

**University Park Improvement District  
Board of Directors – Special Meeting Minutes**

**Date: March 22, 2026**

**Time: 7:00 PM**

**Location: University Park Clubhouse  
Manhattan, KS 66503**

**Meeting Notice:** Notice of this meeting was sent by email on March 20, 2026, at 6:34 PM.

**Purpose of the Meeting:** To discuss and take action on matters related to Temporary Easement for Construction (lagoon), Records Custodian and KORA Compliance, and potential legal consultation.

**Call to Order:** The meeting was called to order at 7:00 PM by Jim Jackson.

**Roll Call:** Board Members Present: Sarah Dahl, Jim Jackson; Board Members Absent: Kelli Nelson A quorum was present.

Also Present: James Slaymaker, Karla Slaymaker, Jim Slaymaker, Jeff Luna, Jo Ann Zahner, Bob Vathauer, Dave Chizek, Jack, Danielle Maple

**Temporary Easement for Construction (Lagoon)**

Discussion:

Bayer Construction requested a temporary easement for construction activities anticipated to begin prior to the next regular board meeting. The easement would allow placement of materials and equipment during construction, with restoration to original condition upon completion.

Motion: Sarah Dahl moved to approve the Temporary Easement for Construction as presented and to authorize the Board to execute the agreement with Bayer Construction.

Second: Jim Jackson

Vote: Aye: Dahl, Jackson; Nay: None; Abstain: None; Result: Motion passed.

**Records Custodian and KORA Compliance**

Discussion:

The Board discussed the need to designate a Records Custodian to ensure compliance with KORA. A draft policy was reviewed and discussed, including designation authority and fee structure considerations.

Motion: Sarah Dahl moved to approve and adopt the Records Custodian and KORA Compliance Policy as presented, with the Board to designate a Records Custodian and establish a fee schedule based on the appointee's hourly rate. Second: Jim Jackson

Vote: Aye: Dahl, Jackson; Nay: None; Abstain: None; Result: Motion passed.

**Legal Matter – Potential Consultation with Counsel**

Discussion:

The Board discussed the potential need for legal consultation regarding matters that may involve the District.

**Executive Session**

Motion: Jim Jackson moved that the Board recess into executive session for consultation with an attorney for the body which would be deemed privileged in the attorney-client relationship, pursuant to the Kansas Open Meetings Act, to discuss potential legal matters involving the District, in order to protect the attorney-client privilege. The open meeting will resume in this room at 7:30 PM.

Second: Sarah Dahl

Vote: Aye: Dahl, Jackson; Nay: None; Abstain: None; Result: Motion passed.

The Board recessed into executive session at 7:15 PM.

**Return to Open Session**

The Board returned to open session at 7:30 PM.

Statement:

No binding action was taken during executive session.

Action Following Executive Session - No action was taken.

Adjournment

Motion: Sarah Dahl moved to adjourn the meeting. Second: Jim Jackson

Vote: Aye: Dahl, Jackson; Nay: None; Abstain: None; Result: Motion passed.

The meeting was adjourned at 7:30 PM.

Submitted by:

Jim Jackson