

**NOTICE OF MEETING**  
**SPECIAL MEETING**  
**COTTONWOODS MAINTENANCE DISTRICT**

**District Board Chairman Ginny Dickey**

**Vice Chairman Art Tolis**  
**Director Dennis Brown**  
**Director Sherry Leckrone**

**Director Alan Magazine**  
**Director Mike Scharnow**  
**Director David Spelich**

**TIME: IMMEDIATELY FOLLOWING ADJOURNMENT OF THE EAGLE MOUNTAIN COMMUNITY FACILITIES DISTRICT BOARD SPECIAL MEETING, WHICH BEGINS AT 5:25 P.M.; AND PRIOR TO THE REGULAR MEETING OF THE TOWN OF FOUNTAIN HILLS TOWN COUNCIL**

**WHEN: TUESDAY, MAY 7, 2019**

**WHERE: FOUNTAIN HILLS TOWN HALL – COUNCIL CHAMBERS  
16705 E. AVENUE OF THE FOUNTAINS, FOUNTAIN HILLS, AZ**

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Directors of the District Board of the Cottonwoods Maintenance District will attend either in person or by telephone conference call; a quorum of the Town's various commission, committee or board members may be in attendance at the meeting.

Notice is hereby given that pursuant to A.R.S. §1-602.A.9, subject to certain specified statutory exceptions, parents have a right to consent before the State or any of its political subdivisions makes a video or audio recording of a minor child. Meetings of the District Board of the Cottonwoods Maintenance District are audio and/or video recorded and, as a result, proceedings in which children are present may be subject to such recording. Parents, in order to exercise their rights may either file written consent with the Town Clerk to such recording, or take personal action to ensure that their child or children are not present when a recording may be made. If a child is present at the time a recording is made, the Town will assume that the rights afforded parents pursuant to A.R.S. §1-602.A.9 have been waived.

1. CALL TO ORDER – District Chairman Ginny Dickey
2. ROLL CALL – District Chairman Ginny Dickey
3. CONSIDERATION OF approving the Cottonwoods Maintenance District Board Meeting Minutes of June 19, 2018.
4. PUBLIC HEARING AND CONSIDERATION OF Resolution CMD 2019-01 approving the Tentative Budget of the District for the Fiscal Year beginning July 1, 2019, and ending June 30, 2020, and setting a hearing date for the budget and tax levy.
5. ADJOURNMENT

DATED this 2nd day of May, 2019.

  
Elizabeth A. Burke, MMC, Town Clerk

**TOWN OF FOUNTAIN HILLS  
SPECIAL SESSION OF  
THE DISTRICT BOARD OF THE  
COTTONWOODS MAINTENANCE DISTRICT  
June 19, 2018**

**CALL TO ORDER AND ROLL CALL**

Chair Linda M. Kavanagh called the Special Session to order at 5:33 p.m. in the Fountain Hills Council Chambers.

**ROLL CALL** – Present for roll call were the following members of the District Board of the Eagle Mountain Community Facilities District: Chair Linda M. Kavanagh, Vice Chair Dennis Brown, Boardmember Henry Leger (attended via teleconference call), Boardmember Art Tolis, and Boardmember Alan Magazine. District Manager Grady Miller, District Board Interim Attorney Mitesh, and District Clerk Bevelyn Bender were also present

**CALL TO THE PUBLIC**

District Clerk Bender advised that there were no citizens wishing to speak at this time.

**AGENDA ITEM #1 – CONSIDERATION OF APPROVING THE COTTONWOOD MAINTENANCE DISTRICT BOARD MEETING MINUTES OF JUNE 5, 2018.**

Boardmember Magazine **MOVED** and Vice Chair Brown **SECONDED** a motion to approve the Cottonwood Maintenance District Board meeting minutes of the June 5, 2018.

Ms. Bender advised that there were no citizens wishing to speak at this time.

The motion **CARRIED UNANIMOUSLY** by those members present (6 - 0).

**AGENDA ITEM #2 –CONSIDERATION OF RESOLUTION CMD 2018-03, ASSESSING UPON THE INDIVIDUAL LOTS AND PARCELS WITHIN THE DISTRICT, A CERTAIN SUM SUFFICIENT TO RAISE THE AMOUNT ESTIMATED TO BE REQUIRED IN THE ANNUAL BUDGET, TO PROVIDE FUNDS FOR MAINTENANCE OF CERTAIN PEDESTRIAN AREAS, PARKING AND PARKWAYS, ALL FOR FISCAL YEAR BEGINNING JULY 1, 2018, AND ENDING JUNE 30, 2019.**

District Manager Miller stated Finance Director Craig Rudolphy would provide a brief report. Mr. Rudolphy stated that the Cottonwoods Maintenance District was formed by the Council in June of 1999 for the purpose of maintaining or improving the common areas of the subdivision, which is performed by Town staff. He said the annual cost is repaid through a property tax assessment of \$114.52 per property owner levied by the Town but collected by the County. The estimated levy includes the contract for landscaping as well establishing a reserve for exterior wall maintenance and an additional reserve unplanned maintenance. In response to a question by the Chair, Ms. Bender advised that there were no citizens wishing to speak at this time.

Vice Chair Brown **MOVED** to approve Resolution CMD 2018-03 and Boardmember Yates **SECONDED** the motion, which **CARRIED UNANIMOUSLY** by those members present (6 - 0).

**AGENDA ITEM #3 – ADJOURNMENT**

Boardmember Magazine **MOVED** that the Board adjourn the meeting at 5:35 p.m. and Boardmember DePorter **SECONDED** the motion, which **CARRIED UNANIMOUSLY** by those members present (6 - 0).

**TOWN OF FOUNTAIN HILLS/CMD BOARD**

By \_\_\_\_\_  
Ginny Dickey, District Chairman

ATTEST:

\_\_\_\_\_  
Elizabeth A. Burke, District Clerk

**CERTIFICATION**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Special Session of the Cottonwood Maintenance District (CMD) Board held on the 19<sup>th</sup> day of June 2018, in the Fountain Hills Council Chambers. I further certify that the meeting was duly called and that a quorum was present.

DATED this 7<sup>th</sup> day of May, 2019.

\_\_\_\_\_  
Elizabeth A. Burke, District Clerk



**TOWN OF FOUNTAIN HILLS  
Cottonwoods Maintenance District**

**AGENDA ACTION FORM**

**Meeting Date:** 5/7/2019

**Meeting Type:** Special Session

**Agenda Type:** Regular

**Submitting Department:** Administration

**Staff Contact Information:** Craig Rudolphy, District Finance Director; 480-816-5162; crudolphy@fh.az.gov

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**REQUEST TO DISTRICT BOARD** (Agenda Language):

1. PUBLIC HEARING regarding RESOLUTION CMD 2019-01 approving the Tentative Budget of the District for the fiscal year beginning July 1, 2019, and ending June 30, 2020, providing notification to property owners, and setting a hearing date for the budget and annual assessments.

2. CONSIDERATION of RESOLUTION CMD 2019-01 APPROVING the Tentative Budget of the District for the fiscal year beginning July 1, 2019, and ending June 30, 2020, providing notification to property owners, and setting a hearing date for the budget and annual assessments.

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**Applicant:**

**Applicant Contact Information:**

**Property Location:**

**Related Ordinance, Policy or Guiding Principle:**

**Staff Summary** (background): The Cottonwoods Maintenance District was formed by the Town Council in June 1999 for the purpose of maintaining or improving the common areas of the Cottonwoods subdivision. The Town Council serves as the governing Board for the District. The Maintenance District provides for the maintenance of the common area, which is performed by the Town of Fountain Hills. The annual cost is repaid through an annual property tax assessment of \$114.52 per property owner levied by the Town and collected by Maricopa County. The estimated levy includes the annual contract cost for landscaping as well as establishing a reserve amount for future exterior wall maintenance and an additional reserve for unplanned maintenance.

**Risk Analysis** (options or alternatives with implications):

**Fiscal Impact** (initial and ongoing costs; budget status): \$6,642

**Budget Reference** (page number): pp 323-325

**Funding Source:** NA

If Multiple Funds utilized, list here:

**Budgeted; if No, attach Budget Adjustment Form:** Y  N

**Staff Recommendation(s):** Approve

**SUGGESTED MOTION** (for District Board use): Move to approve Resolution CMD 2019-01.

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Prepared by:

NA 4/29/2019

Director's Approval:

  
Craig Rudolph, District Finance Director 4/29/2019

Approved:

  
Grady E. Miller, District Manager 4/29/2019

**RESOLUTION CMD 2019-01**

A RESOLUTION OF THE BOARD OF THE COTTONWOODS MAINTENANCE DISTRICT, MARICOPA COUNTY, ARIZONA, APPROVING THE TENTATIVE BUDGET OF THE DISTRICT FOR THE FISCAL YEAR BEGINNING JULY 1, 2019, AND ENDING JUNE 30, 2020, AND SETTING A HEARING DATE FOR THE ANNUAL ASSESSMENTS AND BUDGET.

**BE IT RESOLVED** BY THE BOARD OF DIRECTORS OF THE COTTONWOODS MAINTENANCE DISTRICT, as follows:

SECTION 1. The statements and schedules attached as Exhibit A and incorporated herein by this reference are hereby approved for the purpose as hereinafter set forth as the tentative budget for the Cottonwoods Maintenance District, Maricopa County, Arizona (the “District”) for the fiscal year 2019-20. The statements and estimates of the operation and maintenance expenses of the District, the costs of capital improvements and other expenditures for public infrastructure of the District (collectively, the “District Expenditures”) are hereby filed with the District Clerk.

SECTION 2. The District Clerk is hereby authorized and directed to cause to be (i) mailed to the governing body of the Town of Fountain Hills and all persons owning real property within the District and (ii) published in the manner prescribed by law, a notice in substantially the form attached hereto as Exhibit A, that the District Board will meet for the purpose of conducting a hearing for District taxpayers on the statements and estimates of District Expenditures filed with the District Clerk, including the annual assessments and on the adoption of the 2019-20 Annual Budget for the District; said hearing to be conducted on June 4, 2019, at 5:25 p.m. in the District offices (the Council Chambers at Fountain Hills Town Hall), 16705 E. Avenue of the Fountains, Fountain Hills, Arizona 85268. At the conclusion of the hearing, the District Board shall pass upon any objections and shall adopt the Final Budget for the District; final approval of the Tax Levy for the District shall follow on June 18, 2019, at the same time and place.

**PASSED AND ADOPTED** by the Board of Directors of the Cottonwoods Maintenance District on May 7, 2019.

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Ginny Dickey, District Chairperson

**ATTEST:**

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Elizabeth A. Burke, District Clerk

**APPROVED AS TO FORM:**

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Aaron D. Arnson, Pierce Coleman PLLC  
District Counsel

## NOTICE

### COTTONWOODS PROPERTY OWNERS

The taxpayers of the Cottonwoods Maintenance District (the "District") are hereby notified that the Board of Directors will hold a **public meeting on June 4, 2019, at 5:25 p.m.** at the District offices located at 16705 E. Avenue of the Fountains, Fountain Hills, Arizona (the Council Chambers at Fountain Hills Town Hall), when and where any taxpayers of the District will be heard in favor of, or against, any of the proposed expenditures for the District, after which the foregoing estimates as modified or as now existing, will be assessed by the Board of Directors as the basis for the fiscal year 2019-2020 budget. Taxpayers may file written objections at any time prior to the hearing, and the Board of Directors shall hear and pass upon any objections at the hearing.

Copies of the tentative fiscal year 2019-2020 District budget may be viewed prior to the June 4, 2019, meeting at the District Clerk's office, 16705 E. Avenue of the Fountains, Fountain Hills, Arizona 85268, the Town of Fountain Hills website, [www.fh.az.gov](http://www.fh.az.gov), and the Fountain Hills branch of the Maricopa County Library, 12901 N. LaMontana Drive, Fountain Hills, Arizona 85268.

### COTTONWOODS MAINTENANCE DISTRICT PROPOSED BUDGET FISCAL YEAR 2019-2020

	For the Fiscal Year Ended <u>June 30, 2020</u>
<u>Revenues</u>	
Tax Levy at \$114.52 per Property Owner	<u>\$6,642</u>
<b>TOTAL</b>	<b><u>\$6,642</u></b>
<u>Expenses</u>	
Annual Landscape Maintenance Cost	\$4,851
Annual Reserve for Exterior Wall Maintenance	991
Reserve Fund	500
Postage	50
Advertising	<u>250</u>
<b>TOTAL</b>	<b><u>\$6,642</u></b>