

## DISTRICT BOARD MEETING AGENDA

*Pursuant to A.R.S. § 38-431.02 notice is hereby given to the public that the District Board of the Rancho Sahuarita Community Facilities District will hold a regular meeting at the date and time specified below at the Sahuarita Town Hall Council Chambers, 375 West Sahuarita Center Way, Sahuarita, Arizona. Members of the Rancho Sahuarita District Board will attend either in person or by telephone conference call.*

*To better serve our community, the Council Chambers is wheelchair accessible. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the District Clerk's Office at 520-822-8801. Requests should be made no later than three working days prior to the meeting to arrange the accommodation.*

**June 13, 2016**  
**REGULAR MEETING AGENDA**  
**AT OR AFTER 6:30 P.M.**

- 1. Call to Order**
- 2. Roll Call**
- 3. Call to the Public**

*At this time, any member of the public is invited to address the District Board on any issue which is on tonight's Agenda or on any issue which the District Board can lawfully act upon at a future meeting. Written comments regarding any item on the agenda or on any issue which the District Board can lawfully act upon may be submitted prior to the beginning of the meeting for distribution to the District Board. Pursuant to the Arizona Open Meeting Laws, the District may not discuss the items, but individual members of the District may respond to criticism made by those who have addressed the District, may ask staff to review the matter, or may ask that the matter be placed on a future agenda.*

- 4. Consent Agenda**
  - A. Approval of the May 23, 2016 Regular Meeting Minutes.**
- 5. Public hearing and adoption of Resolution No. 2016-0007, approving a final budget for Fiscal Year 2017 in the amount of \$4,230 pursuant to Section 48-716, Arizona Revised Statutes, as amended; ordering that an ad valorem tax be fixed, levied and assessed on the assessed value of all the real and personal property within the boundaries of the district in amounts specified in the filed statements and estimates; providing for certified copies of this resolution and order to be delivered to the Pima County Board of Supervisors and the Arizona Department of Revenue; and providing that this Resolution shall be effective after its passage and approval according to law.**
- 6. Adjournment**

***Action may be taken by the District Board on any item listed on this agenda. The District Board may vote to go into executive session pursuant to A.R.S. § 38-431.03 (A) (3) for discussion or consultation for legal advice with the District Counsel concerning any matter listed on this agenda.***





## DISTRICT BOARD AGENDA COMMUNICATION

**MEETING DATE:** June 13, 2016

**DATE PREPARED:** June 1, 2016

**AGENDA ITEM: 4A**

**TO:** Honorable Chairman and District Board

**FROM:** Lisa Cole, District Clerk

**SUBJECT:** Approval of the May 23, 2016 Rancho Sahuarita Community Facilities District Minutes.

**FINANCIAL / BUDGET SUMMARY**

1. Fund(s) Impacted:
2. Available Budget/Project Capacity (\$):

**STAFF RECOMMENDATION**

Staff recommends approval of the attached minutes.

**SUGGESTED MOTION**

**I move to approve the minutes as submitted or amended.**

**DISCUSSION**

Draft minutes submitted for District Board approval.

**ATTACHMENTS**

1. May 23, 2016 Rancho Sahuarita Community Facilities District Minutes



**RANCHO SAHUARITA COMMUNITY FACILITIES DISTRICT  
MEETING MINUTES  
May 23, 2016**

The District Board of the Rancho Sahuarita Community Facilities District met in the Town Hall Council Chambers, 375 West Sahuarita Center Way, Sahuarita, Arizona on Monday May 23, 2016.

**1. Call to Order**

Chairperson Blumberg called the meeting to order at approximately 6:39 p.m.

**2. Roll Call**

**PRESENT:** District Board Members Kara Egbert, Melissa Hicks, Tom Murphy, Lynne Skelton, Vice Chairperson Bill Bracco and Chairperson Duane Blumberg

**ABSENT:** District Board Member Gil Lusk

**ALSO**

**PRESENT:** District Manager L. Kelly Udall, District Attorney Daniel J. Hochuli, District Treasurer A.C. Marriotti and Leah Cox on behalf of District Clerk Lisa Cole

**3. Call to the Public**

There were no speakers.

**4. Consent Agenda**

**A. Approval of the May 9, 2016 Regular Meeting Minutes.**

**MOTION** was made by Board Member Murphy, seconded by Board Member Skelton to approve the consent agenda. **MOTION CARRIED UNANIMOUSLY** (Board Member Lusk absent).

- 5. Public hearing and discussion of Resolution No. 2016-0007 of the District Board of the Rancho Sahuarita Community Facilities District, approving a Final Budget for Fiscal Year 2017 in the amount of \$4,230.00 pursuant to section 48-716, Arizona Revised Statutes, as amended; ordering that an ad valorem tax be fixed, levied and assessed on the assessed value of all the real and personal property within the boundaries of the District in amounts specified in the filed statement and estimates; providing for certified copies of this resolution and order to be delivered to the Pima County Board of Supervisors and the Arizona Department of Revenue; and providing that this resolution shall be effective after its passage and approval according to law. **NOTE: Final adoption of the FY17 budget and Public Hearing has been postponed to the District Board Meeting of June 13, 2016.****

Mayor Blumberg briefed the council and audience on the postponement of the public hearing and final adoption of the district budget which was postponed to June 13, 2016.

**6. Adjournment**

Chairperson Blumberg adjourned the meeting at approximately 6:42 p.m.

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Chairperson Duane Blumberg

ATTEST:

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Lisa Cole, CMC  
District Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Meeting of the District Board of the Rancho Sahuarita Community Facilities District held on the 23<sup>rd</sup> day of May, 2016. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 13<sup>th</sup> day of June, 2016.

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Lisa Cole, CMC  
District Clerk  
LC:lv



## DISTRICT BOARD AGENDA COMMUNICATION

**MEETING DATE:** June 13, 2016

**DATE PREPARED:** June 1, 2016

**AGENDA ITEM: 5**

**TO:** Honorable Chairman and District Board  
**FROM:** A.C. Marriotti, District Treasurer  
**SUBJECT:** Public hearing and approval of Resolution No. 2016-0007, approving a final budget for Fiscal Year 2017 in the amount of \$4,230 pursuant to Section 48-716, Arizona Revised Statutes, as amended; ordering that an ad valorem tax be fixed, levied and assessed on the assessed value of all the real and personal property within the boundaries of the district in amounts specified in the filed statements and estimates; providing for certified copies of this resolution and order to be delivered to the Pima County Board of Supervisors and the Arizona Department of Revenue; and providing that this Resolution shall be effective after its passage and approval according to law.

**FINANCIAL / BUDGET SUMMARY**

1. Fund(s) Impacted: Rancho Sahuarita CFD
2. Available Budget/Project Capacity (\$): \$4,230

**STAFF RECOMMENDATION**

Staff recommends approval.

**SUGGESTED MOTION**

**I move to adopt Resolution No. 2016-0007.**

**DISCUSSION**

Presented for your approval is the Fiscal year 2017 Budget for the Rancho Sahuarita Community Facilities District in the amount of \$4,230. There have been no changes to the Tentative Budget, which was approved on Resolution 2016-0006 at the May 9<sup>th</sup> Board meeting.

The District, although a legally separate entity, is considered a blended component unit of the Town of Sahuarita for financial reporting purposes. Accordingly, the Town has established a separate fund (i.e., special revenue fund) to incorporate the District's financial records into the Town's financial reporting entity.

Pursuant to our development agreement, the District may levy property taxes up to a rate of \$4.99 per one hundred dollars of assessed valuation. The property tax rate is separated into an operational element and a debt service element. \$0.30 of the rate is used for operational expenditures, maintenance and administrative costs. The remaining \$4.69 is used to pay debt service on general obligation debt incurred by the District.

For 2017, the District will only need to levy a tax rate of \$0.30 for operations and maintenance as there is no outstanding debt obligation. Based upon the District's preliminary net assessed valuation of \$766,533, the District's levy will generate \$2,300 after allowances for uncollected amounts.

**ATTACHMENTS**

1. Resolution No. 2016-0007



**RANCHO SAHUARITA COMMUNITY FACILITIES DISTRICT  
RESOLUTION NO. 2016-0007**

**A RESOLUTION OF THE DISTRICT BOARD OF THE RANCHO SAHUARITA COMMUNITY FACILITIES DISTRICT, A COMMUNITY FACILITIES DISTRICT OF ARIZONA, APPROVING A FINAL BUDGET FOR FISCAL YEAR 2017 IN THE AMOUNT OF \$4,230 PURSUANT TO SECTION 48-716, ARIZONA REVISED STATUTES, AS AMENDED; ORDERING THAT AN AD VALOREM TAX BE FIXED, LEVIED AND ASSESSED ON THE ASSESSED VALUE OF ALL THE REAL AND PERSONAL PROPERTY WITHIN THE BOUNDARIES OF THE DISTRICT IN AMOUNTS SPECIFIED IN THE FILED STATEMENTS AND ESTIMATES; PROVIDING FOR CERTIFIED COPIES OF THIS RESOLUTION AND ORDER TO BE DELIVERED TO THE PIMA COUNTY BOARD OF SUPERVISORS AND THE ARIZONA DEPARTMENT OF REVENUE; AND PROVIDING THAT THIS RESOLUTION SHALL BE EFFECTIVE AFTER ITS PASSAGE AND APPROVAL ACCORDING TO LAW.**

WHEREAS, on April 28, 2014, the Mayor and Council of the Town of Sahuarita, Arizona (the "Town"), adopted Resolution No. 2014-0001 forming Rancho Sahuarita Community Facilities District ("RSCFD"), a community facilities district in accordance with Section 48-701 et seq., Arizona Revised Statutes, as amended; and

WHEREAS, RSCFD is a special purpose district for purposes of Article IX, Section 19, Constitution of Arizona, a tax-levying public improvement district for the purposes of Article XIII, Section 7, Constitution of Arizona, and a municipal corporation for all purposes of Title 35, Chapter 3, Articles 3, 3.1., 3.2, 4 and 5, Arizona Revised Statutes, as amended, and [except as otherwise provided in Section 48-708(B), Arizona Revised Statutes, as amended] is considered to be a municipal corporation and political subdivision of the State of Arizona, separate and apart from the Town; and

WHEREAS, a primary purpose for creating RSCFD was to finance certain public infrastructure needed for the development known as "Rancho Sahuarita" through assessment of ad valorem taxes on all real and personal property within RSCFD; and

WHEREAS, in accordance with Sections 48-719 and 48-723, Arizona Revised Statutes, as amended, a special election was held on August 12, 2014, wherein the qualified electors of RSCFD voted to issue general obligation bonds in the maximum amount of \$60,000,000 to cover costs of public infrastructure purposes and to levy and collect an annual ad valorem tax at a rate not to exceed thirty cents (30¢) per one hundred dollars (\$100) of assessed valuation for operation and maintenance expenses of RSCFD; and

WHEREAS, by Resolution No. 2016-0006, adopted on May 9, 2016, the District Board of RSCFD (a) approved a tentative budget for FY 2017, (b) filed required statements and estimates of operation and maintenance expenses of RSCFD, the costs of capital improvements

to be financed by the authorized 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 RSCFD, (c) set a date for a public hearing on the tentative budget and particularly, on the portions of the statements and estimates not relating to debt service on general obligation bonds, and (d) provided for notice of the filing and of the public hearing date; and

WHEREAS, at the conclusion of the public hearing, the District Board of RSCFD voted to adopt the final budget for FY 2017 by this Resolution No. 2016-0007, and ordered the fixing, levying and assessment of the amounts to be raised by ad valorem taxes.

NOW, THEREFORE, BE IT RESOLVED BY THE DISTRICT BOARD OF THE RANCHO SAHUARITA COMMUNITY FACILITIES DISTRICT AS FOLLOWS:

1. That certain proposed budget prepared by the RSCFD Treasurer for Fiscal Year 2017, attached hereto and expressly made a part hereof as Exhibit "A", is hereby finally adopted.
2. It is hereby ORDERED that, in FY 2017, an ad valorem tax be fixed, levied and assessed on the assessed value of all the real and personal property within the boundaries of RSCFD in the amounts set forth in the statements and estimates attached hereto and expressly made a part hereof as Exhibit "B".
3. Certified copies of the Resolution and Order shall be delivered to Pima County (inasmuch as the tax levy must be filed by the Pima County Board of Supervisors on or before the third Monday in August).
4. If any provision in this Resolution is held invalid by a Court of competent jurisdiction, the remaining provisions shall not be affected but shall continue in full force and effect.
5. This Resolution shall be effective after its passage and approval according to law.

PASSED by the District Board of the Rancho Sahuarita Community Facilities District this 13<sup>th</sup> day of June, 2016.

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Duane Blumberg  
Chairperson, District Board,  
Rancho Sahuarita Community Facilities District

APPROVED AS TO FORM:

ATTEST:

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Daniel J. Hochuli, Rancho Sahuarita  
Community Facilities District Attorney

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Lisa Cole, CMC, Rancho Sahuarita  
Community Facilities District Clerk

EXHIBIT "A"

*Fiscal Year 2017 Rancho Sahuarita Community Facilities District Budget*



## Exhibit "A"

## RANCHO SAHUARITA COMMUNITY FACILITIES DISTRICT

## SPECIAL REVENUE FUND

## SOURCES AND USES OF FUNDS

	2015 Actual Amount	2016			2017 Budget Amount	% Change		
		Adopted Budget	Amended Budget	Estimated Actual		From Amended	From Estimated	
<b>SOURCES</b>								
<b>Revenues:</b>								
Taxes	\$ -	\$ 2,370	\$ 2,370	\$ 2,430	\$ 2,300	-3.0%	100.0%	
Investment Earnings (Losses)	203	300	300	300	250	-16.7%	-16.7%	
Misc-Developer Contributions	548	-	-	-	-	-	-	
<b>Subtotal:</b>	751	2,670	2,670	2,730	2,550	-4.5%	-6.6%	
<b>Other Sources:</b>								
Face amount of long-term debt	-	7,160,000	7,160,000	-	-	-100.0%	-	
<b>Subtotal:</b>	-	7,160,000	7,160,000	-	-	-100.0%	-	
<b>Beginning Fund Balance:</b>								
Restricted for RS CFD	-	200	200	-	1,680	740.0%	100.0%	
<b>Subtotal:</b>	-	200	200	-	1,680	740.0%	100.0%	
<b>TOTAL SOURCES</b>	<b>\$ 751</b>	<b>\$ 7,162,870</b>	<b>\$ 7,162,870</b>	<b>\$ 2,730</b>	<b>\$ 4,230</b>	<b>-99.9%</b>	<b>54.9%</b>	
<b>USES</b>								
<b>Current Expenditures:</b>								
General Government	\$ 751	\$ 1,050	\$ 1,050	\$ 1,050	\$ 1,160	10.5%	10.5%	
<b>Subtotal:</b>	751	1,050	1,050	1,050	1,160	10.5%	10.5%	
<b>Debt Service:</b>								
Debt issuance costs	-	286,400	286,400	-	-	-100.0%	-	
<b>Subtotal:</b>	-	286,400	286,400	-	-	-100.0%	-	
<b>Capital Outlay:</b>								
Infrastructure	-	6,873,600	6,873,600	-	-	-100.0%	-	
<b>Subtotal:</b>	-	6,873,600	6,873,600	-	-	-100.0%	-	
<b>Subtotals Combined:</b>	751	7,161,050	7,161,050	1,050	1,160	-100.0%	10.5%	
<b>Ending Fund Balance:</b>								
Restricted for RS CFD	-	1,820	1,820	1,680	3,070	68.7%	82.7%	
<b>Subtotal:</b>	-	1,820	1,820	1,680	3,070	68.7%	82.7%	
<b>TOTAL USES</b>	<b>\$ 751</b>	<b>\$ 7,162,870</b>	<b>\$ 7,162,870</b>	<b>\$ 2,730</b>	<b>\$ 4,230</b>	<b>-99.9%</b>	<b>54.9%</b>	



## EXHIBIT "B"



EXHIBIT "B"

**FISCAL YEAR 2016/2017 TAX LEVY**

<u>JURISDICTION</u>	<u>ASSESSED VALUATION (AV)</u>	<u>TAX LEVY</u>	<u>TAX RATE (PER \$100 AV)</u>
<b>RANCHO SAHUARITA COMMUNITY FACILITIES DISTRICT</b>			
Secondary	\$766,533		
Maintenance and Operation		\$2,300	\$0.3000
<b>TOTAL SECONDARY</b>		<u>\$2,300</u>	<u>\$0.3000</u>

Tentative Budget  
Fiscal Year 2017  
July 1, 2016 – June 30, 2017

## Budget Process

- 6+ months in the making
- Board / Staff / FIAC

- 3rd public meeting on budget

- Tentative Budget & Public Notice

- Advertised
- Filed with District Clerk
- Made available at Sahuarita Library and website

District Revenues & Sources

Tax Rate

\$.30 / \$100

NAV

Property Taxes

\$2,300

Interest

Earnings

\$250

Beginning

Balances

\$1,680

2017 Budget: \$4,230

District Expenditures  
General  
Government  
\$1,160  
Ending Balances  
\$3,070  
2017 Budget: \$4,230

## Final Steps

- Public hearing
  
- Board opportunity to make reductions or other changes
  
- Resolution
  - Adopts FY2017 Budget: \$4,230
  
  - Establishes Tax Levy Rate @ \$0.30/\$100 NAV
- For operations and maintenance only



# **Tentative Budget Fiscal Year 2017**

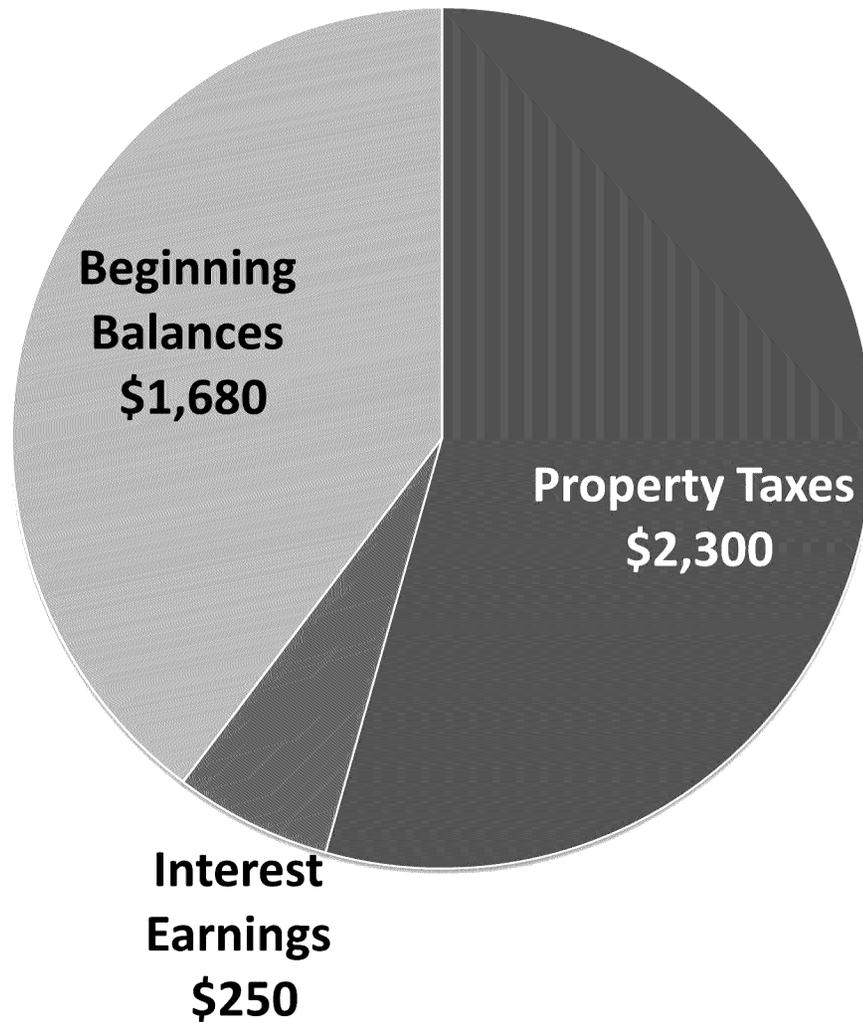
**July 1, 2016 – June 30, 2017**

# Budget Process

- 6+ months in the making
  - Board / Staff / FIAC
- 3<sup>rd</sup> public meeting on budget
- Tentative Budget & Public Notice
  - Advertised
  - Filed with District Clerk
  - Made available at Sahuarita Library and website

# District Revenues & Sources

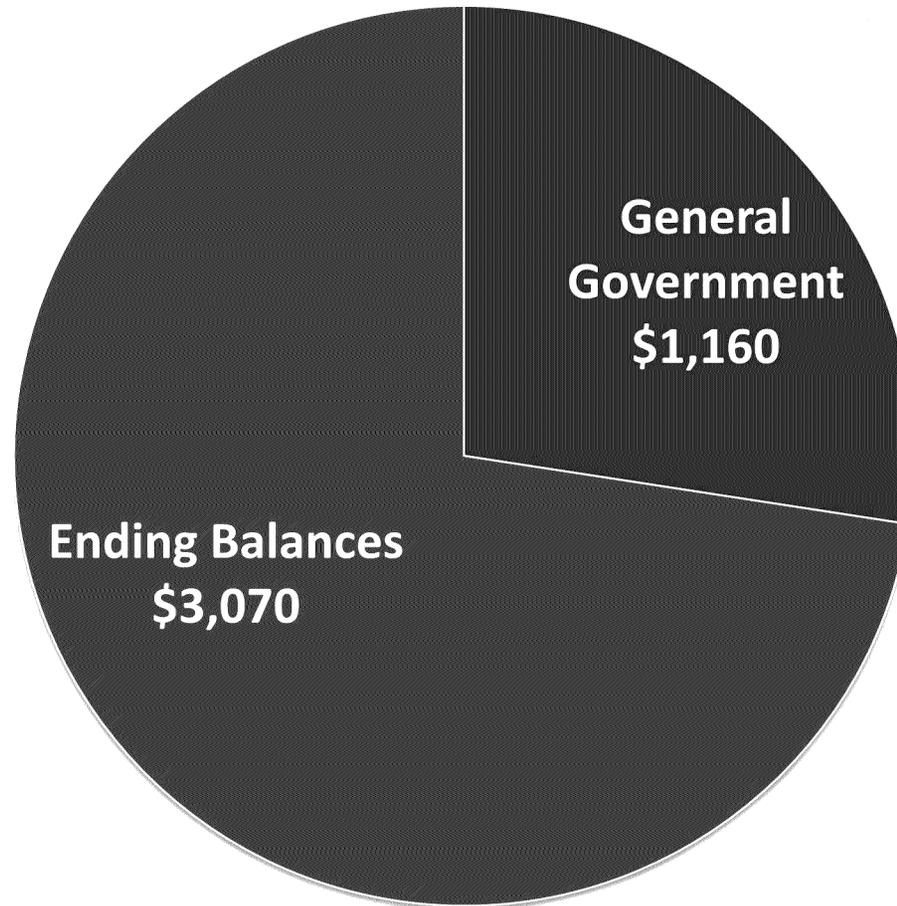
**2017 Budget: \$4,230**



**Tax Rate**  
**\$.30 / \$100**  
**NAV**

# District Expenditures

**2017 Budget: \$4,230**



# Final Steps

- Public hearing
- Board opportunity to make reductions or other changes
- Resolution
  - Adopts FY2017 Budget: \$4,230
  - Establishes Tax Levy Rate @ \$0.30/\$100 NAV
    - For operations and maintenance only