

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

1. CALL MEETING TO ORDER
2. APPROVE MINUTES OF PREVIOUS MEETING
3. TREASURER'S REPORT AND PAYMENT OF BILLS
4. OLD BUSINESS
  - A. Update on Sewer Repair Project
  - B. Update on Selling UP Property to Jesse/Kelli Nelson
  - C. Discuss 2018 County Parks Funds Requests
  - D. Reschedule Workday
  - E. Other
5. COMMITTEE REPORTS
  - A. Firewise
  - B. Parks
    1. Heywood Park
    2. Golf Course
    3. Disc Golf
6. NEW BUSINESS
  - A. Discuss Possible 2018 Water Rate Adjustment
  - B. Discuss Replacing Non-working Water Valves
  - C. Discuss Options Regarding Maintenance of Township Roads in UP
  - D. Other
7. ADJOURN

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

January 9, 2018

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 James and Karla Slaymaker

**Election of Officers:**

There was a motion by Curt and second by Bob that officers remain the same as are presently. Motion carried.

The minutes of the previous meeting were approved as presented.

**Treasurers Report:**

**Bills to be paid were:**

Westar (flag pole)	\$32.14
Westar (clubhouse)	84.90
RCPW (clubhouse)	46.25
Riley County Treasurer (Real Estate taxes paid in full)	1,681.18
B and L Trash (rental 42.00, clubhouse 75.00 three months)	117.00
Don Turner (repair brush hog mower)	240.00
Debit Card:	
Menards (light bulbs for flag pole)	9.88

Total Expenses \$2,211.35

There was a question about the address and the amount of taxes on one of the tracts, Dave will check on this.

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

**Income reported was:**

Rent (Zane Evans)	1,000.00
Total Income:	\$1,000.00
Peoples State Bank balance	\$6,298.28
UPID County Fund balance	\$6,898.11

*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

\$40,615.83

UP Water and Sewer Capital Reserve Fund

\$104,759.41

Old Business:

Update on Sewer Repair Project:

Curt reported he had an update via e-mail from Leon. Phase two is scheduled to start mid February. Phase one is in the preliminary bonding process. There will be a public hearing and 30 day waiting period before the loan goes to bond to allow any property owner to pay off assessment before bonding. The USDA loan was obligated at 3.25%. The current rate has dropped to 2.75%. We will get the lower rate if when the bond closes it is less than 3.25%.

Update on Culvert/Driveway Extension:

The County has installed the culvert extension. The cost of \$1,241.00 will be submitted as a 2018 Parks funds request. It was the consensus of the board to put a load of gravel on the extension.

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

This will be on the list of things to do for the January 20 workday.

Update on Selling Property to Nelson's:

Curt stated he had not heard back from Craig Cox regarding this. The board has some reservations about selling this property since the Bayview sewer lift station is located on the property. Curt will do some more checking on this.

Update on Fire Hydrant:

Curt reported that Leon had received an estimate of \$4000.00 to have the fire hydrant by Richard Soash's replaced. There would be an additional cost of \$995.00 if a valve was installed also. It was the consensus of the board to recommend to not have the valve installed.

Leon is also looking at having five to ten more of the non working shutoff valves replaced. Leon hopes to be able to attend the February meeting to discuss any possible rate increase for water.

Committee Reports:

Firewise: Laura and Susan reported they had met with Jason Hartman of Kansas Fire Service and Brian McNulty of Corps of Engineers and U P Station Fire Chief discussing and setting the 2018 Firewise goals.

Parks:

1. Heywood Park: Nothing to report.
2. Golf Course: Dave stated that removal of more of the diseased pine trees will be on the list for January 20 workday.
3. Disc Golf: Nothing to report at this time.

4. County Parks Meeting: Curt reported the UP Parks committee will be meeting to finalize requests for 2018 County Parks funds. There was discussion regarding a new clubhouse/community building and if funding for this should be pursued through County Parks funds and grants. The use of public funds and grants requires that the building be designed and engineered by a professional engineering firm. This usually causes inflated costs. It was the consensus of the board to check other options of funding a clubhouse/community building.

New Business:

Discuss a Volunteer Sign Up List for UP Activities/Events:

Curt stated that although there are a lot of things in UP done by volunteers now it seems it is usually the same people who volunteer. He suggested that a list be compiled of several activities that folks could volunteer for to give more folks the opportunity to get involved. Some suggestions were to help with planting, care and decorating at the flag pole planter box, helping to set up and cleanup at the summer picnics and helping to water the new trees. If anyone is interested with helping in any of these areas please contact Curt.

Boat Dock Fee Renewal:

Dave stated he had received the annual boat dock renewal fee from the Corps of Engineers. The amount is \$35.00. There was a motion by Bob and second by Curt to pay the renewal fee. Motion carried.

There was additional discussion regarding asking for donations to help defray the cost of maintaining the boat dock. Don will build a donation box that will be placed on the boat dock walkway to allow users to place a donation there.

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

Respectfully submitted,  
Curt Friedrich  
UPID Secretary

Expenses	Description	Amount	Check Number	1st half	2nd half
Westar Energy I	7223 Mound Ridge	\$32.14	62146		
Westar Energy II	7321 Hi View Drive	\$84.90	62145		
RCPW	7321 Hi View Drive	\$46.25	62058		
Riley County Treasurer	11303 Locust Lane	\$145.34		72.67	72.67
Riley County Treasurer	0 Redbud Dr	\$22.16		11.08	11.08
Riley County Treasurer	0 University Park Rd	\$145.34		72.67	72.67
Riley County Treasurer	0 Briar Lane	\$7.56		7.56	0
Riley County Treasurer	0 Briar Lane	\$11.20		5.6	5.6
Riley County Treasurer	0 Briar Lane	\$4.38		4.38	0
Riley County Treasurer	0 Briar Lane	\$14.12		7.06	7.06
Riley County Treasurer	11015 Lakeview Dr	\$1,309.66		654.83	654.83
Riley County Treasurer	0 Briar Lane	\$21.42		10.71	10.71
	<b>Riley County Treasurer Total</b>	<b>\$1,681.18</b>	<b>62009</b>		
Don Turner	repair on bush-hog mower	\$240.00	62008		
B&L Trash Service	trash service rental house \$42; clubhouse \$75	\$117.00	62147		
<b>Debit Card Expenses</b>					
Menards		\$9.88			
<b>Cash Expenses</b>					
<b>Total Expenses</b>		<b>\$2,211.35</b>			

Income			YTD
Specials Tax	Riley County account #178	\$0.00	
Delinquent Specials	Riley County account #179	\$0.00	\$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>\$0.00</b>	

#### Burn Pile

Subtotal \$0.00

#### Boat Ramp Donations

Subtotal \$0.00

#### Golf

flag delivered

#### Cash Box

Subtotal \$0.00

#### Mowing

Lot #

Subtotal \$0.00

#### Rent

Zane Evans January rent \$1,000.00 cash

Subtotal \$1,000.00

**Total Income** \$1,000.00

Peoples State Bank \$6,298.28  
UP county fund #232 \$6,898.11  
UP W&S #230 \$40,615.83  
UP W&S Cap Reserve #284 \$104,759.41

**University Park Improvement District  
Board Meeting  
University Park Club House  
March 6, 2018 - 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 Selling UP Property to Jesse and Kelli Nelson
  - C. Update on Clearing Golf Course/Bergsten Pasture Fence Row
  - D. 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 Options for Building New Clubhouse/Community Building
  - B. Discuss UP Community Easter Egg Hunt
  - C. Discuss Community Garage Sale
  - D. Other
- 7. ADJOURN**

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

February 6, 2018

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. Bob Vathauer, President was absent.

Others Present: Don Turner, Kelli Nelson, Stan Glaum, Leon Hobson and Craig Cox.

The minutes of the previous meeting were approved as presented.

**Treasurers Report:**

**Bills to be paid were:**

Westar (flag pole)	\$31.94
Westar (clubhouse)	110.09
RCPW (clubhouse)	46.01
US Corps of Engineers (boat dock 5 year renewal permit)	35.00
Bayer Construction (rock for clubhouse driveway)	288.29
Clyde Goff Trucking (hauling gravel)	109.58
Sharp's Short Stop (2017 charges mower gas)	94.12

**Debit Card Expenses**

Hy-Vee (postage stamps)	20.00
<b>Total Expenses</b>	<b>\$735.03</b>

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

**Income reported was:**

Tax Funded	
Real Estate Current	\$4,377.69
Real Estate Delinquent	47.23
Total Tax-funded	\$4,424.92
Burn Pile	80.00
Golf	420.00
Rent	\$1,000.00
Total Income:	\$5,924.92
Peoples State Bank balance	\$6,299.64
UPID County Fund balance	\$10,608.00

*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	\$48,847.04
UP Water and Sewer Capital Reserve Fund	\$58,318.06

**Old Business:**

**Update on Selling UP Property to Jesse and Kelli Nelson:**

Craig Cox, Deputy Riley County Counselor was in attendance to discuss some of the legal aspects of selling property to the Nelsons. Most of the discussion involved the consequences of selling the property since there is a sewer lift station and force main line on the property. Leon stated he would want to be assured of access to these. There was discussion regarding whether the property would need to be re-platted. Craig Cox will check with Bob Isaac of the Planning and Zoning office and report back to the board via e-mail.

**Update on Sewer Repair Project:**

Leon reported that the equipment for Phase 2 is expected by the middle of February with Utility Solutions started work at that time. The project has been assigned 110 working days. The bonding for phase one will be done in June or July. The temporary note expires in April and will have to be extended. This is due to USDA requirements. The special assessments for Phase 1 will be levied on 2018 property tax statements this fall.

**Update on 2018 County Parks Funds Requests;**

Dave reported that the UP Parks committee had meet and has compiled a list of various items to request from County Parks funds. The list includes the driveway extension, stump grinding, golf pins and flags and a clubhouse heater. The preliminary list totals approximately \$6,250.00. A final proposal will be presented at the March UPID meeting for approval.

**Committee Reports:**

Firewise: Nothing to report.

Parks:

1. Heywood Park: Nothing to report.
2. Golf Course: Nothing to report.
3. Disc Golf: Nothing to report.
4. County Parks Meeting: Next meeting is March 13.

**New Business:**

**Discuss Possible 2018 Water Rate Adjustment:**

Leon reported that Riley County Rural Water was unable to meet in January so he does not know if there will be any increase in the rates at this time. Stan Glaum, who is on the rural water board stated he does not anticipate any increase this year. Leon said he will wait until after County Rural Water does meet to make any recommendations to the UP board.



**Discuss Replacing Non-Working Water Valves:**

Leon stated he would like to have five more of the water valves replaced. There was a motion by Dave and second by Curt to recommend to the County Commissioners to have five water valves replaced with the cost not to exceed \$10,000.00. Motion carried.

**Discuss Maintenance of Township Roads in UP:**

There was discussion regarding the maintenance and snow removal of the township roads. Stan Glaum, Sherman township trustee stated that for snow removal they use a backup grader operator because the primary operator is busy at two other townships clearing roads. He stated they will try to do a better job of getting snow removed in a more timely fashion.

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

**Expenses**

	Description	Amount	Check Number
Westar Energy I	7223 Mound Ridge	\$31.94	62330
Westar Energy II	7321 Hi View Drive	\$110.09	62329
RCPW	7321 Hi View Drive	\$46.01	62206
US Army Corps of Engineers	boat ramp 5 year renewal permit	\$35.00	62189
Bayer Construction	rock for clubhouse drive 26.09 tons	\$288.29	62332
Clyde Goff Trucking	rock for clubhouse drive	\$109.58	62333
Sharps Short Stop	2017 gas charges mower gas	\$94.12	62331

**Debit Card Expenses**

Hy-Vee	postage stamps	\$20.00
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**Cash Expenses**

<b>Total Expenses</b>		\$735.03
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**Income**

			YTD
Specials Tax	Riley County account #178	\$0.00	\$0.00
Delinquent Specials	Riley County account #179	\$0.00	\$0.00
Real Estate Current	Riley County account #180	\$4,377.69	\$0.00
Real Estate Delinquent	Riley County account #181	\$47.23	\$0.00
Distr. P.P. Delinquent	Riley County account #185	\$0.00	\$0.00
<b>Tax Funded Income</b>		\$4,424.92	\$0.00

**Burn Pile**

Curt Friedrichs	CK#3102	\$20.00
Bob Vathauer	CK#5650	\$20.00
Jack McKee	CK#4601	\$20.00
Anthony Richey	cash	\$20.00
<b>Subtotal</b>		\$80.00

**Boat Ramp Donations**

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

Curt Friedrichs	CK#3102	\$100.00
Bob Vathauer	CK#5650	\$100.00
Jack McKee	CK#4600	\$100.00
Anthony Richey	cash	\$100.00

flag delivered

**Cash Box**

Michael Westgate	CK#1945	\$20.00
<b>Subtotal</b>		\$420.00

**Mowing**

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

Zane Evans	\$1,000.00 cash
<b>Subtotal</b>	\$1,000.00

<b>Total Income</b>	\$5,924.92
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Peoples State Bank	\$6,299.64
UP county fund #232	\$10,608.00
UP W&S #230	\$48,847.04
UP W&S Cap Reserve #284	\$58,318.06

University Park Improvement District  
Board Meeting  
University Park Club House  
April 3, 2018 - 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
  - C. Discuss Options for New Clubhouse/Community Building
  - D. Discuss Options for Repairing Golf Course/Bergsten Pasture Fence
  - E. Other
5. COMMITTEE REPORTS
  - A. Firewise
    1. Update on Firewise Grant
  - B. Parks
    1. Heywood Park
    2. Golf Course
    3. Disc Golf
6. NEW BUSINESS
  - A. Other
7. ADJOURN

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

March 6, 2018

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, Stan Glaum, Jesse Nelson, Sandra Graham, Justin Keister, Craig Cox, Kyler Meyers, Ashley Herman and her son Braxton. Braxton was attending a public meeting to fulfill a Boy Scout Merit badge requirement.

The minutes of the previous meeting were approved as presented.

**Treasurers Report:**

**Bills to be paid were:**

Westar (flag pole) (no billing statement received)	0.00
Westar (clubhouse) (no billing statement received)	0.00
RCPW (clubhouse)	45.88
Riley County Treasurer (Real Estate taxes paid in full)	1,681.18
Justin Keister (tree clearing fence row 6 hrs @ 75)	450.00
Dave Chizek (tree clearing fence row 5 hrs @ 75)	375.00
John Havenstein (water heater replacement at rental house)	750.00
Total Expenses	\$1,620.88

There was a motion by Bob and second by Curt to pay the bills. Motion carried 3-0.

**Income reported was:**

**Tax Funded:**

Delinquent Specials	\$150.00
Total Tax-funded	150.00
Burn Pile:	40.00
Golf (self pay box)	35.00
Rent (Zane Evans)	1,000.00
Total Income:	\$1,225.00
Peoples State Bank balance	\$6,866.64
UPID County Fund balance	\$10,712.12

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

UP Water and Sewer Operating Fund  
UP Water and Sewer Capital Reserve Fund

\$25,021.33  
\$59,253.06

Old Business:

Update on Selling Property to Nelson's:

Craig Cox, Deputy Riley County Counselor stated he had done some more research into this since the February meeting and has concluded that based on Kansas Statute 19-2765 it is his legal opinion that the UP Board does not have the authority to sell or lease the subject property. Craig stated his opinion was based on subsection (l) that authorizes the Board to "make all contracts and do all other acts in relation to the affairs of the district...to the accomplishment of the purpose of its organization." Craig further stated the question then becomes, what is the purpose of the Improvement Board? The Board's purpose is set out in subsection (d) of the statute which states the Board is to "plan and construct or to purchase public works and improvements necessary for the public health, recreation, convenience or welfare within the limits of the improvement district." Whatever action the Improvement District Board takes, it must meet the standard that it will improve the public health, recreation, convenience or welfare of the citizens living within the boundary of the improvement district. Craig stated that due to the fact that a sewer lift station and pressurized sewer line are located on the property the public purpose standard prohibits the Board from selling the property to a private individual and the public is best served by the property remaining in public ownership.

There was discussion from Board members and others in attendance regarding the information given by Craig.

It was the consensus of the Board that the Nelson's could trim and/or clear some of the trees, brush and undergrowth from the property to make it more aesthetically pleasing.

There was a motion by Curt and second by Bob to deny the request from Jesse and Kelli Nelson to purchase the property owned by University Park Improvement District that joins their property. Motion carried 3-0.

Update on Sewer Repair Project:

Utility Solutions crew is on a site and has started with the replacement of Lift Station 5 that is located on Redbud Drive.

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

Dave and Justin have removed the trees from the fence row. There is some cleanup and fence repair to be completed. There was discussion regarding installing a gate in the fence row. It was the consensus of the Board to not install a gate.

Committee Reports:

Firewise: Laura and Susan reported the voting closed for the Community Firewise grant on March 1. Results of the voting would be available on March 21.

Parks:

1. Heywood Park: Nothing to report.
2. Golf Course: Nothing to report.
3. Disc Golf: Nothing to report.
4. County Parks Meeting: Curt presented the UP Parks committee request for County Parks funds for approval. The list includes the following items and amounts:

Culvert Extension	1241.00
Stump Grinding	2500.00
Clubhouse Heater	1000.00
Golf flags and poles	300.00
Tree watering bags	110.00
Ball and Disc golf maps for Kiosk	360.00
Limestone screening for cart/walking trail	313.00
Digital sign for golf course entrance	1000.00
Driveway rock	422.00
Community Center(planning and engineering fees)	5000.00
Total	\$10,136.00

It was the consensus of the Board to have Curt request the items and amounts as presented at the County Parks Board meeting on March 13.

New Business:

Request to Build:

Kyler Meyers presented plans to build a 40'X80'X16' building on lots 3,4,5 and 6 on Lakeview Drive. One half would be a two-floor living area with the other half a garage/shop area. The roof would be metal. Siding would be horizontal lap metal siding and rock fascia. There was a motion by Curt and second by Bob to approve the request to build contingent upon the successful purchase of the property by Mr. Meyers and that the building meet all County zoning setback requirements. Motion carried 3-0.

Discuss Options for Building New Clubhouse/Community Building:

Dave reported that on February 26 several UP property owners meet with several Riley County officials regarding the options for building a new clubhouse/community building. Those from UP were his self, Curt Friedrich, Don Turner, Kent Stewart and Matthew Schlinder. County Officials attending were, Leon Hobson, Perry Piper, Monty Wedel, Steve Higgins, Bob Isaac, Pat Collins and Doug Schmidt. Dave reported that several options regarding sewer and water service and fire protection were discussed at the meeting. Several locations were discussed along with the possibility of partnering with County Rural Fire for a joint venture when a new fire building is scheduled to be built in two to three years.

Curt stated he had requested information from Craig Cox regarding financing options for a possible building project. Information received from Craig was that one method of financing would be to issue bonds. Payment of the bonds could be done by several options including a levy on the district's general tax levy, a one-time special assessment or by special assessments paid in installments over a number of years. Curt also stated that it was suggested by Craig that the district hire bond counsel for advice on what type of

financing to use.

After further discussion it was the consensus of the Board that Curt will send an e-mail out asking for feedback regarding location options and other feedback from UP residents.

UP Community Easter Egg Hunt:

Curt reported that Michaela Closson will head up the Easter egg hunt. It will be on Saturday, March 24 with the time to be determined.

UP Community Garage Sale:

Curt asked if anyone wanted to volunteer to organize a community garage sale. There were no volunteers.

Other:

Stan Glaum stated that Sherman Township had contracted with Riley County Public Works to have snow removed on Briar Lane on a temporary basis. Several questioned why this was only for Briar Lane and not all roads in University Park. Stan stated that a vehicle had slid off the road on Briar Lane so they were going to try this option of contracting with the County. There was further discussion regarding getting more gravel placed on the roads and to have the roads graded more frequently.

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		
Westar Energy II	7321 Hi View Drive		
RCPW	7321 Hi View Drive	\$45.88	62445
Justin Kiester	tree clearing along fence 6 hrs @ 75	\$450.00	62557
David Chizek	tree clearing along fence 5 hrs @ 75	\$375.00	62558
John Havenstein	water heater repair @ Rental House	\$750.00	62537

**Debit Card Expenses****Cash Expenses****Total Expenses**

\$1,620.88

**Income****YTD**

Specials Tax	Riley County account #178	\$0.00	\$0.00
Delinquent Specials	Riley County account #179	\$150.00	\$0.00
Real Estate Current	Riley County account #180	\$0.00	\$4,377.69
Real Estate Delinquent	Riley County account #181	\$0.00	\$47.23
Distr. P.P. Delinquent	Riley County account #185	\$0.00	\$0.00
<b>Tax Funded Income</b>		<b>\$150.00</b>	<b>\$4,424.92</b>

**Burn Pile**

Gary Geegen	CK #5082	\$20.00
Ann Hyde	CK #4468	\$20.00

<b>Subtotal</b>	<b>\$40.00</b>
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**Boat Ramp Donations**

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

flag delivered

**Cash Box**

15-Feb \$35.00

<b>Subtotal</b>	<b>\$35.00</b>
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**Mowing****Lot #**

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

Zane Evans	March rent	\$1,000.00
<b>Subtotal</b>		<b>\$1,000.00</b>

<b>Total Income</b>	<b>\$1,225.00</b>
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Peoples State Bank	\$6,866.64
UP county fund #232	\$10,712.12
UP W&S #230	\$25,021.33
UP W&S Cap Reserve #284	\$59,253.06



19-2765. Same; powers and duties, KS ST 19-2765

West's Kansas Statutes Annotated

Chapter 19. Counties and County Officers

Article 27. Public Improvements; Improvement and Service Districts

Improvement Districts

K.S.A. 19-2765

19-2765. Same; powers and duties.

Continued

Every improvement district incorporated under K.S.A. 19-2753 *et seq.* and amendments thereto, shall have the power to:

(a) Adopt a seal.

(b) Be sued and to sue by its corporate name.

(c) Adopt resolutions prescribing the manner in which the powers of the district shall be carried out, and generally regulating the affairs of the district.

(d) Plan and construct or to purchase public works and improvements necessary for public health, recreation, convenience or welfare within the limits of the improvement district. Also to construct or purchase works outside the limits of the district which may be necessary to secure outlets, disposal, etc., and permit satisfactory performance of the works within the district.

(e) Purchase, hold, sell and convey real estate and other property.

(f) Take private property for public use by exercise of the right of eminent domain as provided by law.

(g)(1) Annually levy and collect a general tax not exceeding five mills on all taxable tangible property within the district, to create a general fund. Unless consented to in writing by the owners of at least 90% of the total area of land in the improvement district, no such levy shall be made by any improvement district where the density of population thereof, as determined by the county clerk of the county in which the district is located, on the basis of the assessment rolls for the last assessment made for the county, does not exceed one resident for each five acres of land, including platted land and unplatted land, located within the district. (2) In addition to the levy authorized pursuant to (1), any improvement district located in McPherson county may levy and collect annually a tax not exceeding 20 mills on all taxable tangible property

within the district to create a fund to provide street lights in the district. (3) In lieu of the levy authorized under (1), any improvement district located in a county having a population of more than 150,000 and less than 180,000 and having an assessed taxable tangible valuation in such district of more than \$300,000, may levy and collect annually a tax not exceeding 15 mills on all taxable tangible property within the district to provide moneys for the general fund and, in addition, may annually levy and collect a tax of not to exceed seven mills on all taxable tangible property within the district to provide moneys for law enforcement and fire protection for all property located within the district, if, in either case, 51% of the qualified electors of the improvement district, as determined and verified by the board of directors of the district, shall petition the directors requesting that such levies be made. (4) Any improvement district may annually levy and collect a general tax not exceeding six mills on all taxable tangible property within the district to create a general fund, but no levy in excess of five mills may be made unless the board of directors of such improvement district has published a resolution authorizing a levy in excess of five mills once each week for three consecutive weeks in a newspaper of general circulation within the district. If within 30 days after the last publication of such resolution, a petition protesting such levy, signed by qualified electors of the improvement district equal in number to not less than 10% of the electors voting at the last improvement district election for directors, is filed with the county clerk of the county in which such improvement district is located, no levy in excess of five mills may be made. If no petition protesting the levy in excess of five mills is filed within the prescribed time, the improvement district may, annually thereafter, levy such general tax not exceeding six mills.

(h) Levy assessments and special taxes, if deemed expedient by the directors, upon all of the real estate in the district that may be benefited by special works and improvements including the improvement and maintenance of roads in the district, which will be conducive to the public health, convenience or welfare.

(i) Authorize the issuance of bonds to pay the cost of constructing public works and improvements that will benefit all property located within the district and be conducive to the public health, convenience, or welfare and be beneficial to all of the inhabitants of the district. No such bonds shall be issued unless consented to in writing by the owners of all of the land in the improvement district or until authorized by a vote of the taxpayers as hereinafter provided. The total amount of such bonds outstanding shall not, unless consented to in writing by the owners of all of the land in the improvement district, exceed 25% of the assessed valuation of the district as shown by latest assessment rolls. Unless consented to in writing by the owners of at least 90% of the total area of land in the improvement district, no such bonds shall be issued for the payment of the cost of any improvement within any improvement district where the density of population thereof, as determined by the county clerk of the county in which the district is located, on the basis of the assessment rolls for the last assessment made for the county does not exceed one resident for each five acres of land, including platted land and unplatted land, located within the district. Any improvement district having a population of more than 2,000 and an assessed taxable tangible valuation of more than \$2,000,000 and located within a county having a population of more than 300,000 is hereby authorized to issue revenue bonds the proceeds of which shall be used only to purchase, construct, reconstruct, equip, maintain or repair buildings and to acquire sites therefor, and to enlarge or remodel such buildings and equip the same for the purposes set out in and pursuant to the provisions of K.S.A. 12-1740 *et seq.*, and amendments thereto.

(j) Contract with other improvement districts or with other public corporations for cooperation or joint action in the construction of public works or improvements. Also to contract for and receive aid, contributions and loans from the United States government or any agency thereof.

(k) Establish by resolution of the board of directors reasonable rates on charges for the use of the sewage disposal system of the district and provide for the manner of the making and collection of the same. "Sewage disposal system" for the purposes of this act shall include the system of sewers and the sewage disposal plant of the district.

(l) Make all contracts and do all other acts in relation to the affairs of the district necessary to the proper exercise of its corporate legislative or administrative powers and to the accomplishment of the purpose of its organization.

(m) Purchase or acquire outdoor emergency warning sirens.

(n) Employ any person necessary to carry out the provisions of this act.

(o) Secure the general health of the district by the adoption of resolutions to prevent, abate and remove nuisances. The secretary of the board of directors shall send a notice to the owner of the property to remove or abate such nuisance within a period of time not to exceed 10 days. If the owner fails to remove or abate the nuisance within the time specified the board may provide for the removal or abatement of the nuisance and provide for the assessment of the cost of abating or removing such nuisance against the property upon which the same is located or maintained. Such assessments shall be certified by the secretary of the board of directors of the district to the county clerk of the county in which the property is located, to be placed upon the tax roll for collection at the same time and in the same manner as ad valorem property tax levies are collected and shall be subject to the same penalties and the same procedure for collection as is prescribed by law for the collection of such ad valorem property taxes. Any unpaid costs assessed pursuant to this subsection shall become a lien upon the property from the date of assessment thereof.

(p) Secure the health of the district by the adoption of resolutions requiring the removal or destruction of grass, weeds or other vegetation from any lot or parcel of land located within the district. The secretary of the board of directors shall send notice to the owner of the property to remove the grass, weeds or vegetation within a period of time not to exceed 10 days. If the owner fails to remove the grass, weeds or vegetation within the time specified, the board may provide for the removal thereof and assess the cost of removal against the property on which the same was located. Such assessments shall be certified by the secretary of the board of directors of the district to the county clerk of the county in which the property is located, to be placed upon the tax roll for collection at the same time and in the same manner as ad valorem property tax levies are collected and shall be subject to the same penalties and the same procedure for collection as is prescribed by law for the collection of such ad valorem property taxes. Any unpaid costs assessed pursuant to this subsection shall become a lien upon the property from the date of assessment thereof.

(q) Adopt resolutions regulating and prohibiting the running at large of domestic animals.

(r) Adopt resolutions for the preservation of the peace and order of the district and to prevent injury, destruction or interference with public or private property.

(s) Adopt resolutions providing for the assessment of unpaid bills or charges for utility services provided by the district against the property receiving the service. Such assessments shall be certified by the secretary of the board of directors of the district to the county clerk of the county in which the property is located, to be placed upon the tax roll for collection at the same time and in the same manner as ad valorem property tax levies are collected and shall be subject to the same penalties and the same procedure for collection as is prescribed by law for the collection of such ad valorem property taxes. Any unpaid costs assessed pursuant to this subsection shall become a lien upon the property from the date of assessment

**19-2765. Same; powers and duties, KS ST 19-2765**

thereof.

(t) Take any other action necessary to carry out and execute the general powers granted by this section.

#### **Credits**

Laws 1945, ch. 180, § 13; Laws 1953, ch. 152, § 1; Laws 1955, ch. 163, § 1; Laws 1967, ch. 151, § 1; Laws 1969, ch. 156, § 10; Laws 1970, ch. 112, § 1; Laws 1974, ch. 122, § 14; Laws 1975, ch. 169, § 1; Laws 1982, ch. 121, § 1; Laws 1984, ch. 104, § 1; Laws 1985, ch. 97, § 1; Laws 1985, ch. 98, § 1; Laws 1985, ch. 99, § 1; Laws 1986, ch. 106, § 1; Laws 2001, ch. 170, § 1; Laws 2002, ch. 176, § 4.

Notes of Decisions (13)

**K. S. A. 19-2765, KS ST 19-2765**

Statutes are current through laws enacted during the 2017 Regular Session of the Kansas Legislature.

End of Document

Subject: RE: selling UP property

From: ccox@rileycountyks.gov

To: sixcf@yahoo.com; chizekd@spsci.com; libby@k-state.edu; jessenelson33@gmail.com; kellibedford@hotmail.com

Cc: choleman@rileycountyks.gov; lhobson@rileycountyks.gov

Date: Monday, March 5, 2018, 5:26:11 PM CST

Curt,

There is no need to apologize for getting me involved with the park question. There are some legitimate legal issues for the Board that require review, and I have no problem providing that information. Unless I hear different from you, I plan to attend tomorrow night's meeting.

I have done some additional legal research, involving the powers of the "Improvement Board." The controlling statute is KSA 19-2765. I have enclosed a highlighted version of the statute for your reference.

As I mentioned at the last meeting, subsection (e) of the statute authorizes the Board to "...sell and convey real estate..." During that meeting it was discussed that this subsection gave the Board the power to sell the park or any portion of it to the Nelsons.

Subsection (l) authorizes the Board to "make all contracts and do all other acts in relation to the affairs of the district..." This subsection gives the board the power to lease the park or any portion of it to the Nelsons. However, this subsection goes on to state that the power to contract must be used for the "...affairs of the district necessary to the proper exercise of its corporate legislative or administrative powers and to the accomplishment of the purpose of its organization."

The question becomes, what is the purpose of the Improvement Board? The Board's purpose is set out in subsection (d) of this statute, and it states the Board is to "(P)lan and construct or to purchase **public works and improvements necessary for the public health, recreation, convenience or welfare within the limits of the improvement district...**(emphasis added)." I submit this stated purpose not only applies to the power to "contract" but also to all of the Board's powers set out in KSA 19-2765, including the Board's power to "sell and convey real estate." Whatever action the Improvement Board takes, it must meet the standard that it will improve the public health, recreation, convenience or welfare of the citizens living within boundary of the improvement district.

Selling or leasing the park or any portion of it to the Nelsons does not meet the "public" purpose for which University Park Improvement Board is created. Such a sale or lease benefits only the Nelsons,

Kelli Nelson

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**From:** Curt Friedrich <sixcf@yahoo.com>  
**Sent:** Monday, January 22, 2018 7:24 PM  
**To:** Jesse & Kelli Nelson; Jesse Nelson  
**Cc:** Dave Chizek; Bob and Libby Vathauer; Leon Hobson  
**Subject:** Fw:RE: selling U P property

Jesse and Kelli,

See below the reply I received from Craig Cox today. As I thought might be an issue is the sewer infrastructure on the property and with it going to private ownership the fact that it would be subject to taxation and special assessments for the sewer project. Please let us know if you wish to pursue this further as we will need to discuss the sewer infrastructure issues with Leon Hobson and as suggested by Craig you will need to discuss the re-platting issue with Bob Issac.

Thanks,  
Curt

----- Forwarded Message -----

**From:** Craig Cox <ccox@rileycountyks.gov>  
**To:** Curt Friedrich <sixcf@yahoo.com>  
**Sent:** Monday, January 22, 2018, 4:58:54 PM CST  
**Subject:** RE: RE: Re: RE: selling U P property

Curt,

Here is my reply on your "park" questions.

(1) The UP Board may sell the park. KSA 19-2765 authorizes an improvement district to "purchase, hold, **sell and convey** real estate and other property."

(2) There is no set answer for "platting or replatting." It's based on the facts of the situation. The best practice for a potential land purchase is to have the purchaser meet with Bob Isaac of Planning and Development (785-537-6332) about their

intended use of the property and he can advise them about platting or replatting. This always saves the owner both time and money.

(3) Special assessments. Let me first address the exclusion of the park in Resolution No. 041714-21. Because the park was originally in the UP Sewer District, the UP Board would have been responsible for the park's share of costs for the sewer repair project. KSA 19-27a16 provides for alteration of a sewer district's boundary, to include or exclude property, when based on "good engineering practices." Here, the park was excluded because though platted, the park was not a numbered lot of the subdivision and the original UP sewer plans indicated the park would have no sewer or water connections. Without a sewer connection, the park receives no sewer services and should be excluded from the district, and pay no specials.

A similar analysis can be made for the water district. KSA 19-3537 authorizes engineers to determine the territory to be served. Assessment of specials for the water service pursuant to KSA 19-3540 is based on benefits received from the district. Without a water connection, the park receives no benefits (no water services) and should be excluded from the district, and pay no specials.

If the park is sold to the Nelsons, the property will be served with both sewer and water services and assessed the appropriate specials.

Finally, there is the issue of the UP Sewer District lift station and the force main being located on the park property. The sewer district will need access to both for repair and maintenance. This can be done by either keeping the property on which the infrastructure is located and selling the remainder to the Nelsons, or selling the entire park to the Nelsons with permanent easements, running with the land, in place guarantying the Sewer District ingress and egress, and access rights to the infrastructure for repair and maintenance. Leon Hobson and the Nelsons would need to be consulted to work out these access issues.

What to do with the sewer infrastructure is the controlling issue to resolve.

Let me know if we need to discuss any part of this email.

Craig

If I need to stop by your offices to discuss this please let me know.

All,

The February UPID Board meeting will be in 2 weeks on February 6. Hopefully we will have all the necessary information by then to make a decision one way or the other regarding this.

Thanks,  
Curt Friedrich  
UPID Secretary

On Tuesday, January 23, 2018, 10:56:36 AM CST, Kelli Nelson <kellibedford@hotmail.com> wrote:

Hi Curt,

I spoke with Bob Isaac and Craig Cox this morning. Mr. Isaac said that there are two options for us to discuss:

- 1) purchase the entire property in question from UP and have a contracted access easement for sewer maintenance and such.
- 2) purchase partial property (that does not contain sewer main or pump) and have it platted and zoned residential to connect to our current property.

If we come to agreement on purchasing the entire property in question, it would not need to be platted or zoned and it would continue to not be counted toward specials on sewer project now or in the future. We would need to get Leon Hobson to specify where the full sewer main is located to include specifics in the contract for the access easement. Craig Cox would likely be the one helping with a contract for this.

If we come to agreement on purchasing partial property that does not contain any sewer main components, we would need to pay to have it platted and zoned to connect to our property. If we purchase it after the special assessments are in place, we would not be subject to extra expense from this sewer project, but could be in the future if there were future projects with fees based on lot size.

Regardless, I think Curt is right that the next person to contact is Leon Hobson but we'd like to please know the parks thoughts on the options presented.

Thanks



Subject: Re: Fw:RE: selling U P property

From: sixcf@yahoo.com

To: jessenelson33@gmail.com; kellibedford@hotmail.com

Cc: chizekd@spsci.com; libby@k-state.edu; lhobson@rileycountyks.gov; ccox@rileycountyks.gov; risaac@rileycountyks.gov

Date: Tuesday, January 23, 2018, 6:10:31 PM CST

Jesse and Kelli,

The UP board will discuss this further at the February meeting. I am a little confused on one aspect regarding whether the property would be subject to special assessments. Craig Cox stated in his reply yesterday that

"If the park is sold to the Nelsons, the property will be served with both sewer and water services and assessed the appropriate specials."

but you state in your e-mail today that your understanding is

"If we come to agreement on purchasing the entire property in question, it would not need to be platted or zoned and it would continue to not be counted toward specials on sewer project now or in the future."

But if you purchase just a partial of the property it would then be subject to platting and special assessments.

Craig Cox and Bob Isaac,

Could you please clarify? If full property is sold there would be no replatting and no specials but if a partial is sold there would be replatting and specials?

FYI, The property is not exempt from Ad Valorem property taxes. The 2017 taxes were \$7.56.

Leon,

Please advise as to your thoughts on sewer access. GIS shows that a force main line runs from the Briar Lane lift station across lot 26 owned by Allen Weber, then across the UP property entering lot 14 owned by the Nelsons and ending at the manhole located on that lot 14.

Leon, Craig, Bob,

Subject: RE: Fw:RE: selling U P property

From: ccox@rileycountyks.gov

To: sixcf@yahoo.com; jessenelson33@gmail.com; kellibedford@hotmail.com

Cc: chizekd@spsci.com; libby@k-state.edu; lhobson@rileycountyks.gov; risaac@rileycountyks.gov; choleman@rileycountyks.gov

Date: Monday, February 5, 2018, 11:18:09 AM CST

Attached is a map that shows where the University Park Sewer District's lift station and sewer main are located in the park that the Nelson's are interested in purchasing. Remember that the lift station and sewer main are owned and operated by University Park Sewer District, and that the Riley County Board of Commissioners is the governing body of the Sewer District. The Board of Commissioners will need to take appropriate action to protect this infrastructure if the park is sold. Any action taken by the Board of Commissioners will affect the subsequent use of the park property.

I will attend the Improvement Board's February 6<sup>th</sup> meeting.

Craig Cox

Deputy Riley County Counselor

115 N. 4th St., 3rd Floor West

Manhattan, Kansas 66502

Phone: 785-565-6844

Fax: 785-565-6847

**From:** Curt Friedrich [mailto:sixcf@yahoo.com]

**Sent:** Tuesday, January 23, 2018 6:11 PM

**To:** Jesse Nelson <jessenelson33@gmail.com>; Kelli Nelson <kellibedford@hotmail.com>

**Cc:** Dave Chizek <chizekd@spsci.com>; Bob and Libby Vathauer <libby@k-state.edu>; Leon Hobson <lhobson@rileycountyks.gov>; Craig Cox <ccox@rileycountyks.gov>; Bob Isaac <risaac@rileycountyks.gov>

**Subject:** Re: Fw:RE: selling U P property

# Riley County Web Map



January 23, 2018

1:1,500  
0 0.0125 0.025 0.05 mi  
0 0.02 0.04 0.08 km  
R. Base-map  
Aerial 15

University Park Improvement District  
Board Meeting  
University Park Club House  
May 1, 2018 - 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 Valve Replacement Project
  - C. Update on New Community Building Discussion
  - D. Update on Repairing Golf Course/Bergsten Pasture Fence
  - E. Update on Repair of Mowers/Weed Trimmers
  - F. Other
5. COMMITTEE REPORTS
  - A. Firewise
    1. Set Workday Date
  - B. Parks
    1. Heywood Park
    2. Golf Course
    3. Disc Golf
6. NEW BUSINESS
  - A. Discuss Summer Mowing Help and Compensation
  - B. Review and Take Action on Request to Build
  - C. May Picnic Date (May 19)
  - D. Other
7. ADJOURN

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

April 3, 2018

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

Others Present: Don and Susan Turner, James and Karla Slaymaker, Michaela Closson, Richard Seaton, Patrick Siebert, Kent Stewart, John Havenstein, Laura Soash, Frank McCoy, Sandra Graham, Travis Gilbert and Leon Hobson.

The minutes of the previous meeting were approved as presented.

**Treasurers Report:**

Bills to be paid were:

Westar (flag pole) (February)	\$30.70
Westar (clubhouse) (February)	101.03
RCPW (clubhouse)	45.94
The Riley Countian (publish 2017 financial report)	32.00
Westar Energy (flagpole) (March)	29.37
Westar Energy (clubhouse) (March)	88.12
B and L Trash Service (3 months) (Clubhouse 75/Rental 49)	124.00
Debit Card Expenses	
AGAS Mfg (golf cart flags)	272.79
AGAS Mfg (disc golf basket flags)	272.79
Wal-Mart (paper goods)	28.59
Total Expenses	\$1,025.33

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

**Income reported was:**

Tax Funded	
Real Estate Current	\$231.25
Real Estate Delinquent	88.47
Total Tax-funded	\$319.72
Burn Pile	165.00
Golf	451.55
Rent	\$1,000.00
Total Income:	\$1,936.27
Peoples State Bank balance	\$6,984.02

UPID County Fund balance

\$9,279.17

*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

\$42,872.49

UP Water and Sewer Capital Reserve Fund

\$60,145.56

Old Business:

Update on Sewer Repair Project:

Leon gave an update on Phase 2 of the sewer project. Lift Station #5 on Redbud Drive is up and functioning.

Items to be completed yet are:

Place gate at top of new road to lift station.

Install new rope handrail.

Bring in a load of dirt and reseed around manhole #114 and surrounding area.

Replace power pole and move meter to new rack.

Lift Station #4 on Briar Lane is almost complete. The majority of the electrical work is done. It was determined that the force main was a PVC pipe so did not have to be replaced which resulted in a credit of \$8,000.00.

They have just started work at Lift Station #2 on Lakeview Drive and no work has started at Lift Station #3 on Mound Ridge Drive.

The list of projects that will be done at the treatment plant include;

New Blowers; Cover basins with screening; Construct building and install drainmad equipment; Install 214 feet of new woven wire fence; Relocate water hydrant and existing shed; Replace existing power pole; Demo the old plant except for the tank which will have a wall aerator installed and be used for emergency backup.

Leon also reported they are looking into installing an odor reducing device that fits inside a manhole that has a polymer coating that breaks up hydrogen sulfide. This would be installed in the manhole at Redbud and Hawthorne where several reports of sewer smell has been reported.

Update on Water Tower Paint:

Leon stated he has tried three times to contact the Utility Services rep to set up a meeting regarding the poor quality of the painting of the water tower that was completed last year. He will continue to try to make contact so this issue can be resolved.

Update on Water Valve Replacement:

Leon reported that instead of replacing five or six non functioning water valves as previously discussed he would suggest that Valves #27 on Redbud and #34 on Briar Lane be replaced at this time. At the same time fire hydrant #27 on Redbud would be replaced and hydrant #3 on Lakeview Drive will have a riser added. These can all be completed without having to shut down the entire water system and placing it on a boil water advisory. He also suggested that he have County crews locate the five or six valves that cannot be

located and determine if they are functioning properly or not. If some are found to be in need of replacement then another project will be scheduled at another time. It was the consensus of the board to proceed with the water valve and fire hydrant replacements per Leon's suggestions and plan.

#### Update on Sewer and Water Rates:

Leon reported that Riley County Rural Water did not increase the charge for water for 2018. It is his recommendation to not change water or sewer rates. After some discussion there was a motion by Bob and second by Dave to have the water and sewer rates remain the same for 2018 as they are currently. Motion carried.

#### Update on Options for New Clubhouse/Community Building;

There was a good, open discussion regarding building a new clubhouse. Curt shared some of the e-mail replies he had received with feedback. Some concerns discussed were how the building would be paid for and various location options. The Board stated we have requested and been approved for \$5000.00 from the County Parks fund for monies to be used towards preliminary design plans to determine what the actual cost of a building would be. There was discussion on whether these funds should be accepted. After more discussion it was the consensus of the Board and those in attendance to accept the \$5000.00 from County Parks and to look into various options.

#### Repairing Golf Course/Bergsten Pasture Fence:

The fence will need to be repaired soon as cattle will be put in the pasture around May 1.

#### Other: Repair of mowers and weed eaters:

Curt stated that he had taken the three push mowers, two weed eaters and one chain saw to his brother Carl in Randolph to have him work on them. He has determined that two of the mowers will run but will require some work. He wants to know how much we are willing to spend on them. It was the consensus of the board to have Carl use his best judgement to get these in useable condition.

#### Committee Reports:

Firewise: Susan and Laura reported we did not get the Firewise grant. Thanks to all who voted.

#### Parks:

1. Heywood Park: Nothing to report.
2. Golf Course: Nothing to report.
3. Disc Golf: Nothing to report.
4. County Parks Meeting: Curt reported 2018 requests in the amount of \$12,246.00 were approved by County Parks Committee. Awaiting final approval from County Commission.

#### New Business:

##### Request to Build:

Patrick Siebert presented plans to erect an 18 foot X 20 foot X 8 foot carport type structure on lots 285 and 286 on Mound Ridge Road. It will be anchored in the ground and requires

a building permit from the County. There was a motion by Curt and second by Bob to approve the request to build. Motion carried.

Other:

Dave stated that a bathroom faucet needed to be repaired or replaced at the rental. He also stated that Zane and Christin have requested to rent the house for another year at the same rental fee of \$1000.00 per month. There was a motion by Bob and second by Curt to extend the rental contract with Zane and Christin Evans for one year at \$1000.00 per month.

There being no other business to come before the board at this time the meeting was adjourned at 9:30.

Respectfully submitted,  
Curt Friedrich  
UPID Secretary



Expenses	Description	Amount	Check Number
Westar Energy I	7223 Mound Ridge	\$30.70	62523
Westar Energy II	7321 Hi View Drive	\$101.03	52524
RCPW	7321 Hi View Drive	\$45.94	62585
Riley Countian	publish 2017 financial statement	\$32.00	62724
Westar Energy 1	7223 Mound Ridge	\$29.37	62722
Westar Energy II	7321 Hi View Drive	\$88.12	62721
B&L Trash Service	Clubhouse 75.00/Rental house 49.00	\$124.00	62723

#### Debit Card Expenses

AGAS Mfg	golf cart flags	\$272.79
AGAS Mfg	disc golf basket flags	\$272.79
Wal-Mart	misc/paper towells/ toilet paper	\$28.59

#### Cash Expenses

<b>Total Expenses</b>	\$1,025.33
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#### Income

			YTD
Specials Tax	Riley County account #178	\$0.00	\$0.00
Delenquent Specials	Riley County account #179	\$0.00	\$150.00
Real Estate Current	Riley County account #180	\$231.25	\$4,608.94
Real Estate Delenquent	Riley County account #181	\$88.47	\$135.70
Distr. P.P. Delenquent	Riley County account #185	\$0.00	\$0.00
<b>Tax Funded Income</b>		<b>\$319.72</b>	<b>\$4,894.64</b>

#### Burn Pile

Stan Glaum		\$20.00 cash
Kent Stewart		\$20.00 CK#1458
Richard Soash		\$20.00 CK#2337
John Havenstein		\$20.00 CK#1778
James Slaymaker		\$20.00 CK#2102
Nesting Eagles LLC	7200 Mound Ridge	\$20.00 CK#1012
Richard Frisbie		\$20.00 CK#3561
Edward Lotak		\$25.00 CK#3337
<b>Subtotal</b>		<b>\$165.00</b>

#### Boat Ramp Donations

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

Richard Soash	\$100.00	CK#2337
John Havenstein	\$100.00	CK#1778
James Slaymaker	\$100.00	CK#2102
Richard Frisbie	\$100.00	CK#3562

#### Cash Box

12-Mar \$51.55

<b>Subtotal</b>	<b>\$451.55</b>
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#### Mowing

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

Zane Evans	April rent	\$1,000.00
<b>Subtotal</b>		<b>\$1,000.00</b>

<b>Total Income</b>	<b>\$1,936.27</b>
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Peoples State Bank	\$6,984.02
UP county fund #232	\$9,279.17
UP W&S #230	\$42,872.49
UP W&S Cap Reserve #284	\$60,145.56

Subject: Re: Joint City/County Park Board Meeting

From: glund@rileycountyks.gov

To: sixcf@yahoo.com

Date: Thursday, March 29, 2018, 6:02:51 PM CDT

Curt,

I think Pride had raised around 5,000 - 6,000 with all their events Janie or Mitch would have that information. They had paid for some of the engineering fees early on and other items.

County funds that were set aside for the last 3 years for the project will pay for the remainder which is around 75,000. These are just some close numbers for now.

I'm not sure if a community building would qualify for LWCF funds? There could be other grant possibilities that I'm not aware of.

Greg

*Sent from my Verizon Wireless 4G LTE DROID*

Curt Friedrich <sixcf@yahoo.com> wrote:

Greg,

Thanks for sending these numbers. I would like to have the numbers before our UP Board meeting Tuesday night. I don't need exact numbers, ball park will work. Getting some opposition to a new community building here and just want to be able to share some numbers with folks on what the possibility of County Parks funds, U P funds and other sources might be for financing something here.

Thanks,  
Curt

On Thursday, March 29, 2018, 4:24:09 PM CDT, Greg Lund <glund@rileycountyks.gov> wrote:

Curt,

The Grant was \$38,387.00

Scardina construction bid was \$121,374.86

County Funds (will have \$ amount when completed)

Subject: Re: Fw: feedback please

From: patricksiebert@gmail.com

To: sixcf@yahoo.com

Date: Tuesday, March 20, 2018, 5:42:50 PM CDT

Curt,

Kim and I would have serious reservations concerning a new clubhouse. We agree with the Turners and Slaymakers concerning the price. All you mentioned in the email about price is the initial \$5000 dollars for preliminary engineering and design. That doesn't even contribute to the possible \$74000 dollar cost of the structure. How would the cost be paid for? We are not too excited to be paying more in specials, especially with the specials we already pay and property taxes most likely increasing soon. We also would like to know what the clubhouse would be used for? Who would be able to use it? What would the conditions of use be? How much would it cost to use it?

All in all, currently we don't see the need or justification for a new clubhouse. I also feel that this should be a community vote, not a board vote.

On Mon, Mar 19, 2018 at 6:09 PM, Curt Friedrich <

> wrote:

I have received a few replies to the e-mail I sent yesterday, thank you to those who have replied. I will reply to each one individually but a common question from all is about cost. I should have included what info we have so will do so now.

We have an estimate for a 40X40X10 post frame building with steel roof and siding and concrete floor similar to some of the shop buildings that have been built in UP. It includes 8 windows, two 36 inch doors, insulation in walls and ceiling and rough finish inside. The quote for this is \$37,000.00.

It does not include electrical, plumbing or heating and air conditioning. Best guess estimate is to double that for a total estimate of \$74,000.00.

Partial funding would come from County Parks funds where we have received monies for other projects in the last two years. We have been approved for \$5000.00 for 2018 for preliminary engineering costs for community building.

Hope this answers some questions.

Regards, Curt

Greetings All,

Subject: Clubhouse

From: rasmechanical@gmail.com

To: sixcf@yahoo.com

Date: Tuesday, March 20, 2018, 6:16:31 PM CDT

Hi Curt! This is Rick Stava.

I could help out with dirt work and the plumbing portion of the building. I would do it at a cut rate to keep cost down.

I would like to see UP prosper.

Still planning on building on our lots.

Subject: Re: Fwd: Updated Mill Levy Analysis

From: sixcf@yahoo.com

To: bburton@usd384.org

Date: Wednesday, March 28, 2018, 4:48:50 PM CDT

Brady,

Yes very helpful and good news that the levy will be a little lower than projected.

Thanks,  
Curt

On Wednesday, March 28, 2018, 1:17:54 PM CDT, Brady Burton <[bburton@usd384.org](mailto:bburton@usd384.org)> wrote:

Curt, I have forwarded you the final mill levy analysis from Piper Jaffery, I think this will answer your questions.

Brady

Begin forwarded message:

From: "Vahrenberg, Greg" <

>

Subject: Updated Mill Levy Analysis

Date: December 11, 2017 at 12:12:56 PM CST

To: "

" <

>, "

" <

>

Brady and Melody:

Attached you will find an updated mill levy analysis based upon the final debt service schedule and bid results this morning. During the campaign, we were showing a mill levy of 11.75 mills, which represented an increase of 4.861 mills. The final mill levy projection shows a mill levy of 10.25 mills (instead of 11.75 mills), which represents an increase of 3.361 mills. Furthermore, we show the mill levy declining to 9.50 mills after 10 years.

Hopefully this is good news for the District. Please let me know if you have any questions.

Thanks,

---

Managing Director | Public Finance Investment Banking

11635 Rosewood St. | Leawood, KS 66211

D 913 345-3374 | M 816 518-7282 | F 913 345-3393

E [gregory.m.vahrenberg@pic.com](mailto:gregory.m.vahrenberg@pic.com)

# **Unified School District No. 384**

Riley County, KS (Blue Valley)

Mill Levy Impact Analysis - Series 2017 \$4,100,000 Bond Issue Amount over 20 years

December 11, 2017

Year	Assessed Valuation <sup>1</sup>	Series 2013 Debt Service	Series 2017 Debt Service	Total Debt Service	State Aid <sup>2</sup>	Motor Vehicle Revenue <sup>4</sup>	Debt Service After State Aid & MV Revenue	Fund Balance	Total Mill Levy <sup>3</sup>
2013									
2014									
2015									
2016									
2017		178,500		178,500	-		155,599		
2018				-	-	0	-		
2019	23,222,084		248,064	248,064	-	27,851	220,213	77,277	10.250
2020	23,686,526		258,988	258,988	-	28,408	230,580	77,345	10.250
2021	24,160,256		263,788	263,788	-	28,976	234,811	77,794	10.250
2022	24,643,461		264,588	264,588	-	29,556	235,032	82,728	10.250
2023	25,136,331		270,238	270,238	-	30,147	240,091	87,402	10.250
2024	25,639,057		275,588	275,588	-	30,750	244,838	92,224	10.250
2025	26,151,838		275,638	275,638	-	31,365	244,273	102,605	10.250
2026	26,674,875		280,538	280,538	-	31,992	248,546	113,806	10.250
2027	27,208,373		283,338	283,338	-	30,244	253,093	106,268	9.500
2028	27,752,540		285,738	285,738	-	30,849	254,889	101,846	9.500
2029	28,307,591		284,738	284,738	-	31,466	253,272	104,051	9.500
2030	28,873,743		288,588	288,588	-	32,095	256,492	108,144	9.500
2031	29,451,217		297,138	297,138	-	32,737	264,400	109,541	9.500
2032	30,040,242		300,238	300,238	-	33,392	266,846	113,808	9.500
2033	30,641,047		303,038	303,038	-	34,060	268,978	121,366	9.500
2034	31,253,868		310,538	310,538	-	34,741	275,797	127,635	9.500
2035	31,878,945		312,588	312,588	-	35,436	277,152	138,191	9.500
2036	32,516,524		318,994	318,994	-	36,144	282,849	148,804	9.500
2037	33,166,854		324,931	324,931	-	36,867	288,064	160,070	9.500
2038	33,830,191		330,400	330,400	-	37,605	292,795	172,593	9.500
Totals		178,500	5,777,689	5,956,189	-	667,580	5,288,609		

## **Assumptions**

<sup>1</sup> Annual AV growth: 2018 - on

<sup>2</sup> State Aid:

<sup>3</sup> Tax collection rate:

<sup>4</sup> Motor Vehicle Revenue grows at AV Growth Rate

PiperJaffray.

Subject: Re: Fw: Re: Fw: feedback please

From: tlbsabo@gmail.com

To: sixcf@yahoo.com

Date: Tuesday, March 20, 2018, 7:43:10 PM CDT

Hello Curt,

Is there an estimate on how much taxes will go up with the new community bid and was there an answer to how the utilities will be paid once the building is completed?

Also, the county is looking at replacing the fire station soon, Is there a way to combine efforts between the two projects, which can help with utilities in the future? I think the fire station next to the dam has a meeting room in it.

Just a few thought.

Thank you for all the work you do for UP.

Tracy

On Tue, Mar 20, 2018 at 6:15 AM, Curt Friedrich < > wrote:

I have been asked by the Slaymaker's and the Turner's to forward the e-mail below for everyone's consideration.

My input to these concerns is that my e-mail was sent for the purpose of gathering input from as many folks as possible. So far I have heard back from 10 or 12 households to date.

The UP board is wanting to get as much input as possible on this matter.

Please look over all information in this e-mail and give us your feedback.

Thank you,  
Curt Friedrich

----- Forwarded Message -----

From: Karla Slaymaker < >

To: Curt Friedrich < >

Cc: Dave Chizek < >

Sent: Monday, March 19, 2018, 9:17:17 PM CDT

Subject: Re: Fw: feedback please

Subject: Re: feedback please

From: sag0429@icloud.com

To: sixcf@yahoo.com

Date: Wednesday, March 21, 2018, 4:37:24 PM CDT

Hi Curt,

Our biggest concern is the cost to us as a homeowner. We are already looking at an increase for the sewer and the school bond. How will the building be paid for in addition to the \$5,000.00 we received? Is there going to be a vote to see if the community is in favor of a new building? Our opinion is to wait and see what costs we will be incurring with the current items which are still unknown. I think having homeowners incur additional financial obligation for a building that is not necessarily needed at this time would be unfair without everyone having a say as to whether we move forward.

I think a discussion needs to happen with more details as to how the community will cover the additional cost before moving forward.

Thank you,

Scott & Stacy Grant

Sent from my iPhone

On Mar 18, 2018, at 8:15 PM, Curt Friedrich <

> wrote:

Greetings All,

Recently the UP board has had discussion about building a new clubhouse/community building. We would like feedback from as many of the UP property owners as possible. Several options have been discussed regarding location. One of the biggest factors in regards to location involves the cost of connecting to the sewer system. The current clubhouse restroom is on a septic tank system that is old and starting to have some issues.

We have meet with several County officials and are considering a joint venture with County Fire when a new fire station is built 2 or 3 years from now.

Here are the options for locations that have been discussed so far.

1. Raze the old clubhouse and build new in present location and to the north of present clubhouse.



Subject: Re: feedback please

From: rsrudell@yahoo.com

To: sixcf@yahoo.com

Date: Thursday, March 22, 2018, 6:43:57 PM CDT

Hi Curt,

Thank you for your email and the opportunity to express some thoughts. Although I appreciate your request for feedback via email, I would hope UP residents would be given an opportunity to vote, via ballot, or some type of means like that. Do residents have a voting opportunity?

My professional world has always been in School Finance as a Finance Director. Too many times I've seen bond issues fail because the voting public wasn't provided ample information ahead of time and the means to become as informed as possible, especially when money is involved. Board meetings are good. Public meetings for a particular issue are even better. Email requests are good, but it's surprising how many people don't either read them, get too busy, life happens, etc. Thus the reason I'm a fan of ballots.

I would want to see something more specific related to construction cost, funding means for the project, how it will be utilized, how it might pay for itself, etc.

A final comment.. I process payroll for a few school districts in the State. Even with the new Tax Reform that recently took place, it would be a stretch to say people are seeing even a 2-3% increase in take home pay. But to most, it's better than none. With our sewer project coming full force, Randolph's new bond issue, and add the unknowns of financing a new UP community center, at this juncture I would not be in favor of moving forward with a Community bldg. just a lot of questions..

Thank you for listening. And thank you for all you do.

-Rhonda

Sent from my iPhone

On Mar 19, 2018, at 6:09 PM, Curt Friedrich < > wrote:

I have received a few replies to the e-mail I sent yesterday, thank you to those who have replied. I will reply to each one individually but a common question from all is about cost. I should have included what info we have so will do so now.

We have an estimate for a 40X40X10 post frame building with steel roof and siding and concrete floor similar to some of the shop buildings that have been built in UP. It includes 8 windows, two 36 inch doors, insulation in walls and ceiling and rough finish inside. The quote for this is \$37,000.00. It does not include electrical, plumbing or heating and air conditioning. Best

Subject: Re: feedback please

From: hydeaway2@twinvalley.net

To: sixcf@yahoo.com

Date: Friday, March 23, 2018, 3:50:26 PM CDT

4 or 5 would seem to allow for more parking - but be unsightly. It would be nice, if there *has* to be a replacement, to keep it in the area of the present clubhouse without destroying the original homestead house. What was originally designed as lakeside residential building that blended with nature has quickly shifted to trailer court construction. Are we really getting that much use of the "park" to warrant such an expense?

---

**From:** "Curt Friedrich" <sixcf@yahoo.com>  
**To:** "Curt & Cindy Friedrich" <sixcf@yahoo.com>  
**Sent:** Tuesday, March 20, 2018 6:13:19 AM  
**Subject:** Fw: Re: Fw: feedback please

I have been asked by the Slaymaker's and the Turner's to forward the e-mail below for everyone's consideration.

My input to these concerns is that my e-mail was sent for the purpose of gathering input from as many folks as possible. So far I have heard back from 10 or 12 households to date.

The UP board is wanting to get as much input as possible on this matter.

Please look over all information in this e-mail and give us your feedback.

Thank you,  
Curt Friedrich

----- Forwarded Message -----

**From:** Karla Slaymaker <kjslaymaker@gmail.com>

**To:** Curt Friedrich <sixcf@yahoo.com>

**Cc:** Dave Chizek <dchizek70@gmail.com>; "libby@ksu.edu" <libby@ksu.edu>; "dsturner5@hotmail.com" <dsturner5@hotmail.com>

**Sent:** Monday, March 19, 2018, 9:17:17 PM CDT

**Subject:** Re: Fw: feedback please

Curt,

Please forward this e-mail and your input to the entire UP community for consideration and discussion.

Although the idea of a new Community Building sounds good, we are concerned. Before beginning the process to pursue a community building we think it's important to consider a few things.

1. We will be paying specials for the new sewer and increased taxes to cover the recently approved school bond. Should we pursue a new project before the cost are known for these new comments?
2. Should we accept/spend the \$5,000 Riley County Park funds now before we have a consensus from the community to move forward?
3. Although some costs to build will be covered by Riley County Parks Funds, it is our understanding the balance will be paid by University Park Residents through a bond. Are the residents ok with that plan?
4. In addition, there will be monthly utilities and maintenance costs once the building is complete. Where will these funds come from? Will this need result in an additional tax levy?

It seems with all these questions, it is important to have a community discussion before we commit to accepting the \$5,000 in Riley County park funds beginning the process toward building a new Community building.

We appreciate the board's hard work and commitment to the UP community.

Sincerely,

The Turners & The Slaymakers

On Mon, Mar 19, 2018 at 6:09 PM, Curt Friedrich <

> wrote:

I have received a few replies to the e-mail I sent yesterday, thank you to those who have replied. I will reply to each one individually but a common question from all is about cost. I should have included what info we have so will do so now.

We have an estimate for a 40X40X10 post frame building with steel roof and siding and concrete floor similar to some of the shop buildings that have been built in UP. It includes 8 windows, two 36 inch doors, insulation in walls and ceiling and rough finish inside. The quote for this is \$37,000.00.

It does not include electrical, plumbing or heating and air conditioning. Best guess estimate is to double that for a total estimate of \$74,000.00.

Partial funding would come from County Parks funds where we have received monies for other projects in the last two years. We have been approved for \$5000.00 for 2018 for preliminary engineering costs for

community building.  
Hope this answers some questions.

Regards, Curt

Greetings All,

Recently the UP board has had discussion about building a new clubhouse/community building. We would like feedback from as many of the UP property owners as possible. Several options have been discussed regarding location. One of the biggest factors in regards to location involves the cost of connecting to the sewer system. The current clubhouse restroom is on a septic tank system that is old and starting to have some issues.

We have meet with several County officials and are considering a joint venture with County Fire when a new fire station is built 2 or 3 years from now.

Here are the options for locations that have been discussed so far.

1. Raze the old clubhouse and build new in present location and to the north of present clubhouse.
2. Raze "golf club" building and build new clubhouse south east of "tractor shed".
3. Build new building at top of hill on the south side of Hi-View Drive. This would be in the area where the sewer project sign is located now.
4. South of the rental house.
5. Across from the water tower in Heywood Park.
6. In the flagpole/planter box/warning siren area at the intersection of Hi-View and Moundridge.

Options 1,2 and 3 would most likely be more expensive due to the need of a grinder pump/lift pump for sewer.

Options 4,5 and 6 would probably be able to have gravity flow to sewer but would be removed from present playground equipment and picnic shelter area.

Adequate parking area has to be considered for all locations.

Building size would be kept under 100 person occupancy rate for fire code reasons.

Please give us your feedback on this, pro and con.

Thank you,  
Curt Friedrich  
UPID Secretary

Subject: Re: feedback please

From: johndmartens@gmail.com

To: sixcf@yahoo.com

Date: Monday, April 2, 2018, 6:04:32 PM CDT

Hi Curt,

Sorry on the delay, we just had our first child and I've been out of pocket for the last week. I wanted to reply to your email and at least get something out. I'll be thinking of any other ideas that come to mind.

Here is my response and thoughts. Let me know if anything isn't clear. Up front, it makes me very excited and also significantly enhances the ability to host events + generate revenue out here from others. I also wanted to let you know I work in the home security/smart home industry am tech savvy and happy to provide any assistance I can on this project regarding security/smart locks, etc.

My thoughts:

- Initially, I'm in favor of razing the current clubhouse as it sounds like it may be somewhat of a future money pit that yields little return (for the building/structure itself). Additionally, if new proposed building was to be placed at the "more affordable" locations of 4,5,6, wouldn't we need to make a go/no go decision on maintaining the old clubhouse? If we demo'd it (which would likely have to happen at some point), what would these opportunity costs be?
- Since neighbors and gatherings tend to "congregate", which is a great thing, I want to be sure we create an environment that is suitable for congregating in/around. From an aesthetics standpoint the current clubhouse location and feel would be very difficult to mimic by placing it at the top of the hill I think.
- From a Pros/Cons side for parents/kids, it might be difficult to fragment the congregating areas (kids=park, adults=building). I understand this might be more expensive upfront, but it may pay itself in future dividends with leasing the venue that encompassing a top notch community building/congregating area. The windbreak and shade are hard to beat and money can't really buy them either.
- For savings, is there a reason we cannot put in another septic system for the the new proposed community building? Maybe I'm missing the fine print on a county wide code/ordinance. Another idea would be to rough plumb the structure for future plumbing, not connect it for the first year or two. This would allot time for discovering other federal/state grant options to help offset cost while using port-a-potties for a year or two (maximum).

Ideas/abstract thoughts:

I know it gets a little bit sticky on who is considered a "resident" and who will be required to pay on this. If all lot landowners were part of this district improvement bond (similar to sewer project) it may both soften the blow for all (financially) while also encouraging long-time lot owners with no motivation to sell to list their lots and possibly increase growth rate of new developments out here in UP. What if we created a policy that allotted a discounted yearly rate for those who attend a select number ( 3 or more ) workdays per year? A dedicated project committee would also be great and maybe that is part of the plan.

Thanks for asking for our feedback and I hope this was helpful. I'll plan on attending more meetings this year.

## GRAND TOTAL 2017 TAX STATEMENT

1st Half

2nd Half

Total Tax

8.64

8.64

17.28

NOTE: Total reflects exemption for school mill levy for a max \$46.00  
NO 2ND HALF NOTICE WILL BE MAILED.

DUPLICATE COPY FOR YOUR RECORDS

PLEASE NAME: Riley County Treasurer  
PAYMENT TO: 110 Courthouse Plaza  
MANHATTAN KS 66502

PAY ONLINE AT: rileycountysks.gov 1224 Online Payments

## TAX DISTRIBUTION SUMMARY

State...	.21	City....	.00	School..	7.73	Special Assessments	
County..	5.52	Township	1.19	Library..	.21	Total..	.00
Fire....	.74	Cemetery	.09	Other...	1.59		

## YOUR ASSESSED VALUE

Property Class	2016	2017	Value Change	% Change
Residential*	0	0	0	.0
Non-Residential	59	142	83	140.7
<b>TOTAL</b>	<b>59</b>	<b>142</b>	<b>83</b>	<b>140.7</b>

\* The first \$2300 in residential assessed value is exempt from the Statewide USD Mill Levy.

## YOUR MILL LEVIES

Taxing Authority	2016	2017	% Chg
STATE	1.50000	1.50000	
COUNTY	38.97500	38.88600	-.2
STATEWIDE USD*	20.00000	20.00000	
USD 384	39.74800	34.39400	-13.5
Sherman Township	8.30200	8.31800	.2
NCK LIBRARY	1.60200	1.51500	-5.4
Riley Co Rural Fire	4.98800	5.23000	4.9
E F & G CEM 4	.66500	.65200	-2.0
University Park W&S	6.50200	6.22200	-4.3
University Park Improvmn	4.94600	5.00000	1.1
<b>TOTAL</b>	<b>127.22800</b>	<b>121.71700</b>	<b>-4.3</b>

## YOUR TAXES

	2016	2017	\$ Chg	% Chg
	.09	.21	.12	133.3
	2.31	5.52	3.21	139.0
	1.18	2.84	1.66	140.7
	2.35	4.89	2.54	108.1
	.49	1.19	.70	142.9
	.10	.21	.11	110.0
	.29	.74	.45	155.2
	.04	.09	.05	125.0
	.38	.88	.50	131.6
	.29	.71	.42	144.8
<b>TOTAL</b>	<b>7.52</b>	<b>17.28</b>	<b>9.76</b>	<b>129.8</b>

## REVENUE FROM PROPERTY TAX LEVIES

Taxing Authority	From 2016	From 2017	\$ Change	% Change
STATE	937,039.21	970,467.89	33,428.68	3.6
COUNTY	24,634,808.00	25,406,708.69	771,900.69	3.1
STATEWIDE USD*	253,631.48	275,970.95	22,339.47	8.8
USD 384	555,277.47	519,946.00	-35,331.47	-6.4
Sherman Township	52,371.28	55,112.93	2,741.65	5.2
NCK LIBRARY	182,369.43	176,982.58	-5,386.85	-3.0
Riley Co Rural Fire	575,565.21	619,762.71	44,197.50	7.7
E F & G CEM 4	9,169.49	9,326.44	156.95	1.7
University Park W&S	10,205.09	10,416.25	211.16	2.1
University Park Improvmn	7,763.19	8,332.22	569.03	7.3
<b>TOTAL</b>	<b>27,218,199.85</b>	<b>28,053,026.66</b>	<b>834,826.81</b>	<b>3.1</b>

620 2nd Half due May 10, 2018

2nd HALF TAX AMOUNT DUE \$ .00

REAL ESTATE 2017 TX ID.BANK0006

Actual Stm. 0001416 OW ID.FRIE0031

CURT & CINDY FRIEDRICH  
11326 LAKEVIEW DR  
MANHATTAN, KS 66503-8706

620 1st Half due December 20, 2017

1st HALF TAX AMOUNT DUE \$ .00

REAL ESTATE 2017 TX ID.BANK0006

Actual Stm. 0001416 OW ID.FRIE0031

CURT & CINDY FRIEDRICH  
11326 LAKEVIEW DR  
MANHATTAN, KS 66503-8706

RECEIPT  
REQUESTED? ☐ RL



RECEIPT  
REQUESTED? ☐ RL



Subject: Re: feedback please

From: kellibedford@hotmail.com

To: sixcf@yahoo.com

Date: Monday, March 26, 2018, 2:34:42 PM CDT

Thank you for the information.

Some things to consider is the location of the building in relationship to the roads in UP. Since there are many families with small children who will be using the clubhouse, I think it would be ideal to have it in a location where kids can go in and out without significant worry of running out into the road due to close setting to busier roads in the park. The idea of having the building close enough to the playground equipment would be ideal. However, if the expense is significant to do this....would it be more cost efficient to move the playground? There is also the picnic shelter to take into account considering the capacity of the building. I don't know that we ever get over 100 people. But if it were close to the picnic shelter, all could participate regardless. So I guess the current location of the clubhouse would be my vote. However, if the cost makes it undoable....I would suggest one of the locations not right off the busier roads.

Thanks,  
Kelli Nelson

---

**From:** Curt Friedrich <sixcf@yahoo.com>

**Sent:** Sunday, March 18, 2018 9:07 PM

**To:** Curt & Cindy Friedrich

**Subject:** feedback please

Greetings All,

Recently the UP board has had discussion about building a new clubhouse/community building. We would like feedback from as many of the UP property owners as possible. Several options have been discussed regarding location. One of the biggest factors in regards to location involves the cost of connecting to the sewer system. The current clubhouse restroom is on a septic tank system that is old and starting to have some issues.

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5. Across from the water tower in Heywood Park.
6. In the flagpole/planter box/warning siren area at the intersection of Hi-View and Moundridge.

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Adequate parking area has to be considered for all locations.

Building size would be kept under 100 person occupancy rate for fire code reasons.

Please give us your feedback on this, pro and con.

Thank you,  
Curt Friedrich  
UPID Secretary

Subject: Fw: RE: RE: selling UP property

Borrow Money?

From: sixcf@yahoo.com

To: bleedspurple312@yahoo.com; bcsyks1@cox.net; dsturner5@hotmail.com; dchizek70@gmail.com; libby@k-state.edu

Cc: mwedel@rileycountyks.gov; lhobson@rileycountyks.gov; ppiper@rileycountyks.gov; pcollins@rileycountyks.gov; dschmitt@rileycountyks.gov; risaac@rileycountyks.gov; shiggins@rileycountyks.gov; glund@rileycountyks.gov

Date: Tuesday, March 6, 2018, 5:04:19 PM CST

Here is an answer to one of our questions about financing a community building.

Curt Friedrich

----- Forwarded Message -----

From: Craig Cox <ccox@rileycountyks.gov>

To: Curt Friedrich <sixcf@yahoo.com>

Sent: Tuesday, March 6, 2018, 2:04:02 PM CST

Subject: RE: RE: selling UP property

Curt,

Yes, an improvement district can borrow money to finance a project, and the issuance of bonds is one of the methods of financing.

KSA 19-2767 sets out the procedure the district must use to determine what public works and improvements are needed, and the information that must be put together for a project (surveys, written reports about the project, and plans, specifications and estimates developed by an engineer).

KSA 19-2768 allows the district to issue bonds that will be paid for by the district's general tax levy.

KSA 19-2769 authorizes the district to issue bonds that will be paid for by a one-time special assessment on district property owners.

KSA 19-2770(a) permits the district to issue bonds that will be paid for by special assessments paid in installments over a number of years. Instead of the district issuing bonds, subsection (b) of this statute allows the district to request that the county issue general obligation bonds that would be paid for by a special assessment on district property owners, with the specials being paid over a number of years.

It is my suggestion that the district should hire bond counsel for advice on what type of financing to use on the project. Bond counsel is an attorney who specializes in the financing of government projects.

Craig

Craig Cox

Deputy Riley County Counselor

115 N. 4th St., 3rd Floor West

Manhattan, Kansas 66502

Phone: 785-565-6844

Fax: 785-565-6847

[craig@rileycountyks.com](mailto:craig@rileycountyks.com)

**Subject:** Re: Fw: U P parks committee  
**From:** Richard Soash (rsoash@twinvalley.net)  
**To:** sixcf@yahoo.com;  
**Date:** Tuesday, June 28, 2016 5:13 AM

## Community building

On Tue, 28 Jun 2016 02:12:44 +0000 (UTC)

Curt Friedrich < > wrote:

- >
- >
- >
- > Now that U P is part of the County community parks program we need
- > to create a long range plan for our park areas. This is part of how
- > the County Parks committee distributes funds from the County Parks
- > fund. This would include Heywood Park, the golf course and club
- > house/picnic shelter area. If you have an interest in serving on such
- > a committee please reply to this e-mail stating your interest.
- > So the committee can make good sound decisions that reflect the
- > wishes of the majority of University Park and others that utilize the
- > park areas we would also like to receive feed back as to what people
- > would like to see for improvements or projects. Here is a laundry
- > list of potential projects in no particular order;
- > 1. Walking/jogging trails
- > 2. Community building
- > 3. Larger improved restrooms
- > 4. Community garden
- > 5. Improved/updated playground equipment
- > 6. Improvements to golf course
- > If these or others are things you would like to see become reality
- > here in UP please reply with your list in priority order.
- > Thanks, Curt Friedrich UPID Secretary

>

> Dog Walking Area 1 -

> Camper Hookups 1 -

> Bill board <sup>on 77</sup> postings 1 -

> upcoming events

> Deciduous Trees ~~planted~~ 1

Softball field

Water splash park

Priority	Proposed	Actual
high	1241	
high	2500	
high	1000	1.
high	300	
high	110	2.
high	360	
high	313	
high	1000	4.
high	422	1.
high	5000	
	12246	

Item	Vendor	Description	Cost	Qty	Freight
Culvert Extension	Riley County Highway Dept	Extend driveway to golf clubhouse	1241	1	0
Stump Grinding	Little Apple Outdoors	grind stumps in golf course/Heywood park area	2500	1	0
1. Clubhouse Heater		update heater in clubhouse	1000	1	0
2. Golf sticks & flags	Doyle Golf	golf pins and flags 26140-S9 & 8332	250	1	50
2. Tree watering bags	Amazon	Finnhomy 20 gallon slow release (3 pack)	27.5	4	0
Kiosk Billboard	Fredrickson Advertising	digital print of ball and disc golf course for Kiosk	180	2	0
Limestone screenings	Bayer Construction	base for walking trails (3/8 screenings)	8	26	105
4. Digital Billboard	TV Liquidator	led billboard for promoting community events	1000	1	0
1. Driveway Rock	Bayer Construction	load of rock for driveway/parking area (1 1/4)	12	26	110
Multi-event Center	Various	Site prep/planning/engineering fees	5000	1	

University Park Advisory Board Meeting  
4-3-18

**Rates:**

- Water from Rural Water to stay the same
- Only reduction will be with anticipated higher usage
  - Can be made up from other sources of income
- Recommend we leave the rates the same
  - Will still allow us to do some more projects

**Water Tower:**

- Contacted Representative three times, once email, twice phone, left voice mail
- Will try other people in the Company

**Water Valves:**

- Replace # 27 & #34
  - Replace without shutting off entire system
- Replace water hydrant #27 at same time
- Do we want to raise hydrant # 3?
- County Crews to locate 5 or 6 valves which have not been found
  - Several are key in being able to isolate areas of the system
  - Under the road, will contact Township about digging in road
  - Once found will exercise to see if need replaced
  - If they do will mark so they can be located again
  - If not will extend valve box to surface and place concrete around
- Set up another project to replace some additional valves
  - Will have to shut down entire system
  - Boil order and all
- At same time contract with Larson to verify some are shutting off.

**Phase II project update**

- Lift Station # 5
  - Is functioning
  - Will relocate floats in station away from influent
  - Place gate at top of new road to lift station
    - County will do – how want to fund
  - Utility Solutions will coordinate trimming of trees on primary line to station
  - Will install a new rope handrail between stairs and tree
  - Will be bringing in a load of dirt to fill in around manhole #114 and surrounding area
    - County will bring in dirt – how want to fund
  - Still need to move meter to rack

- Will get a change order price to replace power pole
- Change order for flowable fill of \$990
  
- Lift Station # 4
  - Is almost complete
  - Majority of electrical is done
  - May need to be raised
  - Manhole will need to be raised
  - Top of rim is high compared to adjacent ground,
    - Dirt work not completed, will reevaluate when add fill material
    - County will bring in dirt – how want to fund
  - Still on original pumps in upstream manhole
  - Did not replace force main (credit of \$8,040)
  - Found out it was already a pvc material
  - Will finish #2 before this one
  
- Lift Station # 2
  - Set wet well today and added ballast to hold it down
  - Still by-passing the wastewater around
  - Will not replace force main, already a PVC material
  - Change order to replace pole
  
- All lift station equipment and wet well lids need to be installed above the 100 year flood elevation including electrical boxes.
  
- Need to have some projects in mind if we see there is going to be some funds remaining
  - Even if we have to fund part of it with reserves
  - I hate giving grant money back
  
- Still working on whose poles they are and where County/Westar interface is

#### **Misc:**

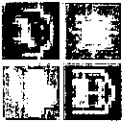
At KRWA conference in Wichita last week came across an odor reducing item  
 Fits into manhole filled with media of dirt and rock coated with polymer  
 Breaks up the hydrogen sulfide to hydrogen and sulfide and then it off gases

#### **Projects at WWTP:**

- New blowers
- Fix headwords



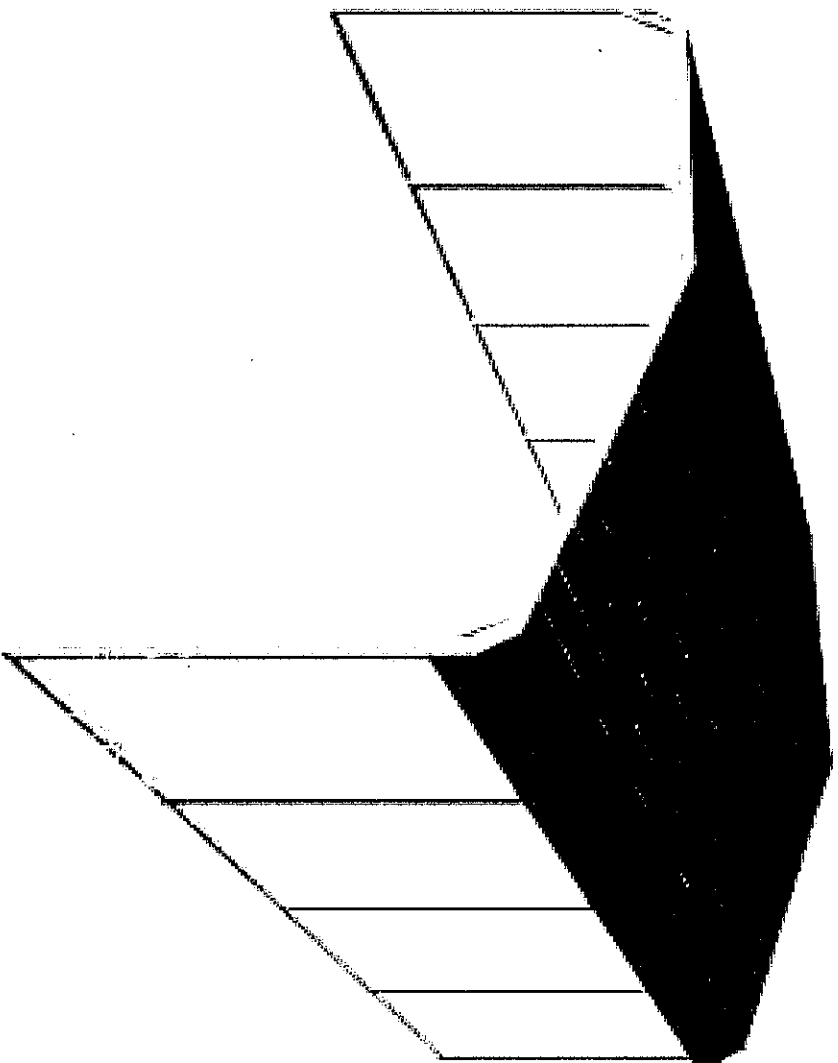
- Cover existing and old basins with screening
- Construct building and install drainad equipment
- Install 214 feet of woven wire fence
- Relocate water hydrant
- Relocate existing shed
- Install wall aerator in old tank
- Replace existing service pole
- Demo old plant except for tank
-



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Sales Person **Bill**

(email): [orders@carportsandmore.com](mailto:orders@carportsandmore.com) Phone: **916-376-7024**

Date: **2/8/17**

Buyer Name: **Patrick Siebert**

Buyer Address: **7114 Mount Ridge Dr**

City: **Manhattan**

State: **KS**

Zip: **66503**

Phone (Day) \_\_\_\_\_

Email

**patrickdsiebert@gmail.com**

(Cell) **573-270-3674**

Unit Location (If different from above) : \_\_\_\_\_

OPTIONS Building Type: Carport		No Snow Load Certification <input type="checkbox"/> No Wind Certification <input type="checkbox"/>	
REG. STYLE <input checked="" type="checkbox"/>	14 Ga. <input type="checkbox"/> 12 Ga. <input checked="" type="checkbox"/>	WIDTH 18	X LENGTH 21
		X LEG HEIGHT 7' leg	\$ 995.00
			\$ 50.00
A-FRAME STYLE <input type="checkbox"/>	14 Ga. <input type="checkbox"/> 12 Ga. <input type="checkbox"/>	WIDTH	X LENGTH
			\$
ROOF LENGTH 21	FRAME LENGTH 20	X LEG HEIGHT	\$
		VERTICAL ROOF <input type="checkbox"/>	\$
COLOR	TOP: Barn Red	TRIM: White	\$
GABLE ENDS	COLOR:	FRONT <input type="checkbox"/> BACK <input type="checkbox"/> BOTH <input type="checkbox"/>	\$
SIDES CLOSED	COLOR:	ONE <input type="checkbox"/> BOTH <input type="checkbox"/>	\$
		VERTICAL SIDES <input type="checkbox"/>	\$
CLOSED ENDS	COLOR:	ONE <input type="checkbox"/> BOTH <input type="checkbox"/>	\$
		VERTICAL ENDS <input type="checkbox"/>	\$
GARAGE DOORS	HOW MANY?:	SIZE:	On Ends
WINDOWS	HOW MANY?:		\$
Walk in Doors	HOW MANY?:		\$
EXTRA PANELS	HOW MANY?:	SIZE:	COLOR:
EXTRA BRACES	HOW MANY?:	SIZE:	\$
EXTRA BRACES	HOW MANY?:	SIZE:	\$
MOBILE Home Anchors	HOW MANY?:		\$
Concrete Ground Supports	HOW MANY?:		\$
Insulation	Certification 35 ground snow / 90 wind load		\$ 200.00
Extras			\$
*Generic drawings are included in certified orders. Site specific drawings are an additional charge.*			<b>TOTAL \$ 1,245.00</b>
ELECTRICITY AVAILABLE YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> INST. CEMENT <input type="checkbox"/> GROUND <input checked="" type="checkbox"/> OTHER <input type="checkbox"/>			

**All Orders C.O.D.**

Sale Price \$ 1,245.00

Tax 8.95 \$ 111.43

Document Fee \$ 5.00

Total \$ 1,361.43

10% Down Payment  
Before Taxes \$ (124.50)

Thank You

Balance Due  
At Installation \$ 1,236.93

## Things you should know...

Please inform installers of any underground cables, gas lines, or any other utility lines. If utilities are not marked, we will not be liable for damage. We will not be responsible for permits or restrictions.

**LOT MUST BE LEVEL OR UNIT WILL BE INSTALLED "AS IS" ON LOT**

If land is not level or additions are to be made to carport, a \$100.00 service charge and any additional material costs will be added to the balance. COAST TO COAST CARPORTS, INC. WILL ABSOLUTELY NOT BE RESPONSIBLE FOR REFUNDS OF THE CUSTOMER'S DEPOSIT COLLECTED BY THE DEALER.

COAST TO COAST CARPORTS, INC. IS NOT LIABLE FOR ANY DAMAGES AS A RESULT FROM INCLEMENT WEATHER.

IF YOU ARE TAX EXEMPT, A TAX EXEMPT CERTIFICATE MUST BE ATTACHED TO YOUR ORIGINAL ORDER(S). OTHERWISE, APPLICABLE TAX WILL BE ADDED. NO EXCEPTIONS

Our ground anchors are temporary only. For permanent anchors ask your Dealer or Sales Representative.

I have read the terms and conditions of this contract; by signing this contract, I agree to all conditions set forth herein and should I fail to make payment in full at time of delivery I understand and agree to allow COAST TO COAST CARPORTS, INC. to pick up the carport and I will be liable for all applicable charges and fees associated with the initial setup and delivery as well as any legal fees incurred by Coast to Coast Carports, Inc. Please keep original invoice for legal matters. COAST TO COAST CARPORTS, INC. RESERVES THE RIGHT TO CANCEL ANY ORDERS.

NOTE: Frame is 1 ft. shorter than roof length on horizontal metal. Vertical buildings have no overhang and are 1 ft. shorter than horizontal.

NOTE: If you are needing a special drawing for your building there will be an additional charge, that is NON-REFUNDABLE.

NOTE: There is no refund on deposits on cancelled orders.

## BUYER MUST INITIAL WARRANTY SELECTION

See Limited Warranty Explanations on Reverse Side

\_\_\_\_\_ 14 GAUGE - Workmanship Only \_\_\_\_\_ 12 GAUGE - Workmanship & Rust-Through \_\_\_\_\_ Certified \_\_\_\_\_ Non-certified

If accepted below by COAST TO COAST CARPORTS, INC. (Seller) at its office in Knoxville, AR. this order becomes a contract between Seller and the Buyer named below as follows: subject to the terms above and

**SUBJECT TO THE TERMS AND CONDITIONS ON THE REVERSE SIDE**

Seller and Buyer agree that the Seller will sell to Buyer the metal building (Unit) described above and install it at the address stated above and that Buyer will obtain all required permits, prepare the site for installation, purchase the Unit and pay the price as stated above.

**NO REFUNDS ON SPECIAL ORDERS**

Patrick Siebert

1/12/17

Bill

University Park Improvement District  
Board Meeting  
University Park Club House  
June 5, 2018 - 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
    1. Make Recommendation on Assessment Method
  - B. Update on Water Valve Replacement
  - C. Update on Clubhouse/Community Building Oversight Committee
  - D. Discuss and Take Action on Hourly Compensation Rate for Summer Mowing Help
  - E. Update on Workday
  - F. Other
5. COMMITTEE REPORTS
  - A. Firewise
  - B. Parks
    1. Heywood Park
    2. Golf Course
    3. Disc Golf
    4. County Parks Meeting  
June 12
6. NEW BUSINESS
  - A. Review and Take Action on Request to Build
  - B. June Picnic Plans
  - C. Other
7. ADJOURN

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

May 1, 2018

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

Others Present: Laura Soash, Don and Susan Turner, Karla Slaymaker, Sandra Graham, Travis Gilbert, Bill McReynolds and Frank McCoy.

The minutes of the previous meeting were approved as presented.

**Treasurers Report:**

**Bills to be paid were:**

RCPW (clubhouse)	46.62
Jillyn Schmidt (Easter treats)	32.86
Michaela Closson (Easter treats)	22.95
Westar (flag pole) (May billing)	29.81
Westar (clubhouse) May billing)	78.57

**Debit Card Expenses:**

Orscheln (fence supplies)	\$39.93
<b>Total Expenses</b>	<b>\$250.74</b>

There was a motion by Curt and second by Dave to pay the bills. Motion carried 2-0.

**Income reported was:**

<b>Tax Funded:</b>	<b>0.00</b>
Burn Pile	140.00
Golf	471.00
Lot Mowing	750.00
<b>Total Income:</b>	<b>\$1,361.00</b>
Peoples State Bank balance	\$8,185.89
UPID County Fund balance	\$8,794.87

*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	\$45,799.71
UP Water and Sewer Capital Reserve Fund	\$61,029.56

**Old Business:**

#### Update on Sewer Repair Project:

Curt reported he had received an e-mail update from Leon.

Lift Station 2 (Lakeview Drive) Start-up was completed 4/12/18. To be completed is New Electrical Meter and Davit Crane Pad.

Lift Station 3 (Moundridge) 3 inch force main in place, new lift station set and concrete ballast completed, removing forms and back filling.

Lift Station 4 (Redbud) Start up completed 4/18/18, grading completed. To be completed is Davit Crane pad and erosion control.

Lift Station 5 (Redbud) Start-up completed 3/22/18, seeding/erosion control completed 3/27/18. To be completed New Meter location on Electrical riser.

Upgrades at the treatment plant have been started as well as removal of old fence.

#### Update on Water Valve Replacement Project;

This has been put on hold for awhile as Leon has been out of the office due to family death and illness.

#### Update on Community Building Discussion:

There was discussion regarding how to proceed with Clubhouse/Community Building options. It was the consensus of the board to appoint an Oversight committee to work with the Board to conduct some site evaluations and cost analysis studies utilizing the \$5000.00 from County Parks for these activities. There was a motion by Curt and second by Dave to appoint the following individuals to this Oversight committee, Kent Stewart, who will serve as chair, Dave Chivek, who will represent the UP Board, John Martens, James Slaymaker, Travis Gilbert, Sandra Graham, Don Turner, Tray Schmidt and Rhonda Rudell. Motion carried.

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

The fence has been repaired. There are some small limbs and debris that needs to be picked up sometime. This may be a workday item.

#### Update on Repair of Mowers/Weed Trimmers:

Curt reported his brother got one of the push mowers to run but the other two mowers, the two weed eaters and the chain saw were not worth spending the money needed to get them running. It was the consensus of the board to purchase a new grass trimmer.

#### Committee Reports:

Firewise: Laura and Susan reported we did not receive the \$500.00 grant this year.

Thanks to all who voted, we will try again next year.

There was discussion on a workday. It was the consensus of all to power wash, seal and stain the picnic shelter. This will be done on a time and weather allowable basis.

They also reported that UP Fire Station Chief Brian McNulty will be present at the June picnic to give a fire prevention/awareness presentation.

#### Parks:

1. Heywood Park: Nothing to report.
2. Golf Course: Nothing to report.
3. Disc Golf: Nothing to report.

New Business:

Discuss Summer Mowing Help and Compensation:

There was discussion regarding the summer mowing help and upgrading the hourly compensation rate. Since Bob was not present this will be placed on the agenda for the June meeting.

May Picnic Date:

The May UP community picnic will be May 19.

Other:

There was discussion regarding getting insurance on the 2002 Kubota tractor that has been purchased. Curt will check with Copeland Insurance on some coverage and rate quotes.

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





# BG CONSULTANTS

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## University Park Lift Station/WWTF Update

**BG Project No. 13-1168M**

Monday, April 30, 2018

### Lift Station 2

- Surge Basin completed 03/27/18
- LS 2 start up completed 04/12/18
- Seeding/erosion control completed 04/13/18
- ❖ New Meter Location on Electrical Riser (to be completed)
- ❖ Davit Crane Pad (to be completed)

### Lift Station 3

- 3" Forcemain in place, using as by-pass 04/20/18
- New LS 3 set and concrete ballast completed 04/27/18
- Wrecking out forms and start backfilling 04/30/18

### Lift Station 4

- New LS 4 set and concrete ballast completed 03/20/18
- LS 4 start up completed 04/18/18
- Finish Grading completed 04/19/19
- ❖ Davit Crane Pad (to be completed)
- ❖ Erosion Control (to be completed)

### Lift Station 5

- New MH 117 set 02/26/18
- LS 2 set and concrete ballast completed 02/27/18
- 2" Forcemain in place and operational 03/21/18
- LS 2 start up completed 03/22/18
- Seeding/erosion control completed 03/27/18
- ❖ New Meter Location on Electrical Riser (to be completed)

### WWTF

- Started demolition @ WWTF and removal of existing fence 04/26/18

### PENDING CHANGE ORDER

- Electrical Upgrades at lift station no. 2 and 5

## QUESTIONS CONCERNING PLANNING MONEY FOR A COMMUNITY BUILDING AT UNIVERSITY PARK

Following are several questions concerning interest in building a community building at UP. Each question will be answered as planning progresses, probably beginning early in April, 2018.

People should NOT assume that a community building will be built. Planning money is only used to plan. What will result from planning is unknown. In our situation, planning money is best thought of as FEASIBILITY STUDY MONEY, because it is being used more to study the feasibility of obtaining a community building than it is to actually produce detailed plans for such a building.

### HISTORY

1. Where did the idea of building a community building originate?

### POSSIBLE LOCATIONS

1. Where are the locations (sites) that are being considered for a proposed community building?
2. What are the pros and cons (advantages and disadvantages) of the various sites?
3. How will a site for the proposed building be chosen?
4. When talking about site preparation for building, what does cut and fill mean?
5. Does the county have site size standards for various size community buildings?

### SIZE, COST, AND VEHICLE PARKING REQUIREMENTS FOR A COMMUNITY BUILDING

1. What is the occupancy capacity of the proposed building—that is, for how many people?
2. Will handicap accessible restrooms be required?
3. Should the building have a basic preparation/serving kitchen?
4. What would the proposed building cost that is insulated and has light, water, heat and A/C?
5. Could a community building be built in phases over a period of time on a pay-as-you-go basis?
6. How many parking spaces will be required, and how deep will the gravel have to be?

### OPERATING COSTS AND MAINTENANCE COSTS OF A COMMUNITY BUILDING

1. For a new community building, what will be the operating costs for: water, electricity, heat, sewer, insurance, and taxes?
2. For a new community building, what will be the maintenance costs for interior and exterior care, grounds care, and parking lot upkeep?

### RENTAL FOR EVENTS

1. Who will the contact person be for people who want to rent the community building for events such as weddings and reunions?
2. Who will have keys and receive the security deposit and rent for use of the building?
3. Who will make sure the community building is ready for an event by a renter?
4. Who will inspect the building after an event and return the security deposit to a renter?
5. How much will our annual liability insurance cost, and will it be covered by rental fees?

#### FINANCING BUILDING COSTS AND FIGURING TAXES

1. What financing methods can be used to pay for a community building? For example: long term bonds, donations, grants, bequests, gifts, a bank loan, a local holding company?
2. When will residents know how much a community building will cost?
3. What will be the annual UP mill levy (tax), and for how long to pay off a bond or bank loan?
4. Will UP voters get to vote on a bond issue and/or other ways to finance a community building?
5. Can the UP Board tax UP property owners to pay for loans or bonds for capital improvements?
6. When a mill levy is established, how can a property owner figure how many dollars he/she will have to pay that year and thereafter during the life of the loan?

#### JOINT VENTURING WITH THE FIRE DEPARTMENT TO OBTAIN A DUEL USE BUILDING

1. What is a joint venture?
2. What does the fire department want to build at UP, and if so when?
3. How could a joint venture with the fire department help UP get a community building?

#### ENGINEERING AND ARCHITECTURAL SERVICES

1. When will an engineer and/or architect need to be involved in the planning process?
2. Does the law require that an engineer and/or architect be involved?
3. When and if needed, does the UP Board get to choose the engineer and/or architect?
4. How much will an engineer and/or architect cost—that is, what are their fees?
5. Can planning/feasibility study money be used to pay engineering and architectural fees?

#### CHOICES OTHER THAN A NEW BUILDING

1. What choices other than a new building are being considered for a community building?
2. What is the feasibility of re-configuring the inside and adding to the clubhouse building?
3. Rather than build a community building, could a modernized clubhouse building be used for smaller meetings?
4. What is the feasibility of installing a floor and finishing the inside of the big metal shed?
5. Could the pavilion be enclosed to become a community building, and a new pavilion built?
6. If the fire department builds a new firehouse, could the old firehouse be finished on the inside and expanded to be a community building?
7. Don't most all of the foregoing questions also apply to choices other than a new building?

#### SEWER LIFT STATION

1. What is a sewer lift station?
2. Why would a sewer lift be needed for our project?
3. How much does a sewer lift station cost?
4. Could we build a septic system if needed as an alternative to using the new public sewer?

## OVERSIGHT COMMITTEE APPOINTED BY THE UP BOARD OF DIRECTORS

**WHAT IS AN OVERSIGHT COMMITTEE?** An oversight committee oversees a process or activity that involves spending money for goods or services or acquiring something of value. Private businesses and public agencies use oversight committees to help assure that money is being spent wisely and in the best interest of the business or agency.

**WHEN DOES AN OVERSIGHT COMMITTEE BECOME OFFICIAL AND FOR HOW LONG?** An oversight committee becomes official upon its appointment by a governing Board and when the assigned work is completed the committee is thanked and disbanded by the appointing Board.

**WHAT IS THE UP OVERSIGHT COMMITTEE BEING ASKED TO DO?** The committee is asked to oversee a study that will be conducted by the UP Board of Directors to determine the feasibility of constructing a community building at UP. Feasibility planning money (\$5000) was made available by Riley County Parks to conduct this feasibility study. The study needs to be completed by Fall, 2018, and a written record (report) of the study process and recommendations needs to be ready at that time. The Board can assign the writing task to a volunteer writer who is familiar with the study. The oversight committee and the Board need to approve the written report.

**DOES FORMING AN OVERSIGHT COMMITTEE AND DOING A FEASIBILITY STUDY MEAN THE UP BOARD IS GOING TO BUILD A COMMUNITY CECNTER?** No, it does not mean something is going to be built. The planning money is being used only to find out if such a building at UP is feasible. In determining feasibility, many questions will be answered concerning such a building. Answers to questions determine whether or not something is feasible to do. A feasibility study does not even imply that something is going to be built; rather, it simply provides information to guide further thinking.

**WHAT DOES THE OVERSIGHT COMMITTEE DO NOW THAT IT IS OFFICIAL?** Wait for the Board to start planning. The Board will probably begin feasibility planning by getting professional help to evaluate sites for a community building. Interested members of the oversight committee should attend site evaluation meetings. Also, the oversight committee may soon be asked by the Board to begin preparing answers to the many questions that have already been asked concerning building a community building.

By the Board  
May 1, 2018

COMMITTEE MEMBERS:

University Park Improvement District  
Board Meeting  
University Park Club House  
July 10, 2018 - 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 Valve Replacement Project
  - C. Update on Clubhouse/Community Building Oversight Committee
  - D. Update on Picnic Shelter Staining/Workday
  - E. Other
5. COMMITTEE REPORTS
  - A. Firewise
  - B. Parks
    1. Heywood Park
    2. Golf Course
    3. Disc Golf
    4. County Parks
6. NEW BUSINESS
  - A. July Picnic Date (July 21)
  - B. Other
7. ADJOURN

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

June 5, 2018

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

Others Present: Don and Susan Turner, James Slaymaker, Jim Slaymaker, Kent and Barbara Stewart, Michaela Closson, John Havenstein, Travis Gilbert, David and Amy Bipes, Stanley Glaum and Nick Bedford.

The minutes of the previous meeting were approved as presented.

**Treasurers Report:**

Bills to be paid were:

Westar (flag pole)	\$28.76
Westar (clubhouse)	58.82
RCPW (clubhouse)	46.49
Fritz Oil (tire repair)	18.50
Carl Friedrich (lawnmower Repair)	30.00
Don Turner (tractor repair)	13.26
James Slaymaker (playground equip repair)	11.73
Little Apple Outdoors (stump grinding)	500.00
Bill McReynolds (mowing labor)	468.75
Zane Evans (mowing labor)	287.50
John Havenstein (mowing labor)	125.00
Debit Card Expenses	
Home Depot (bathroom faucet rental house)	49.00
Hort. Services (flag pole planter flowers)	26.57
NAPA Auto Parts (tractor filters)	58.97
Orscheln (sun canopy Kubota)	175.98
Menards (Roundup/sprayer)	30.84
Brooks Yamaha (weed eater and supplies)	356.48
Wal-Mart (printer cartridge/paper)	25.44
Total Expenses	\$2,312.09

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

Income reported was:

Tax Funded

Real Estate Current	\$3,105.42
Real Estate Delinquent	\$38.43
Total Tax-funded	\$3,143.85
Burn Pile	\$260.00
Golf	\$937.00
Mowing	\$1,050.00
Rent	\$1,000.00
Total Income:	\$6,390.85
Peoples State Bank balance	\$9,289.86
UPID County Fund balance	\$11,731.16

*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	\$50,399.55
UP Water and Sewer Capital Reserve Fund	\$60,948.94

Old Business:

Update on Sewer Repair Project:

Curt stated he had not heard back from Leon or Sam regarding the latest updates. Utility Solutions has removed most of their equipment. Curt will check with Leon and Sam regarding the leveling of the shed at the treatment plant and having more gravel placed there. The new fence at treatment plant has not yet been installed.

There was discussion on what method should be for used for assessing the special tax assessments on real estate property in UP. The options are set by state statue. They are as follows;

1. Equally per square foot;
2. Against the assessed value of the lots with or without regards to improvements;
3. By a combination of (1) and (2);
4. In any other reasonable manner which will result in imposing substantially equal burdens or shares of costs upon property similarly benefitted.

Dave and Amy Bipes presented a copy of a letter they had sent to Craig Cox and the County Commissioners stating why they felt the assessment should be based on valuation and not square footage.

There was other discussion regarding the accuracy of the square footage of properties since the County is using GIS calculations.

It is the consensus of the Board that square footage is the fairest since there are multiple lot owners and varying shapes and sizes of lots. Additional the board feels that using the valuation method is not fair as this may restrict property owners to make improvements to their property and restrict future growth. The method needs to be consistent for the forty-year loan repayment period.

There was a motion by Curt and second by Bob to recommend to the County Commission that the square foot method be used to calculate the special assessments for the UP Sewer Benefit District improvements. Motion carried 3-0.

Update on Water Valve Replacement:

No updates at this time. Curt will contact Leon.

Update on Options for New Clubhouse/Community Building:

Curt reported he had met with County Environmental Health Specialist Perry Piper who conducted a site evaluation on where a septic system might be located if and when a Clubhouse/Community building were built. The next step would be to have a soil profile completed. This would require an excavation contractor to dig test holes 4.5 feet deep and 2 feet wide with Perry on site to evaluate the soil. This would be information that the Board and Building Oversight committee would need to be able to make decisions on how to proceed. The cost of the soil profile would be paid for with funds received from County Parks for preliminary planning and site plans. There was a motion by Curt and second by Bob to proceed with the soil profile. Motion carried 3-0.

Discuss and Take Action on Hourly Compensation for Summer Mowing Help:

Currently the hourly compensation rate for part-time mowing help is \$10.00 per hour with no other benefits paid. After discussion there was a motion by Bob and second by Dave to raise the hourly compensation rate to \$12.50 retroactive to the beginning of the 2018 mowing season. Motion carried 3-0.

Update on workday at picnic shelter:

There was discussion regarding the sealing/staining of the picnic shelter. This is a work in progress project and will be completed when those who have volunteered to do so can complete it. The wood frame of the playground equipment will also be sealed if there is enough stain. There was also discussion regarding cleaning up some of the items around the tractor and golf sheds.

Other:

There was discussion on what to do with the old push mowers and weed eaters that are not used anymore. It was the consensus of the board to have Curt send an e-mail out to UP property owners to dispose of these.

Kent Stewart mentioned that the water meter located between his and Robert Lignitz property was very low and needs a riser added and dirt filled in around it. He also asked about the maintenance of the access road to these two properties. Curt will contact Leon regarding the water meter and will send map pictures of the road to Stan Glaum.

Kent also mentioned Mr. Lignitz is considering building a single car garage on his property and had some questions regarding setbacks. Curt will contact Mr. Lignitz.

Committee Reports:

Firewise: Susan reported Brian McNulty and possibly Jason Hartman will be at the June picnic to give an informational presentation regarding Firewise methods and procedures to help protect our homes in case of a wildfire.

Parks:

1. Heywood Park: Nothing to report.
2. Golf Course: Nothing to report.



3. Disc Golf: Curt asked about some of the tee box signs that are missing from the posts. Dave stated these were glued on and wind and other conditions have caused some to fall off. Dave will check on getting those reattached.

4. County Parks Meeting: Curt reported the quarterly meeting will be June 12 at the Randolph City Park. A tour of their newly constructed restroom and other park amenities will be conducted after the business meeting.

**New Business:**

**June Picnic Plans:**

After discussion it was the consensus of the board that UP would furnish grilled hamburgers and hot dogs for the June picnic.

**Other:**

There was discussion regarding the overhead door on the tractor shed and adding another door on the north or west side to create some air circulation and ventilation. Don and Dave will look into the cost of replacing the overhead door. James Slaymaker stated he had a roof vent he would donate to UP for use on the tractor shed.

Don stated the pump on the sprayer he had just got working had quit. He suggested an electric pump be purchased to replace the gas powered one presently being used. It was the consensus of the board to purchase an electric pump for the small sprayer. Don and Dave will get a plan to get a pump ordered.

There were concerns brought up about plugged culverts at the Redbud and Rimrock intersection and another one east of that intersection, a pothole at the edge of the road on Mound Ridge across from the old water plant building and barking dogs. Stan will look at the culverts and Curt will contact Leon about the pot hole since Mound Ridge is a County road. Curt will also send an e-mail regarding the barking dogs reminding all to be responsible pet owners.

Curt stated that County Zoning Enforcement Officer Steve Higgins had been notified about two property owners with abandoned/not currently tagged vehicles. The parties have been contacted by the Planning and Zoning office.

Don asked if some of the boat ramp courteous dock materials he has stored at his shop could be stored at the old water treatment building. Curt will contact Leon regarding this since the County has control of that building. Curt will also ask for an inventory of all parts and equipment stored there.

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	Description	Amount	Check Number
Westar Energy I	7223 Mound Ridge	\$28.76	63046
Westar Energy II	7321 Hi View Drive	\$58.82	63045
RCPW	Clubhouse Utilities	\$46.49	62975
Fritz Oil Co.	Tire Repair	\$18.50	62920
Carl Friedrich	lawn mower repair	\$30.00	62921
Don Turner	tractor repair	\$13.26	62922
James Slaymaker	playground equipment repair	\$11.73	62923
Little Apple Outdoors	stump grinding	\$500.00	63125
Bill MacReynolds	burn/common area mowing	\$468.75	63121
Zane Evans	golf course mowing	\$287.50	63123
John Havenstein	common area/golf course mowing	\$125.00	63122
<b>Debit Card Expenses</b>			
Home Depot	bathroom faucet for rental house	\$49.00	Rental House
Horticulture Services	flowers for flag pole planter	\$26.57	Misc.
Napa Auto	filters	\$58.97	Maint/Repair
Orscheln	sun canopy for Kubota tractor	\$175.98	Equipment
Menards	roundup/sprayer	\$30.84	Maint/Repair
Brooks Yamaha	weed eater/fuel mix/string	\$356.48	Equipment
Wal-Mart	printer cartridges/paper	\$25.44	Misc.
<b>Cash Expenses</b>			
<b>Total Expenses</b>		<b>\$2,312.09</b>	
<b>Income</b>			<b>YTD</b>
Specials Tax	Riley County account #178	\$0.00	\$0.00
Delinquent Specials	Riley County account #179	\$0.00	\$150.00
Real Estate Current	Riley County account #180	\$3,105.42	\$7,714.36
Real Estate Delinquent	Riley County account #181	\$38.43	\$174.13
Distr. P.P. Delinquent	Riley County account #185	\$0.00	\$0.00
<b>Tax Funded Income</b>		<b>\$3,143.85</b>	<b>\$8,038.49</b>
<b>Burn Pile</b>			
x Roger McGuyer	CK#297	\$20.00	
x Stephan Keating	CK#1053	\$20.00	
x John Martins	CK#1047	\$20.00	
x James Slaymaker	CK#1309	\$20.00	
x Glassford	cash	\$20.00	
x Gordon Sabo	cash	\$20.00	
x Ron Schwab	CK#6419	\$20.00	
x Cory Day	cash	\$20.00	
x Richard Newby	CK#1171	\$20.00	
x Jerome Howe	CK#7932	\$20.00	
x Thomas Hoover	CK#8728	\$20.00	
x Anthony Pearce	CK#576	\$20.00	
John Bishop	CK#	\$20.00	
<b>Subtotal</b>		<b>\$260.00</b>	
<b>Boat Ramp Donations</b>			
<b>Subtotal</b>		<b>\$0.00</b>	
<b>Golf</b>			<b>flag delivered</b>
x Stephan Keating	CK#1053	\$100.00	x
x John Martins	CK#1047	\$30.00	-
x Ponch Baudoin	CK#5101	\$100.00	x
x Gib Suleiman	CK#1406	\$110.00	x
x Cory Day	cash	\$100.00	x
x Mike Closson	CK#7165	\$100.00	x
x Anthony Pearce	CK#576	\$100.00	x
John Bishop/Ball	CK#	\$200.00	x
<b>Cash Box</b>			
	<b>1-May</b>	<b>\$20.00</b>	
	<b>13-May</b>	<b>\$77.00</b>	
<b>Subtotal</b>		<b>\$97.00</b>	
<b>Mowing</b>	<b>Lot #</b>		
x Phillip Lira	77	\$150.00	CK#736116010
x Eldon Yeager	229	\$150.00	CK#7068
x Daniel Boutiller	UP2 Lots 2,3,4	\$450.00	CK#24642307001
x Christopher Smith	13 & 14	\$300.00	CK#880
<b>Subtotal</b>		<b>\$1,050.00</b>	
<b>Rent</b>	<b>May Rent</b>	<b>\$1,000.00</b>	
<b>Subtotal</b>		<b>\$1,000.00</b>	
<b>Total Income</b>		<b>\$6,390.85</b>	
<b>Peoples State Bank</b>		<b>\$9,289.86</b>	
<b>UP county fund #232</b>		<b>\$11,731.16</b>	
<b>UP W&amp;S #230</b>		<b>\$50,399.55</b>	
<b>UP W&amp;S Cap Reserve #284</b>		<b>\$60,948.94</b>	

# EXHIBIT A

Property Number	Legal Description	Specials
081-111-12-0-10-01-007.00-0	GRAHAM ADDITION , Lot 1	11,352.02
081-111-12-0-30-06-004.00-0	UNIVERSITY PARK #1 , Lot 289, 290, 291	19,859.63
081-111-12-0-30-01-006.00-0	UNIVERSITY PARK #1 , Lot 279	6,006.66
081-111-12-0-30-01-005.00-0	UNIVERSITY PARK #1 , Lot 280	6,006.99
081-111-12-0-30-01-004.00-0	UNIVERSITY PARK #1 , Lot 281, 282	12,013.94
081-111-12-0-30-01-001.00-0	UNIVERSITY PARK #1 , Lot 283, 284	12,013.66
081-111-12-0-10-05-018.00-0	UNIVERSITY PARK #1 , Lot 285	6,006.75
081-111-12-0-10-05-019.00-0	UNIVERSITY PARK #1 , Lot 286	6,006.85
081-111-12-0-30-06-001.00-0	UNIVERSITY PARK #1 , Lot 288	11,019.59
081-111-12-0-30-06-005.00-0	UNIVERSITY PARK #1 , Lot 292	10,178.24
081-111-12-0-30-06-006.00-0	UNIVERSITY PARK #1 , Lot 293	8,825.06
081-111-12-0-30-06-009.00-0	UNIVERSITY PARK #1 , Lot 294, 297	21,696.94
081-111-12-0-30-06-010.00-0	UNIVERSITY PARK #1 , Lot 295	9,936.29
081-111-12-0-30-06-011.00-0	UNIVERSITY PARK #1 , Lot 296	9,274.58
081-111-12-0-30-05-008.00-0	UNIVERSITY PARK #1 , Lot 300	9,012.06
081-111-12-0-30-05-009.00-0	UNIVERSITY PARK #1 , Lot 301	6,383.28
081-111-12-0-30-05-001.00-0	UNIVERSITY PARK #1 , Lot 302	7,093.38
081-111-12-0-30-05-002.00-0	UNIVERSITY PARK #1 , Lot 303, 304	17,993.35
081-111-12-0-30-05-004.00-0	UNIVERSITY PARK #1 , Lot 305	9,008.96
081-111-12-0-30-05-007.00-0	UNIVERSITY PARK #1, Lot 298, 299	25,950.15
081-111-12-0-10-07-006.00-0	UNIVERSITY PARK #10, Lot 1,	5,197.21
081-111-12-0-10-02-004.00-0	UNIVERSITY PARK #11, Lot 1	15,824.25
081-111-12-0-10-07-005.00-0	UNIVERSITY PARK #2 , Lot 2	5,022.99
081-111-12-0-10-07-004.00-0	UNIVERSITY PARK #2 , Lot 3	5,243.72
081-111-12-0-10-07-003.00-0	UNIVERSITY PARK #2 , Lot 4	5,717.73
081-111-12-0-10-07-017.00-0	UNIVERSITY PARK #3 , Lot 11	8,225.51
081-111-12-0-10-07-021.00-0	UNIVERSITY PARK #3 , Lot 15	6,753.74
081-111-12-0-10-07-022.00-0	UNIVERSITY PARK #3 , Lot 16	6,470.95
081-111-12-0-10-07-023.00-0	UNIVERSITY PARK #3 , Lot 17	7,861.89
081-111-12-0-10-07-024.00-0	UNIVERSITY PARK #3 , Lot 18	7,014.14
081-111-12-0-10-07-008.00-0	UNIVERSITY PARK #3 , Lot 2	6,850.34
081-111-12-0-10-07-029.00-0	UNIVERSITY PARK #3 , Lot 23	6,550.28
081-111-12-0-10-07-028.00-0	UNIVERSITY PARK #3 , Lot 24	7,857.48
081-111-12-0-10-07-027.00-0	UNIVERSITY PARK #3 , Lot 25	7,328.47
081-111-12-0-10-07-026.00-0	UNIVERSITY PARK #3 , Lot 26	7,679.34
081-111-12-0-10-08-014.00-0	UNIVERSITY PARK #3 , Lot 27	7,263.62
081-111-12-0-10-08-013.00-0	UNIVERSITY PARK #3 , Lot 28	5,579.53
081-111-12-0-10-07-009.00-0	UNIVERSITY PARK #3 , Lot 3	8,344.52
081-111-12-0-10-08-009.00-0	UNIVERSITY PARK #3 , Lot 32	5,153.07
081-111-12-0-10-08-007.00-0	UNIVERSITY PARK #3 , Lot 33	5,100.74
081-111-12-0-10-08-005.00-0	UNIVERSITY PARK #3 , Lot 34	7,227.29
081-103-07-0-30-01-001.00-0	UNIVERSITY PARK #3 , Lot 38	6,047.49
081-103-07-0-30-01-003.00-0	UNIVERSITY PARK #3 , Lot 39, 40, 41	22,098.64
081-103-07-0-30-01-005.00-0	UNIVERSITY PARK #3 , Lot 42, 43	13,409.78
081-103-07-0-30-01-007.00-0	UNIVERSITY PARK #3 , Lot 44, 45	16,551.56

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081-103-07-0-30-01-008.00-0	UNIVERSITY PARK #3 , Lot 46	6,622.59
081-103-07-0-30-01-009.00-0	UNIVERSITY PARK #3 , Lot 47	4,272.86
081-103-07-0-30-01-010.00-0	UNIVERSITY PARK #3 , Lot 48	4,790.73
081-103-07-0-30-01-011.00-0	UNIVERSITY PARK #3 , Lot 49, 50	8,968.56
081-111-12-0-10-07-011.00-0	UNIVERSITY PARK #3 , Lot 5	7,983.75
081-111-12-0-10-09-001.00-0	UNIVERSITY PARK #3 , Lot 51	6,240.20
081-111-12-0-10-09-002.00-0	UNIVERSITY PARK #3 , Lot 52	13,475.24
081-111-12-0-10-07-012.00-0	UNIVERSITY PARK #3 , Lot 6	7,343.88
081-111-12-0-10-07-014.00-0	UNIVERSITY PARK #3 , Lot 8	5,333.62
081-111-12-0-10-07-016.00-0	UNIVERSITY PARK #3 , Lot 9, 10	15,301.23
081-111-12-0-10-08-003.00-0	UNIVERSITY PARK #3 , LTS 35, 36, 37 & BEG NE COR LT 36, TH W130.35', NE79.2', SE79.2' TO POB	24,496.42
081-111-12-0-10-07-018.00-0	UNIVERSITY PARK #3, Lot 12	6,976.15
081-111-12-0-10-07-019.00-0	UNIVERSITY PARK #3, Lot 13	6,121.58
081-111-12-0-10-07-020.00-0	UNIVERSITY PARK #3, Lot 14	7,929.38
081-111-12-0-10-07-001.00-0	UNIVERSITY PARK #3, Lot 19	4,864.79
081-111-12-0-10-07-032.00-0	UNIVERSITY PARK #3, Lot 20	4,948.15
081-111-12-0-10-07-031.00-0	UNIVERSITY PARK #3, Lot 21	4,896.70
081-111-12-0-10-07-030.00-0	UNIVERSITY PARK #3, Lot 22	4,862.22
081-111-12-0-10-08-011.00-0	UNIVERSITY PARK #3, Lot 29, 30 & 31, & BEG NECOR LT 32 TH NE92' TO SECOR LT31, TH SE45.99', TH W102.55 TO POB	20,708.50
081-111-12-0-10-07-010.00-0	UNIVERSITY PARK #3, Lot 4	10,379.22
081-111-12-0-10-07-013.00-0	UNIVERSITY PARK #3, Lot 7	7,150.41
081-111-12-0-10-07-007.00-0	UNIVERSITY PARK #3, Lot 1	7,700.94
081-111-12-0-20-01-030.00-0	UNIVERSITY PARK #4 , Lot 401	9,460.02
081-111-12-0-20-01-028.00-0	UNIVERSITY PARK #4 , Lot 402	13,625.74
081-111-12-0-20-01-037.00-0	UNIVERSITY PARK #5 , Lot 1	21,366.27
081-111-12-0-30-03-008.00-0	UNIVERSITY PARK #6 , Lot 601	12,094.50
081-111-12-0-10-05-020.00-0	UNIVERSITY PARK #8 , Lot 1	15,120.90
081-111-12-0-10-02-025.00-0	UNIVERSITY PARK #9, Lot PT 1, Th pt Lot 1 lying South & West Redbud Dr	4,565.83
081-111-12-0-10-01-012.00-0	UNIVERSITY PARK #9, Lot Pt Lot 1, Th pt Lot 1 lying North & East Redbud Dr	11,270.35
081-111-12-0-30-04-008.00-0	UNIVERSITY PARK , Lot 1, 2	12,060.51
081-111-12-0-20-02-037.00-0	UNIVERSITY PARK , Lot 10	5,673.74
081-111-12-0-20-01-044.00-0	UNIVERSITY PARK , Lot 101	6,384.70
081-111-12-0-20-01-043.00-0	UNIVERSITY PARK , Lot 102	6,384.70
081-111-12-0-20-01-042.00-0	UNIVERSITY PARK , Lot 103	6,384.73
081-111-12-0-20-01-041.00-0	UNIVERSITY PARK , Lot 104	6,384.70
081-111-12-0-20-01-040.00-0	UNIVERSITY PARK , Lot 105	6,384.70
081-111-12-0-20-01-036.00-0	UNIVERSITY PARK , Lot 109	7,561.37
081-111-12-0-20-02-036.00-0	UNIVERSITY PARK , Lot 11 & 12	11,347.21
081-111-12-0-20-01-035.00-0	UNIVERSITY PARK , Lot 110	7,015.04
081-111-12-0-20-01-034.00-0	UNIVERSITY PARK , Lot 111	7,739.52
081-111-12-0-20-01-033.00-0	UNIVERSITY PARK , Lot 112	7,477.27

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081-111-12-0-20-01-032.00-0	UNIVERSITY PARK , Lot 113	7,188.11
081-111-12-0-20-01-027.00-0	UNIVERSITY PARK , LOT 119 & E30' LOT 118	5,709.55
081-111-12-0-20-01-026.00-0	UNIVERSITY PARK , Lot 120	5,507.54
081-111-12-0-20-01-024.00-0	UNIVERSITY PARK , Lot 122	7,496.07
081-111-12-0-20-01-023.00-0	UNIVERSITY PARK , Lot 123	4,836.25
081-111-12-0-20-01-022.00-0	UNIVERSITY PARK , Lot 124	5,306.92
081-111-12-0-20-01-018.00-0	UNIVERSITY PARK , Lot 128	5,296.68
081-111-12-0-20-01-017.00-0	UNIVERSITY PARK , Lot 129	5,684.55
081-111-12-0-20-02-034.00-0	UNIVERSITY PARK , Lot 13	5,673.61
081-111-12-0-20-01-013.00-0	UNIVERSITY PARK , Lot 132 & 133	11,349.09
081-111-12-0-20-01-012.00-0	UNIVERSITY PARK , Lot 134	3,851.47
081-111-12-0-20-01-011.00-0	UNIVERSITY PARK , Lot 135	5,670.95
081-111-12-0-20-01-009.00-0	UNIVERSITY PARK , Lot 137	4,015.29
081-111-12-0-20-01-008.00-0	UNIVERSITY PARK , Lot 138	5,675.72
081-111-12-0-20-01-007.00-0	UNIVERSITY PARK , Lot 139	5,675.00
081-111-12-0-20-02-033.00-0	UNIVERSITY PARK , Lot 14	5,673.60
081-111-12-0-20-01-006.00-0	UNIVERSITY PARK , Lot 140	4,587.60
081-111-12-0-20-01-005.00-0	UNIVERSITY PARK , Lot 141	4,270.15
081-111-12-0-20-01-004.00-0	UNIVERSITY PARK , Lot 142	5,675.00
081-111-12-0-20-01-003.00-0	UNIVERSITY PARK , Lot 143	5,675.01
081-111-12-0-20-01-002.00-0	UNIVERSITY PARK , Lot 144	5,958.74
081-111-12-0-20-01-001.00-0	UNIVERSITY PARK , Lot 145	5,958.75
081-111-12-0-20-06-006.00-0	UNIVERSITY PARK , Lot 149	6,502.60
081-111-12-0-20-02-032.00-0	UNIVERSITY PARK , Lot 15	5,674.68
081-111-12-0-20-04-027.00-0	UNIVERSITY PARK , Lot 150	8,158.84
081-111-12-0-20-04-026.00-0	UNIVERSITY PARK , Lot 151	8,146.42
081-111-12-0-20-04-025.00-0	UNIVERSITY PARK , Lot 152	5,922.20
081-111-12-0-20-04-024.00-0	UNIVERSITY PARK , Lot 153	6,980.28
081-111-12-0-20-04-023.00-0	UNIVERSITY PARK , Lot 154	6,368.16
081-111-12-0-20-04-023.01-0	UNIVERSITY PARK , Lot 155	6,357.14
081-111-12-0-20-04-021.00-0	UNIVERSITY PARK , Lot 156	6,346.12
081-111-12-0-20-04-020.00-0	UNIVERSITY PARK , Lot 157	6,335.10
081-111-12-0-20-04-019.00-0	UNIVERSITY PARK , Lot 158	6,324.08
081-111-12-0-20-04-018.00-0	UNIVERSITY PARK , Lot 159	6,706.42
081-111-12-0-20-02-030.00-0	UNIVERSITY PARK , Lot 16 & 17	10,378.72
081-111-12-0-20-04-017.00-0	UNIVERSITY PARK , Lot 160	6,283.88
081-111-12-0-20-04-016.00-0	UNIVERSITY PARK , Lot 161	6,550.22
081-111-12-0-20-04-009.00-0	UNIVERSITY PARK , Lot 169, 170	13,905.45
081-111-12-0-20-04-007.00-0	UNIVERSITY PARK , Lot 171	7,139.28
081-111-12-0-20-04-006.00-0	UNIVERSITY PARK , Lot 172	7,093.39
081-111-12-0-20-04-005.00-0	UNIVERSITY PARK , Lot 173	7,189.71
081-111-12-0-20-04-004.00-0	UNIVERSITY PARK , Lot 174	6,718.94
081-111-12-0-20-04-003.00-0	UNIVERSITY PARK , Lot 175, 176	12,887.23
081-111-12-0-20-04-001.00-0	UNIVERSITY PARK , Lot 177	6,028.94
081-111-12-0-20-05-002.00-0	UNIVERSITY PARK , Lot 178 - 183	50,948.79
081-111-12-0-20-02-029.00-0	UNIVERSITY PARK , Lot 18	6,072.32

# EXHIBIT A

081-111-12-0-20-05-009.00-0	UNIVERSITY PARK , Lot 184	5,720.68
081-111-12-0-20-05-007.00-0	UNIVERSITY PARK , Lot 185,186	14,977.04
081-111-12-0-20-06-007.00-0	UNIVERSITY PARK , Lot 187	5,675.03
081-111-12-0-20-06-009.00-0	UNIVERSITY PARK , Lot 189	5,680.20
081-111-12-0-20-02-028.00-0	UNIVERSITY PARK , Lot 19	6,035.42
081-111-12-0-20-06-002.00-0	UNIVERSITY PARK , Lot 191	7,828.46
081-111-12-0-20-06-001.00-0	UNIVERSITY PARK , Lot 192	13,701.22
081-111-12-0-10-04-006.00-0	UNIVERSITY PARK , Lot 193, 194	15,329.87
081-111-12-0-10-04-001.00-0	UNIVERSITY PARK , Lot 198	7,128.51
081-111-12-0-10-03-004.00-0	UNIVERSITY PARK , Lot 199	6,234.71
081-111-12-0-20-02-027.00-0	UNIVERSITY PARK , Lot 20	6,034.04
081-111-12-0-10-03-003.00-0	UNIVERSITY PARK , Lot 200	5,692.18
081-111-12-0-10-03-002.00-0	UNIVERSITY PARK , Lot 201	5,676.30
081-111-12-0-10-02-011.00-0	UNIVERSITY PARK , Lot 202	5,175.50
081-111-12-0-10-02-008.01-0	UNIVERSITY PARK , Lot 203	5,548.78
081-111-12-0-10-02-015.00-0	UNIVERSITY PARK , Lot 205, 206, 207	16,806.29
081-111-12-0-10-02-017.00-0	UNIVERSITY PARK , Lot 208, 209	6,260.20
081-111-12-0-20-02-026.00-0	UNIVERSITY PARK , Lot 21	6,032.65
081-111-12-0-10-02-019.00-0	UNIVERSITY PARK , Lot 210	4,049.44
081-111-12-0-10-02-020.00-0	UNIVERSITY PARK , Lot 211	5,102.03
081-111-12-0-10-02-023.00-0	UNIVERSITY PARK , Lot 214	4,534.40
081-111-12-0-10-02-024.00-0	UNIVERSITY PARK , Lot 215	5,774.70
081-111-12-0-10-02-001.00-0	UNIVERSITY PARK , Lot 217	3,601.83
081-111-12-0-10-02-002.00-0	UNIVERSITY PARK , Lot 218	3,567.36
081-111-12-0-20-02-024.00-0	UNIVERSITY PARK , Lot 22, 23	13,138.63
081-111-12-0-10-02-006.00-0	UNIVERSITY PARK , Lot 222	5,534.69
081-111-12-0-10-02-008.00-0	UNIVERSITY PARK , Lot 223, 224, 204	15,517.34
081-111-12-0-10-02-009.00-0	UNIVERSITY PARK , Lot 225	6,029.74
081-111-12-0-10-02-010.00-0	UNIVERSITY PARK , Lot 226	6,472.15
081-111-12-0-10-03-001.00-0	UNIVERSITY PARK , Lot 227	5,676.01
081-111-12-0-10-01-025.00-0	UNIVERSITY PARK , Lot 228	5,675.81
081-111-12-0-10-01-024.00-0	UNIVERSITY PARK , Lot 229	5,675.81
081-111-12-0-10-01-023.00-0	UNIVERSITY PARK , Lot 230	6,161.76
081-111-12-0-10-01-022.00-0	UNIVERSITY PARK , Lot 231	5,661.78
081-111-12-0-10-01-019.00-0	UNIVERSITY PARK , Lot 234	5,658.95
081-111-12-0-20-02-023.00-0	UNIVERSITY PARK , Lot 24	5,682.99
081-111-12-0-10-01-010.00-0	UNIVERSITY PARK , Lot 243	5,675.78
081-111-12-0-10-01-008.00-0	UNIVERSITY PARK , Lot 244	5,675.87
081-111-12-0-10-01-001.01-0	UNIVERSITY PARK , Lot 249, 250	11,351.75
081-111-12-0-20-02-022.00-0	UNIVERSITY PARK , Lot 25 - 26	12,969.46
081-111-12-0-10-01-001.00-0	UNIVERSITY PARK , Lot 251	6,292.49
081-111-12-0-10-05-001.00-0	UNIVERSITY PARK , Lot 252, 253	11,950.47
081-111-12-0-10-05-003.00-0	UNIVERSITY PARK , Lot 254, 255, 256	17,874.89
081-111-12-0-10-05-005.00-0	UNIVERSITY PARK , Lot 257	5,625.85
081-111-12-0-10-05-006.00-0	UNIVERSITY PARK , Lot 258	5,675.04
081-111-12-0-10-05-007.00-0	UNIVERSITY PARK , Lot 259	5,675.64
081-111-12-0-10-05-008.00-0	UNIVERSITY PARK , Lot 260	5,675.33

# EXHIBIT A

081-111-12-0-10-05-009.00-0	UNIVERSITY PARK , Lot 261	5,675.15
081-111-12-0-10-05-010.00-0	UNIVERSITY PARK , Lot 262	5,673.39
081-111-12-0-10-05-011.00-0	UNIVERSITY PARK , Lot 263	7,438.16
081-111-12-0-10-05-012.00-0	UNIVERSITY PARK , Lot 264	5,669.64
081-111-12-0-10-05-013.00-0	UNIVERSITY PARK , Lot 265, 266	11,041.41
081-111-12-0-10-05-015.00-0	UNIVERSITY PARK , Lot 267, 268	12,138.81
081-111-12-0-10-05-017.00-0	UNIVERSITY PARK , Lot 269	5,675.36
081-111-12-0-20-07-001.00-0	UNIVERSITY PARK , Lot 270	5,675.35
081-111-12-0-20-07-002.00-0	UNIVERSITY PARK , Lot 271	5,675.36
081-111-12-0-20-07-005.00-0	UNIVERSITY PARK , Lot 274	5,723.70
081-111-12-0-20-07-007.00-0	UNIVERSITY PARK , Lot 276	5,675.35
081-111-12-0-20-07-008.00-0	UNIVERSITY PARK , Lot 277	5,675.35
081-111-12-0-20-07-009.00-0	UNIVERSITY PARK , Lot 278	5,675.35
081-111-12-0-20-02-017.00-0	UNIVERSITY PARK , Lot 29 - 31	21,955.58
081-111-12-0-30-04-007.00-0	UNIVERSITY PARK , Lot 3	6,030.26
081-111-12-0-20-02-014.00-0	UNIVERSITY PARK , Lot 34	6,382.96
081-111-12-0-20-02-013.00-0	UNIVERSITY PARK , Lot 35	6,384.66
081-111-12-0-20-02-012.00-0	UNIVERSITY PARK , Lot 36	6,386.35
081-111-12-0-20-02-011.00-0	UNIVERSITY PARK , Lot 37	6,388.05
081-111-12-0-20-02-010.00-0	UNIVERSITY PARK , Lot 38	6,716.19
081-111-12-0-20-02-009.00-0	UNIVERSITY PARK , Lot 39	6,485.01
081-111-12-0-30-04-006.00-0	UNIVERSITY PARK , Lot 4	6,030.20
081-111-12-0-20-02-008.00-0	UNIVERSITY PARK , Lot 40	6,030.20
081-111-12-0-20-02-006.00-0	UNIVERSITY PARK , Lot 41 & 42	12,045.07
081-111-12-0-20-02-005.00-0	UNIVERSITY PARK , Lot 43	6,030.32
081-111-12-0-20-02-004.00-0	UNIVERSITY PARK , Lot 44	6,024.12
081-111-12-0-20-02-003.00-0	UNIVERSITY PARK , Lot 45	6,030.50
081-111-12-0-20-02-002.00-0	UNIVERSITY PARK , Lot 46	6,030.45
081-111-12-0-20-02-001.00-0	UNIVERSITY PARK , Lot 47	5,993.09
081-111-12-0-30-02-009.00-0	UNIVERSITY PARK , Lot 48	6,356.61
081-111-12-0-30-02-006.00-0	UNIVERSITY PARK , Lot 49, 50, 51	19,156.75
081-111-12-0-30-04-004.00-0	UNIVERSITY PARK , Lot 5, 6	11,705.81
081-111-12-0-30-02-005.00-0	UNIVERSITY PARK , Lot 52	6,385.60
081-111-12-0-30-03-007.00-0	UNIVERSITY PARK , Lot 55	6,030.29
081-111-12-0-30-03-006.00-0	UNIVERSITY PARK , Lot 56	6,030.27
081-111-12-0-30-03-005.00-0	UNIVERSITY PARK , Lot 57	6,043.03
081-111-12-0-30-03-004.00-0	UNIVERSITY PARK , Lot 58	6,102.08
081-111-12-0-30-03-003.00-0	UNIVERSITY PARK , Lot 59	6,080.95
081-111-12-0-30-03-002.00-0	UNIVERSITY PARK , Lot 60	5,675.59
081-111-12-0-20-03-031.00-0	UNIVERSITY PARK , Lot 61	5,675.93
081-111-12-0-20-03-029.00-0	UNIVERSITY PARK , Lot 63	5,675.87
081-111-12-0-20-03-028.00-0	UNIVERSITY PARK , Lot 64	5,675.92
081-111-12-0-20-03-027.00-0	UNIVERSITY PARK , Lot 65	5,675.90
081-111-12-0-20-03-023.00-0	UNIVERSITY PARK , Lot 69	6,028.89
081-111-12-0-30-04-003.00-0	UNIVERSITY PARK , Lot 7	6,635.69
081-111-12-0-20-03-021.00-0	UNIVERSITY PARK , Lot 71	6,032.16
081-111-12-0-20-03-021.00-A	UNIVERSITY PARK , Lot 72, 79	12,056.45

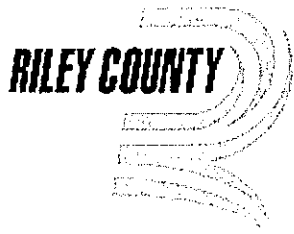
# EXHIBIT A

081-111-12-0-20-03-015.00-0	UNIVERSITY PARK , Lot 77	5,157.32
081-111-12-0-30-04-002.00-0	UNIVERSITY PARK , Lot 8	5,673.80
081-111-12-0-20-03-012.00-0	UNIVERSITY PARK , Lot 80	6,020.78
081-111-12-0-20-03-009.00-0	UNIVERSITY PARK , Lot 83	5,807.28
081-111-12-0-20-03-008.00-0	UNIVERSITY PARK , Lot 84	6,669.91
081-111-12-0-20-03-006.00-0	UNIVERSITY PARK , Lot 85, 86, 87	17,081.54
081-111-12-0-20-03-004.00-0	UNIVERSITY PARK , Lot 88	5,687.40
081-111-12-0-20-03-003.00-0	UNIVERSITY PARK , Lot 89	5,684.11
081-111-12-0-30-04-001.00-0	UNIVERSITY PARK , Lot 9	5,673.34
081-111-12-0-20-03-001.00-0	UNIVERSITY PARK , Lot 90	5,677.11
081-111-12-0-30-03-001.00-0	UNIVERSITY PARK , Lot 90A	5,673.11
081-111-12-0-30-03-015.00-0	UNIVERSITY PARK , Lot 91	8,538.68
081-111-12-0-30-03-014.00-0	UNIVERSITY PARK , Lot 91A	6,049.21
081-111-12-0-30-03-013.00-0	UNIVERSITY PARK , Lot 92	6,034.79
081-111-12-0-30-03-012.00-0	UNIVERSITY PARK , Lot 92A	6,032.36
081-111-12-0-30-03-011.00-0	UNIVERSITY PARK , Lot 93	6,032.28
081-111-12-0-30-03-010.00-0	UNIVERSITY PARK , Lot 93A	6,027.48
081-111-12-0-30-02-004.00-0	UNIVERSITY PARK , Lot 94	5,675.80
081-111-12-0-30-02-003.00-0	UNIVERSITY PARK , Lot 94A	5,675.75
081-111-12-0-30-02-002.00-0	UNIVERSITY PARK , Lot 95A & 95	11,644.88
081-111-12-0-20-01-048.00-0	UNIVERSITY PARK , Lot 95B, 96, 97	18,492.84
081-111-12-0-20-01-046.00-0	UNIVERSITY PARK , Lot 98 & 99	14,381.60
081-111-12-0-20-06-005.00-0	UNIVERSITY PARK , LOTS 146-148 & 188, 190	32,103.60
081-111-12-0-20-01-015.00-0	UNIVERSITY PARK ADDN #7 , Lot 701	27,956.72
081-111-12-0-20-04-012.00-0	UNIVERSITY PARK ADDN #7 , Lot 702	13,835.28
081-111-12-0-20-01-045.00-0	UNIVERSITY PARK, Lot 100	6,334.25
081-111-12-0-20-01-031.00-0	UNIVERSITY PARK, Lot 114	7,385.35
081-111-12-0-20-01-025.00-0	UNIVERSITY PARK, Lot 121	8,898.70
081-111-12-0-20-01-010.00-0	UNIVERSITY PARK, Lot 136	5,318.00
081-111-12-0-20-04-014.00-0	UNIVERSITY PARK, Lot 162, 163	14,294.92
081-111-12-0-20-04-013.00-0	UNIVERSITY PARK, Lot 164, 165	13,010.23
081-111-12-0-20-04-010.00-0	UNIVERSITY PARK, Lot 168	7,233.92
081-111-12-0-10-04-004.00-0	UNIVERSITY PARK, Lot 195	5,675.02
081-111-12-0-10-04-002.00-0	UNIVERSITY PARK, Lot 196, 197	11,577.97
081-111-12-0-10-02-021.00-0	UNIVERSITY PARK, Lot 212	5,133.54
081-111-12-0-10-02-022.00-0	UNIVERSITY PARK, Lot 213	5,104.51
081-111-12-0-10-01-021.00-0	UNIVERSITY PARK, Lot 232	7,054.24
081-111-12-0-10-01-020.00-0	UNIVERSITY PARK, Lot 233	5,692.66
081-111-12-0-10-01-018.00-0	UNIVERSITY PARK, Lot 235	6,571.50
081-111-12-0-10-01-017.00-0	UNIVERSITY PARK, Lot 236	5,627.29
081-111-12-0-10-01-005.00-0	UNIVERSITY PARK, Lot 247	5,675.87
081-111-12-0-10-01-004.00-0	UNIVERSITY PARK, Lot 248	5,675.87
081-111-12-0-20-02-017.01-0	UNIVERSITY PARK, Lot 27 - 28	14,359.71
081-111-12-0-20-07-003.00-0	UNIVERSITY PARK, Lot 272 & 273	11,350.74
081-111-12-0-20-07-006.00-0	UNIVERSITY PARK, Lot 275	5,675.35
081-111-12-0-20-02-015.00-0	UNIVERSITY PARK, Lot 32, 33	12,765.81



## EXHIBIT A

081-111-12-0-20-03-030.00-0	UNIVERSITY PARK, Lot 62	5,675.87
081-111-12-0-20-03-025.00-0	UNIVERSITY PARK, Lot 66, 67	11,351.77
081-111-12-0-20-03-024.00-0	UNIVERSITY PARK, Lot 68	7,762.63
081-111-12-0-20-03-022.00-0	UNIVERSITY PARK, Lot 70	6,031.25
081-111-12-0-20-03-019.00-0	UNIVERSITY PARK, Lot 73	6,030.37
081-111-12-0-20-03-018.00-0	UNIVERSITY PARK, Lot 74	5,187.00
081-111-12-0-20-03-017.00-0	UNIVERSITY PARK, Lot 75	6,407.48
081-111-12-0-20-03-016.00-0	UNIVERSITY PARK, Lot 76	6,372.69
081-111-12-0-20-03-014.00-0	UNIVERSITY PARK, Lot 78	6,022.12
081-111-12-0-20-03-010.00-0	UNIVERSITY PARK, Lot 81 & 82	12,054.92
081-111-12-0-20-03-002.00-0	UNIVERSITY PARK, Lot 89A	5,680.87
081-111-12-0-10-01-014.00-0	UNIVERSITY PARK, LTS 239 & 240 & EAST 1/2 LT 238	12,218.66
081-111-12-0-10-01-015.00-0	UNIVERSITY PARK, WEST 1/2 LOT 238 & LOT 237	8,191.52
		2,357,000.00



**COUNTY  
COUNSELOR/ADMINISTRATIVE  
SERVICES**  
*Public Notice*

**Clancy Holeman**  
Counselor/Director of  
Administrative Services  
115 North 4th Street  
Manhattan, KS 66502  
Phone: 785-565-6844

## **COMMISSION AGENDA REPORT**

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**FROM:** Craig Cox, Deputy Riley County Counselor  
**MEETING:** May 21, 2018  
**SUBJECT:** Special Assessments for University Park Sewer District  
**PRESENTER:** Craig Cox, Deputy Riley County Counselor

---

### **BACKGROUND**

The Board of Riley County Commissioners approved the rehabilitation of the main sewer and disposal system of University Park Sewer District as required by Emergency Order #14-0021 dated May 19, 2014, that was issued by the Riley County Environmental Health Officer according to K.S.A. 19-27a03(a)(2) and all authorized by Riley County Resolution No. 071014-28 pursuant to K.S.A. 19-27a01 et seq., and particularly K.S.A. 19-27a02 and K.S.A. 19-101a as amended.

### **DISCUSSION**

The construction project to rehabilitate the University Park Sewer System has been completed at a cost of \$2,357,000.00. This amount will be paid by the property owners of University Park through special assessments.

The Board of County Commissioners will need to determine the method of calculating the special assessments. K.S.A. 19-27a07(b) sets out the statutory methods of assessment:

1. equally per square foot against all property in the district;
2. against the assessed value of the lots and pieces of property in the district with or without regard to improvements;

3. by a combination of (1) and (2); or
4. in any other reasonable manner which will result in imposing substantially equal burdens or shares of costs upon property similarly benefitted.

Historically, the “per lot”, “per owner” and “per square foot” assessment methods have been used in Riley County. County staff have reviewed all these methods and analyzed the impact on University Park property.

University Park consists of 285 lots of all shapes and sizes. There are also numerous multi-lot property owners. It is these characteristics of University Park that create assessment inequality using the “per lot” or “per owner” method (e.g. small lot assessment same as large lot assessment, or single lot owner assessment same as multi-lot owner).

The statute requires that the assessment method imposes “substantially equal burdens or shares of cost upon property similarly benefitted.” Because all University Park lots are similarly benefitted by the rehabilitated sewer, County staff recommends assessment “per square foot” since all property owners will pay the same square foot rate with the assessment amount being determined by the lot size.

### **FISCAL IMPACT**

Staff time for County Counselor’s office, Budget and Finance Officer, County Clerk’s office, and Public Works.

### **RECOMMENDATION(S)**

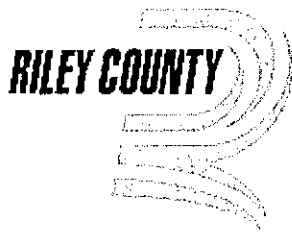
Counsel recommends that the Board approve the Notice of Public Hearing scheduled on June 14, 2018, at 10:50 a.m.

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

- A. “I move that the Board approve the "Notice of Public Hearing.”
- B. “I move that the Board approve the "Notice of Public Hearing” after the following changes are made....”

#### **Enclosures:**

- Proposed Assessment Resolution (DOC)
- Exhibit A (XLSX)



**COUNTY  
COUNSELOR/ADMINISTRATIVE  
SERVICES**  
*Public Hearing*

**Clancy Holeman**  
Counselor/Director of  
Administrative Services  
115 North 4th Street  
Manhattan, KS 66502  
Phone: 785-565-6844

## **COMMISSION AGENDA REPORT**

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**FROM:** Jill Seaton, Office Manager  
**MEETING:** June 14, 2018  
**SUBJECT:** Public Hearing – University Park Sewer District Special Assessments  
**PRESENTER:** Craig Cox, Deputy Riley County Counselor

---

### **BACKGROUND**

The Board of Riley County Commissioners approved the rehabilitation of the main sewer and disposal system of University Park Sewer District on May 19, 2014. The construction project to rehabilitate the sewer system has been completed at a cost of \$4,175,000.00. Of that sum, the grant is \$1,818,000.00 with the remaining loan amount of \$2,357,000.00 to be paid by the University Park property owners through special assessments. The Board of County Commissioners will conduct a public hearing on June 14, 2018, to determine the assessment method to be used to calculate the special assessment allocated for each University Park lots.

### **DISCUSSION**

K.S.A. 19-27a07 authorizes the Board of County Commissioners to assess the costs of the sewer project against the property in the University Park Sewer District.

Staff analyzed the various methods of assessment:

PER OWNER/PER LOT - Issues of fairness and practicality arise because of the numerous multi-lot property owners and the fact that over the 40 year finance period lots will be replatted and split as property develops in University Park. With both of the methods, the assessment is tied to a changeable quantity, either an owner or a number of lots. If either the owner or number of lots change, there is no quantifiable measure to determine and track the new assessment over the 40 year finance period.

**PER VALUATION** - The 40 year finance period raises issues of fairness and practicality with this method. With this method, a vacant lot with less value will have a smaller assessment than a lot that is currently developed with a home or other structure. Over the 40 years, vacant lots will be developed with increased valuation, but the assessment will remain the same since it is "locked in" at the time the bond is sold.

**PER SQUARE FOOT** - This method addresses the issues of fairness and practicality raised by the 40 year finance period because it provides a quantifiable measure to determine and track new assessments. Whether a lot is replatted into a larger tract or split off, the assessment can always be assigned to the new lot by its square footage. "Square foot" is the best method to account for assessment changes that will occur over the 40 year finance period. The University Park Improvement Board has unanimously endorsed the "per square foot" method.

### **FISCAL IMPACT**

Staff time for County Counselor's office, Budget and Finance Officer, County Clerk's office, and Public Works.

### **RECOMMENDATION(S)**

County staff, which includes County Counselor's office, Budget and Finance Officer, County Clerk's office, and Public Works, recommend that the Board approve the "per square foot" method for calculating assessments for the University Park Sewer District rehabilitation project.

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

- A. "I move that the Board approve the attached "per square foot" Resolution No. 061418-\_\_\_\_\_ for calculating assessments for the University Park Sewer District rehabilitation project."
- B. "I move that the Board approve the following method for calculating assessments for the University Park Sewer District rehabilitation project and the appropriate resolution be drafted... ."

### **Enclosures:**

- Proposed Assessment Amount (PDF)
- University Park Improvement Board - square foot approval (PDF)
- University Park owner.replat.valuation information (PDF)
- Assessment Resolution per square foot (DOC)
- Bipes' letter (PDF)

David and Amy Bipes  
3805 Winterset Drive  
Manhattan, Kansas 66503  
Phone: 785-408-4534  
E-mail: [David@bipes.com](mailto:David@bipes.com)

June 5, 2018

To:  
Mr. Craig D. Cox, County Counselor  
and  
Board of County Commissioners  
Riley County, Kansas

c/o Rich Vargo, County Clerk  
Riley County  
115 N. 4<sup>th</sup> Street  
Manhattan, Kansas 66502

Re: Objection to Proposed Assessments, University Park Sewer Rehab Project

Dear Board of County Commissioners of Riley County, Kansas:

Attached are the most recent letters we received to clarify our special assessment amount for the University Park sewer rehabilitation project. You can see that our lot in University Park #1, 301, (known as 11111 Rimrock Drive, Manhattan, Kansas) is subject to proposed assessment amount \$6,383.28 (\$11,896.33 with interest). You can also see our lots in University Park #1, 303 and 304 (on Redbud) are subject to proposed assessment amount \$17,993.35 (\$33,533.68 with interest).

We do not object to paying a fair assessment for the project which has benefitted University Park. We do object to the proposed assessment method, for the following reasons. The traditional method of "equally per square foot against all property in the district" was reportedly chosen to prevent inequality in assessment and to create "substantially equal burdens or shares of cost upon property similarly benefitted," according to the Commission Agenda Report we received of May 21. Unfortunately, the traditional method applied is inconsistent with that ideal. The method applied creates a severity of assessment on unimproved lots. The assessment of \$17,993.35 (\$33,533.68 with interest) far exceeds the Riley County appraised value of \$2,240 for our unimproved lots 303 and 304 in University Park #1. Using the proposed method will impose an assessment more than 8 times the property value, resulting in an 800% assessment against the county valuation of these unimproved lots.

In comparison, the improved lot we own, where David's mother resides, is subject to an assessment of 7% the Riley County valuation of \$88,570. While lot 301 in University Park #1 (also known as 11111 Rimrock Drive) has a much lesser burden imposed (7% assessment instead of 800%), under the proposed method it also has the greatest immediate benefit of the sewer rehab project every time clothes and dishes are washed, and the bath, toilet and sinks are used.

Because the proposed method creates a huge inequity in assessment as compared to immediate use benefit, we recommend the Board reconsider the method. We propose assessment be recalculated based on valuation including improvements, to lessen the burden of assessment on unimproved properties and create a fair assessment method. To create "substantially equal burdens or shares of cost upon property similarly benefitted," we request the Board please consider both the ratio of assessment to property valuation, and take into consideration which properties are receiving current actual sewer use benefit, as opposed to a speculated future use benefit. Since the statute allows consideration of assessment "against the assessed value of the lots and pieces of property in the district with or without regard to improvements", we ask that assessed value of the property, including improvements on those with improvements, become the basis against which the University Park Sewer Rehab project assessments are made, to create a more equitable cost sharing.

Sincerely,

David Bipes

Amy Bipes

## Craig Cox

---

**From:** Curt Friedrich <sixcf@yahoo.com>  
**Sent:** Wednesday, June 06, 2018 6:18 PM  
**To:** Craig Cox  
**Cc:** Clancy Holeman; Rich Vargo; Marvin Rodriguez; Ron Wells; Ben Wilson; Leon Hobson; Bob and Libby Vathauer; Dave Chizek; Dave Chizek; Curt & Cindy Friedrich  
**Subject:** University Park sewer assessment method

Craig,

The University Park Improvement District board voted unanimously at our meeting last evening to recommend to the Riley County BOCC that the method used to calculate the special assessments for the University Park Sewer Benefit District improvements be the "per square foot" method.

Our reasoning for this recommendation is some of the same you and County staff have used to make your recommendation of using the "per square foot" method noted in the CAR for the May 21 BOCC meeting (varying shapes and sizes of lots and multiple lot owners).

Additionally we do not feel that the "assessed value of the property with or without regard to improvements" method should be considered as this method would have the tendency for owners to not make improvements to their property and would have the potential to restrict any future growth in University Park.

Although we understand there are some objections to the "per square foot " method it is our belief that this method is the fairest and most equitable to all property owners benefited.

I plan to attend the public hearing for setting the assessment method scheduled for June 14 at 10:50 a.m.

I will attempt to get the minutes of our meeting compiled and sent to you before the June 14 meeting but I have limited time available for that between now and the 14th so may not be able to do so. Hopefully this e-mail will serve the same purpose.

Respectfully,  
Curt Friedrich  
UPID Secretary

Bob Vathauer,  
UPID President

Dave Chizek  
UPID Treasurer



## University Park Information

### University Park Owner breakout

46 people own 1 lot  
47 people own 2 lots  
2 people own 2.5 lots (they are splitting a lot)  
26 people own 3 lots  
9 people own 4 lots  
1 person owns 4.5 lots (the other 1/2 lot was replatted)  
8 people own 5 lots  
3 people own 6 lots  
2 people own 7 lots  
2 people own 9 lots

### Total Lots after replats (not including private parks)

University Park	270.5
University Park #1	27
University Park #2	4
University Park #3	52
	<hr/>
	353.5

### Replat information

Name	Previous # of lots	Current # of lots
Graham Addition	2	1
University Park #4	3.5	2
University Park #5	3	1
University Park #6	2	1
University Park #7	7	2
University Park #9	3	1
University Park #11	3	1
	23.5	9

### Valuations

The 2018 values of the properties located in University Park range from \$90 to \$331,740

## PROJECT FUNDING INFORMATION

- Collection System Budget: \$3,297,000 dollars
- Lift Station Cost: \$ 424,000 dollars
- CCTV Inspection/Eval. \$ 100,000 dollars
- Temporary Financing \$ 175,000 dollars
- **Total Project Cost: \$3,996,000 dollars**
- *USDA Grant (Up to 45%): \$1,798,000 dollars*
- Total Project Financed: \$2,198,000 dollars
- Loan Conditions: 40 year term @ 3.5% interest
- Project cost to Land Owners is estimated at:
  - \$.0253 to \$.0326 dollars/square foot annually

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

1. CALL MEETING TO ORDER
2. BUDGET HEARING
3. APPROVE MINUTES OF PREVIOUS MEETING
4. TREASURER'S REPORT AND PAYMENT OF BILLS
5. OLD BUSINESS
  - A. Update on Sewer Repair Project
  - B. Update on Water Valve Replacement
  - C. Update on Clubhouse/Community Building Oversight Committee
  - D. Discuss Options Regarding Golf Shed and Tractor Shed
  - E. Update on Workday at Picnic Shelter
  - F. Other
6. COMMITTEE REPORTS
  - A. Firewise
  - B. Parks
    1. Heywood Park
    2. Golf Course
    3. Disc Golf
    4. County Parks
7. NEW BUSINESS
  - A. Take Action on 2019 Budget
  - B. Discuss Options and Make Recommendation Regarding Old Water Treatment Building
  - C. August Picnic Plans
  - D. Information Item: Improvement District Board Filing Deadline
  - E. Other
8. ADJOURN

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

July 10, 2018

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 Turner, James and Karla Slaymaker, Sandra Graham, Travis Gilbert, John Havenstein, Dave and Amy Bipes, Scott Grant and Tray Schmidt.

The minutes of the previous meeting were approved as presented.

**Treasurers Report:**

**Bills to be paid were:**

Westar Energy (flag pole)	\$27.31
Westar Energy (clubhouse)	38.37
RCPW (clubhouse)	51.65
Bill McReynolds (19.5 hours)	243.75
Zane Evans (7.5 hours)	93.75
John Havenstein (9.75 hours)	121.88
Susan Turner (stain and sealer for pavilion)	275.99
Forrest Johnson (metal for tractor grill guard)	46.60

**Debit Card Expenses:**

Rocky Mountain ATV (flag poles for golf course)	199.75
GTB Meats (meat for June picnic)	109.01
Menards (ball valve for fuel barrel)	31.99
Orscheln (hyd. fluid/filter)	58.54
Paypal (water fire extinguisher)	70.56
NAPA (tractor filters)	57.98

**Cash Expenses:**

Katalyst Graphics (adhesive for tee box signs)	59.68
<b>Total Expenses</b>	<b>\$1,486.81</b>

There was a motion by Curt and second by Bob to pay the bills. Motion carried 3-0.

**Income reported was:**

Tax Funded	0.00
Burn Pile	160.00
Golf	890.00
Lot Mowing	900.00
Rent	1000.00
<b>Total Income:</b>	<b>\$2,950.00</b>

Peoples State Bank balance	\$12,909.78
UPID County Fund balance	\$9,909.99

*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	\$52,043.81
UP Water and Sewer Capital Reserve Fund	\$59,383.29

#### Old Business:

##### Update on Sewer Repair Project:

Curt reported he had communicated with Leon via e-mail as Leon was unable to attend tonight's meeting. Phase two is nearly complete with change orders being added for new utility poles at lift stations two and five. The shed at the treatment plant is to be leveled. Leon had mentioned in his e-mail that there are a few 4 inch laterals that were not lined. Curt will follow up on this to get more details.

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

Leon is working on this as well as some fire hydrant replacement and repair.

##### Update on Community Building Discussion:

Curt gave the results of the completed soil profiles. All sites at the clubhouse/tractor shed area failed for traditional septic system due to bed rock being too close to surface. All sites would be eligible for alternative septic systems such as the Elgen system. This would require dirt and sand to be hauled in for the system to be built on. Estimated costs for this type of system installation is \$15,000.00. After further discussion it was decided to contact Pat Collins to see if any of the potential sites would meet his needs as locations for a new Fire station and to discuss any possible joint venture with County Rural Fire. Curt will contact Pat to schedule a meeting with him.

There was also discussion on getting some preliminary drawings and costs for building new and remodeling present fire station into community building.

#### Other:

##### Disposal of old push mowers and weed eaters;

After discussion it was the consensus of the board that an e-mail will be sent out regarding the old mowers and weed eaters. First come first serve, no guarantees.

##### Pest Control at Rental;

Bob will check with American Pest regarding this.

##### Ambulance Service:

Don brought up some issues with response time for an ambulance in the UP area. After discussion it was decided that Curt would contact officials in area towns to see if a public meeting could be set up to address these issues.

##### Old Water Plant Building:

Don commented he had visited with Leon regarding having access to the old water plant building to store some of the boat dock equipment in. Curt will follow up with Leon.

regarding this.

Committee Reports:

Firewise:

Laura reminded everyone to report time spent trimming and clearing trees and brush.

Parks:

1. Heywood Park: Curt stated the trees that were planted last fall need to be watered. Scott volunteered to water them. Curt will send out an e-mail asking for additional volunteers.
2. Golf Course: There was discussion regarding a different type of mower to use to mow the fairways. Different options will be checked into.
3. Disc Golf: Alan Fox will be having a tournament on Saturday, July 14. All players will be paying the daily use fee of \$5.00.
4. County Parks: Curt mentioned that the 2018 requests need to be purchased and bills submitted to County Parks.

New Business:

July Picnic Date:

The July UP community picnic will be July 21.

Other:

Curt stated Craig and Tracey Weston will be hosting a jazz concert on Friday, August 3. The U P community is invited.

Curt also reported that he had received information from Tracey Sabo regarding a Food and Farm Council that the County is forming. Any interested in serving on this should contact Tracey for more information.

There was discussion regarding the gravel area south of the rental where the sewer construction equipment was staged. It was decided to leave the gravel and to spray the grass and weeds growing there.

Scott Grant inquired about what could be done regarding a neighbor's un-mowed yard. Bob will follow up with Scott regarding this.

Curt stated he had contacted KDOT regarding the turn off lane at the Tuttle Creek Boulevard and University Park Road intersection. KDOT will get the potholes repaired.

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	\$27.31	63235
Westar Energy II	7321 Hi View Drive	\$38.37	63236
RCPW	water for clubhouse	\$51.65	63193
Bill McReynolds	19.5 hours	\$243.75	63301
Zane Evans	7.5 hours	\$93.75	63302
John Havenstein	9.75 hours	\$121.88	63303
Susan Turner	stain and sealer for pavillion	\$275.99	63124
Forrest Johnson	metal for tractor grill guard	\$46.60	63126
<b>Debit Card Expenses</b>			
Rocky Mountain ATV	flag poles for golf course	\$199.75	
GTB Meats	June picnic	\$109.01	
Menards	ball valve for fuel barrell	\$31.99	
Orschelns	hydraulic fluid/filter	\$58.54	
Paypal	water fire extinguisher	\$70.56	
Napa	tractor filters	\$57.98	
<b>Cash Expenses</b>			
Katalyst Graphics	adhesive for tee box signs	\$59.68	
<b>Total Expenses</b>		<b>\$1,486.81</b>	

**Income**

			YTD
Specials Tax	Riley County account #178	\$0.00	\$0.00
Delenquent Specials	Riley County account #179	\$0.00	\$150.00
Real Estate Current	Riley County account #180	\$0.00	\$7,714.36
Real Estate Delenquent	Riley County account #181	\$0.00	\$174.13
Distr. P.P. Delenquent	Riley County account #185	\$0.00	\$0.00
<b>Tax Funded Income</b>			<b>\$8,038.49</b>

**Burn Pile**

Vernon Tabor	CK#8324	\$20.00
Brian Peil	CK#10644	\$20.00
David Adkins	CK#224	\$50.00
Dave Sommers	CK#2905	\$20.00
Jeff Neel	CK#224	\$50.00

**Burn Area Subtotal** **\$160.00**

**Boat Ramp Donations**

**Boat Ramp Subtotal** **\$0.00**

**Golf**

			flag delivered
Vernon Tabor	CK#8324	\$100.00	x
Michael Westgate	CK#2008	\$10.00	
Scott See	CK#1384	\$100.00	x
JL Parks	CK#1384	\$100.00	x
David Adkins	CK#224	\$100.00	x
Jeff Neel	CK#1322	\$100.00	x
Michael Westgate	CK#1909	\$100.00	
Mitchell Frederickson	cash	\$30.00	
John Martins	CK#1054	\$70.00	x
Cash Box			

1-Jun \$70.00  
20-Jun \$110.00

**Golf Subtotal** **\$890.00**

**Mowing**

	Lot #	
David Nudson	144	\$150.00 CK#745071743
Kent Stewart	294	\$150.00 CK#1475
Allen Webber	UP3 #16	\$150.00 CK#1012
Alexander Larsaon	89A, 90, 90a	\$450.00 CK#1006

**Mowing Subtotal** **\$900.00**

**Rent**

Zane Evans	June rent	\$1,000.00
<b>Rental House Subtotal</b>		<b>\$1,000.00</b>
<b>Total Income</b>		<b>\$2,950.00</b>

Peoples State Bank	\$12,909.78
UP county fund #232	\$9,909.99
UP W&S #230	\$52,043.81
UP W&S Cap Reserve #284	\$59,383.29



## Eljen GSF System Mound Design Program

Date:	29-Jun-18	Client Name:	University Park - Event Center
Site Address:	7399 HI-View Dr.		
Designer:	Scott Moore - Eljen (For Test holes #1 and #2)		

Note: This worksheet is provided to assist the Planner in sizing the number of Eljen GSF Modules required for a specific project. The calculations here in are explained for each output. The success of the overall design is based on the Planners inputs and considerations outside of this worksheet.

System Sizing (Total Number of Eljen GSF Modules Required)		Design Notes and Comments	
<b>2.1 Site Characteristics:</b>		Determine Application Rate: Enter known information below. Soil group or Percolation Rate	
Total Number of Bedrooms	1		
DDF per Bedroom (Daily Design Flow per Bedroom)	450 gpd	Group	V
DDF (Daily Design Flow) Bedrooms x DDF per Bedroom	450 gpd	Percolation Rate	
System Type	Bed		
Soil Application Rate	0.5 gal/ft <sup>2</sup>		
Region	Eastern Kansas		
Region Multiplier	1.00		
Measurement to Restrictive Layer (ft) Original Grade to HWT	0.8 ft		
Required vertical separation to High Water Table or Limiting Factor	1.5 ft		
Sand Slope (x:1) typically 3:1	3.0		
Berm Slope (x:1) typically 3:1	3.0		
System Area Slope (%)	0.0%		
Unit used	A42		
Units per Bedroom (Bed Only)	10 units		
Number of Rows	2		
<b>2.2 Module Quantity Analysis:</b>			
Minimum Number of Eljen GSF Modules Required (Minimum Distribution Cell Area + 2.0 + Square Foot per Unit or Bedrooms x (6 for A42), whichever is greater)	18 units		
Amount of Eljen GSF Modules Used Must be greater than or equal to Minimum Number of Eljen GSF Modules Required	18 units		
<b>2.3 Distribution Cell Design:</b>			
A. Distribution Cell Width	24.5 ft		
B. Distribution Cell Length	37 ft		
Units per Row If cell turns red, adjust amount of units to design equal rows.	9		
Total Distribution Cell Footprint	907 ft <sup>2</sup>		
<b>2.4 Basal Area Design:</b>			
D. Upslope Sand Fill under Distribution Cell (includes unit sand)	0.70 ft		
E. Downslope Sand Fill under Distribution Cell (includes unit sand)	0.70 ft		
F. Unit Height	0.58 ft		
G. Mound Height over Edge of Distribution Cell (min 0.5 ft)	0.50 ft		
H. Mound Height over Center of Distribution Cell (min 1 ft)	1.00 ft		
I. Upslope Sand from Distribution Cell	3.84 ft		
J. Downslope Sand from Distribution Cell	3.84 ft		
K. Sand Side Slope from Distribution Cell	3.84 ft		
L. Upslope Berm from Distribution Cell	5.34 ft		
M. Downslope Berm from Distribution Cell	5.34 ft		
N. Side Slope Berm from Distribution Cell	6.84 ft		
O. Overall Mound Length	50.68 ft		





Would need 10" additional  
Sand or soil (Sil. Spd/Et2)

# Soil Profile Evaluation

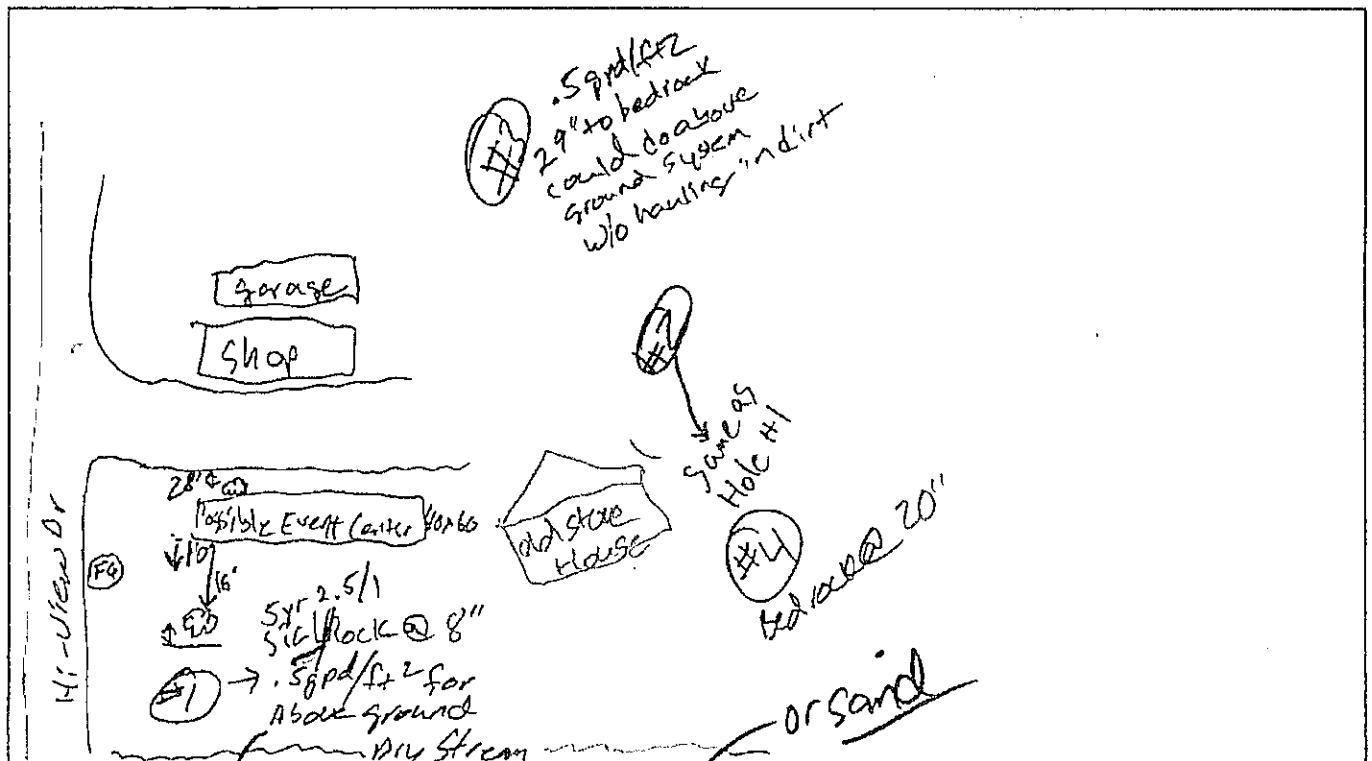
Depth	Color	Mottling	Texture	Structure	Loading Rate (gpd/ft <sup>2</sup> )	Comments

4 holes = See Below for  
loading rate of each hole

Limiting Layer - Loading Rate: .5 Testing Date: 6-22-18 Profile: (passed) / (failed)

Comments: Failed for stand. system OK for E/len GSF w/  
additional sand/soil.

Site:



Test completed by: [Signature]

RILEY COUNTY PLANNING & DEVELOPMENT  
110 Courthouse Plaza  
Manhattan, KS 66502  
(785) 537-6332, ext. 7505

Log # \_\_\_\_\_  
Receipt # Fee waived Per Marty  
6-7-18  
Soil Profile Evaluation....\$ 150.00  
Date N/A Paid [Signature]

**APPLICATION FOR SOIL PROFILE EVALUATION**

Name of applicant: University Park Improvement District  
Present mailing address: 7321 Hi-View Dr. Manhattan KS 66503  
(Street) (City) (State) (Zip)  
Work Phone: \_\_\_\_\_  
Home Phone: 785-556-0504  
Legal description of property (copy may be attached): S1/2 T08, R06E, that part of SW4  
Lyg S & E of Co Rd 390A  
Street address of property (if available): 7400 Hi-View Drive  
Manhattan KS 66503  
Directions to property: From Tuttle Creek Blv. take University Park Road to  
Hi-View Drive  
Lot size: 76 acres

In making this application, I understand that my responsibilities include the following:

1. Pay the profile fee of \$150 to the Riley County Planning & Development.
2. Provide access to the property for evaluation and testing.
3. These tests are conducted only when weather conditions permit.
4. Arrange for a contractor to dig a five-foot deep, 3 foot wide profile hole(s). The Riley County Planning & Development Environmental Health Specialist is required to be on site to observe the active excavation.

Soil profile evaluation are scheduled on a "first come, first serve" basis and may be delayed by weather conditions.

Comments: \_\_\_\_\_

Signature of Applicant

Curt Gieseler  
Secretary, UPI D

Date:

6-7-18

## ATTACHMENT 2

I got some input from Dave Chizek so here are our best guess estimates. Hope they make sense and you can do some calculations.

Please keep in mind that we would want the restrooms to be accessible from the outside 24/7 so not sure what that usage would be. Some days zero, some days 50?.

I have filled in answers at each one of your questions in Italics.

Let me know if you need anything else.

Regards,

Curt

On Monday, June 25, 2018, 7:58:03 AM CDT, Perry Piper <[ppiper@rileycountyks.gov](mailto:ppiper@rileycountyks.gov)> wrote:

Good Morning Curt, I have completed the soil profile test (4-holes), next I need to size the system to see if it would work, but before doing so, I need to know a few things about the building.

Please provide me answers to the following questions:

- 1) Event center capacity *99 maximum for fire suppression reasons*
- 2) Approximate number of people per event *50*
- 3) Number of events per week *1 or 2*
- 4) Number of events per month *4 to 6*
- 5) Is there a kitchen *Yes, caters type kitchen. Would not have cook top or oven, again for fire suppression reasons.*
- 6) Will there be alcohol served *Alcohol would be allowed but it would be BYOB or open bar situation so no beer or alcohol license would be required.*
- 7) What are the dimensions of the building *Whatever the requirement would be to keep occupancy at 99 or below and have a small kitchen and minimum required square footage for restrooms to match occupancy of 99. 40 X 40?*

# ATTACHMENT 1

Regards,

Curt

On Monday, June 25, 2018, 7:58:03 AM CDT, Perry Piper <

> wrote:

Good Morning Curt, I have completed the soil profile test (4-holes), next I need to size the system to see if it would work, but before doing so, I need to know a few things about the building.

Please provide me answers to the following questions:

- 1) Event center capacity *99 maximum for fire suppression reasons*
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- 6) Will there be alcohol served *Alcohol would be allowed but it would be BYOB or open bar situation so no beer or alcohol license would be required.*
- 7) What are the dimensions of the building *Whatever the requirement would be to keep occupancy at 99 or below and have a small kitchen and minimum required square footage for restrooms to match occupancy of 99. 40 X 40?*

Thanks,

Perry Piper

*Environmental Health Specialist*

Riley County, Planning & Development

110 Courthouse Plaza

Manhattan, Kansas 66502

785-537-6332

7400 Hi-View Dr. Soil Profile 6-22-18.pdf  
378.3kB

On Tuesday, June 26, 2018, 7:45:08 AM CDT, Perry Piper <

> wrote:

Ok, I will calculate the system size based off these numbers. One other question, one member mentioned having a parking pad in front of the building large enough to park a fire truck there and to be able to back in and pull out easier. What are the dimensions of the pad in front of the building (trying to determine if you will have enough space on area north of existing stone building for a wastewater system)?

Perry Piper

*Environmental Health Specialist*

Riley County, Planning & Development

110 Courthouse Plaza

Manhattan, Kansas 66502

785-537-6332

---

**From:** Curt Friedrich [ ]

**Sent:** Monday, June 25, 2018 10:17 PM

**To:** Perry Piper <

**Cc:** Dave Chizek < >; Dave Chizek <

and Libby Vathauer < >

>; Bob

**Subject:** Re: Event center questions

Perry,

I got some input from Dave Chizek so here are our best guess estimates. Hope they make sense and you can do some calculations.

Please keep in mind that we would want the restrooms to be accessible from the outside 24/7 so not sure what that usage would be. Some days zero, some days 50?.

I have filled in answers at each one of your questions in italics.

Let me know if you need anything else.



Subject: RE: RE: Event center qusetions

From: ppiper@rileycountyks.gov

To: sixcf@yahoo.com

Cc: dchizek70@gmail.com; david.chizek@steelandpipe.com; libby@k-state.edu; jacobbrenner@live.com

Date: Friday, June 29, 2018, 12:32:55 PM CDT

Curt, attached is the soil profile report for the UP Event Center/Fire Station. The preferred site, north of the stone house would work based off the numbers you provided me and with the addition of 10" silty loam soil or C33 sand.

Let me know if you have any questions.

Thanks,

Perry Piper

*Environmental Health Specialist*

Riley County, Planning & Development

110 Courthouse Plaza

Manhattan, Kansas 66502

785-537-6332

**From:** Curt Friedrich [mailto:sixcf@yahoo.com]

**Sent:** Tuesday, June 26, 2018 6:29 PM

**To:** Perry Piper <ppiper@rileycountyks.gov>

**Cc:** Dave Chizek <dchizek70@gmail.com>; Dave Chizek <david.chizek@steelandpipe.com>; Bob and Libby Vathauer <libby@k-state.edu>

**Subject:** Re: RE: Event center qusetions

Perry,

We do not have any drawings but I think Pat would like 40 feet minimum in front of building. I know that area will be tight to fit everything there.

Curt

University Park Improvement District  
Board Meeting  
University Park Club House  
September 4, 2018 - 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
  - C. Update on Clubhouse/Community Building Oversight Committee
  - D. Discuss Options Regarding Golf Shed and Tractor Shed
  - E. Update on Old Water Treatment Building
  - F. Update on Workday at Picnic Shelter
  - G. Board Member Filing Deadline Reminder
  - H. Other
5. COMMITTEE REPORTS
  - A. Firewise
  - B. Parks
    1. Heywood Park
    2. Golf Course
    3. Disc Golf
    4. County Parks
6. NEW BUSINESS
  - A. September Picnic Plans
  - B. Other
7. ADJOURN

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

August 7, 2018

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

Others Present: Don and Susan Turner, James and Karla Slaymaker, Michaela Closson, Travis Gilbert, Laura Soash, Sandra Graham and Scott Grant.

The Budget Hearing for the 2019 budget was opened by President Bob Vathauer. James Slaymaker had a question regarding an entry of \$4,900.00 for Assets Sold. Dave stated he believed that was an error on the County's part in preparing the budget that was a carryover from previous years when 3 lots owned by the Improvement District were sold. Dave will check back with the County Clerk's office. It should have no real effect on the budget and the proposed mill levy of 5 mills. With there being no other questions 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)	\$27.42
Westar (clubhouse)	40.06
RCPW (clubhouse)	52.53
Bill McReynolds (mowing labor)	350.00
Zane Evans (mowing labor)	343.75
John Havenstein (mowing labor)	156.25
Copeland Insurance (added Kubota Tractor)	31.00
B and L Trash (rental 49.00/clubhouse 75.00)	124.00
Fritz Oil (Kubota tires 360/diesel 764.70)	1,124.70
Debit Card Expenses	
Orscheln (chain and grab hooks)	148.96
Wal-Mart (LED light for flag pole)	14.24
David Chizek (billing error)	30.23
Orscheln (12 volt pump for sprayer)	129.99
Total Expenses	\$2,573.13

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

Income reported was:

Tax Funded	
Real Estate Current	\$00.00
Real Estate Delinquent	\$00.00
Total Tax-funded	\$00.00
Burn Pile	\$60.00
Boat Ramp Donation	\$20.00
Golf	\$690.00
Mowing	\$00.00
Rent	\$1,000.00
Total Income:	\$1,770.00
Peoples State Bank balance	\$13,356.59
UPID County Fund balance	\$8,050.90

*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	\$52,136.22
UP Water and Sewer Capital Reserve Fund	\$60,343.79

At this point of the meeting Mr. Douglas Gibson joined the meeting and stated he was a retired wounded veteran who had flown medic helicopters out of Fort Riley at one point in his military career. He stated they had used the University Park heli-pad for training purposes on several occasions and remembers flying in once for an actual medical emergency of someone suffering a heart attack. He is currently the Legislative Chairman and Chaplain of the Disabled American Veterans Chapter 28 from Manhattan. On this evening he was volunteering to take a fellow veteran out for an evening drive and saw we were meeting and stopped briefly to share his experience with us. Everyone thanked him for his service both past and present. Mr. Gibson then left the meeting.

Old Business:

Update on Sewer Repair Project:

Curt stated the new power poles have been installed at Lift stations 2 and 5 and the shed at the treatment plant had been leveled. This should finish up Phase 2 of the project. Curt also stated he had meet with Leon on July 25 regarding the unlined laterals that have been discovered after the project now has been completed. Leon was to get with Sam Johnson of BG Consultants to see what can be done about these. Curt stated he had not heard back from Leon regarding this. After some discussion James Slaymaker stated he would go to the County Commission meeting on Thursday August 9 and ask about this in the Public comment portion of the commission meeting.

Update on Water Valve Replacement:

Curt stated that Leon is working with Larson Construction to have 2 valves replaced. There is also one fire hydrant that needs replaced and three that need to have extensions added to them to raise them up for better access for the fire department. There is also a water

meter pit that needs an extension added and one water meter that needs to be relocated as it is too close to a driveway. As much of this work will be done as possible but will have individual quotes so he can pick and choose which ones to do.

#### Update on Clubhouse/Community Building Oversight Committee:

Curt stated that Kent Stewart was unable to attend the Board meeting but had set an e-mail with the latest updates. The following is what was received from Mr. Stewart:

Kent Stewart, representing the Oversight Committee met with Curt and County Rural Fire Chief Pat Collins to review potential sites for a fire house and community building. Stewart and Collins were briefed by Curt on the site locations near the existing clubhouse and pavilion and on the results of the soil profile test diggings for sewer systems at those locations. Costs would vary by location but are within reason. Stewart and Collins were also briefed by Curt concerning sites near the present firehouse, across from the rental house and south of the rental house. These locations have access to public sewer. There would still be a cost because of excavation to lay the new sewer and hook-up to the public sewer.

Kent has written answers to several of the questions raised early in this study and has sent those answers to the other committee members for evaluation and comment. There were 44 questions raised early in the process.

Among it's duties the Oversight Committee is charged with answering all questions that arise and reporting feasibility study findings as they occur. When all information has been collected and all questions answered the committee will meet, review the answers, make corrections and issue to the Board a written report with recommendations. The committee start-up work seems slow but work is occurring and the committee will meet when there are substantial agenda items to be evaluated. October still remains the target date for completion of the feasibility study.

Curt stated that he, Kent Stewart and Pat Collins would be meeting with Rob Peschel of CES Engineering from Marysville on Thursday, August 9 to see if his firm can give some cost estimates for building a new building and for converting the existing fire station into a community building.

#### Discuss Options Regarding Golf Shed and Tractor Shed:

Dave stated he had received a bid to have metal sheeting and trim put on the golf shed for \$5000.00 which includes material and labor. Dave also stated that Justin Keister had donated a garage door and Dave had a bid to install that door on the west side of the tractor shed of \$1000.00 which would include labor and any additional materials needed. After some discussion Travis Gilbert stated he would like to give a bid for this work. Dave will get with him in the next few days to discuss and get his bid. Dave will report back at the September meeting.

Update on workday at picnic shelter:

There was discussion regarding the sealing/staining of the picnic shelter. Don stated the ceiling boards need to be re-nailed before the sealing can be done. This will be worked on when the weather cools and those who are volunteering can get it scheduled and completed.

Committee Reports:

Firewise: Nothing new to report at this time.

Parks:

1. Heywood Park: Nothing to report.
2. Golf Course: Nothing to report.
3. Disc Golf: Nothing to report.
4. County Parks Meeting: Curt reported the quarterly meeting will be September 11 at Ogden. Curt also stated the items requested for 2018 need to be purchased.

New Business:

Take Action on 2019 Budget:

There was discussion on the proposed budget. There was a motion by Bob and second by Curt to approve the 2018 budget as presented. This would set the mill levy at five mills which is the levy we have had for several years. Revenue raised by this levy would be approximately \$8,836.00 with a total budget authority of \$25,280.00. The motion carried three to zero.

Because of an increase of total valuation five mills will raise more revenue in 2019 than it did in 2018 so it is necessary to pass a resolution authorizing this. There was a motion by Bob and second by Curt to pass resolution No. 2018-1 which approves the UPID board to levy property taxes for the 2019 budget exceeding the amount levied in 2018. Motion carried three to zero.

Discuss Options Regarding Old Water Treatment Building:

There was discussion regarding the old water treatment building. Currently Bob Blume, the contracted water and sewer operator, uses the building for storage. The building needs to be cleaned out and an inventory given of all items stored there. Don Turner would like to make use of this building to store items for the courtesy boat dock maintained by U P. It was the consensus of the board to discuss this matter more with Leon Hobson since the building officially is under the jurisdiction of the University Park Water Benefit District which is governed by the County Commissioners.

August Picnic Plans:

The August picnic will be August 18. Tracy Sabo will conduct a short survey to gather information for the newly formed Food and Farm Council.

Improvement District Board Filing Deadline:

Curt reported that the filing deadline for Improvement District Board is 12:00 noon on September 11, 2018 at the Riley County Clerk's office. Candidates must be registered voters and full time resident property owners in University Park. There is a filing fee of \$20.00 but no financial statement is required.

Other:

Karla Slaymaker stated she was about out of the Welcome brochures and asked if she could order more. It was the consensus of the board to have Karla order more of the brochures. It was suggested that a different picture be placed on the front with the flag pole/planter box being one suggestion.

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	Description	Amount	Check Number
Westar Energy I	7223 Mound Ridge	\$27.42	63391
Westar Energy II	7321 Hi View Drive	\$40.06	63390
RCPW	water for clubhouse	\$52.53	63320
Bill McReynolds	28 hrs	\$350.00	63490
Zane Evans	27.5 hrs	\$343.75	63491
John Havenstein	12.5 hrs; oil and filter for Hustler mower	\$156.25	63489
Copeland Insurance	Kubota added to policy	\$31.00	63269
B&L Trash Service	rental house 49/clubhouse 75	\$124.00	63270
Fritz Oil Co	Kubota tires 360/diesel 764.70	\$1,124.70	63271
<b>Debit Card Expenses</b>			
Orschelns	chain and grab hooks	\$148.96	
Wal-Mart	LED light for flag	\$14.24	
David Chizek	billing error	\$30.23	
Orschelns	12v water pump	\$129.99	
<b>Cash Expenses</b>			
<b>Total Expenses</b>		<b>\$2,573.13</b>	

Income			YTD
Specials Tax	Riley County account #178	\$0.00	\$0.00
Delinquent Specials	Riley County account #179	\$0.00	\$150.00
Real Estate Current	Riley County account #180	\$0.00	\$7,714.36
Real Estate Delinquent	Riley County account #181	\$0.00	\$174.13
Distr. P.P. Delinquent	Riley County account #185	\$0.00	\$0.00
Tax Funded Income			<b>\$8,038.49</b>

#### Burn Pile

x	Dave Bipes	CK#3986	\$20.00
x	John Bishop	CK#7261	\$20.00
x	Scott Grant	cash	\$20.00

**Burn Area Subtotal** **\$60.00**

#### Boat Ramp Donations

x	Sandra Graham	\$20.00 cash
<b>Boat Ramp Subtotal</b>		<b>\$20.00</b>

#### Golf

x	Jon Pope	CK#1337	\$100.00	flag delivered
x	Dave Bipes	CK#3986	\$100.00	
x	Adam Johnson	cash	\$30.00	
x	John Bishop	CK#7261	\$100.00	
x	Bell	CK#7261	\$100.00	

<b>Cash Box</b>		6-Jul	\$30.00
		20-Jul	\$50.00

x	Disc golf tournament	\$150.00
x	Stihl rebate for weedeater CK#11400	\$30.00
<b>Golf Subtotal</b>		<b>\$690.00</b>

#### Mowing

Lot #

**Mowing Subtotal** **\$0.00**

<b>Rent</b>	Zane Evans	July rent	\$1,000.00
<b>Rental House Subtotal</b>			<b>\$1,000.00</b>
<b>Total Income</b>			<b>\$1,770.00</b>

#### Ending Account Balances

Peoples State Bank	\$13,356.59
UP county fund #232	\$8,050.90
UP W&S #230	\$52,136.22
UP W&S Cap Reserve #284	\$60,343.79



# CERTIFICATE

State of Kansas  
Special District

2019

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

certify that: (1) the hearing mentioned in the attached publication was held  
(2) after the Budget Hearing this budget was duly approved and adopted  
maximum expenditures for the various funds for the year 2019, and (3) the  
Amount(s) of 2018 Ad Valorem Tax are within statutory limitations for the 2019 Budget

		2019 Adopted Budget		
Table of Contents		Budget Authority for Expenditures	Amount of 2018 Ad Valorem Tax	County Clerk's Use Only
Computation to Determine Limit for 2019	Page No			
Allocation MVT, RVT, 16/20M Vehicle Tax	2			
Schedule of Transfers	3			
Statement of Indebt & Lease Purchase	4			
	5			
<u>Fund</u>	<u>K.S.A.</u>			
General	19-2765	25,280	8,836	
Debt Service	10-113			
Totals	xxxxxxxx	25,280	8,836	
Budget Summary	0			County Clerk's Use Only
Neighborhood Revitalization Rebate				
Resolution required? Notice of the vote to adopt required to be published?		Yes		Nov 1, 2018 Total Assessed Valuation

Assisted by

Address

E-mail

Attest 2018

County Clerk

Governing Body

CPA Summary

Computation to Determine Limit for 2019

	Amount of Levy
1. Total tax levy amount in 2018 budget	+ \$ 8,332
2. Debt service levy in 2018 budget	- \$ 0
3. Tax levy excluding debt service	\$ 8,332

2018 Valuation Information for Valuation Adjustments

4. New improvements for 2018:	+	36,488	
5. Increase in personal property for 2018:			
5a. Personal property 2018	+	0	
5b. Personal property 2017	-	0	
5c. Increase in personal property (5a minus 5b)	+	0	
		(Use Only if > 0)	
6. Valuation of property that has changed in use during 2018:		1,771	
7. Total valuation adjustment (sum of 4, 5c, 6)		38,259	
8. Total estimated valuation July, 1, 2018		1,767,256	
9. Total valuation less valuation adjustment (8 minus 7)		1,728,997	
10. Factor for increase (7 divided by 9)		0.02213	
11. Amount of increase (10 times 3)	+	\$ 184	
12. 2019 budget tax levy, excluding debt service, prior to CPI adjustment (3 plus 11)	\$	8,516	
13. Debt service levy in this 2019 budget		0	
14. 2019 budget tax levy, including debt service, prior to CPI adjustment (12 plus 13)		8,516	
15. Consumer Price Index for all urban consumers for calendar year 2017		0.021	
16. Consumer Price Index adjustment (3 times 15)	\$	175	
17. Maximum levy for budget year 2019, including debt service, not requiring 'notice of vote publication' or adoption of a resolution prior to adoption of the budget (14 plus 16)	\$	8,691	

If the 2019 adopted budget includes a total property tax levy exceeding the dollar amount in line 17 you must, prior to adoption of such budget, adopt a resolution authorizing such levy and, subsequent to adoption of such budget, publish notice of vote by the governing body to adopt such budget in the official county newspaper and attach a copy of the published notice to this budget.  
In no event will published notice of the vote be required if the total budget year tax levy is \$1,000 or less.

University Park Improvement District  
Riley County

2019

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

2018 Budgeted Funds	Tax Levy Amount in 2018 Budget	Allocation for Year 2019			
		MVT	RVT	16/20M Veh	Comm Veh
General	8,332	0	0	0	0
Debt Service	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
Total	8,332	0	0	0	0

County Treas Motor Vehicle Estimate

0

County Treas Recreational Vehicle Estimate

0

County Treas 16/20M Vehicle Estimate

0

County Treas Commercial Vehicle Tax Estimate

0

County Treas Watercraft Tax Estimate

0

MVT Factor 0.00000

RVT Factor 0.00000

16/20M Factor 0.00000

Comm Veh Factor 0.00000

Watercraft Factor 0.00000

### Schedule of Transfers

**\*Note:** Adjustments are required only if the transfer is being made in 2018 and/or 2019 from a non-budgeted fund



FUND PAGE FOR FUNDS WITH A TAX LEVY

Adopted Budget General	Prior Year Actual for 2017	Current Year Estimate for 2018	Proposed Budget Year for 2019
Unencumbered Cash Balance Jan 1	7,727	13,206	4,883
Receipts:			
Ad Valorem Tax	7,463	8,332	XXXXXXXXXXXXXXX
Delinquent Tax	1,766		
Motor Vehicle Tax			0
Recreational Vehicle Tax			0
16 20M Vehicle Tax			0
Commercial Vehicle Tax			0
Watercraft Tax			0
LAVTR			0
In Lieu of Taxes			
Boat Dock	504		
Burn Area Fees	955		
Golf Course Fees	3,729	2,000	2,000
Lot Mowing	2,400	3,500	3,500
Assets Sold	0	4,900	4,900
Rent	3,728		
Taxes	0		
Specials		1,313	1,313
Interest on Idle Funds			
Neighborhood Revitalization Rebate			
Miscellaneous	1,703		
Does misc. exceed 10% of Total Receipts			
Total Receipts	22,248	20,032	11,700
Resources Available:	29,975	33,238	16,583
Expenditures:			
Boat Dock	434		1,000
Burn Area	205		500
Club House	86		780
Common Areas	1,119		2,000
Golf Course	2,221		3,000
Insurance	2,847		4,000
Lot Mowing	255		1,000
Maintenance/Repair	1,392		2,000
Misc Expenses	584		1,000
Property Taxes	1,681		2,000
Rental House	3,675		4,000
Utilities	2,270		4,000
Operations		28,355	
Cash Forward (2019 column)			
Miscellaneous			
Does misc. exceed 10% Total Expenditure			
Total Expenditures	16,769	28,355	25,280
Unencumbered Cash Balance Dec 31	13,206	4,883	XXXXXXXXXXXXXXX
2017 2018 2019 Budget Authority Amount	19,698	28,355	75,280
Non-Appropriated Balance			
Total Expenditure/Non Appr Balance			25,280
Tax Required			8,697
Delinquent Comp Rate: 1.6%			139
Amount of 2018 Ad Valorem Tax			8,836

CPA Summary

### Non-Budgeted Funds

[illegible]

**\*\*\* Note: These two block figures should agree.**

## CPA Summary

**NOTICE OF BUDGET HEARING**

State of Kansas  
Special District  
2019

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

will meet on August 7, 2018 at 7:00 PM at University Park Golf Course Club House for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of tax to be levied. Detailed budget information is available at Riley County Clerk's Office and will be available at this hearing.

**BUDGET SUMMARY**

Proposed Budget 2019 Expenditures and Amount of 2018 Ad Valorem Tax establish the maximum limits of the 2019 budget. Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual 2017		Current Year Estimate for 2018		Proposed Budget Year for 2019		
	Expenditures	Actual Tax Rate*	Expenditures	Actual Tax Rate*	Budget Authority for Expenditures	Amount of 2018 Ad Valorem Tax	Estimate Tax Rate*
General	16,769	4.946	28,355	5.000	25,280	8,836	5.000
Debt Service							
<b>Totals</b>	<b>16,769</b>	<b>4.946</b>	<b>28,355</b>	<b>5.000</b>	<b>25,280</b>	<b>8,836</b>	<b>5.000</b>
Less Transfers	0		0		0		
Net Expenditures	16,769		28,355		25,280		
Total Tax Levied	7,764		8,332		xxxxxxxxxxxxxxxx		
Assessed Valuation	1,569,647		1,666,369		1,767,256		

Outstanding Indebtedness,

Jan 1,	2016	2017	2018
G.O. Bonds	0	0	0
Revenue Bonds	0	0	0
Other	0	0	0
Lease Pur. Princ.	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>

\*Tax rates are expressed in mills

David Chizek  
University Park Improvement District Office

Page No.



RESOLUTION NO. 2018-1

*A resolution expressing the property taxation policy of the University Park Improvement District governing body with respect to financing the annual budget for 2019*

Whereas, K.S.A. 79-2925b, as amended, provides that a levy of property taxes to finance the 2019 budget of the University Park Improvement District exceeding the amount levied to finance the 2018 budget of the University Park Improvement District, as adjusted to reflect changes in the Consumer Price Index for All Urban Consumers for calendar year 2017, be authorized by a resolution adopted in advance of the adoption of a budget supported by such levy; and

Whereas, K.S.A. 79-2925b, as amended, also provides that current year revenue that is produced and attributable to the taxation of (1) new improvements, (2) increased personal property valuation other than increased valuation of oil and gas leaseholds and mobile homes, (3) property located within added jurisdictional territory, and (4) property which has changed in use shall not be considered when determining whether revenue produced from property tax has increased from the preceding year; and

Whereas, University Park Improvement District provides essential services to its citizens; and

Whereas, the cost of providing these services continues to increase.

NOW, THEREFORE, BE IT RESOLVED by the University Park Improvement District governing body that a levy of property taxes in support of the 2019 budget exceeding the amount levied in 2018, as adjusted pursuant to K.S.A. 79-2925b, as amended, is hereby approved.

Adopted this 7<sup>th</sup> day of August, 2018 by the University Park Improvement District governing body, Riley County, Kansas

University Park Improvement District Governing Body

**Sample Notice of Vote Publication****Notice of Vote - University Park Improvement District**

In adopting the 2019 budget the governing body voted to increase property taxes in an amount greater than the amount levied for the 2018 budget, adjusted by the 2017 CPI for all urban consumers. 3 members voted in favor of the budget and 0 members voted against the budget.

University Park Improvement District  
Board Meeting  
University Park Club House  
October 2, 2018 - 7:00 p.m.  
Agenda

1. CALL MEETING TO ORDER
2. BUDGET HEARING
3. APPROVE MINUTES OF PREVIOUS MEETING
4. TREASURER'S REPORT AND PAYMENT OF BILLS
5. OLD BUSINESS
  - A. Update on Sewer Repair Project
  - B. Update on Fire Hydrant/Water Meter/Water Valve Repair/Replacement
  - C. Discuss Options Regarding Old Water Plant Building
  - D. Update on Clubhouse/Community Building Oversight Committee
  - E. Other
6. COMMITTEE REPORTS
  - A. Firewise
  - B. Parks
    1. Heywood Park
    2. Golf Course
    3. Disc Golf
    4. County Parks
7. NEW BUSINESS
  - A. Take Action on 2019 Budget
  - B. Discuss Sending Letter to County Commission Regarding Ambulance Service
  - C. Discuss Plans for October Picnic/Chili Cook-off
  - D. Review and Take Action on Request to Build
  - E. Other
8. ADJOURN

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

September 4, 2018

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, Travis Gilbert, John Havenstein, Scott Grant and Justin Keister.

The minutes of the previous meeting were approved as presented.

**Treasurers Report:**

**Bills to be paid were:**

Westar Energy (flag pole)	\$28.10
Westar Energy (clubhouse)	40.49
RCPW (clubhouse)	47.11
Bill McReynolds (11)	137.50
Zane Evans (10 hours)	125.00
John Havenstein (6 hours)	75.00
Don Turner (door and nails for golf shed)	170.17
The Hartford (worker's comp. ins)	567.00
Auto Owners Insurance (liability ins)	1,710.00
Debit Card Expenses:	0.00
Cash Expenses:	0.00
<b>Total Expenses</b>	<b>\$2,895.37</b>

There was a motion by Bob and second by Curt to pay the bills. Motion carried 3-0.

**Income reported was:**

Tax-funded	0.00
Burn Pile	40.00
Boat Ramp Donation	30.23
Golf	328.00
Lot Mowing	0.00
Rent	1000.00
<b>Total Income:</b>	<b>\$1,398.23</b>

Peoples State Bank balance	\$13,694.59
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UPID County Fund balance	\$4,631.04
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*The following information is given as an information item. These funds are managed by the Riley County Public Works Department, not by the University Park Improvement District Board. The County provides a monthly statement of these funds to the UPID board.*

UP Water and Sewer Operating Fund  
UP Water and Sewer Capital Reserve Fund

\$52,115.68  
\$61,244.79

Old Business:

Update on Sewer Repair Project:

Curt reported the U P board had a meeting scheduled with Leon and Sam Johnson of BG Consultants on August 24 but due to illness the meeting had to be cancelled. This meeting was for the purpose of discussing options of what to do regarding the 4 inch lateral sewer lines that were not repaired or lined during the sewer rehab project. The meeting has been rescheduled for September 11.

Update on Water Valve/Fire Hydrant Replacement/Repair Project:

These items will be discussed at the September 11 meeting with Leon.

Update on Clubhouse/Community Building Oversight Committee:

In Kent Stewart's absence Curt reported that Kent, Curt, Pat Collins and Brian McNulty had met with Rob Peschel of CES Engineering Group from Marysville on August 9. The group looked over potential locations for joint fire station/community building and the current fire station. Rob Peschel will put together some preliminary plans and cost estimates for building new buildings as well as what it would cost to remodel the current fire station into a community building if the fire district were to build a free standing building and U P take over the old station building. As of this date Curt has gathered some sewer manhole elevations from the County for Peschel but no drawings or estimates have yet been received from CES.

Discuss Options Regarding Golf Shed and Tractor Shed:

Dave reported that Travis had checked into an all metal building to replace the current golf shed that would cost approximately \$4,500.00 including labor and material. This did not include any concrete footings or cement floor. There was discussion that if we would replace the current golf shed we should at least put in concrete footings to replace the current rail road tie footings that are under the current building. After further discussion it was the consensus of the board to wait to do anything with the golf shed until it has been determined what will happen with the current fire station building. If it is not remodeled into a community building it can possibly be used for tractor and equipment storage and maintenance and the golf shed could be sold or torn down.

Dave also reported that Travis stated he could install the garage door that was donated by Justin Keister and a walk-in door on the metal tractor shed for approximately \$800.00 to 900.00. After some discussion there was a motion by Curt and second by Bob to have Travis install the garage door and walk-in door on the tractor shed. Motion carried 3-0.

Update on Old Water Treatment Plant Building:

This will also be discussed with Leon at September 11 meeting.

Update on Workday at Picnic Shelter:

Don and Susan have completed getting the ceiling panels re-nailed. Due to all of the recent rains the wood needs to dry out before the stain/sealer can be applied. After further discussion it was decided to have a workday on Saturday, September 22 starting at 8:30 a.m. to apply the stain/sealer to all wood surfaces of the picnic shelter. There was also discussion regarding replacing the plywood counter tops/serving surfaces with something that would be more weather resistance. Some research will be done to see what options might be available.

**Board Member Filing Deadline Reminder:**

The deadline for filing for UPID board is noon September 11, 2018.

**Committee Reports:**

**Firewise:**

Laura reminded everyone to report time spent trimming and clearing trees and brush. The annual Firewise report needs to be completed in November.

**Parks:**

1. Heywood Park: Nothing to report at this time.
2. Golf Course: Nothing to report at this time.
3. Disc Golf: Nothing to report at this time.
4. County Parks: Curt plans to attend the quarterly Parks meeting on September 11.

**New Business:**

**September Picnic Date:**

The September UP community picnic will be September 15. There are no extra activities planned for the September picnic. There was discussion about an October picnic. Travis suggested having a chili cook-off. This will be looked into more and a final decision made at the October board meeting.

**Other:**

**Request to Build:**

Justin Keister presented plans to add a 15 feet by 5 feet covered entryway to the front of his house at 7101 Redbud Drive. There was a motion by Bob and second by Curt to approve the request to build as presented. Motion carried 3-0.

Dave stated the AC unit at the rental was not working properly recently. John Havenstein looked at it and found that the condensate line was plugged and not draining properly. He cleaned the line and it is now working properly. John suggested that a condensate pump be installed so the drain hose is not laying on the basement floor. He also suggested that a de-humidifier be installed to remove excess moisture in the basement. It was the consensus of the board to have John install a condensate pump and de-humidifier.

There being no other business to come before the board at this time the meeting was adjourned at 8:05.

Respectfully submitted,  
Curt Friedrich  
UPID Secretary

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

October 2, 2018

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

Others Present: Don and Susan Turner, James and Karla Slaymaker, Travis Gilbert, Laura Soash, Jenna Grater, Rhonda Rudell, Kent Stewart, John Havenstein, Jason Hartman and Leon Hobson.

The U P board was recently informed by the County Clerk's office that the official notice of the budget hearing did not get published prior to the August meeting as required by law. This was due to an error at the County Clerk's office so we must now hold the public budget hearing for the 2019 budget. The Budget Hearing for the 2019 budget was opened by President Bob Vathauer. There were no questions regarding the proposed budget and the hearing was closed.

The minutes of the previous meeting were approved as presented.

**Treasurers Report:**

Bills to be paid were:

Westar (flag pole)	\$28.10
Westar (clubhouse)	39.20
RCPW (clubhouse)	47.60
Bill McReynolds (mowing labor)	150.00
Zane Evans (mowing labor)	162.50
John Havenstein (mowing labor)	106.25
Kan Equip (bearings for flail mower)	124.07
Charlson and Wilson (treasurer's bond)	165.00
David Chizek (rental house dehumidifier /condensate pump)	289.72
Debit Card Expenses	0.00
Total Expenses	\$1'112.44

There was a motion by Curt and second by Bob to pay the bills. Motion carried 3-0.

Income reported was:

Tax Funded	
Real Estate Current	\$00.00
Real Estate Delinquent	\$00.00

Total Tax-funded	\$00.00
Burn Pile	\$20.00
Boat Ramp Donation	\$50.00
Golf	\$284.00
Mowing	\$00.00
Rent	\$1,000.00
Total Income:	\$1,354.00
Peoples State Bank balance	\$13,694.59
UPID County Fund balance	\$3'999.25

*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	\$56,827.79
UP Water and Sewer Capital Reserve Fund	\$62,179.79

#### Old Business:

##### Update on Sewer Repair Project:

Leon gave a report on the sewer project. There was discussion regarding the 4 inch lateral lines that have been discovered as not being lined. Leon stated there are six lines that were not lined, 3 of which are 4 inch and 3 that are 8 inch. Questions were asked as to how and why these lines were not lined. Leon stated that they inadvertently omitted from the cleaning and videoing that was conducted at the start of the project so they were never built into the project. Two of these lines serves houses (lot 193 and lots 95B,96 and 97)and the other four give sewer access to 4 different single lots (lot 94,lot 192, lot 32 in UP 3 and lot 52 in UP3) that are most likely not to have a house built on those lots. After discussion it was the consensus of the board to have Leon obtain bids to have the two lines that serve houses cleaned, videoed and repaired and/or lined as needed and to not do anything to the four remaining lines serving vacant lots at this time. The costs for this would be paid out of the UP water and sewer Cap Reserve fund.

##### Update on Fire Hydrant/Water Valve Replacement Project:

Leon presented plans and costs from Larson Construction to replace one fire hydrant at 6827 Redbud (4,000.00), add extensions to 3 fire hydrants at 7208 Mound Ridge, 11134 Lakeview Drive and 11110 Lakeview Drive(750.00 each), add an extension to one water meter pit at 7215 Mound Ridge (250.00), relocate one water meter pit at 11210 Lakeside Drive (800.00) and dig up and replace the gravel pack around three fire hydrants at 7206 Hi-View, 7114 Mound Ridge and 11216 Lakeside Drive (800.00 each) so they will drain back better. The total to have all of these projects completed is \$9,700.00 and would be paid for out of the UP water and sewer cap reserve fund. Because of the costs of these projects there would be no water valve replacements done at this time. There was a question about the fire hydrant at Briar Circle that was reported as leaking. Leon will check into that and may add it to the list. There was a motion by Bob and second by Dave to recommend Leon proceed with the fire hydrant and water meter replacement/repairs. Motion carried 3-0.



#### Discuss Options Regarding Old Water Treatment Plant Building:

There was discussion on the need of the old water plant building being cleaned out so it can be used for storage of items for the boat dock as well as items for the water and sewer district. Legal ownership of the building is the University Park Water Benefit District of which the County Commissioners are the governing body. Don stated he is doing some checking on the safety concerns of having the old tanks removed. After further discussion it was requested by the UP board to Leon to have Bob Blume clean out all unnecessary items that are stored there by mid November. Leon stated he will have Blume get this completed.

Other items discussed with Leon was the sewer smell that is still sometimes in the area of the Turner and Havenstein properties.

Leon stated a carport type structure has been purchased and placed over the sewer treatment pit and will have a hail stone type of screen placed around it to keep leaves, birds and other items out of the treatment area.

Leon also stated he had a request that a drop box be placed at University Park for payment of the monthly water and sewer bills and would like input from the UP board regarding this. There is presently a drop box at the County Public Works building and at the County Office Building. Besides mailing the monthly statements there are other options for payment that can be set up with the public works office. It was the consensus of the UP board to not have a payment drop box installed at University Park.

#### Update on Clubhouse/Community Building Oversight Committee:

Kent Stewart reported the Building Oversight Committee had recently met and discussed all of the questions and answers that had been brought up regarding a community building. He stated the recommendation from the committee is to conduct a survey of University Park property owners to learn of the extent of public support of building a community building. The survey would be conducted by e-mail and Rhonda Rudell and Jenna Grater would be the ones conducting the survey. The survey would be sent out as soon as possible with the results reported to the board at the November meeting. There was a motion by Bob and second by Curt to have the Building Oversight Committee proceed with the survey. Motion carried 3-0.

#### Committee Reports:

Firewise: Jason Hartman from Kansas Forest Service was present to discuss Firewise guidelines and recommendations. He stated an updated 5 year plan is needed. He is working with Laura and Susan on that plan. It was the consensus of the board to have the Firewise committee proceed with an updated 5 year plan.

Laura suggested to have a work day on Saturday October 20 from 8:30 to 11:30 and then have the Chili Cook-off at noon. It was the consensus of the board to proceed with those plans.

#### Parks:

1. Heywood Park: Nothing to report.
2. Golf Course: Nothing to report.
3. Disc Golf: Nothing to report.

4. County Parks Meeting: Curt stated he was unable to attend the County Parks meeting on September 11.

New Business:

Take Action on 2019 Budget:

There was discussion on the proposed budget. There was a motion by Bob and second by Curt to approve the 2018 budget as presented. This would set the mill levy at five mills which is the levy we have had for several years. Revenue raised by this levy would be approximately \$8,836.00 with a total budget authority of \$25,280.00. The motion carried 3-0.

Because of an increase in the total valuation of properties in University Park five mills will raise more revenue in 2019 than it did in 2018 so it is necessary to pass a resolution authorizing this. There was a motion by Bob and second by Curt to pass resolution No. 2018-1 which approves the UPID board to levy property taxes for the 2019 budget exceeding the amount levied in 2018. Motion carried 3-0.

Discuss Ambulance Service:

After discussion it was the consensus of the board to draft a letter to the County Commissioners stating our dissatisfaction in the level of service provided for ambulance service to University Park and other areas of northern Riley County.

Other:

James Slaymaker asked about some lots on Lakeview Drive that had not been mowed recently. Curt stated most are lots that Bill would be mowing in the near future.

There was discussion regarding the lack of maintenance and grading of the roads in University Park.

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

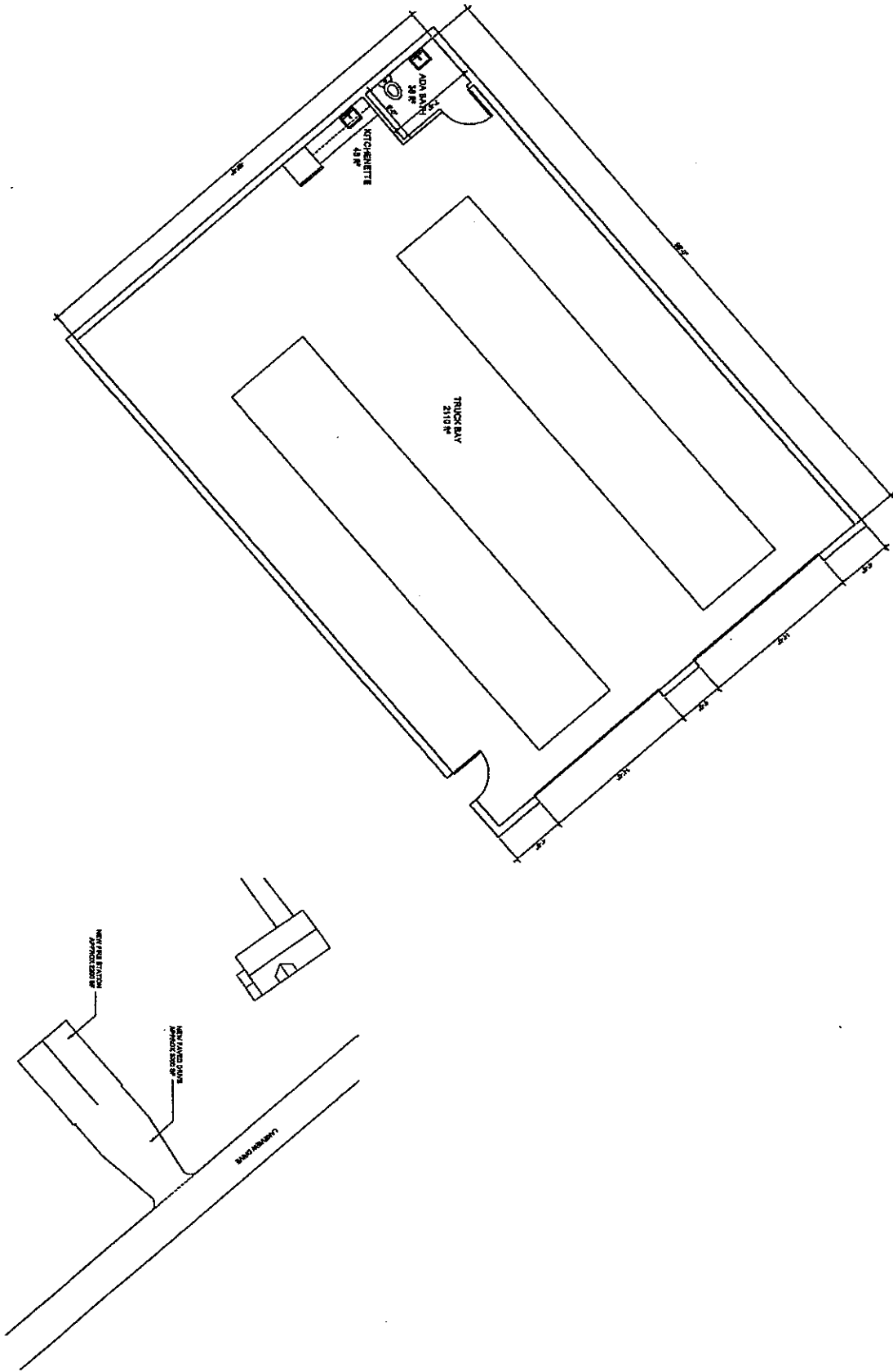
Respectfully submitted,  
Curt Friedrich  
UPID Secretary



ALTERNATE ROOM DIMENSIONS AND AREAS

BUILDING OPTION 2 1

⊕ SITE OPTION 2 2



# UNIVERSITY PARK FIRE STATION

UNIVERSITY PARK FIRE STATION



A102

OPTION 2

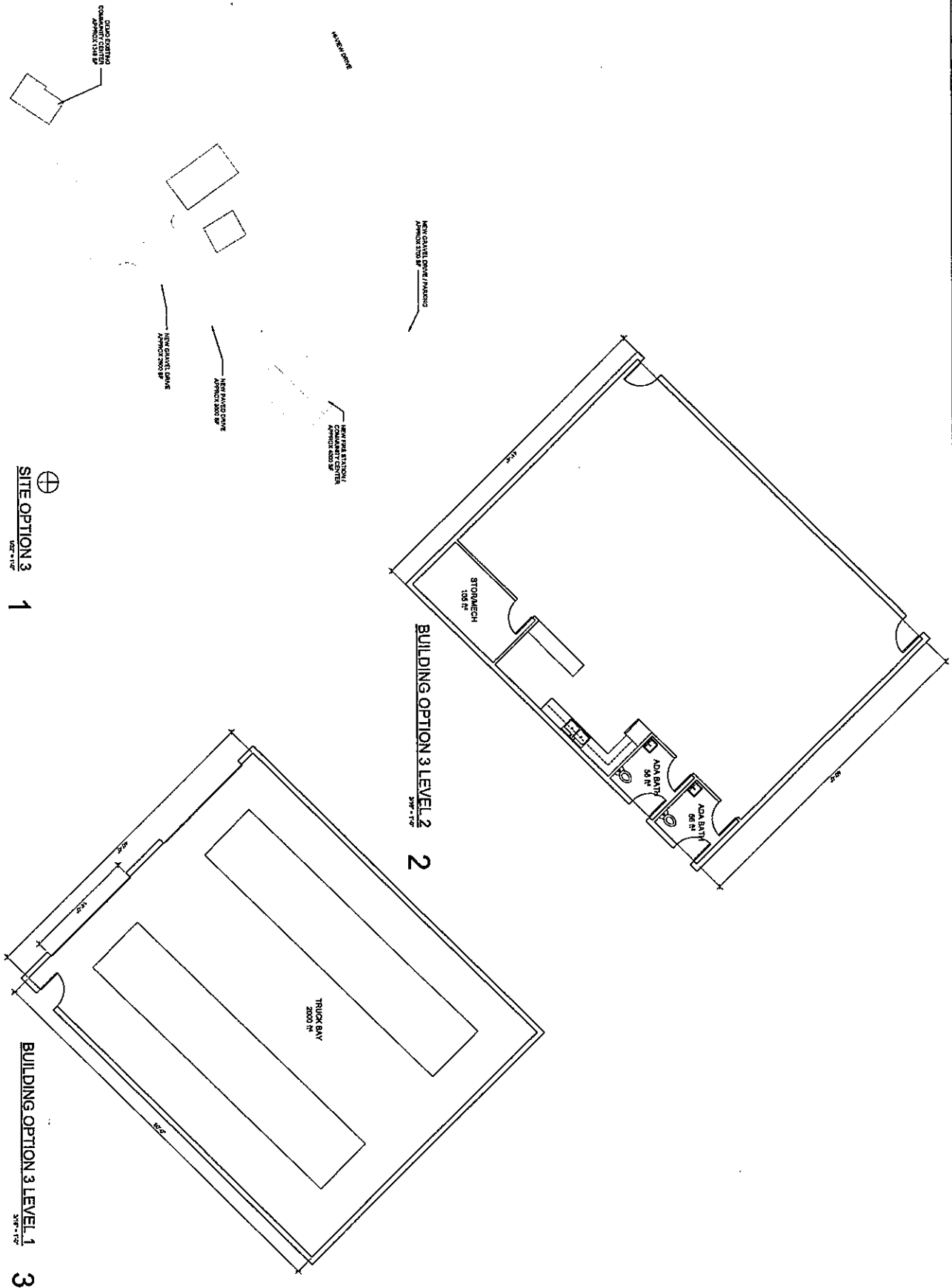
CSA 100-2

DATE: 8/20/2016

NO

REVISION

NO.	DESCRIPTION	DATE
1	REVISION	8/20/2016
2	REVISION	8/20/2016
3	REVISION	8/20/2016
4	REVISION	8/20/2016
5	REVISION	8/20/2016
6	REVISION	8/20/2016
7	REVISION	8/20/2016
8	REVISION	8/20/2016
9	REVISION	8/20/2016
10	REVISION	8/20/2016

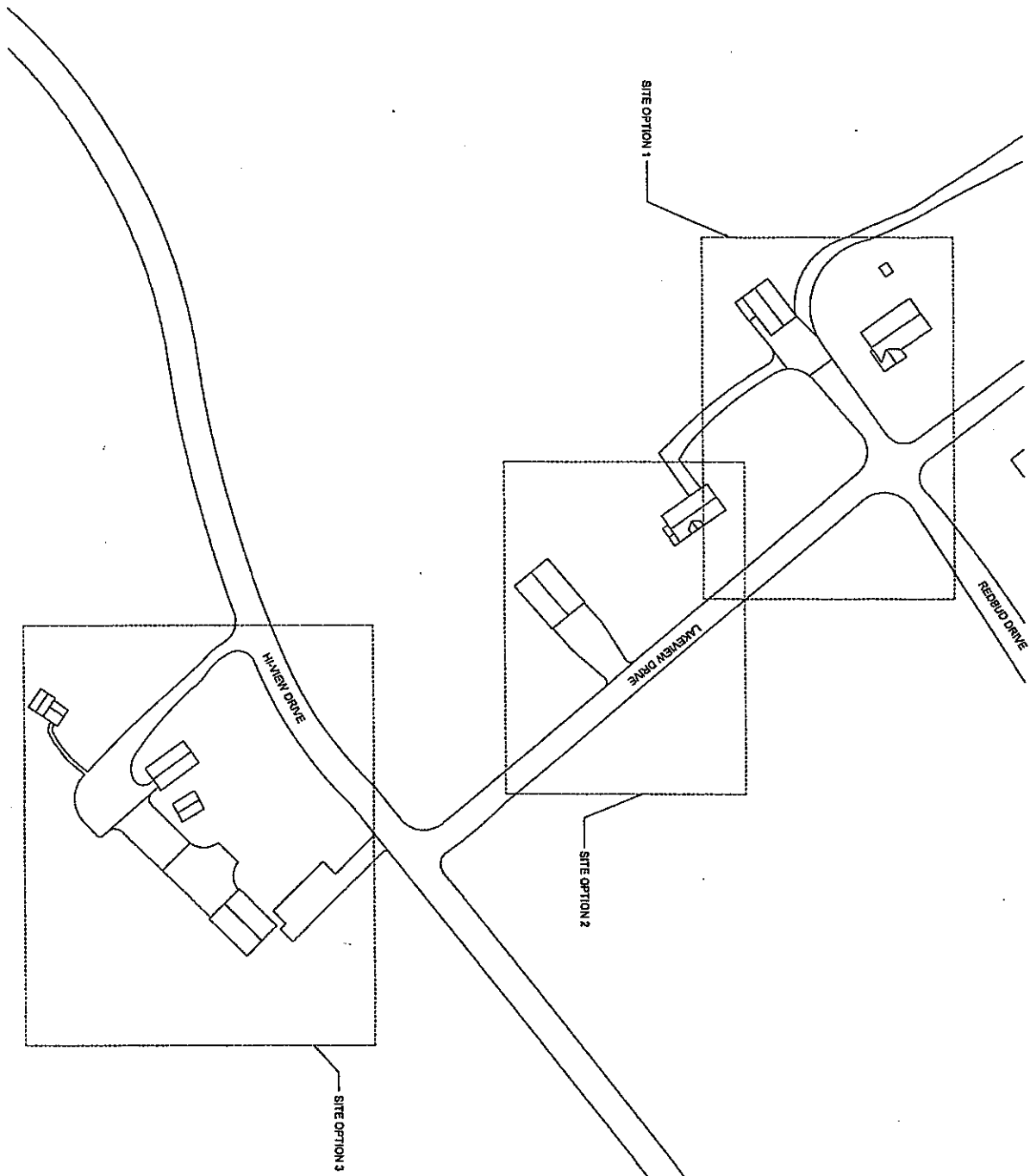


⊕  
 SITE OPTION 3  
 1

BUILDING OPTION 3 LEVEL 2  
 2

BUILDING OPTION 3 LEVEL 1  
 3

SD DATE: 06/20/18		UNIVERSITY PARK FIRE STATION	
NO. REVISION DATE		CS 06/20/18	
A103		OPTION 3	
CS 06/20/18		UNIVERSITY PARK FIRE STATION	



**KEY PLAN**  
1

UNIVERSITY PARK FIRE STATION

A104

## KEY PLAN

**CELL ONEOUT**

University Drive Fire Station  
Preliminary Possible Cost Summary - 2018-9-4

Program Description - Site 1 Fire Station Renovation to Community Center

Estimate of Probable Cost

Description	Quantity	Unit	Cost per Unit	Subtotal
Light Renovation (Paint)	1,380	square feet	\$10	\$13,800
Kitchenette and Bathroom Addition	1	Lump Sum	\$35,000	\$50,000
New Paved Drive	2,500	square feet	\$10	\$25,000

Total Construction Costs:

**\$88,800**

Other Costs

Description	Fee Type	Unit Price	Subtotal
Design/legal/surveys/geotech/envir .	Percentage	15%	\$13,320
Fixtures, Furniture & Equipment	Lump Sum	\$25,000	\$25,000
Document Printing	Lump Sum	\$1,000	\$1,000

Total Other Costs:

**\$39,320**

Project Totals

Construction and Other Costs		<b>\$128,120</b>
Project Contingency	20%	\$25,624
Total Project Cost with Contingency		\$153,744
Total Project Cost Estimate Range		<b>\$128,120 to \$153,744</b>

Program Description - Site 2 - New Fire Station

Estimate of Probable Cost

Description	Quantity	Unit	Cost per Unit	Subtotal
New Metal Building Construction	2,200	square feet	\$45	\$99,000
New Paved Drive	3,000	square feet	\$10	\$30,000

Total Construction Costs:

**\$129,000**

Other Costs

Description	Fee Type	Unit Price	Subtotal
Design/legal/surveys/geotech/envir	Percentage	15%	\$19,350
Fixtures, Furniture & Equipment	Lump Sum	\$5,000	\$5,000
Document Printing	Lump Sum	\$1,000	\$1,000

Total Other Costs:

**\$25,350**

Project Totals

Construction and Other Costs		<b>\$154,350</b>
Project Contingency	20%	\$30,870
Total Project Cost with Contingency		\$185,220
Total Project Cost Estimate Range		<b>\$154,350 to \$185,220</b>

Program Description - Site 3 New Fire Station and Community Center

Estimate of Probable Cost

Description	Quantity	Unit	Cost per Unit	Subtotal
New Metal Building Construction	4,000	square feet	\$45	\$180,000
New Paved Drive	3,500	square feet	\$10	\$35,000
New Gravel Drive	6,700	square feet	\$5	\$33,500

Total Construction Costs:

**\$248,500**

Other Costs

Description	Fee Type	Unit Price	Subtotal
Design/legal/surveys/geotech/envir	Percentage	15%	\$37,275
Fixtures, Furniture & Equipment	Lump Sum	\$30,000	\$30,000
Document Printing	Lump Sum	\$1,000	\$1,000

Total Other Costs:

**\$68,275**

Project Totals

Construction and Other Costs		<b>\$316,775</b>
Project Contingency	20%	\$63,355
Total Project Cost with Contingency		\$380,130
Total Project Cost Estimate Range		<b>\$316,775 to \$380,130</b>

Notes: Property acquisition costs are not included in estimate.

Estimate assumes late 2018 construction start. Assume 3% per year inflation.

Estimate is extremely preliminary in nature and assumes very basic construction

# CERTIFICATE

State of Kansas  
Special District

2019

To the Clerk of Riley County, State of Kansas

We, the undersigned, officers of

University Park Improvement District

certify that: (1) the hearing mentioned in the attached publication was held;  
(2) after the Budget Hearing this budget was duly approved and adopted  
maximum expenditures for the various funds for the year 2019; and (3) the  
Amount(s) of 2018 Ad Valorem Tax are within statutory limitations for the 2019 Budget.

Table of Contents:		Page No.	2019 Adopted Budget		
			Budget Authority for Expenditures	Amount of 2018 Ad Valorem Tax	County Clerk's Use Only
Computation to Determine Limit for 2019		2			
Allocation MVT, RVT, 16/20M Vehicle Tax		3			
Schedule of Transfers		4			
Statement of Indebt. & Lease/Purchase		5			
<b>Fund</b>	<b>K.S.A.</b>				
General	19-2765	6	26,330	8,836	
Debt Service	10-113				
<b>Totals</b>		xxxxxxx	26,330	8,836	
Budget Summary		0			
Neighborhood Revitalization Rebate					
Resolution required? Notice of the vote to adopt required to be published?			Yes	Nov. 1, 2018 Total Assessed Valuation	

Assisted by:

Address:

Email:

Attest: \_\_\_\_\_, 2018

County Clerk

Governing Body

CPA Summary



Computation to Determine Limit for 2019

	Amount of Levy
1. Total tax levy amount in 2018 budget	+ \$ 8,332
2. Debt service levy in 2018 budget	- \$ 0
3. Tax levy excluding debt service	\$ 8,332

2018 Valuation Information for Valuation Adjustments

4. New improvements for 2018:	+	36,488
5. Increase in personal property for 2018:		
5a. Personal property 2018	+	0
5b. Personal property 2017	-	0
5c. Increase in personal property (5a minus 5b)	+	0
		(Use Only if > 0)
6. Valuation of property that has changed in use during 2018:		1,771
7. Total valuation adjustment (sum of 4, 5c, 6)		38,259
8. Total estimated valuation July, 1, 2018		1,767,256
9. Total valuation less valuation adjustment (8 minus 7)		1,728,997
10. Factor for increase (7 divided by 9)		0.02213
11. Amount of increase (10 times 3)	+ \$	184
12. 2019 budget tax levy, excluding debt service, prior to CPI adjustment (3 plus 11)	\$	8,516
13. Debt service levy in this 2019 budget		0
14. 2019 budget tax levy, including debt service, prior to CPI adjustment (12 plus 13)		8,516
15. Consumer Price Index for all urban consumers for calendar year 2017		0.021
16. Consumer Price Index adjustment (3 times 15)	\$	175
17. Maximum levy for budget year 2019, including debt service, not requiring 'notice of vote publication' or adoption of a resolution prior to adoption of the budget (14 plus 16)	\$	8,691

If the 2019 adopted budget includes a total property tax levy exceeding the dollar amount in line 17 you must, prior to adoption of such budget, adopt a resolution authorizing such levy and, subsequent to adoption of such budget, publish notice of vote by the governing body to adopt such budget in the official county newspaper and attach a copy of the published notice to this budget.

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

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

2018 Budgeted Funds	Tax Levy Amount in 2018 Budget	Allocation for Year 2019				
		MVT	RVT	16/20M Veh	Comm Veh	Watercraft
General	8,332	0	0	0	0	0
Debt Service	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
Total	8,332	0	0	0	0	0

County Treas Motor Vehicle Estimate

0

County Treas Recreational Vehicle Estimate

0

County Treas 16/20M Vehicle Estimate

0

County Treas Commercial Vehicle Tax Estimate

0

County Treas Watercraft Tax Estimate

0

MVT Factor 0.00000

RVT Factor 0.00000

16/20M Factor 0.00000

Comm Veh Factor 0.00000

Watercraft Factor 0.00000

### Schedule of Transfers

**\*Note:** Adjustments are required only if the transfer is being made in 2018 and/or 2019 from a non-budgeted fund.

## STATEMENT OF INDEBTEDNESS

Type of Debt	Date of Issue	Interest Rate %	Amount Issued	Amount Outstanding Jan 1, 2018	Date Due		Amount Due 2018		Amount Due 2019	
					Interest	Principal	Interest	Principal	Interest	Principal
General Obligation:										
Total G.O.				0			0	0	0	0
Revenue Bonds:										
Total Revenue				0			0	0	0	0
Other:										
Total Other				0			0	0	0	0
Total				0			0	0	0	0

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

Items Purchased	Contract Date	Term of Contract (Months)	Interest Rate %	Total Amount Financed (Beginning Principal)	Principal Balance On Jan 1, 2018	Payments Due 2018	Payments Due 2019
<b>Total</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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

Adopted Budget General	Prior Year Actual for 2017	Current Year Estimate for 2018	Proposed Budget Year for 2019
Unencumbered Cash Balance Jan 1	7,727	13,206	4,883
Receipts:			
Ad Valorem Tax	7,463	8,332	XXXXXXXXXXXXXXXXXX
Delinquent Tax	1,766		
Motor Vehicle Tax			0
Recreational Vehicle Tax			0
16/20M Vehicle Tax			0
Commercial Vehicle Tax			0
Watercraft Tax			0
LAVTR			0
In Lieu of Taxes			
Boat Dock	504		
Burn Area Fees	955		1,000
Golf Course Fees	3,729	2,000	3,250
Lot Mowing	2,400	3,500	2,500
Assets Sold	0	4,900	
Rent	3,728		6,000
Taxes	0		
Specials		1,300	
Interest on Idle Funds			
Neighborhood Revitalization Rebate			0
Miscellaneous	1,703		
Does misc. exceed 10% of Total Receipts			
<b>Total Receipts</b>	<b>22,248</b>	<b>20,032</b>	<b>12,750</b>
<b>Resources Available:</b>	<b>29,975</b>	<b>33,238</b>	<b>17,633</b>
Expenditures:			
Boat Dock	434		1,000
Burn Area	205		500
Club House	86		780
Common Areas	1,119		2,000
Golf Course	2,221		3,000
Insurance	2,847		4,000
Lot Mowing	255		1,000
Maintenance/Repair	1,392		2,000
Misc Expenses	584		1,000
Property Taxes	1,681		2,000
Rental House	3,675		4,000
Utilities	2,270		4,000
Operations		28,355	
Special Assessments			1,050
Cash Forward (2019 column)			
Miscellaneous			
Does misc. exceed 10% Total Expenditure			
<b>Total Expenditures</b>	<b>16,769</b>	<b>28,355</b>	<b>26,330</b>
Unencumbered Cash Balance Dec 31	13,206	4,883	XXXXXXXXXXXXXXXXXX
2017/2018/2019 Budget Authority Amount	19,698	28,355	26,330
Non-Appropriated Balance			
Total Expenditure/Non-Appr Balance			26,330
Tax Required			8,697
Delinquent Comp Rate: 1.6%			139
Amount of 2018 Ad Valorem Tax			8,836

CPA Summary
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# NOTICE OF BUDGET HEARING

State of Kansas  
Special District  
2019

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

will meet on October 2, 2018 at 7:00 PM at University Park Golf Course Club House for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of tax to levied. Detailed budget information is available at Riley County Clerk's Office and will be available at this hearing.

## BUDGET SUMMARY

Proposed Budget 2019 Expenditures and Amount of 2018 Ad Valorem Tax establish the maximum limits of the 2019 budget. Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual 2017		Current Year Estimate for 2018		Proposed Budget Year for 2019		
	Expenditures	Actual Tax Rate*	Expenditures	Actual Tax Rate*	Budget Authority for Expenditures	Amount of 2018 Ad Valorem Tax	Estimate Tax Rate*
General	16,769	4.946	28,355	5.000	26,330	8,836	5.000
Debt Service							
Totals	16,769	4.946	28,355	5.000	26,330	8,836	5.000
Less: Transfers	0		0		0		
Net Expenditures	16,769		28,355		26,330		
Total Tax Levied	7,764		8,332		xxxxxxxxxxxxxxxxxxxx		
Assessed Valuation	1,569,647		1,666,369		1,767,256		

### Outstanding Indebtedness,

Jan 1,	2016	2017	2018
G.O. Bonds	0	0	0
Revenue Bonds	0	0	0
Other	0	0	0
Lease Pur. Princ.	0	0	0
Total	0	0	0

\*Tax rates are expressed in mills.

David Chizek  
University Park Improvement District Office

Page No.

RESOLUTION NO. \_\_\_\_\_

*A resolution expressing the property taxation policy of the University Park Improvement District governing body with respect to financing the annual budget for 2019*

Whereas, K.S.A. 79-2925b, as amended, provides that a levy of property taxes to finance the 2019 budget of the University Park Improvement District exceeding the amount levied to finance the 2018 budget of the University Park Improvement District, as adjusted to reflect changes in the Consumer Price Index for All Urban Consumers for calendar year 2017, be authorized by a resolution adopted in advance of the adoption of a budget supported by such levy; and

Whereas, K.S.A. 79-2925b, as amended, also provides that current year revenue that is produced and attributable to the taxation of (1) new improvements, (2) increased personal property valuation other than increased valuation of oil and gas leaseholds and mobile homes, (3) property located within added jurisdictional territory, and (4) property which has changed in use shall not be considered when determining whether revenue produced from property tax has increased from the preceding year; and

Whereas, University Park Improvement District provides essential services to its citizens; and

Whereas, the cost of providing these services continues to increase.

NOW, THEREFORE, BE IT RESOLVED by the University Park Improvement District governing body that a levy of property taxes in support of the 2019 budget exceeding the amount levied in 2018, as adjusted pursuant to K.S.A. 79-2925b, as amended, is hereby approved.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2018 by the University Park Improvement District governing body, Riley County, Kansas.

University Park Improvement District Governing Body

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



# EVALUATION OF A PROPOSAL TO CONSTRUCT A COMMUNITY BUILDING AT UNIVERSITY PARK

## A Report and Recommendation by the Board Appointed Oversight Committee

### INTRODUCTION

Early in 2018, the UP Board of Directors received planning money (\$5000) from the Riley County Parks Department to study the feasibility of constructing a community building in University Park. The Board appointed an oversight committee to watch the feasibility study progress, receive questions from residents, and eventually (Fall, 2018) prepare a report of its work. The report follows below. It contains recommendations for consideration by the Board. Recommendations are advisory; and upon receipt of this report the committee is dissolved.

### QUESTIONS RESIDENTS ASKED THE COMMITTEE TO ANSWER

Over forty questions were raised by UP residents. Answers to each question follow. Although some answers are more detailed than others, the committee considered every question to be important and treated every question seriously and respectfully.

#### CATEGORY ONE: HISTORY

Q1. Where did the idea of a building and a building committee originate?

Answer. The idea originated a few years ago after the Greensburg (Kansas) and Joplin (Missouri) tornado tragedies. A tornado shelter for UP was not feasible because of size requirements and construction costs. From those discussions, the idea of a community building that could serve as a shelter evolved. Again shelter size and resultant cost were problems. To construct a smaller sized community building became a more popular idea.

#### CATEGORY TWO: LOCATION

Q1. What site locations are being considered for a new community building?

Answer. Two sites are near the picnic shelter, another is about half way up the hill east of the shelter. A fourth site is south of the rental house, and the fifth is across the street east from the rental house. A sixth location would be to remodel and expand the Ed Wright Firehouse.

Q2. What are the advantages and disadvantages of the various sites?

Answer. The three sites in the vicinity of the picnic shelter have issues with rock that will require a sewer lift or a septic field. A septic field septic system is served by a new system called an Elgin System at a base cost of about \$15,000. We understand trenching and piping are extra.

Q.3. How will a proposed building site be chosen?

Answer. The Board will make the decision if a building is to be built and where it will be built. The decision will be based on reports of a professional engineer and recommendations of the oversight committee. Additionally, to be discussed later in this report, the Riley County Fire Department may be interested in a joint venture with UP to obtain an dual use facility.

Q4. When talking about a site for a building what does 'cut and fill' mean?

Answer. Simply stated, cut means to remove soil and fill means to add soil. When cut and fill is necessary to prepare a building site engineers try to balance the amounts of cut and fill.

Q5.Does the county have standards for constructing buildings such as a community building at UP?

Answer. Yes, and that is the reason a licensed professional engineer or architect has to plan such a building. The licensed professionals work with county officials to assure all requirements are met. One example is building size. When the building capacity reaches 100 people, a fire sprinkler system must be installed. This is expensive, so capacity for a UP facility will be for 99 individuals.

#### CATEGORY THREE: BUILDING SIZE, COST, AND PARKING REQUIREMENTS

Q1. What is the capacity (for how many people) of the building?

Answer. In Riley County, when building capacity reaches 100 people, a fire control sprinkler system must be installed. Capacity for a proposed UP facility would be for 99 people.

Q2. Will handicapped accessible toilet rooms be required?

Answer: Yes.

Q3. Should the building have a basic food service kitchen?

Answer: Yes

Q4. What is the estimated cost of an insulated, lighted, heated, cooled, and outfitted building?

Answer: The engineer has calculated three estimates. To remodel the existing firehouse is estimated to be \$128,000 to \$154,000. To build in conjunction with a new county firehouse is estimated at \$317,000 to \$380,000. The county share and UP share is yet to be calculated. A new county firehouse is estimated to be \$154 to \$186. A new stand-alone UP community building cost estimate is yet to be refined, but is expected to be about one-half the cost of a combination building.

Q5. Could a new community building be built in phases on a pay-as-you-go basis?

Answer. Yes—footings/floor, walls /roof, plumbing/ interior finish, furnishings. Generally, the final cost exceeds the cost of an all-at-once-constructed building.

Q6. How many parking spaces will be required and how deep must the parking lot gravel be?

Answer: This is a so-called "gray area" question that will depend on the site location, and if a facility is constructed as part of a joint venture with the fire department. The engineer/architect will co-ordinate with county planning personnel to assure that rules and standards are met.

#### CATEGORY FOUR: OPERATING AND MAINTENANCE COSTS FOR A NEW BUILDING

Q1. What is the estimated annual cost for water, electricity, heat, sewer, insurance, and taxes for a new building?

Answer. The timing to answer this question is a little premature. Sewer cost will depend on site size and whether the project is a joint venture with the fire department. The same is true of insurance costs and taxes. For utilities, there will be the usual minimums plus the actual usage which will vary according to how many times per month the facility is used and whether some usages will be by outside groups paying a rental fee for use of the facility. Taxes are difficult to estimate until size is determined and whether the building will be shared by the county fire department.

Q2. What will be the maintenance costs for interior and exterior care and grounds care for a new facility?

Answer. The answer to this question is tied closely to the variables listed in the preceding question. The answer also depends on construction materials and building design details. It is safe to say that maintenance costs increase as a building ages and whether the governing Board keeps the building in as near original condition as possible. One theory of maintenance is the something properly maintained will last forever. This would be costly and impossible to prove. Maintenance costs for these types of buildings are generally at least partially covered by rental fees.

#### CATEGORY FIVE: RENTAL FOR EVENTS

Q1. Who will be the contact person for individuals wanting to rent the building?

Answer. This is generally an individual who volunteers to act as a rental agent. The Board may elect to pay that person a stipend for the service.

Q 2. Who will have keys and will receive security deposits, rent, and do follow-up inspections following events by rental groups?

Answer. The answer to the previous question applies to this question.

Q3. Who will assure the building is operationally ready for use by a rental or UP group?

Answer. Answers to the two foregoing questions apply to this question. A person or persons usually volunteer to keep the building operationally ready for use. Governing boards sometimes pay these individuals a stipend because they are actually operating an events center.

Q4. Who will inspect the building after a rental event and approve return of the security deposit?

Answer. This is generally the person or persons noted in the answers to the above questions.

Q5. How much will liability insurance cost annually?

Answer. This will depend on the amount of insurance desired and particularly on whether the liability policy will attach as a rider to the UP existing liability insurance. The same can be said for casualty insurance already held on other UP properties. Annual premiums could approach \$1400. Usually such costs, including taxes and a portion at least of the maintenance costs are covered by rental fees.

#### CATEGORY SIX: FINANCING BUILDING COSTS AND CALCULATING TAXES

For questions in this category, the committee wants readers to assume the building being discussed is a free-standing building for UP, and is separate from any affiliation with the county fire department.

Q1. What methods can be used to finance a community building for UP?

Answer. The several available methods of financing are: gift by a donor or donors, bequest in a will, bank loan, long term general obligation bonds issued by the county on behalf of UP. A long term bond of probably 20 years duration will probably be the financing method.

Q2. When will residents know how much a community building will cost to construct and furnish?

Answer. The engineer has already provided estimates as shown in Category Three Question Four above.

Q3. What will be the annual mill levy and for how long will tax be levied to pay for bonds for a new building?

Answer? The mill levy will depend on the size of bond, how long the bond will run, and the interest rate of the bond. An example is included in the answer to Question 6 below.

Q4. Will UP residents get to vote on a bond issue to finance a community building?

Answer. Yes.

Q5. Can UP board tax the UP residents to pay for a new community building?

Answer. The answer is technically, yes, but the Board has taxing power to levy five mills; and is currently levying that amount.

Q6. When a mill levy is known how can a property owner figure his or her annual tax?

Answer. As an EXAMPLE, assume that a property owner has a home worth \$150,000. In Kansas, dwelling houses are assessed at about 12% of market value. So the tax value of the home would be \$18,000. A two-mill levy against \$18,000 would be \$36. (Two mills is .002; so .002 times \$18,000 is \$36. Before using this example to estimate a tax amount, a property owner must know the assessed valuation and tax value of his/her property, and the number of mills being levied against the property.

#### CATEGORY SEVEN: JOINT VENTURING WITH THE FIRE DEPARTMENT

Q1. What is a joint venture?

Answer. A joint venture occurs when two or more individuals, businesses, or governmental agencies join together to undertake capital improvement project or some activity such as an event.

Q2. What does the fire department want to build at UP?

Answer. At some time in the fairly near future the Riley County Fire Department wants to build a new two-bay firehouse at UP.

Q3. How could a joint venture between UP and the fire department help get a new community building for UP?

Answer. The fire department building would be build to house two fire trucks, plus have space that could be used jointly as a training room for firefighters and a community room for UP. The cost of a combined building would probably be less than the cost of two separate buildings.

#### CATEGORY EIGHT: ENGINEERING AND ARCHITECTURAL SERVICES

Q1. When will an engineer/architect be involved in the process of studying the feasibility of building a UP community building?

Answer. An engineer is already involved and has produced cost estimates that were shown earlier in this report; and is producing a additional estimate for a stand-alone community building.

Q2. Does the law require use of a licensed professional to plan a UP community building?

Answer. Yes

Q3. When does the Board choose an engineer or architect?

Answer. The Board has already chosen an engineer for the purpose of making basic drawings and cost estimates as part of the study to determine the feasibility of building a community building at UP.

Q4. How much will the engineer charge to do the required work as part of the feasibility study?

Answer. The exact amount will not be known until all the sketches and cost estimates are completed. The cost is well within the feasibility study money provided by the Parks Department. Also, the final cost will also depend on the extent of additional feasibility study that is required, whether the project is a "go" or "no go", and whether it would or would not be a joint venture with the fire department.

Q5. Can the engineering feasibility/planning cost be covered by the grant from the Parks Department?

Answer. Yes.

#### CATEGORY NINE: CHOICES OTHER THAN A NEW BUILDING

Q1. What choices other than a new building are being considered for a community building?

Answer. Remodel and build a small addition to the Ed Wright firehouse.

Q2. What is the feasibility of re-configuring the club house?

Answer. To re-configure to existing clubhouse is not a good idea because of its small size, the historical significance of its exterior, and the way the second floor is built. To make it in to a clubhouse with a capacity for 99 people would require a major addition that would overwhelm the looks of the existing historically significant building.

Q3. Rather than build a new building could the existing clubhouse be modified and used for smaller gatherings?

Answer. Yes, but little would be gained from the financial investment and UP would still not have an adequately sized clubhouse. The small building should probably remain the size it is now. Modifications and improvements could be made in the future on a pay-as-you-go basis and using local craft talent.

Q4. What is the feasibility of installing a floor and finishing the interior of the big metal machine shed?

Answer. This has been considered, and current thinking suggests that a new building would be the better choice. However, the machine shed does need maintenance and general improvement that could be done in phases using local craft talent and pay-as-you-go financing.

Q5. Could the pavilion be closed-in and a new pavilion built?

Answer. Yes, that is one choice, but current thinking suggests that there would be no cost savings after building the new picnic pavilion.

Q6. If the fire department builds a new firehouse, could the old firehouse be converted to a community building?

Answer. Yes, with a small addition as shown by the engineer, the Wright Fire Station could be converted to a community building.

#### CATEGORY TEN: SEWER LIFT STATION

Q1. What is a sewer lift station?

Answer. It is basically a pump built into an existing sewer for the purpose of lifting sewerage to a higher sewer so as to drain. Lift stations are quite popular throughout America,

Q2. Why is a lift station needed for our project?

Answer. Actually, a lift station may not be necessary depending on location of a community building.

Q3. What is the cost of a lift station?

Answer. The cost of a lift station varies with the amount of material to be lifted (pumped) and how high it must be lifted. Depending on these variables cost could reach \$50,000.

Q4. Could a septic system be built as an alternative to installing a lift station or locating a new building in a location that is served by the existing sewer system?

Answer. Yes, there is a county approved system that is very common where rock is close to the ground surface. The system is very popular in the Flint Hills Region of Kansas. It is essentially an above ground system that has a 20-year life; and as mentioned earlier in this report has a base cost of about \$15,000.

#### RECOMMENDATION

The following single recommendation is offered by the Committee for consideration by the UP Board:

It is recommended that the UP Board ask the Oversight Committee to poll (survey) the UP residents to learn the extent of public support for a proposal to construct a community building.

EVALUATION OF A PROPOSAL TO CONSTRUCT  
A COMMUNITY BUILDING AT UNIVERSITY PARK

Report and Recommendation Of  
The Board Appointed Oversight Committee

John Martens	Don Turner
James Slaymaker	Rhonda Rudell
Travis Gilbert	Dave Chizek
Sandra Graham	Tray Schmidt
Kent Stewart, Chair	

Presented to the UP Board of Directors

October 2, 2018

Subject: RE: University Park - Site Concept/Cost Estimates

From: rpeschel@cesengineering.com

To: sixcf@yahoo.com

Date: Monday, September 17, 2018, 9:00:53 PM CDT

Curt, See our responses in red below.

Rob Peschel

CES Group, Inc | 1102 Broadway | Marysville, KS 66508

785.562.5148 | [www.cesengineering.com](http://www.cesengineering.com)



From: Curt Friedrich <sixcf@yahoo.com>

Sent: Friday, September 14, 2018 8:52 AM

To: Rob Peschel <rpeschel@cesengineering.com>

Subject: Re: University Park - Site Concept/Cost Estimates

Rob,

We have a couple of questions/requests.

At Site 3 Fire Station/Community Building combined, would you be able to split out the costs of just the Fire Station portion and the Community Building portion?

2,000SF fire station basement \* \$45 = \$90,000.

2,000SF community center \* \$45 = \$90,000.

At site 2 what would be the cost of just a community building at that site instead of a fire station?



It would likely be pretty much the same in cost. You would have some savings in not having garage doors, but you'd probably want to spend that savings on some finishes, like floor tile, drywall, etc. which might not be in the fire station garage.

If you can split out the costs for site 3 can we assume that same cost to place a community building at site 2 instead of a fire station?

Yes, it is pretty much the same cost to do based on the following assumptions:

- Community center also would be a pole barn, but would have very simple interior finishes including VCT, drywall, drop ceiling, would be conditioned.

Hope you will be able to look into these requests soon and get back with me.

Thanks,

Curt Friedrich

On Thursday, September 6, 2018, 7:04:01 PM CDT, Rob Peschel <

> wrote:

Curt,

Attached are some basic floor plan concepts and probable cost estimates. These should help get a good starting point for you. Let me know if you have any questions.

Thanks,

Rob Peschel, President

CES Group, Inc | 1102 Broadway | Marysville, KS 66508

785.562.5148 | [rob.peschel@cesgroupinc.com](mailto:rob.peschel@cesgroupinc.com)



University Drive Fire Station  
Preliminary Possible Cost Summary - 2018-9-4

Program Description - Site 1 Fire Station Renovation to Community Center

Estimate of Probable Cost

<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Cost per Unit</u>	<u>Subtotal</u>
Light Renovation (Paint)	1,380	square feet	\$10	\$13,800
Kitchenette and Bathroom Addition	1	Lump Sum	\$35,000	\$50,000
New Paved Drive	2,500	square feet	\$10	\$25,000

Total Construction Costs:

**\$88,800**

Other Costs

<u>Description</u>	<u>Fee Type</u>	<u>Unit Price</u>	<u>Subtotal</u>
Design/legal/surveys/geotech/envir	Percentage	15%	\$13,320
Fixtures, Furniture & Equipment	Lump Sum	\$25,000	\$25,000
Document Printing	Lump Sum	\$1,000	\$1,000

Total Other Costs:

**\$39,320**

Project Totals

Construction and Other Costs		<b>\$128,120</b>
Project Contingency	20%	\$25,624
Total Project Cost with Contingency		\$153,744
Total Project Cost Estimate Range		<b>\$128,120 to \$153,744</b>

Program Description - Site 2 - New Fire Station

Estimate of Probable Cost

<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Cost per Unit</u>	<u>Subtotal</u>
New Metal Building Construction	2,200	square feet	\$45	\$99,000
New Paved Drive	3,000	square feet	\$10	\$30,000

Total Construction Costs:

**\$129,000**

Other Costs

<u>Description</u>	<u>Fee Type</u>	<u>Unit Price</u>	<u>Subtotal</u>
Design/legal/surveys/geotech/envir	Percentage	15%	\$19,350
Fixtures, Furniture & Equipment	Lump Sum	\$5,000	\$5,000
Document Printing	Lump Sum	\$1,000	\$1,000

Total Other Costs:

**\$25,350**

Project Totals

Construction and Other Costs		<b>\$154,350</b>
Project Contingency	20%	\$30,870
Total Project Cost with Contingency		\$185,220
Total Project Cost Estimate Range		<b>\$154,350 to \$185,220</b>

Program Description - Site 3 New Fire Station and Community Center

Estimate of Probable Cost

<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Cost per Unit</u>	<u>Subtotal</u>
New Metal Building Construction	4,000	square feet	\$45	\$180,000
New Paved Drive	3,500	square feet	\$10	\$35,000
New Gravel Drive	6,700	square feet	\$5	\$33,500

Total Construction Costs:

**\$248,500**

Other Costs

<u>Description</u>	<u>Fee Type</u>	<u>Unit Price</u>	<u>Subtotal</u>
Design/legal/surveys/geotech/envir	Percentage	15%	\$37,275
Fixtures, Furniture & Equipment	Lump Sum	\$30,000	\$30,000
Document Printing	Lump Sum	\$1,000	\$1,000

Total Other Costs:

**\$68,275**

Project Totals

Construction and Other Costs		<b>\$316,775</b>
Project Contingency	20%	\$63,355
Total Project Cost with Contingency		\$380,130
Total Project Cost Estimate Range		<b>\$316,775 to \$380,130</b>

Notes: Property acquisition costs are not included in estimate.

Estimate assumes late 2018 construction start. Assume 3% per year inflation.

Estimate is extremely preliminary in nature and assumes very basic construction

#### Purpose of the Project

- Eliminate contamination and reduce I&I
- Stabilize deteriorated and failing pipe

#### Methods of Rehabilitation

- To line the 8" mainlines serving multiple lots with cured in-place (CIPP) materials
- Rehabilitate manholes with cementious lining
- Replace lift stations with new equipment

#### Why were certain lines not a part of the project?

- 4" Diameter Service lines
  - Generally considered service lines
  - Generally not considered a part of District responsibility
- 8" Diameter Main Lines
  - They only served a single vacant lot
  - Cost to benefit ratio not there
- Neither of the above lines were part of the Pre-Design CCTV inspection

#### Unlined Sewer Lines:

- University Park Subdivision Lot 94 *Grater*
  - 87 feet of 4"
  - No residence
  - Serves one lot
- University Park Subdivision Lot 96
  - 67 feet of 8"
  - Combined with 2 other lots 95B and (& 97
  - Platted into one lot *Patnode*
  - House on lot
  - Serves one lot
- University Park Subdivision Lot 192 *Seaton*
  - Lateral E-6 #1
  - 45 feet of 4"
  - No residence
  - Serves one lot
- University Park Subdivision Lot 193 *Brandi Williams*
  - Lateral E-6 # 2
  - 141 feet of 4"
  - Residence
  - Serves one lot
- Addition No. 3 to University Park lot 32 *Weston*
  - 65 feet of 8"
  - No residence
  - Serves one lot
  - Same owner owns several lots
- Addition No. 3 to University Park Lot 52 *Summers Across road from Nicholson*
  - 175 feet of 8"
  - No residence
  - Serves one lot

#### Solutions:

- For Lot with residence: Have Company clean and camera the pipe and then line the pipe
- For vacant lots: Laterals not in use, leave as are until residence is built then District pay cost to line.

#### Notes:

- 580 feet of 4" service pipe not CIPP Rehabilitated
- No cost to District at this time
- Approximately 40,000 feet of 8" diameter sewer main pipe lined in the project
- Approximately 40,000 feet of 4" service lines are still unlined

# MEMORANDUM:

TO: Bob Rogers  
FROM: Leon Hobson  
DATE: August 31, 2018  
SUBJECT: University Park Projects

Bob, listed below are several projects we are considering completing at University Park. If you are interested can you provide me with a price for each project individually, this will allow me to pick and choose to keep the project under \$10,000. All areas around the fire hydrants and water meters shall be leveled and smoothed whereby the area can be mowed.

- #1 Replace Fire Hydrant # 27 (6827 Redbud) with a new hydrant including a 4" Storz outlet. Salvage old hydrant for owner. See attachment B \$ 1400<sup>00</sup>
- #2 Raise fire hydrant # 32 (7208 Mound Ridge) so flange is as close to ground level as possible. ~~Add 4" Storz outlet to existing hydrant.~~ See attachment D \$ 750<sup>00</sup>
- #3 Raise fire hydrant # 4 (11134 Lakeview Drive) so flange is as close to ground level as possible. ~~Add 4" Storz outlet to existing hydrant.~~ See attachment C \$ 750<sup>00</sup>
- #4 Raise fire hydrant # 2 (11110 Lakeview Drive) so flange is as close to ground level as possible. ~~Add 4" Storz outlet to existing hydrant.~~ See attachment C \$ 750<sup>00</sup>
- #5 Raise the existing water meter pit (or replace with new) (7215 Mound Ridge) to match the existing ground level. See attachment A \$ 250<sup>00</sup>
- #6 Move the existing water meter pit (or replace with new) (11210 Lakeside Drive) to a location approximately 5 feet from the edge of the existing driveway. Place where most feasible with re-connecting the service line. Lid shall match the existing ground level. See attachments E & E1 \$ 800<sup>00</sup>

The following fire hydrants did not drain back. Dig them up and replace the gravel pack. ~~Add a 4" Storz outlet to each hydrant.~~

- #7 Fire hydrant # 31 (7206 Hi-View Road) See attachment A \$ 800<sup>00</sup>
- #8 Fire hydrant # 33 (7114 Mound Ridge) See attachment F \$ 800<sup>00</sup>
- #9 Fire hydrant # 35 (11216 Lakeside Drive) See attachment F \$ 800<sup>00</sup>

All questions or comments can be directed to me (785-313-9088) or lhobson@rileycountyks.gov.

\* ONLY STORZ OUTLET WILL BE ON pumper of new hydrant #1 9100  
Hydrant at Briar Circle  
Bob Rogers 9-10-18

University Park Improvement District  
Board Meeting  
University Park Club House  
December 4, 2018 - 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 Fire Hydrant/Water Meter Repair/Replacement
  - B. Update on Old Water Plant Building
  - C. Update on Side-door Installation at Tractor Shed
  - D. Update on Selling GB Loader
  - E. Other
5. COMMITTEE REPORTS
  - A. Firewise
  - B. Parks
    1. Heywood Park
    2. Golf Course
    3. Disc Golf
    4. County Parks
6. NEW BUSINESS
  - A. Sharing of Information for New Board Members
  - B. Set Meeting Date for January Meeting
  - C. Other
7. ADJOURN

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

November 6, 2018

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

Others Present: Don and Susan Turner, James Slaymaker, Laura Soash, Rhonda Rudell, Kent Stewart, Stan Galum, John Martens, Tray Schmidt and Matthew Schlinder.

The minutes of the previous meeting were approved as presented.

**Treasurers Report:**

**Bills to be paid were:**

Westar (flag pole)	\$28.10
Westar (clubhouse)	42.31
RCPW (clubhouse)	47.85
B and L Trash Service (3 months-\$75 clubhouse, \$49 rental)	124.00
Don Turner (stain for pavilion)	133.82
Bill McReynolds (28.5 hours)	356.25
Debit Card Expenses:	0.00
Cash Expenses:	
Dave Chivek (reimburse Chili Cookoff plaque)	25.00
Hy Vee (stamps)	23.28
Total Expenses	\$780.61

There was a motion by Curt and second by Bob to pay the bills. Motion carried 3-0.

**Income reported was:**

Tax Funded	
Real Estate Current	\$00.00
Real Estate Delinquent	\$16.05
Total Tax-funded	\$16.05
Burn Pile	\$20.00
Boat Ramp Donation	\$00.00
Golf	\$00.00
Mowing	\$00.00
Rent	\$1,000.00
Total Income:	\$1,036.05
Peoples State Bank balance	\$13,694.59

\$6,220.57

UPID County Fund balance

*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.*

\$57,526.57

UP Water and Sewer Operating Fund

\$59,191.79

UP Water and Sewer Capital Reserve Fund

#### Old Business:

##### Update on Sewer Repair Project:

Curt reported that the project is complete but there have been reports of sewer smells from several residents in at least two different areas. Leon is aware of this and is working with home owners to gather some information so this issue can be addressed.

##### Update on Fire Hydrant Repair/Replacement:

This is currently in progress. Work yet to be completed is adding a riser to a couple of fire hydrants.

##### Update on Clubhouse/Community Building Oversight Committee:

Kent Stewart presented the results of the Community Building Survey that was recently conducted by e-mail. The survey was sent to 136 e-mail contacts of which 58 responded. The results show that 72% are opposed to building a 99-person capacity community building. Further results show that 79% are not in favor of having a smaller building that would hold approximately 30 people built. 56% are in favor of building nothing and when meeting space is needed to rent from the fire department if they build a training room in the new fire station that is scheduled to be built here in the next two to three years. 38 people gave various comments.

Mr. Stewart and the committee were thanked for their involvement in this process. It was the consensus of the board to put any further planning into building a community building on hold.

##### Update on Side-door Installation on Tractor Shed:

Travis Gilbert was not in attendance so there was no update.

##### Update on Old Water Treatment Building:

Curt reported that Leon is to talk to Bob Blume regarding this and have building cleaned out by the end of November.

##### Other:

Curt read a letter he had compiled on behalf of the UP board and community to the County Commissioners regarding the County Ambulance Service.

##### Committee Reports:

Firewise: Laura and Susan gave a report on the recent workday and that they are working on the updated five year plan to be sent to the national Firewise office.

Parks:

1. Heywood Park: Susan stated the trees planted last fall have some damage from deer. She requested permission to purchase some 5-foot tall netting to place around the trees. The Board agreed and thanked to for bringing this to our attention.
2. Golf Course: Nothing to report.
3. Disc Golf: Nothing to report.
4. County Parks Funds: Curt stated items requested for 2018 that have not yet been purchased need to be soon as the County Parks needs these figures early in December. He also asked for any ideas of items to request for 2019.

New Business:

Discuss Options for Selling old GB Loader:

After discussion there was a motion by Curt and second by Bob to list the GB loader on Craig's list for \$2,000.00 or best offer. Motion carried 3-0.

Other:

Bob stated that a load or two of gravel needs to be placed on the burn pile road. Don stated he will get the road graded and shaped before the gravel is delivered. It was the consensus of the board to have Caley Trucking deliver two loads of gravel for the burn pile road.

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

Respectfully submitted,  
Curt Friedrich  
UPID Secretary



<b>Expenses</b>		Description	Amount	Check Number
	Westar Energy I	7223 Mound Ridge	\$28.10	63993
	Westar Energy II	7321 Hi View Drive	\$42.31	63992
	RCPW	water for clubhouse	\$47.85	63934
	B&L Trash Service	\$75-clubhouse/\$49-rental house	\$124.00	63897
	Don Turner	stain for pavillion	\$133.82	63896
	Bill McReynolds	28.5 mowing hours	\$356.25	64083
<b>Debit Card Expenses</b>				
<b>Cash Expenses</b>				
	Dave Chizek	reimbursement for Chili Cook Off Plaque	\$25.00	
	HyVee	Stamps and Envelopes	\$23.28	
	<b>Total Expenses</b>		<b>\$780.61</b>	
<b>Income</b>				<b>YTD</b>
	Specials Tax	Riley County account #178	\$0.00	\$0.00
	Delenquent Specials	Riley County account #179	\$0.00	\$150.00
	Real Estate Current	Riley County account #180	\$0.00	\$8,108.61
	Real Estate Delenquent	Riley County account #181	\$16.05	\$190.33
	Distr. P.P. Delenquent	Riley County account #185	\$0.00	\$0.00
	<b>Tax Funded Income</b>		<b>\$16.05</b>	<b>\$8,448.94</b>
<b>Burn Pile</b>				
	Patrick Siebert		\$20.00 cash	
	<b>Burn Area Subtotal</b>		<b>\$20.00</b>	
<b>Boat Ramp Donations</b>				
	<b>Boat Ramp Subtotal</b>		<b>\$0.00</b>	
<b>Golf</b>				
	Cash Box			flag delivered
	<b>Golf Subtotal</b>		<b>\$0.00</b>	
<b>Mowing</b>				
	<b>Mowing Subtotal</b>	Lot #	<b>\$0.00</b>	
<b>Rent</b>	Zane Evans	November rent	\$1,000.00	
	<b>Rental House Subtotal</b>		<b>\$1,000.00</b>	
	<b>Total Income</b>		<b>\$1,036.05</b>	
<b>Ending Account Balances</b>				
	Peoples State Bank		\$13,694.59	
	UP county fund #232		\$6,220.47	
	UP W&S #230		\$57,526.57	
	UP W&S Cap Reserve #284		\$59,191.79	

## University Park Improvement District

7321 Hi View Drive  
Manhattan KS 66503

Board of County Commissioners  
Riley County, Kansas

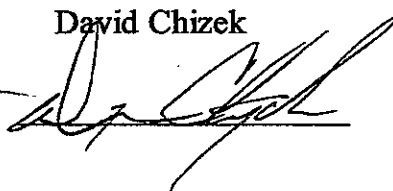
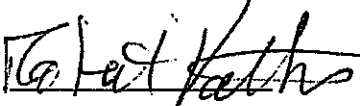
We the undersigned Board of Directors of the University Park Improvement District, on behalf of the citizens of University Park and surrounding areas would like to state our concerns to the Board of County Commissioners of Riley County regarding the current state of the Riley County Ambulance Service. Approximately one year ago when Riley County took over the operation of the ambulance service from Mercy Hospital/Via Christi Health Center the first responder vehicles that had been stationed in Riley and Randolph were removed from service. The vehicles that have since been placed there are inadequate and do not have the necessary equipment for the volunteer first responders to properly respond to emergencies. We believe that the recent action taken by the Commissioners to move toward placing an ambulance and staff at the County Public Works building is also inadequate. It simply moves equipment and staff from the main ambulance station instead of adding equipment and staff. The likely-hood of the ambulance placed there being called back into Manhattan is great and may prove to be counter productive by reducing response time if said ambulance responds to calls within the city of Manhattan. It would be our hope that the Commission would look into adding to the ambulance service by placing a full time paid staff and ambulance in Riley, Leonardville or Randolph so the citizens of northern Riley County would be properly served the service that they are paying taxes for. This is the only adequate way to improve response time to the northern part of the county that continues to grow in population. Furthermore, we would suggest that public meetings be held throughout the County so the Commission could gather input from the citizens for whom they are elected to serve.

Respectfully,  
University Park Improvement District  
Board of Directors

Robert Vathauer

David Chizek

Curt Friedrich



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

December 4, 2018

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

Others Present: Don and Susan Turner, James and Karla Slaymaker, Travis Gilbert, Laura Soash, Richard Seaton, Stan Glaum and Joe and Nikki Modean.

The minutes of the previous meeting were approved as presented.

**Treasurers Report:**

**Bills to be paid were:**

Westar (flag pole)	\$28.01
Westar (clubhouse)	70.03
RCPW (clubhouse)	51.82
Laura Soash (food for workday/chili feed)	79.03
Don Turner (wire mesh for tree cages)	144.97
Total Expenses	\$373.86

There was a motion by Curt and second by Bob to pay the bills. Motion carried 3-0.

**Income reported was:**

Tax Funded	
Real Estate Current	\$00.00
Real Estate Delinquent	\$00.00
Total Tax-funded	\$00.00
Burn Pile	\$00.00
Boat Ramp Donation	\$00.00
Golf	\$112.03
Misc. Foley Industries (double payment from 2016)	\$11.79
Mowing	\$00.00
Rent	\$1,000.00
Total Income:	\$1,123.82
Peoples State Bank balance	\$14,024.13
UPID County Fund balance	\$5,490.36

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

board.

UP Water and Sewer Operating Fund  
UP Water and Sewer Capital Reserve Fund

\$59,564.49  
\$58,906.74

Old Business:

Update on Fire Hydrant/Water Valve Replacement Project:

Curt reported that the Fire hydrant and water meter repair and replacement project had been completed.

Update on Old Water Treatment Plant Building:

Curt stated he had not heard from Leon regarding if Bob Blume had cleaned out the building. He did state that Don Turner had reported to him that the building had recently been broken into. Curt stated he had reported this to Leon.

Update on Side Door Installation at Tractor Shed:

Curt stated that Travis will work this into his schedule soon. There was discussion regarding installing a walk in door and getting the areas inside the building cleaned up so the doors could be installed. Curt stated he would get the areas inside the building cleared.

Update on Selling GB Loader:

It was the consensus of the present board to wait to list the loader for sale until the new board takes office so there would not be the possibility of being in the middle of a possible transaction when the new board takes office.

Other:

Commission Letter:

Curt reported he had not had any acknowledgment of receipt or any reply from the County Commissioners in regards to the letter that was sent to them regarding the Ambulance service.

Road Conditions:

There was discussion regarding the conditions of and snow removal from the gravel roads in UP. Stan stated the township board has had discussions with Leon Hobson to have the County do some of the snow removal. The township board will be meeting on December 12 to discuss this more.

Committee Reports:

Firewise: Laura and Susan reported that the annual report had been filed and that 360.5 hours of volunteer time was reported for Firewise tree trimming and clearing for 2018. They know there are lots of hours not reported and reminded all to please report time spent trimming and clearing trees and brush so proper credit can be received.

Parks:

1. Heywood Park: Nothing to report.
2. Golf Course: Nothing to report.

3. Disc Golf: Nothing to report.

4. County Parks Meeting: Curt stated he plans to attend the December 11 County Parks meeting. Preliminary requests for 2019 funds will be discussed.

New Business:

Sharing of Information for New Board Members:

There was discussion regarding necessary information with the new board members that will take office on January 1.

Set Meeting Date for January Meeting:

Since the first Tuesday of January 2019 falls on January 1 there was discussion regarding when to hold the January meeting. After discussion there was a motion by Curt and second by Bob to hold the January 2019 meeting on Tuesday, January 8, 2019. Motion carried 3-0.

Request to Build:

Joe and Niki Modean presented plans to build a 3-bedroom house and a 30-foot X 60-foot X 10-foot detached garage/shop building on lots 79 and 80 on Lakeview Drive. There was a motion by Bob and second by Curt to approve the request to build. Motion carried 3-0

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

Expenses		Description	Amount	Check Number
	Westar Energy I	7223 Mound Ridge	\$28.01	64153
	Westar Energy II	7321 Hi View Drive	\$70.03	64152
	RCPW	water for clubhouse	\$51.82	64155
	Laura Soash	food for work day/chili feed	\$79.03	64093
	Don Turner	wire mesh tree cages	\$144.97	64154
Debit Card Expenses				
Cash Expenses				
Total Expenses			\$373.86	
Income				YTD
	Specials Tax	Riley County account #178	\$0.00	\$0.00
	Delenquent Specials	Riley County account #179	\$0.00	\$150.00
	Real Estate Current	Riley County account #180	\$0.00	\$8,108.61
	Real Estate Delenquent	Riley County account #181	\$0.00	\$190.33
	Distr. P.P. Delenquent	Riley County account #185	\$0.00	\$0.00
	Tax Funded Income			\$8,448.94
Burn Pile				
	Burn Area Subtotal		\$0.00	
Boat Ramp Donations				
	Boat Ramp Subtotal		\$0.00	
Golf				flag delivered
	Cash Box			
		October/November	\$112.03	
	Golf Subtotal		\$112.03	
Misc				
	Foley Industries	double payment from 2016	\$11.79	
	Misc. Total		\$11.79	
Mowing				
		Lot #		
	Mowing Subtotal		\$0.00	
Rent	Zane Evans	December rent	\$1,000.00	
	Rental House Subtotal		\$1,000.00	
	Total Income		\$1,123.82	
Ending Account Balances				
	Peoples State Bank		\$14,024.13	
	UP county fund #232		\$5,490.36	
	UP W&S #230		\$59,564.49	
	UP W&S Cap Reserve #284		\$58,906.74	