# SAGUARO SPRINGS
# COMMUNITY FACILITIES DISTRICT
# BOARD OF DIRECTORS
# MEETING NOTICE AND AGENDA

11555 W. Civic Center Drive, Marana, Arizona 85653
Council Chambers, June 18, 2019 at or after 6:00 PM

Ed Honea, Chairman
Jon Post, Vice Chair
David Bowen, Board Member
Patti Comerford, Board Member
Herb Kai, Board Member
John Officer, Board Member
Roxanne Ziegler, Board Member

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Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Saguaro Springs Community Facilities District (CFD) Board and to the general public that the Saguaro Springs CFD Board will hold a meeting open to the public on June 18, 2019, at 6:00 PM located in the Council Chambers, of the Marana Municipal Complex, 11555 W. Civic Center Drive, Marana, Arizona.

ACTION MAY BE TAKEN BY THE SAGUARO SPRINGS COMMUNITY FACILITIES DISTRICT BOARD ON ANY ITEM LISTED ON THIS AGENDA. Revisions to the agenda can occur up to 24 hours prior to the meeting. Revised agenda items appear in *italics*.

**As a courtesy to others, please turn off or put in silent mode all pagers and cell phones.**

**Speaking at Meetings**

If you are interested in speaking to the Saguaro Springs CFD Board during the Call to the Public, you must fill out a speaker card located in the lobby outside the municipal complex and deliver it to the Clerk prior to the convening of the meeting.

All persons attending the Saguaro Springs CFD Board meeting, whether speaking or not, are expected to observe the Saguaro Springs CFD Board rules of politeness, propriety, decorum and good conduct. Any person interfering with the meeting in any way, or acting rudely or loudly will be removed from the meeting and will not be allowed to return.

**Accessibility**

To better serve the citizens of Marana and others attending our meetings, the Council Chambers

are wheelchair and handicapped accessible. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the Town Clerk at (520) 382-1999. Requests should be made as early as possible to arrange the accommodation.

**Agendas**
Copies of the Agenda are available the day of the meeting in the lobby outside the Council Chambers or online at www.maranaAZ.gov, by clicking on Agendas and Minutes. For questions about the board meetings, special services or procedures, please contact the Town Clerk, at 382-1999, Monday through Friday from 8:00 AM to 5:00 PM.

This Notice and Agenda posted no later than 24 hours prior to the meeting, at the Marana Municipal Complex, 11555 W. Civic Center Drive, the Marana Operations Center, 5100 W. Ina Road, and at www.maranaAZ.gov under Agendas and Minutes.

# SAGUARO SPRINGS COMMUNITY FACILITIES DISTRICT BOARD MEETING

## CALL TO ORDER AND ROLL CALL

## PLEDGE OF ALLEGIANCE

## APPROVAL OF AGENDA

## CALL TO THE PUBLIC

At this time any member of the public is allowed to address the Saguaro Springs CFD Board on any issue within its jurisdiction, except for items scheduled for a Public Hearing at this meeting. The speaker may have up to three minutes to speak. Any persons wishing to address the Saguaro Springs CFD Board must complete a speaker card located in the lobby and deliver it to the District Clerk prior to the commencement of the meeting. Individuals addressing a meeting at the Call to the Public will not be provided with electronic technology capabilities beyond the existing voice amplification and recording capabilities in the facilities. Pursuant to the Arizona Open Meeting Law, at the conclusion of Call to the Public, individual members of the Saguaro Springs CFD Board may respond to criticism made by those who have addressed the Saguaro Springs CFD Board and may ask staff to review the matter, or may ask that the matter be placed on a future agenda.

## BOARD ACTION

1. **A1** **PUBLIC HEARING: Resolution No. SSCFD 2019-02**: A Resolution of the District Board of the Saguaro Springs Community Facilities District, Pima County, Arizona, approving the final budget by the Saguaro Springs Community Facilities District Board for the fiscal year beginning July 1, 2019 and ending June 30, 2020 (Yiannis Kalaitzidis)

2. **A2** Approval of the Saguaro Springs Community Facilities District Board Summary Minutes of May 21, 2019 and June 19, 2018 (Cherry L. Lawson)

**EXECUTIVE SESSIONS**

Pursuant to A.R.S. § 38-431.03, the Saguaro Springs CFD Board may vote to go into executive session, which will not be open to the public, to discuss certain matters.

**E1** Executive Session pursuant to A.R.S. §38-431.03 (A), the Saguaro Springs CFD Board may ask for discussion or consideration, or consultation with designated Board representatives, or consultation for legal advice with the Board's legal counsel, concerning any matter listed on this agenda for any of the reasons listed in A.R.S. §38-431.03 (A).

**ADJOURNMENT**

**Saguaro Springs Community Facilities District** **A1**

**Meeting Date:** 06/18/2019

**From:** Yiannis Kalaitzidis, Finance Director

**Date:** June 18, 2019

**Subject:** **PUBLIC HEARING: Resolution No. SSCFD 2019-02**: A Resolution of the District Board of the Saguaro Springs Community Facilities District, Pima County, Arizona, approving the final budget by the Saguaro Springs Community Facilities District Board for the fiscal year beginning July 1, 2019 and ending June 30, 2020 (Yiannis Kalaitzidis)

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**Discussion:**

On May 21, 2019, the Board of Directors adopted a tentative budget for Saguaro Springs Community Facilities District (SSCFD).

The tentative and final budget include an ad valorem tax levy of $2.80 per one hundred ($100) of assessed valuation. The levy comprises $0.30 for operations and maintenance and $2.50 for debt service. The Budget includes funding for the possible acquisition of eligible public infrastructure through the issuance of new general obligation bonds of up to $1,250,000.

After conducting a public hearing, the District Board is being asked to adopt Resolution No. SSCFD 2019-02, adopting the final budget and establishing an ad valorem tax levy of $2.80 per one hundred ($100) of assessed valuation for FY 2019-2020 for operations and maintenance.

**Financial Impact:**

| | |
|---|---|
| Fiscal Year: | 2020 |
| Budgeted Y/N: | Y |
| Amount: | $1,664,150 |

Establishment of the final budget for fiscal year 2019-2020.

**Staff Recommendation:**

Staff recommends adoption of Resolution No. SSCFD 2019-02, adopting the final budget for fiscal year 2019-2020.

**Suggested Motion:**

I move to adopt Resolution No. SSCFD 2019-02, adopting the final budget for the Saguaro Springs Community Facilities District for fiscal year 2019-2020.

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**Attachments**

Resolution No. SSCFD 2019-02

Saguaro Springs CFD Final Budget

Saguaro Springs CFD Published Notice

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**RESOLUTION NO. SSCFD 2019-02**

A RESOLUTION OF THE DISTRICT BOARD OF THE SAGUARO SPRINGS COMMUNITY FACILITIES DISTRICT, PIMA COUNTY, ARIZONA, APPROVING THE FINAL BUDGET BY THE SAGUARO SPRINGS COMMUNITY FACILITIES DISTRICT BOARD FOR THE FISCAL YEAR BEGINNING JULY 1, 2019 AND ENDING JUNE 30, 2020.

WHEREAS, in accordance with Title 48, Section 716, Arizona Revised Statutes, and following public notice, the Board met on May 21, 2019 at which meeting any taxpayer in the District was privileged to appear and be heard in favor of or against any of the proposed expenditures or tax levies; and

WHEREAS, it appears that publication has been duly made, as required by law, of said proposed budget together with a notice that the District Board would meet on June 18, 2019, at or after 6:00 P.M., in the council chambers of the Town of Marana Civic Center, 11555 W. Civic Center Drive, Marana, Arizona, for the purpose of making tax levies as set forth in said estimates; and

NOW THEREFORE, BE IT RESOLVED that the Saguaro Springs Community Facilities District budget in the amount of $1,664,150 is hereby adopted as the budget of the Saguaro Springs Community Facilities District, Pima County, Arizona for the fiscal year 2019-2020.

PASSED AND ADOPTED by the District Board of Saguaro Springs Community Facilities District, Pima County, Arizona, this 18th day of June, 2019.

_____
Ed Honea, District Chairman

ATTEST:

_____
Cherry L. Lawson, District Clerk

APPROVED AS TO FORM:

_____
Frank Cassidy, District Counsel

Attachment: Statements & Schedules

**SAGUARO SPRINGS COMMUNITY FACILITIES DISTRICT (SSCFD)**
**TENTATIVE BUDGET AND SUMMARY SCHEDULE OF ESTIMATED REVENUES AND EXPENDITURES**
**FISCAL YEAR 2019-20**

| REVENUES | FY 2019 Adopted Budget | FY 2019 Amended Budget | FY 2019 Estimated Actual | FY 2020 Budget |
|---|---|---|---|---|
| Property Tax - General (Operating) | $ 30,554 | $ 30,554 | $ 30,096 | $ 43,810 |
| Property Tax- Secondary (Debt Service) | 254,613 | 254,613 | 250,794 | 365,087 |
| Developer Contributions | 106,833 | 106,833 | - | - |
| **Total Revenues** | 392,000 | 392,000 | 280,890 | 408,897 |
| **EXPENDITURES** | | | | |
| CFD Administration | 10,000 | 10,000 | 1,645 | 10,000 |
| Costs of Issuance | 450,000 | 450,000 | 314,002 | 125,000 |
| Accounting/Auditing | 2,500 | 2,500 | 1,250 | 2,500 |
| Public Notification Expenses | 2,000 | 2,000 | 92 | 2,000 |
| Consultant Services | 15,000 | 15,000 | - | 15,000 |
| Outside Legal Counsel | 10,000 | 10,000 | - | 10,000 |
| Debt Service | 250,000 | 250,000 | 72,768 | 267,150 |
| Trustee Fees | 2,500 | 2,500 | 150 | 7,500 |
| Capital Improvements Acquisition | 4,000,000 | 4,000,000 | 3,616,367 | 1,125,000 |
| Maintenance and Operation | 50,000 | 50,000 | - | - |
| Replacement Reserve | 100,000 | 100,000 | - | 100,000 |
| **Total Expenditures** | 4,892,000 | 4,892,000 | 4,006,274 | 1,664,150 |
| **Excess (Deficiency) of Revenues Over (Under) Expenditures** | (4,500,000) | (4,500,000) | (3,725,384) | (1,255,253) |
| **Other Financing Sources (Uses)** | | | | |
| Bond Proceeds | 4,500,000 | 4,500,000 | 3,932,744 | 1,250,000 |
| **Total Other Financing Sources** | 4,500,000 | 4,500,000 | 3,932,744 | 1,250,000 |
| Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses | - | - | 207,360 | (5,253) |
| **BEGINNING FUND BALANCE** | 77,487 | 77,487 | 96,494 | 303,854 |
| **ENDING FUND BALANCE** | $ 77,487 | $ 77,487 | $ 303,854 | $ 298,601 |

SAGUARO SPRINGS COMMUNITY FACILITIES DISTRICT
NOTICE OF FILING STATEMENTS AND ESTIMATES
AND
NOTICE OF PUBLIC HEARING

NOTICE OF FILING STATEMENTS AND ESTIMATES OF THE OPERATION AND MAINTENANCE EXPENSES OF SAGUARO SPRINGS COMMUNITY FACILITIES DISTRICT, THE COSTS OF CAPITAL IMPROVEMENTS TO BE FINANCED BY THE AD VALOREM TAX LEVY, AND THE AMOUNT OF ALL OTHER EXPENDITURES FOR PUBLIC INFRASTRUCTURE AND ENHANCED MUNICIPAL SERVICES PROPOSED TO BE PAID FROM THE TAX LEVY AND OF THE AMOUNT TO BE RAISED TO PAY GENERAL OBLIGATION BONDS OF THE DISTRICT; AND NOTICE OF A PUBLIC HEARING ON THE PROPOSED FISCAL YEAR 2019-2020 BUDGET OF THE DISTRICT, INCLUDING A HEARING ON THOSE PORTIONS OF THE STATEMENTS AND ESTIMATES NOT RELATING TO DEBT SERVICE ON GENERAL OBLIGATION BONDS.

Notice is hereby given that statements and estimates have been filed in the Office of the District Clerk of Saguaro Springs Community Facilities District of the operation and maintenance expenses of the District, the costs of capital improvements to be financed by the voter-approved ad valorem tax levy, and the amount of all other expenditures for public infrastructure and enhanced municipal services proposed to be paid from the tax levy and of the amount to be raised to pay general obligation bonds of the District, all of which shall be provided for by the levy and collection of ad valorem taxes on the assessed value of all the real and personal property in the District. Notice is further given of a public hearing on the proposed Fiscal Year 2019-2020 budget of the District, including (but not limited to) a hearing on those portions of the statements and estimates not relating to debt service on general obligation bonds, all pursuant to Arizona Revised Statutes §§48-716 and 48-723. Such hearing will be held by the District Board on Tuesday, June 18, 2019, at or after 6:00 p.m. in the council chambers of the Town of Marana Civic Center, 11555 W. Civic Center Drive, Marana, Arizona. Copies of the budget are available from the Office of the District Treasurer, 11555 W. Civic Center Drive, Town of Marana, Arizona 85653, telephone number: (520) 382-1900.

Dated this 4th day of June, 2019

/s/ Jamsheed Mehta
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District Manager
Saguaro Springs Community Facilities District

Published: June 10th, 2019

**Saguaro Springs Community Facilities District** **A2**

**Meeting Date:** 06/18/2019

**To:** Mayor and Council

**From:** Cherry L. Lawson, Town Clerk

**Date:** June 18, 2019

**Subject:** Approval of the Saguaro Springs Community Facilities District Board Summary Minutes of May 21, 2019 and June 19, 2018 (Cherry L. Lawson)

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**Attachments**

05/21/2019 Saguaro Springs CFD Board of Directors Summary Minutes

06/19/2018 Sagurao Springs CFD Board of Directors Summary Minutes

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**SAGUARO SPRINGS**
**COMMUNITY FACILITIES DISTRICT**
**BOARD OF DIRECTORS MEETING**

11555 W. Civic Center Drive, Marana, Arizona 85653
Council Chambers May 21, 2019, at or after 6:00 PM

Ed Honea, Chairman
Jon Post, Vice Chair
David Bowen, Board Member
Patti Comerford, Board Member
Herb Kai, Board Member
John Officer, Board Member
Roxanne Ziegler, Board Member

**SUMMARY MINUTES**

DRAFT

## CALL TO ORDER AND ROLL CALL:

**Chairman Honea** called the meeting to order at 6:12 pm. **Deputy District Clerk Hilary Hiser** called the roll. Vice Chair Post, present; Board Member Bowen, present; Board Member Comerford, present; Board Member Kai, present; Board Member Officer, present; and Board Member Ziegler, absent**.** A total of six board members were present constituting a quorum.

## PLEDGE OF ALLEGIANCE:

Chairman Honea waived the Pledge of Allegiance to the regularly schedule Marana Town Council Meeting starting at 7:00 p.m.

## APPROVAL OF AGENDA:

***Board Member Kai motioned to approve the agenda, with a second motion provided by Vice Chair Post. The motion passed 6-0, unanimously.***

## CALL TO THE PUBLIC

## BOARD ACTION

**A1** Resolution No. SSCFD 2019-01: A Resolution of the District Board of Saguaro Springs Community Facilities District, a Community Facilities District of Arizona, approving a tentative budget for fiscal year 2019-2020 pursuant to ARS §48-716; setting a public hearing date on said tentative budget; filing statements and estimates of the operation and maintenance expenses of the district, the costs of capital improvements to be financed by the approved ad valorem tax levy, and the amount of all other expenditures for public infrastructure and enhanced municipal services proposed to be paid from the tax levy and of the amount to be raised to pay general obligation bonds of the district, all of which shall be provided for by the levy and collection of ad valorem taxes on the assessed value of all the real and personal property in the district; providing for notice of filing the statements and estimates, and notice of a public hearing on the portions of the statements and estimates not relating to debt service on general obligation bonds; and providing that this resolution shall be effective after its passage and approval according to law (Yiannis Kalaitzidis)

**District Treasurer Yiannis Kalaitzidis** reviewed the district's tentative budget highlighting the proposed estimates for the operations and maintenance of the district. Mr. Kalaitzidis noted that the tentative budget, much like the previous fiscal year, included funding for the possible acquisition of eligible public infrastructure through the issuance of bonds up to $1.25 million in the next budget year. He reported that the district issued almost $4 million in debt financing during the current fiscal year. Mr. Kalaitzidis explained the budget provides for a tax levy of $2.50 per $100 assessed value for debt service, and a tax of $0.30 per $100 assessed value for the operations and maintenance of the district.

**Board Member Comerford** asked if residents would receive an increase during the new fiscal year. Mr. Kalaitzidis responded that the rate is the same as the previous year.

***Board Member Bowen motioned to approve Resolution No. SSCFD 2019-01, with a second motion provided by Board Member Officer. The motion passed 6-0, unanimously***.

**EXECUTIVE SESSIONS**

**E1** Pursuant to A.R.S. § 38-431.03, the Saguaro Springs CFD Board may vote to go into executive session, which will not be open to the public, to discuss certain matters.

**E2** Pursuant to A.R.S. § 38-431.03 (A)(3), the Saguaro Springs CFD Board may ask for discussion or consultation for legal advice with the District Counsel concerning any matter listed on this agenda.

**ADJOURNMENT:**

***Vice Chair Post motioned to adjourn at 6:14 p.m., with a second motion provided by Board Member Bowen. The motion passed 6-0, unanimously.***

**CERTIFICATION**

I hereby certify that the foregoing are the true and correct minutes of the Saguaro Springs CFD Board meeting held on May 21, 2019. I further certify that a quorum was present.

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Hilary H. Hiser, Deputy District Clerk
Saguaro Springs Community Facilities District

DRAFT

**SAGUARO SPRINGS**
**COMMUNITY FACILITIES DISTRICT**
**BOARD OF DIRECTORS MEETING MINUTES**
11555 W. Civic Center Drive, Marana, Arizona 85653
Council Chambers June 19, 2018, at or after 6:00 PM

Ed Honea, Chairman
Jon Post, Vice Chair
David Bowen, Board Member
Patti Comerford, Board Member
Herb Kai, Board Member
John Officer, Board Member
Roxanne Ziegler, Board Member

## SAGUARO SPRINGS COMMUNITY FACILITIES DISTRICT

**CALL TO ORDER AND ROLL CALL. District Chairman Honea** called the meeting to order at 6:43 p.m. **District Clerk Bronson** called roll. Board Member Kai was excused; there was a quorum present.

**PLEDGE OF ALLEGIANCE.** Dispensed with until the regular meeting.

**APPROVAL OF AGENDA.** ***Motion to approve by Vice Chair Post, second by Board Member Bowen. Passed 6-0.***

**CALL TO THE PUBLIC**

**BOARD ACTION**

**A1** PUBLIC HEARING: Resolution No. SSCFD 2018-03: A Resolution of the District Board of the Saguaro Springs Community Facilities District, Pima County, Arizona, approving the final budget for the Saguaro Springs Community Facilities District for the fiscal year beginning July 1, 2018 and ending June 30, 2019 (Erik Montague). **Chairman Honea** opened the public hearing.

**Mr. Montague** noted that the overall development is Saguaro Bloom, but the district is Saguaro Springs. The final budget anticipates an ad valorem tax of $2.80 per $100 of assessed valuation which includes the $.30 in operations and maintenance as well as $2.50 for a secondary property tax. In the current fiscal year, district staff sought authorization to issue up to $4M in general obligation (GO) bonds. As of today, we have successfully sold about $3.8M in bonds. They have been well-received in the market. Because of that, we anticipate a closing early in July, and that will necessitate the levy of the debt component. If approved, the overall budget would be $4,892,000 for the next fiscal year. All notices of the public hearing were properly posted. In response to some questions from Board Member Ziegler regarding the park and who will be paying for it, **Mr. Montague** stated that based on recent meetings, the developer is obligated to pay up to $2.5M which is intended to eventually be reimbursed from the CFD. The ultimate costs of the park have not been determined. A survey was produced for residents, asking which amenities and features they would like to see in the park. So should the cost of all of the elements of the park be more than what funding is available in either the first phase or from other obligations of the developer, staff would be able to identify and prioritize the elements going into the initial phase. The actual cost of the park is dependent upon all of the features in the initial phase. It's his understanding that the intent is to get close to the $2.5M as possible. So certain park elements that are a lower priority based upon the overall survey might not be included as part of the initial phase. He is not aware of any external funding plan for significantly more than the $2.5M. Until the elements are identified and the public bidding process has occurred with the conceptual estimates of cost, we won't know the actual construction costs. **Mr. Montague** responded to a question from Board Member Bowen regarding when the increased tax burden on residents would occur. Mr. Montague concurred that it would be on the fall 2018 statements. He is not aware of any additional outreach to residents beyond the public meetings and information that might have been done through an HOA newsletter and local social media sites. **Chairman Honea** stated that it was his understanding that the pool and clubhouse will be private. If that is the case, those amenities won't be included in the CFD. Mr. Montague confirmed that the developer is contemplating a pool and clubhouse that would be private for residents only and paid for through the HOA fees. There were no further speakers, and **Chairman Honea** closed the public meeting.

***Motion by Vice Chair Post, second by Board Member Ziegler, to approve Resolution No. SSCFD-03. Passed 6-0.***

**A2** Approve Saguaro Springs Community Facilities District Board of Directors Meeting Minutes from October 6, 2015, April 3, 2018 and May 15, 2018 (Jocelyn C. Bronson). ***Motion to approve by Board Member Ziegler, second by Board Member Comerford. Passed 6-0.***

**EXECUTIVE SESSIONS**

Pursuant to A.R.S. § 38-431.03, the Saguaro Springs CFD Board may vote to go into executive session, which will not be open to the public, to discuss certain matters.

**E1** Pursuant to A.R.S. § 38-431.03 (A)(3), the Saguaro Springs CFD Board may ask for discussion or consultation for legal advice with the District Counsel concerning any matter listed on this agenda.

**ADJOURNMENT.** ***Motion to adjourn at 6:54 p.m. by Vice Chair Post, second by Board Member Bowen. Passed 6-0.***

**CERTIFICATION**

I hereby certify that the foregoing are the true and correct minutes of the Saguaro Springs CFD Board meeting held on June 19, 2018. I further certify that a quorum was present.

_____

Jocelyn C. Bronson, Marana Town Clerk

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