission Staff will obtain a copy of the candidate's campaign finance report for the reporting period and provide the records to the Contractor.

#### **Finding**

We obtained both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) Campaign finance reports from the Arizona Secretary of State's Website.

- b) Perform a desk review of the receipts reported in the candidate's campaign finance report as follows:
  - (i) Determine whether the candidate accepted contributions only from individuals.

#### **Finding**

No contributions were received during the periods under review.

- (ii) Determine whether any contributions received from individuals exceed the early contribution limit.

#### **Finding**

No contributions were received during the periods under review.

- (iii) Check compliance with the maximum early contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- (iv) Check compliance with the maximum personal contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- c). Perform a desk review of the disbursements reported in the candidate's campaign finance report to identify any unusual items requiring follow-up during fieldwork.

#### **Finding**

We noted no unusual disbursements during our review.

- d). Contact the candidate or the campaign treasurer, as appropriate, to schedule a date to perform fieldwork. Discuss the nature of the documentation, which will be needed to perform the engagement and ascertain the location of the necessary documentation.

**Finding**

We contacted the Candidate to discuss the agreed-upon procedures, the timing of our procedures, and the documentation needed.

2. Fieldwork Procedures

- a) Commission staff will contact the candidate to request the records for agreed-upon procedures attest engagement. Candidates receiving audits after the Primary Election shall provide records from the election cycle through the 3rd Quarter Report. Candidates receiving audits after the General Election shall provide records from the election cycle through the 4th Quarter Report.

**Finding**

Commission staff sent an initial notice of primary audit selection to the Candidate and informed the Candidate that we would be contacting them. We then communicated to the Candidate in a written request, the purpose of the request, agreed-upon procedures to be performed, documentation needed, and potential future requirements of the Candidate.

- b) Commission staff will provide the records to the Contractor upon receipt. The contractor shall contact the candidate and/or his or her representative(s) to discuss the purpose of the engagement, the general procedures to be performed and potential future requirements of the candidate, such as possible repayments to the Fund.

**Finding**

See comment in a) above.

- c) The Contractor shall contact or conduct an interview with the candidate and/or his or her representative(s) to discuss the bookkeeping policies and procedures utilized by the campaign committee.

**Finding**

The Candidate provided a description of bookkeeping policies and procedures utilized by the Campaign Committee.

- (i) Review the names of the candidate's family members. Family members include parents, grandparents, aunt, uncle, child or sibling of the candidate or the candidate's spouse, including the spouse of any of the listed family members regardless of whether the relation is established by marriage or adoption.

**Finding**

We obtained and reviewed the names of the Candidate's family members.

- (ii) Review bank statements for each of the months in the reporting period and perform the following:
  - Select a sample of deposits and withdrawals from the bank statements and determine that the transaction is properly reflected in the candidate's records and campaign finance report.

**Finding**

We selected five withdrawals from the bank statements for the periods under review and determined that they appeared to be properly recorded in the Candidate's Campaign finance reports. There were no deposits on the bank statements during the period under review.

- Perform a proof of receipts and disbursements for the reporting period.

**Finding**

Proof of receipts and disbursements was performed for the reporting period and no exceptions were noted.

- d) Judgmentally select a sample of early contributions reported in the candidate's campaign finance report and agree to supporting documentation, which reflects the name of the contributor (for all contributions) and for individuals who contributed greater than \$50, which reflects the contributor's address, occupation and employer.

**Finding**

No contributions were received during the periods under review.

- (i) For other types of cash receipts reported on the candidate's campaign finance report, review supporting documentation and review for compliance with regulatory rules and laws and agree the receipt to inclusion in the campaign account bank statement.

**Finding**

No other types of cash receipts were reported in the Candidate's Campaign finance reports during the periods under review.

- (ii) For in-kind contributions, review the supporting documentation and determine the methodology utilized to value the contribution and assess the reasonableness.

**Finding**

No in-kind contributions were reported in the Candidate's Campaign finance reports during the periods under review.



- e) Judgmentally select a sample of cash expenditures reported in the candidate's campaign finance report and select 100% of Arizona Democratic Party, Maricopa Democratic Party, Pinal County Democratic, Yavapai County Democratic Party expenses for selected candidates, and perform the following:

- (i) Review supporting invoice or other documentation and agree amount to the amount reported in the candidate's finance report.

**Finding**

We reviewed five expenditures and agreed amounts to supporting invoices or other documentation to the Candidate's Campaign finance report.

- (ii) Determine that the name, address and nature of goods or services provided agree to the information reported in the candidate's campaign finance report.

**Finding**

We reviewed five expenditures and agreed the name, address, and nature of goods or services provided in the Candidate's Campaign finance report.

- Agree the amount of the expenditure to the campaign account bank statement.

**Finding**

We reviewed five expenditures and agreed amounts to the Campaign account bank statements without exception.

- (iii) Determine whether the expenditure was made for a direct campaign purpose. Direct campaign purpose includes, but is not limited to, materials, communications, transportation, supplies and expenses used toward the election of the candidate.

**Finding**

We reviewed five expenditures and determined that all appeared to have been made for direct campaign purposes.

- If the expenditure is a joint expenditure made in conjunction with other candidates, determine that the amount paid represents the candidate's proportionate share of the total cost.

**Finding**

None of the expenditures we tested appeared to be for joint expenditures.

- f) Determine whether any petty cash funds have been established and, if so, determine how expenditures from these funds have been reflected in the accounting records. Determine whether aggregate petty cash funds exceed the limit of \$1,460.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- (i) If applicable, judgmentally select a sample of expenditures made from the candidate's petty cash fund(s) and obtain supporting documentation for the expenditure. Determine whether the expenditure was for a direct campaign expense and whether the expenditure was in excess of the \$160 limit on petty cash expenditures.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- g) Determine whether a legal defense fund has been established.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- (i) If a legal defense fund was established, how was it accounted for?

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- h) Contact the candidate and/or his or her representative(s) to discuss the preliminary engagement findings and recommendations that the Contractor anticipates presenting to the CCEC. During this conference, the Contractor will advise the candidate and/or his or her representative(s) of their right to respond to the preliminary findings and the projected timetable for the issuance of the final issuance of the report.

**Finding**

We discussed our findings with the Candidate and the Candidate did not provide responses to our findings.

**CITIZENS CLEAN ELECTIONS COMMISSION**

**Report on Agreed-Upon Procedures**

**Ray Speakman  
Participating Candidate for  
State Representative - District 26  
General Election 2018**



Independent Accountants' Report on  
Applying Agreed-Upon Procedures

To the Chairman and Members of the  
Citizens Clean Elections Commission  
Phoenix, Arizona

We (the Contractor) have performed the procedures enumerated below, which were specified and agreed to by the State of Arizona Citizens Clean Elections Commission (the Commission), solely to assist the Commission in evaluating whether Ray Speakman (the Candidate) Campaign finance reports for both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) reporting periods were prepared in compliance with Title 16, Articles 1 and 2 of the Arizona Revised Statutes, Campaign Contributions and Expenses, and the Citizens Clean Elections Act, and whether the reports complied with the rules of the Citizens Clean Elections Commission. The Candidate's management is responsible for the General Recap and 4th Quarter Reports. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The summary of procedures and associated findings are presented on the subsequent pages.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the General Recap and 4th Quarter Campaign finance reports of Ray Speakman. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the parties listed in the first paragraph, and is not intended to be and should not be used by anyone other than those specified parties.

*Fester & Chapman, PLLC*

February 11, 2019

## **Summary of Procedures and Findings**

### 1. Preliminary Procedures

- a) Commission Staff will obtain a copy of the candidate's campaign finance report for the reporting period and provide the records to the Contractor.

#### **Finding**

We obtained both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) Campaign finance reports from the Arizona Secretary of State's Website.

- b) Perform a desk review of the receipts reported in the candidate's campaign finance report as follows:
  - (i) Determine whether the candidate accepted contributions only from individuals.

#### **Finding**

No contributions were received during the periods under review.

- (ii) Determine whether any contributions received from individuals exceed the early contribution limit.

#### **Finding**

No contributions were received during the periods under review.

- (iii) Check compliance with the maximum early contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- (iv) Check compliance with the maximum personal contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- c). Perform a desk review of the disbursements reported in the candidate's campaign finance report to identify any unusual items requiring follow-up during fieldwork.

#### **Finding**

We noted no unusual disbursements during our review.

- d). Contact the candidate or the campaign treasurer, as appropriate, to schedule a date to perform fieldwork. Discuss the nature of the documentation, which will be needed to perform the engagement and ascertain the location of the necessary documentation.

**Finding**

We contacted the Candidate to discuss the agreed-upon procedures, the timing of our procedures, and the documentation needed.

2. Fieldwork Procedures

- a) Commission staff will contact the candidate to request the records for agreed-upon procedures attest engagement. Candidates receiving audits after the Primary Election shall provide records from the election cycle through the 3rd Quarter Report. Candidates receiving audits after the General Election shall provide records from the election cycle through the 4th Quarter Report.

**Finding**

Commission staff sent an initial notice of primary audit selection to the Candidate and informed the Candidate that we would be contacting them. We then communicated to the Candidate in a written request, the purpose of the request, agreed-upon procedures to be performed, documentation needed, and potential future requirements of the Candidate.

- b) Commission staff will provide the records to the Contractor upon receipt. The contractor shall contact the candidate and/or his or her representative(s) to discuss the purpose of the engagement, the general procedures to be performed and potential future requirements of the candidate, such as possible repayments to the Fund.

**Finding**

See comment in a) above.

- c) The Contractor shall contact or conduct an interview with the candidate and/or his or her representative(s) to discuss the bookkeeping policies and procedures utilized by the campaign committee.

**Finding**

The Candidate provided a description of bookkeeping policies and procedures utilized by the Campaign Committee.

- (i) Review the names of the candidate's family members. Family members include parents, grandparents, aunt, uncle, child or sibling of the candidate or the candidate's spouse, including the spouse of any of the listed family members regardless of whether the relation is established by marriage or adoption.

**Finding**

We obtained and reviewed the names of the Candidate's family members.

- (ii) Review bank statements for each of the months in the reporting period and perform the following:
  - Select a sample of deposits and withdrawals from the bank statements and determine that the transaction is properly reflected in the candidate's records and campaign finance report.

**Finding**

We selected five withdrawals from the bank statements for the periods under review and determined that they appeared to be properly recorded in the Candidate's Campaign finance reports. There were no deposits on the bank statements during the period under review.

- Perform a proof of receipts and disbursements for the reporting period.

**Finding**

Proof of receipts and disbursements was performed for the reporting period and we noted the following exception: the Candidate's 2018 4th Quarter finance report listed an expense for \$45.94; however, no corresponding withdrawal was made from the Candidate's bank account, resulting in an unreconciled variance of \$45.94.

- d) Judgmentally select a sample of early contributions reported in the candidate's campaign finance report and agree to supporting documentation, which reflects the name of the contributor (for all contributions) and for individuals who contributed greater than \$50, which reflects the contributor's address, occupation and employer.

**Finding**

No contributions were received during the periods under review.

- (i) For other types of cash receipts reported on the candidate's campaign finance report, review supporting documentation and review for compliance with regulatory rules and laws and agree the receipt to inclusion in the campaign account bank statement.

**Finding**

No other types of cash receipts were reported in the Candidate's Campaign finance reports during the periods under review.

- (ii) For in-kind contributions, review the supporting documentation and determine the methodology utilized to value the contribution and assess the reasonableness.

**Finding**

No in-kind contributions were reported in the Candidate's Campaign finance reports during the periods under review.

- e) Judgmentally select a sample of cash expenditures reported in the candidate's campaign finance report and select 100% of Arizona Democratic Party, Maricopa Democratic Party, Pinal County Democratic, Yavapai County Democratic Party expenses for selected candidates, and perform the following:
- (i) Review supporting invoice or other documentation and agree amount to the amount reported in the candidate's finance report.

**Finding**

We reviewed five expenditures and agreed amounts to supporting invoices or other documentation to the Candidate's Campaign finance report.

- (ii) Determine that the name, address and nature of goods or services provided agree to the information reported in the candidate's campaign finance report.

**Finding**

We reviewed five expenditures and agreed the name, address, and nature of goods or services provided in the Candidate's Campaign finance report.

- Agree the amount of the expenditure to the campaign account bank statement.

**Finding**

We reviewed five expenditures and agreed amounts to the Campaign account bank statements with one exception: there was no corresponding withdrawal from the Candidate's Campaign bank account for an expense made out to the Candidate for \$45.94.

- (iii) Determine whether the expenditure was made for a direct campaign purpose. Direct campaign purpose includes, but is not limited to, materials, communications, transportation, supplies and expenses used toward the election of the candidate.

**Finding**

We reviewed five expenditures and determined that all appeared to have been made for direct campaign purposes with one exception: an expense made out to the Candidate for \$45.94 did not appear to be a direct campaign expense.

- If the expenditure is a joint expenditure made in conjunction with other candidates, determine that the amount paid represents the candidate's proportionate share of the total cost.

**Finding**

None of the expenditures we tested appeared to be for joint expenditures.



- f) Determine whether any petty cash funds have been established and, if so, determine how expenditures from these funds have been reflected in the accounting records. Determine whether aggregate petty cash funds exceed the limit of \$1,460.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- (i) If applicable, judgmentally select a sample of expenditures made from the candidate's petty cash fund(s) and obtain supporting documentation for the expenditure. Determine whether the expenditure was for a direct campaign expense and whether the expenditure was in excess of the \$160 limit on petty cash expenditures.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- g) Determine whether a legal defense fund has been established.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- (i) If a legal defense fund was established, how was it accounted for?

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- h) Contact the candidate and/or his or her representative(s) to discuss the preliminary engagement findings and recommendations that the Contractor anticipates presenting to the CCEC. During this conference, the Contractor will advise the candidate and/or his or her representative(s) of their right to respond to the preliminary findings and the projected timetable for the issuance of the final issuance of the report.

**Finding**

We discussed our findings with the Candidate and the Candidate did not provide responses to our findings.

**CITIZENS CLEAN ELECTIONS COMMISSION**

**Report on Agreed-Upon Procedures**

**Sandra Kennedy  
Participating Candidate for  
Corporation Commissioner  
General Election 2018**

**ITEM IV(S)**



Independent Accountants' Report on  
Applying Agreed-Upon Procedures

To the Chairman and Members of the  
Citizens Clean Elections Commission  
Phoenix, Arizona

We (the Contractor) have performed the procedures enumerated below, which were specified and agreed to by the State of Arizona Citizens Clean Elections Commission (the Commission), solely to assist the Commission in evaluating whether Sandra Kennedy (the Candidate) Campaign finance reports for both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) reporting periods were prepared in compliance with Title 16, Articles 1 and 2 of the Arizona Revised Statutes, Campaign Contributions and Expenses, and the Citizens Clean Elections Act, and whether the reports complied with the rules of the Citizens Clean Elections Commission. The Candidate's management is responsible for the General Recap and 4th Quarter Reports. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The summary of procedures and associated findings are presented on the subsequent pages.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the General Recap and 4th Quarter Campaign finance reports of Sandra Kennedy. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the parties listed in the first paragraph, and is not intended to be and should not be used by anyone other than those specified parties.

*Fester & Chapman, PLLC*

February 1, 2019

## **Summary of Procedures and Findings**

### 1. Preliminary Procedures

- a) Commission Staff will obtain a copy of the candidate's campaign finance report for the reporting period and provide the records to the Contractor.

#### **Finding**

We obtained both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) Campaign finance reports from the Arizona Secretary of State's Website.

- b) Perform a desk review of the receipts reported in the candidate's campaign finance report as follows:
  - (i) Determine whether the candidate accepted contributions only from individuals.

#### **Finding**

No contributions were received during the periods under review.

- (ii) Determine whether any contributions received from individuals exceed the early contribution limit.

#### **Finding**

No contributions were received during the periods under review.

- (iii) Check compliance with the maximum early contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- (iv) Check compliance with the maximum personal contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- c). Perform a desk review of the disbursements reported in the candidate's campaign finance report to identify any unusual items requiring follow-up during fieldwork.

#### **Finding**

We noted no unusual disbursements during our review.

- d). Contact the candidate or the campaign treasurer, as appropriate, to schedule a date to perform fieldwork. Discuss the nature of the documentation, which will be needed to perform the engagement and ascertain the location of the necessary documentation.

**Finding**

We contacted the Candidate to discuss the agreed-upon procedures, the timing of our procedures, and the documentation needed.

2. Fieldwork Procedures

- a) Commission staff will contact the candidate to request the records for agreed-upon procedures attest engagement. Candidates receiving audits after the Primary Election shall provide records from the election cycle through the 3rd Quarter Report. Candidates receiving audits after the General Election shall provide records from the election cycle through the 4th Quarter Report.

**Finding**

Commission staff sent an initial notice of primary audit selection to the Candidate and informed the Candidate that we would be contacting them. We then communicated to the Candidate in a written request, the purpose of the request, agreed-upon procedures to be performed, documentation needed, and potential future requirements of the Candidate.

- b) Commission staff will provide the records to the Contractor upon receipt. The contractor shall contact the candidate and/or his or her representative(s) to discuss the purpose of the engagement, the general procedures to be performed and potential future requirements of the candidate, such as possible repayments to the Fund.

**Finding**

See comment in a) above.

- c) The Contractor shall contact or conduct an interview with the candidate and/or his or her representative(s) to discuss the bookkeeping policies and procedures utilized by the campaign committee.

**Finding**

The Candidate provided a description of bookkeeping policies and procedures utilized by the Campaign Committee.

- (i) Review the names of the candidate's family members. Family members include parents, grandparents, aunt, uncle, child or sibling of the candidate or the candidate's spouse, including the spouse of any of the listed family members regardless of whether the relation is established by marriage or adoption.

**Finding**

We obtained and reviewed the names of the Candidate's family members.

- (ii) Review bank statements for each of the months in the reporting period and perform the following:
  - Select a sample of deposits and withdrawals from the bank statements and determine that the transaction is properly reflected in the candidate's records and campaign finance report.

**Finding**

We selected five withdrawals from the bank statements for the periods under review and determined that they appeared to be properly recorded in the Candidate's Campaign finance reports. There were no deposits on the bank statements during the period under review.

- Perform a proof of receipts and disbursements for the reporting period.

**Finding**

Proof of receipts and disbursements was performed for the reporting period and no exceptions were noted.

- d) Judgmentally select a sample of early contributions reported in the candidate's campaign finance report and agree to supporting documentation, which reflects the name of the contributor (for all contributions) and for individuals who contributed greater than \$50, which reflects the contributor's address, occupation and employer.

**Finding**

No contributions were received during the periods under review.

- (i) For other types of cash receipts reported on the candidate's campaign finance report, review supporting documentation and review for compliance with regulatory rules and laws and agree the receipt to inclusion in the campaign account bank statement.

**Finding**

No other types of cash receipts were reported in the Candidate's Campaign finance reports during the periods under review.

- (ii) For in-kind contributions, review the supporting documentation and determine the methodology utilized to value the contribution and assess the reasonableness.

**Finding**

No in-kind contributions were reported in the Candidate's Campaign finance reports during the periods under review.

- e) Judgmentally select a sample of cash expenditures reported in the candidate's campaign finance report and select 100% of Arizona Democratic Party, Maricopa Democratic Party, Pinal County Democratic, Yavapai County Democratic Party expenses for selected candidates, and perform the following:

- (i) Review supporting invoice or other documentation and agree amount to the amount reported in the candidate's finance report.

**Finding**

We reviewed five expenditures and agreed amounts to supporting invoices or other documentation to the Candidate's Campaign finance report.

- (ii) Determine that the name, address and nature of goods or services provided agree to the information reported in the candidate's campaign finance report.

**Finding**

We reviewed five expenditures and agreed the name, address, and nature of goods or services provided in the Candidate's Campaign finance report.

- Agree the amount of the expenditure to the campaign account bank statement.

**Finding**

We reviewed five expenditures and agreed amounts to the Campaign account bank statements without exception.

- (iii) Determine whether the expenditure was made for a direct campaign purpose. Direct campaign purpose includes, but is not limited to, materials, communications, transportation, supplies and expenses used toward the election of the candidate.

**Finding**

We reviewed five expenditures and determined that all appeared to have been made for direct campaign purposes.

- If the expenditure is a joint expenditure made in conjunction with other candidates, determine that the amount paid represents the candidate's proportionate share of the total cost.

**Finding**

None of the expenditures we tested appeared to be for joint expenditures.

- f) Determine whether any petty cash funds have been established and, if so, determine how expenditures from these funds have been reflected in the accounting records. Determine whether aggregate petty cash funds exceed the limit of \$1,460.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- (i) If applicable, judgmentally select a sample of expenditures made from the candidate's petty cash fund(s) and obtain supporting documentation for the expenditure. Determine whether the expenditure was for a direct campaign expense and whether the expenditure was in excess of the \$160 limit on petty cash expenditures.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- g) Determine whether a legal defense fund has been established.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- (i) If a legal defense fund was established, how was it accounted for?

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- h) Contact the candidate and/or his or her representative(s) to discuss the preliminary engagement findings and recommendations that the Contractor anticipates presenting to the CCEC. During this conference, the Contractor will advise the candidate and/or his or her representative(s) of their right to respond to the preliminary findings and the projected timetable for the issuance of the final issuance of the report.

**Finding**

We discussed our findings with the Candidate and the Candidate did not provide responses to our findings.



**CITIZENS CLEAN ELECTIONS COMMISSION**

**Report on Agreed-Upon Procedures**

**Sharon Girard  
Participating Candidate for  
State Senator - District 8  
General Election 2018**

**ITEM IV(T)**



Independent Accountants' Report on  
Applying Agreed-Upon Procedures

To the Chairman and Members of the  
Citizens Clean Elections Commission  
Phoenix, Arizona

We (the Contractor) have performed the procedures enumerated below, which were specified and agreed to by the State of Arizona Citizens Clean Elections Commission (the Commission), solely to assist the Commission in evaluating whether Sharon Girard (the Candidate) Campaign finance reports for both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) reporting periods were prepared in compliance with Title 16, Articles 1 and 2 of the Arizona Revised Statutes, Campaign Contributions and Expenses, and the Citizens Clean Elections Act, and whether the reports complied with the rules of the Citizens Clean Elections Commission. The Candidate's management is responsible for the General Recap and 4th Quarter Reports. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The summary of procedures and associated findings are presented on the subsequent pages.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the General Recap and 4th Quarter Campaign finance reports of Sharon Girard. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the parties listed in the first paragraph, and is not intended to be and should not be used by anyone other than those specified parties.

*Fester & Chapman, PLLC*

February 8, 2019

## **Summary of Procedures and Findings**

### 1. Preliminary Procedures

- a) Commission Staff will obtain a copy of the candidate's campaign finance report for the reporting period and provide the records to the Contractor.

#### **Finding**

We obtained both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) Campaign finance reports from the Arizona Secretary of State's Website.

- b) Perform a desk review of the receipts reported in the candidate's campaign finance report as follows:
  - (i) Determine whether the candidate accepted contributions only from individuals.

#### **Finding**

No contributions were received during the periods under review.

- (ii) Determine whether any contributions received from individuals exceed the early contribution limit.

#### **Finding**

No contributions were received during the periods under review.

- (iii) Check compliance with the maximum early contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- (iv) Check compliance with the maximum personal contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- c). Perform a desk review of the disbursements reported in the candidate's campaign finance report to identify any unusual items requiring follow-up during fieldwork.

#### **Finding**

We noted no unusual disbursements during our review.

- d). Contact the candidate or the campaign treasurer, as appropriate, to schedule a date to perform fieldwork. Discuss the nature of the documentation, which will be needed to perform the engagement and ascertain the location of the necessary documentation.

**Finding**

We contacted the Candidate to discuss the agreed-upon procedures, the timing of our procedures, and the documentation needed.

2. Fieldwork Procedures

- a) Commission staff will contact the candidate to request the records for agreed-upon procedures attest engagement. Candidates receiving audits after the Primary Election shall provide records from the election cycle through the 3rd Quarter Report. Candidates receiving audits after the General Election shall provide records from the election cycle through the 4th Quarter Report.

**Finding**

Commission staff sent an initial notice of primary audit selection to the Candidate and informed the Candidate that we would be contacting them. We then communicated to the Candidate in a written request, the purpose of the request, agreed-upon procedures to be performed, documentation needed, and potential future requirements of the Candidate.

- b) Commission staff will provide the records to the Contractor upon receipt. The contractor shall contact the candidate and/or his or her representative(s) to discuss the purpose of the engagement, the general procedures to be performed and potential future requirements of the candidate, such as possible repayments to the Fund.

**Finding**

See comment in a) above.

- c) The Contractor shall contact or conduct an interview with the candidate and/or his or her representative(s) to discuss the bookkeeping policies and procedures utilized by the campaign committee.

**Finding**

The Candidate provided a description of bookkeeping policies and procedures utilized by the Campaign Committee.

- (i) Review the names of the candidate's family members. Family members include parents, grandparents, aunt, uncle, child or sibling of the candidate or the candidate's spouse, including the spouse of any of the listed family members regardless of whether the relation is established by marriage or adoption.

**Finding**

We obtained and reviewed the names of the Candidate's family members.

- (ii) Review bank statements for each of the months in the reporting period and perform the following:
  - Select a sample of deposits and withdrawals from the bank statements and determine that the transaction is properly reflected in the candidate's records and campaign finance report.

**Finding**

We selected five withdrawals from the bank statements for the periods under review and determined that they appeared to be properly recorded in the Candidate's Campaign finance reports with the following exception: one withdrawal dated 12/5/18 for \$792.15 was not listed on the Candidate's Campaign finance reports. There were no deposits on the bank statements during the periods under review.

- Perform a proof of receipts and disbursements for the reporting period.

**Finding**

Proof of receipts and disbursements was performed for the reporting period and we noted the following exception: a refund paid to the Commission in the amount of \$792.15 was not reported in the Candidate's Campaign finance reports, and the Campaign finance reports listed a \$0.00 ending balance, resulting in an unreconciled variance of \$792.15.

- d) Judgmentally select a sample of early contributions reported in the candidate's campaign finance report and agree to supporting documentation, which reflects the name of the contributor (for all contributions) and for individuals who contributed greater than \$50, which reflects the contributor's address, occupation and employer.

**Finding**

No contributions were received during the periods under review.

- (i) For other types of cash receipts reported on the candidate's campaign finance report, review supporting documentation and review for compliance with regulatory rules and laws and agree the receipt to inclusion in the campaign account bank statement.

**Finding**

No other types of cash receipts were reported in the Candidate's Campaign finance reports during the periods under review.

- (ii) For in-kind contributions, review the supporting documentation and determine the methodology utilized to value the contribution and assess the reasonableness.

**Finding**

No in-kind contributions were reported in the Candidate's Campaign finance reports during the periods under review.

- e) Judgmentally select a sample of cash expenditures reported in the candidate's campaign finance report and select 100% of Arizona Democratic Party, Maricopa Democratic Party, Pinal County Democratic, Yavapai County Democratic Party expenses for selected candidates, and perform the following:

- (i) Review supporting invoice or other documentation and agree amount to the amount reported in the candidate's finance report.

**Finding**

We reviewed five expenditures and agreed amounts to supporting invoices or other documentation to the Candidate's Campaign finance report.

- (ii) Determine that the name, address and nature of goods or services provided agree to the information reported in the candidate's campaign finance report.

**Finding**

We reviewed five expenditures and agreed the name, address, and nature of goods or services provided in the Candidate's Campaign finance report.

- Agree the amount of the expenditure to the campaign account bank statement.

**Finding**

We reviewed five expenditures and agreed amounts to the Campaign account bank statements without exception.

- (iii) Determine whether the expenditure was made for a direct campaign purpose. Direct campaign purpose includes, but is not limited to, materials, communications, transportation, supplies and expenses used toward the election of the candidate.

**Finding**

We reviewed five expenditures and determined that all appeared to have been made for direct campaign purposes.

- If the expenditure is a joint expenditure made in conjunction with other candidates, determine that the amount paid represents the candidate's proportionate share of the total cost.

**Finding**

None of the expenditures we tested appeared to be for joint expenditures.

- f) Determine whether any petty cash funds have been established and, if so, determine how expenditures from these funds have been reflected in the accounting records. Determine whether aggregate petty cash funds exceed the limit of \$1,460.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- (i) If applicable, judgmentally select a sample of expenditures made from the candidate's petty cash fund(s) and obtain supporting documentation for the expenditure. Determine whether the expenditure was for a direct campaign expense and whether the expenditure was in excess of the \$160 limit on petty cash expenditures.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- g) Determine whether a legal defense fund has been established.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- (i) If a legal defense fund was established, how was it accounted for?

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- h) Contact the candidate and/or his or her representative(s) to discuss the preliminary engagement findings and recommendations that the Contractor anticipates presenting to the CCEC. During this conference, the Contractor will advise the candidate and/or his or her representative(s) of their right to respond to the preliminary findings and the projected timetable for the issuance of the final issuance of the report.

**Finding**

We discussed our findings with the Candidate and the Candidate provided a response as attached below. We did not apply any procedures to the Candidate's response and, accordingly, we are not reporting on them.

From: Michael Carroll, Treasurer, Girard4AZSenate Campaign Committee

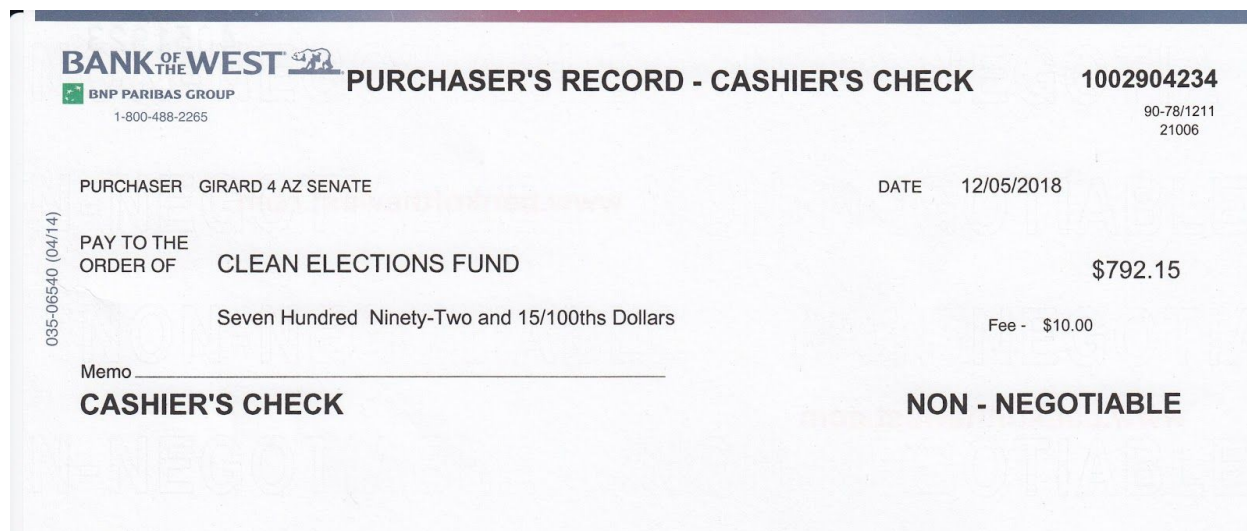
Date: February 4, 2019


Re: Response to Clean Elections Audit Report

I agree with everything said in the report but would like to clarify one item. In Section 2 Fieldwork Procedures, item c) subitem (ii) mentions that "one withdrawal dated 12/5/18 for \$792.15 was not listed on the Candidate's Campaign finance reports." This is correct but misleading. The amount in question was the surplus in the bank account, after the Secretary of State's online system reported a zero balance. The system does not permit the entry of any additional disbursements once the balance is zero. Finance reports contain only transactions recorded in the system. This withdrawal is listed in no report because the system does not permit it to be.

Secondly, the Audit Report does not mention how the \$792.15 was disposed of. It was sent via cashier's check to the Clean Elections Fund per Mike Becker's instructions. A copy of the canceled check was included in the documentation provided to the auditor. An image of the purchaser's record is below.

In all other respects the Audit Report appears to me to be complete and accurate.



**BANK OF THE WEST**  **PURCHASER'S RECORD - CASHIER'S CHECK** **1002904234**  
BNP PARIBAS GROUP 1-800-488-2265 90-78/1211 21006

PURCHASER GIRARD 4 AZ SENATE DATE 12/05/2018

PAY TO THE ORDER OF CLEAN ELECTIONS FUND \$792.15

Seven Hundred Ninety-Two and 15/100ths Dollars Fee - \$10.00

Memo \_\_\_\_\_

**CASHIER'S CHECK** **NON - NEGOTIABLE**

035-06540 (04/14)



**CITIZENS CLEAN ELECTIONS COMMISSION**

**Report on Agreed-Upon Procedures**

**Valerie Harris  
Participating Candidate for  
State Representative - District 22  
General Election 2018**

**ITEM IV(U)**



Independent Accountants' Report on  
Applying Agreed-Upon Procedures

To the Chairman and Members of the  
Citizens Clean Elections Commission  
Phoenix, Arizona

We (the Contractor) have performed the procedures enumerated below, which were specified and agreed to by the State of Arizona Citizens Clean Elections Commission (the Commission), solely to assist the Commission in evaluating whether Valerie Harris (the Candidate) Campaign finance reports for both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) reporting periods were prepared in compliance with Title 16, Articles 1 and 2 of the Arizona Revised Statutes, Campaign Contributions and Expenses, and the Citizens Clean Elections Act, and whether the reports complied with the rules of the Citizens Clean Elections Commission. The Candidate's management is responsible for the General Recap and 4th Quarter Reports. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The summary of procedures and associated findings are presented on the subsequent pages.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the General Recap and 4th Quarter Campaign finance reports of Valerie Harris. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the parties listed in the first paragraph, and is not intended to be and should not be used by anyone other than those specified parties.

*Fester & Chapman, PLLC*

February 25, 2019

## **Summary of Procedures and Findings**

### 1. Preliminary Procedures

- a) Commission Staff will obtain a copy of the candidate's campaign finance report for the reporting period and provide the records to the Contractor.

#### **Finding**

We obtained both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) Campaign finance reports from the Arizona Secretary of State's Website.

- b) Perform a desk review of the receipts reported in the candidate's campaign finance report as follows:
  - (i) Determine whether the candidate accepted contributions only from individuals.

#### **Finding**

No contributions were received during the periods under review.

- (ii) Determine whether any contributions received from individuals exceed the early contribution limit.

#### **Finding**

No contributions were received during the periods under review.

- (iii) Check compliance with the maximum early contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- (iv) Check compliance with the maximum personal contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- c). Perform a desk review of the disbursements reported in the candidate's campaign finance report to identify any unusual items requiring follow-up during fieldwork.

#### **Finding**

We noted no unusual disbursements during our review.

- d). Contact the candidate or the campaign treasurer, as appropriate, to schedule a date to perform fieldwork. Discuss the nature of the documentation, which will be needed to perform the engagement and ascertain the location of the necessary documentation.

**Finding**

We contacted the Candidate to discuss the agreed-upon procedures, the timing of our procedures, and the documentation needed.

2. Fieldwork Procedures

- a) Commission staff will contact the candidate to request the records for agreed-upon procedures attest engagement. Candidates receiving audits after the Primary Election shall provide records from the election cycle through the 3rd Quarter Report. Candidates receiving audits after the General Election shall provide records from the election cycle through the 4th Quarter Report.

**Finding**

Commission staff sent an initial notice of primary audit selection to the Candidate and informed the Candidate that we would be contacting them. We then communicated to the Candidate in a written request, the purpose of the request, agreed-upon procedures to be performed, documentation needed, and potential future requirements of the Candidate.

- b) Commission staff will provide the records to the Contractor upon receipt. The contractor shall contact the candidate and/or his or her representative(s) to discuss the purpose of the engagement, the general procedures to be performed and potential future requirements of the candidate, such as possible repayments to the Fund.

**Finding**

See comment in a) above.

- c) The Contractor shall contact or conduct an interview with the candidate and/or his or her representative(s) to discuss the bookkeeping policies and procedures utilized by the campaign committee.

**Finding**

The Candidate provided a description of bookkeeping policies and procedures utilized by the Campaign Committee.

- (i) Review the names of the candidate's family members. Family members include parents, grandparents, aunt, uncle, child or sibling of the candidate or the candidate's spouse, including the spouse of any of the listed family members regardless of whether the relation is established by marriage or adoption.

**Finding**

We obtained and reviewed the names of the Candidate's family members.

- (ii) Review bank statements for each of the months in the reporting period and perform the following:
  - Select a sample of deposits and withdrawals from the bank statements and determine that the transaction is properly reflected in the candidate's records and campaign finance report.

**Finding**

We selected five withdrawals from the bank statements for the periods under review and determined that they appeared to be properly recorded in the Candidate's Campaign finance reports. There were no deposits on the bank statements during the period under review.

- Perform a proof of receipts and disbursements for the reporting period.

**Finding**

Proof of receipts and disbursements was performed for the reporting period and no exceptions were noted.

- d) Judgmentally select a sample of early contributions reported in the candidate's campaign finance report and agree to supporting documentation, which reflects the name of the contributor (for all contributions) and for individuals who contributed greater than \$50, which reflects the contributor's address, occupation and employer.

**Finding**

No contributions were received during the periods under review.

- (i) For other types of cash receipts reported on the candidate's campaign finance report, review supporting documentation and review for compliance with regulatory rules and laws and agree the receipt to inclusion in the campaign account bank statement.

**Finding**

No other types of cash receipts were reported in the Candidate's Campaign finance reports during the periods under review.

- (ii) For in-kind contributions, review the supporting documentation and determine the methodology utilized to value the contribution and assess the reasonableness.

**Finding**

No in-kind contributions were reported in the Candidate's Campaign finance reports during the periods under review.

- e) Judgmentally select a sample of cash expenditures reported in the candidate's campaign finance report and select 100% of Arizona Democratic Party, Maricopa Democratic Party, Pinal County Democratic, Yavapai County Democratic Party expenses for selected candidates, and perform the following:

- (i) Review supporting invoice or other documentation and agree amount to the amount reported in the candidate's finance report.

**Finding**

We reviewed five expenditures and agreed amounts to supporting invoices or other documentation to the Candidate's Campaign finance report.

- (ii) Determine that the name, address and nature of goods or services provided agree to the information reported in the candidate's campaign finance report.

**Finding**

We reviewed five expenditures and agreed the name, address, and nature of goods or services provided in the Candidate's Campaign finance report.

- Agree the amount of the expenditure to the campaign account bank statement.

**Finding**

We reviewed five expenditures and agreed amounts to the Campaign account bank statements without exception.

- (iii) Determine whether the expenditure was made for a direct campaign purpose. Direct campaign purpose includes, but is not limited to, materials, communications, transportation, supplies and expenses used toward the election of the candidate.

**Finding**

We reviewed five expenditures and determined that all appeared to have been made for direct campaign purposes.

- If the expenditure is a joint expenditure made in conjunction with other candidates, determine that the amount paid represents the candidate's proportionate share of the total cost.

**Finding**

None of the expenditures we tested appeared to be for joint expenditures.

- f) Determine whether any petty cash funds have been established and, if so, determine how expenditures from these funds have been reflected in the accounting records. Determine whether aggregate petty cash funds exceed the limit of \$1,460.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- (i) If applicable, judgmentally select a sample of expenditures made from the candidate's petty cash fund(s) and obtain supporting documentation for the expenditure. Determine whether the expenditure was for a direct campaign expense and whether the expenditure was in excess of the \$160 limit on petty cash expenditures.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- g) Determine whether a legal defense fund has been established.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- (i) If a legal defense fund was established, how was it accounted for?

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- h) Contact the candidate and/or his or her representative(s) to discuss the preliminary engagement findings and recommendations that the Contractor anticipates presenting to the CCEC. During this conference, the Contractor will advise the candidate and/or his or her representative(s) of their right to respond to the preliminary findings and the projected timetable for the issuance of the final issuance of the report.

**Finding**

We discussed our findings with the Candidate and the Candidate did not provide responses to our findings.

**CITIZENS CLEAN ELECTIONS COMMISSION**

**Report on Agreed-Upon Procedures**

**Jennifer Samuels  
Participating Candidate for  
State Representative - District 15  
General Election 2018**

**ITEM IV(V)**





Independent Accountants' Report on  
Applying Agreed-Upon Procedures

To the Chairman and Members of the  
Citizens Clean Elections Commission  
Phoenix, Arizona

We (the Contractor) have performed the procedures enumerated below, which were specified and agreed to by the State of Arizona Citizens Clean Elections Commission (the Commission), solely to assist the Commission in evaluating whether Jennifer Samuels (the Candidate) Campaign finance reports for both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) reporting periods were prepared in compliance with Title 16, Articles 1 and 2 of the Arizona Revised Statutes, Campaign Contributions and Expenses, and the Citizens Clean Elections Act, and whether the reports complied with the rules of the Citizens Clean Elections Commission. The Candidate's management is responsible for the General Recap and 4th Quarter Reports. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The summary of procedures and associated findings are presented on the subsequent pages.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the General Recap and 4th Quarter Campaign finance reports of Jennifer Samuels. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the parties listed in the first paragraph, and is not intended to be and should not be used by anyone other than those specified parties.

*Fester & Chapman, PLLC*

February 21, 2019

## **Summary of Procedures and Findings**

### 1. Preliminary Procedures

- a) Commission Staff will obtain a copy of the candidate's campaign finance report for the reporting period and provide the records to the Contractor.

#### **Finding**

We obtained both the General Recap (October 21, 2018 to November 6, 2018) and the 2018 4th Quarter (October 21, 2018 to December 31, 2018) Campaign finance reports from the Arizona Secretary of State's Website.

- b) Perform a desk review of the receipts reported in the candidate's campaign finance report as follows:
  - (i) Determine whether the candidate accepted contributions only from individuals.

#### **Finding**

No contributions were received during the periods under review.

- (ii) Determine whether any contributions received from individuals exceed the early contribution limit.

#### **Finding**

No contributions were received during the periods under review.

- (iii) Check compliance with the maximum early contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- (iv) Check compliance with the maximum personal contribution limits.

#### **Finding**

No contributions were received during the periods under review.

- c). Perform a desk review of the disbursements reported in the candidate's campaign finance report to identify any unusual items requiring follow-up during fieldwork.

#### **Finding**

We noted no unusual disbursements during our review.

- d). Contact the candidate or the campaign treasurer, as appropriate, to schedule a date to perform fieldwork. Discuss the nature of the documentation, which will be needed to perform the engagement and ascertain the location of the necessary documentation.

**Finding**

We contacted the Candidate to discuss the agreed-upon procedures, the timing of our procedures, and the documentation needed.

2. Fieldwork Procedures

- a) Commission staff will contact the candidate to request the records for agreed-upon procedures attest engagement. Candidates receiving audits after the Primary Election shall provide records from the election cycle through the 3rd Quarter Report. Candidates receiving audits after the General Election shall provide records from the election cycle through the 4th Quarter Report.

**Finding**

Commission staff sent an initial notice of primary audit selection to the Candidate and informed the Candidate that we would be contacting them. We then communicated to the Candidate in a written request, the purpose of the request, agreed-upon procedures to be performed, documentation needed, and potential future requirements of the Candidate.

- b) Commission staff will provide the records to the Contractor upon receipt. The contractor shall contact the candidate and/or his or her representative(s) to discuss the purpose of the engagement, the general procedures to be performed and potential future requirements of the candidate, such as possible repayments to the Fund.

**Finding**

See comment in a) above.

- c) The Contractor shall contact or conduct an interview with the candidate and/or his or her representative(s) to discuss the bookkeeping policies and procedures utilized by the campaign committee.

**Finding**

The Candidate provided a description of bookkeeping policies and procedures utilized by the Campaign Committee.

- (i) Review the names of the candidate's family members. Family members include parents, grandparents, aunt, uncle, child or sibling of the candidate or the candidate's spouse, including the spouse of any of the listed family members regardless of whether the relation is established by marriage or adoption.

**Finding**

We obtained and reviewed the names of the Candidate's family members.

- (ii) Review bank statements for each of the months in the reporting period and perform the following:
  - Select a sample of deposits and withdrawals from the bank statements and determine that the transaction is properly reflected in the candidate's records and campaign finance report.

**Finding**

We selected five withdrawals from the bank statements for the periods under review and determined that they appeared to be properly recorded in the Candidate's Campaign finance reports with the following exception: one withdrawal tested for \$622.06 dated 11/7/18 was not found on the Candidate's Campaign finance reports. One deposit tested (entire population) for \$95.67 dated 11/9/18 was not found on the Candidate's Campaign finance reports.

- Perform a proof of receipts and disbursements for the reporting period.

**Finding**

Proof of receipts and disbursements was performed for the reporting period with the following exceptions: (a) an expenditure listed on the Campaign finance reports for \$20.41 was not listed on the Campaign bank account statements; (b) one deposit for \$95.67 and two withdrawals totaling \$1,020.74 were listed on the Campaign bank account statements, but were not listed on the Campaign finance reports. The net result of these differences was an unreconciled variance of \$904.66.

- d) Judgmentally select a sample of early contributions reported in the candidate's campaign finance report and agree to supporting documentation, which reflects the name of the contributor (for all contributions) and for individuals who contributed greater than \$50, which reflects the contributor's address, occupation and employer.

**Finding**

No contributions were received during the periods under review.

- (i) For other types of cash receipts reported on the candidate's campaign finance report, review supporting documentation and review for compliance with regulatory rules and laws and agree the receipt to inclusion in the campaign account bank statement.

**Finding**

No other types of cash receipts were reported in the Candidate's Campaign finance reports during the periods under review.

- (ii) For in-kind contributions, review the supporting documentation and determine the methodology utilized to value the contribution and assess the reasonableness.

**Finding**

No in-kind contributions were reported in the Candidate's Campaign finance reports during the periods under review.

- e) Judgmentally select a sample of cash expenditures reported in the candidate's campaign finance report and select 100% of Arizona Democratic Party, Maricopa Democratic Party, Pinal County Democratic, Yavapai County Democratic Party expenses for selected candidates, and perform the following:
- (i) Review supporting invoice or other documentation and agree amount to the amount reported in the candidate's finance report.

**Finding**

We reviewed five expenditures and agreed amounts to supporting invoices or other documentation to the Candidate's Campaign finance report.

- (ii) Determine that the name, address and nature of goods or services provided agree to the information reported in the candidate's campaign finance report.

**Finding**

We reviewed five expenditures and agreed the name, address, and nature of goods or services provided in the Candidate's Campaign finance report.

- Agree the amount of the expenditure to the campaign account bank statement.

**Finding**

We reviewed five expenditures and agreed amounts to the Campaign account bank statements with the following exception: an expenditure for \$20.41 dated 11/6/18 was not listed on the Campaign account bank statements.

- (iii) Determine whether the expenditure was made for a direct campaign purpose. Direct campaign purpose includes, but is not limited to, materials, communications, transportation, supplies and expenses used toward the election of the candidate.

**Finding**

We reviewed five expenditures and determined that all appeared to have been made for direct campaign purposes.

- If the expenditure is a joint expenditure made in conjunction with other candidates, determine that the amount paid represents the candidate's proportionate share of the total cost.

**Finding**

None of the expenditures we tested appeared to be for joint expenditures.

- f) Determine whether any petty cash funds have been established and, if so, determine how expenditures from these funds have been reflected in the accounting records. Determine whether aggregate petty cash funds exceed the limit of \$1,460.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- (i) If applicable, judgmentally select a sample of expenditures made from the candidate's petty cash fund(s) and obtain supporting documentation for the expenditure. Determine whether the expenditure was for a direct campaign expense and whether the expenditure was in excess of the \$160 limit on petty cash expenditures.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a petty cash fund during the periods under review.

- g) Determine whether a legal defense fund has been established.

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- (i) If a legal defense fund was established, how was it accounted for?

**Finding**

Based on inquiry of the Candidate, the Candidate did not establish a legal defense fund during the periods under review.

- h) Contact the candidate and/or his or her representative(s) to discuss the preliminary engagement findings and recommendations that the Contractor anticipates presenting to the CCEC. During this conference, the Contractor will advise the candidate and/or his or her representative(s) of their right to respond to the preliminary findings and the projected timetable for the issuance of the final issuance of the report.

**Finding**

We discussed our findings with the Candidate and the Candidate did not provide responses to our findings.

**STATE OF ARIZONA  
CITIZENS CLEAN ELECTIONS COMMISSION**

MUR 18-07

One Arizona dba Sunlight Arizona

**STATEMENT OF REASONS OF THE EXECUTIVE DIRECTOR**

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On behalf of the Citizens Clean Elections Commission (“Commission”), the Executive Director hereby provides the following Statement of Reasons why there is reason to believe that a violation of the Citizens Clean Elections Act and Commission rules (collectively, the “Act”) may have occurred.

**I. Procedural Background**

On July 27, 2018, Brett Moll and Michael Francis (“Complainants”) filed a complaint (“Complaint”) against One Arizona, doing business as Sunlight Arizona (“Respondent”) alleging the Respondent violated the Clean Elections Act, namely A.R.S. §§ 16-941(D) and 16-958. The Complaint alleges that Sunlight Arizona is expressly advocating against the election or reelection of four Republican candidates for the Arizona State Senate, Sylvia Tenney Allen, Frank Pratt, J.D. Mesnard, and Kate Brophy-McGee and therefore should register as a political committee and file campaign finance reports as prescribed by law. On August 17, 2018, through its attorney James E. Barton II, Respondent submitted a response to the Complaint.

**II. Alleged Violations**

A. The Complaint alleges that the Respondent expressly advocated for the defeat of the above-mentioned state Senate candidates via direct mail pieces as

well as through social media, specifically Facebook, without filing as a political committee and without filing campaign finance reports. The social media posts and direct mail pieces were disbursed in June of 2018 and focus on three distinct issues; education, energy, and predatory lending. The pieces in question ask the recipients of the pieces to contact the state legislators identified on the piece and urge them to “help Arizona’s students,” “stop putting Arizona families’ financial future at risk,” and “protect Arizona’s future and hold irresponsible corporations accountable.”

### **III. Analysis**

#### **A. Relevant Evidentiary Standard**

At this preliminary stage in Commission proceedings, the Commission need only find that there may be reason to believe that the Respondent has committed a violation of the Act or Rules. Ariz. Admin. Code R2-20-208(A).

#### **B. Relevant Legal Standard**

The Clean Elections Act defines expressly advocates, in relevant part as an advertisement

[1.] Making a general public communication, such as in a broadcast medium, newspaper, magazine, billboard or direct mailer

[2.] referring to one or more clearly identified candidates and

[3.] targeted to the electorate of that candidate(s)



[4.] that in context can have no reasonable meaning other than to advocate the election or defeat of the candidate(s), as evidenced by factors such as the presentation of the candidate(s) in a favorable or unfavorable light, the targeting, placement or timing of the communication or the inclusion of statements of the candidate(s) or opponents. A.R.S. § 16-901.01(A)(2).

However, such a communication “shall not be considered as one that expressly advocates merely because it presents information about the voting record or position on a campaign issue of three or more candidates, so long as it is not made in coordination with a candidate, political party, agent of the candidate or party or a person who is coordinating with a candidate or candidate's agent.” *Id.* § 16-901.01(B).

The controlling case for reporting under this standard is *Committee for Justice in Fairness v. Arizona Secretary of State's Office (CJF)*, 235 Ariz. 347 (App. 2014). There, the Court held that an advertisement, targeted at the general electorate of a candidate who, while not identified as a candidate for the office sought, was nevertheless unambiguously a candidate for the office sought, run immediately before the election, but criticizing prior actions, did expressly advocate defeat. *Id.* at 354-55 (citing A.R.S. § 16-901(9)).

The U.S. Supreme Court case *Federal Election Commission v. Wisconsin Right to Life (WRTL)*, 551 U.S. 449 (2007) is persuasive authority here. That case dealt with when an absolute ban on express advocacy could be imposed, in the

context of the greater scrutiny that absolute bans require. *Id.* at 464-65. That case held that, in order to impose a ban on express advocacy under the then-existing federal standard, the advertisement in question must, objectively be the functional equivalent of express advocacy “only if the ad is susceptible of no reasonable interpretation other than as an appeal to vote for or against a specific candidate.” *Id.* at 470.

Respondents make no effort to distinguish the variety of advertisements in the complaint. Rather, they make the blanket assertion that under the Act (A.R.S. § 16-901.01), *CJF*, and *WRTL*, each advertisement is “issue advocacy” for which no reporting is required. Respondent’s arguments, however, ignore key differences in both *CJF* and *WRTL*.

First, Respondents assert that “[t]he mailers do not identify any of the elected officials as candidates.” Response at 2. However, *CJF* makes clear that under Arizona law, a candidate is clearly identified not based on a reference to their status as candidates but whether when the advertisement was run the candidate(s) “had been clearly identified to the general populace” as candidates for the State Senate. 235 Ariz. at 354. Indeed, Representative Mesnard was the unopposed candidate for the LD17 State Senate seat GOP nomination. The same is true for Senator Pratt in Legislative District 8. Senator Brophy McGee was a candidate for the LD28 State Senate seat GOP nomination. Senator Sylvia Allen at one point faced potential opposition for the GOP nomination, but that did not

materialize. All would face Democratic opponents in the general election. All had filed the paperwork necessary to be candidates for state Senate in their respective districts. In other words, each elected official had been identified to their districts as candidates. *See CJF*, 235 Ariz. at 354.

Respondents also attempt to distinguish *CJF* on the basis that the advertisement there was “aired days before the identified individual was to leave the office allegedly the target of the ad.” Response at 3. However, the former Superintendent targeted by the *CJF* ads would serve in office for two months after the November election. Thus, this distinction is not consistent with the context of *CJF*. This argument also does not distinguish the mailers, which according to Complainants were sent after the 2018 legislative session adjourned. After the legislative session adjourns in an election year, unless the Governor calls the Legislature back into special session to address specific topics, legislators will not propose or vote on any further legislation unless they are re-elected to serve another term. Thus, Respondents attempt to distinguish the mailers from *CJF* based on the timing fails.

Respondents argue that their purpose was exactly like the Appellants in *WRTL*—“to educate constituents.” Response at 3. They focus on language in *WRTL* spelling out “content . . . consistent with that of a genuine issue ad.” Response at 3 (quoting *WRTL*). However, unlike the ads in *WRTL*, the mailers do “take a position on a candidate’s character, qualifications, or fitness for office.”

For example, the mailers regarding Senator Brophy McGee place text immediately adjacent to her picture stating:

***State Lawmakers Should Represent Our Interests***

*State lawmakers make important decisions that affect our daily lives. It's important that they create policies that help all Arizonans, not just the powerful few.*

This language, taken in context, appears to express a view on the “candidate’s character, qualifications, or fitness of office.” The same language and juxtaposition appears in the mailers regarding Representative Mesnard, for instance.

Accordingly, Respondents have provided insufficient distinctions, at this stage of Commission proceedings, for the Commission to conclude that the mailers and internet ads in question are issue advocacy rather than express advocacy. Rather, the timing, context and content of the advertisements appear to fall within the scope of A.R.S. § 16-901.01 and *CJF*.

Other material within the context of the pieces confirms this analysis. The mail piece that was directed at State Senator Brophy McGee clearly states “State Senator Brophy McGee voted for a budget that failed to cap class sizes,” and then asks the recipient of the mail piece to “Vote to reduce class sizes in 2019!” a specific call to action that *occurs after the election*. Additionally, as noted above, the mail pieces and the social media posts were delivered and posted in June, a month after the State Legislature had adjourned sine die leaving no way for State representatives or State Senators to draft bills or vote on bills as requested by the

mail piece and social media post. Additionally, the pieces in question present the stated elected official in an unfavorable light as the recipient of the piece is told that the elected official “voted FOR HB 2434, which DEREGULATES ‘innovative financial products,’ weakens consumer protections, and opens the door to more predatory lending.”

Based on the definition of express advocacy and the facts stated above, I recommend the Commission find a reason to believe that a violation occurred.

### **Recommendation**

If the Commission finds reason to believe that a violation of a statute or rule over which the Commission has jurisdiction has occurred, the Commission shall then conduct an investigation. Ariz. Admin. Code R2-20-209(A). The Commission may authorize the Executive Director to subpoena all of the Respondent’s records documenting disbursements, debts, or obligations to the present, and may authorize an audit.

Upon expiration of the fourteen (14) days, if the Commission finds that the alleged violator remains out of compliance, the Commission shall make a public finding to that effect and issue an order assessing a civil penalty in accordance with A.R.S. § 16-942, unless the Commission publishes findings of fact and conclusions of law expressing good cause for reducing or excusing the penalty. A.R.S. § 16-957(B).

After fourteen (14) days and upon completion of the investigation, the Executive Director will recommend whether the Commission should find probable cause to believe that a violation of a statute or rule over which the Commission has jurisdiction has occurred. Ariz. Admin. Code R2-20-214(A). Upon a finding of probable cause that the alleged violator remains out of compliance, by an affirmative vote of at least three (3) of its members, the Commission may issue an order and assess civil penalties pursuant to A.R.S. § 16-957(B). Ariz. Admin. Code R2-20-217.

Dated this \_\_\_\_th day of September, 2018.

By: \_\_\_\_\_  
Thomas M. Collins, Executive Director

**STATE OF ARIZONA**

**CITIZENS CLEAN ELECTIONS COMMISSION**

In the Matter of:

One Arizona, Respondent

MUR No. 18-07

**CONCILIATION AGREEMENT**

Pursuant to ARS § 16-957(A), the Citizens Clean Elections Commission (the "Commission"), One Arizona (Respondent) enter this Conciliation Agreement (the "Conciliation Agreement") in the manner described below:

- A. One Arizona did not file certain reports required by the Commission related to spending on behalf certain candidates. The Commission found that these failures demonstrate there is reason to believe Respondent may have committed a violation of the Citizens Clean Elections Act and Commission rules (collectively, the "Act").
- B. A.R.S. § 16-941(D) states that "any person who makes independent expenditures related to a particular office" in excess of certain amounts must report such expenditures to the Secretary of State. A.R.S. § 16-956(A)(7) provides that the Commission has authority to enforce the Act and Rules, to include the assessment of penalties that apply for failure to file reports.
- C. The Commission received a Complaint regarding Respondent's failure to file a report required by A.R.S. § 16-941, -958.
- D. In response to the Reason to Believe determination, Respondent complied voluntarily with requests for information, while reserving its right to appeal whether the

expenditures involved constituted "express advocacy" requiring reports under the Act and Rules. See A.R.S. § 16-901.01.

- E. This Conciliation Agreement concludes the Commission's enforcement proceeding respecting the Complaint based on the conditions below and constitutes a waiver of the Respondent's right to appeal.

WHEREFORE, the Commission enters the following orders in lieu of any other action regarding this matter:

1. The Commission has jurisdiction over persons subject to ARS 16-941(D) and 16-958, including political committees. Respondent disputes that its spending was "express advocacy" and thus Respondent maintains that it was not required to file.
2. Pursuant to A.R.S. §§ 16-941(D) and -958 any person who makes an independent expenditure above a threshold set forth in the Clean Elections Act must file reports required by the person and that under A.R.S. § 16-942(B) the statutory penalty for any reporting violation on behalf of a candidate is up to \$320 per day up to twice the value of the unreported amount. Respondent disputes that its expenditures was subject to the reporting requirements set forth in A.R.S. §§ 16-941(D) and -958.
3. Respondent agrees to settle this matter for \$5,200, in addition to the other provisions herein. This amount represents a mitigated fine based, in part, on the facts stated in paragraphs A –E.
4. To satisfy the debt amount acknowledged above, Respondent shall pay to the Commission 21 days after execution of this document.
5. Respondent shall file Independent Expenditure Reports with the Commission by 21 days after execution of this document. These reports shall indicate spending per candidate if possible, but if not possible shall identify all candidates included in a particular purchase. The Executive Director shall have one week from the filings to object to the sufficiency of the filing and request amendments to the filings. If the spending cannot indicate the amount per candidate, Respondent shall so certify under



RECOMMENDED CONCILIATION AGREEMENT (Pending Comm'n Approval/Disapproval)

oath on the Form. Additionally, Respondent may include a statement of its objection to reporting requirement's application on the Forms.

6. All payments shall be made by check or money order payable to the Citizens Clean Elections Fund and delivered to the Citizens Clean Elections Commission, 1616 West Adams, Suite 110, Phoenix, Arizona, 85007.

7. The Commission shall not commence any legal action against Respondent to collect the claims so long as they are not in default.

8. Respondent shall be in default of this Agreement upon the occurrence of any of the following:

a. Respondent fails to make any payment required hereunder within five (5) working days following the date due;

b. Respondent files a petition under the bankruptcy laws or any creditor of the Respondent files any petition under said laws against the Respondent;

c. Any creditor of Respondent commences a foreclosure action to foreclose (by suit or trustee sale) on real property of the Respondent or commences garnishment, attachment, levy or execution against the Respondent's property; or;

d. Respondent provides false information to the Commission.

e. Respondent fails to abide by any provision of this agreement.

9. In the event of default hereunder, at the option of the Commission, all unpaid amounts hereunder shall be immediately due and payable and the Commission may pursue additional penalties mitigated by this agreement. In addition, interest shall accrue on the unpaid balance from the date that the payments become due and payable. Interest shall accrue at the statutory rate of ten percent (10%) pursuant to A.R.S. § 44-1201(A).

10. Nothing contained in this Agreement shall be construed to prevent any state agency which issues licenses for any profession from requiring that the debt in issue be paid in full before said agency will issue Respondent a new license.

RECOMMENDED CONCILIATION AGREEMENT (Pending Comm'n Approval/Disapproval)

11. The Commission may waive any condition of default without waiving any other condition of default and without waiving its rights to full, timely future performance of the conditions waived.
12. In the event legal action is necessary to enforce collection hereunder, Respondent shall additionally pay all costs and expenses of collection, including without limitation, reasonable attorneys' fees in an amount equal to thirty-five percent (35%) of monies recovered.
13. Respondent acknowledges that all obligations payable pursuant to this Agreement constitute a fine, penalty, or forfeiture payable to and for the benefit of a governmental unit, and not compensation for actual pecuniary loss; and that pursuant to 11 USC § 523 such obligations are not subject to discharge in bankruptcy.
14. This Agreement shall be construed under the laws of the State of Arizona.
15. In the event that any paragraph or provision hereof shall be ruled unenforceable, all other provisions hereof shall be unaffected thereby.
16. This Agreement shall constitute the entire agreement between the parties regarding the subject matter. This Agreement shall not be modified or amended except in a writing signed by all parties hereto.
17. This Agreement shall not be subject to assignment.
18. No delay, omission or failure by the Commission to exercise any right or power hereunder shall be construed to be a waiver or consent of any breach of any of the terms of this Agreement by the Respondent.
19. By entering into this Agreement, the Respondent does not waive any rights, claims, defenses or arguments in any subsequent proceeding before the Commission or any agency, court or other tribunal.
20. Respondent has obtained independent legal advice in connection with the execution of this Agreement or have freely chosen not to do so. Any rule construing this Agreement against the drafter is inapplicable and is waived.

RECOMMENDED CONCILIATION AGREEMENT (Pending Comm'n Approval/Disapproval)

21. This Agreement shall be void unless executed by the Respondent and delivered to the Commission not later than March 11, 2019, or such other time as agreed between the Respondent and the Executive Director in a writing.

22. All proceedings commenced by the Commission in this matter will be terminated and the matter closed upon receipt of the final payment of the civil penalty and compliance with the other terms set forth in this Agreement.

Dated this \_\_\_\_ day \_\_\_\_, 2019.

By: \_\_\_\_\_  
Thomas M. Collins, Executive Director  
Citizens Clean Elections Commission

By: \_\_\_\_\_  
Respondent