

University Park Improvement District
January 3, 2012 - 7:30 p.m.
Agenda

Burn Pile
Area temporarily
Closed

1. CALL MEETING TO ORDER
2. APPROVE AGENDA
3. APPROVE MINUTES OF PREVIOUS MEETING
4. TREASURER'S REPORT AND PAYMENT OF BILLS
5. COMMITTEE REPORTS
 - A. Firewise (Toni)
 - B. Heywood Park (Curt) County Park Funds
 - C. Other
6. OLD BUSINESS
 - A. Update on renting of rental house
 - B. Update on Burn Pile road signs
 - C. Update on outside U.P. resident sewer hook-up
 - D. U. P. property clean-up (Club house and tractor sheds grounds; burn pile road)
 - E. Other
7. NEW BUSINESS
 - A. Discussion and possible changing of monthly meeting time
 - B. Discussion and possible action regarding unauthorized personal property (i.e. undriveable vehicles) - ~~COVENANTS~~
 - C. Submit newsletter items - ~~EXPENSES~~
 - D. Other
8. ADJOURN

Wyche property - Everhart Mike & Nora
11319 Rimrock
Tanner

Eilert - State Trooper - 7208
Hackberry Cir

University Park Improvement District

General Board Meeting

January 3, 2012

The meeting was called to order at 7:30 P.M. at the Cedar Hills Club House.

Board Members Present

X Gary McCabe, President
X Michaela Clossen, Treasurer
X Curt Friedrich, Secretary

Others Present: Toni Haukom, Bob Leazenby, and Ed Lotak.

There was a motion by Gary and second by Michaela to approve the agenda.

The minutes from the previous meeting were approved as presented.

The treasurer's report was given. Due to the New Year's holiday no bills had been received. There was a motion by Curt and second by Gary to approve Michaela paying the normal monthly bills as she receives them. Motion carried. Michaela reported that the balance in the Riley County account was \$2639.81. The Capitol Federal balance was \$2506.39.

Toni gave a Firewise report. She reported that University Park has been accredited as a Firewise Community for 2012. Toni presented the proposed Firewise goals for 2012. After discussion there was a motion by Michaela and second by Curt to approve the goals with just a few minor changes. Motion carried.

Curt reported that the Blue Valley FFA had conducted a work day in Heywood Park on December 30. Because of ground conditions they were not able to haul any of the trimmings to the burn pile. They will do so when they can schedule another work day. There was discussion about seeing if University Park could receive any funds from the County Park fund for Heywood Park. Curt will check with the proper County official about this.

The rental house has been rented to Josh and Haleigh Salyer. The board welcomes Josh and Haleigh to University Park and hope they will be residents for a long time. There was discussion about having the proper number of smoke detectors in the house. A carbon dioxide tester and some updates on some electrical outlets are also needed. Michaela will check on these.

Curt gave an update on the Lakeside Heights sewer hookup request. There are some legal ownership issues with the property involved. The U.P. board is keeping in contact with the Riley County public works office concerning this request.

There was discussion about the issues concerning the sewer system that were found during the smoking of the lines that was conducted in November. The Board has informed Leon Hobson with their concerns of why several of these issues had not been found by Bob Blume in the normal operational inspection of the system.

Curt also reported that he had informed Leon Hobson that Bob Blume had not checked the sewer plant and lift stations for several days following the December 20 snow storm. Hobson said he would talk to Blume about these.

After some discussion there was a motion by Curt and second by Gary to change the time of the monthly board meetings from 7:30 to 7:00. Motion carried. Notification of this change will be placed in the Winter newsletter.

There was discussion concerning non-driveable vehicles within University Park. The board would remind U.P. residents that the restrictive covenants state that unlicensed and inoperable or abandoned vehicles shall not remain visible in excess of 14 days (per Riley County zoning regulations) without being placed in a garage or screened on all sides. Violators can be prosecuted by Riley County.

Ed Lotak was present to get information about constructing a fence and building a garage on his property. The board informed him of the procedures he would need to follow. He stated he would get a site plan drawn and present it to the board in the future. He also inquired about extending the road culvert thru the drainage area on his property so he could level that area out some. The board informed him he would need to bring that request up to the Sherman township board for their input.

Richard Soash had requested by e-mail as to what information the board might have to place in the winter newsletter. It was decided that the change in the monthly meeting time and the increase in the golf membership should be placed in the newsletter. Curt will inform him of this request.

There being no further business the meeting adjourned at 9:15.

Respectfully Submitted,
Curt Friedrich, Secretary

Firewise
Sign

University Park Improvement District

February 7, 2012 - 7:00 p.m.

Agenda

1. CALL MEETING TO ORDER
2. APPROVE AGENDA
3. APPROVE MINUTES OF PREVIOUS MEETING
4. TREASURER'S REPORT AND PAYMENT OF BILLS
5. COMMITTEE REPORTS
 - A. Firewise (Toni)
 - B. Heywood Park (Curt)
 - C. Other
6. OLD BUSINESS
 - A. Update on items needed for rental house
 - B. Burn Pile road signs
 - C. Update on outside U.P. resident sewer hook-up
 - D. U. P. property clean-up (Club house and tractor sheds grounds; burn pile road)
 - E. Other
7. NEW BUSINESS
 - A. Recommendation to County concerning water and sewer rates.
 - B. Recommendation to County concerning salvaging iron in old water plant building.
 - C. Other *Dogs 2 running loose*
Michelle Taylor
8. ADJOURN

Bob L. 4 hrs.
F. Stanley 3 hrs.

Feb. 16

University Park Improvement District

General Board Meeting

February 7, 2012

The meeting was called to order at 7:00 P.M. at the Cedar Hills Club House.

Board Members Present

X Gary McCabe, President

X Michaela Closson, Treasurer

X Curt Friedrich, Secretary

Others Present: Ed Lotak

There was a motion by Michaela and second by Gary to approve the agenda with the following additions.

Under new business: Discussion of concerns of dogs running loose.

Under old business: Action on building request

Motion carried.

Since Ed Lotak had his preschool son with him it was the consensus of the board to act on the building request from Ed Lotak before proceeding with any other business.

Ed presented his request to build a 38'X30'X10' garage on the west half of lot 238. He presented all of the necessary documents and information required. The board having no concerns with this request it was approved with a motion by Curt and second by Michaela to issue Ed Lotak an Approval to Construct Permit so he can request the required Building Permit from Riley County. Motion carried.

The minutes from the previous meeting were approved as presented.

The treasurer's report was given.

Bills presented were:

Westar	\$127.87
Riley County Public Works	\$38.84
Michaela Closson (smoke detectors)	\$54.00

There was a motion by Curt and second by Gary to approve paying the bills as presented. Motion carried. Michaela reported that the balance in the Riley County account was \$6162.08. The Capitol Federal balance was \$11.60. There was golf receipts of \$101.00 and a net for rent received of \$474.91 after Josh Salyer had presented Michaela with a bill of \$375.09 for window coverings for the rental house. Josh installed these for no labor charge. The board extends their gratitude to Josh and Haleigh for this.

Curt reported that he had contacted Blue Valley FFA Advisor Tim Kilgore regarding scheduling of their next work day in Heywood Park. Kilgore had responded stating he was having a meeting with FFA Alumni and parents on February 16 and would know more after that. Curt also reported that he had a meeting scheduled with Riley County Parks Director Rod Meredith to see if County Parks funds could be available for use in Heywood Park.

Under old business Michaela reported that smoke and carbon dioxide testers had been purchased and installed at the rental house. She also stated that Travis Schardein will be scheduling with the Salyers to install ground fault receptacles.

There was a motion by Gary and second by Curt to purchase a new sign for the burn pile road. Motion carried. It will be posted when the burn pile area is closed due to the burning of the pile. The board requests that everyone please adhere to this sign when posted. It is necessary for the hot embers to cool for a day or so after the pile is burned so there will not be any uncontrolled burns or possible wild fires.

There was discussion regarding the latest information on the Lakeside Heights sewer hookup request. The board had received an e-mail from Leon Hobson that stated there are four properties that are interested in becoming a part of the enlarged sewer district. After discussion the board had some questions regarding the connection fee that will be charged for the sewer hook-ups and the testing and certification of the private wells. Curt will relay these concerns on to Hobson and report back at the March meeting.

Leon Hobson has requested input from the UPID board concerning the water and sewer rates. After studying the budget for the U.P. water and sewer districts that Hobson had provided it was the consensus of the board to recommend no increase at this time. There was a question about the amount that was budgeted for administrative costs. The board felt it was high. Curt will report back to Hobson the boards recommendation and concern.

Leon Hobson also requested input from the board concerning the salvaging of the scrap metal from the piping and tanks in the old water treatment plant. This has been an ongoing item for several years. Other bids received on this were going to cost several hundred dollars for removal. The U.P. board contacted McDonald Salvage for a bid. Due to several factors McDonald Salvage was not interested. After discussion the board made the following recommendations to the County concerning this.

Bob Blume can salvage the scrap materials from the water treatment plant with the following stipulations:

1. He assumes all liability. (accident, fire, etc.)
2. He have adequate fire control measures in place.
3. A time limit be placed on this. The board recommends 45 days.

Curt will report back to Hobson concerning this.

There was discussion concerning dogs running loose in University Park. The board has received a complaint regarding this. Michaela stated she would contact the owner of the dogs in question and reply to the person who had voiced this concern. The board would remind everyone that it is a requirement of the restrictive covenants that all cats and dogs have rabies protection and not be allowed to run loose.

There being no further business the meeting adjourned at 9:00.

Respectfully Submitted,
Curt Friedrich, Secretary

University Park Improvement District
March 6, 2012 - 7:00 p.m.
Agenda

1. CALL MEETING TO ORDER

2. APPROVE AGENDA

3. APPROVE MINUTES OF PREVIOUS MEETING

4. TREASURER'S REPORT AND PAYMENT OF BILLS

5. COMMITTEE REPORTS

A. Firewise (Toni)

Redbad - Saash Gary - Firewise info.
to improve fire rating

— Lakeview Drive Work Days March 31

B. Heywood Park (Curt) — FFA possible work day - Spring break

C. Other — Letter to County Parks Advisory Meeting

March 13

6. OLD BUSINESS

A. Burn Pile road signs

B. Update on outside U.P. resident sewer hook-up

C. Report on Water and Sewer rates

D. Report on Salvaging scrap iron from old water plant

E. Other

7. NEW BUSINESS

A. Discussion on Options for Exterior repair and painting of Rental House

B. Discussion on Roof Replacement on Planter/Sign structure

C. Other

Roof on old rock structure by Club House

8. ADJOURN

University Park Improvement District

General Board Meeting

March 6, 2012

The meeting was called to order at 7:00 P.M. at the Cedar Hills Club House.

Board Members Present

X Gary McCabe, President

X Michaela Clossen, Treasurer

X Curt Friedrich, Secretary

Others Present: Toni Haukom, Bob Leazenby, Don Turner

There was a motion by Michaela and second by Gary to approve the agenda.
Motion carried.

The minutes from the previous meeting were approved as presented.

Michaela gave the treasurer's report.

The balance in the Riley County account was \$5941.37. The Capitol Federal account balance was \$592.51. There were receipts received of \$850.00 for rent.

Bills presented were:

Westar	\$62.84
Riley County Public Works	\$38.80

There was a motion by Curt and second by Gary to approve paying the bills. Motion carried.

Committee reports given were as follows.

Firewise: Toni reported that workdays are scheduled for March 31 for the Lakeview Drive and Redbud Drive areas. Gary stated that he had visited with his homeowner's insurance agent about the Firewise program here in University Park. It is a possibility that the fire rating for insurance rates could get lowered because of the measures that have been taken thru Firewise. Toni and Gary will work together to get some information to the agent.

Heywood Park: Curt reported that the Blue Valley FFA plans to have a workday sometime during Spring Break. He also reported that he had submitted a request to the Riley County Parks Advisory Board for possible funds for improvements to Heywood Park. He will be attending their meeting on March 13.

Golf Course: Michaela stated that she had received an e-mail from Melisa Burgess

about the Golf Club's plans for some workdays on the golf course. They are also planning a tournament for sometime in May.

Under old business Michaela reported that she had ordered a new sign for the road to the burn pile from Thomas Sign. It will be placed by the firehouse when the burn pile is closed because of the burning of the pile. It will be able to display a date when the area will be opened back up after a sufficient cooling down period. Tree limbs or brush cannot be placed on the hot embers. The Board would ask for everyone's cooperation with this.

Concerning the Lakeside Heights sewer hook up, it was reported that the County Commissioners had determined that the connection fee would be set at \$1250.00. The U.P. board had recommended that the private wells of those hooking onto the sewer system be tested before hook up. Leon Hobson reported back to the board via e-mail that it would not be necessary for those private wells to be tested.

Hobson had also reported back to the board that at this time there will not be an increase in the rates for the U.P. water and sewer district. The contract for the Certified Operator is expiring at the end of March and will be put out on bids by the County. Depending on what the result of that bid is may make it necessary to adjust the rates at a later date.

Hobson also had reported back to the board that he was working with the County's legal staff to work up a simple contract with Bob Blume for the removal of the metal tanks, piping and walkways in the old water treatment plant. They will incorporate the U.P. board's concerns and recommendations that were made last month into that contract.

Under new business options were discussed for the exterior repair and painting of the rental house. Michaela will discuss this with Josh Sayler. If the repairs needed will require that a carpenter be hired the board will look into some options for that.

The replacement of the roof on the planter box/sign structure at Hi-View and Moundridge was discussed. The roof on the old rock building at the Club House/picnic shelter area was also discussed. Michaela will contact Mike Waggoner of Diamond Roofing about these and report back next month.

Don Turner asked if the Redbud/Rimrock intersection could be made into a four way stop intersection. Curt will contact Stan Glaum who is on the Sherman township board concerning this.

There being no further business the meeting adjourned at 8:40.

Respectfully Submitted,

Curt Friedrich, Secretary

University Park Firewise Goals for 2012

1. Establish Community Workdays:

- Two joint workdays:**

One area workday would be designated to remove debris around buildings at club house area and sheds and repair and paint golf barn and the other to remove dead pines from golf course.

2. Establish Area Workdays:

Each area leader coordinates with residents in their area to make plans to conduct a workday (s) and plan priorities. Each leader would ensure number of hours and residents names is submitted to chairman for inclusion in yearly report.

3. Offer assessment visit to all new residents and strive for 100% participation.

4. Send another letter to all empty lot owners and offer the free assessment and encourage clean up of overgrown lots.

5. Plan and conduct a Youth Firewise Day in conjunction with the June 2012 U.P. potluck. Include an Invitation to the Blue Valley Chapter FFA and their families to attend in appreciation for their hard work in their Heywood Park Service Project.

6. Firewise Board conduct a review of the University Park Firewise Plan with Bn Fire Chief and Jason Hartman, Kansas Forest Service and make any changes accordingly.

7. Continue partnership with Kansas Forest Service, Riley County Emergency Management Director, and UP Voluntary Fire Department to insure fire safety and standards are met.

8. Plan a clean up day to remove debris from roadsides. Invite University Heights community to join in the clean up.

Lakeside

- 9. Invite and encourage attendance of other potential Firewise Communities to our Firewise Program Day.**
- 10. Receive documentation from each resident of their Firewise hours and projects description.**
- 11. Together with Firewise Board plan a Firewise Appreciation Day.**
- 12. Seek a volunteer to become the Firewise Photographer.**
- 13. Include a \$500. line item on the proposed 2013 budget to the County to be used for Firewise Projects at University Park.**
- 14. Achieve standards to retain our Firewise Community status.**

University Park Improvement District
April 3, 2012 - 7:00 p.m.
Agenda

1. CALL MEETING TO ORDER
2. APPROVE AGENDA
3. APPROVE MINUTES OF PREVIOUS MEETING
4. TREASURER'S REPORT AND PAYMENT OF BILLS
5. COMMITTEE REPORTS
 - A. Firewise (Toni)
 - B. Heywood Park (Curt)
 - C. Other - *Golf Course*
6. OLD BUSINESS
 - A. Burn Pile road signs
 - B. Update on outside U.P. resident sewer hook-up - *Operator Contract Renewal Open*
 - C. Report on Options for Exterior repair and painting of Rental House
 - D. Report on Roof Replacement on Planter/Sign structure and old rock shed
 - E. Report on request for 4 way stop at Redbud and Rimrock
 - F. Other

Closes April 16
7. NEW BUSINESS
 - A. (None at this time) *Mowing letter*
 - B.
 - C.
8. ADJOURN

University Park Improvement District

General Board Meeting

April 3, 2012

The meeting was called to order at 7:00 P.M. at the Cedar Hills Club House.

Board Members Present

X Gary McCabe, President
X Michaela Closson, Treasurer
X Curt Friedrich, Secretary

Others Present: Toni Haukom, Melisa Burgess, Cory and Shelly Day and Jack McKee.

There was a motion by Michaela and second by Gary to approve the agenda.
Motion carried.

The minutes from the previous meeting were approved as presented.

Michaela gave the treasurer's report.

Bills presented were:

Westar	\$60.63
Fritz Oil (tire repair)	\$72.50
Curt Friedrich (reimburse faucet)	\$10.82
Michaela Closson (reimburse food FFA workday)	\$18.91
B and L Trash Service	\$43.50
Thomas Sign	\$43.42

There was a motion by Curt and second by Gary to approve paying the bills. Motion carried.

Committee reports given were as follows.

Firewise: Toni reported that 3 zone workdays were conducted on March 31 with lots of trimming and clearing of trees in the road right of ways completed. Toni also reported that everyone needs to communicate with their insurance agents about Firewise. The more information we can get to them the better the chances that a rate adjustment can be made.

Heywood Park: Curt reported that the Blue Valley FFA had a workday on March 23rd. All of the limbs that had previously been trimmed plus several more loads that were trimmed that day were hauled to the burn pile. No other work days are scheduled at this time but will be in the Fall. He also reported that he had attended the Riley County Parks Advisory Board meeting on March 13th. The Parks Board will be considering our

request for County Parks funds. Curt will follow up on this with County Parks Director Rod Meredith.

Golf Course: Melisa Burgess and Cory and Shelly Day were present to report on the work that has been completed to date on the golf course. There are more work days planned to complete the needed maintenance of the sand greens and removal of dead trees. All of this is being done to ready the course for a golf tournament that will be held on May 12th. They inquired about the UPID board purchasing new cups and flags for the greens and reimbursing for food for the planned work day. There was a motion by Curt and second by Gary to pay for the needed items and to reimburse for food for the work day. Motion carried.

Jack McKee requested permission to plant 3 spruce trees out on the golf course in memory of his and Bev Valentine's 3 dogs that had passed on. Permission was granted.

Michaela reported that the bum pile sign was here. Curt stated he would contact Bob Leazenby about getting it installed.

Leon Hobson had reported via e-mail that KDHE will not allow the homeowners in Lakeside Heights to own and maintain their own grinder pumps. They will have to be part of the expanded sewer system. The UPID board will communicate with Hobson that all costs associated with this will have to be paid for by the 4 properties involved and not by the present University Park Sewer Benefit District.

Michaela stated she will visit with Josh Sayler about painting the rental house.

Michaela stated that she had received a bid from Diamond Roofing for the replacement of the roof on the planter box/flag pole structure and the small rock shed at the Club house. The bid for heritage shingles was \$533.00 and for 3 tab was \$471.00. Labor costs would be \$400.00. Bid did not include disposal cost of old shingles. It was the consensus of the board to table this at this time.

Curt reported that he had contacted Stan Galum about the inquiry of making the Redbud/Rimrock intersection a four way stop. Curt stated that Stan would discuss this with the Sherman Township board and report back.

Michaela stated that she would be sending out a letter about mowing the vacant lots. The fee for this will remain the same as last year.

Cory Day requested information on what would be needed by the board for him to get approval to build a detached garage and possible addition to his house. The Board shared with him the steps and procedures required.

Gary McCabe stated that he has decided to resign his position on the University Park Board. He presented his resignation letter stating this decision and that it be effective

immediately. There was a motion by Curt and second by Michaela to accept Gary's resignation. Motion carried. Curt and Michaela thanked Gary for his time served to the U.P. community. Curt will contact County Clerk Rich Vargo on the steps needed to fill the vacant position on the board.

There being no further business to come before the board the meeting adjourned at 9:10 pm.

Respectfully Submitted,

Curt Friedrich, Secretary

University Park Improvement District
May 1, 2012 - 7:00 p.m.
Agenda

1. CALL MEETING TO ORDER

2. FILL BOARD VACANCY

- A. Appoint Bob Vathauer to fill board vacancy

3. APPROVE AGENDA

4. APPROVE MINUTES OF PREVIOUS MEETING

5. TREASURER'S REPORT AND PAYMENT OF BILLS

6. REPORT ON SEWER AND WATER SYSTEM

- A. Hear report from Bob Blume

7. COMMITTEE REPORTS

- A. Firewise (Toni)
- B. Heywood Park (Curt)
- C. Golf Course
- D. Other

6. OLD BUSINESS

- A. Burn Pile road sign
- B. Update on outside U.P. resident sewer hook-up
- C. Report on Options for painting of Rental House
- D. Report on request for 4 way stop at Redbud and Rimrock
- E. Other

Disposal
of stumps

7. NEW BUSINESS

- A. Discuss May Picnic plans
- B. Discuss Tornado Siren repairs
- C. Review Building Plans submitted by Jacob and Laurie Powell
- D. Other Easter Egg Hunt Fourth of July

8. ADJOURN

University Park Improvement District General Board Meeting

May 1, 2012

The meeting was called to order at 7:00 P.M. at the Cedar Hills Club House.

Board Members Present

X Michaela Closson, Treasurer
X Curt Friedrich, Secretary

Others Present: Bob Vathauer, Libby Vathauer, Toni Haukom, Bob Blume, Tina Townsend, Sandra Graham, Bob Leazenby, Jack McKee and Josh Sayler.

The first order of business was to fill the vacancy on the board. There was a motion by Curt and second by Michaela to appoint Bob Vathauer to fill the unexpired term left by the resignation of Gary McCabe. Motion carried.

There was a motion by Curt and second by Michaela to appoint Bob Vathauer as Board President. Motion carried.

The minutes from the previous meeting were approved as presented.

Michaela gave the treasurer's report.

Bills presented were:

Westar	\$18.97
The Riley Countian (publish financial statement)	\$41.13
Michaela Closson (reimburse postage)	\$45.00

There was a motion by Curt and second by Bob to approve paying the bills. Motion carried.

As it was the first day of the month not all bills had been received. There was a motion by Curt and second by Bob to approve payment of any normal and customary bills that would be received after the meeting. Motion carried.

Bob Blume and Tina Townsend were present to give a report on the sewer and water systems. They showed a short DVD of when the sewer lines were smoked. Blume reported that there is over 30 infiltration problems that were found on the sections of the sewer system that was tested. He and Leon Hobson are coordinating on the best ways of making the necessary repairs. Blume also stated that they have been finding what appears to be strings from a mop at the sewer plant. These plug up screens at the plant and have to be cleaned periodically.

There was discussion concerning the water tower. Blume stated that the company that did the testing of the valve had been back out and made the necessary repairs.

Committee reports given were as follows.

Firewise: Toni inquired as to when the Firefighters Appreciation Recognition should be planned. It was the consensus of the board to hold this at the September picnic.

Heywood Park: Curt reported he had been in contact with Rod Meredith concerning County Park funds for Heywood Park. The County Parks Advisory board will be discussing this at their next quarterly meeting.

Golf Course: Tournament is planned for May 12th. Michaela shared a letter from Jeff Neel stating his dislike of the work that had been done on the course.

There was no update on the Lakeside Heights sewer project.

There was discussion on exterior repairs and painting of the rental house. Jack McKee stated he would be interested in submitting a bid for this. Josh Sayler stated what he thought needed to be done to the exterior of the house. After some discussion Josh stated he did not have the time to commit to painting the house at this time. It was the consensus of the board to pursue a bid from Jack McKee for this project.

Curt reported that Stan Galum was unavailable when he checked on the request for a four way stop at the Redbud and Rimrock intersection. He will follow-up with Stan on this and report back next month. Lower speed limits and having the Riley County Police patrol in University Park was also discussed.

There was discussion concerning maintaining the burn pile area and maintenance expenses of the loader tractor. Michaela made a motion that we charge every household a fee of \$10.00 per year for a Burn Pile Maintenance fee. There was a second by Bob Vaihauer. Motion carried.

May picnic plans were discussed. University Park will furnish the meat.

There was discussion concerning the tornado siren. Curt stated he had been in contact with Pat Collins concerning this. The necessary repairs have been completed and the siren is once again working. Curt handed out some pamphlets on different ways for emergency notification he received from the Emergency Preparedness office. Curt stated he will make these available at the bulletin board at the club house and also via e-mail.

Sandra Graham stated she had a couple of benches she would like to donate for use where needed in University Park. The board accepted her donation and thanked her for it.

Michaela presented plans for a building project for Jacob and Laurie Powell who were unable to attend the meeting. They purpose to build a 24' X 30' X 9' detached garage on their property at 11221 Lakeview Drive. They also would relocate the driveways on their property. Curt stated they may have to submit a request for the driveway relocation with Sherman Township. The board had no other concerns with their building proposal plans. There was a motion by Curt and second by Bob to approve the building request presented by Jacob and Laurie Powell.

Michaela stated that some local Girl Scouts have planted flowers in the two planters and will be maintaining these this summer. They will be supervised by Tracy Sabo and Becky Lemonds. The board stated their appreciation of the Girl Scouts taking on this project.

Michaela stated that she would possibly be organizing a Fourth of July Kiddie parade. She also mentioned a possible Easter Egg hunt for next year. The board stated their approval.

There being no further business to come before the board the meeting adjourned at 9:00.

Respectfully Submitted,

Curt Friedrich, Secretary

UNIVERSITY PARK IMPROVEMENT DISTRICT
7321 HI-VIEW DRIVE
MANHATTAN, KS 66503

Dear Riley County Parks Advisory Board:

The University Park Improvement District Board would like to formally request funds from the Riley County Parks Fund.

These funds would initially be used to develop a walking trail in an area of University Park that is known as Kenneth Heywood Park. This park is an undeveloped park that is approximately 10 acres in size. It is an easily accessible area that is bordered by streets on four sides. In one corner it does border 5 private residential lots. It is maintained by University Park in a fairly natural state. Grasses are native prairie and are mowed throughout the growing season using a bush hog type mower. Trees are mostly Red Cedar with a few native Oak, Walnut and Osage Orange. In one corner of the park there is a remnant of a native limestone rock fence that runs diagonally across the park for approximately 80 to 100 yards. There is access on three sides of this park to the central sewer and water system but there is no hydrants or rest room facilities at this time.

Approximately, 5 years ago University Park had a large amount of the Red Cedar trees mechanically removed from the more level and open sections of the park. Since then several volunteer work days have been held to trim the remaining cedar trees, clear brush and undergrowth. This is an ongoing process and at the present time is being coordinated with the Blue Valley/Randolph FFA Chapter as a community service project.

There is approximately 100 homes in University Park with an estimated 200 residents, many of which are young families with children. There are other housing areas within close proximity of University Park. All of these residents would benefit from a more developed park area within University Park. An improved park area within University Park would be beneficial to all.

University Park maintains a 9 hole sand greens golf course that is utilized by UP and area residents. At the start of the golf course there is a picnic shelter that is approximately 20' X 40', a small swing set with slide and a cement slab approximately 30' X 30' with a basketball goal. There is a freeze proof type water hydrant located at the shelter. There is a unisex public restroom that is located here but availability is seasonal.

Another attraction to this area is a boat ramp that University Park leases from the Corp of Engineers. There is a boat dock at this ramp area that is maintained by University Park.

Because University Park funds are limited we would like to request funds from the Riley County Park Advisory Board to help establish a walking trail in Heywood Park. If funds are available we would like to establish other long term goals and improvements in cooperation with the Advisory Board and County staff.

Please take our request under consideration.

Sincerely,

University Park Improvement District Board

Gary McCabe, President
Michaela Closson, Treasurer
Curt Friedrich, Secretary

University Park Improvement District
June 5, 2012 - 7:00 p.m.
Agenda

Benchos from
Sandra Grohman?

1. CALL MEETING TO ORDER
2. APPROVE AGENDA
3. APPROVE MINUTES OF PREVIOUS MEETING
4. TREASURER'S REPORT AND PAYMENT OF BILLS
5. COMMITTEE REPORTS
 - A. Firewise (Toni)
 - B. Heywood Park (Curt)
 - C. Golf Course
 - D. Other
6. OLD BUSINESS
 - A. Update on outside U.P. resident sewer hook-up
 - B. Report on options for painting of Rental House
 - C. Report on request for 4 way stop at Redbud and Rimrock
 - D. Discuss Burn Pile Maintenance fee
 - E. Other
7. NEW BUSINESS
 - A. Discuss options for possible purchase of mower
 - B. June picnic reminder
 - C. Other *Garage Sales June 16 8-12*
8. ADJOURN *Newsletter Items*

*sewer
Repairs*

*Gordon Sabo
Building Permit*

University Park Improvement District

General Board Meeting

June 5, 2012

The meeting was called to order at 7:00 P.M. at the Cedar Hills Club House.

Board Members Present

X Bob Vathauer, President
X Michaela Closson, Treasurer
X Curt Friedrich, Secretary

Others Present: Don Hooper, Bob Leazenby, Melisa Burgess, Toni Haukom, and Gordon Sabo.

The minutes from the previous meeting were approved as presented.

Michaela gave the treasurer's report.

The Riley County Fund balance is \$7,259.07. The Cap Fed balance is \$3,249.54.

Bills presented were:

Westar	\$68.43
Riley County Public Works	\$41.34
Don Hooper (mower belt)	\$59.60
Curt Friedrich (hydraulic oil)	\$34.72
Jueneman Excavating	\$900.00
Jay White	\$437.50
American Pest Management(rental house)	\$160.95

The board also decided to pay \$85.00 for a quarterly treatment. There was a motion by Curt and second by Michaela to pay the bills. Motion carried.

Income reported was:

Burn Pile Fee	\$30.00	Mowing	\$2067.00
Rent	\$850.00	Golf	\$617.00

Old business:

Lakeside Heights sewer connection:

It was reported that they were in the process of getting the needed signatures so a design plan can be presented.

Sewer Repairs:

Leon Hobson had asked for the board's input as to how best to raise the funds needed to make the necessary repairs to some of the sewer mains. The board feels that the best way to achieve this is through increased taxes and not just monthly user fees. In this way all property owners would share in the cost of upkeep of the sewer system. It is not known at this time how much of a tax increase would be needed. Hobson and

county staff will work through this when they work on the budget for next year and get back with the board.

Painting Rental House:

The painting of the rental house was tabled for now. We will look into this again in a couple months.

Four-way Stop:

Curt reported that the Sherman township board had decided that a four-way stop at the intersection of Redbud and Rimrock would not achieve the intended purpose. Redbud being the main east/west road and Rimrock being the side road with the stop signs is proper.

Committee reports given were as follows.

Firewise: Toni reminded everyone to please turn in your hours spent clearing trees and brush so she can count that time to Firewise.

Heywood Park: Curt had nothing new to report.

Golf Course: Melisa reported that \$915.00 was made from the recent tournament. She asked about getting some new signs made and if the board could pay for these. She also inquired about getting keys to the clubhouse so she could keep the restroom stocked. The board agreed favorably with both of these requests.

The following items were presented under new business:

Gordon Sabo presented plans to the board for a 34'X32'X14' detached garage to be built on his property at 7210 Bayview Drive Lot 402. There was a motion by Bob and second by Curt to approve this building request.

There was discussion about the need to replace the Craftsman mower. It was decided that it should be replaced with a commercial grade mower with a minimum 54" deck. Bob Vathauer will check with several dealers to get some bids on different mowers. This part of the meeting will be left open so the board can decide what mower to purchase after Bob gets these bids. (On Tuesday Bob got bids from CTI, Brooks Yahama and Blue Valley Trailers. The board purchased a Husler mower with a 60" deck from Blue Valley Trailers for \$8436.25)

Curt stated that Richard Soash needed items for the newsletter. It was decided to place items in the newsletter asking for everyone to please keep their yards mowed and cleaned and to inform everyone about the burn pile fee.

Michaela stated she had received a letter from the Corps of Engineers stating they had conducted the annual boat dock inspection and found six warped boards that were a tripping hazard. Don Turner offered to replace the boards if someone could get the necessary lumber. Michaela stated that Mike Closson could get the boards. The board

thanked everyone involved in getting this repaired.

There being no further business to come before the board the meeting adjourned at 9:10.

Respectfully Submitted,
Curt Friedrich, Secretary

University Park Improvement District
July 3, 2012 - 7:00 p.m.
Agenda

1. CALL MEETING TO ORDER
2. APPROVE AGENDA
3. APPROVE MINUTES OF PREVIOUS MEETING
4. TREASURER'S REPORT AND PAYMENT OF BILLS
5. COMMITTEE REPORTS
 - A. Firewise (Toni)
 - B. Heywood Park (Curt)
 - C. Golf Course
 - D. Other
6. OLD BUSINESS
 - A. Update on outside U.P. resident sewer hook-up
 - B. Burn Pile Fee: Update
 - C. Other
7. NEW BUSINESS
 - A. Discuss options for disposing of Craftsman mower
 - B. Discussion and Recommendation to County for tax increase for Water and Sewer District
 - C. Boat Ramp Permit Renewal
 - D. Election Filing Deadline: Information item
 - E. July picnic reminder
 - F. Other *Johnson's Yard & Driveway*
Murk & Kathy
8. ADJOURN

University Park Improvement District

General Board Meeting

July 3, 2012

The meeting was called to order at 7:00 P.M. at the Cedar Hills Club House.

Board Members Present

X Bob Vathauer, President

X Michaela Clossen, Treasurer

X Curt Friedrich, Secretary

Others Present: Bob Leazenby.

The minutes from the previous meeting were approved as presented.

Michaela gave the treasurer's report.

The Riley County Fund balance is \$854.78.

Bills presented were:

Westar	\$65.51
B and L Trash Service	\$44.50
Curt Friedrich (keys and light bulbs)	\$15.98
Melisa Burgess (golf course signs, restroom supplies)	\$67.80
Sharp's Short Stop (mower gas and supplies)	\$76.31
Bob Vathauer (mower gas)	\$28.00
Bruna Implement (tractor repair)	\$1,147.80
Corps of Engineers (boat ramp permit renewal)	\$35.00

There was a motion by Bob and second by Curt to pay the bills. Motion carried.

Income reported was:

Burn Pile Fee	\$130.00	Mowing	\$450.00
Rent	\$850.00	Golf	\$16.00

Old Business:

Lakeside Heights sewer connection: Leon Hobson has received the petition. Once signatures are verified, the design plan will begin.

Committee reports given were as follows.

Heywood Park: Curt reported that he had not received any information as to the County Parks Committee's decision pertaining to University Park's request for County Parks funds. He will contact Rod Meredith regarding this.

2012 Fund Summary

UNIVERSITY PARK - JULY 2012

FUND #230

MONTH	BILLING TOTAL	ACTUAL COLLEC.	BILLING COLLEC.	Expenditures	BILLED											
					WATER USAGE GAL	NSF CHKS	ACTIV FEE	SERV DEP	SERV REFUND	MISC. REIMB.	TRANS	TAX REV	CAP REV	CAP VOUC	CAP LOAN	SPEC COLL
January	6,248.98	6,638.84	5,947.34	2,250.18	288,839	126.34	0.00	0.00	0.00	400.50	2,494.80	291.00	0.00	400.50	400.50	
February	6,169.38	6,127.21	5,422.21	4,741.02	249.110	0.00	40.00	75.00	0.00	0.00	0.00	291.00	4,250.00	414.00	414.00	
March	6,508.54	6,140.99	5,413.49	5,007.42	352,420	0.00	0.00	0.00	75.00	0.00	447.00	143.26	291.00	0.00	436.50	436.50
April	6,319.86	6,824.64	6,077.64	5,538.76	306,800	0.00	0.00	0.00	0.00	850.50	0.00	297.00	0.00	450.00	450.00	
May	6,787.77	6,371.16	5,643.66	4,883.99	425,970	0.00	40.00	75.00	0.00	432.00	1,959.71	291.00	788.80	436.50	436.50	
June	7,946.89	6,728.00	5,978.00	6,893.32	693,630	0.00	0.00	225.00	0.00	0.00	300.00	2,738.01	450.00	450.00		
July	7,687.78	7,837.09	7,102.09	6,065.37	642,670	0.00	40.00	75.00	0.00	450.00	0.00	294.00	2,100.00	441.00	441.00	
August	0.00	0.00	0.00	0.00	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
September	0.00	0.00	0.00	0.00	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
October	0.00	0.00	0.00	0.00	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
November	0.00	0.00	0.00	0.00	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
December	0.00	0.00	0.00	0.00	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
12 pd 13																
TOTALS	47,669.20	46,667.93	41,584.43	35,435.46	2,959,439	126.34	120.00	225.00	300.00	0.00	2,580.00	4,597.77	2,055.00	9,876.81	3,028.50	

Fund Account Summary

2011 Balance Forward	9,586.90	Balance Forward	4,645.00	Capital Reserve - Fund 284	
Collections	41,584.43	Deposits Rcvd Y-T-D	225.00	Bal. Forward	17,904.41
Insufficient Checks	126.34	Refunds Y-T-D	300.00	Transfers In	2,055.00
Service Deposits	225.00	Adjustment	0.00	Transfers Out	0.00
SD Refunds	300.00	Ending Balance	<u><u>\$4,570.00</u></u>	Expenditures	<u><u>9,876.81</u></u>
Activation Fee	120.00			Ending Balance	<u><u>\$10,082.60</u></u>
Cap. Reserve Transf.	0.00 *				
Loan Payment	3,028.50				
Tax Revenue	4,597.77				
Transfers/Reimb	-2,580.00 *				
Expenditures	35,435.46				
Ending Balance	<u><u>\$20,700.80</u></u>				

*2012 Expenditures = 35,735.46
(Expenditures + Service Deposit Refunds)

Posted by Beth DeLoach 8-21-12
Reconciled by May J. Shulman 8-21-12
DATE

Operating Cash Available - Fund 230

Operating Cash Available - Fund 230	\$16,130.80
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New Business:

Disposing of Old Mower: It was the consensus of the board to put the Craftsman mower out on bids. Curt will send out an e-mail stating this. The deadline for accepting bids was set as July 16.

Recommendation to County for 2013 Tax Rate for Sewer and Water Benefit District: Leon Hobson has asked for the U.P. Board's recommendation on the amount of increases in taxes for the water and sewer district. Presently \$4,779.00 is collected in property taxes for the water and sewer district. Leon thinks this needs to be increased by \$20,000.00. The U.P. Board feels this is too much of an increase. After discussion it was the consensus of the board to recommend that any tax increase be limited to no more than doubling the present amount collected. Curt will report this recommendation to Leon.

Election Filing Deadline: Curt reported that the deadline to file for election to the University Park Improvement District Board is 12:00 Noon on September 11, 2012. Anyone who is a permanent resident property owner in University Park is eligible to file.

Michaela stated a concern with gravel washing out onto the pavement on Moundridge. This is being caused by the limited capacity of the ditch on the north side of the street. Curt stated he would bring this to the attention of Rod Meredith.

July Picnic reminder: The July U.P. picnic will be Saturday, July 21 at 7:00.

There being no further business to come before the board the meeting adjourned at 8:30.

Respectfully Submitted,
Curt Friedrich, Secretary

University Park Improvement District
August 7, 2012 - 7:00 p.m.
Agenda

1. CALL MEETING TO ORDER
2. BUDGET HEARING (Discussion, approve under new business item)
3. APPROVE MINUTES OF PREVIOUS MEETING
4. TREASURER'S REPORT AND PAYMENT OF BILLS
5. OLD BUSINESS
 - A. Update on Lakeside Heights sewer hookup
 - B. Update on Sewer repair bids
 - C. Other
6. COMMITTEE REPORTS
 - A. Firewise (Toni)
 - B. Heywood Park (Curt)
 - C. Golf Course
 - D. Other
7. NEW BUSINESS
 - A. Approve 2013 Budget and Mill Levy
 - B. August Picnic reminder
 - C. Other
8. ADJOURN

Sewer repairs - bids?
Cindy Fleshman
Renting house
kitchen floor

October Picnic?

Fall Newsletter
Sept

Fall workdays

University Park Improvement District

General Board Meeting

August 7, 2012

The meeting was called to order at 7:00 P.M. at the Cedar Hills Club House.

Board Members Present

X Bob Vathauer, President

X Michaela Clossen, Treasurer

X Curt Friedrich, Secretary

Others Present: Bob Leazenby and Toni Haukom

The Budget Hearing for the 2013 proposed budget was opened at 7 P.M.

There was discussion on the proposed budget. After discussion and hearing no objections to the proposed budget the Budget Hearing was closed.

At 7:15 the regular meeting was opened.

The minutes from the previous meeting were approved as presented.

Michaela gave the treasurer's report.

The Riley County Fund balance is \$834.90

The Cap. Fed. Balance is \$4099.85.

Bills presented were:

Westar	\$68.32
Riley County Public Works	\$44.31
Orschelin (tractor repairs and supplies)	\$263.71
Smith Plumbing (unplug sewer at rental house)	\$304.85
Hartford Insurance (liability &workman's comp)	\$560.00
The Riley Countian (publish budget)	\$29.75

There was a motion by Bob and second by Curt to pay the bills. Motion carried.

Income reported was:

Burn Pile Fee	\$30.00	Sale of mower \$300.00
Golf	\$30.00	

Firewise Report:

Toni reported she is working on plans for the September picnic when the local volunteer firefighters will be recognized. The Blue Valley FFA will also be invited as guests to be recognized for their work with helping to clean up Heywood Park. Toni asked if she could purchase a plaque to be presented to the FFA. There was a motion by Bob and second by Curt to do so. Motion carried.

Old Business:

There were no updates on the Lakeside Heights sewer hookup or repairs to sewer mains in University Park.

Curt reported that he had received word from Rod Meredith that the County Parks Advisory committee had turned down our request for funding for improvements to Heywood Park. Efforts will continue to trim more trees this fall on a volunteer basis.

New Business:

The 2013 proposed budget was presented. The proposed budget shows a budget authority of \$15,834.00. The amount of 2012 Ad Valorem tax raised would be \$7,333.00. The assessed valuation is \$1,466,502.00. The mill levy would remain at 5.000 mills. There was a motion by Curt and second by Michaela to approve the proposed budget as presented.

Picnic Reminder:

The August picnic will be August 18. Plans for the September picnic were discussed. University Park will be furnishing the main meat dish for the September picnic. Since there will be several guests at this everyone is asked to bring some extra side dishes.

There being no further business to come before the board the meeting adjourned at 8:45.

Respectfully Submitted,
Curt Friedrich, Secretary

NOTICE OF BUDGET HEARING

State of Kansas
Special District

The governing body of
University Park Improvement District
Riley County

will meet on at at for the purpose of hearing and
answering objections of taxpayers relating to the proposed use of all funds and the amount of tax to be levied.
Detailed budget information is available at and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2013 Expenditures and Amount of 2012 Ad Valorem Tax establish the maximum limits of the 2013 budget. Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual 2011		Current Year Estimate for 2012		Proposed Budget Year for 2013		
	Expenditures	Actual Tax Rate*	Expenditures	Actual Tax Rate*	Budget Authority for Expenditures	Amount of 2012 Ad Valorem Tax	Estimate Tax Rate*
General	27,594	2.473	20,439	5.000	15,834	7,333	5.000
Debt Service							
Totals	27,594	2.473	20,439	5.000	15,834	7,333	5.000
Less: Transfers	0		0		0		
Net Expenditures	27,594		20,439		15,834		
Total Tax Levied	3,375		7,279		XXXXXXXXXXXXXXXXXX		
Assessed Valuation	1,364,515		1,455,757		1,466,502		

Outstanding Indebtedness,

Jan 1, 2010

G.O. Bonds	0
Revenue Bonds	0
Other	0
Lease Pur. Princ.	0
Total	0

2011

0
0
0
0
0

2012

0
0
0
0
0

*Tax rates are expressed in mills.

0

0

Page No.

2013

Estimated Value Of One Mill For 2013

The estimated value of one mill would be: \$1,467

Want The Mill Rate The Same As For 2012?

2012 Mill Rate Was:	5.000
2013 Tax Levy Fund Expenditures Must Be	\$0
Reduced By:	\$0

Impact On Keeping The Same Mill Rate As For 2012

2013 Ad Valorem Tax Revenue:	\$7,333
2012 Ad Valorem Tax Revenue:	\$7,333
Change in Ad Valorem Tax Revenue:	\$0

What Mill Rate Would Be Desired?

Current 2013 Estimated Mill Rate:	5.000
Desired 2013 Mill Rate:	0.000
2013 Ad Valorem Tax:	\$0
2013 Tax Levy Fund Exp. Changed By:	\$0

University Park Improvement District
September 4, 2012 - 7:00 p.m.
Agenda

1. CALL MEETING TO ORDER
2. APPROVE AGENDA
3. APPROVE MINUTES OF PREVIOUS MEETING
4. TREASURER'S REPORT AND PAYMENT OF BILLS
5. OLD BUSINESS
 - A. Update on Lakeside Heights sewer hook-up
 - B. Update on repairs to U.P. sewer mains
 - C. Other
6. COMMITTEE REPORTS
 - A. Firewise (Toni)
 - B. Heywood Park (Curt)
 - C. Golf Course
 - D. Other
7. NEW BUSINESS
 - A. Discussion and possible action of renting house
 - B. Discussion of any repairs to rental house
 - C. September picnic reminder
 - D. Newsletter items
 - E. Other
8. ADJOURN

Dogs

University Park Improvement District

General Board Meeting

September 4, 2012

The meeting was called to order at 7:00 P.M. at the Cedar Hills Club House.

Board Members Present

X Bob Vathauer, President
X Michaela Closson, Treasurer
X Curt Friedrich, Secretary

Others Present: Bob Leazenby, Toni Haukom, Don Turner, Stan Galum, Todd Nicholson, Cory Day and Eric and Buffy Woodward

The minutes from the previous meeting were approved as presented.

Michaela gave the treasurer's report.

The balance in the Riley County fund is \$1423.96

The Cap. Fed. Balance is \$2599.85.

Bills presented were:

Westar	\$64.84
Charleston and Wilson (building insurance)	\$2388.00
Charleston and Wilson (liability and inland marine)	\$1000.00

There was a motion by Curt and second by Bob to pay the bills. Motion carried.

Income reported was:

Burn Pile Fee	\$20.00	Golf	\$175.00
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Firewise Report:

Toni reported she had sent an invitation to the Blue Valley FFA Chapter to the September picnic. Scott Cooper who is the new Assistant Riley County Rural Fire Chief will be the guest speaker. University Park Station Chief Brian McNulty and all U.P. volunteer fireman will also be recognized.

Toni also stated she needs Firewise hours and names of volunteers from all workdays so we can get credit for those. This is also true for any clearing and trimming that property owners do on their lots.

Don Turner stated he would volunteer his labor and tractor/loader to help with tree trimming. Contact either Toni or Don.

Golf Course Report:

Cory Day voiced concerns about unauthorized vehicles on the golf course. Golf carts are the only vehicles allowed on the golf course. Cory stated there is a Couples golf tournament planned for October 20th. It will start at the Leonardville course and finish at University Park.

Old Business:

There were no updates on the Lakeside Heights sewer hookup or repairs to sewer mains in University Park. Curt stated he would contact Leon Hobson to get any updates on these projects.

New Business:

There was discussion about renting of the rental house. Michaela stated she had posted it on Craig's list and had received a couple inquires. She stated she will post it again.

Picnic Reminder:

Plans for the September picnic were discussed. University Park will be furnishing the main meat dish. Bob Vathauer will be in charge of this.

Several things were discussed for items to be placed in the Fall newsletter. Dogs running loose, unauthorized vehicles on golf course and a reminder about the burn pile fee were discussed. Curt will get these to Richard Soash.

Buffy Woodward stated that there will be children out trick or treating again this year but she will not be compiling a map of those homes that wish to have trick or treaters. Those who wish to participate in this just need to turn their porch light on or in some way make their home trick or treat inviting. Curt stated he would also send this info. to Richard to put in the newsletter.

Michaela stated there are plans for a Kids Fun Day that will be on October 13th. at the Club House area. She will place some information about this in the newsletter.

Cory Day presented plans to build a 24X30X9 wood frame garage on his property. After reviewing his site plans there was a motion by Bob and second by Curt to approve Cory's request. Motion carried.

Don Turner presented plans to construct a metal framed 24X26X8 carport. This would be placed on the concrete slab in front of his garage. There was a motion by Curt and second by Bob to approve Don's request. Motion carried.

There being no further business to come before the board the meeting adjourned at 8:30.

Respectfully Submitted,
Curt Friedrich, Secretary

University Park Improvement District
October 2, 2012 - 7:00 p.m.
Agenda

1. CALL MEETING TO ORDER *7:00*
2. APPROVE MINUTES OF PREVIOUS MEETING
3. TREASURER'S REPORT AND PAYMENT OF BILLS
4. OLD BUSINESS
 - A. Update on Lakeside Heights sewer hookup
 - B. Update on U.P. Sewer repairs
 - C. Other
5. COMMITTEE REPORTS
 - A. Firewise (Toni)
 - B. Heywood Park (Curt)
 - C. Golf Course
 - D. Other
6. NEW BUSINESS
 - A. Discussion on renting of house
 - B. Discussion on machinery maintenance
 - C. Discussion on cleaning inside and outside of storage sheds
 - D. Other *Coyotes*
7. ADJOURN

University Park Improvement District

General Board Meeting

October 2, 2012

The meeting was called to order at 7:00 P.M. at the Cedar Hills Club House.

Board Members Present

X Bob Vathauer, President

X Michaela Closson, Treasurer

X Curt Friedrich, Secretary

Others Present: Bob Leazenby, Toni Haukom, Brian Lentz, Todd Nicholson, Don Turner, Don Hooper, Cory Day and Etienne (Ponch) Baudoin

The minutes from the previous meeting were approved as presented.

Michaela gave the treasurer's report.

The Riley County Fund balance is \$483.14

The Cap. Fed. Balance is \$1752.85.

Bills presented were:

Westar	\$66.58
B and L Trash	\$44.50
Richard Soash (stamps and envelopes)	\$56.73
Toni Haukom (reimburse for plaque)	\$24.91

There was a motion by Curt and second by Bob to pay the bills. Motion carried.

Income reported was: **Golf \$99.50**

Before the meeting started it was discovered that the golf self pay box had been broken into and an undetermined amount of money stolen. Options for theft proofing the box were discussed. Don Turner volunteered to repair the box and make it more theft proof.

Old Business:

Curt reported he had received an e-mail from Leon Hobson stating that the public hearing for the Lakeside Heights sewer project had been held. Plans and specifications are completed and are awaiting KDHE approval. Hobson also stated in the e-mail that some repairs to University Park sewer mains will begin soon.

Firewise Report:

Toni gave a report on the September picnic where the local volunteer firemen were recognized. Toni stated that Scott Cooper, who is the new Riley County Assistant Fire Chief, gave a very informative presentation.

Golf Report :

Cory reported that there will not be a golf tournament on October 20 as had been previously planned. He stated there was a concern among some golfers with people walking on the golf course. Michaela stated some people pay golf memberships so they can use the course for walking. Cory stated that there have been vehicles seen driving on the golf course. The board would remind everyone that golf carts are the only vehicles allowed on the golf course. Those using the course for walking purposes should be mindful of golfers playing the course while they are walking and for their safety should walk in the direction of play. Cory suggested that the golf membership dues should be increased for 2013. Cory, Don Hooper and Ponch agreed to serve on the golf committee.

New Business:

Michaela reported that someone had inquired about the rental house but she had not heard anything back from the individual. Michaela stated she would re-post the house on Craig's List.

Don Turner stated that he and Richard Soash planned to do some cleanup work at the boat ramp area.

There was discussion about maintenance of the tractors, mowers and other equipment. It was the consensus of the board that Don Turner would help with these duties. Don stated that the tractor sheds needed to be cleaned and organized. A volunteer work day will be scheduled soon to accomplish this task.

Michaela stated that a Kid's Fun Day is planned for Saturday October 13th. From 3 to 5 p.m. It will be held at the Club House area.

Toni Haukom presented her resignation as Firewise Coordinator effectively immediately. The board reluctantly accepted her resignation. Toni was thanked for her great dedication and many hours of work that she has given to University Park while serving as the Firewise Coordinator. The board will pursue filling this vacancy as soon as possible.

There being no further business to come before the board the meeting adjourned at 8:45.

Respectfully Submitted,
Curt Friedrich, Secretary

University Park Improvement District
November 6, 2012 - 7:00 p.m.
Agenda

1. CALL MEETING TO ORDER
2. APPROVE AGENDA
3. APPROVE MINUTES OF PREVIOUS MEETING
4. TREASURER'S REPORT AND PAYMENT OF BILLS
5. OLD BUSINESS
 - A. Discussion on renting of rental house
 - B. Other
6. COMMITTEE REPORTS
 - A. Firewise
 - B. Heywood Park
 - C. Golf Course
 - D. Other
7. NEW BUSINESS
 - A. Filling of Firewise Coordinator
 - B. Discussion on cleaning and organizing tractor sheds
 - C. Discussion on options concerning unmowed/unkept properties
 - D. Other
8. ADJOURN

University Park Improvement District

General Board Meeting

November 6, 2012

The meeting was called to order at 7:00 P.M. at the Cedar Hills Club House.

Board Members Present
X Bob Vathauer, President
O Michaela Closson, Treasurer
X Curt Friedrich, Secretary

Others Present: Bob Leazenby, Toni Haukom and Laura Soash

The minutes from the previous meeting were approved as presented.

Due to Michaela's absence the Treasurer's report was given by Curt via an e-mail from Michaela.

The balance in the Riley County fund is \$297.27

The Cap. Fed. Balance is \$1718.63

Bills presented were:

Westar	\$67.42
Charlson and Wilson (general liability and contractors equip. coverage)	\$597.00
Charlson and Wilson (commercial property coverage)	\$250.00
Charlson and Wilson (treasurers bond ins)	\$165.00
Riley County Public Works (water and sewer)	\$90.30
Bob Leazenby (balance of mowing labor)	\$839.00

There was a motion by Curt and second by Bob to pay the bills. Motion carried.

Income reported was:

income reported was:
Burn Pile Fee \$10.00 **Golf \$55.00**

Old Business:

Renting of rental house.

Michaela has relisted the house on Craig's List. There is someone coming to look at the house on Friday.

Firewise Report:

Curt noted that several workdays had been completed.

Heywood Park Report:

Maywood Park Report

Golf Course Report:
No report

New Business:

Laura Soash has volunteered to take over the duties of Firewise Coordinator. There was a motion by Bob and second by Curt to appoint Laura Soash as the Firewise Coordinator. Motion carried. The board thanked Laura for taking on this position and encourages everyone to report all efforts conducted towards Firewise activities to Laura.

There was some discussion on cleaning and organizing the tractor sheds. It was decided this would be done over the winter. Workdays will be scheduled.

There was discussion on properties that have unmowed/unkept lawns. Curt stated that it is a violation of the U.P. restrictive covenants if lawns are left unmowed. There was discussion of enforcement of the covenants. Toni stated that it is best to make use of the nuisance committee in these kind of situations because it is state statute enforceable. Bob stated he would talk to those who had served on the nuisance committee in the past to see if they would be interested in pursuing this matter further.

There being no further business to come before the board the meeting adjourned at 8:00.

Respectfully Submitted,
Curt Friedrich, Secretary

University Park Improvement District
December 4, 2012 - 7:00 p.m.
Agenda

1. CALL MEETING TO ORDER
2. APPROVE MINUTES OF PREVIOUS MEETING
3. NEW BUSINESS
 - A. Discussion and recommendation of water rates for 2013 with Leon Hobson
 - B. Discussion and recommendation of options for sewer repairs with Leon Hobson
 - C. Discussion on Insurance Provider and Coverage
 - D. Setting of charge for mowing vacant lots for 2013
 - E. Setting of 2013 Golf Membership Fee
4. OLD BUSINESS
 - A. Update on Lakeside Heights sewer hookup
 - B. Follow up on Letters sent by Nuisance Committee
 - C. Other
5. TREASURER'S REPORT AND PAYMENT OF BILLS
6. COMMITTEE REPORTS
 - A. Firewise (Laura)
 - B. Heywood Park (Curt)
 - C. Golf Course
 - D. Other
7. ADJOURN

University Park Improvement District

General Board Meeting

December 4, 2012

The meeting was called to order at 7:00 P.M. at the Cedar Hills Club House.

Board Members Present

X Bob Vathauer, President

X Michaela Closson, Treasurer

X Curt Friedrich, Secretary

Others Present: Bob Leazenby, Toni Haukom, Laura Soash, Don and Susan Turner, Cory and Shelly Day, Brian Lentz and Leon Hobson

There was a motion by Curt and second by Bob to approve the minutes from the previous meeting as presented.

New Business:

Riley County Public Works Director Leon Hobson was present to discuss options for repairs to the sewer mains. Leon estimates it will cost between \$40,000.00 and \$50,000.00 to video the mains to find where problem areas are at and to have root balls cut out as they are found. After discussion it was the recommendation of the U.P. Board that Riley County send a letter to all property owners to inform them of the options for repair to the sewer system. An informational meeting will also be scheduled so these options can be presented and discussed.

Leon Hobson also discussed water rates for 2013. It is anticipated that Riley County Rural Water will be raising there rates for 2013 which in turn will require an increase in rates for University Park Water District customers. At this time it is not known what the RCRW increase will be. Leon presented the board with an operating budget spread sheet for the U.P. water and sewer district for the past several years and an estimate for year 2013. The board will look this over and make a recommendation at the January meeting.

There was discussion on the different types and coverages of insurance the UPID carries. It was decided the board will research this further and possibly hold a special meeting to do so.

After some discussion there was a motion by Bob and second by Curt to set the fee for mowing vacant lots for 2013 at \$50.00 per mowing per lot for 3 times throughout the growing season for a total of \$150.00 per lot. If lot owners do not agree to this charge and do not mow their lots University Park will do one mowing at the end of the summer and place a charge of \$250.00 on the property taxes. Motion carried.

Setting of the Golf Course membership fees for 2013 was discussed. There was a motion by Curt and second by Bob that the Single membership be raised to \$75.00, Family rate be raised to \$90.00 and the Daily rate remain at \$5.00. Because of the rising cost of fuel and repairs for the tractors and mowers this fee will be assessed not only for those playing golf but also for those who use the golf course for walking and exercising purposes for themselves and/or their dogs. Motion carried.

It was also noted that the only authorized vehicles allowed on the golf course is golf carts. No other types of motorized vehicles are allowed.

It was the consensus of the board to keep the burn pile fee at \$10.00 per year per household. This fee is assessed on the honor system with no billing statement sent out. Payment can be mailed to University Park Improvement District 7321 Hi-View Drive Manhattan KS 66503. Payment for the burn pile fee can also be placed in the golf course self pay box. Please label as such.

Old Business:

Leon Hobson gave an update on the Lakeside Heights sewer project. Only one bid was received and it came in over the engineer's estimate. They will re-bid the project.

There was discussion on the 3 letters that were sent by the nuisance committee. Two of the parties have mowed their yards. A letter was received from one of these two parties. Curt will draft a letter in response to that letter. The board will review options concerning the one party who has not cleaned up their property.

Michaela gave the treasurers report.

Bills presented were:

Westar: \$67.48

A bill from Sharp's Short Stop has been received but Michaela had some questions about it. She will contact Sharp's concerning that.

No other bills had been received prior to the meeting.

The Cap. Fed. Balance is \$548.63 and the County Fund balance is \$92.81

There was a motion by Curt and second by Bob to pay the bills. Motion carried.

Firewise Report:

It was reported that Susan Turner will co-chair with Laura Soash as the Firewise Coordinators. They will be meeting with Toni Haukom for orientation of Firewise. Toni stated that area supervisor Keith Worley had asked that she serve as an advisor for Laura and Susan. Toni stated she agreed to that if that meet with the board's approval. The board approved of this and thanked Toni for her past work with Firewise and Laura and Susan for taking on this responsibility.

Golf Course Report:

Cory reported that he is removing the greens flags for the winter.

There being no further business to come before the board the meeting adjourned at 9:45.

Respectfully Submitted,
Curt Friedrich, Secretary

University Park Improvement District

Special Board Meeting

December 16, 2012

The meeting was called to order at 3:00 P.M. at the Curt Friedrich residence.

Board Members Present

X Bob Vathauer, President
X Michaela Closson, Treasurer
X Curt Friedrich, Secretary

There were no other persons in attendance.

The board reviewed Building, Equipment, Liability and Workmen's Comp. insurance coverage that is presently held. It was decided to discuss the different options that the board may have concerning insurance coverage further with the representative from Charlson and Wilson Insurance Agency. Michaela will contact her to set up an appointment.

There was no other business discussed and the meeting adjourned at 4:00 P.M.

Respectfully Submitted,
Curt Friedrich, Secretary

Yahoo!
My Yahoo!
News
Sports
Finance
omg!
Shine
More Yahoo! Sites

Spam (7)

Trash (1)

FOLDERS

Candace

Curt

APPLICATIONS

CALENDAR Fw: UP minutes special meeting

Delete

Move

Actions

special meeting from Curt Friedrich to recipients

Dec 11

The University Park Improvement District Board of Directors will hold a special meeting on Sunday December 16, 2012 at 2:00 P.M. The purpose of this meeting is to review current insurance coverage and discuss any changes, if any, the board may want to make in the current insurance coverage. This special meeting will be held at the residence of Curt Friedrich located at 11326 Lakeview Drive Manhattan KS 66503.

Respectfully,
Curt Friedrich
UPID Sec.