

**University Park Improvement District  
Board Meeting  
University Park Club House  
January 6, 2015 - 7:00 p.m.  
Agenda**

1. CALL MEETING TO ORDER
2. ELECTION OF OFFICERS
3. APPROVE MINUTES OF PREVIOUS MEETING
4. TREASURER'S REPORT AND PAYMENT OF BILLS
5. OLD BUSINESS
  - A. Update on Sewer Project
  - B. Discuss Options for Gravel on Burn Pile Road
  - C. Other
6. COMMITTEE REPORTS
  - A. Firewise
  - B. Heywood Park
  - C. Golf Course
  - D. Community Enhancement
7. NEW BUSINESS
  - A. Approve Meeting and Picnic Dates for 2015
  - B. Discuss Options for Projects for 2015
    1. Repairs and/or Replacement and Maintenance of Tractors and Mowers
    2. Improvements to Rental House
    3. Moving Tee Box #5 on Golf Course
    4. Repairs and Maintenance of Tractor and Mower Sheds
  - C. Discuss Options for Hiring Person for Mowing Fairways
  - D. Other
8. ADJOURN

# University Park Improvement District

## University Park Golf Course Club House

### General Board Meeting

December 2, 2014

The meeting was called to order at 7:00 P.M.

Board Members present were:

Bob Vathauer, President

Michaela Closson, Treasurer

Curt Friedrich, Secretary

Others Present: Don and Susan Turner, Frank McCoy, Dave Chizek, Elise Keister, Laura Soash and Ryan Wilson

Ryan Wilson introduced himself. He and his wife Andrea have purchased the property at 7208 Hackberry Circle. The board welcomes Ryan and Andrea to University Park.

The minutes of the previous meeting were approved as presented.

Treasurers Report:

Bills to be paid were:

Westar	\$66.78
Riley County Treasurer (property taxes)	1,532.73
Wendland Repair (tractor repairs)	75.00
Michaela Closson (postage \$9.00, decorations \$20.00)	29.00
Total Bills	\$1703.51

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

Income reported was:

Karl Saunders ( Rent)	\$700.00
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Total Income	\$700.00
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The Cap. Fed. Balance is \$11,287.95. The County Fund balance is \$3,843.52.

Old Business:

Update on Sewer Project:

BG Consultants started design work on December 1.

Update on U.P. Fire Hydrant Testing and Painting:

Curt reported that Bob Blume is to finish flushing the hydrants scheduled for this year. Blume is also checking the water valves. Approximately one half of the hydrants have been painted. This project will be finished in the spring.

Other: Boat Dock

It was noted that the boat dock has been removed from the lake for the winter.

Michaela suggested that Jesse and Kelli Nelson be asked if they would be interested in being the ones to take care of the dock as Walter Pitney will no longer be doing that. Curt will contact Jesse and Kelli about this.

**Committee Reports:**

**Firewise:** Susan and Laura reminded everyone to turn in their hours for Firewise credit when trimming or clearing trees.

**Heywood Park:** Nothing to report.

**Golf Course:** Nothing to report.

**Community Enhancement:**

Elise reported that the first meeting of the committee had to be canceled due to scheduling conflicts. She will schedule another meeting for after the first of the year. Topics of discussion will be fund-raising ideas for the general budget, researching and obtaining any grants available and general marketing of the University Park area.

**New Business:**

**Results of November Election of Directors:**

Curt reported the following results from the election;

Curt Friedrich 64 votes, Bob Vathauer 63 votes. The results of the write in votes for the third position on the board were as follows,

Dave Chizek 7

Michaela Closson 4

Matthew Schindler 2

Richard Seaton 2

Jason Burgess 1

Susan Turner 1

Elise Keister 1

Richard Soash 1

Donald Hooper 1

Brian Shirley 1

Curt, Bob and Dave will serve as the University Park Board of Directors for a term of two years effective with the January 2015 meeting.

Congratulations to all receiving votes.

**Set Mowing Rates for 2015:**

It was the consensus of the board to leave the rates for mowing of vacant lots for 2015 the same as they were for 2014. The charge for mowing vacant lots will be \$50.00 per lot per mowing with 3 mowings completed through out the growing season for a total of \$150.00 per lot. If property owners do not have University Park mow their vacant lots, do not mow the vacant lots themselves or make other arrangements to have them mowed University Park will mow the lots one time at the end of the growing season and place a charge of \$250.00 per lot upon the taxes of the property. A letter regarding mowing of vacant lots will be sent to all vacant lot owners in the spring. The board

would remind homeowners that it is the responsibility of the home owner to keep their yard mowed and in an orderly fashion. Any home owner not keeping their yard mowed and in an orderly fashion will be reported to the County for code enforcement.

**Set Golf/Walking Membership Fees for 2015:**

There was a motion by Bob and second by Curt to increase the golf family membership fee from \$90.00 to \$100.00 per year, leave the single golf membership fee at \$75.00 per year, the family walking fee at \$30.00 and the single walking fee at \$25.00. The walking fee is for anyone using the golf course for walking/jogging/exercising purposes. For safety reasons walkers are asked to walk in the same direction as the direction of play for golf. The board would remind everyone that only golf carts are to be driven on the golf course. No other motorized vehicles, ATV's or motorcycles are allowed. Motion carried.

**Set Burn Pile Fee for 2015:**

It was the consensus of the board to leave the burn pile fee for 2015 at \$10.00 per year per household/property owner. This fee is to help with expenses of maintaining the burn pile area such as labor, fuel and tire repairs. Everyone is reminded that only burnable waste lumber, trees, limbs, leaves, grass clippings and other yard waste is permissible. Treated lumber, furniture, appliances or tires are not allowed. Also please place all burnable lumber in the designated area for lumber.

**Other:**

Dave Chizek inquired about purchasing a small tract of land joining his property from the Improvement District. Curt will do some checking on this.

There was discussion on items to be submitted for the newsletter.

There being no other business to come before the Board at this time the meeting was adjourned at 8:20.

Respectfully Submitted,  
Curt Friedrich  
UPID Secretary

**University Park Improvement District  
Board Meeting  
University Park Club House  
February 3 - 7:00 p.m.  
Agenda**

- 1. CALL MEETING TO ORDER**
- 2. COMMUNITY INFORMATION ITEM**
  - A. Information Presentation on Blue Valley USD 384 Proposed LOB Increase
  - B. Randolph Lions Club Public Safety Forum
- 3. APPROVE MINUTES OF PREVIOUS MEETING**
- 4. TREASURER'S REPORT AND PAYMENT OF BILLS**
- 5. OLD BUSINESS**
  - A. Update on Sewer Project
  - B. Other
- 6. COMMITTEE REPORTS**
  - A. Firewise
  - B. Heywood Park
  - C. Golf Course
  - D. Community Enhancement
- 7. NEW BUSINESS**
  - A. Discuss Options Regarding Orscheln Visa Card
  - B. Review Draft Copy of Mowing Letter to be sent to Vacant Lot Owners
  - C. Discuss Possible Water Rate Increase
  - D. Other
- 8. ADJOURN**

**University Park Improvement District**  
**University Park Golf Course Club House**  
**General Board Meeting**

January 6, 2015

The meeting was called to order at 7:00 P.M.

Board Members present were:

Bob Vathauer, Dave Chizek and Curt Friedrich

Others Present: Don and Susan Turner, Frank McCoy, Laura Soash,  
John Haverstein and Terrance Stewart

The first order of business was Election of Officers.

There was a motion by Curt and second by Bob to elect Bob Vathauer as President,  
Curt Friedrich as Secretary and Dave Chizek as Treasurer. Motion carried.

The minutes of the previous meeting were approved as presented.

Treasurers Report:

Bills to be paid were:

Westar	\$64.27
Riley County Public Works (water and sewer)	\$45.70
Total bills	\$109.97

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

Income reported was:

Carl Saunders ( Rent)	\$700.00
Mowing	100.00
Total Income	\$800.00

The Cap. Fed. Balance is \$11,289.39. The County Fund balance is \$3,619.85.

Terrance Stewart was in attendance to inform the board that he is now serving on the Riley County Police Community Advisory Board. The purpose of the board is to be a communication link between the public and the RCPD. Anyone wishing to contact the advisory board can do so by e-mailing [CAB@rileycountypolice.org](mailto:CAB@rileycountypolice.org) You can also check their web site at [www.rcpdcab.org](http://www.rcpdcab.org) You can also contact Terrance directly at [stewcool@gmail.com](mailto:stewcool@gmail.com) The board thanked Terrance for serving on the Police Advisory Board. It will be good to have a local contact with the police department.

Old Business:

Update on Sewer Project:

BG Consultants has started the design phase of the project.

There was discussion on having some gravel placed on the burn pile road. It was the consensus of the board to wait until closer to springtime to have this done.

There was discussion concerning a parcel of land located behind the Chizek property. There was a motion by Bob and second by Curt to look into the possibility of leasing this property to Dave Chizek. Motion carried 2-0 as Dave had removed himself from discussion on this matter.

#### Committee Reports:

Firewise: Susan and Laura reported that there were 388 hours of Firewise activities reported to them in 2014. They know that there were more hours completed that people did not report. It is important that all hours be reported as the documentation of volunteer community efforts can be used to help secure any grants that might be available for this or other projects.

Heywood Park: Nothing to report.

Golf Course: Nothing to report.

#### Community Enhancement:

Curt reported that this committee would be meeting on January 13.

#### New Business:

##### Approve Meeting and Picnic Dates for 2015:

There was a motion by Curt and second by Bob to set the monthly meeting dates for 2015 as the first Tuesday of every month at 7:00 pm and the community picnic dates as the third Saturday of the months of May, June, July, August, September and October at 6:30 pm. Motion carried.

There was discussion on several projects in University Park that need to be completed in 2015. These included installing driveway railing at club house, general repairs and painting of the Club House, picnic shelter and sign at University Park road and Hi View Drive. Also discussed was the relocating of #5 tee box on the golf course and completing needed repairs to the tractors and mowers. Additional improvements to the rental house were also discussed. It was the consensus of the board and those in attendance that a lot of these projects could be completed by having some community work days. These will be scheduled in the spring when the weather allows.

There was discussion on the need to hire someone to mow the fairways on the golf course for 2015. Anyone interested in this can contact any board member. The board will act on this matter at the April meeting in advance of the mowing season.

There was discussion on some residents needing assistance with yard work. Many are willing to pay for this help. If anyone wishes to help with this or if someone needs help contact any board member for more information.

There being no other business to come before the Board at this time the meeting was adjourned at 7:50.

Curt Friedrich, UPID Secretary

**Subject:** RE: additional cards

**From:** www.umb.com - Commercial Bankcard (Commercial.Bankcards@umb.com)

**To:** sixcf@yahoo.com;

**Date:** Tuesday, January 27, 2015 1:48 PM

Good afternoon Mr. Friedrich,

Thank you for contacting UMB Payment Card Solutions with your request to have additional cards mailed out for your account. We would be happy to process these new cards for you; however we would need some additional documentation to be able to do so. Please allow me to provide you with the necessary document that will allow us to update our records for your company. Attached is an Organization Resolution Form for you to complete; please feel free to return this to the address or fax number listed on the document.

Additionally, since the Orscheln's private label cards have been converted to Visa accounts, each issued card will need to have its own card number. This will help reduce the risk of fraud and also, if a card is lost, we won't have to shut down all of the cards to replace it. We can create a Control Account to tie all cards to avoid multiple bills. When you return the attached form, please supply what name(s) you want on each new card and if you would like a Control Account created. The cards don't necessarily have to be embossed with a person's name. We can have University Park Card 1, Card 2, etc.

All requests will need to be submitted either by fax or email from a company owned email domain. We are not able to verify email addresses from public domains.

If you have any additional questions or concerns, please feel free to contact us Monday - Friday 8am - 6:00pm (CST) at 855-698-8050. Any one of our dedicated Commercial Card Program Advisors would be happy to assist you.

Thank you again for contacting UMB Payment Card Solutions; we appreciate your business.

**Deyonna Hardge** | Commercial Card Program Advisor | Payment Solutions

**UMB Bank** | 928 Grand Blvd | Kansas City, MO 64106

Program Support (855) 698-8050 | Fax: (816) 843-2485

Available Monday – Friday 8am – 6pm CST

[Commercial.Bankcards@umb.com](mailto:Commercial.Bankcards@umb.com) | [umb.com](http://umb.com)



**ORGANIZATION RESOLUTION AND AGREEMENT  
FOR CREDIT CARD PROGRAM**

\_\_\_\_\_, who is the undersigned Recordkeeper for \_\_\_\_\_, (the "Organization"), a \_\_\_\_\_ (type of entity) organized under the laws of \_\_\_\_\_ (state), does hereby certify:

1. That he/she is the Secretary or Assistant Secretary, or an officer, partner, owner, principal, manager, member or other person having lawful custody of the official records of the above Organization (the "Recordkeeper") and is authorized to provide this document to UMB Bank, n.a. ("Bank").
2. That at a meeting of the governing body of the Organization duly held on \_\_\_\_\_ (date) and at which a quorum was present and acting throughout, or pursuant to the unanimous written consent of its members, the following Resolution and Agreement was duly adopted and approved and is currently in full force and effect, and has not been amended or rescinded:

**RESOLVED**, that a credit card authority for this Organization be established by the Designated Officer named in the section immediately below with UMB Bank, n.a., and that separate accounts and credit cards ("Cards") under said authority be opened and issued by Bank in the name of this Organization for use by employees and agents of this Organization who are identified from time to time by the Designated Officer, or by any successor to the Designated Officer identified from time to time by the Recordkeeper (or by the successor to the Recordkeeper), and that the Organization authorizes the use of the Cards in accordance with the Cardholder Agreement that is sent by Bank with the Cards; and

**RESOLVED FURTHER**, that \_\_\_\_\_ is the Designated Officer referred to in the above section of this Resolution, and that the Designated Officer or any successor to the Designate Officer designated in writing by the Recordkeeper (or by a successor Recordkeeper) may from time to time: request that Cards be issued in the name of this Organization; request that the credit limits and purchase controls be changed on existing Cards issued in the name of this Organization; designate additional persons authorized to use Cards issued by Bank in the name of this Organization; request termination of use of existing Cards; and communicate other pertinent information to Bank; and

**RESOLVED FURTHER**, that the forgoing resolution shall remain in full force and effect until written notice of an amendment or rescission thereof is delivered to and receipted for by Bank; and

**RESOLVED FURTHER**, that the Recordkeeper be and he/she is hereby authorized and directed to certify to Bank this resolution and that the Recordkeeper signing this Resolution and Agreement or any person designated in writing by the Recordkeeper, is authorized to certify to the Bank the names and signatures of persons authorized to act on behalf of the Organization under the foregoing Resolution and Agreement, and from time to time hereafter, as additions to or changes in the identity of said Recordkeeper are made, such Recordkeeper or designee shall immediately report, furnish and certify such changes to the Bank, and shall submit to Bank a new incumbency certificate or other document reflecting such changes in order to make such changes effective; and

**RESOLVED FURTHER**, that the foregoing resolution was adopted in accordance with the governing documents of the Organization, and that such resolution is now in full force and effect.

**IN WITNESS WHEREOF**, the undersigned Recordkeeper has subscribed his or her name and, if appropriate or required, applied the seal of the Organization to this Resolution and Agreement as of this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

**RECORDKEEPER**

Signature by Secretary, Assistant Secretary, or other  
Person certifying to this Resolution and Agreement

\_\_\_\_\_  
Signature  
Name:  
Title:

**ADDITIONAL OFFICER**

Signature by Second Person, certifying to incumbency  
of Recordkeeper

\_\_\_\_\_  
Signature  
Name:  
Title:

Affix Seal, if required by Organization's governing documents.

### Additional Signatures of Members, Partners or Other Required Persons

The undersigned persons, being Members, General Partners, or other persons required under the governing documents of the foregoing Organization Resolution and Agreement for Credit Card Program, hereby consent to the adoption thereof.

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Signature

Name:

Title:

---

Signature

Name:

Title:

---

Signature

Name:

Title:

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Signature

Name:

Title:

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Signature

Name:

Title:

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Name:

Title:

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Signature

Name:

Title:

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Signature

Name:

Title:

#### Guidelines for Completion for Customers that are U.S. legal entities:

- Corporation: The Recordkeeper signing above should be the corporate secretary or assistant secretary. The second person may be the Chairman, President, CEO, a Board member, the Treasurer or the CFO.
- Partnership, Limited Liability Partnership, Limited Liability Company, or Sole Proprietor: All general partners, all members, or the sole proprietor must sign this form, unless Organization's governing documents specify that a manager, managing general partner or other person may act. In any event, a second general partner or member must sign in the second place. Sole proprietors do not require a second signature.
- Governmental Entity: The Treasurer must sign in the first place, unless the Organization's charter specifies otherwise. The entity's Chairperson, Vice Chairperson, or Counsel must sign in the second place.

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**Subject:** lease

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**From:** Richard Seaton, Jr. (rhseaton@sbcglobal.net)

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**To:** sixcf@yahoo.com;

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**Date:** Tuesday, February 3, 2015 9:23 AM

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Curt

These are my ideas:

Who pays the taxes?

Lease should specify:

1. No buildings on the lot.
2. Dave would need to sign a hold harmless agreement
3. Would need to specify the uses allowed of and on the property.
4. Agree that Dave will have lot covered under his homeowners ins.
5. Specify that Dave is responsible for regular maintenance of the ground.

I will reduce my fee to \$125 per hour. Regular is \$225/hr. Probably have 2 hours in it or less when done.

Let me know what you think.

Richard H. Seaton, Jr.

Seaton Law Offices, LLP

410 Humboldt

Manhattan, KS

66502

Ph 785.776.4788

Fax 785.776.2449

Email [rhseaton@sbcglobal.net](mailto:rhseaton@sbcglobal.net)

[www.seatonlawoffices.com](http://www.seatonlawoffices.com)

Riley County Web Map



January 3, 2015

1:1,000  
0 0.0075 0.015 0.03 mi  
0 0.0125 0.025 0.05 km  
Test

# Community GIS Website

Tools

Cancel

Zoom and Pan

Measurement

Measurement Result

Identify

Print

PDF Landscape 8.5 x 11

Print

Layers, Labels, and Legend

☐ Base

☐ Aerial 2014 ?

☐ Aerial 2013 ?

☐ Aerial 2011 ?

☐ Hillshade ?

☐ Aerial 2014 and Hillshade ?

☐ Topo ?

☐ City Boundaries ?

☐ Land Sections ?

☐ Fort Riley ?

☐ Agricultural

☐ Buildings

☐ Hydrology

☐ Jurisdictions

☐ Kansas State University

☐ Landmarks

☐ Parcels and Subdivisions

☐ Parks and Recreation

☐ Transportation

☐ Utilities

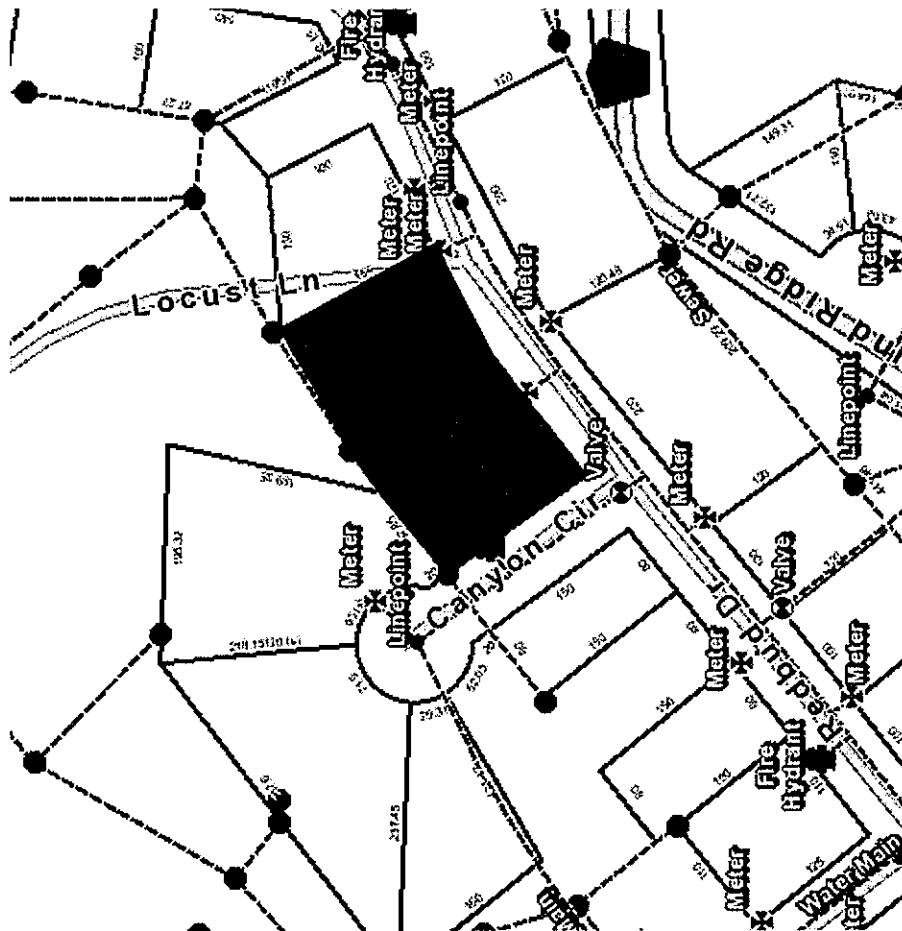
☐ K-State Hydrants ?

☐ County Water Points ?

☐ County Water Lines ?

☐ County Sewer Points ?

☐ County Sewer Lines ?



Search by: Owner Name chizek

☐ Parcel ID

☐ Quick Reference

☐ Owner Name

☐ Property Address

Clear Results

Search

Parcel Search

Find Address

Find Street

Landmark Search

Find Subdivision

Find S-T-R

1111201004002000

R2395

CHIZEK, DAVID J

00000 REDBUD DR, Manhattan, KS 66503

1111201004004000

R2396

CHIZEK, DAVID J

7108 REDBUD DR, Manhattan, KS 66503

**Subject:** 1.13.15 UP Enhancement Committee Meeting Recap

**From:** Elise Keister (elise.keister@yahoo.com)

**To:** michelle.taylor182@gmail.com; rsoash@att.net; sixcf@yahoo.com; pr@mhklibrary.org; bcs9ks1@cox.net; DChizek70@gmail.com;

**Date:** Thursday, January 15, 2015 7:50 PM

Hello, please see below for notes and action items from our meeting Tuesday night; thanks again for your attendance! I found that I have a scheduling conflict on Feb. 10th and will be out of town for work. Please let me know if the 9th (Monday) or the 17th (Tuesday) will work for you for our next meeting.

Thanks,  
Elise

1. Discussed grants/requesting funds
  - a. Reviewed UP income statement 2013
  - b. Need to contact Rhonda Rudell (lives in UP) i.e. grants UP is eligible for, process, etc; also, Mindy Robbins-Dave Chizek coworker **(Elise action item)**
  - c. Riley County Parks Advisory Board - has \$50K in funds available each year for and selects from applications/recommendation letters.
    - in the past UP has requested funds for walking trail in Heywood Park, but been turned down
    - some ideas for future request of these funds include: frisbee golf, walking/hiking trails in other areas of UP, bathrooms near clubhouse **(SEE UP WEBSITE BELOW FOR ADD'L HEYWOOD PARK IDEAS)**

2. Fundraising Ideas/Marketing
  - a. How can we better utilize social media/UP website? Advertising for homes for sale/rent, golf course activity, boating, etc. **(Michelle action item)**
    - Need to contact Rein Herrmann and/or Richard Soash for info on current site and who manages this/type of information **(Elise action item)**

### University Park, Manhattan Kansas

University Park Manhattan Kansas community website.

[View on sites.google.com](#)

[Preview by Yahoo](#)

- b. Celebrations/entry-fee tournaments - proceeds would go toward UPID and/or new tractor; would like to focus this on K-State Endowment Association "Founders" weekend if appropriate **(Curt/Dave action item to research date)**
      - ideas include dock dog competition, golf tourney, chili/barbecue cook-off, fishing tourney, free-will donation supper or potluck
    - c. Storage shed/campsites
      - previous informal survey indicates 50/50 interest on use of storage shed
      - could house golf carts, household storage, etc.
      - available locations for shed - south of rental house, or next to existing sheds; location may determine not enough space for storage of boats.
    - d. UP vacant lot owners list - need to get from Richard Soash **(Elise action item)**; each year a letter is sent for mowing of lots, and asking if owners plan to retain ownership. Potential to utilize

this letter for marketing purposes and identify interest in sale of lots.

3. Goals established for completion in 2015:

- Plan one fundraising event to produce funds for the tractor and promote neighborhood.
- Utilize social media for promoting UP.
- Request consideration for RC Parks Advisory Board available funds.
- Research/secondary items: a) grant availability, b) campsites/storage shed

University Park Improvement District  
7321 Hi-View Dr  
Manhattan, Ks. 66503

Return this lot mowing form to the above address.

Insert owner

Is the owner of the recorded lot number(s). Insert lot

In order to minimize the risk of fire and to improve the aesthetics of University Park, all lot owners are required to mow a minimum of three times per year or University Park will mow the lots for you. Some of the lots have an abundance of over-grown trees, brush, dead and fallen limbs which are encroaching on the roadways. For safety reasons we require that the trees and brush are trimmed out of the right-a-way. With the increased cost of fuel we have raised the rates for mowing.

University Park regularly receives requests for available homes and lots that are for sale. In an effort to facilitate potential development of the park, we are compiling a list of available lots for sale. With the annual costs of mowing and the additions of the sewer repair special tax, estimated to be between \$350 & \$450 per year, we anticipate quite a few lots will become available. If you are interested in including your lot(s) on the list, please complete the mailing address and phone number information below.

*Due to increased costs*

Mowing fees for 2014: *2015*

1 lot = \$50.00 per lot for 3 mowings total = \$150

2 lots = \$50.00 per lot for 3 mowings total = \$300

3 lots = \$50.00 per lot for 3 mowings total = \$450

\_\_\_\_\_ I have enclosed a check for the mowing of the lot(s).

\_\_\_\_\_ I will mow my own lots.

\_\_\_\_\_ I would like to have my lots included on the potential sale list.

Name \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_ Phone \_\_\_\_\_

I understand that if my lots are not mowed, I will be charged \$250 for each lot, which will be added to my property taxes.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

If you have sold your lot(s), please provide the new owners information. Thank you.



Last	First	Street	City	Lot	Lots for sale
Tabor	Vernon	Rimrock Drive	Manhattan	98, 99, 100	yes
Pitney	Walter	PO Box 371	Westmoreland	UP3 #27, 28 29, 30, 31 & 32	yes
Baran	Nicholas	Redbud Drive	Manhattan	302	yes
Hoover	Thomas	Lakeside Drive	Manhattan	UP3 #1, 15, 17 & 18	yes
Johnson	Paul	Duncan Rd	Harpers Ferry	215	yes
Patnode	Gary	Bent Tree	Manhattan	95B, 96, 97	yes
Westgate	Mike	Top Notch Rd.	Wamego	UP3 # 51 & 52	yes
Jones	Kathleen	Oat Rd	Enterprise	63 & 89	yes
Arroyo	Anthony	Harris Lake Rd	Marshall	15 & 68	yes
James	Thomas	Bastonge Ct	Ft Hood	UP3 # 34	yes
Boutillier	Daniel	Chestnut	Junction City	UP2 #2, 3 & 4	yes
Criss Trust	Carol	W 69th Terr	Prairie Village	136	yes
Crook	Thomas R	Brookshire Dr	Grapevine	274	yes
Duling	Tyler	Gainsboro Rd	Topeka	280	yes
Ertle	Lawrence R	Thistleberry Dr	Newark	41 & 42	yes
	FMT Corporation	Kings Rd	Manhattan	UP2 # 1	yes
Fredrick	Timothy S	Country Hwy North	Kendall	128	yes
Guy	Norman B	Frazier	Topeka	275	yes
Hanson	James	PO Box 357	Westmoreland	298 & 299	yes
Hereford	Jeanne	N. Woodlawn Apt #10B	Wichita	150	yes
Doyle	Ed	Stockdale Park Rd	Manhattan	5, 6, 303 & 304	yes
Johanson	Gary	Trail Rd	Meridan	121	yes
Lantz	Roger	N 131st	Omaha	73	yes
Lignitz	Robert	Deep Creek Rd	Manhattan	292 & 293	yes
Lira.	Phillip	S. 89th St	LaVista	77	yes
Livingston	Patrick	PO Box 400	Ogden	40 & 228	yes
Luvaul	Joe	Hill Ct	Azle	234	yes
Marion	William	Billy Davis Dr	Searcy	16 & 17	yes
Martin, Jr	Lewis Clifford	N 154th	Omaha	90A	yes
McLaughlin	Gerald	Lakeview Drive	Manhattan	18, 19, 20 & 21	yes
McFall	Tru Robert L	S Westlink	Wichita	189	yes
Satterlee	Robert	Fairchild Apt B	Manhattan	184	yes
Morris	Dora	Sycamore	Wamego	47 & 48	yes

Weber	Nancy	Kreitzer Dr	New Lebanon	91A	yes
Snavely	Fred	S. Mira Ave	Joplin	90	yes
Nudson	David	Farm Bureau Rd Lot 317	Manhattan	142, 143 & 144	yes
Rastade	Joel H	Douglas Cir	Omaha	92	yes
<u>Riley Count Riley County Commissioners</u>					
Smith	Gregory A	Courthouse Plaza	Manhattan	198	yes
Stanley	Ilarose Marie	Robinson St	Overland Park	129	yes
Stewart	G. Kent	SE Gainsboro Rd	Topeka	261	yes
Swaim	Benjamin H	College Heights Rd	Manhattan	294 & 297	yes
Montgome Steve		PO Box 588	Arkansas City	168	yes
Moore	Cameron	Cassell	Manhattan	134	yes
Talab	Grant	SW Bell Ave	Topeka	78	yes
Valenta	Mila	Kings Rd	Manhattan	52, 140, 141 & 258	yes
Walters	Carol	Dogwood Dr	Manhattan	3 & 4	yes
Webber	Allen	N. Capital of TX Hwy #525	Austin	145	yes
Wiese	Keith	Crosgate Cir	Manhattan	UP3 # 16 & 26	yes
Slaymaker James		Ave B	Plattsmouth	288	yes
Monroe	Tanner	Lakeview Drive	Manhattan	66 & 67	yes
Wise	Urban G	Brush Creek Rd	Manhattan	45 & 46	yes
Wood	James	Evergreen St	St Joseph	64	yes
Hedgcoth	Barbara	PO Box E	Ogden	89A	yes
Street	Barbara	Winding Creek	Midlothian	305	yes
Wuthnow	Dale	Helman St	Ashland	60	yes
Cole	Larry	400 Ave	Hope	22 & 23	yes
Therrien	Jon	W 25th	Hutchinson	84 & 285	yes
Schmelzle	Don	Cole Rd	Deerfield	61 & 62	yes
Davis	Robert	Freeman Rd	Manhattan	211	yes
Smith	Christopher	Axelton Hill Rd	Randolph	158	yes
Robinson	Barrett	SW Burlingame Rd	Topeka	13 & 14	yes
Yeager	Eldon	Wreath Ave	Manhattan	135	yes
	U.S. Properties	N Swan	Tuscon	229	yes
		Park Ave #3205	Pooler	161	yes
Wright	Sterling	NW 12th Ave	Battle Ground	235	yes
Birzer	Corinne	W. 78th St Apt B	Overland Park	210, 249 & 250	yes
Kernitz	Michael	Ironwood Dr	Harrisburg	49, 50 & 51	yes

Willits	Timothy	PO Box 275	Edna	139	yes
Arb	Joseph	W 62nd Terr	Kansas City	43	yes
Conrad	Clifford	Faciane Ln	Slidell	101, 102, 103, 104, 105	yes
Allsman	Jonathan	Clark St Apr 1	Fort Riley	27	yes
Rufle	Robert	Parker St	Omaha	65	yes
Sarff	Arlin	Meadowlark Rd #205	Manhattan	UP3 # 46	yes

**Subject:** Water rates

**From:** Leon Hobson (lhobson@rileycountyks.gov)

**To:** sixcf@yahoo.com; DChizek70@gmail.com; libby@k-state.edu;

**Date:** Thursday, January 29, 2015 2:03 PM

Last week I received word, the Rural Water District would be increasing their rates.

2014 Rate: \$4.76 per 1000 gallons

2015 Rate: \$5.38 per 1000 gallons

Increase is \$.62 per 1000 gallon or an 8.3% increase.

More than likely we will want to raise the water rates accordingly. The majority of the expenses for the UP water and sewer district will be posted by the end of January.

The first part of February, I will begin looking at the budget and determine if rate changes are necessary.

From this I will make a recommendations to the advisory board for your concurrence.

Leon

University Park Improvement District  
Board Meeting  
University Park Club House  
March 3, 2015 - 7:00 p.m.  
Agenda

1. CALL MEETING TO ORDER
2. APPROVE MINUTES OF PREVIOUS MEETING
3. TREASURER'S REPORT AND PAYMENT OF BILLS
4. OLD BUSINESS
  - A. Update on Sewer Project
  - B. Update on Fire Hydrant Testing Results and Documenting for NFPA Ratings
  - C. Update on Community Work Day
  - D. Update and Finalization on Selling U.P. Owned Lots
  - E. Update on Hiring Person to Mow Golf Course Fairways
  - F. Update on U.P. Community Easter Egg Hunt
  - G. Other
5. COMMITTEE REPORTS
  - A. Firewise
  - B. Heywood Park
  - C. Golf Course
  - D. Community Enhancement
6. NEW BUSINESS
  - A. Discuss and Make Recommendation on Water Rates
  - B. Discuss and Make Recommendations for Web Site Updates
  - C. Discuss Options and Take Action to Control Unauthorized Vehicles on Golf Course, In Heywood Park and Burn Pile Area
  - D. Other
7. ADJOURN

# University Park Improvement District

## University Park Golf Course Club House

### General Board Meeting

February 3, 2015

The meeting was called to order at 7:00 P.M.

Board Members present were:

Bob Vathauer, President

Dave Chizek, Treasurer

Curt Friedrich, Secretary

Others Present: Don and Susan Turner, Frank McCoy, Sandra Graham, John Havenstein, Mike Waggoner, Stephen Corkill and Mitch Innes

Community Information:

Stephen Corkill and Mitch Innes presented information and answered questions regarding the proposed 3% increase in the Blue Valley USD 384 LOB (local option budget) tax. This will be conducted by a mail-in ballot that all registered voters in the Blue Valley school district will be receiving. Stephen Corkill and Mitch Innes left the meeting at 7:15.

Curt Friedrich stated that the Randolph Lions Club will be sponsoring a Public Safety Forum on Monday March 16 at 7:30 at the City Building (VFW) in Randolph. There will be representatives from the Riley County Police Department, Emergency Preparedness and Rural Fire who will be presenting information regarding each of their departments and how the public can be keep safe and informed. The meeting is open to the public.

The minutes of the previous meeting were approved as presented.

Treasurers Report:

Bills to be paid were:

Westar	\$67.62
B and L Trash	\$50.75
Total Bills	\$118.37

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

Income reported was:

Karl Saunders ( Rent)	\$700.00
Burn Pile	20.00
Golf	120.00
Total Income:	\$840.00

The Cap. Fed. Balance is \$11,289.39. The County Fund balance is \$7434.54.

Old Business:

Update on Sewer Project:

BG Consultants continues to work on the design phase of the project. They are nearing completion of surveying the manholes and lift stations and are also conducting manhole inspections.

Curt reported that the County has had the three old water wells plugged and capped.

Update on Leasing UPID property to Dave Chizek:

It was the consensus of the board to not pursue this matter any farther.

Discussion on Setting Price of Lots For Sale:

There was discussion on what price should be set for the 3 lots U.P. owns (lots 298, 299 and 300) that are being offered for sale. It was the consensus of the board that these lots be offered for sale for \$2000.00 per lot if sold separately or \$5000.00 for all three if sold together as one. A For Sale sign will be posted on the lots. Dave also suggested to list them on Craig's List.

Committee Reports:

Firewise: Susan suggested that a work day be set for Saturday March 28. She presented a list of projects that could be worked on that included the following:  
Trim/Remove Trees on Golf Course, at Club House/Playground Area, in Heywood Park and any other Improvement District property.

Repair Golf Cart Bridge

Trash Pick Up

Install Driveway Railing

Install Handrails on Boat Dock

Stain/Seal Picnic Shelter

Cleaning/Painting of Club House

Repair Heater at Club House

Finish Painting Fire Hydrants

Repair/Replace Roof on Old Rock Building

Replace Flags on Golf Course

The board agreed to set March 28 as a community work day to attempt to get as many of these projects completed as possible. To complete all on this list will require a large number of volunteers. These are all projects that will beautify and enhance our community. The board encourages all University Park residents and property owners to participate in this work day. A picnic lunch for all workers will be furnished at noon. More details for this work day will be discussed at the March meeting.

Heywood Park: Nothing to report.

Golf Course: Nothing to report.

#### Community Enhancement:

Curt reported that the first meeting of the Community Enhancement Committee was held on January 13 at the Justin and Elise Keister residence. Topics discussed were grants and any other funding available, fund-raising ideas and marketing of the area, community celebrations and compiling a list of the vacant lot owners. The vacant lot owner list would be used to send a letter to them to find out if they are interested in selling their lots and then listing that information on the web site.

The committee set the following goals for 2015:

Plan at least one fund-raising activity to produce funds for the tractor and equipment.

Utilize social media for promoting UP.

Request consideration for Riley County Parks funds.

Research secondary items a. grant availability b. campsites/storage sheds.

The committee will meet again on Monday February 9.

#### New Business:

Discuss Options Regarding Orscheln Visa Card:

Curt reported that Orscheln's has changed their policy regarding their charge cards. They no longer keep the card at the store and have changed everything over to a Visa card which has been received and activated. Curt has the card in his possession. If we wish to have additional cards for other board members and/or persons authorized by the board to make purchases we must request this by passing a resolution and submitting the request to UMB Commercial Bankcard Services. After discussion it was the consensus of the board to not request additional cards at this time.

#### Review Draft Copy of Mowing Letter to be sent to Vacant Lot Owners:

Curt presented a letter that Richard Soash compiled on behalf of the Board and Enhancement Committee. This letter will be sent to all owners of vacant lots and/or non resident lot owners. The purpose of this letter is to inform those property owners of their responsibility to keep their property mowed and clear of dead and/or fallen trees, limbs and brush. It also states what the mowing fees for 2015 have been set at if they wish to have University Park mow the property for them. In addition this year the letter contains a request that if the owners are interested in selling their property that they provide their contact information and University Park will compile a list that will be made available to potential buyers. After reviewing the draft letter there was a motion by Curt and second by Bob to approve the letter with a minor wording change striking *With the increased cost of fuel* we have raised the rates for mowing. and inserting *Due to increased costs*. Motion carried.

The list of vacant lot owners that Richard had compiled was also reviewed and approved as presented.

#### Discuss Possible Water Rate Increase:

Curt reported he had received information from Leon Hobson that the Riley County Rural Water District had raised their rates for 2015 \$.62 per 1000 gallons from \$4.76 per 1000 gallons to \$5.38 per 1000 gallons. This is an increase of 8.3%. Leon will compile some budget figures based on 2014 expenses and income and will present a



proposal to the board for any possible increase for the U.P. water district.

Other:

Mike Waggoner stated his plans to have a 10 foot X 14 foot accessory/lawn shed placed on his property at 6823 Redbud Drive. Since this will not be a permanent building and will not be placed on a permanent foundation a Building Approval from UPID and/or a building permit from the County would not be required. The board did advise Mr. Waggoner to not place the shed over a sewer or water easement and to abide by the required setbacks for all buildings.

Curt inquired if an Easter Egg Hunt was being planned for University Park families again this year. Susan stated she would check with Michaela Closson regarding this.

There being no other business to come before the Board at this time the meeting was adjourned at 9:00.

Respectfully Submitted,  
Curt Friedrich  
UPID Secretary

**University Park Improvement District  
Board Meeting  
University Park Club House  
April 7 - 7:00 p.m.  
Agenda**

1. CALL MEETING TO ORDER
2. APPROVE MINUTES OF PREVIOUS MEETING
3. TREASURER'S REPORT AND PAYMENT OF BILLS
4. OLD BUSINESS
  - A. Update on Sewer Project
  - B. Update and Take Action to Hire for Fairway Mowing
  - C. Update on Repairs at Rental House
  - D. Discuss Options Concerning ATV's
  - E. Other
5. COMMITTEE REPORTS
  - A. Firewise
  - B. Heywood Park
  - C. Golf Course
  - D. Community Enhancement
6. NEW BUSINESS
  - A. Action to Grant Sewer Access for Schapaugh Property
  - B. Review Site Plans of Potential Property Owner
  - C. Discuss Options for Cleaning and Clearing of Burn Pile Area to Increase the Buffer Zone
  - D. Discuss Options and Potential Date for U.P. Community Garage Sale
  - E. Discuss Plans for Community Breakfast April 18
  - F. Discuss Options for Volunteer to Plant and Tend U.P. Flower Planter Boxes
  - G. Other
7. ADJOURN

University Park Improvement District  
Special Board Meeting  
University Park Club House  
April 14, 2015 - 7:00 p.m.  
Agenda

1. CALL MEETING TO ORDER

2. NEW BUSINESS

A. Review Plans and Take Action on Request to Place Modular Home on Lots 47 and 48 by Buck and Angella Kilbourn

3. ADJOURN

# University Park Improvement District

## University Park Golf Course Club House

### General Board Meeting

March 3, 2015

The meeting was called to order at 7:00 P.M.

Board Members present were:

Bob Vathauer, Dave Chizek and Curt Friedrich

Others Present: Don and Susan Turner, Frank McCoy, Laura Soash, John Havenstein, Elise Keister, Toni Haukom, Daniel Schapaugh, Leon Hobson and Sam Johnson

The minutes of the previous meeting were approved as presented.

Treasurers Report:

Bills to be paid were:

Westar	\$63.32
American Pest Control (rental house)	91.08
Susan Turner (reimburse for golf flags)	102.00
Orscheln Credit Card	65.36
Gus Shultz (work at rental)	400.00
Riley County (water)	45.70
Total bills	\$767.46

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

Income reported was:

Karl Saunders ( Rent)	\$700.00
Mowing	950.00
Burn Pile Fee	60.00
Golf	225.00
Walking Fee	30.00
Total Income	\$1965.00

The Cap. Fed. Balance is \$11,289.39. The County Fund balance is \$8,330.77.

Old Business:

Update on Sewer Project:

Sam Johnson of BG Consultants was present to give an update on the sewer project. He reported that they have completed the surveying and inspections of the manholes and surveying of the mains where major point repairs will need to be made. He stated the project is on schedule and within budget. After inspecting the manholes it has been determined that it will not be necessary to rehab all of the manholes as initially estimated. There are several that will need to be replaced. Sam stated he has some concerns with easements and site access. Clearing and grubbing trees will be a major component of the project. He asked the board for input on how this might best be

handled. Options are to leave trees at point of removal or have trees removed and taken to burn area. The board noted that some trees may be used for firewood by residents. It was the consensus of the board to have the trees taken to the burn area. A public information meeting will be held at the Randolph Senior Center April 16 at 7pm to bring residents and property owners up to date on the project. The project is scheduled to be advertised for bids in late April.

Sam Johnson left the meeting.

Leon Hobson gave an update on the Schwab property in Lakeside heights connecting to the Lakeside Heights sewer and to the University Park water districts. He also stated that he has received inquiries from other property owners in Lakeside Heights about connecting to the Lakeside Heights sewer district. He will discuss these at an upcoming County Commission meeting regarding doing this as one expansion instead of each one individually. This would also need to be approved by the U.P. board if it were to move forward.

Leon presented a review of the U.P. water and sewer budget and options for water and sewer rate increases. Riley County Rural Water rates have increased 8% as of January 1. After reviewing the options presented there was a motion by Bob and second by Dave to recommend to the County Commissioners to increase the U.P. water rate from \$5.00 per 1000 gallons to \$5.50 per 1000 gallons and to increase the out of district rate from \$10.00 to \$11.00 per 1000 gallons. Motion carried.

Update on Fire Hydrant Testing:

All testing results have been documented and are available for an NFPA rating audit if conducted.

Leon left the meeting.

Update on Community Workday:

A community workday is planned for March 28. Laura and Susan presented a list of projects to be completed. The workday will start at 8:30 and a lunch will be provided at noon for all workers. Curt stated he would contact Leon about new reflective strips for the fire hydrants.

Update on Selling U.P. Owned Lots:

There was a motion by Bob and second by Curt to sell lots 298, 299 and 300 to Louis Hunsberger for a total sum of \$5000.00 and that the transaction be final when all board members have signed the necessary paperwork at Charlson and Wilson Bonded Abstractors. Motion carried.

Update on Hiring for Golf Course Fairway Mowing:

Curt reported that one person had contacted him about mowing the fairways. A final decision will be made at the April meeting.

**Update on U.P. Easter Egg Hunt:**

A community Easter egg hunt is planned for March 28. There will be more details as the date gets closer.

There was discussion on repairs at the rental house. Gus Shultz has the wall roughed in and electrical wiring has also been ran. Gus will do the drywall work and then wait to complete project when new flooring is installed. There was also discussion about installing a dishwasher in the kitchen. Rent amounts were discussed. It was the consensus of the board that no indoor pets be allowed. Dave stated a new rental contract needs to be drawn up.

**Committee Reports:**

Firewise: Work day is planned. Please report hours to Susan or Laura.

Heywood Park: Nothing to report.

Golf Course: Susan stated that she would install the new flags when the weather warmed up. Elise reported that the Community Enhancement Committee has plans for a golf tournament on May 9<sup>th</sup>. The committee will be meeting on March 10<sup>th</sup> for further planning of this event.

Community Enhancement: Elise reported that a fishing tournament is being planned for June 20<sup>th</sup>. More details will be forthcoming.

**New Business:**

**Web Site Updates:**

Curt reported that Richard Soash has been updated the U.P. web site. The Board would like to thank Richard for his efforts with this.

**Discuss Options to Control Unauthorized Vehicles on Golf Course, In Heywood Park and Burn Pile Area:**

The Board has received several complaints about ATV type vehicles being driven out on the golf course, in Heywood Park and in the burn pile area. There are areas where tire tracks are causing the grass to be killed out and erosion of the soil. Several options were discussed including passing a resolution, posting signs and self policing. Curt stated that it is in the restrictive covenants that motorcycles and ATV's are to remain on the roadways. Reminders have also been placed in the minutes and e-mails have been sent out. The consensus was that enforcement is the biggest problem so making another rule is probably not going to help much. Another concern is people that live outside of U.P. but drive their ATV's in and on U.P. property. It was the consensus of the board to look into posting some signs that would be more of a visible way of letting people know that ATV's are not to be driven in the areas discussed.

There being no other business to come before the Board at this time the meeting was adjourned at 9:35.

Curt Friedrich, UPID Secretary

University Park Improvement District  
Board Meeting  
University Park Club House  
May 5 - 7:00 p.m.  
Agenda

1. CALL MEETING TO ORDER
2. APPROVE MINUTES OF PREVIOUS MEETING
3. TREASURER'S REPORT AND PAYMENT OF BILLS
4. OLD BUSINESS
  - A. Update on Sewer Project
  - B. Update on Repairs at Rental House
  - C. Update on Repair of Stone Shed Roof
  - D. Other
5. COMMITTEE REPORTS
  - A. Firewise
  - B. Heywood Park
  - C. Golf Course
  - D. Community Enhancement
6. NEW BUSINESS
  - A. Maintenance of Tractors, Mowers and Equipment
  - B. Maintenance of Golf Shed
  - C. Other
7. ADJOURN

# University Park Improvement District

## University Park Golf Course Club House

### General Board Meeting

April 7, 2015

The meeting was called to order at 7:00 P.M.

Board Members present were:

Bob Vathauer, President

Dave Chizek, Treasurer

Curt Friedrich, Secretary

Others Present: Don and Susan Turner, Frank McCoy, John Havenstein, Robert Krause, Laura Soash, James and Karla Slaymaker, Daniel Schapaugh, Don and Debbie Jenson, Toni Haukom, Jesse and Kelli Nelson and Leon Hobson

Leon gave an update on the sewer project. He reported that to help keep the cost of the project down they are requesting a temporary construction easement from all property owners. There was also discussion on tree removal and the options for disposing of the trees. More details regarding this will be given at the public information meeting at Randolph on April 16. Leon left the meeting at 7:15.

The minutes of the previous meeting were approved as presented.

Treasurers Report:

Bills to be paid were:

Westar	\$64.37
Riley County (water)	46.09
Caley Trucking (gravel)	583.00
Dave Chizek (reimburse for signs)	189.92
Laura Soash (reimburse for work day food)	98.96
Total Bills	\$982.34

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

Income reported was:

Karl Saunders ( Rent)	\$700.00
Burn Pile	30.00
Golf	280.00
Mowing	750.00
Total Income:	\$1760.00

The Cap. Fed. Balance is \$11,185.82. The County Fund balance is \$15,815.24.

Old Business:

Hire Person to Mow Fairways:

Curt reported that Gus Shultz had indicated he was interested in mowing the fairways.



There was a motion by Bob and second by Curt to hire Gus Shultz to mow the golf course fairways at an hourly rate of \$10.00 per hour. Motion carried. Bob will get with Gus to instruct him regarding the tractor and fairway mower.

#### Rental House Repairs:

Different options were discussed for repairs that will need to be done before the house is rented again including new flooring and installing a dishwasher. Curt reported that Lauren had told him that because of some continued research work at K-State she would not be moving until mid August. The board will do some checking to see if there is any work that can be completed before Karl and Lauren leave but agreed that most if not all of any more interior work will not be done until the house is vacant.

#### Discuss Options Concerning ATV's:

At the March meeting there was discussion concerning ATV's on the golf course. It was decided at that time to post signs prohibiting ATV's on the golf course. Since then several residents have contacted the board regarding this so it was decided to open this matter back up for further discussion and action. Dave Chizek presented an idea that he thought might be pleasing to all parties regarding this matter. Anyone wishing to drive a golf cart, ATV, UTV or any other similar type vehicle on the golf course whether they are playing golf or just driving on the course for pleasure would be required to pay an annual golf membership. University Park would provide a flag and pole that has University Park Golf Course and the current year imprinted on it. These would be similar to a bicycle or go-cart flag and would be required to be displayed on the golf cart, ATV or UTV to be on the golf course. It would also be required that those driving golf carts, ATV's, UTV's or similar type vehicles on the golf course to do so responsibly and in a manner that would not cause any damage to the golf course grounds. It would also be the responsibility of those wishing to have this privilege to police others. Anyone not adhering to these guidelines would be banned from the golf course. If these guidelines are not followed by all the board will take action to ban all types of vehicles on the golf course except golf carts with turf tires only. There was a motion by Bob and second by Curt to adopt the idea presented by Dave as the guideline for allowing golf carts, ATV's, UTV's and similar type vehicles on the golf course. The motion carried. Dave will order the flags and poles and they will be distributed to all paid memberships when they are delivered.

Other old business discussed was the installing of the driveway railing at the club house and roofing of the old rock shed.

#### Committee Reports:

Firewise: Laura and Susan reported that 22 people helped with the community workday on March 28.

Heywood Park: Nothing to report.

Golf Course: Golf tournament is planned by Enhancement Committee for May 9<sup>th</sup>. Entries will be accepted up to the day of the tournament. Volunteers are needed to help

with the tournament and meal following.

Community Enhancement: Elise reported that the Enhancement Committee had met just prior to this meeting with County Parks Manager Greg Lund, Public Works Director Leon Hobson and County Parks Board Chair Joe Edmunds regarding the possibility of receiving funds from the County Parks fund. The committee will meet on Monday April 13 to discuss this more and to develop a plan for a proposal to the County Parks Board. The County Parks Board next meeting is on June 9<sup>th</sup> at Riley and several from the Enhancement Committee plan to attend.

**New Business:**

**Action to Grant Sewer Access for Schapaugh Property:**

Daniel and Danielle Schapaugh are in the process of building a new home on lot 7 in UP#3. As they are ready to have the sewer line installed it was discovered that the sewer main does not go across their property and it will be necessary for their sewer line to go across a short distance of University Park Improvement District property to be able to connect to the sewer main. At the recommendation of County Public Works Director Leon Hobson Daniel was present to request this access be granted. There was a motion by Curt and second by Bob to grant access across UPID property to allow the connection from the Schapaugh property to the sewer main by the shortest and most reasonable route necessary. Motion carried.

**Discuss Options to Increase Size of Burn Pile Area:**

There was discussion regarding increasing the size of the buffer area at the burn pile area. Gene Tucker has been doing some work with his skid steer loader on a volunteer basis but it will be necessary to get some larger equipment to achieve what is necessary. It was the consensus of the board to check into hiring someone with a bigger skid steer or a bulldozer so this work can be completed. The board would like to thank Gene for his efforts on this.

**Discuss Options and Date for Community Garage Sale:**

There was discussion regarding a U.P. community wide garage sale. Dave stated that his wife Stacey has volunteered to organize this and that she was looking at late summer or early fall for this.

**Discuss Plans for Community Breakfast:**

Curt stated that Kent Stewart had suggested that a community breakfast/brunch might be a nice activity to have. Kent had suggested a date of April 18 for this. It was decided that the weather was too cool at this time to have this. It was suggested that this might be something to have in conjunction with a community work day in the future.

**Discuss Options for Volunteer to Plant and Tend U.P. Planter Boxes:**

Dave stated that his wife Stacey had volunteered to plant some flowers at the flag pole and golf course planter boxes. The board would like to thank Stacey for volunteering for this.

Other:

Dave reported that he had received information from the Corps of Engineers that the dock inspection will be conducted on May 18. It was noted that the lake level will have to come up for this to be done as the dock is now sitting on dry ground.

There being no other business to come before the Board at this time the meeting was adjourned at 9:20.

Respectfully Submitted,  
Curt Friedrich  
UPID Secretary

**University Park Improvement District**  
**University Park Golf Course Club House**  
**Special Board Meeting**

April 14, 2015

The meeting was called to order at 7:00 P.M.

Board Members present were:

Bob Vathauer, Dave Chizek and Curt Friedrich

Others Present: Buck and Angella Kilbourn, Gary McCabe, Robert Krause and Todd Nicholson

Buck and Angella Kilbourn are in the process of purchasing lots 47 and 48 in UP#1 located on Lakeview Drive and a modular home to place on the lots. Both purchases are contingent on approval by the U.P. board of allowing the home to be placed in University Park.

They presented pictures and the floor plan for a 2002 Clayton Atlantis modular 4 bedroom, two bath home. The dimensions of the home is 30 feet by 52 feet.

There was a motion by Bob and second by Dave to approve that the home presented could be placed in University Park on lots 47 and 48 located on Lakeview Drive contingent on the purchase of said lots and that the home will be placed on a permanent foundation. Motion carried.

There being no other business to come before the Board at this time the meeting was adjourned at 7:20.

Respectfully Submitted,  
Curt Friedrich, UPID Secretary

**University Park Improvement District  
Board Meeting  
University Park Club House  
June 2 - 7:00 p.m.  
Agenda**

1. CALL MEETING TO ORDER
2. APPROVE MINUTES OF PREVIOUS MEETING
3. TREASURER'S REPORT AND PAYMENT OF BILLS
4. OLD BUSINESS
  - A. Update on Sewer Project
  - B. Update on Repairs at Rental House
  - C. Update on Repair of Stone Shed Roof
  - D. Update on Repairs to Golf Shed
  - E. Update on Boat Dock Inspection
  - F. Other
5. COMMITTEE REPORTS
  - A. Firewise
  - B. Heywood Park
  - C. Golf Course
  - D. Community Enhancement
    - (a) Discuss Storm Shelter/Community Building Proposal
6. NEW BUSINESS
  - A. Discuss Newsletter Items
  - B. Other
7. ADJOURN

**University Park Improvement District**  
**University Park Golf Course Club House**  
**General Board Meeting**

May 5, 2015

The meeting was called to order at 7:00 P.M.

Board Members present were:

Bob Vathauer, President

Dave Chizek, Treasurer

Curt Friedrich, Secretary

Others Present: Don and Susan Turner, John Havenstein and Justin and Elise Keister

The minutes of the previous meeting were approved as presented.

**Treasurers Report:**

Bills to be paid were:

Westar	\$64.35
Bill McReynolds (labor)	180.00
Limestone Ridge (dozer work at burn pile area)	1000.00
McCall Pattern (golf flag material)	300.00
Elise Keister (reimburse tourney fliers and sack crete)	126.72
Stacey Chizek (reimburse flowers for planter boxes)	80.07
Don Turner (reimburse for cut off blades)	19.42
Gus Shultz (labor and materials for rental house)	409.00
Orschelns (battery, paint, light bulb)	111.76
Home Depot (door and lumber for rental house)	107.11
Rocky Mtn. ATCV (golf flag poles and mounts)	103.87
Total Bills	\$2502.30

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

Income reported was:

Karl Saunders and Lauren Lang ( Rent)	\$700.00
Burn Pile	40.00
Golf	345.00
Total Income:	\$1085.00

Cap. Fed. Balance is \$11,189.92.

UPID County Fund balance is \$16,768.73.

*At the sewer project informational meeting in Randolph on April 16 one of the questions asked was regarding maintenance of the sewer system and the amount of funds available for those purposes. The following information is given as an information item. These funds are managed by the Riley County Public Works Department, not by the University Parks Improvement District Board. The County provides a monthly statement*

*of these funds to the UPID board. These balances will now be included in the UPID monthly minutes. Anyone having questions regarding this can contact any board member.*

UP Water and Sewer Operating Fund	\$25,980.31
UP Water and Sewer Capitol Reserve Fund	\$43,973.55

**Old Business:**

**Sewer Project Update:**

Curt reported that he had received an e-mail from Sam Johnson of BG Consultants stating that final Collection System and Lift Station Improvement Project Drawings were 95% and 85% complete respectfully and would be submitted to Riley County and UPID board within the next two weeks. The Contract Documents and Technical Specifications will be submitted to Riley County and Richard Seaton Law Firm for review within two weeks also. Sam has personally visited with 12 residents on site addressing access easements concerns and questions. BG has received 86 temporary access easements to date. The UPID board recommends all property owners to grant the temporary access easement. This will help to hold down the cost of this project.

**Rental House Repairs:**

There was discussion regarding repairs and upgrades to be made at the rental house. It was the consensus of the board to not do any more to the interior of the house until it becomes vacant this summer. There are several projects on the exterior of the home and in the yard that will be worked on as time permits.

**Update on Repair of Stone Shed Roof:**

Susan Turner stated she had talked to Mike Waggoner of Diamond Roofing and that he will donate labor and shingles for this project. Any other expenses would be the responsibility of UPID. The consensus of the board was to proceed with this project as Mike Waggoner's schedule allows. The board would like to thank Mike Waggoner for his donation of time and material for this project.

**Other:**

There was discussion about having a roll off salvage dumpster placed at the tractor sheds for a week for the benefit of UP residents to place salvage materials in. Curt will check with Todd Nicholson regarding this. Don Turner volunteered to check with one of the salvage/recycle business's in Manhattan.

**Committee Reports:**

**Firewise:** Susan reported there are a few fire hydrants left to paint. Curt stated he has placed new reflective strips on some of the hydrants and will finish when all are painted.

**Heywood Park:** Nothing to report.

**Golf Course:** Dave reported that eight of the flags are completed and he will distribute them to those who have paid golf memberships for 2015. Don reported that the

International tractor has had some issues with the brakes. He has bled the lines several times and will work on it some more after talking to the mechanic at Bruna Implement.

**Community Enhancement:**

Elise reported on the golf tournament scheduled for May 9. She said the Enhancement Committee will be meeting again on May 26. Some of the committee members will also be attending the County Parks Advisory meeting in Riley on June 9.

**New Business:**

**Maintenance of Tractors, Mowers and Equipment:**

The maintenance of the tractors and equipment was discussed.

**Maintenance of Golf Shed:**

There was discussion regarding needed repairs to the golf shed. Justin Keister and Don Turner volunteered to see what needed to be repaired or replaced and to get the materials. A work day will then be scheduled to make the repairs.

**Other:**

Curt stated the first U.P. picnic will be May 16 at 6:30.

There being no other business to come before the Board at this time the meeting was adjourned at 8:45.

Respectfully Submitted,  
Curt Friedrich  
UPID Secretary



**University Park Improvement District  
Board Meeting  
University Park Club House  
July 7 - 7:00 p.m.  
Agenda**

1. CALL MEETING TO ORDER
2. APPROVE MINUTES OF PREVIOUS MEETING
3. TREASURER'S REPORT AND PAYMENT OF BILLS
4. OLD BUSINESS
  - A. Update on Sewer Project
  - B. Update on Repairs at Rental House
  - C. Other
5. COMMITTEE REPORTS
  - A. Firewise
  - B. Heywood Park
  - C. Golf Course
  - D. Community Enhancement
6. NEW BUSINESS
  - A. Review and Take Action on Requests to Build
    1. Keck request
    2. Closson request
  - B. Discuss Options regarding replacing International tractor and flail mower with a golf course fairway mower.
  - C. Other
7. ADJOURN

**University Park Improvement District**  
**University Park Golf Course Club House**  
**General Board Meeting**

June 2, 2015

As Dave Chizek was unable to be in attendance and Bob Vathauer was going to be late in arriving the meeting was called to order by Curt Friedrich for discussion only purposes at 7:00 P.M.

Others Present: Frank McCoy, Elise Keister, Todd Nicholson and Mike and Michaela Closson

Curt gave a Treasurer's report with information Dave had provided prior to the meeting.

Bills to be paid were:

Westar	\$61.41
Bill McReynolds (mowing)	242.00
Gus Shultz (mowing)	95.00
B and L Trash Service	65.25
Card Services	358.64
Total Bills	\$822.30

Income reported was:

Karl Saunders ( Rent)	\$700.00
Burn Pile	20.00
Golf	369.00
Mowing	600.00
Total Income:	\$1689.00

The Cap. Fed. Balance is \$12,201.37. The County Fund balance is \$17,526.05.

*The following information is given as an information item. These funds are managed by the Riley County Public Works Department. The County provides a monthly statement of these funds to the UPID board.*

U.P. Water and Sewer Operating Fund	\$31,631.02
U.P. Water and Sewer Capitol Reserve	44,866.05

Old Business:

Update on Sewer Project:

Curt stated that if anyone has not returned the temporary construction access easements to please do so. This will help to keep the cost of the project down. Todd Nicholson shared some concerns and questions he had regarding these. Curt stated he would have Sam Johnson contact Todd.

**Rental House Repairs:**

There was discussion about repairs to the rental house that will be done after Karl and Lauren move out in August. Michaela stated that some shingles may have been damaged in a recent wind storm. Curt will check on this.

**Update on Repairs to Golf Shed:**

Don Turner and Justin Keister are getting prices for materials for the repair of this building.

**Update on Boat Dock Inspection:**

The inspection that was scheduled in May was not able to be completed due to the high lake level. The Corps will reschedule.

**Committee Reports:**

Firewise: Nothing to report.

Heywood Park: Nothing to report.

Golf Course: Nothing to Report.

Community Enhancement: Elise reported that she would be attending the County Parks Board meeting on June 9<sup>th</sup> at Riley to present a proposal for funds for a community building/storm shelter. Several from the Enhancement Committee also plan to attend.

**New Business:**

There was no new business.

**Other:**

Todd Nicholson stated he was looking into purchasing some property in Lakeside Heights with plans to build storage units on them. He has had some discussions with the County regarding zoning of this property.

Bob Vathauer entered the meeting at 8:30.

The minutes of the previous meeting were approved as presented.

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

There being no other business to come before the Board at this time the meeting was adjourned at 8:35.

Respectfully Submitted,  
Curt Friedrich  
UPID Secretary

University Park Improvement District Board  
Meeting

University Park Club House

August 4 - 7:00 p.m.

Agenda

1. CALL MEETING TO ORDER
2. BUDGET HEARING
3. APPROVE MINUTES OF PREVIOUS MEETING
4. TREASURER'S REPORT AND PAYMENT OF BILLS
5. OLD BUSINESS
  - A. Update on Sewer Project
  - B. Update on Repairs at Rental House
  - C. Other
6. COMMITTEE REPORTS
  - A. Firewise
  - B. Heywood Park
  - C. Golf Course
  - D. Community Enhancement
7. NEW BUSINESS
  - A. Take Action on 2016 Budget
  - B. Review and Take Action on Request to Build
    1. Taylor request
  - C. September Picnic Plans
  - D. Newsletter Items
  - E. Other
8. ADJOURN

## University Park Improvement District Board Meeting

July 7, 2015

Meeting was attended by;

Bob Vathauer, Dave Chizek, Don & Susan Turner, Laura Soash, Mike & Michaela Closson, James Slaymaker, John Hovenstein, Elise Keister, Frank McCoy, Ryan Keck & Parents

Marvin Rodriguez made a short presentation regarding his running for Commissioner against Bob Boyd

Treasures Report (see attachment)

It was moved and seconded to pay the bills presented.

### New Business:

- Ryan Keck proposal to place Modular Home on lots 298/299/300 (purchased from Hunsburger)
  - 1680 sq ft (30x40')
  - 2014 Skyline Springview model home
  - Proposal was approved as presented
- Mike Closson proposal to build 30x60 shop on lots 87/88 adjacent to residence
  - Colors to match house
  - Proposal was approved as presented
- Rental House: discussion to contract propane for rental house and increase the rent accordingly.
  - Average propane usage approximately 1000 gallons for the last 2 years
  - Proposed to contract 1500 gallons for the next year – balance will be credited to account if unused.
  - Proposed to increase rent by \$100.00/month to cover propane expenses.
  - Curt – I wanted to get your input on this before I sent payment for contract.
- July Picnic
  - Brian McNulty and Jason Harman to give Firewise presentation
  - UPID to furnish meat for picnic

### Old Business:

- Park Advisory Board to meet in September to decide if UP starts into park system
- Boat Dock – letter received from Corps of Engineers regarding inspection cancellation for 2015

### Committee Reports

- Firewise Committee
  - Brian McNulty and Jason Harman to give Firewise presentation at picnic
- Enhancement Committee
  - Golf Tournament tentatively scheduled for September 26<sup>th</sup>.
  - Contribution to Golf Shed project \$500-700 to be determined at next committee meeting.
  - Requested a priority list on where to spend time/money on updates/improvements. – Curt please put request on your email list.
- Golf Committee
  - Quote to put metal on Golf Shed received from Miltonvale Lumber \$2001.30
  - Requested upgrade metal for roof to 26 ga. Material – additional \$76.32
  - Approved to go ahead with purchasing material with upgrade (color samples to be sent)
  - Recommended colors tan, light brown, dark taupe or beige.

Meeting Adjourned

## Expenses

	Westar Energy I	26.13	
	Westar Energy II	35.19	
	RCPW		
	Bill McReynolds	197.50	19.75 hours lot mowing labor
	Gus Shultz	85.00	8.5 hours golf course mowing labor
	Don Turner	161.41	mower repair
	Michaela Closson	40.00	paid from golf cash bx easter egg hunt
	Frankfort Porta-potty	230.00	pump septic tank
	Economy Electric	262.34	rental house work
	American Pest Mgmt	91.08	rental house spray
	Foley Industries	11.79	tractor repairs
	Vermeer Balers	83.32	oxygen/acetylene refill
<b>Credit Card</b>	Home Depot	25.15	
	McMaster Carr	35.60	golf flag fasteners
		60.75	
<b>Total Expenses</b>		1284.51	

## Income

<b>Burn Pile</b>	Gordon Sabo	10
	Michaela Closson	10
		20.00
<b>Golf</b>	Shari Taylor	10.00 check 6103
		41.00 cash
		51.00
<b>Rent</b>	Karl Saunders	350.00 check # 1828
	Lauren Lang	350.00 check # 1356
		700.00
<b>Total Income</b>		771.00

Cap Fed balance #23412545	\$13,877.04
UP county fund #232	\$16,660.14
UP W&S #230	\$33,322.62
UP W&S Cap Reserve #284	\$46,060.90

University Park Improvement District  
Board Meeting  
University Park Club House  
September 1 - 7:00 p.m.  
Agenda

1. CALL MEETING TO ORDER
2. APPROVE MINUTES OF PREVIOUS MEETING
3. TREASURER'S REPORT AND PAYMENT OF BILLS
4. OLD BUSINESS
  - A. Update on Sewer Project
  - B. Update on Repairs at Rental House
  - C. Update on Golf Shed Repair
  - D. Update on Boat Dock Repair
  - E. Garage Sale
  - F. Other
5. COMMITTEE REPORTS
  - A. Firewise
  - B. Heywood Park
  - C. Golf Course
  - D. Community Enhancement
6. NEW BUSINESS
  - A. Review and Take Action on Request to Build.
    1. Taylor Request
  - B. Set Monthly Rent for Rental House
  - C. Discuss Options for Weed Control on Golf Course
  - D. Discuss Upgrading Lot Markers
  - E. Other
7. ADJOURN

**University Park Improvement District**  
**University Park Golf Course Club House**  
**General Board Meeting**

August 4, 2015

The meeting was called to order at 7:00 P.M.

Board Members present were:

Bob Vathauer, President

Dave Chizek, Treasurer

Curt Friedrich, Secretary

Others Present: Don and Susan Turner, John Havenstein, Justin Keister, Lauren Lang, Laura Soash, Frank McCoy, Rein Hermann and Marvin Rodriguez

Bob opened the budget hearing for the 2016 tax budget for University Park Improvement District. No questions were asked regarding the budget. The budget hearing was closed.

The minutes of the previous meeting were approved as presented.

Treasurers Report:

Bills to be paid were:

Westar	\$61.44
The Riley Countian (publish budget)	68.00
Home Oil (prepay 1000 gallons propane)	1029.00
Credit Card (Rocky Mountain) golf flag whips	103.87
Total Bills	\$1262.31

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

Income reported was:

Karl Saunders and Lauren Lang ( Rent)	\$700.00
Burn Pile	30.00
Golf	290.00
Total Income:	\$1020.00

Cap. Fed. Balance is \$14,648.84.

UPID County Fund balance is \$14,103.19.

*The following information is given as an information item. These funds are managed by the Riley County Public Works Department, not by the University Park Improvement District Board. The County provides a monthly statement of these funds to the UPID board.*

UP Water and Sewer Operating Fund	\$35,403.66
UP Water and Sewer Capitol Reserve Fund	\$41,655.55



#### Old Business:

##### Sewer Project Update:

Curt reported that Phase 1 of the project (sewer mains repair, CIPP lining and manhole rehabilitation) was approved to be let out for bids at the County Commission meeting on August 3, 2014. To date 160 temporary access easements have been granted by property owners. Bids are scheduled to be awarded in October with construction starting no later than March 2016. Phase 2 of the project (lift station improvements) will be bid in late 2016.

Curt also reported that the sewer treatment plant has been completely cleaned out and new air manifolds and drops are being installed by Robert Krause of Aero-Mod.

##### Rental House Repairs:

There was discussion regarding repairs and upgrades to be made at the rental house. Lauren stated that her and Karl would be moved out no later than August 15. She asked if it would be OK if they paid one half of a month's rent for August. It was the consensus of the board to only charge one half month's rent for August. Upgrades will be scheduled to begin after August 15 with a goal to have the house ready for occupancy again by October 1. Several people are interested in renting the house.

##### Committee Reports:

Firewise: Susan and Lauren reported on the July picnic when U.P. Fire Chief Brian McNulty and Jason Hartman of Kansas Forest Service gave a presentation on Firewise. A plaque recognizing University Park for 10 years of Firewise certification was also presented by Jason Hartman at the picnic. University Park still holds the designation as the only Firewise community in Kansas. Many man-hours have gone into making University Park a safer community. Susan and Lauren reminded everyone to please report any time spent trimming and clearing trees and brush.

There was discussion on a Fall workday. Details will be forthcoming.

Heywood Park: Nothing to report.

Golf Course: A golf tournament is being planned for September 26. Since Elise Keister is now a new mother she has asked if someone else would be in charge of getting this tournament organized. Inquiries have been sent to several people but to date no one has come forward to volunteer for this.

##### Community Enhancement:

Feedback is being gathered regarding interest in the use of and construction of a community building that would also serve as a storm shelter.

##### New Business:

##### 2016 Budget:

There was a motion by Dave and second by Curt to approve the budget for 2016 with the mill levy remaining at 5 mills. Motion carried.

**Boat Dock Repairs:**

The boat dock suffered damage due to the high lake level. The walkway portion of the dock became disconnected from the main part of the dock and is gone. The remaining main portion of the dock has now been removed from the lake. Ryan Hermann presented some options on building a new walkway. Different options were discussed. It was the consensus of the board to make the walkway longer and to make it a two section walkway. This will help to get the main dock further out into the lake. An engineers approval will be required per Corps of Engineers regulations. Several people will check on securing the materials needed for this.

**August, September and October Picnic Plans:**

Laura and Susan reported that Gibran Suleiman and Steve Wally will be at the August picnic to present a program on snakes, spiders and insects native to our area. The September picnic will be September 19 and will be when all volunteers of University Park will be recognized. The October picnic will be the last one of 2015. There are plans to show a kids movie at both the September and October picnics.

**New Rental Lease:**

Dave had a draft of a new rental lease for the rental house. Changes were noted. The board wishes to thank Stacey Chizek for drafting a new rental lease agreement.

**Other:**

Don Turner stated the Hustler mower had a broken fuel pump and that parts are in. He plans to get it back running in the next few days.

There being no other business to come before the Board at this time the meeting was adjourned at 8:55.

Respectfully Submitted,  
Curt Friedrich  
UPID Secretary

**CERTIFICATE**

To the Clerk of Riley County, State of Kansas  
We, the undersigned, officers of  
**University Park Improvement District**

certify that: (1) the hearing mentioned in the attached publication was held;  
(2) after the Budget Hearing this budget was duly approved and adopted  
maximum expenditures for the various funds for the year 2016; and (3) the  
Amount(s) of 2015 Ad Valorem Tax are within statutory limitations for the 2016 Budget.

Table of Contents:		Page No.	2016 Adopted Budget		
			Budget Authority for Expenditures	Amount of 2015 Ad Valorem Tax	County Clerk's Use Only
Computation to Determine Limit for 2016		2			
Allocation MVT, RVT, 16/20M Vehicle Ta		3			
Schedule of Transfers		4			
Statement of Indebt. & Lease/Purchase		5			
<b>Fund</b>	<b>K.S.A.</b>				
General	19-2765	6	28,473	7,576	
Debt Service	10-113				
<b>Totals</b>		XXXXXXXXXX	28,473	7,576	
Budget Summary		0	Vote publication required?	No	County Clerk's Use Only
Neighborhood Revitalization Rebate					
					Nov. 1, 2015 Total Assessed Valuation

Assisted by:

\_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Email: \_\_\_\_\_  
\_\_\_\_\_

*Robert H. Walker*  
*Cliff E. Friedrich*  
*Dir. [Signature]*

Attest: \_\_\_\_\_, 2015

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Governing Body

Computation to Determine Limit for 2016

	Amount of Levy
1. Total tax levy amount in 2015 budget	+ \$ 7,408
2. Debt service levy in 2015 budget	- \$ 0
3. Tax levy excluding debt service	\$ 7,408

2015 Valuation Information for Valuation Adjustments

4. New improvements for 2015:	+ 22,294	
5. Increase in personal property for 2015:		
5a. Personal property 2015	+ 0	
5b. Personal property 2014	- 0	
5c. Increase in personal property (5a minus 5b)	+ 0	
	(Use Only if > 0)	
6. Valuation of property that has changed in use during 2015:	-11	
7. Total valuation adjustment (sum of 4, 5c, 6)	22,283	
8. Total estimated valuation July, 1, 2015	1,515,101	
9. Total valuation less valuation adjustment (8 minus 7)	1,492,818	
10. Factor for increase (7 divided by 9)	0.01493	
11. Amount of increase (10 times 3)	+ \$ 111	
12. 2016 budget tax levy, excluding debt service, prior to CPI adjustment (3 plus 11)	\$ 7,519	
13. Debt service levy in this 2016 budget	0	
14. 2016 budget tax levy, including debt service, prior to CPI adjustment (12 plus 13)	7,519	
15. Consumer Price Index for all urban consumers for calendar year 2014	1.60%	
16. Consumer Price Index adjustment (3 times 15)	\$ 119	
17. Maximum levy for budget year 2016, including debt service, not requiring 'notice of vote publication.' (14 plus 16)	\$ 7,638	

If the 2016 adopted budget includes a total property tax levy exceeding the dollar amount in line 17 you must publish notice of vote by the governing body to adopt such budget in the official county newspaper and attach a copy of the published notice to this budget.

In no event will published notice of the vote be required if the total budget year tax levy is \$1,000 or less.

Allocation of MV, RV, 16/20M, Commercial Vehicle, and Watercraft Tax Estimates

2015 Budgeted Funds	Tax Levy Amount in 2015 Budget	Allocation for Year 2016				
		MVT	RVT	16/20M Veh	Comm Veh	Watercraft
General	7,408	0	0	0	0	0
Debt Service	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
Total	7,408	0	0	0	0	0

County Treas Motor Vehicle Estimate

0

County Treas Recreational Vehicle Estimate

0

County Treas 16/20M Vehicle Estimate

0

County Treas Commercial Vehicle Tax Estimate

0

County Treas Watercraft Tax Estimate

0

MVT Factor 0.00000

RVT Factor 0.00000

16/20M Factor 0.00000

Comm Veh Facto 0.00000

Watercraft Factor 0.00000

2016

University Park Improvement District  
Riley County

**Schedule of Transfers**

Expenditure Fund Transferred From:	Receipt Fund Transferred To:	Actual Amount for 2014	Current Amount for 2015	Proposed Amount for 2016	Transfers Authorized by Statute
none					
<b>Totals</b>		0	0	0	
<b>Adjustments*</b>					
<b>Adjusted Totals</b>		0	0	0	

\*Note: Adjustments are required only if the transfer is being made in 2015 and/or 2016 from a non-budgeted fund.

## STATEMENT OF INDEBTEDNESS

Type of Debt	Date of Issue	Interest Rate %	Amount Issued	Amount Outstanding Jan 1, 2015	Date Due		Amount Due 2015		Amount Due 2016	
					Interest	Principal	Interest	Principal	Interest	Principal
General Obligation:										
Total G.O.				0			0	0	0	0
Revenue Bonds:										
Total Revenue				0			0	0	0	0
Other:										
Total Other				0			0	0	0	0
Total				0			0	0	0	0

# STATEMENT OF CONDITIONAL LEASE-PURCHASE AND CERTIFICATE OF PARTICIPATION\*

Items Purchased	Contract Date	Term of Contract (Months)	Interest Rate %	Total Amount Financed (Beginning Principal)	Principal Balance On Jan 1, 2015	Payments Due 2015	Payments Due 2016
<b>Total</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\*\*\*If you are merely leasing/renting with no intent to purchase, do not list--such transactions are not lease-purchases.

[illegible]



# NOTICE OF BUDGET HEARING

State of Kansas  
Special District  
2016

The governing body of  
**University Park Improvement District**  
**Riley County**

will meet on August 4, 2015 at 7pm at University Park Golf Course Club House for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of tax to levied. Detailed budget information is available at Riley County Clerk's Office and will be available at this hearing.

## BUDGET SUMMARY

Proposed Budget 2016 Expenditures and Amount of 2015 Ad Valorem Tax establish the maximum limits of the 2016 budget. Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual 2014		Current Year Estimate for 2015		Proposed Budget Year for 2016		
	Expenditures	Actual Tax Rate*	Expenditures	Actual Tax Rate*	Budget Authority for Expenditures	Amount of 2015 Ad Valorem Tax	Estimate Tax Rate*
General	14,119	5.000	21,315	5.000	28,473	7,576	5.000
Debt Service							
Totals	14,119	5.000	21,315	5.000	28,473	7,576	5.000
Less: Transfers	0		0		0		
Net Expenditures	14,119		21,315		28,473		
Total Tax Levied	7,224		7,408		xxxxxxxxxxxxxxxxxxxx		
Assessed Valuation	1,444,849		1,481,537		1,515,101		

### Outstanding Indebtedness,

Jan 1,	2013	2014	2015
G.O. Bonds	0	0	0
Revenue Bonds	0	0	0
Other	0	0	0
Lease Pur. Princ.	0	0	0
Total	0	0	0

\*Tax rates are expressed in mills.

David Chizek

University Park Improvement District Officer

Page No.

University Park Improvement District  
Board Meeting  
University Park Club House  
October 6 - 7:00 p.m.  
Agenda

1. CALL MEETING TO ORDER
2. APPROVE MINUTES OF PREVIOUS MEETING
3. TREASURER'S REPORT AND PAYMENT OF BILLS
4. OLD BUSINESS
  - A. Update on Sewer Project
  - B. Update on Repairs at Rental House
  - C. Update on Boat Dock Repair Options
  - D. Update on Community Garage Sale
  - E. Update on Golf Course Weed Control Options
  - F. Update on Options for Lot Markers
  - G. Other
5. COMMITTEE REPORTS
  - A. Firewise
  - B. Heywood Park
  - C. Golf Course
  - D. Community Enhancement
6. NEW BUSINESS
  - A. Discuss Options Regarding Selling Rental House
  - B. Discuss Plans for Community Trick or Treating
  - C. October Picnic Plans
  - D. Discuss Options for Clubhouse Heater
  - E. Other
7. ADJOURN

**University Park Improvement District**  
**University Park Golf Course Club House**  
**General Board Meeting**

September 1, 2015

The meeting was called to order at 7:00 P.M.

Board Members present were:

Bob Vathauer, President

Dave Chizek, Treasurer

Curt Friedrich, Secretary

Others Present: Don and Susan Turner, John Havenstein, Elise Keister, Laura Soash, Frank McCoy, James Slaymaker, Michelle Taylor and boys, Toni Haukum and Todd Nicholson

The minutes of the previous meeting were approved as presented.

For Michelle Taylor's benefit the item on the agenda regarding her and Drew's request to build was moved to the first item of business.

Michelle presented plans to remodel their house at 11203 Lakeside Drive. The existing deck will be remodeled for enlarging the kitchen, dining area and bathroom on the main floor. A bedroom and mudroom will be added to the basement area. There will be no change in the foot print of the house. There was a motion by Bob and second by Dave to approve the Taylor's request to build.

**Treasurers Report:**

Bills to be paid were:

Westar	\$62.87
Riley County Public Works (water and sewer)	81.65
Bill McReynolds (mowing)	267.50
B and L Trash Service	43.50
GTB Meats (July picnic)	159.27
Karl Saunders (security deposit return)	700.00
Robert Krause (mow rental house yard)	50.00
American Pest Management (rental)	91.38
Home Depot (rental flooring and install)	9558.87
Total Bills	\$11,015.04

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

Income reported was:

Burn Pile	10.00
Golf	160.00
Mowing	150.00
Total Income:	\$320.00

Cap. Fed. Balance is \$6,113.36

UPID County Fund balance is \$13,271.61

*The following information is given as an information item. These funds are managed by the Riley County Public Works Department, not by the University Park Improvement District Board. The County provides a monthly statement of these funds to the UPID board.*

UP Water and Sewer Operating Fund	\$37,006.51
UP Water and Sewer Capital Reserve Fund	\$37,588.05

Old Business:

Sewer Project Update:

Curt reported that bids for the project are due September 17 and will be opened at the County Commission meeting on that date. A pre bid meeting with interested contractors will be held with Sam Johnson and Leon Hobson on September 10.

Rental House Repairs:

There was discussion regarding repairs and upgrades to the rental house. Elise stated that a general cleaning work day is planned for Monday September 7 and additional work days set for September 12 and 13 to start interior painting. Flooring contractors will be here the last week of September.

Golf Shed Repairs:

It was the consensus of the Board to place the golf shed repair project on hold until the rental house project is completed.

Boat Dock Repairs:

There was discussion regarding repairs to the boat dock. Don Turner and James Slaymaker volunteered to check with Brian McNulty regarding this.

Garage Sale:

There was discussion on a community garage sale. It was the consensus of the Board that if there was enough interest from residents to have a community garage sale University Park would pay for advertising in the Riley Countian. Curt will send an e-mail to see what the level of interest regarding this is.

Other:

There was discussion regarding mowing of vacant lots. Toni inquired if the Hustler mower could be used to mow some of the vacant lots where the tractor and brush hog

mower cannot get to. It was the consensus of the Board to not use the Hustler mower for mowing vacant lots due to possible damage to the mower. The Board will attempt to have property owners do a better job of mowing grass and trimming/removing trees and brush that is creating a fire and safety hazard.

**Committee Reports:**

Firewise: Susan and Lauren reported on recent activities. A work day is being planned for the fall.

Heywood Park: Nothing to report.

Golf Course: A golf tournament is being planned for September 26.

**Community Enhancement:**

Curt reported he had received 20 replies from the e-mail he set asking for feedback regarding a community building that could be used as a storm shelter. A majority of those responding would be unlikely to utilize a storm shelter with a 50/50 split on use of a community building. Elise stated the County Parks Board would be meeting again in September. She also stated she would check into funding from Thrivent Financial.

**New Business:**

**Review and Take Action on Requests to Build:**

James Slaymaker presented plans to build a 30'X60'X12' accessory shop building on lots 67 and 68. There was a motion by Curt and second by Bob to approve the Slaymaker request.

Dave Chizek presented plans to build a 40'X60'X14' accessory shop building on lots 196 and 197. There was a motion by Bob and second by Curt to approve the Chizek request.

**Set Monthly Rent for Rental House:**

There was discussion on different options for the monthly rent for the rental house. There was a motion by Bob and second by Dave to set the rent at \$1000.00 per month with U.P. paying for propane, trash service and lawn care. No pets would be allowed. Motion carried.

**Options for Weed Control on Golf Course:**

There was discussion on options for weed control on the golf course. Dave will do some checking on this and report back.

**Discuss Upgrading Lot Markers:**

Most of the original lot markers have either been removed or are in such poor condition they are no longer legible. This makes it difficult to identify the vacant lots that U.P. mows for the property owners. There was discussion on who should be responsible for maintaining the lot markers. Dave will check on some prices and report back.

Other:

Curt reminded everyone about the September and October picnics. The Rein Hermann family will show a kid friendly movie after both picnics.

There being no other business to come before the Board at this time the meeting was adjourned at 8:45.

Respectfully Submitted,  
Curt Friedrich  
UPID Secretary

University Park Improvement District  
Board Meeting  
University Park Club House  
November 3 - 7:00 p.m.  
Agenda

1. CALL MEETING TO ORDER
2. APPROVE MINUTES OF PREVIOUS MEETING
3. TREASURER'S REPORT AND PAYMENT OF BILLS
4. OLD BUSINESS
  - A. Update on Sewer Project
  - B. Update on Repairs at Rental House
  - C. Update on Boat Dock Repairs
  - D. Update on Golf Course Weed Control Options
  - E. Other
5. COMMITTEE REPORTS
  - A. Firewise
  - B. Heywood Park
  - C. Golf Course
  - D. Community Enhancement
6. NEW BUSINESS
  - A. Other
7. ADJOURN

**University Park Improvement District**  
**University Park Golf Course Club House**  
**General Board Meeting**

October 6, 2015

The meeting was called to order at 7:00 P.M.

Board Members present were:

Bob Vathauer, President

Dave Chizek, Treasurer

Curt Friedrich, Secretary

Others Present: Laura Soash, Stan Galum, Robert Krause, Todd Nicholson and Mike, Michaela and Turner Closson

The minutes of the previous meeting were approved as presented.

**Treasurers Report:**

Bills to be paid were:

Westar (includes rental house)	\$116.05
Credit Card (Wal-Mart, paper towels and toilet paper;	
Home Depot, paint; Assoc. Insulation, asbestos testing)	395.23
Riley Co. Public Works (water and sewer includes rental)	116.82
Bill McReynolds (lot mowing labor)	50.00
Gus Shultz (golf course mowing labor)	325.00
Robert Krause (rental house mowing)	80.00
Charlson and Wilson (insurance)	3094.00
Home Depot (bath tub/plumbing supplies)	651.95
Home Oil	27.75
Economy Electric (rental house electrical supplies and install)	2236.99
Total Bills	\$7093.79

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

**Income reported was:**

Burn Pile	30.00
Golf	125.00
Total Income:	\$155.00

Cap. Fed. Balance is \$5,461.66

UPID County Fund balance is \$8,548.59

*The following information is given as an information item. These funds are managed by the Riley County Public Works Department, not by the University Park Improvement District Board. The County provides a monthly statement of these funds to the UPID board.*



UP Water and Sewer Operating Fund  
UP Water and Sewer Capitol Reserve Fund

\$39,395.54  
\$24,089.55

Old Business:

Sewer Project Update:

Curt reported that the bids had been received and opened at the September 17th County Commission meeting. The engineer's estimate is \$3,048,705.50. Two bids were received, one from Tri-Star Utilities of Independence, KS for \$4,320,705.00 and the second from Utility Solution of Basheor, KS for \$2,569,580.25. County staff and Sam Johnson of BG Consultants are in the process of reviewing the bids with a final recommendation being made at a later date. Sam Johnson had communicated with Curt stating he felt the apparent low bid from Utility Solution was a good bid and felt that the temporary access easements and flexibility of the start date were favorable for this bid. The tentative start date would be March 1, 2016.

Rental House Repairs:

Progress is being made ever so slowly. There has been some issues arise with removal of the old flooring. Dave is checking into this further at this time. Any and all help from University Park residents and property owners would be much appreciated.

Update on Boat Dock Repair Options:

Those involved with this project are checking into various options.

Update on Community Garage Sale:

Curt reported that only two people had replied to the e-mail he sent regarding any interest in having a garage sale and neither were interested in organizing a community garage sale. This will be looked at again in the spring to see if there is more interest then.

Update on Options for Weed Control on Golf Course:

Various options were discussed. Dave reported that Gibran Suleiman has some information on this he would like to share with the board. Dave will check with Gibran for more details.

Other:

Curt reported that the County Weed Department had sent a letter to the owners regarding the un-mowed yard at 6815 Redbud Drive. The letter was not accepted so the County would be required to wait until October 10<sup>th</sup> to mow the property.

Committee Reports:

Firewise: Laura reminded everyone to please report any time spent trimming and clearing trees and brush.

Heywood Park: Nothing to report.

Golf Course: Previously discussed.

Community Enhancement:

Dave reported that approximately \$200.00 was made on the golf tournament held September 26<sup>th</sup>. A big thank you to Elise Keister for her work in organizing this.

New Business:

Discuss Options Regarding Selling Rental House:

There was discussion regarding the selling of the rental house. Several in attendance voiced why they felt the rental house should not be sold. There was discussion concerning the lack of help with the current updates that are being conducting. After further discussion it was the consensus of the board to not sell the rental house.

Discuss Plans for Community Trick or Treating:

As there are several families with young children in University Park it is encouraged that residents make their homes trick or treat inviting. Curt will send an e-mail reminding all regarding this.

October Picnic Plans:

It was noted that the last picnic of the season would be October 17 at 6:30

Clubhouse Heater:

There was discussing regarding the heater in the clubhouse. Last spring Home Oil placed a 100 gallon tank at the club house for no cost to University Park. Curt will call to have them complete the connection to the gas line.

Other:

Maintenance of the township roads was discussed. Bob inquired regarding having asphalt millings placed on the roads.

There being no other business to come before the Board at this time the meeting was adjourned at 9:00.

Respectfully Submitted,  
Curt Friedrich  
UPID Secretary

## Expenses

Westar Energy I	26.81	
Westar Energy II	18.86	
Westar Energy Rental	34.34	
RCPW	64.14	rental house
RCPW	47.25	
Bill McReynolds	180.00	18 hours lot mowing labor
Gus Shultz		golf course mowing labor
Gary Koons	180.00	9 hours rental house floor removal
Charleson Wilson	165.00	treasurer insurance

## Credit Card

Home Depot	118.75	paint/water shut off valves
Home Depot	43.21	plumbing supply lines
Home Depot	172.65	sheetrock/screws/plywood
Associated Insulation	75.00	asbestos testing (in Sept GL entries)
Menards	167.62	rental house lighting fixtures

**Credit card total** 577.23

**Total Expenses** 1293.63

## Income

### Burn Pile

**Subtotal** 0.00

### Golf

Cash 125.00  
**Subtotal** 125.00

### Mowing

**Subtotal** 0.00

### Rent

0.00

**Total Income** 125.00

Cap Fed balance #23412545	\$5,592.64
UP county fund #232	\$5,327.62
UP W&S #230	\$41,633.31
UP W&S Cap Reserve #284	\$24,271.55

# FireWise Hours for University Park

Date by Month

Date Person

Hours Notes

January 2015

14-Jan-15	Daniel Schapaugh friend	18	Clear trees and brush
14-Jan-15	Daniel Schapaugh friend	18	Clear trees and brush
14-Jan-15	Daniel Schapaugh	18	Clear trees and brush

March 2015

14-Mar-15	Cindy Friedrich	3	Trim trees
14-Mar-15	Richard Soash	4	Trim trees
14-Mar-15	Curt Friedrich	3	Trim trees
16-Mar-15	Sandra Graham	8	Clear trees
22-Mar-15	Bob Vauthauer	6	Trim trees
22-Mar-15	Libby Vauthauer	6	Trim trees
23-Mar-15	Richard Soash	1	Burn pile
23-Mar-15	Curt Friedrich	2	Burn pile
23-Mar-15	Don Hooper	2	Burn pile

April 2015

05-Apr-15	Richard Soash	9	Paint fire hydrants
05-Apr-15	Macy Sabo	5	Paint fire hydrants
05-Apr-15	Susan Turner	5	Paint fire hydrants
05-Apr-15	Curt Friedrich	5	Paint fire hydrants
05-Apr-15	Tracy Sabo	5	Paint fire hydrants
07-Apr-15	James Slaymaker	8	Clear trees
07-Apr-15	Karla Slaymaker	8	Clear trees
08-Apr-15	Karla Slaymaker	4	Clear trees
08-Apr-15	James Slaymaker	4	Clear trees
26-Apr-15	Susan Turner	2.5	Clear trees
26-Apr-15	Don Turner	2.5	Clear trees
26-Apr-15	Dave Chizek	3.5	Clear trees
26-Apr-15	Mike Closson	3.5	Clear trees

May 2015

06-May-15	Laura Soash	4	Paint fire hydrants
06-May-15	Susan Turner	4	Paint fire hydrants
14-May-15	Gene Tucker	4.5	Burn pile
18-May-15	Jack McKee	4	Clearing trees
18-May-15	Justin Keister	2	Clear trees

Date by Month	Date Person	Hours	Notes
	06-Sep-15 Bill McReynolds	6	Clear trees
	07-Sep-15 Eddie Lotak	3	Clear trees
	21-Sep-15 Eddie Lotak	6	Clear trees
	28-Sep-15 Eddie Lotak	5	Clear trees
October 2015			
	05-Oct-15 Don Turner	4	Clear trees
	05-Oct-15 Eddie Lotak	2	Clear trees
	05-Oct-15 Mike Closson	8	Clear trees
	05-Oct-15 James Slaymaker	8	Clear trees
	05-Oct-15 Turner Closson	8	Clear trees
	10-Oct-15 Dave Chizek	8	Clear trees
	19-Oct-15 Eddie Lotak	5	Clear trees
	27-Oct-15 Gerry McLaughlin	4	Clear trees
	27-Oct-15 Gerry McLaughlin 2	4	Clear trees
	28-Oct-15 Gerry McLaughlin	6	Clear trees
Grand Total		404	Hours

University Park Improvement District  
Special Board Meeting  
University Park Club House  
November 18 - 7:00 p.m.  
Agenda

1. CALL MEETING TO ORDER

2. NEW BUSINESS

A. Discuss Options Regarding Changing the Designation of the Private Parks in  
University Park to Public Parks

3. ADJOURN

**University Park Improvement District  
Board Meeting  
University Park Club House  
December 1 - 7:00 p.m.  
Agenda**

1. CALL MEETING TO ORDER
2. APPROVE MINUTES OF PREVIOUS MEETING
3. TREASURER'S REPORT AND PAYMENT OF BILLS
4. OLD BUSINESS
  - A. Update on Sewer Project
  - B. Update on Repairs at Rental House
  - C. Update on Golf Course Weed Control Options
  - D. Other
5. COMMITTEE REPORTS
  - A. Firewise
  - B. Heywood Park
  - C. Golf Course
  - D. Community Enhancement
6. NEW BUSINESS
  - A. Take Action on Resolution Authorizing Public Use of Certain Private Parks in University Park
  - B. Appoint Represenative from University Park to serve on County Parks Advisory Board
  - C. Make Recommendation for Funding Request for 2016 from County Parks Fund
  - D. Discuss Options Regarding Possible Changes in How Often Vacant Lots are Mowed and Undesirable Vegetation Removed
  - E. Other
7. ADJOURN

**University Park Improvement District**  
**University Park Golf Course Club House**  
**General Board Meeting**

November 3, 2015

The meeting was called to order at 7:00 P.M.

Board Members present were:

Bob Vathauer, President

Dave Chizek, Treasurer

Curt Friedrich, Secretary

Others Present: John Havenstein, Laura Soash, Todd Nicholson, Sandra Graham,  
Gary Maple and Martin Henneberg

The minutes of the previous meeting were approved as presented.

**Treasurers Report:**

Bills to be paid were:

Westar (club house and flag pole)	\$45.67
Westar (rental house)	34.34
Riley County Public Works (water and sewer, club house)	47.25
Riley County Public Works (water and sewer rental)	64.14
Bill McReynolds (mowing)	180.00
Gary Koons (rental house floor removal)	180.00
Charlson & Wilson (treasurer insurance)	165.00
Credit Card (materials and supplies for rental)	577.23
Total Bills	\$1293.63

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

Income reported was:

Golf	125.00
Total Income:	\$125.00

Cap. Fed. Balance is \$5,592.64

UPID County Fund balance is \$5,327.62

*The following information is given as an information item. These funds are managed by the Riley County Public Works Department, not by the University Park Improvement District Board. The County provides a monthly statement of these funds to the UPID board.*

UP Water and Sewer Operating Fund	\$41,633.31
UP Water and Sewer Capital Reserve Fund	\$24,271.55



Old Business:

Sewer Project Update:

Curt reported that the low bid of \$2,569,580.25 from Utility Solutions of Basehor, KS is being reviewed by Sam Johnson of BG Consultants. When the bid review process is complete a formal recommendation will come before the County Commission for their approval.

Update on Rental House Repairs:

Dave reported the old flooring is being removed and once that is completed the installers will be back to finish installation of flooring and carpet.

Update on Boat Dock Repairs:

Curt reported that Don Turner had spoken with him regarding this. Plans are to work on the boat dock over the winter. Don had also said he had visited with some from outside of University Park that use the boat dock and had received offers to help with this as well as some fund raising ideas from them.

Update on Golf Course Weed Control Options:

There has been some undesirable grasses and weeds identified on the golf course. Options regarding different control measures were discussed. It was the consensus of the board to look into these options further so a plan can be in place for spring when the control methods would be implemented.

Other:

Update on University Park becoming part of the County Community Parks Program: Curt reported that this request had been approved by the County Parks Committee at their September meeting with a recommendation to include U.P. in the parks program and to have a representative from U.P. as an official voting member of the Parks Advisory Board. This had been placed on the agenda for the October 22 County Commission meeting. Because of some questions raised by Assistant County Counselor Craig Cox regarding whether the U.P. parks are private or public this was tabled. Curt reported he had communicated by e-mail with Cox regarding this and would check into this further.

Committee Reports:

Firewise: Laura reported that there were 404 volunteer man hours reported this year. She also stated the annual report had been filed and University Park had once again been approved as a Firewise Community. A big thanks goes out to all who have worked to make our U.P. community a safer place to live through the Firewise efforts.

Heywood Park: Nothing to report.

Golf Course: Previously discussed.

Community Enhancement:

Nothing to Report

**New Business:**

A question was asked about abandoned and inoperable vehicles. Curt will check into this.

**Other:**

Martin Henneberg of 10914 High Ridge Drive in Lakeside Heights inquired about hauling some tree limbs he had cleared on his property to the burn pile. The board agreed by consensus that Martin could place his tree limbs at the burn pile. He was asked to pay the \$10.00 annual burn pile fee.

There being no other business to come before the Board at this time the meeting was adjourned at 8:10.

Respectfully Submitted,  
Curt Friedrich  
UPID Secretary

**University Park Improvement District**  
**University Park Golf Course Club House**  
**Special Board Meeting**

November 18, 2015

The meeting was called to order at 7:00 P.M.

Board Members present were:

Bob Vathauer, President

Dave Chizek, Treasurer

Curt Friedrich, Secretary

Others Present: Gary Maple, Don Turner, Richard Soash, Greg Lund (County Parks Manager), Bob Boyd (County Commissioner) and Craig Cox (Assistant County Counselor)

New Business: Discuss Options Regarding Changing the Designation of the Private Parks in University Park to Public Parks

In the process of University Park requesting to become part of the County Parks Program and thus being able to request funds from the County Parks fund and to have a representative from University Park on the County Parks Advisory Board it has come to the attention of the UPID Board that the parks in University Park are designated as "private parks" on the plat maps of the University Parks subdivision. Craig Cox stated that for public funds to be used on the parks in University Park it would be necessary for the UPID board to pass a resolution stating that the parks are designated for "public use". This action is allowed by K.S.A. 19-2765 (c). This change in designation of the U.P. parks would not change how the parks are being operated now. They are basically being operated as public parks now. This change would allow for the possible additional funding from the County Parks Fund.

There was discussion regarding how maintenance of the parks, buildings and play ground equipment was being addressed. Greg Lund stated it was important that the play ground equipment be maintained in a safe and orderly manner.

There was discussion if all of the private parks in U.P. should be designated for public use. The plat maps show several private parks with most of them being the rough wooded areas surrounding the platted areas. It was the consensus of the Board to designate the University Park Golf Course and Kenneth Heywood Park as public parks. Craig Cox will draw up the necessary resolution and official action on this matter will be taken at the regularly scheduled monthly meeting of the UPID board on December 1, 2015.

There being no other business to come before the Board at this time the meeting was adjourned at 7:45.

Curt Friedrich

UPID Secretary

RESOLUTION NO. 2015-1

**A RESOLUTION AUTHORIZING THE PUBLIC USE OF CERTAIN PRIVATE PARKS  
IN UNIVERSITY PARK SUBDIVISION**

**WHEREAS**, the University Park Improvement District of Riley County, Kansas, is a public corporation organized under K.S.A. 19-2753 *et seq*; and

**WHEREAS**, the University Park Improvement District is authorized by K.S.A. 19-2764 (d) to plan, purchase or construct public works or improvements necessary for public health, recreation, convenience or welfare; and

**WHEREAS**, the University Park Improvement District has made a presentation to the Riley County Park Advisory Board to become a member of the Community Parks Program for the purpose of receiving public funds to maintain and improve its parks; and

**WHEREAS**, the five (5) parks of Addition No. 3 to University Park subdivision, along with Kenneth Heywood Park and the University Park Golf Course, are all “private parks” that are not eligible for public funds; and

**WHEREAS**, the University Park Improvement District is authorized by K.S.A. 19-2764 (c) to adopt resolutions generally regulating the affairs of the district.


**THEREFORE, BE IT RESOLVED BY THE UNIVERSITY PARK IMPROVEMENT  
DISTRICT OF RILEY COUNTY, KANSAS, AS FOLLOWS:**

That Kenneth Heywood Park and the University Park Golf Course, are hereby designated for “public use” for the purpose of promoting public health, recreation, convenience and welfare.


This resolution shall become effective upon adoption.

ADOPTED on this 1<sup>ST</sup> day of December, 2015.

**UNIVERSITY PARK IMPROVEMENT DISTRICT  
RILEY COUNTY, KANSAS**

  
Curt Friedrich

  
Dave Chizek

  
Bob Vathauer



# Riley County Parks Advisory Board Report

## December 8, 2015

The Riley County Parks Advisory Board meet on December 8, 2015 at the County Public Works Office. The meeting was opened by Chairman Joe Edmunds. Greg Lund, County Parks Manager presented a power point presentation of County Parks projects that were completed in 2015. Eddie Eastes, Manhattan Parks and Recreation Director gave a report of long range plans the city has for city parks. There was an update given on various Community Parks Projects that were either completed in 2015 or are in the process of being completed by the reprensensitive of each local community. There was an update on the University Park request to become part of the County Parks Program with Greg reporting that the University Park request has been approved by the County Commissioners. Curt Friedrich was introduced as the reprensensitive from University Park. Preliminary requests for 2016 funding was presented by each community park reprensensitive. Greg gave a report on the Fairmont Park development and lease agreement. The next meeting will be held on March 8, 2016 at the County Public Works office. Main agenda items will be Election of Officers and allocating funds for 2016 projects.

Curt Friedrich  
U.P. Reprensensitive  
County Parks Board

**University Park Improvement District  
Board Meeting  
University Park Club House  
January 5, 2016 - 7:00 p.m.  
Agenda**

1. CALL MEETING TO ORDER
2. ELECTION OF OFFICERS
3. APPROVE MINUTES OF PREVIOUS MEETING
4. TREASURER'S REPORT AND PAYMENT OF BILLS
5. OLD BUSINESS
  - A. Update on Repairs at Rental House
  - B. Update on Golf Course Weed Control Options
  - C. Other
6. COMMITTEE REPORTS
  - A. Firewise
  - B. Heywood Park
  - C. Golf Course
  - D. Community Enhancement
7. NEW BUSINESS
  - A. Approve Meeting and Picnic Dates for 2016
  - B. Set 2016 Golf/Walking Fees
  - C. Set 2016 Fees and Guidelines for Mowing Vacant Lots
  - D. Other
8. ADJOURN

# University Park Improvement District

## University Park Golf Course Club House

### General Board Meeting

December 1, 2015

The meeting was called to order at 7:00 P.M.

Board Members present were:

Bob Vathauer, President

Dave Chizek, Treasurer

Curt Friedrich, Secretary

Others Present: James and Karla Slaymaker, Don Turner, Robert Krause, Jesse Nelson and Leon Hobson

The minutes of the previous meeting were approved as presented.

Treasurers Report:

Bills to be paid were:

Westar (club house and flag pole)	\$64.75
Westar (rental house)	13.34
Riley County Public Works (water and sewer, club house)	45.87
Riley County Public Works (water and sewer rental)	63.70
Bill McReynolds (mowing)	250.00
Gary Koons (rental house floor removal)	220.00
B and L Trash Service	187.75
Credit Card (materials and supplies for rental)	169.03
Home Oil (tubing and fittings for propane hook-up at Club House)	47.25
Riley County Treasurer (1 <sup>st</sup> and 2 <sup>nd</sup> half property taxes)	1205.30
Total Bills	\$2266.99

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

Income reported was:

Burn Pile	\$10.00
Total Income:	\$10.00

Cap. Fed. Balance is \$5,687.64

UPID County Fund balance is \$4,821.89

*The following information is given as an information item. These funds are managed by the Riley County Public Works Department, not by the University Park Improvement District Board. The County provides a monthly statement of these funds to the UPID board.*

UP Water and Sewer Operating Fund	\$43,276.13
UP Water and Sewer Capital Reserve Fund	\$27,579.05



Old Business:

Sewer Project Update:

Leon reported that Utility Solutions of Basheor KS is on track to start the sewer project March 1, 2016. Leon stated that Phase 2 (lift stations) will be put out for bids in 2016. Since phase one of the project came in under the engineer's estimate there may be funds available to do some upgrades at the treatment plant and include them in the Phase 2 bid. Options discussed were; Upgrades to the perimeter fence; Clean out all metal in the old plant, sand blast and epoxy the interior and install a cover. This would allow the old basin to be used for overflows or to use when current plant needs worked on; Improve the head-works and blowers and place enclosures around blowers to reduce noise; Replace the electric service line and install double throw switch for possible generator hookup; Build structure over the current treatment plant. County staff and BG Consultants are checking into these. The entire project is scheduled to be completed by fall 2017. Leon estimated the assessments for the sewer project would not be placed on property taxes until 2018 or 2019.

There was discussion regarding certain items that Bob Blume was charging the U.P. Water and Sewer District as extra charges that the U.P. Board felt should come under the realm of normal duties that would be included in the monthly contract compensation. Leon agreed that the services being charged as extra duties should be considered as normal and customary. He will discuss this with Blume and not allow those charges as extra duty in the future. There was also discussion regarding not reading the water meters through the winter months. It has been customary in the past to not read the meters through the winter with monthly bills being estimated and then corrected when the meters are once again read in the spring. The U.P. board feels that since Blume is being compensated for reading water meters in his monthly contract compensation the meters should be read. Leon stated that it would make their bookkeeping simpler if the meters were read monthly. It was the consensus of Leon and the board that all water meters would be read monthly through the winter except for any that might be too deeply covered with snow.

Update on Rental House Repairs:

Dave reported that the flooring installers will be here on December 14 and 15 to finish installing the wood flooring and carpet. Trim will then need to be installed. The bathroom will need drywall installed and painted. This work will be completed by both volunteers and paid labor.

Update on Golf Course Weed Control Options:

Curt reported that he had e-mailed County Noxious Weed Director Dennis Peterson and County Extension Agent Greg McClure regarding options for control of old world bluestem and sericia lespedexa. He had heard back from Greg McClure with some recommendations. Also, Gibran Suleiman is doing some research on this. A plan of action will be worked out over the winter so this situation can be addressed in the spring.

There was some discussion regarding ATV's on the golf course. The board would remind everyone that anyone driving a golf cart or ATV on the golf course must have a

paid golf membership and will drive the golf cart and/or ATV in a manner that does not cause damage to the grounds. Failure to heed these simple guidelines will result in being banned from the golf course.

**Committee Reports:**

There were no committee reports.

**New Business:**

Take action on Resolution Authorizing Public Use of Certain Private Parks in University Park:

There was a motion by Bob and second by Curt to pass Resolution No. 2015-1. Motion carried. This will allow University Park to become part of the County Parks Program which will allow funding requests to be made to the County Parks Advisory Board for possible additional sources of funding for improvements to Heywood Park and University Park golf course.

Appoint Representative from University Park to serve on County Parks Advisory Board:

There was a motion by Bob and second by Dave to appoint Curt Friedrich as the University Park representative on the County Parks Advisory Board. Motion carried two to zero. Curt abstained.

Make Recommendation for funding request for 2016 from County Parks Fund:

It was the consensus of the board to request funds for a new all weather restroom to be built next to the present Club House with options to expand such building into a community building in the future. Other items discussed were additional park benches to be placed on the golf course.

Discuss Options Regarding Possible Changes in How Often Vacant Lots are Mowed and Undesirable Vegetation Removed:

There was discussion regarding mowing of the vacant lots. This will be discussed further next month before a letter is sent to property owners regarding this matter.

Take Action on Request to Build:

Jesse Nelson was present to request permission to place a 12 foot X 24 foot X 8 foot prefab storage shed on his property at 11210 Lakeside Drive. There being no objections to this it was approved with a motion by Bob and second by Dave. Motion carried.

Newsletter Items: It was decided to wait to send a newsletter out until something was decided regarding vacant lot mowing.

There being no other business to come before the board at this time the meeting was adjourned at 9:00.

Respectfully submitted,

Curt Friedrich

UPID Secretary