

University Park Improvement District  
Board Meeting  
University Park Club House  
January 3, 2017 - 7:00 p.m.  
Agenda

1. CALL MEETING TO ORDER
2. ELECTION OF OFFICERS
3. APPROVE MINUTES OF PREVIOUS MEETINGS
4. TREASURER'S REPORT AND PAYMENT OF BILLS
5. OLD BUSINESS
  - A. Update on Sewer Repair Project
  - B. Update on Lakeside Heights Sewer Expansion
  - C. Update on Expansion of University Park Water District
  - D. Update on Disc Golf
  - E. Update on Vehicles Parked on Roadways
  - F. Update on Motor Grader Housed at UP
  - G. Update on Any Changes to Restrictive Covenants
  - H. Update on Rental House
  - I. Update on Water Tower Inspection
  - J. Update on Water Valve Replacement Project
  - K. Other
6. COMMITTEE REPORTS
  - A. Firewise
  - B. Parks
    1. Heywood Park
    2. Golf Course
  - C. Community Enhancement
7. NEW BUSINESS
  - A. Approve Meeting and Picnic Dates for 2017
  - B. Set 2017 Golf/Walking Fees
  - C. Set 2017 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 6, 2016

The University Park Improvement District Board meeting was called to order at 7:00 P.M. by President Bob Vathauer. Other board members present were Dave Chizek, Treasurer and Curt Friedrich, Secretary.

Others Present: Laura Soash, Don and Susan Turner, James Slaymaker, Jeannette Pratt, Toni Haukom, Dave Sommers, Daniel Kress, Jaanimagi Kerttu and Alan Fox

The minutes of the previous meeting were approved as presented.

#### Treasurers Report:

Bills to be paid were:

Westar (flag pole)	\$29.00
Westar (clubhouse)	37.23
Riley County Public Works	46.70
Wendland Ag Repair (check noise in JD)	73.00
Riley County Treasurer (1 <sup>st</sup> and 2 <sup>nd</sup> half property taxes)	1,552.94
Charlson and Wilson Insurance (treasurer's bond)	165.00
Sharp's Short Stop (mower gas)	70.38
Total Expenses	\$1,974.25

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

#### Income reported was:

Burn Pile	\$60.00
Golf	25.00
Utility Solutions (rent)	1,100.00
Total Income:	\$1,185.00

Cap. Fed. Balance is \$902.19

UPID County Fund balance is \$8,538.37

*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	\$24,908.81
UP Water and Sewer Capital Reserve Fund	\$70,935.41

#### Old Business:

Update on Sewer Repair Project:

Curt gave a report from Leon via e-mail. Mayer's Speciality is back on site performing post CIPP video. Utility Solutions continues to complete the cementitious lining of the manholes. There will then be a vacuum test completed on the manholes. Phase 2 (lift station replacement) should be let out to bids in early 2017. Phase 2 will also include some work at the treatment plant and possible connection of the clubhouse restroom to the sewer system utilizing remaining USDA grant funds.

Update on Lakeside Heights Sewer and University Park Water District Expansion: Leon contacted Curt stating there is now 3 additional properties in Lakeside Heights requesting sewer hookup and 5 properties requesting water connection. This would bring the total connected to sewer to 10 properties and 9 for water connection. All requests are properties that have houses on them with the exception of the Dan Mathies property which has previously been approved by the U P board and has plans to place an approved home on his property. The other exception is for lot 40 on Lakeside Drive owned by David and Sarah Adkins. After discussion it was the consensus of the board that more information was needed regarding this property before approving connection to the U P water system. There was also discussion regarding demands placed on the U P sewer system caused by the Lakeside Heights connections. Curt will get more information regarding these concerns and report back at the January meeting.

**Update on Stop Sign at Moundridge/Rimrock Intersection:**

The installation of a stop sign, a stop strip and removal of trees and brush in the road right of way line of sight has been approved by the County Commission.

**Update on Disc Golf:**

Alan Fox gave an update on the progress of installing a disc golf course. Most of the fairways have been cleared with some trimmings that need to be hauled to the burn pile. They have received \$600.00 in donations and sponsorship to date and have commitments from several other businesses and individuals for more donations. Alan stated he and other disc golf enthusiasts plan to start installing the baskets as weather and time allows. Alan stated that the course will be the second longest disc golf course in Kansas.

**Update on Fire Insurance Ratings:**

In previous discussions regarding maintenance of the water tower fire insurance ratings were discussed. Curt stated he had checked with Jay Copeland on the ratings and found that University Park is rated as a 7 on a scale of 1 to 10. A 7 rating puts U P the same as area towns with fire hydrants and volunteer fire departments. Curt stated that Copeland had stated if U P did not have a water tower and fire hydrants the rating would change to a 9 or 10 which would cause home owners house insurance rates to raise by up to 25%. It was the consensus of the board to continue to maintain the water tower and fire hydrants.

**Update on Vehicles Parked on Roadways:**

There was discussion about vehicles being parked on roadways. The U P covenants

state "All lot owners shall provide off-street parking for their vehicles." It was the consensus of the board to communicate this with those who are parking on the roads and point out the safety concerns with vehicles on the roadway especially at night and where sight distance is a concern.

**Update on Township Motor Grader Housed at UP:**

There was discussion of the township possibly locating the motor grader here in U P. Curt stated he had e-mailed Stan Galum regarding this but Stan was unable to attend the U P meeting. Curt will check with Stan to find out when the township board will be meeting and hopefully one or two of the U P board members can attend to discuss this further.

**Other:**

Curt stated he had contacted Dennis Peterson regarding the need of some tree clearing/trimming along Hi-View Drive and Moundridge Drive.

**Committee Reports:**

**Firewise:** Laura and Susan presented a printout of those who had conducted Firewise activities and the hours reported since November 2015. Total hours are 655.5 hours.

**Parks:**

1. Heywood Park: Nothing to report

2. Golf Course: Curt reported the heater had been installed in the bathroom so it will remain open year round. The storage room needs to be cleaned out so that insulation can be installed in the restroom wall. Laura and Susan said they would help with this.

**Community Enhancement:**

Nothing to report.

**New Business:**

**Review Long Range Plans for UP Parks:**

The U P parks committee of Matthew Schlinder, Kent Stewart, Dave Chizek and Curt Friedrich have compiled a needs assessment and long range plans for park improvements in U P. It was the consensus of the board to accept the long range park plans.

**Approve Request for County Park Funds for 2017:**

The U P parks committee is recommending all of the items listed as high priority on the Parks Needs listing as items to request funding for from the County Parks fund for 2017. These total approximately \$8,800.00. There was a motion by Bob and second by Dave to accept this recommendation and request these funds from the County Park fund. Motion carried. Curt will present this request at the County Parks meeting on December 13.

**Discuss Possible Updates to Restrictive Covenants:**

Curt stated he thought that there should be some changes or updates made to the restrictive covenants. After discussion there was no action taken.

**Discuss Possible Changes to Mowing and Tree Trimming Letters:**

Curt asked if there should be any changes made to these letters for 2017. These will be sent out early in 2017 so property owners have adequate time to comply. Dave suggested that the two letters be condensed into one.

**Discuss Options for Renting of Rental House at End of Current Contract:**

When phase 1 of the sewer project is completed the Utility Solutions foreman will be leaving and the rental house will be open. Dave stated the contract calls for a 60-day notice from the renter when they plan to vacant the property. He has not received that notice as yet so no further action is needed at this time.

**Discuss Options Regarding Fence Between UP and Bergsten Property:**

In October the cattle in the Bergsten pasture got out on the golf course on two different occasions. Curt stated he had recently walked the fence line and found the fence in the deep ravine in very poor condition. Curt has spoken with Jake Richter who is the renter of the pasture. Curt stated he, Richter and Bergsten will be meeting to discuss this further in January when Bergsten is here visiting from Minnesota.

**Other:**

James Slaymaker shared some information regarding lot 1 in UP 2 which his parents have purchased and plan to build a house on in 2017. They have trimmed trees and brush from the property and had it surveyed. There is no action needed by the board at this time.

There being no other business to come before the board at this time the meeting was adjourned at 8:50.

Respectfully submitted,  
Curt Friedrich  
UPID Secretary

# FireWise Hours for University Park

Date by Month	Date Person	Hours	Notes
November 2015			
	01-Nov-15 Eric Marsh	8	clear trees
	07-Nov-15 Eric Marsh	8	clear trees
	08-Nov-15 Eric Marsh	4	clear trees
February 2016			
	16-Feb-16 Susan Turner	6	clean up trees
	16-Feb-16 Don Turner	6	clean up trees
	16-Feb-16 Mike Clossen	6	clean up trees
	16-Feb-16 Michaela Clossen	3	clean up trees
	16-Feb-16 Turner Clossen	1	clean up trees
	16-Feb-16 Matt Mosler	2	clean up trees
	29-Feb-16 Richard Soash	2	clear trees
March 2016			
	01-Mar-16 David Bipes	1	trimming trees
	12-Mar-16 Don Turner	6.5	clean up around houses
	12-Mar-16 James Slaymaker	6.5	clean up around houses
	12-Mar-16 Mike Clossen	6.5	clean up around houses
	12-Mar-16 Michaela Clossen	6.5	clean up around houses
	12-Mar-16 Turner Clossen	6.5	clean up around houses
	12-Mar-16 Rhonda Rudell	6.5	clean up around houses
	12-Mar-16 Dave Chezik	6.5	clean up around houses
	12-Mar-16 Susan Turner	6.5	clean up around houses
	12-Mar-16 Karla Slaymaker	6.5	clean up around houses
	13-Mar-16 Don Turner	2	clear trees
	13-Mar-16 Susan Turner	2.5	clear trees
	13-Mar-16 Richard Soash	2	clear trees
	15-Mar-16 Colby	8	cleared trees
	15-Mar-16 Colby	8	cleared trees
April 2016			
	02-Apr-16 Rhonda Rudell	5.5	clear trees
	02-Apr-16 Curt Friedrich	5.5	clear trees
	02-Apr-16 John Haverstein	5.5	clear trees
	02-Apr-16 James Slaymaker	5.5	clear trees
	02-Apr-16 Bob Vathauer	5.5	clear trees

Date by Month	Date Person	Hours	Notes
	02-Apr-16 Turner Clossen	5.5	clear trees
	02-Apr-16 Richard Soash	5.5	clear trees
	02-Apr-16 Dave Chezik	5.5	clear trees
	02-Apr-16 Bill McReynolds	5.5	clear trees
	02-Apr-16 Susan Turner	5.5	clear trees
	02-Apr-16 Don Turner	5.5	clear trees
	02-Apr-16 Carla Slaymaker	5.5	clear trees
	02-Apr-16 Michaela Clossen	5.5	clear trees
	02-Apr-16 Laura Soash	5.5	clear trees
	02-Apr-16 Tina Gassen	5.5	clear trees
	02-Apr-16 Ponch Boudoin	5.5	clear trees
	02-Apr-16 Mike Clossen	5.5	clear trees
	09-Apr-16 Paul Keak	4	clean up brush
	09-Apr-16 Don Turner	4	clean up brush
	09-Apr-16 Ryan Keak	4	clean up brush
	09-Apr-16 Mr Keak	4	clean up brush
	10-Apr-16 Bill McReynolds	10	mowing
	20-Apr-16 Bill McReynolds	10	mowing
	30-Apr-16 Bill McReynolds	10	mowing

May 2016

07-May-16 Don Turner	4	trimming trees
07-May-16 Bob Vathauer	4	trimming trees
07-May-16 John Havenstein	4	trimming trees
07-May-16 Susan Turner	4	trimming trees
07-May-16 Paul Keak	3	trimming trees
07-May-16 Dave Chezik	4	trimming trees
07-May-16 Gibran	1	trimming trees
07-May-16 Jack McKee	1	trimming trees
07-May-16 Curt Friedrich	4	trimming trees
07-May-16 Karla Slaymaker	3	trimming trees
07-May-16 James Slaymaker	3	trimming trees
07-May-16 Turner Clossen	4	trimming trees
07-May-16 Michaela Clossen	4	trimming trees
07-May-16 Mike Clossen	4	trimming trees
22-May-16 Dave Chezik	2	trimming trees
22-May-16 Justine Kiester	2	trimming trees

Date by Month	Date Person	Hours	Notes
July 2016			
	13-Jul-16 Dan Kress	6	trimming trees
	13-Jul-16 Laura Soash	6	trimming trees
	13-Jul-16 Richard Soash	6	trimming trees
	13-Jul-16 Emilio Kress	6	trimming trees
	13-Jul-16 Bill McReynolds	8	trimming trees
	13-Jul-16 Ed Lotak	6	trimming trees
	14-Jul-16 Dan Kress	5	trimming trees
	14-Jul-16 Ed Lotak	5	trimming trees
	14-Jul-16 Emilio Kress	5	trimming trees
	14-Jul-16 Bill McReynolds	6	trimming trees
	15-Jul-16 Richard Soash	4	trimming trees
	15-Jul-16 Todd Nichelson	6	cleared trees
	16-Jul-16 Steve Baudoin	4	trimming trees
	16-Jul-16 Todd Nichelson	6	cleared trees
	17-Jul-16 Steve Baudoin	6	trimming trees
	17-Jul-16 Todd Nichelson	6	cleared trees
September 2016			
	05-Sep-16 Richard Soash	8	trimming trees
	05-Sep-16 Eddie Lotak	8	trimming trees
	05-Sep-16 Eddie Lotak	8	trimming trees
	05-Sep-16 Bill McReynolds	8	trimming trees
	06-Sep-16 Dan Kress	8	trimming trees
	06-Sep-16 Emilio Kress	8	trimming trees
	06-Sep-16 Richard Soash	8	trimming trees
	06-Sep-16 Bill McReynolds	8	trimming trees
	06-Sep-16 Eddie Lotak	8	trimming trees
	07-Sep-16 Richard Soash	8	trimming trees
	07-Sep-16 Eddie Lotak	8	trimming trees
	07-Sep-16 Bill McReynolds	8	trimming trees
	09-Sep-16 Eddie Lotak	8	trimming trees
	17-Sep-16 Mike Clossen	6	trimming trees
	17-Sep-16 Karla Slaymaker	6	trimming trees
	17-Sep-16 James Slaymaker	6	trimming trees
	20-Sep-16 Jack McKee	4	trimming trees
	20-Sep-16 Bev Valentine	4	trimming trees

Date by Month	Date Person	Hours	Notes
October 2016			
	08-Oct-16 Denise Slaymaker	5.5	trimming trees
	08-Oct-16 Alex Slaymaker	5.5	trimming trees
	08-Oct-16 Charles Luna	5.5	trimming trees
	08-Oct-16 James Slaymaker	5.5	trimming trees
	08-Oct-16 Mike Closson	5.5	trimming trees
	08-Oct-16 Eric Slaymaker	5.5	trimming trees
	08-Oct-16 Michaela Closson	5.5	trimming trees
	08-Oct-16 Karla Slaymaker	5.5	trimming trees
	08-Oct-16 Kim Luna	5.5	trimming trees
	08-Oct-16 Karla Slaymaker	5.5	trimming trees
	08-Oct-16 Stormy Luna	5.5	trimming trees
	08-Oct-16 Jacob Luna	5.5	trimming trees
	28-Oct-16 Susan Turner	5	clean up trees around golf course
	28-Oct-16 Don Turner	5	clean up trees around golf course
	28-Oct-16 Dave Chezik	5	clean up trees around golf course
	28-Oct-16 John Havenstein	5	clean up trees around golf course
	29-Oct-16 Omar Gonzalez	7	cleared trees
	30-Oct-16 Omar Gonzalez	8	cleared trees
November 2016			
	05-Nov-16 Omar Gonzalez	8	cleared trees
	06-Nov-16 Omar Gonzalez	7	cleared trees
Grand Total		655.5	Hours



# Riley County Park System Needs Assessment

Purpose: to assess the current Riley County park system and develop goals, objectives and projects that ensure a sustainable and resilient park system meeting the needs of park users

Current Facilities / Amenities	Location in Park	Description
Pavilion / Picnic Shelter	Clubhouse area	24'x36' concrete floor/open sided roofed structure
Picnic Tables	Clubhouse area	Standard picnic tables used at Pavilion
Park Benches	Clubhouse area	4 new / 2 older
BBQ Grill (Charcoal)	Clubhouse area	Charcoal type
Basketball Court	Clubhouse area	25' x 25' concrete with single goal
Shuffleboard Court	Clubhouse area	6'x38' concrete pad
Playground Equipment	Clubhouse area	climbing wall/sliper slide/swing-set
Horseshoe Pits	Clubhouse area	
Clubhouse with bathroom	Clubhouse area	located in Clubhouse/old farmhouse
Golf Course (100 acres / 18 hole)	entry into Univ. Park	18 hole/9 sand green on 100 acres
Disc Golf Course	entry into Univ. Park	Used in conjunction with golf course
Heywood Park (8 acres)	entry into Univ. Park	
Stone storage building	Clubhouse area	
Maintenance Building / Shop	Clubhouse area	All metal building
Golf Shed / Storage	Clubhouse area	Wood frame/asphalt shingled roof

Park Needs	Priority	Justification	Cost
Golf Course pin flags	High	replace worn and tattered flags	\$ 200.00
Golf Course tee-box/green repair	High	Construct/replace rotted timbers; add sand; reseed	\$1,500.00
Golf Course tee-box signs	High	Displays fairway/green distances and par information	\$1,800.00
Walking Trail/Disc Golf Course	High	Chainsaws to remove/trim trees and/or limbs	\$ 600.00
Weed-eater/Limb-saw	High	Multi-use tool for grounds maintenance	\$ 700.00
Deciduous Trees	High	aesthetic entrance into park/remove damaged cedars	\$1,500.00
<u>Billboard</u>	High	Promote UP events	\$2,500.00
Pavilion/Playground Maintenance	Medium	Paint/seal structure/replace rotted timbers	\$1,400.00
Heater for clubhouse	Medium	Replace with more efficient and proper sized heater	\$ 800.00
Community Building	Medium	Planning and Phasing Cost Study	TBD
Tractor	Medium	Update equipment	\$25,000.00
Greens Mower/Flail Mower	Low	Update equipment	\$10,000.00
Camper Hookups	Low	Designate area and install hookups	
Fish Cleaning Station	Low	Construct cleaning station near boat dock	
Community Garden	Low	Designate area/ construct planter boxes	

## Short Term Goals (1-5 years)

- Golf Course Revitalization:
  - Update worn and dilapidated equipment. E.g. pin flags, timbers etc.
  - Rebuild existing tee boxes
  - Construct new tee boxes for back nine course
  - Install tee box signs displaying fairway, yardage and par information
  - Over seed/reseed fairways where needed
  - Develop chemical program to remove unwanted grasses/weeds from fairways
- Walking Trails/Disc Golf Course
  - Utilize more park acreage by installing walking trails and disc golf course
- Billboard
  - Install billboard on Hwy 77 to promote UP events.
- Deciduous Trees
  - Plant trees to create more colorful aesthetic entry into University Park.
- Pavilion/Playground
  - Repair/maintain existing equipment
- Community Building
  - Start planning/phasing cost study to erect community building
  - Start application process for available grant/cost sharing
- Tractor / Mowers
  - Update equipment used to maintain fairways on golf course.

## Long Term Goals (5-10 years)

- Community Building
  - Continue with various phases of constructing community building.
- Golf Course
  - Reseed fairways
  - Update restroom facilities
  - Update equipment
- Camper Hookups
  - Complete hookups to be used for overnight/weekend campers
- Community Garden
  - Install planter boxes
- Fish Cleaning Station
  - Install stating to assist in keeping dock area clear of debris.

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

1. CALL MEETING TO ORDER
2. APPROVE MINUTES OF PREVIOUS MEETINGS
3. TREASURER'S REPORT AND PAYMENT OF BILLS
4. OLD BUSINESS
  - A. Update on Sewer Repair Project
  - B. Update on Lakeside Heights Sewer Expansion
  - C. Update on Expansion of University Park Water District
  - D. Update on Stop Sign at Moundridge/Rimrock Intersection
  - E. Update on Water Tower Inspection
  - F. Update on Water Valve Replacement
  - G. Update on Rental House
  - H. Update on Motor Grader Housed at UP
  - I. Update on Possible Changes to Restrictive Covenants
  - J. Other
5. COMMITTEE REPORTS
  - A. Firewise
  - B. Parks
    1. Heywood Park
    2. Golf Course
  - C. Community Enhancement
6. NEW BUSINESS
  - A. Discuss and Make Recommendation for 2017 Water and Sewer Rates
  - B. Hear Concern Regarding Size and Location of Accessory Buildings
  - C. Discuss Possible Updates to Restrictive Covenants
  - D. Discuss and Take Action to Close Capitol Federal Savings Account and Open Account at Peoples State Bank
  - E. Review and Take Action on Vathauer Accessory Building Request to Build
  - F. Other
7. ADJOURN

# University Park Improvement District

## University Park Golf Course Club House

### General Board Meeting

January 3, 2017

The University Park Improvement District Board meeting was called to order at 7:00 P.M. by Secretary Curt Friedrich in the absence of President Bob Vathauer. Other board members present were Dave Chizek, Treasurer.

**Others Present:** Laura Soash, Don and Susan Turner, James and Karla Slaymaker and Todd Nicholson.

#### Annual Election of Officers:

Curt moved that the offices currently being held by the Board of Directors remain the same for 2017. Dave seconded. Motion carried.

The minutes of the previous meeting were approved as presented.

#### Treasurers Report:

##### Bills to be paid were:

Westar (flag pole)	\$29.00
Westar (clubhouse)	37.23
<b>Total Expenses</b>	<b>\$88.04</b>

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

#### Income reported was:

Total Income \$0.00

Cap. Fed. Balance is \$828.39

UPID County Fund balance is \$7,727.31

Dave gave a year end report of 2016 Income and Expenses. His report is attached to these minutes.

*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	\$27,436.04
UP Water and Sewer Capital Reserve Fund	\$71,879.41

#### Old Business:

##### Update on Sewer Repair Project:

Curt gave a report from Leon via e-mail. Phase 1 is nearing completion with vacuum

testing of the manholes being the main objective. Final cleanup and re-seeding of properties will be completed in the spring. Sam Johnson continues to work on the design plans for Phase 2 and should be ready to let to bids by the end of January.

**Update on Lakeside Heights Sewer and University Park Water District Expansion:**  
Curt reported that he had received some answers to questions raised last month regarding Lakeside Heights sewer and water expansion. The owner of lot 40 has been informed by Leon that he needs to contact the UP Board regarding his wishes to build a house before proceeding. The property does have sewer hookup benefits from the original expansion but does not have water benefits.

Leon also provided Curt with the following information regarding the capacity of the U P sewer treatment plant.

The design capacity of the plant is .03 mgd or 30,000 gallons per day. The amount of water used in the District would be the maximum flow at the plant, realizing not all the water utilized in the District gets to the treatment plant. For the last 12 months the least amount of water used for a month is 250,070 gallons (8,336 gallons per day). The average for the entire 12 months is 11,420 gallons per day. Probably the best gauge for the amount of wastewater reaching the treatment would be an average of water used for the months of December, January and February, which was 9,995 gallons per day. All of these amounts are well below the design capacity of the plant. The plant is operating somewhere between 30% to 50% of capacity.

**Update on Disc Golf:**

All 18 baskets have been installed. As funds are collected and time and weather allows concrete launch pads and tee signs will be installed.

**Update on Vehicles Parked on Roadways:**

Curt reported that the property owners had been contacted and the situation has improved. The Board would remind property owners that the U P restrictive covenants state that property owners are to provide off street parking for their vehicles.

**Update on Motor Grader Housed at UP:**

Curt reported that he and Bob attended the Sherman Township board meeting to discuss this with the township board. The township board is currently looking into several options they have regarding this. No decision has been made at this time.

**Update on Possible Changes to Restrictive Covenants:**

The Covenants were last updated June 2001. Curt stated he had contacted Richard Seaton regarding any legal assistance needed if changes or updates were made. Richard would provide legal assistance at no charge. James Slaymaker volunteered to help with this if needed.

**Update on Rental House:**

The current tenant has given notice that they will be out of the rental house by the end of February. The board will be taking applications for a new tenant.

**Update on Water Tower Inspection:**  
The inspection report has not yet been received.

**Update on Water Valve Replacement Project:**  
Curt reported that Leon is looking to have this done in the spring.

**Committee Reports:**  
Firewise: Laura and Susan reported that they will again be applying for the State Farm Grant of \$500.00 and are working on ideas of areas where a community work day can be conducted.

**Parks:**  
1. Heywood Park: Requests for County Park funds to plant deciduous trees are being finalized.  
2. Golf Course: Requests for County Park funds for various upgrades are being finalized.  
Community Enhancement: Committee will soon be meeting to make plans for a Spring golf tournament.

**New Business:**  
**Approve Meeting and Picnic Dates for 2017:**  
There was a motion by Curt and second by Dave to set the monthly board meeting date, time and place as the 1<sup>st</sup> Tuesday of the month at 7:00 at the golf course club house with the exception of the July meeting date which will be July 11. Motion Carried.  
There was a motion by Curt and second by Dave to set the summer community picnic dates as the 3<sup>rd</sup>. Saturday of the months of May, June, July, August, September and October. There was discussion regarding having a picnic in October. It was the consensus of the board to go ahead with setting the October date for now with the thought that it may be cancelled if there is not enough interest later. Motion carried.

**Set 2017 Golf/Walking Fees:**  
There was discussion on setting the annual golf course fees. It was the consensus of the board to eliminate the single membership status for golf and walking and that all memberships would be considered as family with the definition of family as two adults and all children under the age of 18 living in the same household. There was a motion by Dave and second by Curt to set the ball golf annual fee at \$100.00, disc golf fee at \$30.00 and walking fee at \$30.00 with the stipulation that to have golf cart access for any reason to the golf course the \$100.00 annual golf fee has to be paid or the daily fee of \$5.00 per person be paid every day a golf cart is used on the course. The daily fee of \$5.00 per person would remain the same for 2017. Motion carried.

**Set 2017 Burn Pile Fees:**  
There was a motion by Curt and second by Dave to set the annual burn pile fee at \$20.00 per year per household. Motion carried.

**Set 2017 Fees and Guidelines for Mowing Vacant Lots:**

There was a motion by Curt and second by Dave to set the 2017 charge for mowing vacant lots the same as it was for 2016. This fee is \$50.00 per lot per mowing with 3 mowings completed throughout the growing season for a total of \$150.00 per lot. If the property owner does not mow the vacant lot themselves or make arrangements to have them mowed and the lots are not mowed by June 10, August 1 and/or September 15 University Park will mow the lots as soon after those dates as possible and place a charge of \$100.00 per lot each time it is mowed upon the owner's real estate property taxes. This could result in a charge of \$300.00 per lot per year. Motion carried.

**Request to Build:**

**1. Slaymaker Request**

James Slaymaker was present on behalf of his parents Jim and Jackie Slaymaker who have purchased lot #1 in UP#2. James presented drawings for a 54 foot X 28 foot home with a 22 foot X 22 foot attached garage. James requested a variance of the back setback of 25 feet be reduced to 5 feet. The back of this property borders undeveloped UPID property and it was the consensus of the board that the requested variance would cause no ill or damaging effects on the UPID property or any other nearby property.

There was a motion by Curt and second by Dave to approve the Slaymaker request contingent upon approval of the setback variance by Riley County Planning and Zoning. Motion carried.

**2. Nicholson Request**

Todd Nicholson presented plans to build a 30 foot X 50 foot X 12 foot accessory building on lots 37 and 38 in U P #3. Todd requested a variance of the front setback from 25 feet to 10 feet. Todd stated there would not be an additional driveway entrance and that the end of the building would be facing the front of the lot where the variance was being requested. It was the consensus of the board that due to the topography of the land and the road curving away from the requested site there would be no ill affects to the requested variance. There was a motion by Curt and a second by Dave to approve the Nicholson request contingent upon approval of the setback variance by Riley County Planning and Zoning. Motion carried.

Other: None

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  
7321 Hi-View Drive  
Manhattan, Kansas 66503  
Request to Build

On Jan. 3, 2017, James Slaymaker appeared before the regularly scheduled meeting of the University Park Improvement District Board of Directors regarding a building project proposal. After the presentation of his/her building project, it was found by the Board that the proposed building project complies with the University Park Improvement District covenants and guidelines and is hereby approved.

Lot # UP#2 Property Address 7113 Mound Ridge Rd.  
Lot #1

Type of Building: Residential Accessory Building None

Building Information:  
Dimensions: Length 54 X Width 28 X Height 10 w/garage 22x22  
w/sunroom 14x9

Exterior Siding: Masonry \_\_\_\_\_ Metal \_\_\_\_\_ Wood \_\_\_\_\_ Composite  Other \_\_\_\_\_

Roof: Shingle  Metal \_\_\_\_\_ Other \_\_\_\_\_

# Stories 1 # Bedrooms 3

If Manufactured Home: Make \_\_\_\_\_ Year \_\_\_\_\_

Setbacks from property line:

Front 26 Back 5 Left Side 16 Right Side \_\_\_\_\_

Minimum Setbacks:

Primary Residence: Front 25 ft Back 25 ft Sides 10 ft

Accessory Building: Front 25 ft Back 5 ft Sides 5 ft

Note: No permanent structures are to be built within the 25 foot wide sewer easement.

Date Approved: 1-3-16

UNIVERSITY PARK IMPROVEMENT DISTRICT BOARD OF DIRECTORS

\_\_\_\_\_  
Bob Vathauer, President

Curt Friedrich  
Curt Friedrich, Secretary

Dave Chizek  
Dave Chizek, Treasurer

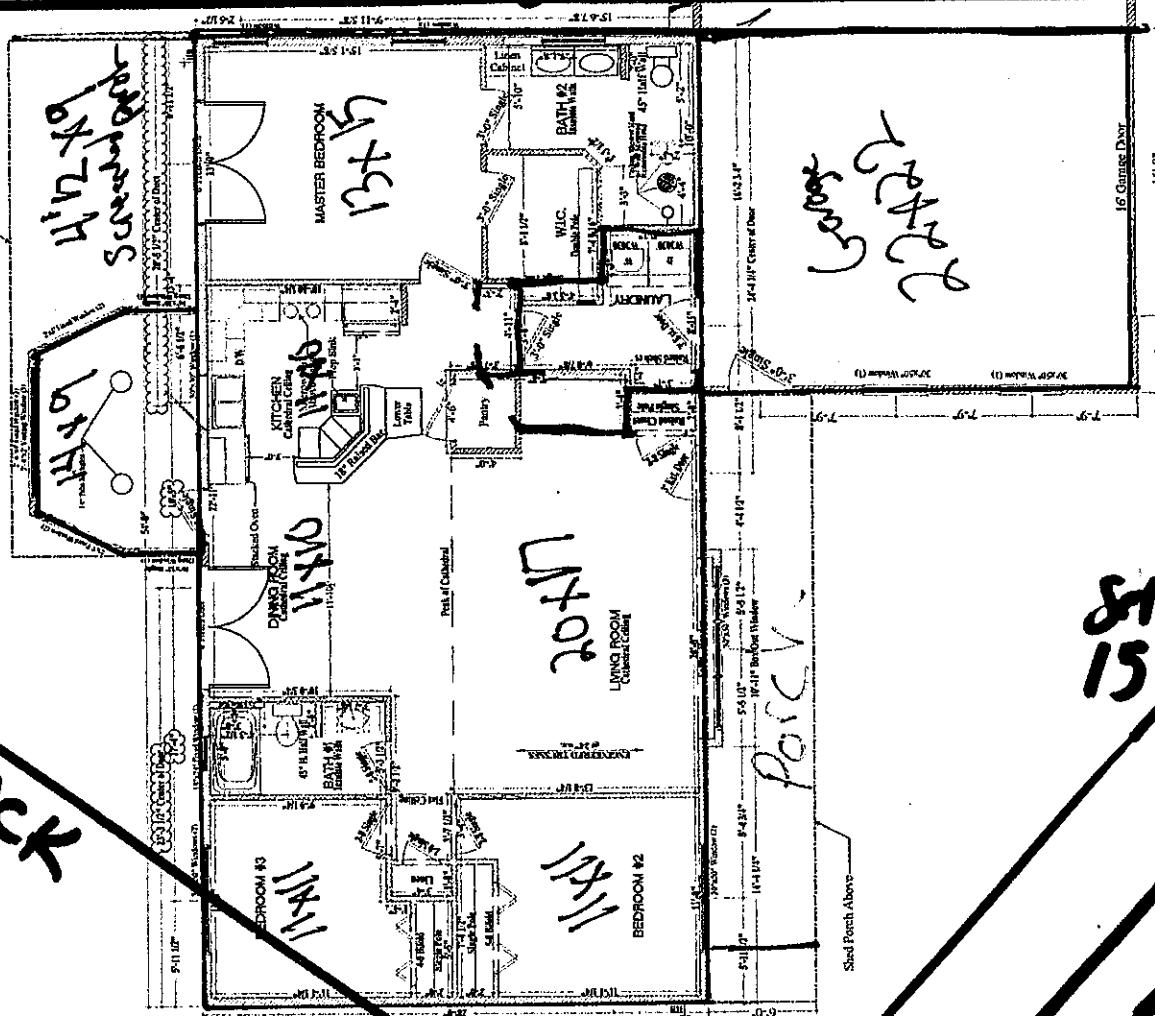
# PEARSON

All windows are double hung u.n.o

## Property Line

9 ft

Set BACK 25



Set BACK  
15

Set BACK  
25

Set BACK  
25

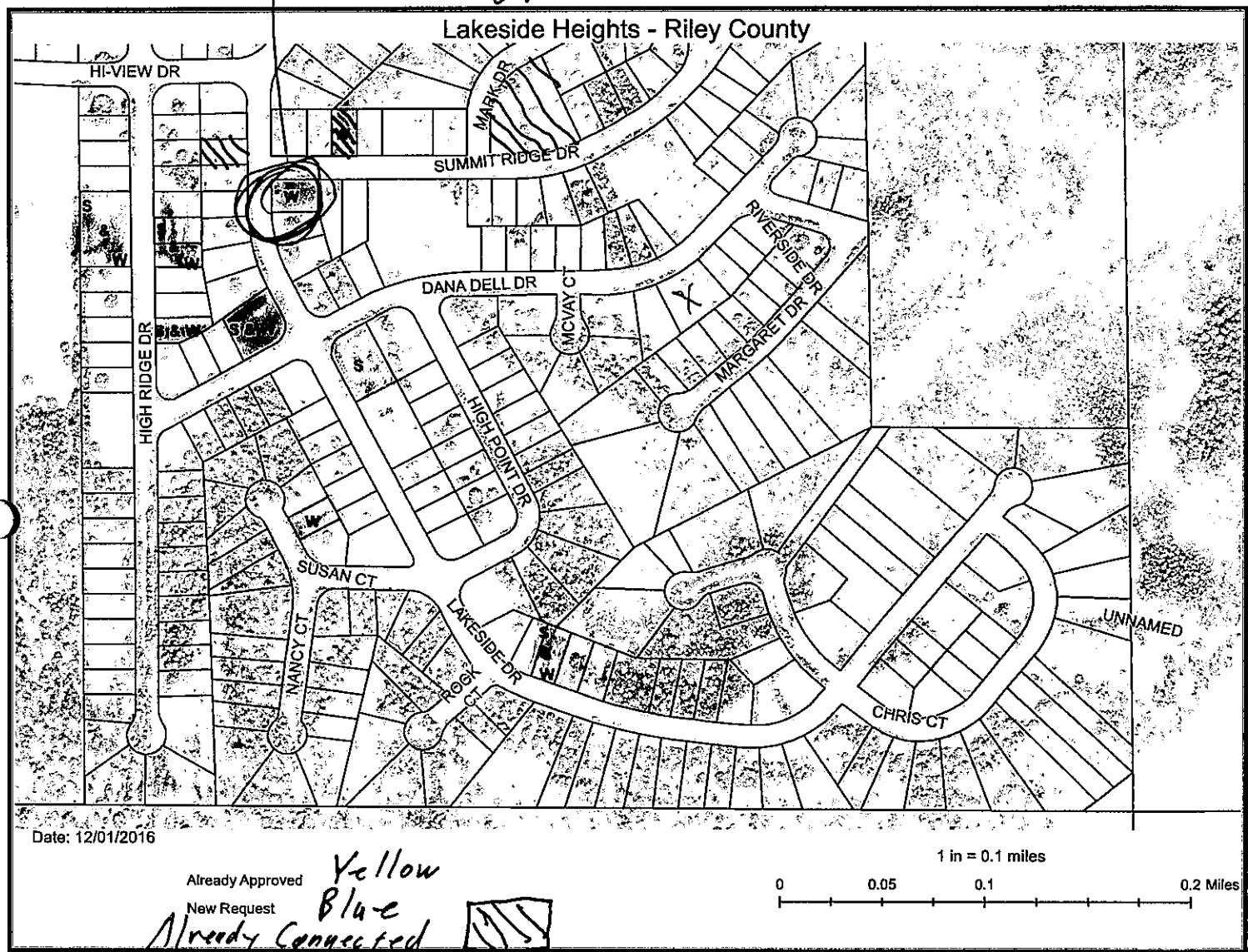
Lot  
1/2  
Property  
Boundary  
Sewer  
Drain

Schwab - Water & Sewer - not on map

Sewer?

minimum standards  
of home

3 additional yards  
5 water



Sewer 10

Water 9

# 2016 Year End

		Cap Fed	UPID #232	Category Subtotal
<b>Beginning Balance</b>		Beg. Bal.Total	4273.53	4385.20
<b>Income</b>				
Specials Tax (178)			875.00	875.00
Specials Delenquent (179)			2283.67	2283.67
Real Estate Current (180)			7396.44	7396.44
Real Estate Delenquent (181)			201.73	201.73
Dist. PP Delenquent (185)			26.71	26.71
Interest Income		1.61	0.00	1.61
Burn Area Fees		0.00	800.00	800.00
Golf Couse Fees		0.00	2382.00	2382.00
Lot Mowing		0.00	2250.00	2250.00
Lots sold		0.00	0.00	0.00
Rent		0.00	12100.00	12100.00
Taxes		0.00	0.00	0.00
Void Check			27.08	27.08
	<b>Income Total</b>	<b>1.61</b>	<b>28342.63</b>	
<b>Expenses</b>				
Boat Dock		0.00	2040.80	2040.80
Burn Area		0.00	375.00	375.00
Club House		0.00	526.00	526.00
Common Areas		0.00	1079.57	1079.57
Golf Course		0.00	1800.20	1800.20
Insurance		2000.00	1813.00	3813.00
Lot Mowing		0.00	345.00	345.00
Maintenance / Repair		1366.95	1871.87	3238.82
Misc. Expenses		6.00	909.53	915.53
Property Taxes		0.00	1552.94	1552.94
Rental House		0.00	10847.52	10847.52
Utilities		0.00	1839.09	1839.09
	<b>Expenses Total</b>	<b>3372.95</b>	<b>25000.52</b>	
<b>Ending Balance</b>			902.19	7727.31
		<b>End. Bal. Total</b>		

## Year End Summary profit/loss

Burn Area	425.00
Golf Course	581.80
Lot Mowing	1905.00
Rental House	1252.48

Please provide us with the following information to share with UP folks;

What is an average per lot special assessment for those in Lakeside Heights that have connected to sewer.

What effect is there to those original properties as for special assessment costs when now later several more are connecting to the system? Are some of those original costs now spread to these new properties as well or do the ones now connecting just have to pay for what infrastructure is being built now?

What is the capacity of the treatment plant? You have said that there is plenty of capacity at the plant but can you supply us with some numbers that we can use to reinforce this?

I think that pretty much covers it for now. Basically the only thing that came up with the sewer project was landscape repair and re-seeding that did not get completed in the fall. I talked to Chris about this and she said all of that would be addressed in the spring. Probably a good thing so any settling of back fills can be taken care of before re-seeding. Just needs to be done early in the spring so grass can get established before the heat of summer.

Thanks,  
Curt

**From:** Leon Hobson <  
**To:** Curt Friedrich < >  
**Sent:** Thursday, December 8, 2016 12:55 PM  
**Subject:** Lot # 40

Curt,

Was there any Board action on the new requests for services in Lakeside Heights. It is my understanding Travis has been in contact with you about building a house on lot # 40. Is that correct?

Anything else transpire I might need to know?

Leon

Leon,

When you get a chance to reply to these do you also have an update on the sewer project? With the holidays coming up and our January meeting on January 3rd there isn't a lot of business days between now and then.

Wondering mostly about Phase 2, when will it be ready for bids? Clubhouse restroom connection?

Also water tower inspection report and valve replacement project. Will Phase 2 effect the timing of those?

Thanks,  
Curt

**From:** Curt Friedrich < >  
**To:** Leon Hobson < >  
**Cc:** Bob and Libby Vathauer < >; Dave Chizek < >  
**Sent:** Thursday, December 8, 2016 5:28 PM  
**Subject:** Re: Lot # 40

Leon,

Sorry, I had intentions to e-mail you last night but that didn't happen. Lakeside Heights sewer and water services were discussed but we did not take action.

The board's main concern is lot 40 that does not have a house on it. No one other than you has contacted us about building a house there. The board is OK with the rest of the properties since they already have homes there. Have this Travis guy contact us and give us some firm plans about what and when he plans to build. We want to be assured that it is comparable in style and size as to what could be built in UP. I stated that I think that since Lakeside Heights is zoned as a residential district homes built there have to meet County SF-1 guidelines. Did I make a correct statement there?

On your map you sent me it shows that lot 40 is only requesting water. You mentioned that it is owned by the same owner as the house across the street that was one of the original ones to get connected to sewer. Does that mean lot 40 already has sewer rights but since there is not a house there now there is nothing to connect to? If that is true then has lot 40 been assessed specials since those first properties were connected?

Some concerns that attendees at the meeting brought up are concerning the costs that everyone here is having to bear for the next 40 years verses those in Lakeside Heights who just have to pay 1 and a half times the monthly service fee. We explained/discussed that Lakeside Heights folks pay 100% of the up front cost and maintenance of their sewer district but it didn't seem to totally satisfy everyone.

**Subject:** RE: Lot # 40

**From:** Leon Hobson (lhobson@rileycountyks.gov)  
**To:** sixcf@yahoo.com;  
**Date:** Tuesday, December 20, 2016 9:46 AM

Curt:

Ok, here goes:

Lot 40 does not have a house on it; however, Travis would like to build or move something there in the near future. (he has been instructed to make contact with the Board for prior approval). (Since he is requesting water and the UP Water Benefit District will be expanded to include this lot, I believe the District can dictate the type of housing.

Yes, lot 40 does have sewer rights by default. When the original district was formed the assessment was spread out across all four of the lots owned by this landowner. Therefore, each lot is paying an assessment (even if it is at a reduced rate) therefore, they are in the Sewer District and entitled to sewer services. We were in error in assessing these properties in this way and are now only assessing the lot(s) the home is on, if the homeowner wants another lot(s) in the District they have to pay another "full" assessment to do so.

The 3 original landowners were each assessed \$1,980.04 per year for 15 years plus the \$1,250 UP connection fee. Lot 40 was assessed  $\frac{1}{4}$  of this amount or \$495.01. Ron Schwab paid \$53,400.47 for both sewer and water.

As currently being administered, there is no change to the original properties special assessment costs as a result of future connections. While this could be done, none of the original costs are shared with new connections. The properties connecting now have to pay for the infrastructure being built plus a \$5,000 sewer connection fee. This fee goes into the maintenance fund for Lakeside Heights Sewer. The connection fee is used in lieu of going back and changing the original assessments.

The design capacity of the plant is .03 mgd or 30,000 gallons per day. The amount of water used in the District would be the maximum flow at the plant, realizing not all the water utilized in the District gets to the treatment plant. For the last 12 months, the least amount of water used for a month is 250,070 gallons (8,336 gallons per day) and the most used was 562,180 gallons (18,739 gallons per day). The average for the entire 12 months is 11,420 gallons per day. Probably the best gage for the amount of wastewater reaching the treatment plant would be an average of water used for the months of December, January and February, which was 9,995 gallons per day. All of these amounts are well below the design capacity of the plant. The plant is operating

somewhere between 30% to 50% of capacity.

As for the parking on the road, it would be up to Emergency Management to keep access open for their vehicles. As we discussed the other night, if the vehicle is not parked on the road for long periods of time (ie. Like placing large hay bales or installing an electric fence) it would be difficult to use the obstruction on a roadway statute. If the vehicle is out in the driving lanes we may be able to address it from a safety concern and I could write them a letter but I really do not have much leverage to go with it. As we discussed the best method would be your Districts restriction of no parking on the roads. We just need to figure out how to enforce it effectively. I will get with Planning and Development to pursue this further.

Sam is working on phase 2 and should have the draft to me by the end of the week. From there we will review it with Bob Blume and hope to bid the project in January. The Clubhouse connection will be bid as an alternate along with several other improvements at the treatment plant. Then depending upon the remaining funding we can pick and choose which projects to include.

I do not think phase 2 will have the same demand for the usage of water or at least the constant supply of water so the valve replacement project should be able to proceed in the spring as well as any repairs to the water tower. We will have to address the issues with the water tower inspection report when we receive it.

I think that is all the questions to date, but if I missed something or you want further explanation let me know.

Leon

**From:** Curt Friedrich [mailto:sixcf@yahoo.com]  
**Sent:** Monday, December 19, 2016 2:33 PM  
**To:** Leon Hobson <lhobson@rileycountyks.gov>  
**Subject:** Fw: Lot # 40

University Park Improvement District  
Board Meeting  
University Park Club House  
March 7, 2017 - 7:00 p.m.  
Agenda

1. CALL MEETING TO ORDER
2. ELECTION OF OFFICERS
3. APPROVE MINUTES OF PREVIOUS MEETINGS
4. TREASURER'S REPORT AND PAYMENT OF BILLS
5. OLD BUSINESS
  - A. Update on Sewer Repair Project
  - B. Update on Water Tower Inspection
  - C. Update on Water Valve Replacement Project
  - D. Update on Rental House
  - E. Discuss Options on Clubhouse Restroom
  - F. Update on Any Changes to Restrictive Covenants
  - G. Update on Golf Course/Bergsten Fence
  - H. Update on Motor Grader Being Housed at UP
  - I. Other
6. COMMITTEE REPORTS
  - A. Firewise
    1. Grant and Workday Update
  - B. Parks
    1. Heywood Park
    2. Golf Course
    3. County Parks Fund Request
  - C. Community Enhancement
7. NEW BUSINESS
  - A. Discuss Options for Boat Dock Fund Raising
  - B. Discuss Options for Community Garage Sale
  - C. Discuss Plans for U P Easter Egg Hunt
  - D. Discuss Options for Insurance Agency/Provider
  - E. Other
8. ADJOURN

# University Park Improvement District

## University Park Golf Course Club House

### General Board Meeting

February 8, 2017

The University Park Improvement District Board meeting was called to order at 7:00 P.M. by President Bob Vathauer. Other board members present were Dave Chizek, Treasurer and Curt Friedrich, Secretary.

Others Present: Laura Soash, Don and Susan Turner, James and Karla Slaymaker, Patrick Siebert, Martha and Rahim Borhani, Travis Gilbert, Steve (Ponch) Baudoin, Stacey Chizek and Leon Hobson

The minutes of the previous meeting were approved as presented.

#### Treasurers Report:

##### Bills to be paid were:

Westar (flag pole)	\$30.84
Westar (clubhouse)	88.17
Riley County Public Works	46.99
Dave Chizek (golf cart membership flags)	286.40
Home oil (propane, rental house)	416.57
Charlson and Wilson Insurance (policy update)	93.00
RW Business Services (filing 1099's)	41.00
Total Expenses	\$1,002.97

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

##### Income reported was:

Real Estate Current	\$4,253.51
Real Estate Delinquent	167.91
Burn Pile	\$80.00
Golf	120.00
Utility Solutions (rent January & February)	2,200.00
Total Income:	\$6,821.42
Cap. Fed. Balance is \$902.19	
UPID County Fund balance is \$12,846.16	

*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	\$34,565.25
UP Water and Sewer Capital Reserve Fund	\$72,763.41

Old Business:

Update on Sewer Repair Project:

Leon reported that 99% of Phase 1 is completed with final cleanup and re-seeding yet to be completed. These will be completed in the spring. Leon also reported that the design plans for Phase 2 of the project were 98% complete with USDA and KDHE approval pending. Phase two will include replacement of the four main lift stations with any remaining funds being used for updates at the treatment plant. Connecting the clubhouse restroom to the sewer system will not be able to be included as it was not a part of the original proposal. The Board will pursue other options for this. There was discussion regarding the sewer smell that several people have experienced during the repair project. Leon stated that Chris Becker, Sam Johnson and himself have checked into this and Sam feels that it is caused from the Lakeview lift station not cycling often enough and the sewer waste is starting to turn septic while it is in the force main which causes the odor in the Redbud/Hawthorne area where the force main dumps into a manhole. No one had experienced the odor recently so it was decided to wait until the new lift stations are installed and assess the problem at that time. Leon feels this problem should be eliminated with the installation of the new lift stations.

Update on Lakeside Heights Sewer and University Park Water District Expansion:

Leon reported the petitions had been sent to all property owners requesting connection. Travis Gilbert and Ponch Baudion inquired about having sewer connected to their respective properties. After further discussion there was a motion by Curt and second by Bob to approve the Kleffman (Travis Gibson) property and Baudion property be connected to the Lakeside Heights sewer district. Motion carried.

Update on Stop Sign at Moundridge/Rimrock Intersection:

Leon reported the stop sign and stop bar will be installed soon. He stated the stop sign will be a flashing sign at first to allow people to get accustomed to having a stop sign at the intersection and then switched out with a non-flashing one.

Update on Water Tower Inspection:

Leon stated he had not received the report.

Update on Water Valve Replacement:

After some discussion it was the consensus of all to try to schedule this work to be done in April. This will require the entire system to be shut down for eight to 10 hours to have five non-working valves replaced. The system will have to be under a boil advisory until the lab report gets back. Potable water would not be available for drinking or cooking for approximately 48 hours. At a later time five more valves will be replaced with the same procedures. The reason for replacing the valves is so when a water main break occurs only the affected area or zone would have to be shut down and the entire system would not have to go under a boil advisory.

Update on Township Motor Grader Housed at UP:  
Curt will check with Sherman township officers for an update on this.

**Update on Rental House:**

Stacey Chizek reported that a walk through of the house would need to be done. She would like at least one board member and any other U P resident who wished to accompany her as well. Dave Chizek, Susan Turner, Laura Soash and Karla Slaymaker volunteered to participate with this. Stacy stated she would list the house for rent on social media. It was the consensus of the board to set the monthly rent at \$1,100.00 per month with no utilities included. Trash service and lawn care would be included. If the renter wished to do the lawn care the monthly rent would be reduced \$100.00. There was discussion about removing the cracked concrete step at the front door and building a small deck to replace it. This would require a building permit from County Zoning and Planning. There was a motion by Bob and second by Dave to build a small deck on the front of the rental house. Motion carried. Curt will check with planning and zoning to see if the permit fee can be waived.

**Update on Possible Changes to Restrictive Covenants:**

There was discussion regarding possible changes to the restrictive covenants. Karla Slaymaker has volunteered to gather input on this from property owners and report back to the board. Curt will send an e-mail out relaying this information.

**Other:**

**Boat Dock Repair Update:**

Several U P and Lakeside Heights residents recently completed work on the walkway for the dock. Don reported he had been given the OK by the Corps of Engineers to proceed with plans to place the dock at a different location in the cove but will need to get an engineer's stamp.

**Golf Course/Bergsten Fence Update:**

Curt will contact the renter of the Bergsten property for an update and report back at the March meeting.

**Committee Reports:**

**Firewise:** Laura and Susan reported on the community grant and encouraged everyone to vote. A workday is being planned to clean up drift wood in the boat dock cove for March or April. They are coordinating this with Todd Nicholson who has been in contact with the Corps regarding this. They also reported they are working on a community education project with Pat Collins, Riley County Rural Fire/Emergency Management Director. This would be for an evacuation plan in case of a wildfire or other emergency. This will be presented at one of the summer picnics.

**Parks:**

1. Heywood Park: Disc golf baskets have been installed.
2. Golf Course: Disc golf baskets have been installed.

Dave reported that the U P Parks Committee was finalizing plans to submit requests for

funds from County Parks in March.

**Community Enhancement:**

Dave reported that Elise Keister has decided to not head up the enhancement committee. The board will look to fill this position. The main purpose of the enhancement committee is to spearhead activities that will improve or benefit the U P community.

**New Business:**

**Discuss and Make Recommendation for 2017 Water and Sewer Rates:**

Leon presented information regarding water and sewer rates. U P water district purchases water from Riley County Rural Water who purchases water from the city of Manhattan. The city of Manhattan increased their rate 3% January 1 and rural water passed this increase on to University Park. The cost of water from Rural Water rose from \$5.65 per 1000 gallons to \$5.82 per 1000 gallons. After reviewing the U P water and sewer budget there was a motion by Bob and second by Curt to recommend to the County Commissioners to increase the current monthly water rate from \$5.80 to \$6.10 per 1000 gallons with all other fees remaining the same as they currently are.

Motion carried.

*(A copy of the resolution passed by the Riley County BOCC setting the water and sewer rates is attached to these minutes)*

**Hear Concern Regarding Size and Location of Accessory Buildings:**

Rahim and Martha Borhani addressed the board with concerns regarding accessory buildings that have been built recently. They asked if some limitations could be placed on buildings of these types in the future. It was the consensus of the board that this would require a change in the restrictive covenants and would consider such changes if a significant number of residents requested these or other changes and modifications.

**Discuss and Take Action to Close Cap Fed Account and Open an Account at Peoples State Bank:**

Dave shared information regarding problems of accessing the Cap Fed account. He has checked with several different financial institutions and feels that Peoples State Bank of Manhattan would be best suited for our needs. There was a motion by Bob and second by Curt to close the Cap Fed account and to open an account at Peoples State Bank and to allow the U P Board of Directors to have access to this account via check writing privileges and debit cards issued by Peoples State Bank. Motion carried.

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

Bob Vathauer presented plans to build a 24'X40'X10' accessory building at 6816 Redbud Drive, lot 221. There was a motion by Curt and second by Dave to approve the request to build contingent on County zoning approval. Motion carried 2-0. Bob abstained.

Patrick Siebert on behalf of Kim Gibbs presented plans to build a 12'X12'X6.5' accessory building with a 10'X12' lean two at 7174 Mound Ridge Road, lot 286. This structure would replace a similar sized yard shed that was damaged in a wind storm last summer. Patrick stated this building would be a pole type structure with poles anchored

1.5' in the ground. There was a motion by Bob and second by Curt to approve request to build as presented. Motion carried.

Other:

Curt reminded everyone that to have a golf cart or ATV on the golf course the \$100.00 per year membership fee or the \$5.00 per day user fee has to be paid. Also all golf carts and/or ATV's shall be driven in a safe and non damaging to grounds manner.

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

Expenses	Amount	Description	Check Number
Westar Energy I	\$30.84	7223 Mound Ridge ✓	60040
Westar Energy II	\$88.17	7321 Hi View Drive ✓	60039
RCPW	\$46.99	7321 Hi View Drive ✓	59973
Dave Chizek	\$286.40	golf cart membership flags ✓	60177
Home Oil Company	\$416.57	rental house ✓	59974
Charlson & Wilson Insurance	\$93.00	insurance policy update ✓	60081
RW Business Services	\$41.00	filing of 10-99 ✓	60175
<b>Total Expenses</b>	<b>\$1,002.97</b>		

Income	YTD
Specials Tax	\$0.00
Delenquent Specials	\$0.00
Real Estate Current	\$4,253.51
Real Estate Delenquent	\$167.91
Distr. P.P. Delenquent	\$0.00
	\$4,421.42

Burn Pile	
Kim Gibbs	\$20.00 Cash
Curt Friedrich	\$20.00 CK#
Dave Chizek	\$20.00 CK# 1514
Gary Gegen	\$20.00 CK# 4321
<b>Subtotal</b>	<b>\$80.00</b>

Golf	
Dave Chizek	\$120.00 CK# 1514 ✓
<b>Subtotal</b>	<b>\$120.00</b>

Mowing		
<b>Rent</b>	<b>Subtotal</b>	<b>\$0.00</b>
Utility Solutions		\$1,100.00 CK# 3255 ✓
Utility Solutions		\$1,100.00 CK# 3299 ✓
<b>Subtotal</b>	<b>\$2,200.00</b>	
<b>Total Income</b>		<b>\$6,821.42</b>

Cap Fed balance #23412545	
UP county fund #232	\$12,846.16 ✓
UP W&S #230	\$34,565.25 ✓
UP W&S Cap Reserve #284	\$72,763.41 ✓

RESOLUTION NO. 021617-08

A RESOLUTION MODIFYING THE RATES FOR WATER & SEWER USAGE IN THE UNIVERSITY PARK SEWER AND WATER BENEFIT DISTRICTS IN RILEY COUNTY, KANSAS, AND REPEALING RESOLUTIONS IN CONFLICT THEREWITH:

BE IT RESOLVED by the Board of County Commissioners of Riley County, Kansas, as follows:

**Section 1.** Pursuant to K.S.A. 19-101 and K.S.A. 19-101c, K.S.A. 19-27a02, K.S.A. 19-27a09 and K.S.A. 19-3541, the Board of County Commissioners of Riley County, Kansas, sitting as the Governing Body of The University Park Sewer and Water Benefit District, hereby establishes the following user fees and rates for the District:

	<u>Amount</u>
a. Minimum Monthly Water Rate (no water)	\$ 18.00
b. Monthly Water Rate per 1,000 gallons	\$ 6.10
c. Monthly Sewer Rate	\$ 33.00
d. Monthly Water Rate per 1,000 gallons (2nd meter)	\$ 5.82

**National Development Lots or Lots Outside the District:**

e. Minimum Monthly Water Rate (no water)	\$ 18.00
f. Monthly Water Rate per 1,000 gallons	\$ 12.20
g. Monthly Sewer Rate	\$ 49.50

**Other Charges:**

h. Monthly Administrative Fee	\$ 4.20
i. Monthly Capital Reserve Fund Water	\$ 4.25
j. Monthly Capital Reserve Fund Sewer	\$ 4.25
k. Monthly Kansas Water Protection Fee per 1,000 gallons	\$ .032
l. Non Payment Fee	\$ 75.00
l. Trip Charge	\$ 40.00
m. Connection Fee Water	\$ 1,250.00
n. Connection Fee Sewer	\$ 1,250.00
o. New Connection Feasibility Fee	\$ 100.00
p. Refundable Service Deposit Fee	\$ 75.00
q. Activation Fee	\$ 40.00
r. Local Sales Tax Commercial (or current rate)	\$ 1.00%
s. State Sales Tax Commercial (or current rate)	\$ 6.50%

Meters will be read on the second to the last working day of the month. All billings will be mailed by the 5<sup>th</sup> of the month with payment due by 5:00 p.m. on the 18<sup>th</sup>. A late fee of 10% of the outstanding balance will be charged if payment is not received by the 18<sup>th</sup>.

Late notices will be mailed on the 19<sup>th</sup>, with disconnection 7 days from the date the late notice was sent unless the disconnect day falls on a Friday, Saturday or Sunday. When the disconnect day falls on Friday, disconnects will be made on the preceding Thursday. When the disconnect day falls on a Saturday or Sunday, disconnects will be made on the following Monday.

There will be an additional charge to install a meter pit which will include the labor, materials and equipment.

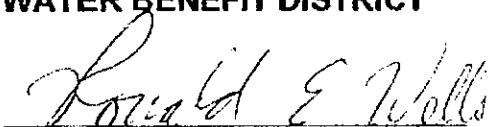
**Section 2.** Resolutions in conflict herewith are hereby repealed.

**Section 3.** The fees established herein shall become effective April 1, 2017.

This resolution shall take effect and be in force from and after its passage and publication in the official County newspaper.

**ADOPTED** this day 16<sup>th</sup> day of February, 2017

**BOARD OF COUNTY COMMISSIONERS OF RILEY  
COUNTY, KANSAS, SITTING AS THE GOVERNING  
BODY OF THE UNIVERSITY PARK SEWER AND  
WATER BENEFIT DISTRICT**



Ronald E. Wells, Chairman

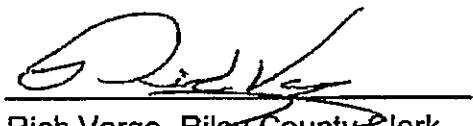


Ben Wilson, Member



Marvin Rodriguez, Member

ATTEST:



Rich Vargo, Riley County Clerk



University Park WWTF Improvements  
 Engineering Opinion of Probable Cost  
 BG Project No. 13-1183M USDA RD No. 18-081-0486023850  
 Monday October 17, 2016

Number	Description	Quantity	Units	Unit Cost	Total
1	Mobilization	1	LS	\$ 12,000.00	\$ 12,000.00
2	Demolition of Existing Basin	1	LS	\$ 7,500.00	\$ 7,500.00
3	Air Piping, Valves and Diffusers	1	LS	\$ 15,000.00	\$ 15,000.00
4	5 10 HP Blowers with Controls	2	EA	\$ 12,500.00	\$ 25,000.00
5	Splitter Structure Replacement with Piping	1	LS	\$ 8,500.00	\$ 8,500.00
6	Aeration Basin Covering	1	LS	\$ 9,500.00	\$ 9,500.00
7	Cathodic Protection Packs (7 total)	7	EA	\$ 850.00	\$ 5,950.00
8	Perimeter Fencing	300	FT	\$ 12.50	\$ 3,750.00
9	Access Hatches	2	EA	\$ 1,200.00	\$ 2,400.00
10	Electrical Improvements	1	LS	\$ 25,000.00	\$ 25,000.00
11	Gravel Surfacing	200	SY	\$ 15.00	\$ 3,000.00
12	Sludge Handling Equipment	1	LS	\$ 75,000.00	\$ 75,000.00
13	Sludge Handling Building	1	LS	\$ 25,000.00	\$ 25,000.00
14	6" Reinforced Concrete Surfacing	100	SY	\$ 150.00	\$ 15,000.00
15	Existing Basin Protective Coating	1200	SF	\$ 20.00	\$ 24,000.00
					Construction Sub-Total \$ 256,600.00
					10 % Contingency \$ 25,660.00
					Engineering Design \$ 33,900.00
					Construction Observation (65 Working Days) \$ 52,000.00
					Total \$ 368,160.00

**RESOLUTION NO. 112116-49**

**A RESOLUTION TO ESTABLISH A STOP SIGN AND STOP BAR AT THE  
INTERSECTION OF  
RIMROCK DRIVE AND MOUND RIDGE ROAD  
IN RILEY COUNTY, KANSAS**

**BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF RILEY  
COUNTY, KANSAS:**

**WHEREAS**, K.S.A. 19-101 and 19-101a, as amended, authorize the Board of County Commissioners to transact all County business and perform all powers of local legislation and administration it deems appropriate; and

**WHEREAS**, in order to provide for the protection of the public and to assure safety and orderly travel on roads and highways in Riley County, Kansas, it is hereby determined by the Board of Commissioners of Riley County, Kansas, the following stop sign and stop bar, pursuant to K.S.A. 8-2008, shall be placed at the locations indicated in the engineering study performed by BG Consultants, Inc. for the intersection of Rimrock Drive and Mound Ridge Road.

**Section 1.** 1 A STOP sign shall be erected for southeast-bound traffic on Rimrock Drive at Mound Ridge Road. In addition a 24 inch wide, white STOP bar shall be placed for southeast-bound Rimrock Drive traffic approximately 15 feet from the edge of the Mound Ridge Road traveled way. Both signs shall be placed in accordance with the Manual on Uniform Traffic Control Devices.

**Section 2.** Every person convicted of violating any provision of this resolution shall be guilty of a traffic infraction and shall be penalized pursuant to the Uniform Fine Schedule contained in K.S.A. 8-2118, as amended.

ADOPTED AND APPROVED this 21<sup>st</sup> day of November, 2016.

THE BOARD OF COMMISSIONERS  
OF RILEY COUNTY, KANSAS

Ben Wilson

CHAIR

John D. B.  
MEMBER

Ronald E. Wells

MEMBER

ATTEST:

Rich Vargo

RICH VARGO, Riley County Clerk



April 2015

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.

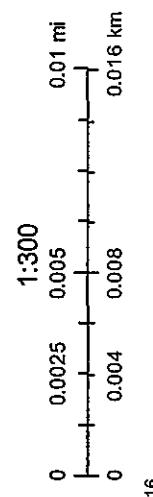
Heywood Park: Nothing to report.

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

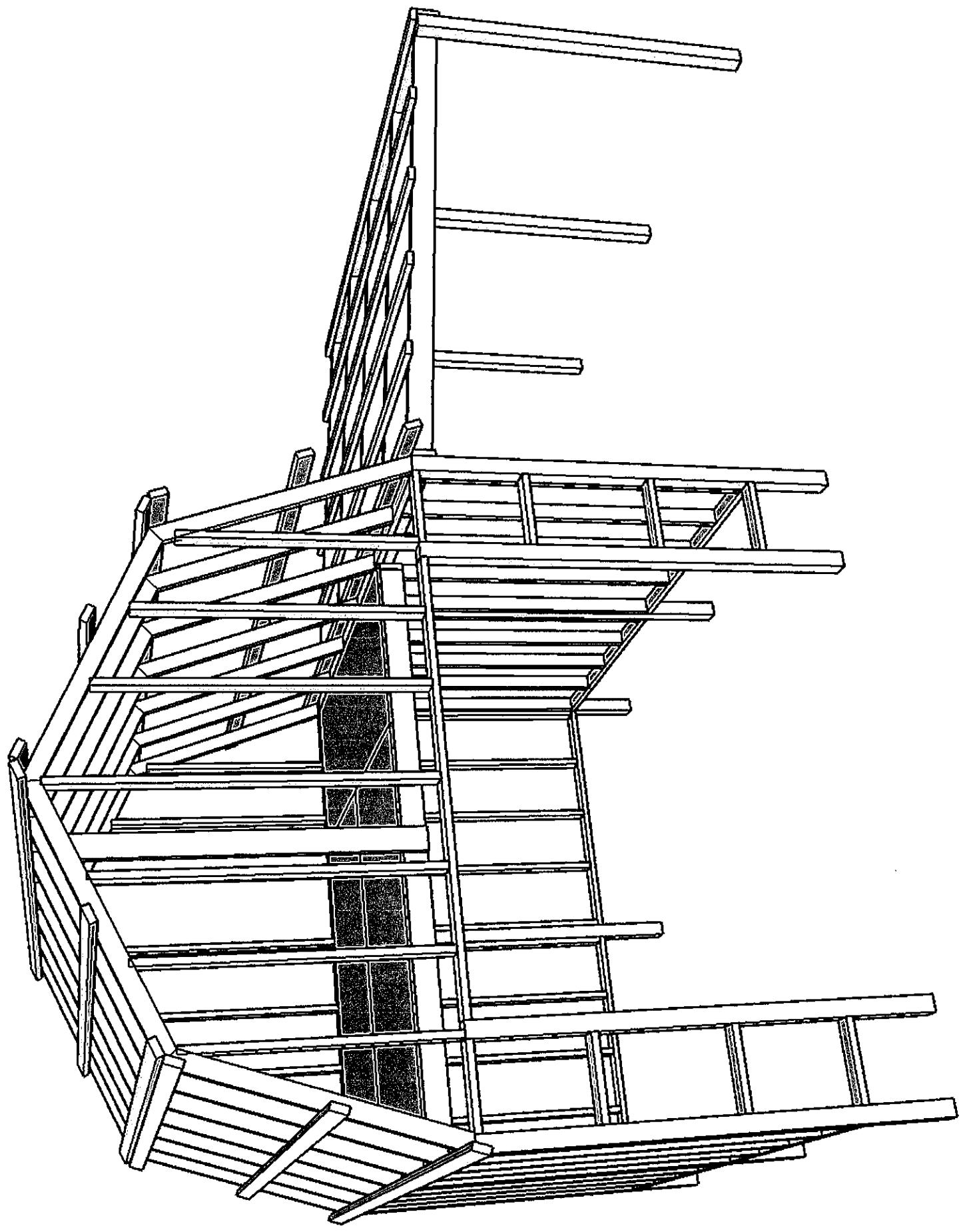
# Riley County Web Map

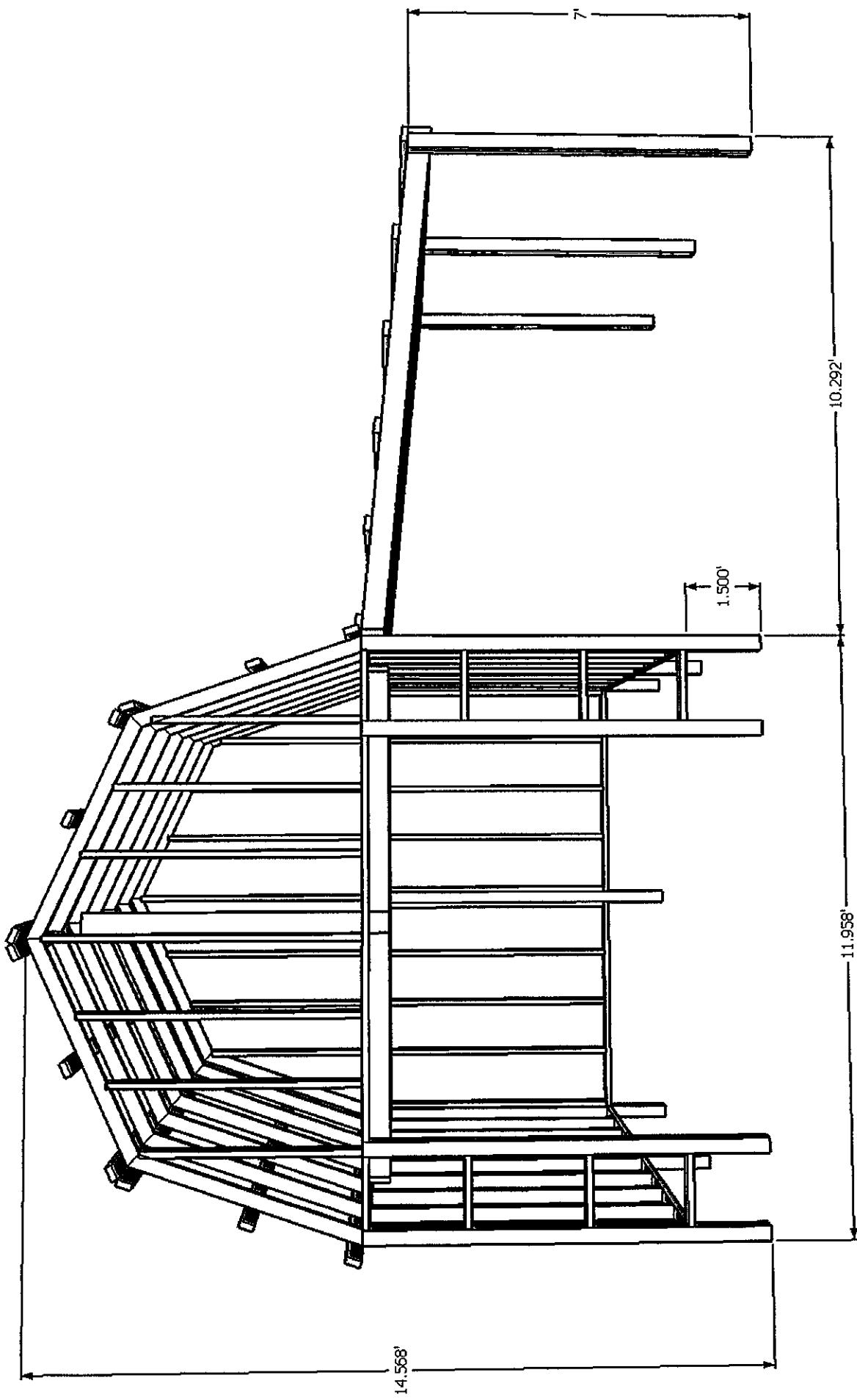


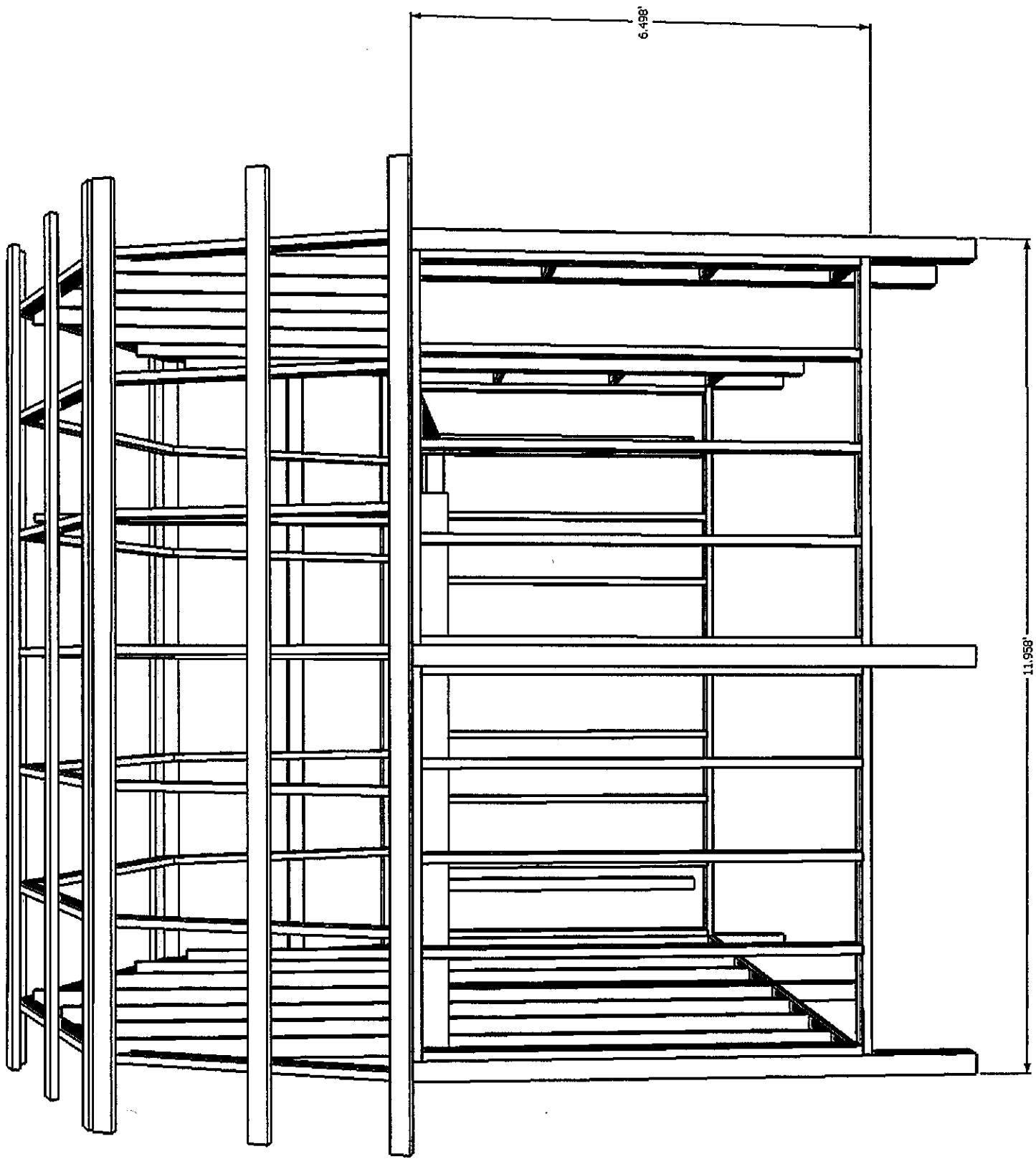
February 8, 2017

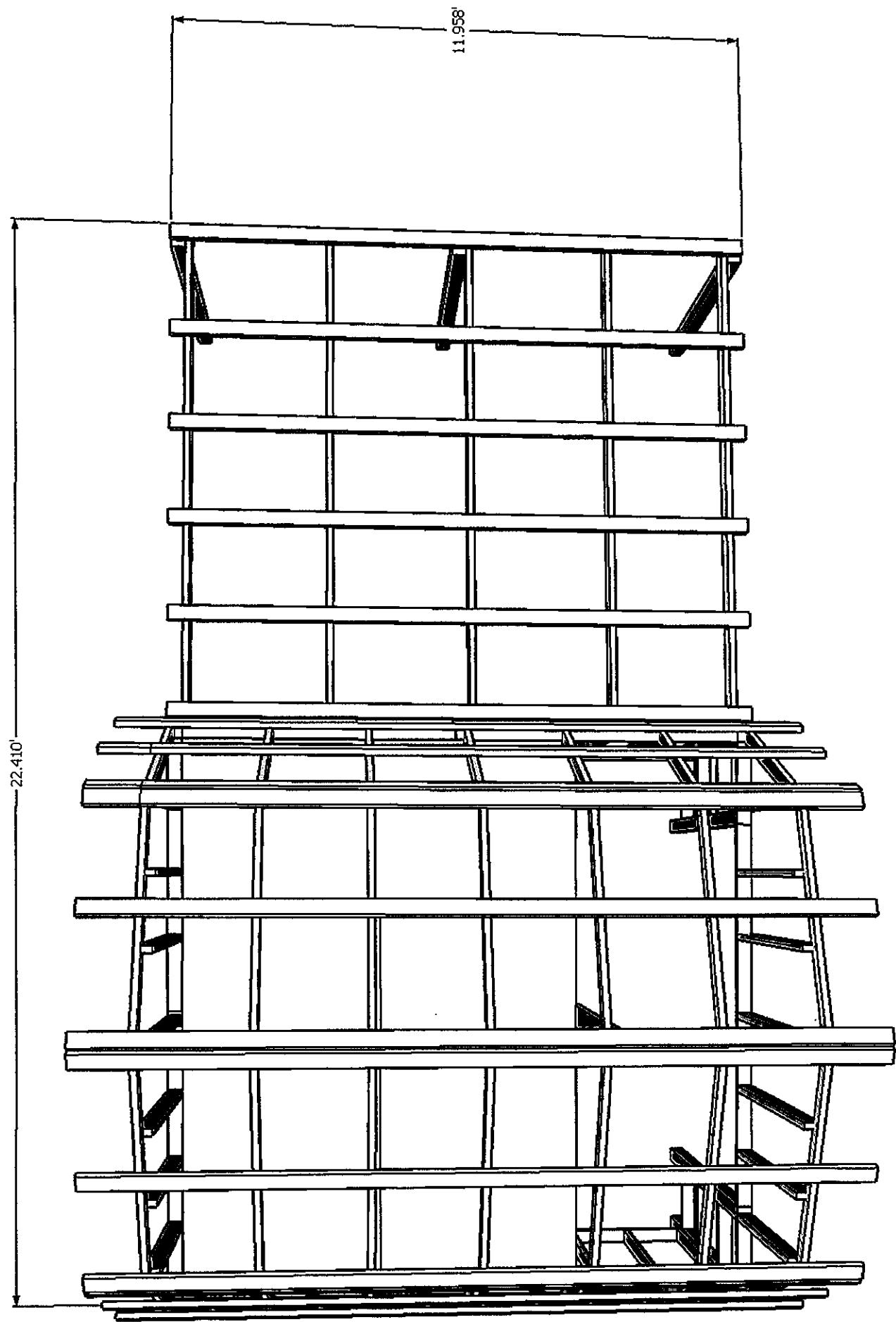


Aerial\_2016









University Park Improvement District  
Board Meeting  
University Park Club House  
April 4, 2017 - 7:00 p.m.  
Agenda

1. CALL MEETING TO ORDER
2. APPROVE MINUTES OF PREVIOUS MEETINGS
3. TREASURER'S REPORT AND PAYMENT OF BILLS
4. OLD BUSINESS
  - A. Update on Sewer Repair Project
  - B. Update on Water Valve Replacement Project
  - C. Update on Water Tower Inspection
  - D. Update on Rental House
  - E. Update on Possible Changes to Restrictive Covenants
  - F. Update on County Parks Funds Received
  - G. Update on U P Easter Egg Hunt Plans
  - H. Update on Insurance Provider
  - I. Other
5. COMMITTEE REPORTS
  - A. Firewise
  - B. Parks
    1. Heywood Park
    2. Golf Course
  - C. Community Enhancement
6. NEW BUSINESS
  - A. Other
7. ADJOURN

# University Park Improvement District

## University Park Golf Course Club House

### General Board Meeting

March 7, 2017

The University Park Improvement District Board meeting was called to order at 7:00 P.M. by President Bob Vathauer. Other board members present were Dave Chizek, Treasurer and Curt Friedrich, Secretary.

Others Present: Don and Susan Turner, James and Karla Slaymaker, Mike Closson, Steve (Ponch) Baudoin, Stan Glaum, Travis Gilbert, Bill McReynolds, David Adkins, Toni Haukom, Alan Fox and Stacey Chizek

The minutes of the previous meeting were approved as presented.

#### Treasurers Report:

Bills to be paid were:

Westar (flag pole)	\$30.49
Westar (clubhouse)	91.58
Riley County Public Work(Feb. billing)	45.99
Don Turner (boat dock material)	384.75
Home Oil (propane)	524.93
American Pest Management (rental house)	91.38
Rikki Burgess (rental house cleaning)	170.00
Bill McReynolds (maint. and burn pile labor)	175.00
Riley County Public Works (March billing)	46.45
Total Expenses	\$1,560.57

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

#### Income reported was:

Riley County Treasurer (delinquent specials)	\$121.62
Total Tax Funded Income	\$121.62
Burn Pile	\$385.00
Boat Ramp Donations	\$200.00
Golf	\$1,349.00
Rent	0.00
Mowing	0.00
Total Income	\$2,055.62

Cap. Fed. Balance is \$823.39  
UPID County Fund balance is \$14,054.33

*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	\$36,902.67
UP Water and Sewer Capital Reserve Fund	\$76,096.41

Old Business:

Update on Sewer Repair Project:

Curt gave a report from Leon via e-mail. Phase 1 post construction CCTV review has been completed by BG Consultants. There were several liner install defects identified. The Contractor is in the process of proposing corrective measures for BG to review. Seeding and general clean-up is planned for the next couple of weeks.

Phase 2 project documents are complete and will be sent to KDHE and USDA by March 8, 2017. BG hopes to be able to advertise the project by the end of March and award the project by the end of April. Construction is planned to start by mid June. Curt will check with Leon on a projected completion date.

Update on Water Tower Inspection:

Leon has received a bid to sand blast the interior and exterior of the water tower and make some recommended repairs. The bid total is \$53,473.00. The break down on this total is:

Exterior: \$14,301

Interior: \$21,137

Repairs: \$18,035

The repairs are recommendations from KDHE, AWWA and OSHA guidelines to ensure the tank is safe, sanitary and in good working order. The tank modifications are recommended by these entities but are not necessarily required.

The breakdown on the repairs/modifications are as follows.

Cable fall prevention device: \$2,953.34

Roof Vent: 3,845

Seal existing vent gap: 4,666.67

Mud Valve: 5,833.33

Install overflow flapper and screen: 736.66

Leon recommends they try to get a quote from another company for comparison.

Update on Water Valve Replacement Project:

Leon has been in contact with Larson Construction to schedule this project in April. It will be scheduled early in the work week as the water will have to be turned off to all residents during the day as the valves are replaced. When the water is turned back on the system will have to be under a boil advisory until a water sample can be taken to a testing lab and the

results are returned. Currently the valves cannot be closed and so when there is a water main break the entire system must be shutdown and then go under a boil advisory. When the valves are replaced then only the section affected would have to be shut off.

In the April billing there will be a letter asking for residents e-mail addresses as this will be how the County notifies people regarding such notices. There will no longer be door hangers as they are time consuming and costly. Notifications will also be posted on the County's web site.

#### Update on Rental House:

Stacey reported she has had several inquiries about the house and has showed it several times. Everyone that is interested in the house has pets so she wanted to know if the board would consider allowing pets. After discussion there was a motion by Curt to allow pets at the rental with a pet deposit of one half the current rental rate and a pet rent of \$50.00 per month per pet with a limit of two pets. Bob seconded the motion and it passed.

#### Discuss Options on Clubhouse Restroom:

As was reported last month the clubhouse restroom did not qualify for being included as part of Phase 2 of the sewer upgrade project. Dave has contacted a local plumber for options and cost estimates of connecting the restroom to the sewer system. He has also contacted Steve Dehart at County Zoning and is waiting for a reply.

#### Update on Possible Changes to Restrictive Covenants:

Karla gave a report on input she has received regarding changes to the covenants. Discussion followed. Karla will continue to gather input and will report again next month.

#### Update on Golf Course/Bergsten Fence:

Curt reported he had talked to Jake Richter who rents the Bergsten pasture. Jake will be removing some of the cedar trees in the pasture and making repairs to the fence. Any trees that University Park can remove from the fence row area can be placed in the pasture for disposal later.

#### Update on Motor Grader Housed at UP:

Curt reported that he had spoken to Gary Buss regarding this and that Gary stated the township board had not made a decision on this at this time.

#### Committee Reports:

Firewise: Susan reported that the grant voting was now closed and there was a total of 681 votes for University Park. Thanks to all who voted. The grant has not yet been rewarded.

Susan reported they are working with Todd Nicholson to schedule a work day.

Susan also reported they are planning a community awareness event for the July summer picnic. Riley County Rural Fire Chief Pat Collins will be present to give a presentation.

#### Parks:

1. Heywood Park: Nothing to report at this time.
2. Golf Course: Nothing to report at this time.

3. County Parks Funds Request:

Requests have been finalized and will be presented at County Parks meeting on March 14.

Community Enhancement: A chair person is needed for this committee.

New Business:

Discuss Options for Boat Dock Fund Raising:

Don reported on the progress to date. Different options were discussed to fund the necessary things needed for completion.

Discuss Options for Community Garage Sale:

There does not appear to be enough interest for a community garage sale at this time.

Discuss Options for UP Easter Egg Hunt:

Preliminary plans are being made.

Discuss Options for Insurance Agency/Provider:

Curt will contact several different insurance agencies to obtain quotes.

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	Amount	Description	Check Number
Westar Energy I	\$30.49	7223 Mound Ridge	
Westar Energy II	\$91.58	7321 Hi View Drive	
RCPW	\$45.99	7321 Hi View Drive	60176
Don Turner	\$384.75	boat dock materials	60173
Home Oil Company	\$524.93	rental house propane	60251
American Pest Mgmt	\$91.38	spray rental house	60174
Rikki Burgess	\$170.00	rental house cleaning	
Bill McReynolds	\$175.00	4.5 hrs maint 13 hrs burn pile	
RCPW	\$46.45	7321 Hi View Drive	
<b>Total Expenses</b>	<b>\$1,560.57</b>		

Income	YTD
Specials Tax	\$0.00
Delinquent Specials	\$121.62
Real Estate Current	\$121.62
Real Estate Delinquent	\$4,253.51
Distr. P.P. Delinquent	\$167.91
Tax Funded Income	\$0.00
<b>Subtotal</b>	<b>\$121.62</b>

Burn Pile	
Robert Vathauer	\$20.00 CK#5539
Richard Soash	\$20.00 CK#2156
David Bipes	\$20.00 CK#3731
Don Turner	\$20.00 CK#9959
Ponch	\$20.00 cash
Bill Wetter	\$25.00 CK#3240
Richard Frisbie	\$20.00 CK#3338
James Slaymaker	\$20.00 CK#2062
Para-Dice Properties	\$20.00 CK#1279
Thomas Hoover	\$20.00 CK#8650
John Havenstein	\$20.00 CK#1895
Michael Clossen	\$20.00 CK#7008
Travis Gilbert	\$20.00 cash
Stephan Keating	\$20.00 CK#1014
Don Liby	\$20.00 CK#1495712280
Gordon Sabo	\$20.00 Cash
Stanley Glaum	\$20.00 CK#5041
Rick Stava	\$20.00 CK 3413
Loyd Haukom	\$20.00 cash
<b>Subtotal</b>	<b>\$385.00</b>

Boat Ramp Donations	
Richard Soash	\$100.00 cash
Don Turner	\$100.00 cash
<b>Subtotal</b>	<b>\$200.00</b>

Golf	flag delivered
Robert Vathauer	X
Richard Soash	X
David Bipes	
Ponch	X
Thomas Hoover	N/A
Adam Johnson	N/A
Richard Frisbie	X
James Slaymaker	X
Gibran Suleiman	X
John Havenstein	X
Michael Clossen	X
Travis Gilbert	X
Stephan Keating	X
Dennis Cox	X
Cash Box	
<b>Subtotal</b>	<b>\$1,349.00</b>

Mowing	
<b>Subtotal</b>	<b>\$0.00</b>

Rent	
<b>Subtotal</b>	<b>\$0.00</b>
<b>Total Income</b>	<b>\$2,055.62</b>

Cap Fed balance #23412545	\$823.39 cashiers check to PSB
UP county fund #232	\$14,054.33
UP W&S #230	\$36,902.67
UP W&S Cap Reserve #284	\$76,096.41

# Riley County Park System Needs Assessment

Purpose: to assess the current Riley County park system and develop goals, objectives and projects that ensure a sustainable and resilient park system meeting the needs of park users

<b>Current Facilities / Amenities</b>	<b>Location in Park</b>	<b>Description</b>
Pavilion / Picnic Shelter	Clubhouse area	24'x36' concrete floor/open sided roofed structure
Picnic Tables	Clubhouse area	Standard picnic tables used at Pavilion
Park Benches	Clubhouse area	4 new / 2 older
BBQ Grill (Charcoal)	Clubhouse area	Charcoal type
Basketball Court	Clubhouse area	25' x 25' concrete with single goal
Shuffleboard Court	Clubhouse area	6'x38' concrete pad
Playground Equipment	Clubhouse area	climbing wall/sliper slide/swing-set
Horseshoe Pits	Clubhouse area	located in Clubhouse/old farmhouse
Golf Course (100 acres / 18 hole)	entry into Univ. Park	18 hole/9 sand greens on 100 acres
Disc Golf Course (18 basket)	entry into Univ. Park	Used in conjunction with golf course
Heywood Park (8 acres)	entry into Univ. Park	
Stone storage building	Clubhouse area	
Maintenance Building / Shop	Clubhouse area	All metal building
Golf Shed / Storage	Clubhouse area	Wood frame/asphalt shingled roof

Item	Vendor	Description	Cost	Qty	Freight	Total	Priority
Golf Pin Flags	Doyle Golf	14x20" 400 Denier Set railroad ties	90.00	1	13.33	\$103.33	High
Tee Box Repair	Britts	dirt per yard	20.00	18	0	\$360.00	High
Tee Box Repair	Britts	sand per ton (ftt 6.30/ton)	20.00	20	120	\$520.00	High
Tee Box Repair	MCM	Riviera Bermuda seed (lb)	4.60	18	113.4	\$196.20	High
Tee Box Repair	Hancock Seed	Art setup/Design fee	12.36	25	0	\$309.00	High
Tee Box Signs	Katalyst Graphics	12x24 digital printed signs	200.00	1	0	\$200.00	High
Tee Box Signs	Katalyst Graphics	2-3/8" galvanized post	25.00	36	0	\$900.00	High
Tee Box Signs	Home Depot	2-3/8" galvanized post cap	11.68	36	0	\$420.48	High
Tee Box Signs	Home Depot	quickcrete 60 lb bag	1.27	36	0	\$45.72	High
Tee Box Signs	Home Depot	hardware 5/16x2 1/2 carriage bolt	3.39	27	0	\$91.53	High
Tee Box Signs	Fastenal	hardware 5/16 acorn nut	0.29	100	0	\$29.00	High
Tee Box Signs	Fastenal	3000 lb mixture per yard	0.33	100	0	\$33.00	High
Tee Box Signs	Penny's	Application Fee	120.50	13.5	\$1,626.75	\$1,626.75	High
Concrete Tee Box	KDOT	Billboard structure / Installation	250.00	1	\$250.00	\$250.00	High
Billboard	Katalyst Graphics	Artwork	4000.00	1	\$4,000.00	\$4,000.00	High
Billboard	Amazon	Solar LED Lighting	1000.00	2	\$2,000.00	\$2,000.00	High
Billboard	Magnet King	8" letter/number set 99 pcs	119.89	4	0	\$479.56	High
Trees	Horticulture Center	October Glory Maple (6-8 ft)	249.95	1	21.05	\$271.00	High
Trees	Horticulture Center	Autumn Blaze maple (6-8 ft)	99.00	12	0	\$1,188.00	High
Trees	Horticulture Center	Cotton Burr per bag	79.00	12	0	\$948.00	High
Kiosk billboard	Fredrickson Advertsng	Digital print Kiosk sign (ball and disc golf sides)	9.99	12	0	\$119.88	High
Chainsaw	Brooks Yamaha	Stihl MS 271 chain saw	180.00	2	0	\$360.00	High
Multi-tool	Brooks Yamaha	Stihl Kombi-tool MS 110R	399.99	2	0	\$799.98	Medium
Multi-tool	Brooks Yamaha	Stihl pole saw MS HT-KM	339.99	1	0	\$339.99	Medium
Multi-tool	Brooks Yamaha	Stihl pole extender HT-KM	199.99	1	0	\$199.99	Medium
Multi-tool	Brooks Yamaha	Stihl Trimmer FS-KM	69.99	1	0	\$69.99	Medium
Trash Cans	Trashcan Warehouse	Beige Poly-Tec 42 gallon	99.99	1	0	\$99.99	Medium
Benches			162.90	9	4	\$1,466.10	Medium
						\$0.00	Medium
						\$17,427.49	

### Short Term Goals (1-5 years)

- Golf Course Revitalization: bring new life to a great course
  - Golf Pin Flags: replace worn and tattered flags
  - Construct/rebuild tee boxes via replacing rotted timbers, adding dirt/sand were needed, reseed with durable Bermuda grass seed
  - Install tee box signs displaying fairway, yardage and par information
  - Over seed/reseed fairways where needed
  - Develop chemical program to remove unwanted grasses/weeds from fairways
- Walking Trails/Disc Golf Course
  - Utilize more park acreage by installing walking trails and disc golf course
- Billboard: a portion of the surrounding area has not heard of UP, is unsure of location or does not know what we have to offer.
  - Install Tourist Oriented Directional Sign (TODS) billboard on Hwy 77 to promote UP events.
- Deciduous Trees
  - Plant trees to create more colorful/aesthetic entry into University Park.
- Pavilion/Playground
  - Repair/maintain existing equipment
- Community Building
  - Start planning/phasing cost study to erect community building
  - Start application process for available grant/cost sharing
- Camper Hookups
  - Complete hookups to be used for overnight/weekend campers
- Tractor / Mowers
  - Update equipment used to maintain fairways on golf course.

### Long Term Goals (5-10 years)

- Community Building
  - Continue with various phases of constructing community building.
- Golf Course
  - Reseed fairways
  - Update restroom facilities
  - Update equipment

- Fish Cleaning Station
  - Install station to assist in keeping dock area clear of debris.

**University Park Improvement District  
Board Meeting  
University Park Club House  
May 2, 2017 - 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 Repair Project
  - B. Update on Water Valve Replacement Project
  - C. Update on Water Tower Inspection/Painting
  - D. Update on Options for Clubhouse Restroom
  - E. Update on Rental House
  - F. Update on Any Changes to Restrictive Covenants
  - G. Update on Clearing Trees From Golf Course/Bergsten Fence
  - H. Update on Insurance Provider
  - I. Other
- 5. COMMITTEE REPORTS**
  - A. Firewise
    1. Workday Update
  - B. Parks
    1. Heywood Park
    2. Golf Course
      - Golf Tournament
      - Spraying Fairways
    3. Disk Golf
  - C. Community Enhancement
- 6. NEW BUSINESS**
  - A. Discuss and Take Action on Nelson Request to Build
  - B. Take Action Regarding Hiring of Summer Mowing Help
  - C. Other
- 7. ADJOURN**

# University Park Improvement District

## University Park Golf Course Club House

### General Board Meeting

April 4, 2017

The University Park Improvement District Board meeting was called to order at 7:00 P.M. by President Bob Vathauer. Other board members present were Dave Chizek, Treasurer and Curt Friedrich, Secretary.

Others Present: Laura Soash, Don and Susan Turner, Frank McCoy, Mike Closson, Jack McGee and Sandra Graham

The minutes of the previous meeting were approved as presented.

#### Treasurers Report:

##### Bills to be paid were:

Westar (flag pole)	\$29.88
Westar (clubhouse)	70.47
Westar (rental house)	22.88
Lease End (carpet cleaning rental house)	275.00
Utility Solutions (rental house deposit refund)	610.00
Home Depot (rental house deck materials)	635.97
B&L Trash (clubhouse 85.50, rental 74.25 3 months)	159.75
Total Expenses	\$1,803.95

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

##### Income reported was:

Real Estate Current	\$74.65
Real Estate Delinquent	0.66
Specials Delinquent	800.00
Total Tax Funded Income	\$875.31
Burn Pile	\$200.00
Boat Ramp Donations	80.00
Golf	400.00
Rent (Zane Evans, Security dep. 1000.00, pet dep. 500.00)	1500.00
Total Income:	\$3,055.31
Peoples State Bank balance (opening account in progress)	0.00
UPID County Fund balance	\$13,573.04

*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	\$36,370.50
UP Water and Sewer Capital Reserve Fund	\$75,950.41

**Old Business:**

**Update on Sewer Repair Project:**

Curt had an update from Leon via e-mail.

The plans for Phase 2 have been reviewed and approved by USDA. KDHE has reviewed them and has asked for some clarification on several small items. As soon as Sam with BG Consultants can respond and the plans are approved they will go out for bids.

There were a few liner install defects found on the post video inspection. These will be corrected by the contractor.

**Update on Lakeside Heights Sewer and University Park Water District Expansion:**

All but one of the petitions for the expansion of the U P water district and the Lakeside Heights sewer district has been received. There will be 6 or 7 new water connections and 6 new sewer connections. All have previously been approved by the U P board.

With the expansion of the U P water district a new taxing district will be formed to include the new properties. This will place the same tax for water that U P residents are paying on the new properties in Lakeside Heights.

**Update on Water Tower Inspection and Painting:**

Leon meet with Maguire Iron of Sioux Falls, South Dakota at the KRWA conference and provided them with a copy of the inspection report. They will provide a proposal from that report in the next few weeks. This will give us two bids. This company recently did work on the Randolph tower.

Lead and copper sampling will take place again this year. Surveys have been sent to residents who have participated in the past. Additional sites may be needed as 5 sites are required. KDHE is looking for homes primarily built from 1983 to 1989 with copper piping. This is when the lead based solder was used. They are also looking for areas that may have a lead gooseneck or service line. The sampling should take place this summer.

**Update on Water Valve Replacement:**

Leon will be meeting with Bob Rogers of Larson Construction soon to schedule the valve replacements. A valve will also be added at the water tower.

**Update on Rental House:**

Dave reported the house has been rented to Zane and Christin Evans. They have a 3 year old daughter and will be moving in June 1 or earlier if they can get out of current lease early.

**Update on Possible Changes to Restrictive Covenants:**

After discussion it was the consensus of all to wait to make any changes to the covenants until after the County has updated the zoning regulations. Curt will check with Monty Wedel

on the progress of this.

**Update on County Parks Funds Received:**

Curt reported that out of the \$17,427.00 requested for various U P park projects \$8,496.00 was approved. The County Community Parks budget for this year is \$60,000.00 and there were requests that totaled \$85,000.00. Our request for a chain saw, weed trimmer and billboard was not approved.

**Update on Easter Egg Hunt:**

The annual Easter egg hunt will be Saturday April 15 at 10:00 at the clubhouse.

**Update on Insurance Provider:**

Curt will contact a couple of local insurance agents to get some quotes.

**Other:**

Bob stated he had heard from some residents asking about the proposed billboard questioning spending money on this when other items such as a newer tractor are needed. Dave and Curt stated this was a proposal from the U P Parks committee as a way of promoting University Park's golf course, disk golf and boat ramp as a way of increasing revenue from memberships or tournaments. The funds would be from County Parks funds and not from U P funds. The County Parks fund will not provide funds for equipment such as tractors, mowers or chainsaws. The billboard portion of the Parks funds request was not approved.

Bob stated he thinks U P should hire someone to clear trees along the fence row between the golf course and the Bergsten property as this would be to large of a project to do as a volunteer project. Dave will check with a couple of U P residents who have this type of equipment to see if they are interested.

**Committee Reports:**

**Firewise:** Laura and Susan reported that we received the \$500.00 community grant. This will be used to help cover expenses of removing some driftwood from the boat ramp area that was recently done. An additional workday is being planned for Saturday May 6 to complete some tree clearing and trimming in other areas of U P. They also reported they are working on a community education project with Pat Collins, Riley County Rural Fire/Emergency Management Director. This would be for an evacuation plan in case of a wildfire or other emergency. This will be presented at the July U P community picnic.

**Parks:**

1. Heywood Park: Trees will be planted with funds from County Parks.
2. Golf Course: Tee boxes will be built and repaired and new tee box signs will be installed with funds from County Parks. Some trees will also be planted in the golf course area.
3. Disk Golf: Launch pads and tee signs will be constructed with funds from County Parks.

**Community Enhancement:** A chairperson for this committee is still needed. The main purpose of the enhancement committee is to spearhead activities that will improve or benefit the U P community. Anyone interested please contact a board member.

Curt stated he would not be available to mow the golf course fairways this summer. Curt will send out an e-mail to see if someone is interested in doing this.

New Business:

There was discussion regarding some complaints about barking dogs and the number of dogs some residents have. The Board would remind everyone that the covenants state 2 dogs per household.

There being no other business to come before the board at this time the meeting was adjourned at 8:40.

Respectfully submitted,  
Curt Friedrich  
UPID Secretary

Expenses	Amount	Description	Check Number
Westar Energy I	\$29.88	7223 Mound Ridge	60470
Westar Energy II	\$70.47	7321 Hi View Drive	60469
RCPW		7321 Hi View Drive	
Lease End	\$275.00	rental house carpet cleaning	60408
Utility Solutions	\$610.00	rental house deposit refund	60409
Home Depot	\$635.97	rental house deck materials	60374
Westar Energy Rental House	\$22.88	rental house	60471
B&L Trash Service	\$159.75	85.50 clubhouse/74.25 rental	
<b>Total Expenses</b>	<b>\$1,803.95</b>		

Income	YTD
Specials Tax	\$0.00
Delinquent Specials	\$921.62
Real Estate Current	\$4,328.16
Real Estate Delinquent	\$168.57
Distr. P.P. Delinquent	\$0.00
<b>Tax Funded Income</b>	<b>\$875.31</b>

Burn Pile	
Dave Sommers	\$20.00 CK#2805
Cory Day	\$20.00 CK#4270
Drew Taylor	\$20.00 CK#1847
Richard Seaton	\$20.00 CK#2780
Angie Pope	\$20.00 CK#1072
Eric Marsh	\$40.00 CK#224
Scott Grant	\$20.00 cash
Steve Back	\$20.00 cash
Ann Hyde	\$20.00 CK#4733
<b>Subtotal</b>	<b>\$200.00</b>

Boat Ramp Donations	
Angie Pope	\$80.00 CK#1072
<b>Subtotal</b>	<b>\$80.00</b>

Golf		flag delivered
Dave Sommers	\$100.00 CK#2806	x
Cory Day	\$100.00 CK#4270	x
Richard Seaton	\$100.00 CK#2780	x
Angie Pope	\$100.00 CK#1071	x
<b>Subtotal</b>	<b>\$400.00</b>	

Mowing	
	<b>Subtotal</b> <b>\$0.00</b>

Rent	
Zane Evans - Deposit	\$1,000.00 cash
Zane Evans - Pet Deposit	\$500.00 cash
<b>Subtotal</b>	<b>\$1,500.00</b>
<b>Total Income</b>	<b>\$3,055.31</b>

Peoples State Bank	
UP county fund #232	\$13,573.04
UP W&S #230	\$36,370.50
UP W&S Cap Reserve #284	\$75,950.41



6215 Tuttle Creek Blvd  
Manhattan, Kansas 66503  
Phone: 785-537-6330  
Fax: 785-537-6331

TO: University Park Water and Sewer Customers  
FROM: Leon Hobson, Director of Public Works *LH*  
DATE: May 2, 2017

Providing timely information, to residents of the University Park Subdivision, is important. Whether this is an emergency notification or scheduled work, our goal is to provide this information as timely as possible.

Riley County Public Works is changing the method by which information is provided to our customers. We will begin offering two methods of notification. The information will be posted on the Riley County web site [www.rileycountyks.gov/utilities](http://www.rileycountyks.gov/utilities). We will also begin utilizing email notification, for anyone wishing to provide their email address.

Riley County will begin implementation, of the new notification process, June 1, 2017. If you desire email notification, please complete the following information and return it with your payment or email the information to [tparrack@rileycountyks.gov](mailto:tparrack@rileycountyks.gov). If you have any questions, please contact our office at 785-537-6330.

**Under no circumstances will your email address be shared with anyone else.**

**\*\*We will continue to send your utility bill via the United States Postal Service\*\***

\*\*\*\*\*RETURN THIS PORTION\*\*\*\*\*

Name: \_\_\_\_\_ District: \_\_\_\_\_

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

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

University Park Improvement District  
Board Meeting  
University Park Club House  
June 6, 2017 - 7:00 p.m.  
Agenda

1. CALL MEETING TO ORDER
2. APPROVE MINUTES OF PREVIOUS MEETINGS
3. TREASURER'S REPORT AND PAYMENT OF BILLS
4. OLD BUSINESS
  - A. Update on Sewer Repair Project
  - B. Update on Water Tower Painting/Repair
  - C. Update on Rental House
    1. Set work day
  - D. Update on Insurance Provider
  - E. Other
5. COMMITTEE REPORTS
  - A. Firewise
  - B. Parks
    1. Heywood Park
    2. Golf Course
    3. County Parks Board meeting- June 13
6. NEW BUSINESS
  - A. June Picnic-June 17
  - B. Other
7. ADJOURN

# University Park Improvement District

## University Park Golf Course Club House

### General Board Meeting

May 2, 2017

The University Park Improvement District Board meeting was called to order at 7:00 P.M. by President Bob Vathauer. Other board members present were Dave Chizek, Treasurer and Curt Friedrich, Secretary.

Others Present: Laura Soash, Don and Susan Turner, Frank McCoy, Mike Closson, James and Karla Slaymaker, Matt Schlinder, Toni Haukom, Jesse and Kelli Nelson, Leon Hobson, Sam Johnson, Chris Becker and Travis Keppler

#### Old Business:

##### Update on Sewer Repair Project:

Sam Johnson gave a report on the sewer project to date. The post construction CCTV inspection has been reviewed by BG and submitted to contractor. Utility Solutions is on site working on dig repairs. Sam also stated that Insituform Technologies would be on site May 11 and 12 to make some small CIPP repairs. There was discussion concerning several locations where trees had been trimmed or cleared for contractor access but the limbs had not been removed. Sam stated he, Chris and Travis would look at these after leaving the meeting and report back to Curt by e-mail as to their plan of action.

Sam reported that the design for Phase 2 Lift Station Improvements is complete and has been approved by USDA and KDHE. The schedule for phase 2 is to advertise by middle of May after Commission approval. Bids will be opened June 9 with awarding of the project by the end of June. Notice to proceed is scheduled for mid September with a completion date set for February 2018.

Sam, Chris and Travis left the meeting.

##### Update on Water Valve Replacement Project:

Leon reported that 5 valves were replaced. A sixth valve that was planned to be replaced could not be located so was not replaced at this time. More valves that are not in good working condition will be identified and a plan to replace them will be determined at a later date.

##### Update on Water Tower Repair/Painting:

Leon reported he had received a second bid on this project from Maguire Iron. It is approximately \$20,000.00 higher than the bid from Utility Services. There was discussion on how many of the repairs/upgrades needed to be completed which amounted to \$18,000.00 on the Utility Services bid. There was a motion by Curt and second by Bob to

recommend to the County Commissioners that they proceed with the painting and repairs/upgrades bid from Utility Solutions in the amount of \$53,473.00. Leon stated he would contact the company to see if he could negotiate any of those items down. Motion carried.

Leon also reported that there will be a flyer in the next water/sewer billing requesting an e-mail address from everyone so the County can contact water and sewer customers directly when there are scheduled repairs to be made or if a boil water advisory is being ordered or rescinded or for any other reason that might be needed. This should help with communicating information to water/sewer customers. It is recommended that everyone please provide your e-mail address to the county.

The minutes of the previous meeting were approved as presented.

**Treasurers Report:**

Bills to be paid were:

Westar (flag pole)	\$29.76
Westar (clubhouse)	58.15
Westar (rental house)	23.56
RCPW (clubhouse)	46.55
RCPW (rental)	65.66
Don Turner (boat dock supplies)	48.80
The Riley Countian (publish financial report)	36.00
Bill McReynolds (reimburse hyd. filter 42.49/4 hrs labor)	82.49
John Havenstein (3 hrs mowing labor)	30.00
<b>Total Expenses</b>	<b>\$420.97</b>

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

Income reported was:

Tax-funded Income	\$0.00
Burn Pile	\$140.00
Golf	601.00
Mowing	750.00
<b>Total Income:</b>	<b>\$1,491.00</b>
Peoples State Bank balance	\$2,674.39
UPID County Fund balance	\$13,104.81

*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	\$39,270.63
UP Water and Sewer Capital Reserve Fund	\$76,893.91

Additional Old Business:

Update on Options for Clubhouse Restroom: Nothing to report at this time.

Update on Rental House:

Dave reported that the Evans family is not able to get out of their current lease early so will not be moving in until mid or late June. The deck needs finished as well as siding placed on back of the house where the bathroom window was removed and window well covers need installed. U P will be mowing the yard until the Evans' move in when they will take over that duty.

Update on Possible Changes to Restrictive Covenants:

Curt stated that the County is in the process of updating the County zoning regulations which should be completed and implemented sometime this fall. It is the consensus of the board to wait until those regulations are in place to make any changes to the U P restrictive covenants. There was good/open discussion between the board and those in attendance regarding some violations of the current covenants. Fair and equal enforcement is the most difficult aspect for the board. Communication and expectations are probably what needs to be improved the most by all parties. There will be further discussion on this as the County regulations are updated.

Update on Clearing Trees from Golf Course/Bergsten Fence Row:

Dave stated he was waiting to hear back from a couple of guys regarding this.

Update on Insurance Provider:

Curt stated he is gathering some information for a couple of insurance providers so they can submit quotes.

Committee Reports:

Firewise: Laura and Susan reported the work day will be May 6 starting at 8:00. Driftwood piles at the boat ramp area have already been burned when the weather opportunities were favorable for that. They have identified several other areas in the park that needs attention. They also reminded everyone that Pat Collins, Riley County Rural Fire/Emergency Management Director will be at the July U P picnic to present an evacuation plan in case of a wildfire or other emergency.

Parks:

1. Heywood Park: Trees will be planted with funds from County Parks.
2. Golf Course: Tee boxes will be built and repaired and new tee box signs will be installed with funds from County Parks. Some trees will also be planted in the golf course area. There was discussion about spraying the fairways. Dave will do some checking on this.
3. Disk Golf: Launch pads and tee signs will be constructed with funds from County Parks. There was discussion regarding getting member tags to identify those who have paid annual memberships similar to the cart flags.

Community Enhancement:

It was the consensus of the board to roll the Enhancement Committee over into the Parks Committee as there is a lot of overlap with these committees.

New Business:

Discuss and Take Action on Nelson Request to Build:

Jesse and Kelli Nelson, 11210 Lakeside Drive presented plans to build a 30-foot X 40-foot X 10-foot metal building on lot 14. There was a motion by Curt and second by Bob to approve the Nelson's request contingent on them re-platting their property from three lots to one as per County requirements. Motion carried.

Take Action Regarding Hiring of Summer Mowing Help:

There was a motion by Curt and second by Bob to hire Zane Evans to mow the ball golf fairways this summer at an hourly rate of \$10.00 per hour. Motion carried.

Other:

Curt stated the May picnic will be May 20.

Matt Schlinder raised concerns regarding the poor conditions of the township roads in University Park. After some discussion it was suggested by the board that folks contact the Sherman Township board and/or the County Commissioners regarding the road conditions.

There being no other business to come before the board at this time the meeting was adjourned at 9:10.

Respectfully submitted,

Curt Friedrich

UPID Secretary

Expenses	Amount	Description	Check Number
Westar Energy I	\$29.76	7223 Mound Ridge	60633
Westar Energy II	\$58.15	7321 Hi View Drive	60632
RCPW	\$46.55	7321 Hi View Drive	60561
RCPW	\$65.66	11015 Lakeview Drive	60562
Don Turner	\$48.80	boat dock supplies	60559
Westar Energy	\$23.56	rental house	60631
Riley Countian	\$36.00	publish financial statement	60630
Bill McReynolds	\$82.49	42.49 hyd filtr/ 4 hrs labor	
John Havenstein	\$30.00	mowing labor	
<b>Total Expenses</b>	<b>\$420.97</b>		

Income	YTD
Specials Tax	\$0.00
Delinquent Specials	\$921.62
Real Estate Current	\$4,328.16
Real Estate Delinquent	\$168.57
Distr. P.P. Delinquent	\$0.00
<b>Tax Funded Income</b>	<b>\$0.00</b>

Burn Pile	
Samantha Waggoner	\$20.00 CK1124
Jack McKee	\$20.00 CK4529
Sandra Graham	\$20.00 cash
Vernon Tabor	\$20.00 CK 8573
John Bishop	\$20.00 CK 6290
Tom Futo	\$20.00 cash
Kent Stewart	\$20.00 CK1349

<b>Subtotal</b>	<b>\$140.00</b>
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#### *Boat Ramp Donations*

<b>Subtotal</b>	<b>\$0.00</b>	
<b>Golf</b>		<b>flag delivered</b>
Curt Friedrich	\$100.00 CK3076	x
Jack McKee	\$100.00 CK4528	x
Vernon Tabor	\$100.00 CK 8573	x
John Bishop	\$200.00 CK 6290	x
Alan Fox	\$30.00 cash	
<b>Cash box</b>	<b>\$71.00</b>	
<b>Subtotal</b>	<b>\$601.00</b>	

#### **Mowing**

Ron Walters	\$150.00 CK 1374	lot 145
Kent Stewart	\$150.00 CK1349	lot 294
Michael Hedgcoth	\$150.00 CK1775	lot 305
Joel Rastede	\$150.00 CK 8178	lot 92
Phillip Lira	\$150.00 MO 562712062	lot 77
<b>Subtotal</b>	<b>\$750.00</b>	

#### **Rent**

<b>Subtotal</b>	<b>\$0.00</b>
<b>Total Income</b>	<b>\$1,491.00</b>

Peoples State Bank	\$2,674.39
UP county fund #232	\$13,104.81
UP W&S #230	\$39,270.63
UP W&S Cap Reserve #284	\$76,893.91



## PROJECT UPDATE

### UNIVERSITY PARK RILEY COUNTY SANITARY SEWER IMPROVEMENTS

#### PHASE 2 LIFT STATION AND WWTF IMPROVEMENTS

#### PROJECT NO. 13-1168M

May 2, 2017

#### PHASE 1 COLLECTION SYSTEM:

- Post construction CCTV inspection reviewed by BG and submitted to contractor
- Utility Solutions working on dig repairs May 2<sup>nd</sup> and 3<sup>rd</sup>
  - Rolled PVC Pipe Gasket
  - Excavator tooth through CIPP at tap repair
- In situform Technologies working on CIPP repairs May 11<sup>th</sup> and 12<sup>th</sup>
  - Vacuum patch needs brush smooth
  - Resin slug in service tap cut out
  - Some clay host pipe diameter variations resulted in wrinkles in liner in 5 locations
  - Cosmetic blistering in the polyethylene coating mainly in the PVC point repair sections.
- Discussion on clean up efforts. Trees, Grading, Seeding, etc.

#### PHASE 2 LIFT STATION IMPROVEMENTS:

- Design is complete. Approved by USDA-RD and KDHE
- Project Schedule:
  - Advertise May 12, 2017 (After Commission Approval)
  - Open Bids June 9, 2017
  - Award Project by end of June 2017
  - Notice to Proceed Mid-September 2017 (Depending on Equipment)
  - Construction Completion February 2018 (Weather Depending)

UPTD

Program Name-GLLT64 University Park Improvmt							RILEY COUNTY	Date. 6/01/17		Page. 1	
Version Date- 04/03 Year 2017							Clerk Detail Fund Ledger	Time.11.51.17			
From. 2017/05/01 To 2017/05/31											
Refer #	Date	Fnd#	Dpt#	Obj#	Prij#	Payee	Description	Kind	Src	Chk/Wir#	Tran Amount
Fund...	232	University Park Improvmt					Beginning Fund Balance ==>				13,104.81 ***
Object. 179	Specials Tax - Delinquent						Beginning Total ==>				921.62 *
15RL077-01	5/19	232		179			Tax Receipts	RL	R	TX	250.00
							Account. 179-000	Ending Total ==>			1,171.62 **
Object. 180	Distr - Real Current						Beginning Total ==>				4,328.16 *
DISTRB -00	5/20	232		180			Tax Distribution	2016	R	TD	2,824.00
							Account. 180-000	Ending Total ==>			7,152.16 **
Object. 181	Distr - Real Delq.						Beginning Total ==>				168.57 *
DISTRB -00	5/20	232		181			Tax Distribution	2011	R	TD	1.86
DISTRB -00	5/20	232		181			Tax Distribution	2012	R	TD	1.86
DISTRB -00	5/20	232		181			Tax Distribution	2013	R	TD	1.86
DISTRB -00	5/20	232		181			Tax Distribution	2014	R	TD	2.67
DISTRB -00	5/20	232		181			Tax Distribution	2015	R	TD	1.86
							Account. 181-000	Ending Total ==>			178.68 **
Dept...	232	University Park Improvmt									
Object. 8	Treasurer Checks						Beginning Total ==>				4,771.85-*
050417B-00	5/04	232	232	8	Bill McReynolds	University Park Impr Dist	D	CD	60687		82.49-
050417C-00	5/04	232	232	8	John Havenstein	University Park Impr Dist	D	CD	60688		30.00-
051017C-00	5/10	232	232	8	Riley Co Public Works	University Park Impr Dist	D	CD	60725		46.69-
051017D-00	5/10	232	232	8	Riley Co Public Works	University Park Impr Dist	D	CD	60726		63.70-
052217A-00	5/22	232	232	6	Westar Energy	University Park Imp Dist	D	CD	60807		21.59-
052217B-00	5/22	232	232	6	Westar Energy	University Park Imp Dist	D	CD	60808		43.84-
052217C-00	5/22	232	232	6	Westar Energy	University Park Imp Dist	D	CD	60809		28.68-
						Account. 8-000	Ending Total ==>				5,088.84-**
Object. 602	Miscellaneous Collection						Beginning Total ==>				4,731.00 *
							Account. 602-000	Ending Total ==>			4,731.00 **
Totals for Fund # 232							Ending Fund Balance ==>				15,871.93 ***
Beginning Balance.....											
Receipts.....							13,104.81				
Disbursements.....							3,084.11				
Transfers.....							316.99-				
Ending Balance.....							.00				
							15,871.93				

## UNIVERSITY PARK WATER TOWER REPAINTING COMPARISON

05/01/2017

*Screen*

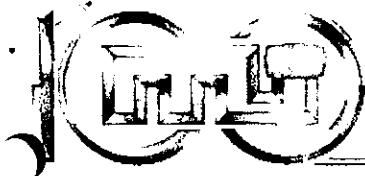
Item	Utility Solutions	Maguire Iron
Exterior Painting	\$ 14,301.00	high pressure washed, 2 coats
Interior Painting	\$ 21,137.00	sandblast, 2 coats 9.0 mils
	\$ 35,438.00	
Cable Fall Prevention	\$ 2,953.34	
Roof Vent	\$ 3,845.00	
Seal Existing Vent Gap	\$ 4,666.67	
Mud Valve	\$ 5,833.33	
Install overflow flapper and screen	\$ 736.66	
	\$ 18,035.00	
TOTAL	\$ 53,473.00	
NOTES:		

Maguire Iron proposes to leave the existing tank clean out and install the drenain valve in a secondary location.

Tank Bowl Hatch - Requires 24 inch clear opening. If hatch on bottom, a secondary hatch must be added at a cost of \$4,450

Interior wet area coating appears in relatively good condition. If less than 12 years old recommend a repair and patch (\$1,950)

Interior dry area appears to be better than average, lead abatement required if removed, recommend nothing be done.



**MAGUIRE IRON, INC.**  
P.O. BOX 1446  
SIOUX FALLS, SD 57101  
PHONE (605) 334-9749  
FAX (605) 334 9752  
AFTER HOURS (605) 310-7852  
[www.maguireiron.com](http://www.maguireiron.com)

**WATER TOWER SPECIALISTS - ESTABLISHED 1915**

4/11/17

Riley County Public Works  
6215 Tuttle Creek Blvd.  
Manhattan, KS 66503

RE: Cleaning & Inspection, Water Storage Tank

Attn: Leon Hobson, P.E., Director of Public Works

Enclosed is a proposal for renovation of the 50,000 gallon elevated water storage sphere located at the University Park development as per your request of 3/28/17.

We have quoted the project as per the report furnished by another firm in October of 2016 but would make the following observations and recommendations:

1. A screened flapper gate (2.), although a nice addition is not required by KDHE. A properly sized screen is required and can be replaced by Public Works if damaged.
2. We would propose to leave the existing tank clean out to facilitate removal of blast media and install the drain valve (4.), in a secondary location.
3. Tank Bowl Access Hatch - Actual size is not detailed. Confined spaces requires a minimum of 24" clear opening. If hatch in bottom of dry well is not compliant, a secondary hatch must be added to the tank dome. Cost - \$4,450.00
4. Interior wet area coating appears to be in relatively good condition and it appears that the rust bleed is due to lap seam configuration above the high water line. If interior lining is more than 12 years old, renovation may be wise to do at this time. If interior is not rehabilitated, epoxy lining should be repaired and patching will be required due to vent installation. Lap seams above the high water line, if present, should be sealed with an NSF approved caulk after the new epoxy lining is installed. Cost - \$1,950.00
5. As the interior dry area coating appears to be in better than average condition considering age, and lead abatement will be required, we would recommend nothing be done at this time. A price for interior dry area removal and painting will be furnished upon request.



**MAGUIRE IRON, INC.**  
P.O. BOX 1446  
SIOUX FALLS, SD 57101  
PHONE (605) 334-9749  
FAX (605) 334-9752  
AFTER HOURS (605) 310-7862  
[www.maguireiron.com](http://www.maguireiron.com)

WATER TOWER SPECIALISTS - ESTABLISHED 1915

## CONTRACT

This contract made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2017 by and between, the Riley County Public Works of Manhattan, Kansas, hereinafter called the "Owner" and Maguire Iron, Inc., a South Dakota Corporation with its principal office located in Sioux Falls, South Dakota, hereinafter called the "Contractor" for and in consideration of the mutual covenants and promises hereinafter contained.

### WITNESSETH:

Contractor agrees to make the following repairs and improvements on the Owner's 50,000 Gallon University Park Elevated Water Storage Sphere, and to furnish the necessary equipment, labor, material, as well as Workmen's Compensation Insurance and Contractor's Liability Insurance, and to do the work hereinafter stated in a good and workmanlike manner.

### SANITARY & SAFETY UPGRADES

1. Floating drywell tank vent curb to be removed. Resulting penetration to be plated with 1/4" A36 steel washer fabricated to fit around existing drywell and then seal welded to drywell and tank dome.  
12" fail-safe tank vent with insect proof screen to be seal welded into peak of roof.  
Cost \$12,770.00
2. Screened flapper gate to be attached to existing overflow termination end. Cost - \$600.00
3. ANSI approved cable style safety climb device to be installed on all interior dry area ladders. Safety climb to be complete with slider and full body harness. Cost \$3,960.00
4. 4" steel coupler to be welded into interior water container as close to bottom as possible. 4" No-Freeze drain valve to be installed into coupler from the upper dry area, then piped into the existing overflow system.  
Cost \$3,950.00

### INTERIOR

6. Complete tank interior including the underside of the dome to be sandblasted to near white metal grade of cleaning as per SSPC SP-10.
7. Complete tank interior to receive an NSF approved two coat epoxy lining system. Prime to be Tnemec Series 20-1255, Beige Pota-Pox @ 4.0 - 5.0 mils dry film thickness. Finish to be Tnemec Series 20-15BL, White Pota-Pox @ 5.0 - 6.0 mils dry film thickness. Total dry film thickness to be not less than 9.0 mils on all surfaces.
8. Tank to be disinfected, Owner to be responsible for water testing. Cost - \$28,270.00

### EXTERIOR

9. Complete exterior to be high pressure water washed then be hand and/or power tool cleaned as per SSPC SP-2 and/or SP-3.
10. All metal exposed by cleaning to receive one spot prime of rust inhibitive metal primer. Complete exterior to then receive one full coat Industrial Aluminum.
11. Top of exterior concrete ring wall to be epoxy coated. Cost \$23,780.00

**All design and installation of upgrades to be as per AWWA Tank Code, KDHE Sanitary Code and current OSHA standards. All surface preparation and coating application to be as coating manufacturer's specifications.**



Since "the dog" is out of the bag.....

- 1) We have started a kennel for labs and golden retrievers.
- 2) We have 8 dogs (6 females and 2 males) for breeding.
- 3) By the time we start selling pups, we will be an LLC and we will be licensed when pup sale numbers require it.
- 4) This is our kennel, we have no plans of having more than 8 dogs at one time on our property. And these are the breeds we will stick with (no pit bulls over at our house). We only deal in child friendly animals....sorry to you pit bull lovers.

University Park Resident Rules pertaining to our situation:

- 1) 2 dogs per residence
- 2) no business

University Park rules broken by numerous people in University Park that we currently know of (without calling out these people by name b/c **you are all our friends** and we really don't care what rules you break as long as it **does not cause a safety issue and isn't negatively infringing on our happiness of living in UP**).

- 1) Multiple people with more than 2 dogs living at their residence.
- 2) Multiple people with cats that run freely and come to our property and climb all over our boat, vehicles, gets into our trash, etc.
- 3) Multiple people with dogs that bark continuously
- 4) Multiple people with dogs that run out barking obnoxiously when I'm jogging by or our family is out for a drive (this is a bit obnoxious, but we are trying to coexist without conflict).
- 5) Multiple people with chickens
- 6) Multiple people with business in UP (Dog breeding, Photography, Car Repair, Cabinet/furniture making, Sales of jewelry, makeup, Lu Lala Tight Pants, etc.)
- 7) A doublewide trailer in POOR condition set on a jerky foundation "aka blocks with spray foam holding them together" dumped on one lot with no utilities/water/sewer right below our well- kept property.
- 8) Continual loud grinding and sanding of logs on the house next door that will possibly be complete when Lucy is ready for college.

Our question for the individual(s) making the complaint:

**Are you focused on "the rule" being broken....or are we infringing upon you in some way?**

OR

**Are you just simply worried about being infringed upon despite it not happening as of yet?**

Our friendships in this neighborhood are very important to us. Our kids will grow up here, we want to be a part of things, we don't want everyone mad at us. If we are doing something that is impeding your happiness, we will rectify it. Here is what we do already to ensure this:

University Park Improvement District  
Board Meeting  
University Park Club House  
July 11, 2017 - 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 Repair Project
  - B. Update on Water Tower Repair/Painting
  - C. Update on Clearing Trees From Golf Course/Bergsten Fence
  - D. Update on Insurance Provider
  - E. Other
5. COMMITTEE REPORTS
  - A. Firewise
  - B. Parks
    1. Heywood Park
    2. Golf Course
    3. Disk Golf
    4. County Parks Meeting
6. NEW BUSINESS
  - A. Other
7. ADJOURN

# University Park Improvement District

## University Park Golf Course Club House

### General Board Meeting

June 6, 2017

The University Park Improvement District Board meeting was called to order at 7:00 P.M. by President Bob Vathauer. Other board members present were Dave Chizek, Treasurer and Curt Friedrich, Secretary.

Others Present: Frank McCoy, Rhonda Rundell, Danny Grader, James Slaymaker, Matthew Schlinder and John Havenstein

The minutes of the previous meeting were approved as presented.

#### Treasurers Report:

Bills to be paid were:

Westar (flag pole)	\$28.68
Westar (clubhouse)	43.84
Westar (rental house)	21.59
RCPW (clubhouse)	46.69
RCPW (rental)	63.70
John Havenstein (mowing labor)	115.00
Zane Evans (fairway mowing)	192.50

#### Debit Card Expenses

Brooks Yamaha (blades for Hustler mower)	65.94
Carquest (oil and filter Hustler)	22.35
Smartsign (labels golf course)	68.34
Smartsign (signs golf course)	66.25
Orscheln (fuel hose/grease/tordan)	74.95
Wal-Mart (paper goods/ink cartridge/paper)	65.82
Total Expenses	\$875.65

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

#### Income reported was:

Real Estate Current	\$2,824.00
Real Estate Delinquent	10.11
Delinquent Specials	250.00
Total Tax Funded Income	\$3,084.11

Burn Pile	\$20.00
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Grant Money	
NFPA (Firewise Grant)	\$500.00
Golf	\$310.00
Mowing	\$1,200.00
Total Income:	\$5,114.11
Peoples State Bank balance (opening account in progress)	\$3,550.74
UPID County Fund balance	\$15,871.63

*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	\$46,438.25
UP Water and Sewer Capital Reserve Fund	\$77,752.41

**Old Business:**

**Update on Sewer Repair Project:**

Curt had an update from Leon via e-mail. There are a few properties that need clean up and backfill work done. Phase 2 documents are being reviewed by County legal staff before being released for bids.

**Update on Water Tower Inspection and Painting:**

Curt reported that Leon negotiated a lower quote from Utility Services of \$49,843 which is \$3,630 down from their original quote of \$53,473. There was a motion by Curt and second by Dave to recommend to the County Commission to proceed with the cleaning, painting and recommended repairs to the water tower from Utility Services for \$49,843 Motion carried.

**Update on Rental House:**

The front deck needs completed before the Evans' family moves in on June 15. It was the consensus of the board to check what is needed after the meeting so supplies can be purchased.

**Update on Insurance Coverage:**

Curt and Dave have sent information to several insurance agents and are waiting for replies.

**Committee Reports:**

Firewise: Nothing to report.

**Parks:**

1. Heywood Park: Nothing to report.
2. Golf Course: There was discussion regarding mowing some of the roughs with the brush hog. Curt will get with Bill about this.
3. Disk Golf: Nothing to report.

4. County Parks Meeting:

Curt reported he would be attending the County Parks Board meeting on June 13.

New Business:

June Picnic:

The June picnic will be June 17.

Other:

July Meeting:

Due to the July 4<sup>th</sup> holiday the July meeting will be held on July 11.

Curt stated he had received some complaints regarding some properties that are not being well kept and are looking junky. After some discussion it was the consensus of the board to contact County Planning and Zoning to see if they can give us any assistance with this.

Curt stated he would get with Bill regarding getting the vacant lots mowed.

There being no other business to come before the board at this time the meeting was adjourned at 8:00.

Respectfully submitted,

Curt Friedrich

UPID Secretary

<b>Expenses</b>	<b>Description</b>	<b>Amount</b>	<b>Check Number</b>
Westar Energy I	7223 Mound Ridge	\$28.68	60809
Westar Energy II	7321 Hi View Drive	\$43.84	60808
RCPW	7321 Hi View Drive	\$46.69	60725
RCPW	11015 Lakeview Drive	\$63.70	60726
Westar Energy Rental House	Rental house	\$21.59	60807
John Havenstein	mowing labor	\$115.00	60941
Zane Evans	golf course mowing	\$192.50	60943
<b>Fund 232 expenses -Subtotal</b>		<b>\$512.00</b>	

<b>Debit Card Expenses</b>		
Brooks Yamaha	blades for Hustler mower	\$65.94 DC
Carquest	oil and filter for Hustler mower	\$22.35 DC
Smartsign	fee required labels for golf course	\$68.34 DC
Smartsign	fee required signs for golf course	\$66.25 DC
Orscheln	fuel hose/grease/tordon	\$74.95 CF
Wal-Mart	paper goods/ink cartridge & paper	\$65.82 CF
<b>Debit Card Expenses - Subtotal</b>		<b>\$363.65</b>

**TOTAL EXPENSES**

<b>Income</b>		<b>MTD</b>	<b>YTD</b>
Specials Tax	Riley County account #178	\$0.00	\$0.00
Delinquent Specials	Riley County account #179	\$250.00	\$1,171.62
Real Estate Current	Riley County account #180	\$2,824.00	\$7,152.16
Real Estate Delinquent	Riley County account #181	\$10.11	\$178.68
Distr. P.P. Delinquent	Riley County account #185	\$0.00	\$0.00
<b>Tax Funded Income</b>		<b>\$3,084.11</b>	

**Burn Pile**

Jessie Nelson	cash	\$20.00
<b>Burn Pile Subtotal</b>		<b>\$20.00</b>

**Grant Money**

<b>Grant Total</b>	<b>\$500.00</b>
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**Boat Ramp Donations**

<b>Golf</b>	<b>Boat Ramp Subtotal</b>	<b>\$0.00</b>	
Jessie Nelson	cash	\$100.00	flag delivered
Kevin Seibert	disc golf annual	\$30.00	N/A
Cash box		\$165.00	
Cash box		\$15.00	
<b>Golf Subtotal</b>		<b>\$310.00</b>	

**Mowing**

David Knudson	MO 17-574283489	\$150.00	144
Christopher Smith	CK 832	\$450.00	13 & 14
Thomas Crook	CK# 1230	\$150.00	274
Glenn Street	CK #11199	\$150.00	60
Eldon Yeager	CK#6824	\$150.00	229
Gary Lindroth	CK#1085	\$150.00	150
<b>Mowing Subtotal</b>		<b>\$1,200.00</b>	

**Rent**

<b>Rent Subtotal</b>	<b>\$0.00</b>
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**TOTAL INCOME**

Peoples State Bank		\$3,550.74
UP county fund #232		\$15,871.93
UP W&S #230		\$46,438.25
UP W&S Cap Reserve #284		\$77,752.41

University Park Improvement District  
Board Meeting  
University Park Club House  
August 1, 2017 - 7:00 p.m.  
Agenda

1. CALL MEETING TO ORDER
2. BUDGET HEARING
3. APPROVE MINUTES OF PREVIOUS MEETINGS
4. TREASURER'S REPORT AND PAYMENT OF BILLS
5. OLD BUSINESS
  - A. Update on Sewer Repair Project
  - B. Update on Water Tower Painting/Repair
  - C. Update on Insurance Provider
  - D. Update on Purchasing Tractor
6. COMMITTEE REPORTS
  - A. Firewise
  - B. Parks
    - 1. Heywood Park
    - 2. Golf Course
    - 3. Disc Golf
7. NEW BUSINESS
  - A. Take Action on 2018 Budget
  - B. Discuss and Take Action on Welcome Team
  - C. Other
8. ADJOURN

# University Park Improvement District

## University Park Golf Course Club House

### General Board Meeting

July 11, 2017

The University Park Improvement District Board meeting was called to order at 7:00 P.M. by President Bob Vathauer. Other board members present were Dave Chizek, Treasurer and Curt Friedrich, Secretary.

Others Present: Laura Soash, Don and Susan Turner and Stan Galum.

The minutes of the previous meeting were approved as presented.

#### Treasurers Report:

##### Bills to be paid were:

Westar (flag pole)	\$29.01
Westar (clubhouse)	38.21
Westar (rental house)	32.43
RCPW (clubhouse)	46.49
RCPW (rental)	63.70
John Havenstein (park/golf course mowing)	87.50
Zane Evans (fairway mowing)	115.00
Bill McReynolds (lot/commons area mowing)	420.00
B and L Trash (clubhouse dumpster)	75.00
B and L Trash (rental)	40.00
American Pest (rental)	85.00
Susan Turner (Firewise)	28.73

##### Debit Card:

Orscheln (rental deck panels)	53.27
Home Depot (rental deck lumber)	151.10
Home Depot (rental deck hardware)	43.69
Orscheln (mower repair)	2.60
Menards (rental house siding)	132.54

Total Expenses \$1,444.27

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

##### Income reported was:

Tax-funded Income	\$0.00
Burn Pile	\$60.00

Golf	130.00
Mowing	150.00
Rent Zane Evans (prorated June)	528.00
Total Income:	\$868.00
Peoples State Bank balance	\$4,335.54
UPID County Fund balance	\$15,165.86

*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	\$49,730.18
UP Water and Sewer Capital Reserve Fund	\$78,670.41

**Old Business:**

**Update on Sewer Repair Project:**

Curt reported the bid opening for Phase 2 is scheduled for July 17.

**Update on Water Tower Repair/Painting:**

There were no updates on this.

**Update on Clearing Trees from Golf Course/Bergsten Fence Row:**

Dave reported Justin Keister would clear trees in the fence row. This will be done in the fall or winter months.

**Update on Insurance Provider:**

Curt reported the board would be meeting with Lance Sharp of Copeland Insurance on Thursday evening July 13.

**Committee Reports:**

**Firewise:** Laura reported Doug Schmitt, Riley County Assistant Rural Fire Chief will be present at the July picnic to present and discuss an emergency evacuation plan.

**Parks:**

1. Heywood Park: Has been mowed once.
2. Golf Course: There was discussion about having the roughs baled for hay again this year or mowing with brush hog. It was the consensus of the board to see if Jerry Hageman was still interested in haying the roughs. It was also decided that this should be done by August 10 or we will go ahead and mow.
3. Disc Golf: There was discussion regarding getting the concrete tee pads poured.
4. County Parks Meeting: Curt reported he attended the June 13 meeting which was held at the Keats park. We need to start planning for 2018 requests.

**New Business:**

There was no new business.

Other:

Curt stated the July picnic will be July 15 and University Park will be providing the main meat dish.

Susan stated she is coordinating with Copeland Insurance to come to the August picnic to make a presentation on having adequate insurance coverage for fire damage.

There was discussion regarding purchasing a different tractor to replace the John Deere. Don went to Marysville and looked at a tractor that was listed on Craig's list. We will check into this more and also look at other possibilities.

Don stated he had a pull type stock shredder/mower left from his farming operation that he would donate to University Park if we felt we could make use of it. It was the consensus of the board to accept this donation.

Stan Galum stated the township will have the County spray the brush and overgrowth at the Rimrock and Redbud intersection this fall.

Bob asked if the township had looked into getting asphalt millings that were coming off of the Green/Randolph road. Stan stated that one of the other township officers was checking on this.

There being no other business to come before the board at this time the meeting was adjourned at 8:15.

Respectfully submitted,  
Curt Friedrich  
UPID Secretary

Expenses	Description	Amount	Check Number
Westar Energy I	7223 Mound Ridge	\$29.01	61042
Westar Energy II	7321 Hi View Drive	\$38.21	61044
Westar Energy Rental House	11015 Lakeview Drive	\$32.43	61043
RCPW	7321 Hi View Drive	\$46.49	60942
RCPW	11015 Lakeview Drive	\$63.70	60944
John Havenstein	common area/golf course mowing	\$87.50	61105
Zane Evans	golf course mowing	\$115.00	61106
Bill McReynolds	lot/common area mowing	\$420.00	61107
B&L Trash Service	clubhouse trash service	\$75.00	61045
American Pest Management	rental house	\$85.00	61041
Susan Turner	firewise	\$28.73	61046
B&L Trash Service	rental house trash service	\$40.00	
<b>Debit Card Expenses</b>			
Orscheln	rental house deck steel panels	\$53.27 CF	
Home Depot	rental house deck lumber	\$151.10 CF	
Home Depot	rental house deck hardware	\$43.69 CF	
Orscheln	mower repair	\$2.60 CF	
Menards	rental house siding	\$132.54 CF	
<b>Total Expenses</b>		<b>\$1,444.27</b>	

Income		YTD
Specials Tax	Riley County account #178	
Delinquent Specials	Riley County account #179	\$1,171.62
Real Estate Current	Riley County account #180	\$7,152.16
Real Estate Delinquent	Riley County account #181	\$178.68
Distr. P.P. Delinquent	Riley County account #185	
<b>Tax Funded Income</b>		<b>\$0.00</b>

Burn Pile		
Rhonda Rudell	CK#5978	\$20.00
Daniel Grater	CK#5978	\$20.00
Ronnie Roberts	CK#7921	\$20.00
<b>Subtotal</b>		<b>\$60.00</b>

Grant Money		
<b>Subtotal</b>		<b>\$0.00</b>

Boat Ramp Donations		
<b>Subtotal</b>		<b>\$0.00</b>
<b>Golf</b>		flag delivered

cash box	\$130.00
<b>Subtotal</b>	<b>\$130.00</b>

Mowing		Lot #
Allen Webber	CK#5019	\$150.00 16
<b>Subtotal</b>		<b>\$150.00</b>

Rent		
Zane Evans		\$528.00
<b>Subtotal</b>		<b>\$528.00</b>
<b>Total Income</b>		<b>\$868.00</b>

Peoples State Bank	\$4,335.54
UP county fund #232	\$15,165.86
UP W&S #230	\$49,730.18
UP W&S Cap Reserve #284	\$78,670.41

University Park Improvement District  
Board Meeting  
University Park Club House  
September 5, 2017 - 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 Repair Project
  - B. Update on Water Tower Repair/Painting
  - C. Update on Clearing Trees From Golf Course/Bergsten Fence
  - D. Update on Insurance Provider
  - E. Update on Firepit/Outdoor Improvements at Rental House
  - F. Other
5. COMMITTEE REPORTS
  - A. Firewise
  - B. Parks
    - 1. Heywood Park
    - 2. Golf Course
    - 3. Disk Golf
    - 4. County Parks Meeting
6. NEW BUSINESS
  - A. Other
7. ADJOURN

# University Park Improvement District

## University Park Golf Course Club House

### General Board Meeting

August 1, 2017

The University Park Improvement District Board meeting was called to order at 7:00 P.M. by Secretary Curt Friedrich. Other board members present were Dave Chizek, Treasurer. President Bob Vathauer was absent.

Others Present: Frank McCoy, James Slaymaker, John Havenstein, Laura Soash, Mike Closson, Scott and Stacey Grant, Don and Susan Turner, Bill McReynolds and Forrest Lemonds

The annual Budget Hearing was opened with no questions or comments regarding the proposed 2018 budget. The budget hearing was closed.

The minutes of the previous meeting were approved as presented.

#### Treasurers Report:

##### Bills to be paid were:

Westar (flag pole)	\$28.64
Westar (clubhouse)	40.85
RCPW (clubhouse)	46.31
RCPW (rental, partial month)	35.35
John Havenstein (mowing labor)	65.00
Zane Evans (fairway mowing) (golf fees deducted)	85.00
Bill McReynolds (lot/common area mowing)	200.00
Home oil Service (rental house, fill tank for start of lease)	114.37
Riley County Noxious Weed (2-4D)	40.20
The Riley Countian (publish budget)	34.00

##### Debit Card Expenses

Wal-Mart (paper goods)	24.50
GTB Meats (July picnic)	51.69
Total Expenses	\$765.91

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

##### Income reported was:

Golf	\$100.00
Mowing	\$600.00
Rent	\$1,000.00

Total Income:	\$1,700.00
Peoples State Bank balance	\$5,209.35
UPID County Fund balance	\$14,163.64

*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	\$50,699.43
UP Water and Sewer Capital Reserve Fund	\$79,089.41

**Old Business:**

**Update on Sewer Repair Project:**

Two bids were received for Phase 2. Both were over the engineer's estimate. The County and BG Consultants are negotiating with the low bidder.

**Update on Water Tower Inspection and Painting:**

Curt reported that Leon had received quotes from the contractor to have "University Park" painted in block letters on the water tower when it is painted. Quotes were \$3,200.00 for one side and \$4,800.00 for two sides. It was the consensus of the board to not have "University Park" painted on the water tower. The contractor will start the painting project in August or September and it will take about six weeks to complete.

**Update on Insurance Coverage:**

Waiting on quotes from Copeland Insurance.

**Update on Purchasing Tractor:**

The board will continue to look at options regarding a different tractor.

**Committee Reports:**

**Firewise:** Laura and Susan reported that Lance Sharp of Copeland Insurance will present information regarding insurance needs at the August 19 picnic. Don and James volunteered to have a fish fry for the August picnic.

**Parks:**

1. Heywood Park: Nothing to report.
2. Golf Course: Nothing to report
3. Disk Golf: Workday planned for August 12
4. County Parks Meeting:

Curt reported he attended the County Parks Board meeting on June 13. Trash cans have been purchased with County Parks funds and will be placed at various locations on the golf course and at the picnic shelter.

**New Business:**

Take Action on 2018 Budget:

There was a motion by Curt and second by Dave to adopt the 2018 budget at proposed with the mill levy remaining at five mills.

Discuss and Take Action on Welcome Team:

Karla Slaymaker presented information regarding a Welcome committee and a threefold flier with information about University Park. This flier would be given to new residents of UP by the committee. In addition to Karla, Susan Turner and Laura Soash volunteered to serve on this committee. It was the consensus of the board to proceed with the welcome committee.

Other:

Forrest Lemonds requested permission and presented plans to build a "Gutter Ball" table as his Scout project. It would be placed at the picnic shelter and would have a cover for it so it could be used as a table if needed. Bill McReynolds would be assisting Forrest with this project. It was the consensus of the board to approve this project.

Scott and Stacey Grant raised a concern regarding the speed at which some people drive on the roads in UP. After discussion Curt stated he would direct this concern to Sherman Township, Riley County Public Works and Riley County Police. There was discussion about placing digital speed monitors on some of the roads. The board would remind everyone to please slow down when driving in UP.

Zane Evans asked about having a fire-pit at the rental house. The board requested he draw up some plans and bring them back to the board for consideration.

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

Expenses	Description	Amount	Check Number
Westar Energy I	7223 Mound Ridge	\$28.64	61217
Westar Energy II	7321 Hi View Drive	\$40.85	61218
RCPW	7321 Hi View Drive	\$46.31	61100
RCPW	11015 Lakeview Drive	\$35.35	61101
John Havenstein	golf course/common area mowing	\$65.00	
Zane Evans	golf course mowing	\$85.00	golf fees deducted
Bill McReynolds	lot/common area mowing	\$200.00	
Home Oil Service	rental house propane	\$114.37	61102
Riley County Noxious Weed Dept	4# Ester	\$40.20	61103
Riley Countian	publish budget	\$34.00	61219

#### Debit Card Expenses

Wal-Mart	paper goods	\$24.50
GTB Meats	July picnic	\$51.69
<b>Total Expenses</b>		<b>\$765.91</b>

#### Income

YTD

Specials Tax	Riley County account #178	
Delinquent Specials	Riley County account #179	\$1,171.62
Real Estate Current	Riley County account #180	\$7,152.16
Real Estate Delinquent	Riley County account #181	\$178.68
Distr. P.P. Delinquent	Riley County account #185	
<b>Tax Funded Income</b>		<b>\$0.00</b>

#### Burn Pile

	<b>Subtotal</b>	<b>\$0.00</b>
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#### Grant Money

	<b>Subtotal</b>	<b>\$0.00</b>
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#### Boat Ramp Donations

	<b>Subtotal</b>	<b>\$0.00</b>
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#### Golf

Zane Evans		\$100.00	flag delivered deducted from check
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	<b>Subtotal</b>	<b>\$100.00</b>
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#### Mowing

	Lot #	
Daniel Boutilier	UP2 lots 2,3,4	\$450.00
Robert McFall	189	\$150.00 CK# 7624
<b>Subtotal</b>		<b>\$600.00</b>

#### Rent

Zane Evans	August Rent	\$1,000.00 cash
	<b>Subtotal</b>	<b>\$1,000.00</b>
<b>Total Income</b>		<b>\$1,700.00</b>

Peoples State Bank	\$5,209.35
UP county fund #232	\$14,163.64
UP W&S #230	\$50,699.43
UP W&S Cap Reserve #284	\$79,089.41



**PUBLIC WORKS**  
*Presentation*

**Leon Hobson**  
Public Works  
Director/County Engineer  
6215 Tuttle Creek Blvd  
Manhattan, KS 66503  
Phone: 785-537-6330

## COMMISSION AGENDA REPORT

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**FROM:** Leon Hobson, PE, Director of Public Works  
**MEETING:** August 31, 2017  
**SUBJECT:** University Park Phase II Sewer Reconstruction Project Recommendation  
**PRESENTER:** Sam Johnson, PE, BG Consultants

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### **BACKGROUND**

Two sealed bids for the University Park lift station and wastewater treatment plant improvement project were opened on July 24, 2017. Both of the base bids were above the Engineers estimate of probable cost and the budget available for the project. Utility Solutions, LLC was the apparent low bidder. Bids were referred to staff for review and a recommendation.

Sam Johnson, with BG Consultants met with the apparent low bidder and together they came up with a method to lower the bids whereas one would be below the Engineers estimate of probable cost and the available budget (approximately \$574,000)(see attachment). Their solution includes the removal of a few of the line items within the scope of work.

The line items to remove are Bid items 11, 18 and 27 ("Davit Crane") and Bid item 43 ("basin covering panel").

Removing these line items from the Engineers estimate of probable cost and the two sealed bids still holds Utility Solutions, LLC as the lowest responsible bidder with a base bid of \$561,139 vs \$694,100 for BRB Contractors, Inc.

This process and award will be contingent upon the review and approval of the United States Department of Agriculture Rural Development (USDA-RD) program.

### **DISCUSSION**

Updated: 8/25/2017 3:09 PM by Leon Hobson

Page 1

Packet Pg. 89

Original Bid  
Adjustments to the scope of work  
Engineer's recommendation

### **FISCAL IMPACT**

After adjustments to the scope of work, the lowest responsible bidder bid is \$561,139. The available budget for the project is approximately \$574,000. These funds are the remaining grant funds from USDA in Phase 1. All costs associated with this project will be borne by the owners of lots in University Park.

### **RECOMMENDATION(S)**

The lift station portion of this project is an important part of the overall project. The improvements to the treatment plant are needed if funds are available. Since funds were not available for all of the line items it makes sense to remove those which impact the overall success of project the least. Staff concurs with the Engineers recommendation and asks the Commission to approve the Engineers recommendation.

### **POSSIBLE MOTION(S)**

Move to approve the Engineers recommendation to award the University Park Lift Station and WWTF Improvement project to Utility Solutions, LLC in the amount of \$561,139 contingent upon approval from USDA.

Enclosures:

- Copy of University Park Financial Summary (XLSX)
- Engineers Recommendation UP LS and WWTF (PDF)

**BUDGET SUMMARY**  
**University Park Sanitary Sewer Improvements Project**  
**Project No. 13-1168M**  
**17-Aug-17**

<b>University Park USDA LOC Budget</b>	<b>Notes</b>
Construction	\$ 3,072,400.00
Legal Fees	\$ 15,000.00
Environmental Report	\$ 2,000.00
Engineering Fees	\$ 300,000.00
Inspection	\$ 200,000.00
Additional	\$ 20,000.00
Bond Counsel	\$ 25,000.00
Interest	\$ 135,000.00
Contingency	\$ 305,600.00
CCTV Inspection	\$ 100,000.00
<b>Total</b>	<b>\$ 4,175,000.00</b>

**University Park Expenses**

Collection System Construction EOPC	\$ 2,569,580.00	Utility Solution Bid
Change Order No. 1	\$ 15,665.00	0 Additional Days
Change Order No. 2	\$ 77,391.65	19 Additional Days
Change Order No. 3	\$ 75,474.60	13 Additional Days
Change Order No. 4	\$ (7,754.10)	

**Lift Station and WWTF Budget**

Legal Fees	\$ 25,000.00	LH 8.13.17
Environmental Report	\$ 2,000.00	
Engineering Fees	\$ 292,000.00	
Inspection	\$ 219,000.00	
Amendment No. 1	\$ 111,500.00	
Bond Counsel	\$ 50,000.00	LH 8.13.17
Interest	\$ 95,000.00	LH 8.13.17
CCTV Inspection	\$ 61,000.00	LH 8.13.17
<b>Total</b>	<b>\$ 1,159,257.15</b>	

Remaining Budget      \$ 10,715.00      Total Contingency

Attachment: Copy of University Park Financial Summary (SS43 : University Park Phase II Reconstruction)



August 17, 2017

Leon Hobson, P.E.  
Director  
Riley County Public Works  
6215 Tuttle Creek Blvd.  
Manhattan, Kansas 66503

Re: Engineers Recommendation  
University Park Lift Station and WWTF Improvements  
BG Project No. 13-1168M

Leon,

On Monday July 24. 2017 Riley County received two sealed bids and one Engineer's Opinion of Probable Cost (EOPC) for the above referenced project. A detailed bid tabulation is attached and the results are summarized below:

• EOPC	Base Bid: \$595,950.00 <u>Add Alternate: \$124,910.00</u> Total: \$720,860.00
• Utility Solutions, LLC	Base Bid: \$608,139.00 <u>Add Alternate: \$148,820.00</u> Total: \$756,959.00
• BRB Contractors, Inc.	Base Bid: \$741,000.00 <u>Add Alternate: \$123,000.00</u> Total: \$864,000.00

The available budget for this work is approximately \$574,000. I recommend the following cost reduction measures:

- Remove Bid Items 11, 18 and 27: "Davit Crane" from the scope of work
- Remove Bid Item 43: "Basin Covering Panel (7.5'x14') from the scope of work

A detailed bid tabulation (reduced scope) with the cost reductions applied is attached. The EOPC and two responsible base bid amounts are recalculated as follows:

• EOPC	Base Bid: \$580,850.00
• Utility Solutions, LLC	Base Bid: \$561,139.00
• BRB Contractors, Inc.	Base Bid: \$694,100.00

It is determined the lowest responsible bidder is Utility Solutions, LLC of Basehor Kansas. Therefore, we recommend awarding the project in the amount of \$561,139.00 dollars to Utility Solutions, LLC

Attachment: Engineers Recommendation 13-1168M and WWTF (5913 : University Park Park Phase II Recommendation)

contingent upon the review and approval of the United States Department of Agriculture Rural Development (USDA-RD) program.

Your office already has the original bidding documents on file. Please let me know if you have any questions regarding this recommendation. I can be reached at 785.537.7448 or [samuel.johnson@bgecons.com](mailto:samuel.johnson@bgecons.com).

Sincerely,



Samuel Johnson, P.E.  
Principal  
BG Consultants Inc.

Attachments: Bid Tabulation

Bid Tabulation (Reduced Scope)

Attachment: Engineers Recommendation UPS and NYTF (5513 : University Park Phase II Recognition)

University Park, Riley County, KS  
Sanitary Sewer Lift Station & WWTF Improvements  
Bid Tabulation  
13-1168M

July 24, 2017 @ 8:30am

General		Quantity	Units	Engineers Opinion of Probable Cost (EOPC)			Utility Solutions			DRI Contractors		
No	Description			Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price
1	Mobilization	1	LS	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 21,000.00	\$ 24,000.00	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00
2	Construction Staking	1	LS	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 5,500.00	\$ 5,500.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
3	Cleaning and Grubbing	1	LS	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
4	Steering	1	LS	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 20,000.00	\$ 20,000.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00
5	Gravel Surfacing	1	LS	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 5,000.00	\$ 5,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
6	Erosion Control	1	LS	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 6,000.00	\$ 6,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
7	Traffic Control	1	LS	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
				<b>Subtotal</b>			<b>\$ 59,000.00</b>			<b>\$ 76,500.00</b>		
<b>Lift Station #2 Lakewview</b>												
No	Description	Quantity	Units	Unit Price	Total Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
8	Demolition	1	LS	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 8,600.00	\$ 6,500.00	\$ 6,500.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00
9	Bypass Pumping System	1	LS	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 8,000.00	\$ 6,000.00	\$ 6,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
10	New Lift Station #2	1	LS	\$ 65,000.00	\$ 65,000.00	\$ 65,000.00	\$ 36,000.00	\$ 38,000.00	\$ 38,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00
11	Diesel Crane	1	EA	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,300.00	\$ 2,300.00	\$ 2,300.00
12	Concrete Surge Basin (8'6" x 6'2" x 25'10")	1	EA	\$ 10,600.00	\$ 10,600.00	\$ 10,600.00	\$ 6,000.00	\$ 6,500.00	\$ 6,500.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00
13	Electrical and Controls	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 23,000.00	\$ 23,500.00	\$ 23,500.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
14	8" PVC Sanitary Sewer (SD 26)	5	LF	\$ 30.00	\$ 150.00	\$ 150.00	\$ 200.00	\$ 1,000.00	\$ 1,000.00	\$ 300.00	\$ 300.00	\$ 300.00
				<b>Subtotal</b>			<b>\$ 102,650.00</b>			<b>\$ 89,585.00</b>		
<b>Lift Station #3 Mount Ridge</b>												
No	Description	Quantity	Units	Unit Price	Total Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
15	Demolition	1	LS	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
16	Bypass Pumping System	1	LS	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
17	New Lift Station #3	1	LS	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ 39,319.00	\$ 29,319.00	\$ 29,319.00	\$ 61,000.00	\$ 61,000.00	\$ 61,000.00
18	Diesel Crane	1	EA	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,300.00	\$ 2,300.00	\$ 2,300.00
19	Electrical and Controls	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 23,000.00	\$ 23,000.00	\$ 23,000.00	\$ 11,500.00	\$ 11,500.00	\$ 11,500.00
20	48" D. Flat Top Manhole Lid	1	EA	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 4,400.00	\$ 4,400.00	\$ 4,400.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
21	8" PVC Sanitary Sewer (SD 26)	3	LF	\$ 60.00	\$ 180.00	\$ 180.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 300.00	\$ 300.00	\$ 300.00
22	3" HDPE Foulmain (ID 17")	24.4	LF	\$ 45.00	\$ 10,890.00	\$ 10,890.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 35.00	\$ 35.00	\$ 35.00
23	NH 150 Rehabilitation	1	LS	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 6,400.00	\$ 6,400.00	\$ 6,400.00
				<b>Subtotal</b>			<b>\$ 115,800.00</b>			<b>\$ 111,600.00</b>		

ATTACHMENT: Engineers Recommendation for LS and WWTF (ES12: University Park Phase II Rehabilitation)

**Packet Pg. 94**

**15.b**



3/3

50 Electrical Improvements	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 24,900.00	\$ 24,900.00	\$ 12,400.00	\$ 12,400.00
51 60' Woven Wire Fence	214	LF	\$ 20.00	\$ 4,280.00	\$ 30.00	\$ 6,820.00	\$ 20.00	\$ 4,280.00
52 12' Lagoon Gate	1	EA	\$ 850.00	\$ 850.00	\$ 700.00	\$ 700.00	\$ 1,000.00	\$ 1,000.00
53 Wall Anchor	1	EA	\$ 750.00	\$ 750.00	\$ 3,000.00	\$ 3,000.00	\$ 2,000.00	\$ 2,000.00
54 20 lbs. Magnesium Anode Pack	4	EA	\$ 6,000.00	\$ 24,000.00	\$ 600.00	\$ 2,400.00	\$ 600.00	\$ 600.00
55 Gravel Surfacing	100	SY	\$ 30.00	\$ 3,000.00	\$ 20.00	\$ 2,000.00	\$ 1.00	\$ 1,000.00
		Subtotal	\$ 106,030.00		\$ 174,445.00		\$ 133,010.00	
		Base Bid Total	\$ 59,950.00		\$ 609,159.00		\$ 741,000.00	

## WWTF - Add Alternatives No. 1

No	Description	Quantity	Units	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Total Price
56 3" SCH 40 PVC (w/ Fittings)	27	LF	\$ 20.00	\$ 540.00	\$ 40.00	\$ 1,080.00	\$ 75.00	\$ 75.00	\$ 2,025.00
57 6" Pressure Class 350 Ductile Iron Pipe (w/ Fittings)	68	LF	\$ 45.00	\$ 3,060.00	\$ 125.00	\$ 9,250.00	\$ 65.00	\$ 65.00	\$ 1,420.00
58 Ductile Iron Pipe Concrete Supports	5	EA	\$ 350.00	\$ 1,750.00	\$ 1,500.00	\$ 7,500.00	\$ 400.00	\$ 400.00	\$ 2,600.00
59 Electrical Improvements	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 5,900.00	\$ 55,900.00	\$ 3515.00	\$ 3515.00	\$ 3,515.00
60 Sludge Processing Equipment	1	LS	\$ 75,000.00	\$ 75,000.00	\$ 68,000.00	\$ 68,000.00	\$ 65,000.00	\$ 65,000.00	\$ 63,900.00
61 Sludge Processing Building	1	LS	\$ 25,000.00	\$ 25,000.00	\$ 51,000.00	\$ 51,000.00	\$ 43,000.00	\$ 43,000.00	\$ 42,000.00
62 Concrete Surfacing (4" Thick)	36	SY	\$ 120.00	\$ 4,560.00	\$ 160.00	\$ 6,840.00	\$ 10.00	\$ 10.00	\$ 3,040.00
		Subtotal	\$ 124,910.00		\$ 148,820.00		\$ 123,000.00		

Base + Add Alt. \$ 720,860.00 Base + Add Alt. \$ 756,959.00

Base + Add Alt. \$ 864,000.00

Highlighted Cells indicate corrections, non-form submitted bid

15.b

AECI Architects, Engineers, Remodelers, Construction UPLC and VMTY Events: University Park Phase II Recognition)

Packet Pg. 96

University Park, Riley County, KS  
 Sanitary Sewer Lift Station & WWTF Improvements  
 Bid Tabulation (Reduced Scope)  
 13-1168M

July 24, 2017 @ 8:30am

General

No	Description	Quantity	Units	Unit Price	Total Price
1	Mobilization	1	LS	\$ 35,000.00	\$ 35,000.00
2	Construction Staking	1	LS	\$ 3,000.00	\$ 3,000.00
3	Clearing and Grubbing	1	LS	\$ 8,500.00	\$ 8,500.00
4	Seeding	1	LS	\$ 2,000.00	\$ 2,000.00
5	Gravel Surfacing	1	LS	\$ 2,000.00	\$ 2,000.00
6	Erosion Control	1	LS	\$ 1,500.00	\$ 1,500.00
7	Traffic Control	1	LS	\$ 1,000.00	\$ 1,000.00
			Subtotal	\$ 53,000.00	

Lift Station #2 Lakeview

No	Description	Quantity	Units	Unit Price	Total Price
8	Demolition	1	LS	\$ 7,500.00	\$ 7,500.00
9	Bypass Pumping System	1	LS	\$ 2,000.00	\$ 2,000.00
10	New Lift Station #2	1	LS	\$ 65,000.00	\$ 65,000.00
11	Davit Crane				
12	Concrete Surge Basin (8'x6.5'x6.25' I.D.)	1	EA	\$ 10,500.00	\$ 10,500.00
13	Electrical and Controls	1	LS	\$ 15,000.00	\$ 15,000.00
14	8" PVC Sanitary Sewer (SDR 26)	5	LF	\$ 30.00	\$ 150.00
			Subtotal	\$ 100,150.00	

Lift Station #3 Mound Ridge

No	Description	Quantity	Units	Unit Price	Total Price
15	Demolition	1	LS	\$ 8,500.00	\$ 8,500.00
16	Bypass Pumping System	1	LS	\$ 4,500.00	\$ 4,500.00
	New Lift Station #3	1	LS	\$ 70,000.00	\$ 70,000.00
	Davit Crane				
	Electrical and Controls	1	LS	\$ 15,000.00	\$ 15,000.00
	48" I.D. Flat Top Manhole Lid	1	EA	\$ 3,000.00	\$ 3,000.00
			Subtotal	\$ 100,150.00	

Utility Solutions					
BRB Contractors					
			Unit Price	Total Price	
			\$ 24,000.00	\$ 24,000.00	
			\$ 24,000.00	\$ 24,000.00	
			\$ 5,500.00	\$ 5,500.00	
			\$ 15,000.00	\$ 15,000.00	
			\$ 20,000.00	\$ 20,000.00	
			\$ 5,000.00	\$ 5,000.00	
			\$ 1,000.00	\$ 1,000.00	
			\$ 4,000.00	\$ 4,000.00	
			\$ 3,000.00	\$ 3,000.00	
					\$ 111,600.00

Unit Price					
Total Price					
			\$ 40,000.00	\$ 40,000.00	
			\$ 5,000.00	\$ 5,000.00	
			\$ 38,085.00	\$ 38,085.00	
			\$ 8,500.00	\$ 8,500.00	
			\$ 3,000.00	\$ 3,000.00	
			\$ 9,000.00	\$ 9,000.00	
			\$ 10,000.00	\$ 10,000.00	
			\$ 300.00	\$ 300.00	
					\$ 113,500.00

Unit Price					
Total Price					
			\$ 25,000.00	\$ 25,000.00	
			\$ 5,000.00	\$ 5,000.00	
			\$ 39,319.00	\$ 39,319.00	
			\$ 1,000.00	\$ 1,000.00	
			\$ 23,500.00	\$ 23,500.00	
			\$ 4,400.00	\$ 4,400.00	
			\$ 2,500.00	\$ 2,500.00	
					\$ 113,500.00

**Packet Pg. 97**

Attachment: Engineers Recommendation Lp 1S and WWTF (501A : University Park Phase II Recommendation)

**15.b**



44	Access Hatch (60" Circular)	2	EA	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00	\$ 3,000.00
45	Access Hatch (24" x 36" Rectangular)	1	EA	\$ 1,800.00	\$ 1,800.00	\$ 4,500.00	\$ 4,500.00	\$ 1,000.00	\$ 1,000.00
46	5 HP Duplex Blower w/ Concrete Base	1	EA	\$ 25,000.00	\$ 25,000.00	\$ 29,200.00	\$ 29,200.00	\$ 28,800.00	\$ 28,800.00
47	4" SCH 80 Stainless Steel Piping	37	LF	\$ 50.00	\$ 1,850.00	\$ 225.00	\$ 8,325.00	\$ 350.00	\$ 12,950.00
48	4" SCH 80 Stainless Steel Valves	7	EA	\$ 250.00	\$ 1,750.00	\$ 3,500.00	\$ 24,500.00	\$ 1,600.00	\$ 11,200.00
49	Relocate Existing Building	1	LS	\$ 2,500.00	\$ 2,500.00	\$ 3,900.00	\$ 3,900.00	\$ 3,000.00	\$ 3,000.00
50	Electrical Improvements	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 24,900.00	\$ 24,900.00	\$ 12,400.00	\$ 12,400.00
51	60' Woven Wire Fence	214	LF	\$ 20.00	\$ 4,280.00	\$ 30.00	\$ 6,420.00	\$ 20.00	\$ 4,280.00
52	12' Lagoon Gate	1	EA	\$ 850.00	\$ 850.00	\$ 700.00	\$ 700.00	\$ 1,000.00	\$ 1,000.00
53	Wall Aerator	1	EA	\$ 7,500.00	\$ 7,500.00	\$ 3,000.00	\$ 3,000.00	\$ 2,000.00	\$ 2,000.00
54	20lb. Magnesium Anode Pack	4	EA	\$ 6,000.00	\$ 24,000.00	\$ 600.00	\$ 2,400.00	\$ 165.00	\$ 660.00
55	Gravel Surfacing	100	SY	\$ 30.00	\$ 3,000.00	\$ 20.00	\$ 2,000.00	\$ 14.00	\$ 1,100.00
				<b>Subtotal</b>	<b>\$ 100,530.00</b>				<b>\$ 93,010.00</b>
				<b>Base Bid Total</b>	<b>\$ 500,950.00</b>				<b>\$ 694,100.00</b>

## WWTF - Add Alternate No. 1

No	Description	Quantity	Units	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
56	3" SCH 40 PVC (w/ Fittings)	27	LF	\$ 20.00	\$ 540.00	\$ 40.00	\$ 1,080.00	\$ 75.00	\$ 2,025.00
57	6" Pressure Class 350 Ductile Iron Pipe (w/ Fittings)	68	LF	\$ 45.00	\$ 3,060.00	\$ 125.00	\$ 8,500.00	\$ 65.00	\$ 4,420.00
58	Ductile Iron Pipe Concrete Supports	5	EA	\$ 350.00	\$ 1,750.00	\$ 1,500.00	\$ 7,500.00	\$ 400.00	\$ 2,000.00
59	Electrical Improvements	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 5,900.00	\$ 5,900.00	\$ 3,515.00	\$ 3,515.00
60	Sludge Processing Equipment	1	LS	\$ 75,000.00	\$ 75,000.00	\$ 68,000.00	\$ 68,000.00	\$ 65,000.00	\$ 65,000.00
61	Sludge Processing Building	1	LS	\$ 25,000.00	\$ 25,000.00	\$ 51,000.00	\$ 51,000.00	\$ 43,000.00	\$ 43,000.00
62	Concrete Surfacing (4" Thick)	38	SY	\$ 120.00	\$ 4,560.00	\$ 180.00	\$ 6,840.00	\$ 80.00	\$ 3,040.00
				<b>Subtotal</b>	<b>\$ 124,910.00</b>				<b>\$ 148,820.00</b>
				<b>Base + Add Alt.</b>	<b>\$ 705,860.00</b>			<b>Base + Add Alt.</b>	<b>\$ 709,959.00</b>
								<b>Base + Add Alt.</b>	<b>\$ 817,100.00</b>

Highlighted Cells indicate corrections made from submitted bid

Packet Pg. 99

University Park Improvement District  
Board Meeting  
University Park Club House  
October 2, 2017 - 7:00 p.m.  
Agenda

1. CALL MEETING TO ORDER
2. APPROVE MINUTES OF AUGUST AND SEPTEMBER MEETINGS
3. TREASURER'S REPORT AND PAYMENT OF BILLS
4. OLD BUSINESS
  - A. Update on Sewer Repair Project
  - B. Update on Water Tower Painting/Repair
  - C. Update on Insurance Provider
  - D. Set Work Day for Work at Clubhouse Area and Golf Course
  - E. Other
5. COMMITTEE REPORTS
  - A. Firewise
  - B. Parks
    - 1. Heywood Park
    - 2. Golf Course
    - 3. Disc Golf
    - 4. County Parks Meeting
6. NEW BUSINESS
  - A. Review and Take Action on Slaymaker Request to Build
  - B. Other
7. ADJOURN

# University Park Improvement District

## University Park Golf Course Club House

### General Board Meeting

September 5, 2017

The University Park Improvement District Board meeting was called to order at 7:00 P.M. by President Bob Vathauer. Other board members present were Dave Chizek, Treasurer and Curt Friedrich, Secretary.

Others Present: Laura Soash, Don and Susan Turner, James and Karla Slaymaker, Mike Closson, Mitch Innes and Tim Innes.

Mitch and Tim Innes presented information regarding the proposed bond issue for the Blue Valley USD 384 school district.

The minutes of the August meeting were not available and will be approved at the October meeting.

#### Treasurers Report:

##### Bills to be paid were:

Westar (flag pole)	\$28.62
Westar (clubhouse)	39.20
RCPW (clubhouse)	51.04
John Havenstein (park/golf course mowing)	90.00
Zane Evans (fairway mowing)	180.00
Bill McReynolds (lot/commons area mowing)	210.00
Fritz Oil (diesel 305 gal @ 1.849	563.95
JB Greenhouse (Vathauer memorial flowers)	54.00
Stacey Chizek (planter box flowers)	54.33
James Slaymaker (deck screws/coupler/brochures)	87.88
Libby Vathauer (Francis memorial)	120.00

##### Debit Card:

Orscheln (Tordon RTU)	54.99
Menards (stakes and screws for disc golf tee pads)	76.25
Menards (stakes for disc golf tee pads)	11.98

Total Expenses \$1,622.24

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

income reported was:

Tax-funded Income	
Delinquent Specials	\$218.59

Burn Pile	\$30.00
Boat Ramp Donations (proceeds from August picnic)	224.00
Golf	185.00
Rent Zane Evans	1,000.00
Total Income:	\$1,657.59
Peoples State Bank balance	\$5,445.13
UPID County Fund balance	\$13,295.42

*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	\$52,800.14
UP Water and Sewer Capital Reserve Fund	\$79,981.91

Old Business:

Update on Sewer Repair Project:

Curt reported they have taken some items out of the bids so the project cost is below the available budget. They have removed the basin covering from the treatment plant portion and 3 Davit cranes from the lift station portion. This brought the bid down to \$561,139.00 from Utility Solutions. The County Commission approved this at the August 31 meeting contingent on USDA approval.

Update on Water Tower Repair/Painting:

Exterior repairs have been completed with the draining, cleaning and painting scheduled to begin sometime in September. This will take approximately 6 weeks to complete.

Update on Clearing Trees from Golf Course/Bergsten Fence Row:

No updates at this time.

Update on Insurance Provider:

Dave will check on a couple of items before we switch carriers.

Committee Reports:

Firewise: Nothing to report at this time.

Parks:

1. Heywood Park: Nothing to report.
2. Golf Course: A work day needs to be scheduled.
3. Disc Golf: Most of the pads have been poured.

4. County Parks Meeting: Curt will be attending the September 12 meeting at Riley.

New Business:

There was no new business.

Otner:

Thank you cards were shared from Bob and Libby Vathauer for the plant given in memory of Bob's father and from Curt and Cindy Friedrich for the plant given in memory of Cindy's father.

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

Expenses	Description	Amount	Check Number
Westar Energy I	7223 Mound Ridge	\$28.62	61369
Westar Energy II	7321 Hi View Drive	\$39.20	61370
RCPW	7321 Hi View Drive	\$51.04	61309
John Havenstein	golf course/common area mowing	\$90.00	61469
Zane Evans	golf course mowing	\$180.00	61470
Bill McReynolds	lot/common area mowing	\$210.00	61471
Fritz Oil Co	Diesel 305 gal @ 1.849	\$563.95	61372
JB Greenhouse Inc	Vathauer memorial	\$54.00	61371
Stacey Chizek	planterbox flowers	\$54.33	54.33
James Slaymaker	deck screws/coupler/brochures	\$87.88	87.88
Libby Vathauer	Francis memorial	\$120.00	61468

#### Debit Card Expenses

Orscheln		\$54.99
Menards	wooden stakes & screws for disc golf tee pads	\$76.25
Menards	wooden stakes for disc golf tee pads	\$11.98
<b>Total Expenses</b>		<b>\$1,622.24</b>

#### Income

YTD

Specials Tax	Riley County account #178		
Delinquent Specials	Riley County account #179	\$218.59	\$1,390.21
Real Estate Current	Riley County account #180	\$0.00	\$7,152.16
Real Estate Delinquent	Riley County account #181	\$0.00	\$178.68
Distr. P.P. Delinquent	Riley County account #185	\$0.00	
<b>Tax Funded Income</b>		<b>\$218.59</b>	

#### Burn Pile

Ryan Kruse		\$10.00	cash
Woodard		\$20.00	CK#6689
<b>Subtotal</b>		<b>\$10.00</b>	

#### Boat Ramp Donations

proceeds from August picnic		\$224.00
<b>Subtotal</b>		<b>\$224.00</b>

#### Golf

flag delivered

Michael Westgate		\$15.00	CK#1822
Michael Westgate		\$10.00	CK#1910
Arthur Keck	1/2 year membership	\$50.00	CK#1073
Samantha Waggoner	disc golf membership	\$30.00	CK#1250
cash box		\$155.00	
<b>Subtotal</b>		<b>\$185.00</b>	

#### Mowing

Lot #

<b>Subtotal</b>	<b>\$0.00</b>
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#### Rent

Zane Evans	September rent	\$1,000.00
<b>Subtotal</b>		<b>\$1,000.00</b>
<b>Total Income</b>		<b>\$1,637.59</b>

Peoples State Bank		\$5,445.13
UP county fund #232		\$13,295.42
UP W&S #230		\$52,800.14
UP W&S Cap Reserve #284		\$79,981.91

University Park Improvement District  
Board Meeting  
University Park Club House  
November 7, 2017 - 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 Repair Project
  - B. Update on Clearing Trees From Golf Course/Bergsten Fence
  - C. Discuss Plans for Watering Schedule for Newly Planted Trees
  - D. Discuss Ideas for Requests from County Parks Funds for 2018
  - E. Other
5. COMMITTEE REPORTS
  - A. Firewise
  - B. Parks
    1. Heywood Park
    2. Golf Course
    3. Disk Golf
6. NEW BUSINESS
  - A. Other
7. ADJOURN

# University Park Improvement District

## University Park Golf Course Club House

### General Board Meeting

October 3, 2017

The University Park Improvement District Board meeting was called to order at 7:00 P.M. by President Bob Vathauer. Other board members present were Dave Chizek, Treasurer and Curt Friedrich, Secretary.

Others Present: Laura Soash, Horacio and Nohemi Grado, John and Whitney Kane and James and Karla Slaymaker.

The minutes of the August and September meetings were approved as presented.

#### Treasurers Report:

##### Bills to be paid were:

Westar (flag pole)	\$29.50
Westar (clubhouse)	39.83
RCPW (clubhouse)	47.30
John Havenstein (mowing labor)	50.00
Zane Evans (fairway mowing)	115.00
Bill McReynolds (lot/common area mowing)	150.00
Copeland Insurance (property/liability/inland marine)	1,917.00
The Hartford (workers comp)	607.00
Charlson and Wilson (gap coverage)	25.00

##### Debit Card Expenses

Orscheln (grease/shop towels)	33.08
NAPA Auto Parts (filters and oil)	267.89
Total Expenses	\$3,281.60

Dave reported that we will have an approximate annual savings of \$1,200.00 by switching to Copeland Insurance for our property, liability and workers comp coverage.

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

##### Income reported was:

Tax Funded	
Real Estate Current	\$310.47
Real Estate Delinquent	43.34
Total Tax Funded	\$353.81
Burn Pile	40.00
Golf	225.00

Rent	\$1,000.00
Total Income:	\$1,618.81
Peoples State Bank balance	\$6,644.16
UPID County Fund balance	\$10,241.39

*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	\$55,536.57
UP Water and Sewer Capital Reserve Fund	\$80,780.91

**Old Business:**

**Update on Sewer Repair Project:**

Curt reported that the contract for Phase 2 was signed by the Commissioners and sent to USDA on September 28th.

**Update on Water Tower Inspection and Painting:**

Curt reported that the painting had been completed and needs to cure for two weeks before it can be refilled.

**Set Workday:**

There was discussion about setting a workday to do some work around the clubhouse area, on the golf course and to plant the 24 trees that we have. It was decided to try to plant the trees on the October 7 and 8 weekend if the weather allows.

**Other:**

Bob stated that on Saturday October 14th at 3:30 there will be a time for remembrance of Don Hooper. Plans are to meet at #5 on the golf course and after some time spent there all will go to the clubhouse for refreshments.

**Committee Reports:**

**Firewise:** Laura reported that the annual Firewise report is due November 15th.

**Parks:**

1. Heywood Park: Trees are delivered, need to get them planted.

2. Golf Course: Trees are delivered, need to get them planted.

3. Disk Golf: Tournament planned for October 22.

**4. County Parks Meeting:**

Curt reported he attended the County Parks Board meeting on September 12<sup>th</sup>. We need to start planning for next year's request.

New Business:

Review and Take Action on Request to Build:

James Slaymaker, on behalf of his parents presented plans for a 2118 square foot house to be built on lots 283 and 284 on Moundridge Drive. Placement of the house shows all required setbacks are meet. There was a motion by Bob and second by Curt to approve this Request to Build. Motion carried.

Other:

Horacio and Nohemi Grado inquired about placing a 2006 28'X48' manufactured home on their property on Lakeview Drive (lots 3,4,5 and 6). They presently live in this home in Manhattan and would like to relocate to University Park. Since this is not a new home the board requested to see current pictures of the home before proceeding further.

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

Respectfully submitted,  
Curt Friedrich  
UPID Secretary

Expenses	Description	Amount	Check Number
Westar Energy I	7223 Mound Ridge	\$29.50	61612
Westar Energy II	7321 Hi View Drive	\$39.83	61613
RCPW	7321 Hi View Drive	\$47.30	61487
John Havenstein	golf course/common area mowing	\$50.00	
Zane Evans	golf course mowing	\$115.00	
Bill McReynolds	lot/common area mowing	\$150.00	
Copeland Insurance	property/liability/inland marine	\$1,917.00	61486
The Hartford	workers comp	\$607.00	61488
Charlson & Wilson	insurance policy gap coverage	\$25.00	61581

Debit Card Expenses		
Orscheln	grease/WD40/shop towels	\$33.08
Napa	tractor filters	\$267.89
<b>Total Expenses</b>		<b>\$3,281.60</b>

Income		YTD	
Specials Tax	Riley County account #178	\$0.00	
Delinquent Specials	Riley County account #179	\$0.00	\$1,390.21
Real Estate Current	Riley County account #180	\$310.47	\$7,462.63
Real Estate Delinquent	Riley County account #181	\$43.34	\$178.68
Distr. P.P. Delinquent	Riley County account #185	\$0.00	
<b>Tax Funded Income</b>		<b>\$353.81</b>	

Burn Pile			
Bob Bartholic	lots 57/58/59	\$20.00	cash
Jim Didas		\$20.00	cash
<b>Subtotal</b>		<b>\$40.00</b>	

#### Boat Ramp Donations

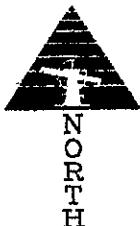
Golf	<b>Subtotal</b>	\$0.00	flag delivered
Michael Westgate		\$10.00	CK#1919
Michael Westgate		\$15.00	CK#1920
Michael Westgate		\$10.00	CK#1921
Anthony Pearce		\$50.00	
Cash Box		\$140.00	
<b>Subtotal</b>		<b>\$225.00</b>	

Mowing	Lot #
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Rent	<b>Subtotal</b>	\$0.00
Zane Evans	September Rent	\$1,000.00
	<b>Subtotal</b>	<b>\$1,000.00</b>
<b>Total Income</b>		<b>\$1,618.81</b>

Peoples State Bank		\$6,644.16
UP county fund #232		\$10,241.39
UP W&S #230		\$55,536.57
UP W&S Cap Reserve #284		\$80,780.91

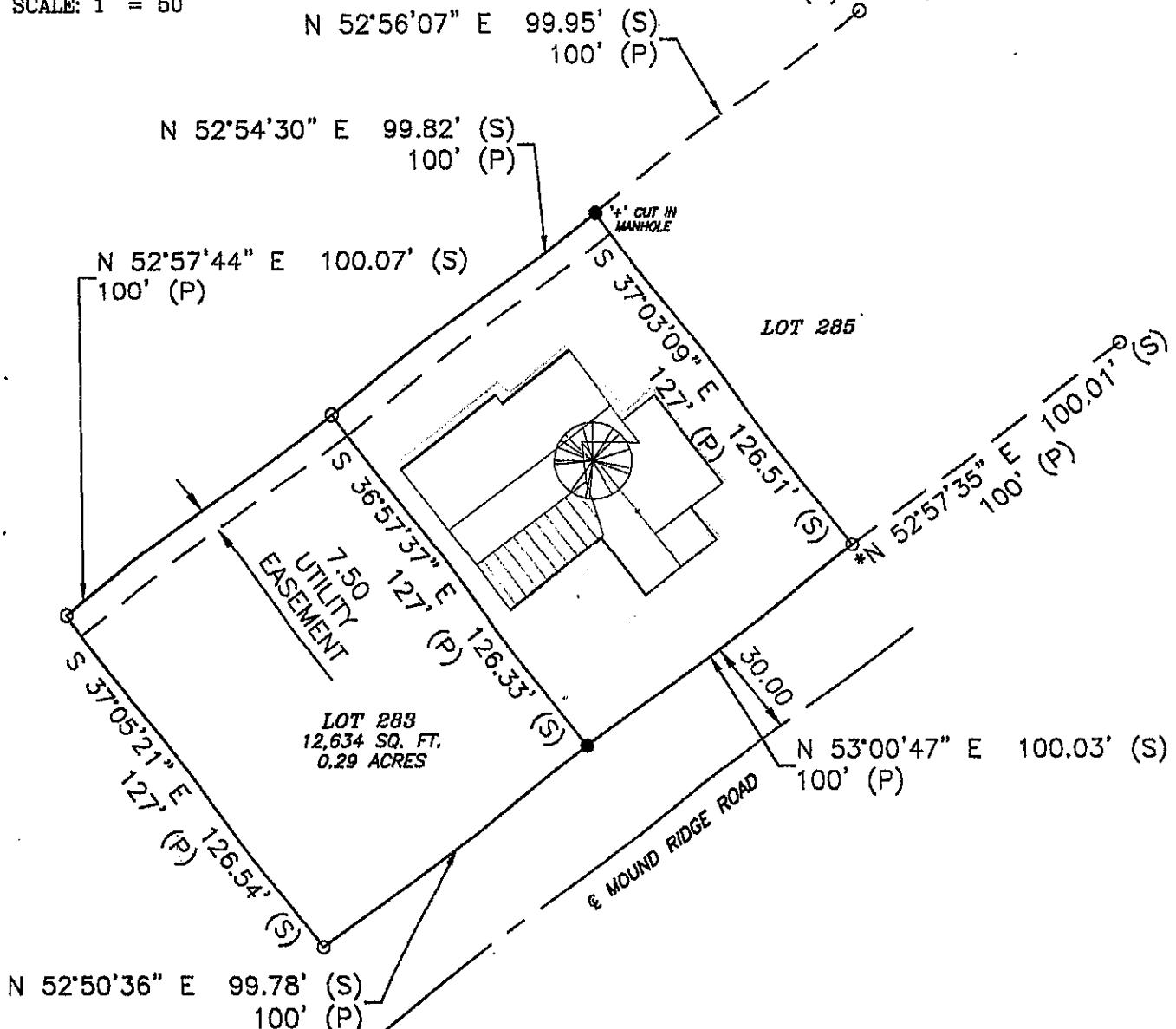
# CERTIFICATE OF SURVEY



N  
NORTH  
50' 25' 0' 50'  
SCALE: 1" = 50'

## LEGEND

- - Monument Found (1/2" Rebar).  
Origin - Unknown
- - 1/2"x24" Rebar w/LS66 Cap Set
- \* - Assumed Bearing
- (P) - Plot Dimension
- (S) - Surveyed Dimension



## NOTES:

No easements, restrictions, reservations, setbacks, or other matter of record, if any, affecting the Title of this property are shown, except as platted, as per agreement with the landowner.

No gaps or overlaps exist.

There are no lines of possession that affect this survey.

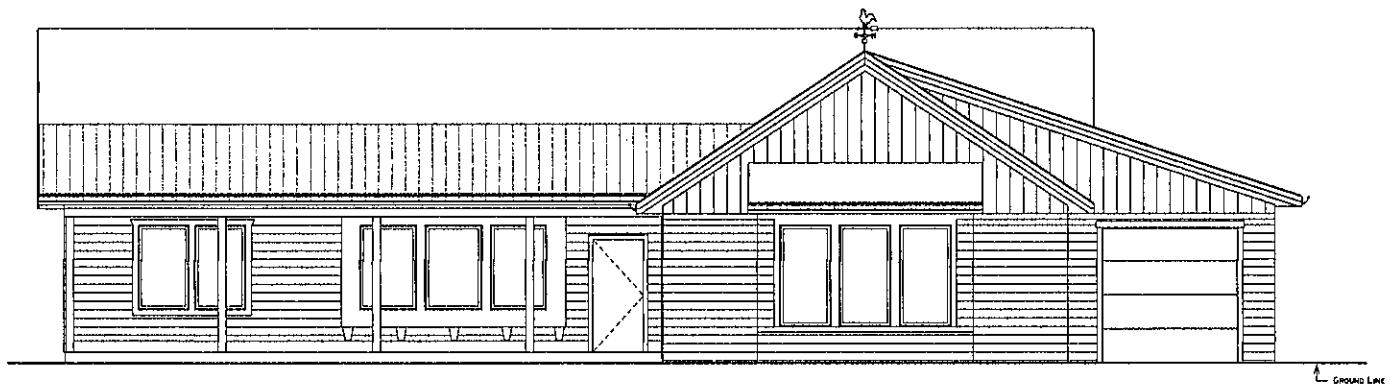
There are no buildings on the subject property.

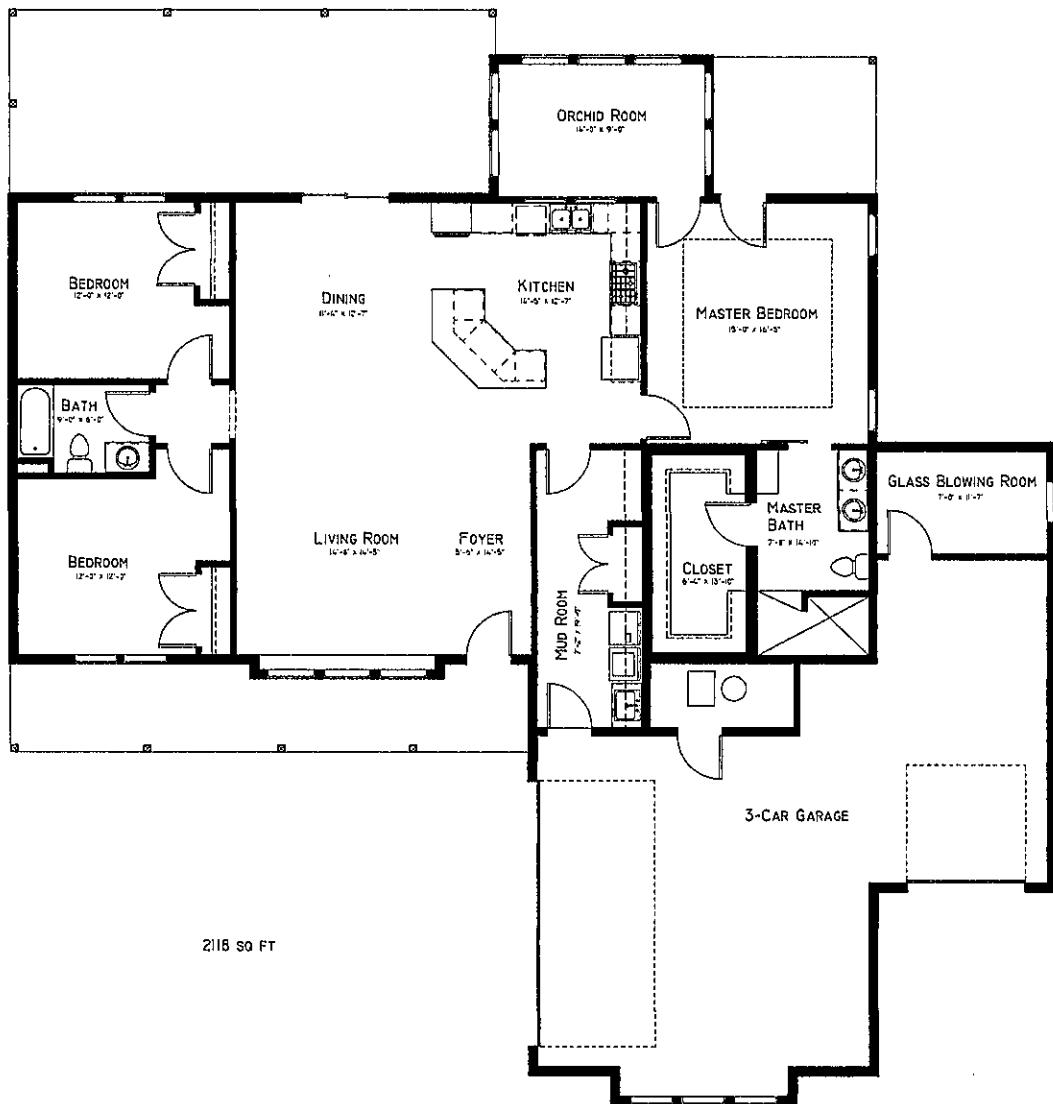
## DESCRIPTION:

Lots 283 & 284, University Park Unit 1, Riley County, Kansas.  
Subject to easements and restrictions of record.

## CERTIFICATION:

We hereby certify the tract of land as shown on this drawing was surveyed by us or under our direct supervision during the month of June, 2017.







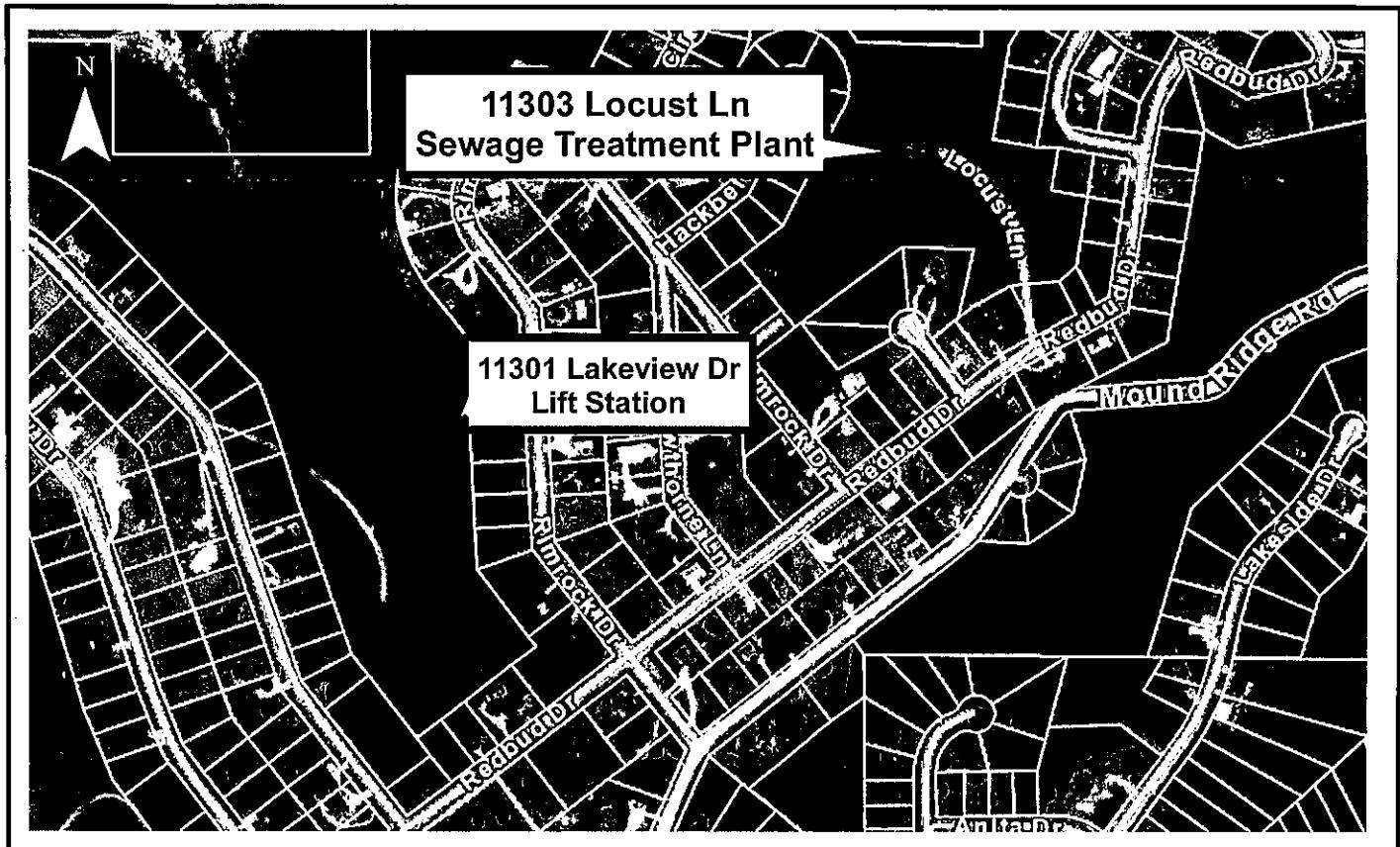
# PLANNING & DEVELOPMENT CERTIFICATE OF NEW ADDRESS

**ADDRESS ASSIGNED: 11303 Locust Ln  
Manhattan, KS 66502**

\*\*\*NOTE: Existing address 11301 Lakeview Dr for lift station is on this property also\*\*\*

**BUILDING PERMIT#:** N/A

**BUILDING TYPE:** Sewage treatment plant  
for University Park



**PROPERTY OWNER:** Univ Park Improvement District

**CURRENT MAILING ADDRESS:** 7321 Hi-View Dr, Manhattan, KS 66503

**APPRAISER ID#:** 1111202008001000

**QuickRef:** R2593

**S-T-R:** 12-8-6

**ESN #:** 7328

**POLITICAL TOWNSHIP:** Sherman

**PHONE EXCH:** Twin Valley

**BLOCK/LOT #** N/A

**SUBDIVISION:** N/A

## ----- AUTHORIZATION -----

The above address was issued on 09/05/2017 and permission is hereby granted to the owner to use the new address assigned for the above described property.

Forwarded to:  Appraiser's  
 Clerk's

Post Office  
 Phone Company

Emergency Management  
 Township Trustee  
 RCPD

University Park Improvement District  
Board Meeting  
University Park Club House  
December 5, 2017 - 7:00 p.m.  
Agenda

1. CALL MEETING TO ORDER
2. APPROVE MINUTES OF AUGUST AND SEPTEMBER MEETINGS
3. TREASURER'S REPORT AND PAYMENT OF BILLS
4. OLD BUSINESS
  - A. Update on Sewer Repair Project
  - B. Update on Water Tower Painting
  - C. Update on Fire Hydrant Testing/Repair
  - D. Update on Extending Culvert/Driveway at Clubhouse Entrance
  - E. Update on Clearing Golf Course/Bergsten Pasture Fence Row
  - F. Other
5. COMMITTEE REPORTS
  - A. Firewise
  - B. Parks
    1. Heywood Park
    2. Golf Course
    3. Disc Golf
    4. County Parks Meeting
      - a. 2018 Parks Funds Requests
6. NEW BUSINESS
  - A. Discuss Possible Sale of Rental House to Current Tenants
  - B. Discuss Possible Sale of U P Property to Jesse/Kelli Nelson
  - C. Set Dues and Fees for 2018
    1. Ball Golf
    2. Disc Golf
    3. Walking
    4. Burn Pile
    5. Lot Mowing
  - D. Set Meeting Dates for 2018
  - E. Set Picnic Dates for 2018
  - F. Discuss Items for newsletter
  - G. Other
7. ADJOURN

# University Park Improvement District

## University Park Golf Course Club House

### General Board Meeting

November 7, 2017

The University Park Improvement District Board meeting was called to order at 7:00 P.M. by President Bob Vathauer. Other board members present were Dave Chizek, Treasurer and Curt Friedrich, Secretary.

Others Present Laura Soash, Don and Susan Turner, James and Karla Slaymaker, Matthew Schlinder and John Havenstein

The minutes of the previous meeting were approved as presented.

#### Treasurers Report:

##### Bills to be paid were:

Westar (flag pole)	\$29.24
Westar (clubhouse)	39.13
RCPW (clubhouse)	48.77
Bill McReynolds (lot/commons area mowing)	165.00
B and L Trash (clubhouse 75/rental 49)	124.00
Charlson and Wilson (insurance gap coverage)	40.00
Charlson and Wilson (treasurers bond)	165.00
Debit Card:	
Amazon (tree watering bags)	230.19
Amazon (US flag for planter box)	24.89
Whitestar Machinery (jackhammer rental)	203.00
Signsdirect (brackets for tee box signs)	180.41
Home Depot (marker paint/adhesive)	27.95
Menards (flex tubes for trees)	46.41
Cash Expenses:	
Jeff Altwegg (post hole digger/auger rental)	180.00
Total Expenses	\$1,503.99

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

##### Income reported was:

Tax-funded Income	0.00
Golf	196.00
Rent (Zane Evans)	1,000.00

Total Income:	\$1,196.00
Peoples State Bank balance	\$5,931.31
UPID County Fund balance	\$9,483.64

*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	\$56,898.19
UP Water and Sewer Capital Reserve Fund	\$82,982.91

**Old Business:**

**Update on Sewer Repair Project:**

Curt reported that he had not heard back from Leon Hobson with any updates at this time.

**Update on Clearing Trees from Golf Course/Bergsten Fence Row:**

This will be a fall and winter project. James stated him and Mike Clossen could start cutting some of the smaller trees and trimming the bigger ones that will be removed later by skid steer.

**Committee Reports:**

**Firewise:** Laura and Susan stated the annual report will be filed in November. There was discussion as to ideas for a community project that could qualify for the \$500.00 community grant. The golf course fence row was given as one idea.

**Parks:**

1. Heywood Park: There was discussion as to how often the newly planted trees in Heywood Park need to be watered. Richard Seaton and Jack McGee have been watering them once a week. It was the consensus of those present that this should be adequate for this time of year.
2. Golf Course: Dave stated there are more of dead or diseased pine trees that need to be removed.
3. Disc Golf: Nothing to report at this time.
4. County Parks Meeting: Curt stated the next meeting will be December 12. Reports of 2017 projects will be given and preliminary requests for 2018 will be discussed. There was discussion if a community building could be at least in part funded with County community parks funds. Other options discussed were having all of the old tree stumps ground out and installing walking/golf cart paths on the golf course. There will be more discussion on this at the December U P meeting.

**New Business:**

Don Turner presented plans to add a 20-foot X 40-foot extension on the west end of his present shop/accessory building. There was a motion by Bob and second by Curt to approve this request to build. Motion carried.

Bob stated he thought the driveway into the clubhouse/golf course area should be widened so there would be room for vehicles to travel in both directions. Curt will check with Leon Hobson on this since Hi-View Drive is a county road.

There being no other business to come before the board at this time the meeting was adjourned at 8:30.

Respectfully submitted,  
Curt Friedrich  
UPID Secretary

<b>Expenses</b>	<b>Description</b>	<b>Amount</b>	<b>Check Number</b>
Westar Energy I	7223 Mound Ridge	\$29.24	61772
Westar Energy II	7321 Hi View Drive	\$39.13	61773
RCPW	7321 Hi View Drive	\$48.77	61695
Bill McReynolds	lot/common area mowing	\$165.00	61845
B&L Trash Service	clubhouse 75/rental 49	\$124.00	61696
Charlson & Wilson	insurance gap coverage	\$40.00	61775
Charlson & Wilson	treasurers bond	\$165.00	61774
<b>Debit Card Expenses</b>			
Amazon	tree watering bags	\$230.19	
Amazon	USA flag for planter box	\$24.89	
Whitestar Machinery	jackhammer rental/reimbursal by Rec Fund?	\$203.00	
Signsdirect	brackets for tee box signs	\$180.41	
Home Depot	marker paint/adhesive	\$27.95	
Menards	flex tube for trees	\$46.41	
<b>Cash Expenses</b>			
Jeff Altweg	post hole digger/auger rental	\$180.00	
<b>Total Expenses</b>		<b>\$1,503.99</b>	

<b>Income</b>		<b>YTD</b>	
Specials Tax	Riley County account #178	\$0.00	
Delinquent Specials	Riley County account #179	\$0.00	\$1,390.21
Real Estate Current	Riley County account #180	\$0.00	\$7,462.63
Real Estate Delinquent	Riley County account #181	\$0.00	\$178.68
Distr. P.P. Delinquent	Riley County account #185	\$0.00	
<b>Tax Funded Income</b>		<b>\$0.00</b>	

<b>Burn Pile</b>	<b>Subtotal</b>	<b>\$0.00</b>
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<b>Boat Ramp Donations</b>	<b>Subtotal</b>	<b>\$0.00</b>
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<b>Golf</b>			<b>flag delivered</b>
Anthony Pierce	2nd half golf membership	\$50.00	CK#556
Cash Box		\$146.00	
<b>Subtotal</b>		<b>\$196.00</b>	

<b>Mowing</b>	<b>Lot #</b>	
	<b>Subtotal</b>	<b>\$0.00</b>

<b>Rent</b>		
Zane Evans	November rent	\$1,000.00
<b>Subtotal</b>		<b>\$1,000.00</b>
<b>Total Income</b>		<b>\$1,196.00</b>

Peoples State Bank	\$5,931.31
UP county fund #232	\$9,483.64
UP W&S #230	\$56,898.19
UP W&S Cap Reserve #284	\$82,982.91

University Park Improvement District  
Board Meeting  
University Park Club House  
January 9, 2018 - 7:00 p.m.  
Agenda

1. CALL MEETING TO ORDER
2. ANNUAL ELECTION OF OFFICERS
3. APPROVE MINUTES OF PREVIOUS MEETING
4. TREASURER'S REPORT AND PAYMENT OF BILLS
5. OLD BUSINESS
  - A. Update on Sewer Repair Project
  - B. Update on Extending Culvert/Driveway at Clubhouse Entrance
  - C. Update on Clearing Golf Course/Bergsten Pasture Fence Row
  - D. Other
6. COMMITTEE REPORTS
  - A. Firewise
  - B. Parks
    1. Heywood Park
    2. Golf Course
    3. Disc Golf
    4. County Parks Meeting
      - a. 2018 Parks Funds Requests
7. NEW BUSINESS
  - A. Discuss a Volunteer Sign Up List For UP Activities/Events
    1. Flag Pole/Planter Box Decoration Coordinator
    2. Picnic Setup
    3. Tree Watering Coordinator
    4. Other?
  - B. Other
8. ADJOURN

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

December 5, 2017

The University Park Improvement District Board meeting was called to order at 7:00 P.M. by President Bob Vathauer. Other board members present were Dave Chizek, Treasurer and Curt Friedrich, Secretary.

Others Present: Don Turner, Frank McCoy, Jesse Nelson and James and Karla Slaymaker.

The minutes of the previous meeting were approved as presented.

Treasurers Report:

Bills to be paid were:

Westar (flag pole)	\$29.67
Westar (clubhouse)	48.99
RCPW (clubhouse)	47.60
Home Oil (propane for clubhouse)	99.90
Total Expenses	\$226.16

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

Income reported was:

Tax Funded	
Delinquent Specials	\$150.00
Total Tax Funded	\$150.00
Burn Pile	60.00
Golf	140.00
Rent	\$1,000.00
Total Income:	\$1,350.00
Peoples State Bank balance	\$6,308.16
UPID County Fund balance	\$9,242.48

*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	\$57,981.97
UP Water and Sewer Capital Reserve Fund	\$83,866.91

**Old Business:**

**Update on Sewer Repair Project:**

Curt reported that the lift stations and other materials are being ordered. The County is anticipating to issue a notice to proceed by January 15.

**Update on Water Tower Inspection and Painting:**

Curt reported that Leon has contacted the contractor regarding the streaking of the paint. An on-site meeting with the contractor, Leon and the UP board will be scheduled for early spring.

**Update on Fire Hydrant Testing/Repair:**

During the annual flow testing a potential underground leak was detected in one of the hydrants. After further testing with a drop camera damage was confirmed. The hydrant is usable and still in service but will need to be replaced.

**Update on Extending Culvert/Driveway at Clubhouse Entrance:**

Curt reported that the County can install a 20 foot extension to the existing culvert for \$1,341.00 which includes dirt, rock, labor and equipment. The County will do additional ditch work and provide end sections. They will also place asphalt on the extended portion at a later date. After discussion it was the consensus of the board to have this extension installed. The wider entrance will provide safer access into and out of the golf course/clubhouse area. It was also decided to submit this item as part of the 2018 County Parks fund request.

**Update on Clearing Golf Course/Bergsten Pasture Fence Row:**

This is an ongoing project. Any and all volunteers to help with this project would be greatly appreciated. It was decided to set Saturday January 20 as a work day for this and other projects. Other projects discussed were trimming trees in the clubhouse/picnic shelter area and cleaning and organizing the golf shed and tractor shed.

**Committee Reports:**

**Firewise:** Please report time spent trimming or clearing trees to Laura or Susan.

**Parks:**

1. Heywood Park: Nothing to report.
2. Golf Course: Nothing to report.
3. Disc Golf: Nothing to report.
4. County Parks Meeting: The UP Parks committee will be meeting with Greg Lund on December 7 to get some preliminary plans in place for 2018 Parks funds requests. Curt plans to attend the quarterly County Parks committee meeting on December 12.

**New Business:**

**Discuss Possible Sale of Rental House to Current Tenants:**

Dave stated the current tenants had shown an interest in purchasing the rental house. After discussion it was the consensus of the board to not sell the rental house at this time.

Discuss Possible Sale of UP Property to Jesse and Kelli Nelson:

Jesse stated his desire to purchase the 2.24 acre tract of UP property that joins his property. There was discussion regarding if the property could be sold and if it would require being re-platted. There was also discussion regarding if the property would need to be included in the water and sewer benefit district as it is now exempt from those. It was decided to request some information regarding this from Craig Cox and Leon Hobson. No other action was taken.

Set Dues and Fees for 2018:

Ball Golf, Disc Golf and Walking Fees:

There was discussion on setting the annual golf course fees. After discussion it was the consensus of the board to eliminate the annual walking fee. The golf course is available to anyone wanting to walk for exercise or enjoyment purposes with the recommendation that walking is done in the same direction as play for safety purposes. There was a motion by Bob and second by Dave to have the ball golf and disc golf dues remain the same for 2018 as they are now. Motion Carried.

All memberships are considered as family memberships with the definition of family as one or two adults and all children under the age of 18 living in the same household. The ball golf annual fee is \$100.00 and disc golf \$30.00 with the stipulation to have golf cart access for any reason to the golf course the \$100.00 annual fee has to be paid or the daily fee of \$5.00 per person be paid every time a golf cart is driven on the course. This applies to ATV's as well and all golf carts and ATV's are to be driven in a manner that does not cause damage to the grounds, tee boxes, greens or other facilities.

Burn Pile Fee:

After some discussion it was the consensus of the board to have the burn pile fee remain the same at \$20.00 per year per household.

Fees and Guidelines for Mowing Vacant Lots:

There was a motion by Bob and second by Dave that the 2018 charge for mowing vacant lots remain the same as they are presently. This fee is \$50.00 per lot per mowing with 3 mowings completed throughout the growing season for a total of \$150.00 per lot. If the property owner does not mow the vacant lot themselves or make arrangements to have them mowed and the lots are not mowed by June 10, August 1 and/or September 15 University Park will mow the lots as soon after those dates as possible and place a charge of \$100.00 per lot each time it is mowed upon the owner's real estate property taxes. This could result in a charge of \$300.00 per lot per year. Motion carried.

Set Meeting and Picnic Dates for 2018:

There was a motion by Curt and second by Dave to set the monthly board meeting date, time and place as the 1<sup>st</sup> Tuesday of the month at 7:00 pm at the golf course clubhouse with the exception of the January meeting date which will be January 9 and the July meeting which will be July 10. Motion Carried.

There was a motion by Curt and second by Dave to set the summer community picnic dates as the 3<sup>rd</sup>. Saturday of the months of May, June, July, August, and September at 6:30

pm. Motion carried.

Newsletter Items:

Curt will compile items for a newsletter and send to Richard Soash.

Other:

Curt stated he had renewed the burn permit for the burn pile with the County Rural Fire Dept.

Curt asked if there was any interest in having street lights installed in UP at some of the intersections. It was the consensus of most to not have street lights.

There being no other business to come before the board at this time the meeting was adjourned at 9:15.

Respectfully submitted,

Curt Friedrich

UPID Secretary

Expenses	Description	Amount	Check Number
Westar Energy I	7223 Mound Ridge	\$29.67	61929
Westar Energy II	7321 Hi View Drive	\$48.99	61930
RCPW	7321 Hi View Drive	\$47.60	61889
Home Oil Services	propane for clubhouse	\$99.90	61888
<b>Debit Card Expenses</b>			
<b>Cash Expenses</b>			
<b>Total Expenses</b>		<b>\$226.16</b>	
<b>Income</b>			
Specials Tax	Riley County account #178	\$0.00	YTD
Delinquent Specials	Riley County account #179	\$150.00	\$1,540.21
Real Estate Current	Riley County account #180	\$0.00	\$7,462.63
Real Estate Delinquent	Riley County account #181	\$0.00	\$225.41
Distr. P.P. Delinquent	Riley County account #185	\$0.00	
<b>Tax Funded Income</b>		<b>\$150.00</b>	
<b>Burn Pile</b>			
Jeanette Pratt		\$20.00	cash
Martin Henesberg		\$20.00	cash
Richard Thompson		\$20.00	CK#1017
	<b>Subtotal</b>	<b>\$60.00</b>	
<b>Boat Ramp Donations</b>			
	<b>Subtotal</b>	<b>\$0.00</b>	
<b>Golf</b>			
Michael Westgate		\$15.00	flag delivered
Michael Westgate		\$10.00	CK#1934
Paul Danlier		\$10.00	CK#1935
			CK#1061
<b>Cash Box</b>			
		<b>\$105.00</b>	
	<b>Subtotal</b>	<b>\$140.00</b>	
<b>Mowing</b>			
	<b>Subtotal</b>	<b>\$0.00</b>	
<b>Rent</b>			
Zane Evans	December rent	\$1,000.00	
	<b>Subtotal</b>	<b>\$1,000.00</b>	
		<b>\$1,350.00</b>	
<b>Total Income</b>			
Peoples State Bank		\$6,308.16	
UP county fund #232		\$9,242.48	
UP W&S #230		\$57,981.97	
UP W&S Cap Reserve #284		\$83,866.91	