

# Annual PKID Meeting: Circle G VI 07-07

Tuesday, October 28, 2014

7:30pm – 8:15pm

Public Works Assembly Room

Gilbert Staff: Rick Acuna, Brian Border, Melanie Dykstra

Attendees: Kent Stevens

## Staff Contacts:

- Maintenance -Rick Acuna - 480) 503-6268 -[rick.acuna@gilbertaz.gov](mailto:rick.acuna@gilbertaz.gov)
- PKID Improvements – Brian Border - (480) 503-6937 –[brian.border@gilbertaz.gov](mailto:brian.border@gilbertaz.gov)
- General Questions – Melanie Dykstra-480-503-6330- [Melanie.dykstra@gilbertaz.gov](mailto:Melanie.dykstra@gilbertaz.gov)
- Website Information – [www.gilbertaz.gov/pkid](http://www.gilbertaz.gov/pkid)

## 1. Welcome:

- **Introduction of Staff**

Melanie Dykstra, Management Support Analyst for Parks and Recreation, was the facilitator for the meeting. She asked each member of the staff in attendance to introduce themselves. Brian Border handles contracts and the improvements. Rick Acuna is from Parks and he oversees PKID's maintenance.

- **Welcome New Attendees**

Melanie Dykstra welcomed the group to the meeting.

- **Overview of PKID**

Melanie Dykstra gave a brief review of the PKID process. Gilbert meets with the homeowners once a year in PKID meetings. There are 11 PKID's in Gilbert which represents about 2000 homes. The common areas within the current homeowners are managed and all owned by the Town, but maintenance is assessed to the homeowners as established by state law.

- **Review of Voting Process**

Melanie Dykstra reviewed the new pilot process for PKID's which includes:

- Meeting held in October to answers questions, clarify information, identify & discuss required maintenance and receive ballot suggestion
- Ballot will be mailed in December for improvements identified at October meeting
- Required maintenance items will be discussed to identify best funding options to complete the work and will not be on the ballot; a letter will be mailed with the assessment amount for the following year
- Every property owner will have the opportunity to submit a vote by mail, email, fax or drop it off at the open house
- 50% plus 1 of all votes cast will determine majority decision on improvement project passing
- An open house will be conducted Jan. 24<sup>th</sup> to answer any final questions and receive ballots if not yet submitted
- Gilbert staff will send an email notice (if owner on file) and place approved projects/timelines on website

## 2. Improvements for FY2016:

- **Review improvements remaining**

1. No improvements remaining on master plan
2. Common Wall painting TBD

The current monthly fee is \$23.81 per lot and there are 35 lots.

- **Discuss needed maintenance items and costs within next 5 years**

No needed maintenance items except strategically planning for common wall painting in the future. Will have them placed on a schedule for painting/repair so that they become an ongoing maintenance item budgeted in the base assessment.

- **Discuss items for ballot including any new requests**

- Discussed tree removal by wall
- Ballot will include: (if tree removal issue resolved)
  - Tree removal, repair and painting of wall at Lindsey & Houston

## 3. Action items:

1. Determine the responsibility of cost for tree removal that is causing wall issues at Lindsey & Houston
2. Ballot for tree removal, repair and painting of wall

**Meeting adjourned**