



TOWN OF GILBERT
Annual PKID Meeting Minutes
07-06 Circle G Meadows III

Date: Wednesday, November 28, 2018, 7:00-7:45pm
Location: Public Works Assembly Room
PKID Staff: Rocky Brown, Joanne McLaughlin, Rick Acuna, Andrea Pedersen
Attendees: Ken Ferrin, Pattie Beltrand, Thyrlle Stapley, Don Hicks, Tiffany, Travis Gunnel

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

There were questions on Gilbert 311. Staff advised that the app will show reports and activity logs. People can make an account or report items anonymously. The goal is to acknowledge items within 24 hours and have issues fixed within seven days.

The complete packet will be emailed out to those in attendance. The information will be posted on the website as well.

2. Budget Projections/Assessment

Current Assessment FY2018-19:	\$79.14	Base plus Project
FY 2019-20 Base Assessment	\$16.22	Includes refund of \$45,660 as well as increases in electricity, water, staffing, and maintenance contract.
Option #1	\$18.79	Base plus Project #1 Repair/Paint Entry Walls
Option #2	\$25.87	Base plus Project #2 Repair/Paint Remaining Walls
Option #3	\$28.44	Base plus both Projects #1 and #2

The Base Assessment covers the basic operating costs for the PKID, including staffing, landscape maintenance and supplies, electricity, water, architect services, postage, printing, advertising, etc. The base assessment of \$16.22 is one of the lowest among PKIDs with the average ranging from \$20 to \$35 before project costs. In 2015-16 the Assessment was \$47, in 2016-17 it was \$29.60, in 2017-18 it was \$85.20, and in 2018-19 it was \$79.14. It varies due to the cost of projects and whether any monies were refunded. Refunds may reflect overages from a completed project or operational funds that were not spent. By ordinance those monies have to be refunded. That process takes about two years.

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 a 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 & Paint Entry Walls on Scott and San Remo.** Vote: YES-9 / NO-3. The total project cost is estimated at \$4,404.50. The cost per property owner will be \$30.80 or \$2.57 per month. That monthly project cost added to the Base Assessment (\$16.00) equals \$18.79 per month for each property owner.

Questions:

Will the project include straightening the corner pillars that are leaning? The project will cover minor wall repairs and painting. The pillars would be a major repair.

Has any research been done on the cause of the damage so the same issue won't need to be fixed again in a few years? The research was for the cost of the minor repairs and repainting only. Some of the damage may be caused by the watering habits of some of the homeowners.

If a homeowner is damaging the community wall, can't you tell them to stop causing that damage? The PKID staff can talk to homeowners, although we cannot tell them what to do on their property. We do not have jurisdiction over their property. If there is a safety issue that may cause injury, we may have more leverage.

A property owner felt the \$2.57 a month was like nickels and homeowners need to realize that things require maintenance. The bigger projects have been done. Now we need to take care of the little things.

Joanne stated an assessment of the cause of the damage can be a part of the scope of work for the project, if it is approved. The staff cannot spend the money to have it investigated. It was suggested to require a five-year warranty from the contractor.

A note can be sent out to property owners to inform them that sprinklers may be damaging the walls over time.

- **Additional Research Project #2 – Cost to Repair/Paint Remaining Common Area Walls.**

The Team researched the cost to repair and paint the remaining common area walls. The total project cost is estimated at \$16,560. The cost per property owner will be \$115.80 or \$9.65 per month. That monthly project cost added to the Base Assessment (\$16.00) equals \$25.87 per month for each property owner.

Option 3 includes the Base Assessment plus Projects #1 and #2 for a monthly cost of \$28.44.

The project would provide minor repairs and repainting for the 1600 linear feet of Common Area Walls. It would not address any major wall repairs. The project area was reviewed on the map.

Questions:

Will any block be added to the wall on the south side? A row of block was torn down. The wall along the canal is only 40 inches tall. Rick Acuna stated that was not from a PKID project. It may have been a Public Works street project.

There are two places along the canal that are missing block. Rick stated that is why the gate was installed there years ago.

The area on the south side now has a direct line of sight to the traffic on the road. There used to be tall shrubs there. Rick stated originally those oleanders were not trimmed because at one of the Annual meetings the community asked us to leave them. Last year, it was discussed to cut those back to allow them to regenerate as new irrigation was installed. They will grow back eventually.

- **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. A majority vote will allow the team to research the costs involved to present at next year's meeting.

The interiors of the oleanders have not been cleaned around the perimeter to the east and south in at least five years. This issue has been brought up more than once and the homeowner also sent in pictures. It may not be well-defined in the landscape contract. That would fall under operating costs. The team will examine that.

The three-year landscape maintenance contract will expire in the spring and will go out to bid.

The homeowner asked to make sure that the term clean as it relates to oleanders is clearly defined in the landscape contract.

Another property owner provided a detailed list of issues and suggestions with photos and a map of the locations. The following items were discussed:

- Park redesign and equipment upgrade (\$200,000) – The existing equipment is old and run down. Parks increase property values and the return on investment would be significant.
- A light pole is rusting and the cover plate is missing – Rick will look at that. The rusting is due to years of water hitting it.
- Standing water in retention basin - Rick stated a big improvement was made during the turf irrigation project and it drains much better now. Some standing water is common.
- Water damage to walls – Rick stated that was from years ago. The sprinklers have since been moved off of the wall. It may be coming from the other side of the wall. The holes can be filled and textured.

Joanne will add the Park Redesign and Equipment Upgrade to the Ballot which will go out in mid-December to be voted on in January. If approved, the team will research the costs to be presented at the next Annual meeting and it will be placed on the ballot again. If it is passed with a majority vote, it would then move forward to design.

Rick Acuna stated many of those items are on the Master Plan created in 2008. A playground and ramada were part of that discussion. The homeowner noted that park benches could be located in a shady area eliminating the need for a ramada.

Rocky Brown stated some of the lower ticket items can be addressed through the base budget. Staff appreciated the detailed list and the thought.

5. Questions/Comments:

Annual Meeting Date – Does it need to be held between Thanksgiving and Christmas? We have held the Annual meeting on different weeks over the last few years to see when we get the best attendance. We won't have the information from the Finance Department until late September. Early October could be an option. It was suggested to have refreshments as well as send out a calendar invite so people could add the date to their calendar.

6. Action Items:

- Staff will look into getting missing blocks installed on the wall along the canal.
- Staff will check into repairing the rusted cover plate on the light pole at park.
- The PKID Team will work with the landscapers to clean the leaves and debris collected in the oleander bushes along the park perimeter walls.
- **Ballot Items:**
 - Repair and paint the entry walls on Scott and San Remo.
 - Repair and paint the remaining common area walls within the community.
 - Research costs to redesign and enhance the playground and park amenities.

Dates to Remember:

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

Ballots are due by January 23, 2019

Council will review the proposed budget at an April 2019 Council meeting

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

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

The meeting was adjourned at 7:48 pm.

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