



**TOWN OF GILBERT**  
**Annual PKID Meeting Minutes**  
**07-01 Val Vista Park**

**Date:** Monday, November 26, 2018, 8:00-8:45pm  
**Location:** Public Works Assembly Room  
**PKID Staff:** Rocky Brown, Joanne McLaughlin, Rick Acuna, Andrea Pedersen  
**Attendees:** Cindy Blazuk, Ty & Cindy Kauhi, Natasha Browne, Jim Vogel, Keith Nelsen, Ray and Judy Campos, Chris Fecke-Stoudt, Burke Alford

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

- **Town Staff 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.
- **PKID Handouts:** Agenda, PKID Overview and Annual Process, Gilbert 311 information, and Budget Projections, including project cost estimates, if applicable.

2. **Budget Projections/Assessment**

Current Assessment FY2018-19: \$31.67 (Base)

FY 2019-20 Base Assessment \$24.24 Includes refund of \$30,880 as well as anticipated increases in electricity, water, staffing, and maintenance contract.

The Base Assessment reflects the basic operating costs for the PKID, including staffing, landscape maintenance and supplies, architect services, postage, printing, advertising, etc. Refunds may reflect an overage from a completed project or a prior assessment. That process is about a two-year cycle.

Questions on Budget:

*Is there the opportunity to save for projects so the owners are not hit with a big expense all at once?*  
No, we cannot keep any overage like an HOA would. The State statute requires that a refund be made. We had lobbied to try to get that bill changed unsuccessfully. A PKID cannot serve as a bank or collect monies to save for projects.

*In past years the budget had multiple columns. What happened to the breakdown?* That information is a matter of public record and can be made available to anyone who would like it. The team found it was more conducive to a group meeting to just cover the basics. There are a few areas where increases are anticipated. Water is going up about \$1,000 this year. Landscape supplies were \$2,000 for the past year due to issues with some major trees and plants. This year \$3,500 is being budgeted. The landscape maintenance contract is currently \$28,760. We anticipate that will go to \$30,200 for next year. Staffing costs will go up 5%, from \$35,540 to \$36,310, for the PKID team and two landscapers. For the first time in eight years, Gilbert is providing the opportunity for staff to earn a merit increase. If those increases are not spent, there will be a refund.

The drywell cost is estimated to decrease from \$5,200 to \$4,000. Advertising is budgeted at \$50, and printing is listed as \$100, because there were no projects for the Ballot. The Projected Budget will be sent out to property owners.

*How long is the landscape contract?* The contract is for three years and is up in 2019. It will go out to bid. The estimate was based on last year's cost with a standard percentage increase. A bid may come in lower. The contract will be bid for each PKID individually and will start in July, 2019.

*Are the annual plantings included in the base price?* Yes, that is included in the base assessment under landscape supplies. This is separate from the landscape maintenance contract.

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

No Ballots were voted on for FY2018-19 research or completion. The Val Vista Park PKID requires a majority vote at the annual meeting in order to explore a project. 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.

The last project was a Decomposed Granite Refresh in FY2017-18 with 1/2 inch minus rock an inch deep on all non-turf common areas.

Questions on the Prior DG Project:

*Does the website list which areas were refreshed?* The Ballot included details on the project. There is no report about the completion of a project.

*The area going to the canal is a different color and type of rock. It is like powder.* Rick stated it was probably 1/4 inch minus. It was matched to a sample, although he agreed it was on the powdery side.

- **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 improvement projects for the neighborhood. The Val Vista Park PKID requires a majority vote at the Annual meeting in order to explore a project.

- *A plan to replace dead trees.* Rick advised that we have budgeted a bit more in order to start replacing trees, especially along Freestone Parkway and the medians. In prior years, there was discussion on overseeding Freestone Parkway and the medians.

*A property owner noted that there are not enough funds budgeted to replace all of the dead trees. How will that be paid for?* We try to be fiscally responsible so the neighborhood will not have a large assessment. We were aware of the issues and budgeted \$2,000 for this fiscal year and requested \$3,500 for the upcoming year. That amount needs to be justified to get approved internally by the finance department. A plant assessment is done every spring to determine what is needed. A larger scale project would need to be voted on.

In 2008, a Master Plan was developed for all of the PKIDs. A lot of the major renovations have already been done, such as the irrigation system update. The granite was refurbished. The wall may need painting next. There could be a future project for a major tree and plant renovation.

*A property owner noted that the 2008 landscape plan should be the base that is maintained at all times. Staff suggested trying to knock out as much as we can in the base budget and see what is left to be done with next year's base budget.*

- *A suggestion was made to have dog waste receptacles at the north and south ends of the green area. As those cost about \$500 each, the Team will explore doing that as an internal project.*

*Who empties the dog waste? It sits there for two weeks and no one picks it up. In the park area, the landscapers take care of it. On the canal path, the rangers are responsible to empty the trash.*

- *There was prior discussion on lights on Freestone Parkway. Rick advised there was a cost issue as lighting is the most expensive project. It was estimated at over \$200,000.*

## 5. Questions/Comments

*When was the sprinkler system on the greenbelt done? That was done about 10 years ago. Some projects are done due to system failure or safety concerns.*

*Is there a law that dogs must be on a leash or that owners need to pick up dog waste? If so, how is that enforced? There is an ordinance that dogs are to be on a leash. If there is a dangerous situation, call the police department. Otherwise, report any issues on Gilbert 311. Picking up dog waste is a matter for code compliance.*

*Do you anticipate any new trees going in or others being taken down? Some tree replacement will need to happen. There is a Valley-wide issue with pine blight and we are working with the forest service to identify the problem. 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.*

*One property owner reported that when his wife emails or calls Rick, he is super-responsive.*

*Areas where trees/shrubs need attention were discussed:*

- *There are still dead plants at the second island. Rick will take care of that and try something different at that particular island.*
- *Along Ford, the trees are hanging down over the sidewalk and are low enough to get in your face. The bushes are starting to go into the sidewalk as well. On a section of Ford, the bushes were sheared by a homeowner about two weeks ago. Staff advised that an 8-foot clearance is needed above sidewalks and 13 feet over the road.*
- *Along Douglas and St. Elena there are dead trees and weeds.*
- *On Guadalupe and Freestone, there are bushes that are close to the curb area. Rick noted there was a line of sight issue and it was trimmed last week.*
- *Each year, the issue of the vines growing over the wall on Ford is brought up. There is also a tree at the canal entrance that SRP topped off, but the branches are covering the walkway. SRP did a line clearance. Rick admitted that they cut more than they should have. A new tree contract was recently approved with a west coast arborist for tree trimming. In the meantime, Rick will try to get the groundskeeper to address the Heritage Trail area.*

*Rick will check into all of these areas.*

*Joanne clarified that there will be an in-house assessment to evaluate dead trees in accordance with the 2008 Master Plan, and re-assess the decomposed granite condition by the canal.*

*Would it be possible to not hold the annual meeting right after a long Holiday weekend? We have been changing up the annual meeting date over the past few years to see when we get the best response. We hold all of the PKID meetings on the same week. October was suggested, although it is a busy time of year with budgets being calculated. It was noted that the winter visitors are not in town until November or December. Last year, out of 2,094 homes in all of the PKIDs, only 9% voted.*

*It was suggested to send out an email blast reminding people to pick up after their dogs. The Nextdoor app was suggested as a good way to communicate with neighbors.*

*The Neighborhood Watch sign has been there for 20 years. Is there an active Neighborhood Watch? Nextdoor is the modern neighborhood watch.*

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

As there are no projects, there will be no Ballot this year. The Budget and meeting minutes will be posted to the website.

## **6. Action Items:**

- The PKID Team will research what the internal operating budget costs would be to install dog waste receptacles at the north and south ends of the community green area.
- The PKID Team will complete an in-house assessment to evaluate the landscaping in accordance with the 2008 Master Plan for Val Vista Park PKID 07-01
- PKID Team will re-assess the condition of the decomposed granite along the canal area.
- **No Ballot Items.**

**The meeting was adjourned at 8:57p.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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