



**University Park Improvement District
Board Meeting Agenda
January 13, 2026
University Park Clubhouse – 7:00 PM**

1. Call to Order
2. Installation of Officers
3. Recognition of Past Board Members
4. Approval of Agenda
5. Approval of Minutes of the December 9, 2025 Meeting
6. Approval of Financial Report
7. Public Forum (State Name - 3 minute per UPID Policy)
8. Officer Reports
 - a. President
 - b. Secretary
 - c. Treasurer
9. Committee Reports
 - a. Standing Committees
 - i. Boat Ramp – John Cassida
 - ii. Equipment – Curt Friedrich
 - iii. Firewise – Todd Schmidt
 - iv. Golf Course – Dave Chizek
 - v. Parks & Recreation – Curt Friedrich
 - vi. Prairie Management – Laura Mendenhall
 - vii. Sherman Township – Tracy Sabo
 - viii. Welcome – Karla Slaymaker
 - b. Special Committees
 - i. Pickleball/Basketball – Diane Wilcox



10. Old Business

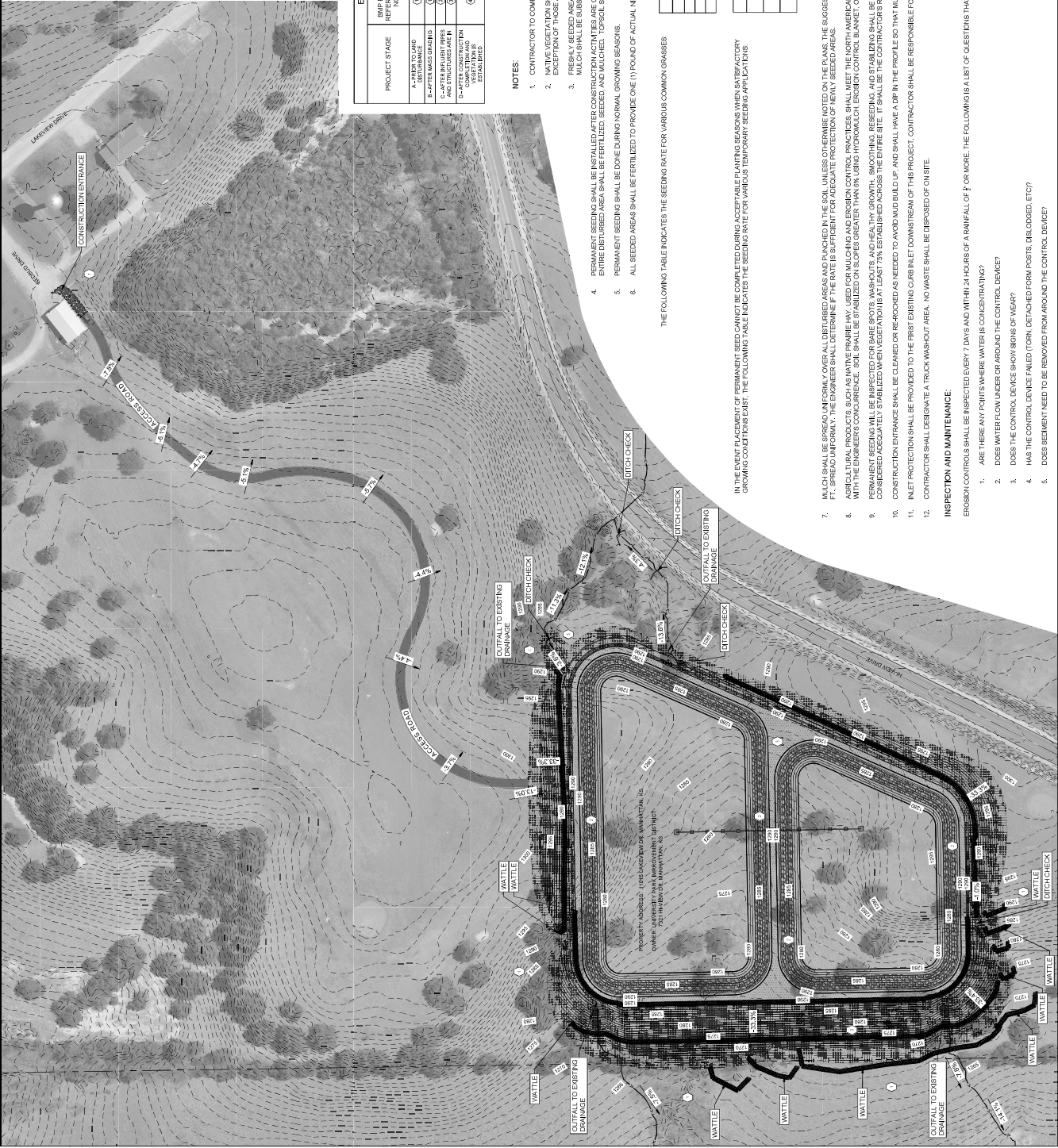
11. New Business

- a. 2026 UPID Fee Structure
- b. University Park Flag Design
- c. Mowing Letters
- d. UPcycle Services
- e. Pickleball/Basketball
- f. Community Survey – Wants and Needs
- g. UPID Public Comment Policy
- h. Request for Disc Golf Tournament
- i. Approve Tentative Dates for Board Meetings and Picnics

12. Announcements

- a. Board Announcements
- b. Community Announcements

13. Adjournment



LEGEND

- 1' CONTOUR INTERVAL
- 5' CONTOUR INTERVAL
- PROPOSED 1' CONTOUR INTERVAL
- PROPOSED 5' CONTOUR INTERVAL
- SILT FENCE
- BIODEGRADABLE LOGWATTLE/FLAT TER SOCK
- PERMANENT SEEDING
- PROPOSED 18" RIPRAP
- EROSION CONTROL BLANKET / MAT

EROSION AND SEDIMENT CONTROL STAGING CHART

PROJECT STAGE	BMP PLANTING DISTANCE NO.	BMP DESCRIPTION	MAY REMOVE STAGE	NOTES
A - PRIOR TO LAND DISTURBANCE	1	18" FENCE, TRUCK WASHOUT, CONSTRUCTION DRYWALL	0	18" FENCE INSTALLED
B - AFTER MASS GRADING	2	18" FENCE, TRUCK WASHOUT, CONSTRUCTION DRYWALL	0	18" FENCE INSTALLED
C - AFTER CONSTRUCTION AND STRUCTURE SET IN	3	PERMANENT SEEDING, MULCH, AND BANK STABILIZATION	N/A	ADDITIONAL AS NEEDED
D - AFTER CONSTRUCTION AND STRUCTURE SET IN	4	PERMANENT SEEDING, MULCH, AND BANK STABILIZATION	N/A	ADDITIONAL AS NEEDED
E - AFTER CONSTRUCTION AND STRUCTURE SET IN	5	PERMANENT SEEDING, MULCH, AND BANK STABILIZATION	N/A	ADDITIONAL AS NEEDED

NOTES:

- CONTRACTOR TO COMPLY WITH RILEY COUNTY STORM WATER MANAGEMENT REQUIREMENTS.
- NATIVE VEGETATION SHALL BE MAINTAINED IN ALL AREAS AS STORM WATER POLLUTION PREVENTION WITH THE EXCEPTION OF THOSE AREAS NOTED ON THIS PLAN SHEET.
- FRESHLY SEEDS ARE REQUIRED TO BE APPLIED THE SAME DAY AS SEED IS APPLIED OR THE AREA MUST BE RE-SEED. ALL SEEDING SHALL BE DONE DURING NORMAL GROWING SEASONS.
- PERMANENT SEEDING SHALL BE INSTALLED AFTER CONSTRUCTION ACTIVITIES ARE COMPLETE. ALL SEEDING AREAS SHALL BE FREE OF LARGE ROCKS AND OTHER OBSTACLES. THE ENTIRE DISTURBED AREA SHALL BE FERTILIZED, SEEDING, AND MULCHED. TOPSOIL SHALL BE PROVIDED WHERE NECESSARY.
- PERMANENT SEEDING SHALL BE DONE DURING NORMAL GROWING SEASONS.
- ALL SEEDING AREAS SHALL BE FERTILIZED TO PROVIDE ONE (1) POUND OF ACTUAL NITROGEN PER 1000 SQUARE FEET.

THE FOLLOWING TABLE INDICATES THE SEEDING RATE FOR VARIOUS COMMON GRASSES:

SEED TYPE	SEEDING RATE (LB/1000 SF)
BLUEGRASS	10/20/20
BROME	13.2/25
PERENNIAL	10/20/20
PERENNIAL	10/20/20

SEED TYPE	SEEDING RATE (LB/1000 SF)
ANNUAL RYE GRASS	10
PERENNIAL RYE GRASS	10
MIXTURE (RYE + FESCUE)	10
MIXTURE (RYE + FESCUE)	10

IN THE EVENT PLACEMENT OF PERMANENT SEED CANNOT BE COMPLETED DURING ACCEPTABLE PLANTING SEASONS WHEN SATISFACTORY GROWING CONDITIONS EXIST, THE FOLLOWING TABLE INDICATES THE SEEDING RATE FOR VARIOUS TEMPORARY SEEDING APPLICATIONS:

- MULCH SHALL BE SPREAD UNIFORM COVER ALL DISTURBED AREAS AND PLACED IN THE SOIL UNLESS OTHERWISE NOTED ON THE PLANS. THE SUGGESTED RATE OF APPLICATION PER ACRE FOR MULCHING MATERIALS IS 80 TO 100 LB/1000 SQ. YD.
- EROSION CONTROL MEASURES SHALL BE INSTALLED PRIOR TO ANY DISTURBANCE. EROSION CONTROL MEASURES SHALL BE INSTALLED PRIOR TO ANY DISTURBANCE. EROSION CONTROL MEASURES SHALL BE INSTALLED PRIOR TO ANY DISTURBANCE.
- PERMANENT SEEDING WILL BE INSPECTED FOR BARE SPOTS, WASHOUTS, AND UNEVEN GROWTH. SMOOTHING, RESEEDING, AND STABILIZING SHALL BE REQUIRED WHERE BARE SPOTS AND/OR WASHOUTS EXIST. THE CONSTRUCTION SITE IS CONSIDERED ADEQUATELY STABILIZED WHEN VEGETATION IS AT LEAST 75% ESTABLISHED ACROSS THE ENTIRE SITE. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO ENSURE ESTABLISHMENT.
- CONSTRUCTION ENTRANCE SHALL BE CLEANED OR RE-CLEANED AS NEEDED TO AVOID MUD BUILDUP AND SHALL HAVE A DIP IN THE PROFILE SO THAT MUD CAN BE RETAINED ON SITE AND NOT FLOW DIRECTLY INTO THE STREET.
- INLET PROTECTION SHALL BE PROVIDED TO THE FIRST EXISTING CURB INLET DOWNSTREAM OF THIS PROJECT. CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING AND CLEANING THE INLET.
- CONTRACTOR SHALL DESIGNATE A TRUCK WASHOUT AREA. NO WASTE SHALL BE DISPOSED OF ON SITE.

INSPECTION AND MAINTENANCE:

EROSION CONTROLS SHALL BE INSPECTED EVERY 7 DAYS AND WITHIN 24 HOURS OF A RAINFALL OF 1/4" OR MORE. THE FOLLOWING IS A LIST OF QUESTIONS THAT SHOULD BE ADDRESSED DURING EACH INSPECTION.

- ARE THERE ANY POINTS WHERE WATER IS CONCENTRATING?
- DOES WATER FLOW UNDER OR AROUND THE CONTROL DEVICE?
- DOES THE CONTROL DEVICE SHOW SIGNS OF WEAR?
- HAS THE CONTROL DEVICE FAILED (TORN, DETACHED, FORM POSTS, DISLOADED, ETC)?
- DOES SEDIMENT NEED TO BE REMOVED FROM AROUND THE CONTROL DEVICE?





**University Park Improvement District
2026 Fees / Flag Design / Mowing
2025 Fees Listed**

University Park Residents/Property Owners

Annual Parks Usage Fee - \$100.00 Family
Includes – Golf, Disc Golf, and Golf Cart

Annual Fee for Disc Golf only - \$30.00 Family

Annual Burn Pile Access - \$25.00 Family

University Park will provide Complimentary Annual Parks Usage and Burn Pile Access to volunteer firefighters and support personnel.

Non-Resident

Annual Fee for Disc Golf (only): - \$30.00

Annual Disc Golf Fee with Golf Cart: \$100.00

Daily Ball/Disc Golf fee: \$5.00/day

UPID Flag Design

Use same design – change color
or
New design and color

Mowing Letters (Send/Change/Offer)

Property owner wishing to have lots mowed in University Park

Fee - \$75.00 a lot per mow – mowed 3 times per year total \$225.00
Does not include hauling cut grass, weed eating or any edging

Alternative to UP Mowing – residents interested in mowing to provide contact information and have available to those seeking

University Park Improvement District Public Comment Policy

These rules are intended to promote the orderly and dignified conduct of the public business of University Park Improvement District.

The Kansas Open Meeting Act states that there is no requirement to allow public comment. Public comments can lead to better decisions for our community and therefore will continue to be allowed and encouraged for those who are attending in person and follow these rules.

1. Those wishing to comment must: state their name, limit comments to under 3 minutes, and keep comments brief and respectful of the Board and Community Members. This will be the only place on the agenda for the opportunity for public comments. The board is not required to respond to questions at this time, but comments may be addressed in the next meeting agenda.
2. Only in-person attendees will have the opportunity to give public comments and take part in discussion of agenda items in the order that they appear on the agenda.
3. If you have input for a meeting and are unable to attend, please email universityparkboard@gmail.com. Your email may be included in discussion at the discretion of the Board Members.
4. Public comments are out of order if made outside the designated time on the agenda of a public meeting and without the speaker having been first recognized by a Board Member.
5. The meetings will still be broadcast virtually and recorded but no interactive online participation will be allowed. The written virtual comments online will still be part of the recording but will not be read aloud during the meeting.
6. Speakers who violate any one of these rules shall be asked to end their comments. Speakers or non-speakers attending the meeting whose conduct disrupts the orderly and dignified conduct of any public meeting at any time shall be asked by the Board to leave such meeting.
7. A virtual interactive exception is granted for a Committee Member who will present under a Standing Committee Report.
8. University Park Board members may attend meetings virtually and participate in conversations and vote.

Board Adopted November 14, 2025

Disc Golf Tournaments Request from Dillon Spellman.

I'm running several disc golf tournaments in the Manhattan area this year, and I'd love it if a couple of them can be at University Park.

The two tournaments that I have in mind right now are an event that plays two rounds in one day on the existing layout before wastewater construction begins, and another that uses UP as well as other courses in the area to allow for a weekend-long, 3-round event, with each player playing UP for 1-2 of their 3 rounds.

These ideas raise a few questions:

First, are both of these events agreeable with the board?

Second, when is construction anticipated to begin? I'm currently looking at February 28th, but as late as April 11 could work, if all the holes are still playable then.

Third, for the event in June, is it going to be acceptable to move a basket or two around to temporary locations to dodge the work area and make 18 playable holes for 70+ players at a time?

Finally, would the \$5 player fees be charged per tournament, per day, or per round?

(E.G. would a 2 round, 1 day tournament be \$5 per player or \$10 per player, and would a 3 round, 2 day tournament be \$5, \$10, or \$15?) I'll happily pay whatever the fees are to use your beautiful land, I just want to clarify the amount ahead of time so I can price registration correctly.



2026 Board Meeting and Community Picnic Dates

Tentative Dates Subject to Change with Notice

2026 Board Meetings – 7:00 PM - Club House or Pavilion (weather dependent)

January 13, 2026

February 10, 2026

March 10, 2026

April 14, 2026

May 12, 2026

June 9, 2026

July 14, 2026

August 11, 2026

September 8, 2026

October 13, 2026

November 10, 2026

December 8, 2026

(Agenda Item Request to universityparkboard@gmail.com 1 week prior to meeting date)

2026 Community Picnics – 6:30 PM - Pavilion

May 16, 2026

June 20, 2026

July 18, 2026

August 15, 2026

September 19, 2026

October 17, 2026