

**The Village at Litchfield Park  
Community Facilities District  
Special Meeting  
Agenda**

Litchfield Park Branch Library  
Community Room  
101 W. Wigwam Blvd.  
Litchfield Park, AZ 85340

Wednesday, June 17, 2026

6:00 PM

Members of the Village at Litchfield Park Community Facilities District will attend either in person, by telephone, or video conference call.  
Physical access to the meeting room will be available 30 minutes prior to the meeting.

**I. Call to Order**

- A. The agenda and packet are available at: [www.litchfieldpark.gov](http://www.litchfieldpark.gov)**
- B. A video recording of the meeting can be seen [here](#) the next business day.**

**II. Pledge of Allegiance**

**III. Business**

**A. Approval of Minutes**

***ACTION/COMMENT***

**Presenter:** *Terri Roth, City Clerk*

Discussion and possible action to approve the May 20, 2026 special meeting minutes.

**B. Public Hearing: FY27 Village at Litchfield Park Community Facilities District Budget**

***INFORMATION ONLY***

**Presenter:** *Paige Peterson, Asst. City Mgr./Finance Director*

- 1. Staff Presentation
- 2. Public Comment

Citizens may ask questions, speak for, or speak against the resolution adopting the proposed budget of \$365,220 for fiscal year 2027 for the Village at Litchfield Park Community Facilities District.

**C. Resolution V@LP CFD FY27 Final Budget**

***ACTION/COMMENT***

**Presenter:** *Paige Peterson, Asst. City Mgr./Finance Director*

Discussion and possible action to adopt Resolution V@LP CFD 26-51 Final Budget FY27.

**IV. Executive Session**

- A. An Executive Session may be called during the public meeting on any item on this agenda pursuant to A.R.S. § 38431.03(A)(3) for the purpose of receiving legal advice.

**V. Adjournment**

Thomas L. Schoaf, District Chair

**Affidavit of Posting**

I, Terri Roth, MMC, District Clerk. do hereby certify that I caused to be posted a true and correct copy of this agenda for the Village at Litchfield Park Community Facilities District meeting of Wednesday, June 17, 2026, in the following place in the City of Litchfield Park:

1. City Hall, outside bulletin board
2. City Website

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Terri Roth, MMC, District Clerk

Persons with special accessibility needs should contact City Hall, (623) 935-5033, at least 48 hours prior to the meeting.



**THE VILLAGE AT  
LITCHFIELD PARK  
COMMUNITY FACILITIES  
DISTRICT  
COMMUNICATION**

**Business Item III.A  
Approval of Minutes**

**To:** The Village at Litchfield Park Community Facilities District Members  
**From:** Terri Roth, City Clerk  
**Meeting Date:** 6/17/2026

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**RECOMMENDED MOTION:**  
**MOVE TO APPROVE THE MAY 20, 2026 SPECIAL MEETING MINUTES**

**BACKGROUND/DISCUSSION:**  
N/A

**STAFF RECOMMENDATION:**  
Staff recommends approval.

**FINANCIAL IMPACT:**  
N/A

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**ATTACHMENTS:**  
1. 052026 V@LP CFD Minutes - DRAFT

**I. Call to Order**

The meeting was held in the Library Community Room and called to order by Chair Schoaf at 6:00 PM. A video recording of the meeting can be viewed [here](#).

**Present:** Chair Thomas L. Schoaf, Vice Chair Paul Faith, Board Member Suzanne Allen, Board Member Lisa Brainard Watson, Board Member Ron Clair, Board Member Andrew Fraser, Board Member Justin James

**Staff:** Matthew Williams, District Manager; Terri Roth, District Clerk (Zoom); Joe Estes, District Attorney; Paige Peterson, Asst. District Mgr./Director of Finance; Maria Ceaglske, Deputy District Clerk; Keith Drunasky, City Engineer; Randy Proch, Planning Director; Lisa Adams Williams, Director of Human Resources; Tricia Kramer, Director of Recreation and Community Services; Yosha Brunson Kuhl, Communications Director; Dawn Morocco, IT Specialist.

**II. Pledge of Allegiance**

Council Member Allen led the Pledge of Allegiance.

**III. Business**

**A. Approval of Minutes**

**APPROVED**

**MOVE TO APPROVE THE JULY 8, 2025 SPECIAL MEETING MINUTES**

**MOVER** Board Member Brainard Watson, **SECONDER** Board Member James

**AYE:** Chair Schoaf, Vice Chair Faith, Board Member Allen, Board Member Brainard Watson, Board Member Clair, Board Member Fraser, Board Member James

**7 - 0 - 0 Passed**

**B. The Village at Litchfield Park CFD Tentative Budget for FY27**

**APPROVED**

**MOVE TO ADOPT THE TENTATIVE BUDGET AND ESTIMATES OF ASSESSMENTS FOR FISCAL YEAR 2027 FOR THE VILLAGE AT LITCHFIELD PARK COMMUNITY FACILITIES DISTRICT AND AUTHORIZE STAFF TO PUBLISH THE NOTICE OF BUDGET AND TAX LEVY PUBLIC HEARING FOR JUNE 17, 2026**

**MOVER** Board Member Clair, **SECONDER** Board Member Brainard Watson

**AYE:** Chair Schoaf, Vice Chair Faith, Board Member Allen, Board Member Brainard Watson, Board Member Clair, Board Member Fraser, Board Member James

**7 - 0 - 0 Passed**

**IV. Executive Session**

This item was not held.

**V. Adjournment**

Chair Schoaf adjourned the special meeting at 6:06 PM.

**APPROVED:**

\_\_\_\_\_  
Thomas L. Schoaf, District Chair

**CERTIFICATION**

I, Terri Roth, MMC, District Clerk. hereby certify that the foregoing minutes are a true and correct copy of the minutes of the special meeting of the Village at Litchfield Park Community Facilities District of the City of Litchfield Park held on Wednesday, May 20, 2026. I further certify that the meeting was duly called and held and that a quorum was present.

\_\_\_\_\_  
Terri Roth, MMC, District Clerk



**THE VILLAGE AT  
LITCHFIELD PARK  
COMMUNITY FACILITIES  
DISTRICT  
COMMUNICATION**

**Business Item III.B  
Public Hearing: FY27 Village at  
Litchfield Park Community  
Facilities District Budget**

**To:** Mayor Thomas L. Schoaf and Members of the City Council  
**From:** Paige Peterson, Asst. City Manager/Director of Finance  
**Through:** Matthew Williams, City Manager  
**Meeting Date:** 6/17/2026  
**Presenter:** Paige Peterson, Asst. City Mgr./Finance Director

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**RECOMMENDED MOTION:**

N/A

**BACKGROUND/DISCUSSION:**

N/A

**STAFF RECOMMENDATION:**

N/A

**FINANCIAL IMPACT:**

N/A

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**ATTACHMENTS:**



**THE VILLAGE AT  
LITCHFIELD PARK  
COMMUNITY FACILITIES  
DISTRICT  
COMMUNICATION**

**Business Item III.C  
Resolution V@LP CFD FY27 Final  
Budget**

**To:** Mayor Thomas L. Schoaf and Members of the City Council  
**From:** Paige Peterson, Asst. City Manager/Director of Finance  
**Through:** Matthew Williams, City Manager  
**Meeting Date:** 6/17/2026  
**Presenter:** Paige Peterson, Asst. City Mgr./Finance Director

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**RECOMMENDED MOTION:**

**MOVE TO ADOPT RESOLUTION V@LP CFD 26-51 THE FINAL BUDGET AND ESTIMATES OF ASSESSMENTS FOR FISCAL YEAR 2027 FOR THE VILLAGE AT LITCHFIELD PARK COMMUNITY FACILITIES DISTRICT.**

**BACKGROUND/DISCUSSION:**

This motion adopts the Village at Litchfield Park CFD budget for Fiscal Year 2027. There will be no tax levy for Fiscal Year 2027 as there is sufficient funds available to pay the final debt payment.

Annually, the CFD Board is required to adopt a budget and related assessment for the Village at Litchfield Park CFD. All property owners within the district are collectively assessed each year to cover the cost of the debt service payment of the District. For Fiscal Year 2027, no assessment is required and the final payment will be paid in July 2026. The CFD debt service expense for FY2027 is \$365,220.

The estimated remaining reserve fund is approximately \$41,716. This will be held until all property tax assessments have been received and all the Qasimyer settlement payments have been made.

**STAFF RECOMMENDATION:**

Adopt the final budget for FY2027.

**FINANCIAL IMPACT:**

There is no financial impact on the general fund or general operations of the City. The CFD assessments and reserve fund contributions cover 100% of the debt service and operating expenditures of the district.

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**ATTACHMENTS:**

1. CFD Resolution 26-51 Final Budget FY27
2. VLP CFD FY 2027 Budget Final

**VILLAGE AT LITCHFIELD PARK  
COMMUNITY FACILITIES DISTRICT**

**RESOLUTION CFD 26-51**

**A RESOLUTION OF THE DISTRICT BOARD OF THE VILLAGE AT LITCHFIELD PARK COMMUNITY FACILITIES DISTRICT APPROVING THE STATEMENT AND ESTIMATES OF OPERATIONS AND MAINTENANCE EXPENSES, COST OF CAPITAL IMPROVEMENTS AND ALL OTHER EXPENDITURES, AND ADOPTING THE FINAL BUDGET FOR THE DISTRICT FOR FISCAL YEAR 2027 PURSUANT TO SECTION 48-716, ARIZONA REVISED STATUTES, AS AMENDED.**

**WHEREAS**, the Village at Litchfield Park Community Facilities District was duly formed and approved in accordance with Sections 48-719 and 48-723, Arizona Revised Statutes, as amended, including the approval at a special election wherein the qualified electors of Village at Litchfield Park Community Facilities District (“District”) voted to issue general obligation bonds to cover costs of public infrastructure purposes and to levy and collect an annual ad valorem tax at a rate not to exceed two dollars and fifty cents (\$2.50) per one hundred dollars (\$100) of assessed valuation for operation and maintenance expenses of the District; and

**WHEREAS**, in accordance with Sections 48-716 and 48-723, Arizona Revised Statutes, as amended, the District Treasurer of the District submitted to the District Board a proposed budget for Fiscal Year 2027 which includes statements and estimates of the operation and maintenance expenses of the District, the costs of capital improvements to be financed by the 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 within the District; and

**WHEREAS**, a public hearing was held the 17<sup>th</sup> day of June, 2026 and notice of such hearing was published in accordance with the requirements of A.R.S. § 48-715,

**NOW, THEREFORE, BE IT RESOLVED** the final budget for Fiscal Year 2027, attached hereto and incorporated herein as Exhibit “A” (including the statements and estimates of operations and maintenance expenses, cost of capital improvements and all other expenditures shown herein), is hereby approved.

**RESOLVED** by the District Board of the Village at Litchfield Park Community Facilities District this 17<sup>th</sup> day of June, 2026.

Thomas L. Schoaf, District Chair

**ATTEST:**

Terri Roth, MMC, District Clerk

**APPROVED AS TO FORM:**

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Pierce Coleman, PLC, District Attorneys  
By: Joseph D. Estes

**EXHIBIT "A"**

**FY 2027 VILLAGE AT LITCHFIELD PARK COMMUNITY FACILITIES DISTRICT BUDGET**

The Village at Litchfield Park  
Community Facilities District

FY 2027 Annual Budget

Submitted: June 17, 2026

The Village at Litchfield Park  
Community Facilities District  
FY 2027 Annual Budget

**Fiscal Year 2027 Budget Assumptions**

- 1) The CFD Tax Assessment Rate is set at: \$ - (per \$100 of Assessed Valuation)
- 2) The Series 2001 CFD Bonds were refinanced in 2013 through issuing Series 2013 CFD Bonds, resulting in a lower debt principal and lower interest rate.
- 3) The assessed valuation for FY 2027 is based upon the Maricopa County Tax Abstract issued in February 2026.
- 4) The interest rate of Investment Earnings is estimated to be 4.06%
- 5) Miscellaneous Operating expenses is an estimate to cover professional services associated with the debt service of the District.
- 6) Estimated revenue shortfalls will be covered by the CFD Reserve Fund. A revenue shortfall is not anticipated for FY 2027. Shortfalls occurred in FY18 and FY19 as a result of staff at the time using the incorrect value for assessed valuation - Full Cash Value instead of Limited Property Value. As a result, the district under-collected for two fiscal years. The current balance of the CFD Reserve Fund is approximately \$41,716.
- 7) The Qasimyar settlement was a class action lawsuit based on errors in how the County assessed property. The impact to the Village at Litchfield Park was \$42,303 plus interest. During FY2025, the County reduced the revenue payments by \$48,234 in order to issue the refunds due from the District; therefore it was necessary to assess a higher levy in FY2026 to recover the refunds paid in FY2025.
- 8) The Tax Revenue Calculation assumes a 99.3% rate of collection for assessments, which is the average of the last three years.
- 9) The final debt payment will be made in FY 2027. There are sufficient funds to pay the final debt payment therefore no levy is required. The reserve fund of approximately \$41,716 will be held until all property taxes have been collected and the Qasimyar settlement is paid in full.

The Village at Litchfield Park  
Community Facilities District  
FY 2027 Annual Budget

	Budget FY 2026	Budget FY 2027
<b>Revenues</b>		
Tax Assessments (Debt Service)	\$ 360,443	\$ -
Tax Assessments (Qasimyar Settlement)	48,234	-
Interest on Investments	4,579	1,694
Prior Tax Assessments		323,504
Reserve Fund Contribution	-	41,716
<b>Total Revenues</b>	413,256	366,914
<b>Expenditures</b>		
Debt Service	360,443	365,220
Qasimyar Settlement Refund		
<b>Total Expenditures</b>	360,443	365,220
Excess (Deficiency) of Revenues and Over (Under) Expenditures	\$ 52,813	\$ 1,694

Note: Shortfalls are not anticipated in FY 2027 as the average collection rate is 99.3%. Shortfalls in Debt Service coverage will be covered by contributions from CFD Reserve Funds. The Qasimyar case was a class action lawsuit that resulted in errors in how the County assessed property. The impact to the Village at Litchfield Park is \$42,303 plus interest. During FY2025, the County reduced the revenue payments by \$48,234 in order to issue the refunds due from the District; therefore it was necessary to assess a higher levy in FY2026 to recover the refunds paid in FY2025. FY27 is the final year for the debt service; there are sufficient funds to cover the final payment. The reserve fund of approximately \$41,716 will be held until all property tax collections have been made and the Quasimyer settlement is paid in full.

The Village at Litchfield Park  
Community Facilities District  
FY 2027 Annual Budget

**Debt Service**

Account Description	Budget FY 2026	Budget FY 2027
Principal-General Obligation Bond	\$ 345,000	\$ 360,000
Interest-General Obligation Bond	<u>15,443</u>	<u>5,220</u>
<b>Total Debt Service</b>	<b>\$ 360,443</b>	<b>\$ 365,220</b>

Financial Comments:

The District sold \$3,940,000 in General Obligation Bonds in 2013 (Series 2013) to refinance the original Series 2001 bonds. The original Series 2001 bonds were sold to acquire certain public infrastructure associated with the development of the Village at Litchfield Park. The Debt Service Schedule for the Series 2013 bonds is for a 13 year period ending July 2026.

Principal payments are made every July 15th for this bond issuance. Interest payments are made every July 15th and January 15th.

The FY 2027 budget covers the final debt payment to be paid on July 15, 2026.