

**University Park Subdivision
Monthly Meeting
Episcopal Church of the Holy Communion
21 Mar 2023**

6pm - Call to Order

Roll Call

Katie Sprung, Trustee
Kellie McCoy, Trustee
Mike Gillespie
Maggie Fiock
Brittany Rana
Becky Esrock
Susan Plassmeyer
Anne Lewis

Approval Last Meeting Minutes

Presentation of Reports

1. Financial

- a. Bank accounts. We now have 3 accounts:
 - i. The majority of operating funds are in a high interest account.
 - ii. A prudent reserve for operations is in our normal business checking account. This is where we pay bills from.
 - iii. We keep \$500 in a separate “petty cash” account linked to the debit card.
 - iv. The DNI Accountant rebalances our cash monthly.

[Full Financial Report- Feb 2023](#)

2. **Trees** - we have spent 61% of our budget for forest maintenance (both scheduled and unscheduled).

3. Capital Improvements - Streets/Curbs/Gutters

- a. U City scheduled to award street maintenance contracts 18 Apr 2023.
- b. U Park will be eligible to contract these vendors for the same unit price as the city will pay.
- c. Next steps: receive and approve short form contract with Horner & Shifrin for developing a 5-10 year capital improvement plan and developing the scopes of work and oversight of projects for FY 2023. Expect a draft proposal from H&S by 24 Mar 2023.

Old Business

1. **Maintenance Garage (aka “The Shed”).** We are actively working on a use agreement with U City in Bloom (UCIB) to use the former maintenance garage at the end of Pennsylvania..
 - a. The UCIB board approved entering an agreement to use The Shed.
 - b. The U Park attorney is drafting a lease agreement which will charge UCIB a nominal rent in exchange for them beautifying the shed lot.
 - c. Trustees must confirm the water meter has been installed and water is on prior to lease signing.

2. **Volunteers needed**
 - a. Trustee elections are April 18. There are 2 open positions and we have nominees for both:
 - i. 1 year term - Katie Sprung
 - ii. 3 year term - Mike Gillespie
 - iii. If you are interested in running for a trustee position this year, please contact trustees@universityparksubdivision.com We will also take nominations from the floor at the Annual Meeting on April 18.
 - b. Other volunteer opportunities for:
 - i. Website maintenance/improvements - Mike Gillespie
 - ii. Newsletter - John Grizzell
 - iii. Other communications - Jodi Ladner

New Business

1. Broken light on Vassar gate. A pane on the west light fixture is broken.
2. Sawhorse at Cornell and Midland. All sawhorses temporarily moved for construction have been put back.

Open Forum

Meeting closed at 6:45pm