

**University Park Board Agenda**  
**February 13, 2024 7:00 at the Clubhouse/Zoom**  
<https://us02web.zoom.us/j/83047378622>

This meeting is being recorded, including both the live and Zoom audiences, for future reference. Please stand and state your name before speaking. Brief, on target and to the point.

Call to Order: Board Members: James Slaymaker, Jo Ann Zahner, Sarah Dahl

**Introductions/Announcements/Presentations/Thanks**

Thank you Regi Woodard for the Boat dock donation in memory of Woody (Larry Woodard).

Thank you, to our Standing committee volunteers, new and old. Still more room for you....

Welcome to our new resident, Amie Winters! She has moved into 11123 Lakeview Drive with her two children.

**Audience Comments**

Please stand and state your name before speaking. Keep comments to under 5 minutes. Be Brief and respectful of the Board and other community members. Audience will have the opportunity to take part in discussion of agenda items in the order that they appear on the agenda.

**Approval of January meeting minutes and January financial reports      -VOTE**

**Old Business**

**Standing Committee Reports -**

Boat Ramp – John Cassida (boat dock rebuild)

Golf Course – Jeff Luna (need more people)

Welcome Committee – Needs a leader...see new welcome brochure attached. The Welcome Team visits new residents and presents them with a bottle of honey and information about the community, gathers contact information to get new residents in the loop and welcomes them to the neighborhood. There are currently three members (Aly Gilbert, Stacey Chizek and Alicia Firstbrook-Stott) but they need a chair.

Firewise - Karla Slaymaker - no update

Parks & Rec – Curt Friedrich

Sherman Township – Tracy Sabo

Golf Course Prairie Management – Laura Mendenhall - no update

Equipment – Curt Friedrich

Firehouse Build – U.P. Board

### **Complimentary Annual Parks Usage and Burn pile access to volunteer firefighters & support**

**personnel** - This year flags will be given to Rich Biswell, John Cassida, Jason Hartman, Ed Lotak, Ross Lyons, Brian McNulty, Gordon Sabo, Tripp Schmidt, and Jo Ann Zahner. Thanks to each of you for volunteering your time to help fight fires in our area and keep us safe.

**Sewer/Lagoon Update** -see updates at [universityparkks.org](https://universityparkks.org)

**Bayview Circle – road encroachment** safety concern for emergency vehicle access - no update

### **New Business**

1. After recent communications with Riley County Officials and the Kansas Attorney General's Office the following changes will be made in how this board conducts official duties;

2. Kansas Open Records Act (KORA). If an official request for information is submitted, we ask that you utilize KORA guidelines. We will be posting the procedure for a records request on [universityparkks.org](https://universityparkks.org) webpage in the near future. To read the 2023 KORA statutes, click [here](#).

3. U.P. Board will also be utilizing the option to recess for an executive session according to Kansas Open Meeting Act guidelines. More about the Kansas Open Meetings Act [here](#).

4. Annual Parks Usage Flags - Sarah has researched options for flags. BannerBuzz is still the best option but their prices have increased. 50 flags for \$261.17 **-VOTE**

5. Water rate likely to increase: The board has not received official notification of a water rate increase but it appears likely and may have already been implemented. The City of Manhattan sets the rate and then the Rural Water District adds cost as required.

6. Community Improvement/Cleanup events. There are many things around the Park that need some attention. Ed Lotak suggested putting together a list. We are seeking some volunteers to help compile a list for the Board to use in coordinating with various committees/workdays (Firewise, Golf, Prairie Management...)

7. 2024 mowing letters (see attachment) **-VOTE**

8. Road maintenance, Sherman Township-gravel roads. Riley County- Paved roads.  
Sherman Township contact info: Tyson Meader 785-313-4054, Fran Willbrant 293-4971,  
Troy Warnken 785-259-3888.

9. Many have expressed a concern about damage from motorized vehicles to U.P. Grounds. Please avoid operating vehicles on U.P Grounds when the ground is soft to prevent damage and do not drive on the walking trails at all.

10. U.P. Rental Management Contract; The Board has gathered information from Italian Estates Property Management and Abode Construction Services (owned by community member - David Adkins). Decision will be made between these two providers after more information is received. Goal to implement by April 1st following approval at the next Board meeting.

11. Signage on private property: Many of you have expressed concern and asked what action the Board will take to address the sheet with red paint disparaging University Park. Displays like this are protected by the 1st Amendment. Therefore, the U.P. Board has not/will not be taking any action.

12. Covenant Update - Board plans to update 2001 Amended Covenants in 2024 after holding community meetings/discussion. Previous Boards have begun this process but were delayed by COVID and waiting on Riley County to update the [Land Development Regulations](#) completed in 2022. U.P. Board has hired Attorney Joe Knopp for Covenant consultation.

13. Shall the Board Enforce the Amendment Covenants of Restriction, June 12 2001, Item 6, *No Livestock shall be kept upon any lot*; Specifically the donkey located on Danielle Maple's property at 7213 Mound Ridge Rd, Manhattan, KS 66503. **VOTE**

**Adjourn/Leave open for Executive Session**

# LOT MOWING

Please return this letter to the above address.

March 2024

«AddressBlock»

Dear Resident,

In order to minimize the risk of fire and improve the aesthetics of University Park (UPID), lot owners are required to regularly mow their property (historically a minimum of **three (3)** times per year) to be in compliance with Covenant #11 and keep their grass under 12" on undeveloped lots per Riley County Resolution 12706-70. If owners cannot mow or wish to have UPID mow their lots, UPID can be contracted to mow for a charge of **\$75 per lot per mow** and will mow **three (3)** times throughout the growing season for a total charge of **\$225 per lot per year**. If lots are not mowed, UPID will mow the lots in accordance with (IAW) County Resolution 12706-70 and charge **\$150 per lot per mow** on the owner's property taxes.

If you would like to contract UPID to mow your lots, this letter and payments are due to the UPID Board on or before **May 25**. *If letter and payment are not received on or before that date and lots are not mowed, the lot owner will be considered non-compliant IAW County Resolution 12706-70 and will be charged the \$150 per lot per mow fee and no refunds will be given for any circumstance.*

This letter serves as official notice that all lots must be mowed IAW County Resolution 12706-70 or UPID will mow the lots and place appropriate charges on the owner's property taxes. All UP lots mowed will be completed by tractor with brush hog mower on flat areas and hills as safely allows. No trimming will be done.

Contract Mowing fees for 2024:

1 lot = \$75.00 per lot for 3 mowings total = \$225  
2 lots = \$75.00 per lot for 3 mowings total = \$450  
3 lots = \$75.00 per lot for 3 mowings total = \$675

The below listed lots have been identified as lots that will need to be mowed throughout the growing season.

Lot Number(s): «Lot»

\_\_\_\_\_ Enclosed is a check for mowing the lot(s). *(Payable to University Park Improvement District)*

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

**I understand that if my lots are not mowed IAW County Resolution 12706-70, I will be charged \$150 per lot per mow which could result in a total of up to \$450 per lot per year and the charge will be added to my property taxes.**

Property Owner Signature\_\_\_\_\_

Date\_\_\_\_\_

Thank you,

University Park Improvement District Board

Dear Resident,

It is nearly spring again, which means the mowing and gardening season is upon us. In order to minimize the risk of fire and improve the aesthetics of University Park (UPID) we are sending this courtesy letter as a reminder of our covenants and county regulations in regards to lot maintenance.

In order to maintain compliance with Covenant #11 and County Resolution 120706-70, UPID requires that property owners mow their property regularly and keep their grass under 12" on undeveloped lots. We also ask that lots that have become partially or totally overgrown with trees, brush, etc. be cleared and maintained. For safety reasons, we ask that, at a minimum, trees and brush be cleared from the road right-of-way and be trimmed to the NFPA/Firewise guidelines of 6 to 10 feet limb to ground clearance. If you want to know more about making your property safer in case of fire, let us know and we will send you the details.

We also would like to remind property owners that they are in charge of keeping their ditches clean and clear of trees, brush, debris, etc. that might impede the vision of pedestrians and traffic. If trees are growing into the right-of-way and creating a safety hazard by impeding clear sight for drivers, UPID will coordinate trimming those trees for the safety of the community.

Open burning is not allowed in University Park but limbs, brush and grass clippings may be brought to the University Park Burn Pile. Residents pay an annual \$25 fee for Burn Pile use paid to University Park Improvement District and put in the UPID mailbox, 7321 Hi-View Drive.

If you find that you are having difficulty maintaining the appropriate grass height, please contact a UPID Board member so that we may work with you and/or offer assistance if needed. Please note that UPID will not trim or clear trees for property owners, but we can offer information regarding tree trimming contractors or individuals who may be interested in being hired. UPID understands that the spring and summer seasons are busy for all, but we ask that you maintain compliance in order to be a good neighbor and eliminate any issues. If you have any questions or concerns, please feel free to contact us via email at [universityparkboard@gmail.com](mailto:universityparkboard@gmail.com).

Thank you,

University Park Improvement District Board  
[universityparkboard@gmail.com](mailto:universityparkboard@gmail.com)

University Park is an improved community in Riley County, Kansas. Our residents think it's the best place to live and we are glad to have you join us. We have a Board of Directors that manage our park, clubhouse, community boat dock, and other community business. U.P also has a volunteer fire department which helps lower insurance costs. New residents should visit our website to find out more information. Don't miss the covenants page for local rules and regulations that help make this a great place to live.

We have a lot to offer with the picnic/playground area as well as golf and disc golf courses. University Park has a boat ramp and dock on Tuttle Creek Lake.

The picnic area, golf courses and dock are maintained by the community, so please use them with care and respect. Volunteers are always needed and donations are welcome.

**Thinking about building at University Park?** All building permits must first be approved by the U.P Board before applying to Riley County.

## University Park Board

University Park has three board members. All official community business should be done through the Board. You can also reach out to the Board by emailing them at [universityparkboard@gmail.com](mailto:universityparkboard@gmail.com).

The University Park Board meets the second Tuesday of each month at 7:00 p.m. at the clubhouse and/or via Zoom. This is an open meeting and all are welcome to attend. Attending the meetings is a great way to stay connected with what is happening in the community.

Mark Your Calendar!  
Second Tuesday of Every Month  
7:00 p.m.

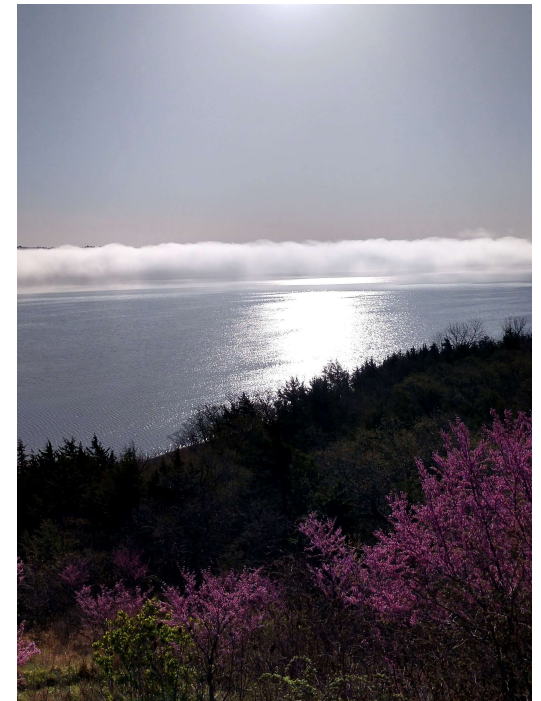
## Want to Know More?

**Website:** [www.universityparkks.org](http://www.universityparkks.org)

**E-mail Notifications:** To receive important community information send your e-mail address and phone number to [universityparkboard@gmail.com](mailto:universityparkboard@gmail.com).

**Facebook:** Joining our University Park Residents page on Facebook is also a great way to stay connected with what is happening in the community!

# Welcome to University Park!



## Community Picnics

Summer picnics are the third Saturday May through October (weather permitting) at the pavilion near the clubhouse at 6:30 p.m.

Come get to know your neighbors while enjoying great food. We ask that everyone bring a dish along with their own drinks and tableware. We welcome newcomers to our community, and our picnics are a great way to meet your neighbors.



## Firewise

NFPA's Firewise USA program encourages local solutions for safety by involving homeowners in taking individual responsibility for preparing their homes and community to reduce the risk of wildfire. In 2006 University Park became the first (and so far, the only) Firewise Community in the State of Kansas. It has been a combined effort on the part of all residents to ensure their home is within Firewise standards to maintain this status.

When you clean-up of brush or trees on your property, please track your time and report it to Karla Slaymaker – [kjslaymaker@gmail.com](mailto:kjslaymaker@gmail.com). Also, plan to join us for fall and spring work days to clean up brush and trees around the community. These volunteer hours help keep University Park's Firewise status current.

Annual Parks Usage fees and Burn Pile fees may be mailed to University Park, 7321 Hi-View Dr, Manhattan, KS 66503, put in the mailbox on Hi-View near the Mound Ridge intersection or dropped in the golf payment box at entrance to the golf course.

## Golf/Disc Golf Courses

**Course Fee:** Anyone can play the course without being a yearly member for a daily fee of \$5 per person. Drop fee in golf payment box at entrance to golf course.

### Yearly Membership Fees:

Annual Parks Usage Fee including ball/disc golf - \$100 per family • Annual fee for disc golf - \$30 • Annual disc golf fee with golf cart - \$100

### Golf Course Maintenance:

All maintenance of the golf course is completed by volunteers except for mowing. Any assistance that you can provide will be most appreciated at any time that you are available. Donations are also welcome.

The Kansas Forest Service (KFS) will come out and complete a **FREE** assessment of your property and give ideas of how to deter a fire. To set an appointment, contact Luke Berning, Kansas Forest Service Fuels Specialist at 785-477-0279 or [lberning@ksu.edu](mailto:lberning@ksu.edu).

## Burn Pile

The Burn Pile is for University Park & Lakeside RESIDENTS only. There is a \$25 annual fee to help maintain the burn area and pay for upkeep and repairs on equipment used at the burn site.

ONLY tree limbs, leaves, grass clippings, brush debris and untreated lumber are allowed in the burn pile. Please pay attention to signage when dumping.

### DO NOT DUMP:

- Treated Wood
- Household Trash
- Construction materials
- Dead Animals
- Appliances
- Furniture
- Mattresses
- Metal of any kind, including bicycles
- Plastic Products
- Tires
- Washing Machines
- Glass of any kind

If you see anyone dumping anything but authorized materials in the burn site, please inform a board member or a member of the fire department immediately.

## Mowing Requirements

Lot owners are required to mow their property regularly to be in compliance with Covenant #11 and keep their grass under 12" on undeveloped lots per Riley County Resolution 12706-70. If mowing is not completed, the lots will be mowed and the lot owner will be billed a mowing fee on their taxes.