



TOWN OF GILBERT
Annual PKID Meeting Minutes
07-03 Park Village

Date: Wednesday, November 28, 2018, 6:00-6:45pm
Location: Public Works Assembly Room
Gilbert Staff: Rocky Brown, Joanne McLaughlin, Rick Acuna, Andrea Pedersen
Attendees: Bert Henscheid, Dale & Beth Burton, Paul & Karen Houldridge, Kari H., John & Jan Boelman, Dale & Suzanne Lunt

1. Welcome – Joanne McLaughlin welcomed everyone to the meeting.

- Staff members were introduced: Joanne McLaughlin, Management Support Analyst; Rocky Brown, Business Manager; Rick Acuna, Field Supervisor; and Andrea Pedersen, Landscape Architect. PKID contact information is provided at the end of the Minutes.
Residents/Property owners introduced themselves.
Review of meeting process: This is an opportunity to review the proposed budget and any project information, as well as to discuss issues and suggestions from the property owners. Minutes from the meeting will be posted to the website

PKID Handouts: Agenda, PKID Overview and Annual Process, Gilbert 311 information, and Budget Projections including project cost estimates.

The complete set of project sheets will be emailed out to those in attendance. The information will be posted on the website as well.

2. Budget Projections/Assessment

Table with 3 columns: Assessment/Option, Amount, and Description. Rows include Current Assessment FY2018-19, FY 2019-20 Base Assessment, and Options #1 through #7.

Details for each project will be listed separately. The refund is money left over from a prior project. By law those monies have to be refunded. Project estimates are usually a bit on the high side to provide a cushion for rising prices and unanticipated costs. We cannot accept a bid higher than the engineer’s estimate. After the project is completed, any overage will be refunded. That refund process is about a two-year cycle.

The Base Assessment reflects the basic operating costs for the PKID, including staffing, landscape maintenance and supplies, architect services, postage, printing, advertising, etc. Historically, the Park Village Assessments have ranged from \$52 in 2015-16 to \$29 in 2016-17, \$21 in 2017-18, and \$35 this fiscal year.

### **3. Improvements for FY2018-19**

Any proposed projects will be included on the Ballot and sent out to all property owners in December. If a project is approved by majority vote, it will then go through the public bidding process. Town Council will consider approval of the selected bid. There will be a 15-day waiting period to allow property owners time to voice any concerns regarding the project.

- **Research Project #1 - Cost to Repair Common Area Walls with water damage.** Vote – **YES-14 / NO-9.** The total project cost is estimated at \$12,254.40. The cost per property owner will be \$29.68 or \$2.48 per month. That monthly project cost added to the Base Assessment (\$33.65) equals \$36.13 per month for each property owner.

Rick Acuna clarified that the project cost is based on an estimate that 20% of the walls need repair due to water damage. If the project is approved, an assessment will be done to identify the needed repairs. The prior PKID renovations moved the irrigation off the walls. There has been communication to some homeowners about keeping water away from the walls.

- **Research Project #2 - Cost for Lighting Project at Quartz and Encinas.** Vote – **YES-12 / NO-10.** The total project cost is estimated at \$18,917.50. The cost per property owner will be \$45.81 or \$3.82 per month. That monthly project cost added to the Base Assessment (\$33.65) equals \$37.47 per month for each property owner.

The project is to install three lights total. The existing light at the playground will be replaced as part of the project. The locations were reviewed. It would be a pathway type of light with a concrete base as opposed to a court or field light.

- **Research Project #3 – Cost to Refresh Decomposed Granite in the Common Areas.** Vote - **YES-14 / NO-9.** Total project cost is estimated at \$85,240.88. The cost per property owner would be \$206.40 or \$17.20 per month. That monthly project cost added to the Base Assessment (\$33.65) equals \$50.85 per month for each property owner.

This project will top off all of the granite areas with an inch-thick layer of half-inch screened granite in the same color. The granite locations were reviewed. The project would take approximately two weeks to complete.

Rick Acuna noted that most of the major items like turf renovation and new irrigation have already been done. Some of the granite areas were refreshed with prior projects over the past five or six years. Those areas will also be topped off for consistency.

### **Discussion on Project Options:**

The various combinations of projects and the costs were reviewed. The last Option #7 includes all three projects plus the base assessment for a monthly total of \$57.15 per property owner. Projects can be done in phases, although that adds to the cost significantly.

It was noted that out of 413 homes, an average of 25 votes are received each year. Property owners were encouraged to talk to their neighbors about projects on the Ballot and voting. The Nextdoor app is a great way to communicate with neighbors.

There was discussion on the cost impact of pushing certain projects off to future years. Andrea Pedersen, Landscape Architect, advised that construction costs are going up due to the increase in the minimum wage and the cost of materials. There is also a labor shortage.

These projects were wish list items from property owners. The team researched those projects to bring back cost estimates to go on the Ballot for a vote.

The group reviewed the projects in detail. One owner stated it was not a big jump going from the base assessment of \$33 to \$57 for all of the projects. He felt it was one of the cheapest maintenance expenses homeowners would have. The cost of the projects is spread among 413 homes. In the past, there have been much bigger projects. Back in 2015-16 there was a \$151,000 project. Rick Acuna stated that was back during a down-time in the construction industry and the neighborhood got a lot for the money.

### **OPTIONS FOR THE BALLOT:**

There was discussion on which options to list on the Ballot. Those in attendance preferred to combine the Wall Repair Project #1 and the Lighting Project #2 together as one option and leave the Granite Project #3 as a standalone project. The combination of all three projects will be the last option on the Ballot.

- **Research Project - Cost for Lighting Project at Small Park on Emerald Bay.**  
Vote – **NO-12** / Yes-11. This project was voted down last year.
- **Update on Current Project – Common Wall Repair & Repaint.** Cost estimate \$17,925 / Bid \$10,760. This bid for this project was substantially less than the estimate. The project covered minor wall repair and painting along the perimeter of the big park at Emerald Bay. The overage will be refunded and will be applied to a future base assessment. It may take about two fiscal years to process a refund.
- **Plants** – All plant inventories and replanting are completed each year in the Spring.

The Landscape Maintenance contract will be up for bid this spring for a three-year contract.

The town will undergo a campaign this spring to get more contractors to bid on projects. If you know of any licensed contractors, let the team know.

#### **4. Improvements for FY2019-2020**

Property owners may make suggestions for ballot items related to possible new improvement projects for the neighborhood. No new projects were requested.

## 5. Questions/Comments

*If a lot of trees died would that be considered a special project?* Rick advised that there is a Valley-wide issue with pine blight and we are working with the forest service to identify the problem. There is also an Ash decline issue. Some trees may need to be taken down and replaced, which would come out of the landscape supply budget. Trees that are removed will not be replaced with pines but with another type of tree that will have a better chance to survive. The plant inventory and assessment will occur in the spring to determine what is needed.

## 6. Ballot Items:

- Complete the lighting project at Quartz and Encinas and repair the community's common area walls with water damage.
- Refresh the decomposed granite in the community's common areas.

**The meeting was adjourned at 6:54 pm**

### **Dates to Remember:**

Open House, Tuesday, January 22, 2019, 5:30 – 7:00pm

Ballots are due by January 23, 2019

Council will adopt preliminary budgets at a May 2019 Council meeting

Council will adopt levies in accordance with the proposed final budgets at a June 2019 Council meeting

Assessments and any approved improvements will begin after July 1, 2019

### **PKID STAFF CONTACTS**

PKID Maintenance - Rick Acuna, 480-503-6268, Rick.acuna@gilbertaz.gov

PKID Administration - Rocky Brown, 480-503-6330, Rocky.brown@gilbertaz.gov

PKID Administration - Joanne McLaughlin, 480-503-6211, Joanne.mclaughlin@gilbertaz.gov

Website Information - [www.gilbertaz.gov/pkid](http://www.gilbertaz.gov/pkid)

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