



**TOWN OF GILBERT**  
**Annual PKID Meeting Minutes**  
**07-07 Circle G Ranches VI**

**Date:** Tuesday, November 27, 2018, 8:00-8:45pm  
**Location:** Public Works Assembly Room  
**Gilbert Staff:** Rocky Brown, Joanne McLaughlin, Rick Acuna, Andrea Pedersen  
**Attendees:** Brett Barnes, Loren Barnes, Blaine Jones

**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.

**2. Budget Projections/Assessment**

The current monthly Assessment for FY2018-19 is \$50.10 (Base). The FY 2019-20 Base Assessment is estimated at \$45.07, which includes a refund of \$8,410 as well as anticipated increases in electricity, water, staffing, and the maintenance contract. Refunds may reflect an overage from a completed project or leftover monies from a prior assessment. As a PKID, we are required by law to refund those monies.

A few items will be going up. There is an estimated \$120 increase for staff expenditures, a \$600 increase in the landscape maintenance contract, and an increase of \$500 in water. The Base fee is technically going up, although it is somewhat offset by the refund. The budget will be finalized by February before going to Council in April for approval.

A letter will go out to the property owners with the projected base budget and meeting minutes.

**3. Improvements for FY2018-19**

- No Ballots were voted on for FY2018-19 research or completion.
- 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.

- **Research Common Area Wall Stucco Repair and Repaint** - At the entry, along the Lindsay frontage areas and San Pedro. There is some water damage. Rick Acuna advised that minor repairs were done on the monument area last year. The walls along Houston do not have stucco. The property owner felt the walls on Houston were fine. The wall on the corner of Lindsay and Houston is cracked and it keeps spreading. It may be an issue on the homeowner side. The homeowner has made repairs in the past. The 45-degree wall may be separating a bit. Rick suggested that portion be included in the wall repair project as it faces Lindsay.
- **Research Cost of Landscape Lighting at Entry** - New street lighting is going in, although with the tree canopy the entry is fairly dark. Landscape lighting that would project up into the trees would be nice. Recessed lights would have a lower risk for vandalism. Another Circle G neighborhood was mentioned that had a similar entry monument that looks very nice.

Ballots will go out to property owners in December and are due by January 23, 2019.

## 5. Questions/Comments

- *Everything looks pretty good and the landscaping is being well-maintained.*
- *Street sealing is needed. Some of the surrounding neighborhoods have had their roads sealed. Joanne will find out where the neighborhood is on the schedule for street sealing.*
- *Is Somerset still the Landscape contractor? Yes. The three-year landscape contract is up in the spring and will go out to bid.*

## 6. Action Items:

- Staff will contact the Streets Division to inquire where Circle G Ranches VI is on the Town's street sealing schedule.
- **Ballot Items:**
  - Research the cost to repair and paint the common area walls at the neighborhood entry along the frontage areas at Lindsay, San Pedro and Houston.
  - Research the cost installing landscape lighting at the neighborhood entry.

**The meeting was adjourned at 8:30 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

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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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