



**TOWN OF GILBERT**  
**Annual PKID Meeting Minutes**  
**07-10 Madera Parc**

**Date:** Monday, November 26, 2018, 6:00-6:45pm  
**Location:** Public Works Assembly Room  
**PKID Staff:** Rocky Brown, Joanne McLaughlin, Rick Acuna, Andrea Pedersen  
**Attendees:** Kim Au, John Johnson, Lyle and Susan Beitman, Jessie Henry, Robert Peckham, Bob Dyer, Paul Shippy

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

- Town Staff was introduced: Joanne McLaughlin, Management Support Analyst, Rocky Brown, Business Manager, Parks Department, Rick Acuna, Parks Field Supervisor, 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 meeting is an opportunity to review the proposed budget and any project information, as well as to discuss issues and suggestions from the property owners.
- PKID Handouts: Agenda, PKID Overview and Annual Process, Gilbert 311 information, and Budget Projections including project cost estimates.

**2. Budget Projections/Assessments**

Current Assessment FY2018-19: \$23.51 (Base)

FY 2019-20 Base Assessment	\$29.02	Includes refund of \$9,870 as well as anticipated increases in electricity, water, staffing, and the maintenance contract.
Option #1	\$30.39	Base plus Wall Painting Project
Option #2	\$34.43	Base plus Lighting Project
Option #3	\$35.80	Base plus both Projects 1 and 2

The base assessment reflects the basic operating costs for the PKID, including staffing, landscape maintenance and supplies, architect services, postage, printing, advertising, etc.

Questions on Budget:

*How is the monthly assessment paid?* Maricopa County handles the assessments through a separate County tax bill or through your mortgage billing.

*Does the base assessment include the refund?* Yes, the FY2019-20 base assessment of \$29.02 includes the refund of \$9,870.

*It looks like the base assessment is up about 23%. Is there a breakdown of the factors involved in the increase?* In FY2015-16 the base assessment per lot was \$28.38, in FY 2016-17 it was \$17.70, in FY2017-18 it was \$22.84, and last year it was \$23.51. The FY2019-20 base assessment is 29.02. Project estimates are usually a bit higher to provide a cushion and after the project is completed any overage will be refunded. That process is about a two-year cycle. Water costs are projected to go up by \$1,000, and electricity by \$600.

The landscape maintenance fees have gone up \$2,600 due to the increase in the minimum wage and the cost of supplies. Landscape Architect services have gone up from \$1,000 to \$2,000 to research a project, prepare preliminary drawings and cost estimates. The staffing cost last year was \$68,770, and is anticipated to be \$70,260. Advertising last year was \$50, this year \$500 is budgeted. If a project is approved, we are required by ordinance to advertise the bid in the newspaper. Printing increased from \$200 to \$300. Some of these costs could go down if no projects are approved. There were also decreases to the base assessment. Other Professional Services is a line item for unexpected items during the year. That is going down from \$5,800 to \$3,000. Electrical supplies decreased from \$200 to \$100.

### 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 the selected bid for approval. There will be a 15-day waiting period to allow property owners time to voice any concerns regarding the project.

- **Research Project (Option #1) – Cost to Paint Common Area Walls on Madera Parc Drive – YES-16 / No-7.** Project includes minor wall repairs and repainting for approximately 20% of the common area walls due to water damage. The total project cost is estimated at \$7,303.65. The cost per property owner will be \$16.34 or \$1.37 per month. That monthly project cost added to the base assessment (\$29.02) equals \$30.39. New assessments will begin in July of FY19.
- **Special Project (Option #2) – Cost for Enhanced Lighting Project along Madera Parc Drive.** This is a project that was not voted on last year, although there was discussion in a prior year to look at the lights on Madera Parc Drive. The original lights are over 20 years old. This project would install five lights in two park areas along Madera Parc Drive. The total project cost is estimated at \$29,037.50. The cost per property owner would be \$64.96 or \$5.41 per month. That monthly project cost added to the base assessment (\$29.02) equals \$34.43 per month for each property owner.
- **Option 3:** Base Assessment plus both Projects #1 and #2 would be a total monthly assessment of \$35.80 per property owner.

#### Questions:

*How did you come up with the \$29,000 estimate if there are no bids yet? The property owner felt that estimate was double what five lights would cost.* The estimate includes the removal of the old lights, and estimates always include a cushion to account for rising prices and any unforeseen costs. Also, we cannot accept a bid higher than the engineer's estimate. We use numbers from other similar projects to calculate an estimate. Sometimes it is a struggle especially with smaller projects to even get a return call. The contractors are having trouble finding labor and there is the minimum wage issue.

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 and they may be added to our list.

It was noted that out of 447 homes, only 23 votes were received last year. Property owners were encouraged to talk to their neighbors about projects on the Ballot.

- **Plants** – All plant inventories and replanting are completed each year in the Spring.

#### 4. Improvements for FY2019-2020

Property owners may make suggestions for ballot items related to possible new improvement projects for the neighborhood. The items mentioned were addressed under the Questions section below.

#### 5. Questions/Comments:

- *A light pole is not working at Madera and Spur.* If it is a street light, it may be under Public Works. Rick will take a look at it. He asked the property owner to email details to him regarding the light.
- *Tree replacement - Last year there was discussion on replacing some trees. The greenbelt along Madera has lost some pine trees.* Some trees that were taken out were not replaced because the space was too small. There is a Valley-wide issue with pine blight and we are working with the forest service to identify the problem. There is a budget for landscape supplies of \$2,500 which would include tree replacement. Trees that are removed will not be replaced with pines but another type of tree that will have a better chance to survive, possibly elm trees. The plant inventory and assessment will occur in the spring to determine what is needed.
- *It was noted that some of the plants with pink and purple flowers do not hold up well.* The landscape architect will review the plant palette for some better choices.
- *The landscapers throw grass clippings into the storm drains or just blow it around. It is not hauled away.* Please call Rick at the number for maintenance if you see that so he can check into it.
- *Enclave at Madera Park -* A property owner provided information on the proposal for 52 homes on the vacant property at Cooper and Madera Parc Drive, behind the church. The rezoning request was heard by the Planning Commission on November 5, and was approved with only four members voting. At that hearing, residents from Silver Creek, Candlewood, and Madera Parc voiced concerns about the high density of the project, the retention basin being reduced, and the potential for increased traffic with the only entrance off of Madera Parc Drive. If approved, there may be heavy equipment coming in for construction while the wall painting project at Madera Parc is going on.

Staff noted that the church owns that site and the Enclave project would not be part of the Madera Parc PKID.

The group reviewed the Enclave project and discussed concerns regarding the size of the homes, flood retention, and traffic. The original plan was for townhomes. The developer changed that to 60 single-family homes, which was reduced to 52 as a result of a prior meeting at the church. A homeowner asked who takes care of seal coating Madera Parc Drive and whether that would be paid out of the Madera Parc PKID assessment. Staff advised that as a town of Gilbert road, it would not come out of the PKID budget.

The rezoning request will go before the Town Council in a public hearing on December 6, 2018. Property owners were encouraged to attend the Council meeting to voice their concerns.

Nextdoor is another way to communicate with neighbors. It was noted that 269 members of the Madera Park PKID are on the Nextdoor app.

Property Owners were advised to report any PKID issues to both Gilbert 311 and to the PKID team through voicemail or email.

**6. Ballot Items:**

- **Repair and Paint the Common Area Walls**
- **Enhanced Lighting Project along Madera Parc Drive**

**The meeting was adjourned at 6:59 p.m.**

**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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