

**CITY COUNCIL MEETING MINUTES  
CITY OF LAKE QUIVIRA KANSAS  
January 4, 2021  
6:30 p.m.**

**Present**

Mayor Brady Lilja  
Council President John Christy  
Councilmember Gayle Best – via Zoom  
Councilmember Dave McCullagh – via Zoom  
Councilmember Annie Noland  
Councilmember Greg Prieb, II – via Zoom

City Attorney Michelle Daise – via Zoom  
City Administrator / City Treasurer Erin Leckey  
City Clerk / Court Administrator Kathy Bounds  
Chief of Police / Building Official Fred Grenier

**Visitors**

Bill Cole – 143 Lakeshore Drive South  
Dean Lytton – Q-Inc. General Manager

**ZOOM LINK** <https://zoom.us/j/98725877656?pwd=YkhmYjlUcjlmVm4Y0REd2xjdEZiZz09>

**Meeting ID: 987 2587 7656**

**Passcode: 083639**

**Or call: (312) 626 - 6799**

**Call to Order**

Mayor Lilja called the meeting to order at 6:37 p.m.

**Pledge of Allegiance**

Council President Christy led the Pledge of Allegiance. All were welcomed to participate.

**Visitor's Comments:**

None.

**Approval of Minutes from the Regular Council Meeting held on December 7, 2020. Motion:**

With a correction made under the Police Chief's Report, Councilmember Noland made a motion to approve the minutes from the December 7, 2020 Council Meeting. **Second:** Councilmember McCullagh seconded. **Vote: 4-0. Motion carried.** Councilmember Prieb was not present for the vote.

### **Treasurer's Report:**

A written report was submitted by City Treasurer Leckey for review and consideration. **Motion:** Council President Christy made a motion to approve the Treasurer's Report as submitted. **Second:** Councilmember McCullagh seconded the motion. **Vote: 4-0 - Motion carried.** Councilmember Prieb was not present for the vote.

City Treasurer Leckey expressed appreciation to the Council and staff for input on projects for the Cares Act Reimbursement Program. She noted everyone made really smart project choices, were fiscally responsible, and she was very appreciative of everyone's involvement and support.

*\*A copy of the Treasurer's Report can be obtained, by request, at City Hall.*

Councilmember Prieb joined the meeting via Zoom at this point in the meeting.

### **SIP Report – Bill Cole:**

*SMAC (Stormwater Management Advisory Council) updates will be presented under the SIP Report (Stormwater & Infrastructure Program Management) as they are available.*

### **Spillway Rehabilitation Project (steps):**

1. Draft RFP presented to Council. Currently under legal review by City Attorney.
  - RFP requires Council approval to move forward.
2. Bid and select Engineer for conceptual design.
3. Complete Emergency Action Plan and submit to the State.
4. Bid and select Engineer for final design.
5. Council approval of final design and financing.
6. Submit to State and gain approval of designed plan.
7. Select contractor method and then contractor.
8. Construct.
9. Commissioning.
10. Integrate with Qinc & City projects.

*Recommendation: Foresight Solutions, LLC. ~ Program Manager of the Spillway Project for 2021-2022. Supports the City in managing Dam and Spillway Engineers and Constructors.*

- **Task Order 2021-01:**

Request for approval of Foresight Solutions, LLC. Task Order 2021-01. Compensation and rates remain the same as in the 2019-2020 contract. Task Order 2021-01 includes language clarification and a time extension.

- **OPTI:**

A copy of an Opti "Optimization Period Report" (July 15 – Oct 13, 2020) was provided to the Council. The report illustrated how the LQ East Sediment Basin systematically performed

before, during, and after a recent rain event on Sept 10th; also demonstrating the valve release system operated just as it was designed to.

- **Emergency Action Plan:**

EAP needs to be completed before approaching the State with a new Spillway plan.

*Recommendation* is for Foresight Solutions, LLC. to develop draft of EAP and submit to Engineer of Record (McClure) for review, completion and submission to the State. Estimated costs: Foresight Solutions, LLC. \$5k; McClure: \$3k; total \$8k.

- **Infrastructure Document Retention:**

A drawing rack was installed for housing maps and drawings, and three ring binders containing information related to the Dam, Spillway(s), and Lake were returned to City Hall for storage in the City's records room. All future City of Lake Quivira infrastructure records need to be kept and maintained at City Hall. *Recommendation: develop an Asset Management/Information System.*

**SIP Action Items:**

**Motion:** Council President Christy made a motion to approve the Foresight Solutions, LLC. Task Order #2021-01. **Second:** Councilmember Noland seconded. **Vote: 5-0. Motion carried.**

**Motion:** Council President Christy made a motion for Foresight Solutions, LLC. to act as Program Manager for the new Emergency Action Plan (EAP) for the City of Lake Quivira, not to exceed \$8,000. **Second:** Councilmember Best seconded. **Vote: 5-0. Motion carried.**

**Motion:** Council President Christy made a motion, subject to legal review and the addition of appropriate language, the Request for Proposal (RFP) be drafted in its final format. **Second:** Councilmember Best seconded. **Vote: 5-0. Motion carried.**

**Police Chief's Report:**

Chief Grenier provided a written report. There were no questions related to the report.

An inquiry was made asking if the City receives a Fire Activity Report. It was noted Mark Stephan provided a report when he was Fire Chief for the City. The City currently contracts Fire/EMS services with the City of Shawnee. City Administrator Leckey will reach out to the Shawnee Fire Chief to see about obtaining a Fire Report.

**City Attorney's Report**

No report.

**Council Reports:**

**Councilmember Best:**

Recycling. Flyers were delivered to black boxes outlining recycling protocols and the community and curbside pick-up schedule. Information was also posted on the City's website and sent out via Qblast.

Street signs. Street signs/posts are aging and showing wear and tear. Councilmember Best toured a few (local) cities and took photos of their signs for ideas. She will prepare a report with recommendations and costs estimates for replacing street signs and posts throughout the City at the next Council Meeting.

Brush overgrowth. Once the when the weather warms up, Councilmember Best will work with Todd and his team on clearing brush along Holliday Drive and Renner Road. Keeping the brush cleared, along with new signage, will help improve the appearance as people drive into the City.

**Council President Christy:**

Fourth of July Firework Contract. The contract with Rainbow Fireworks has been signed and payment will be issued later this week to secure them for the 2021 Fourth of July display.

**Councilmember McCullagh:**

Chicken Ordinance. The Ordinance should be ready to vote on at the February Council meeting. City Attorney Daise finalizing items related to Zoning Regulations before it is put to vote.

Fuel Station. Pump number one was down temporarily due to a bad credit card reader. Double check was called and the reader was serviced. Regulations may require updating to a new credit card processor in 2021, but we are still waiting confirmation on that. Councilmember McCullagh has an onsite visit scheduled for demonstration of an automated fuel reporting system to explore options as we move toward in-house management of the fuel station. Our current system is dated and requires manual (fuel) stick measurements to complete daily auditing reports.

**Councilmember Noland:**

Tree Committee. Councilmember Noland reported following a committee meeting with Mike Cooper and Kathy Simpson, as a first call to action, Kathy Simpson offered to work on a comprehensive education proposal. This will be the foundation of any ongoing work, whether it is creating an actual Tree Ordinance or organizing another committee. The goal with the educational piece is to give people an idea of what we are trying to accomplish and why. A follow-up meeting will be held in the next couple of weeks.

City's 50<sup>th</sup> year Celebration. A date for the event has been scheduled for Saturday, September 11, 2021. Honoring 9-11 will be incorporated into the event. Councilmember Best and Clerk Kathy are working on "Save the Date" cards to be delivered to black boxes in February or March. Formal invitations will follow closer to the event. Band details are still being worked out. Councilmember Noland will continue to provide updates as they progress.

Welcome Packet. Clerk Kathy and Lisa Smith have been working together on an insert outlining City related services for the Welcome Packet provided to new residents by the Home Owners Association. The insert will be a nice addition to the orientation piece.

**Councilmember Prieb:**

Guardrail. Councilmember Prieb received an email from the Unified Government indicating they obtained an acceptable bid for replacing the guardrail on Holliday Drive. The project consists of hammering/driving new posts along the roadway and installing new rail. Installing the posts is not advisable when the ground is frozen; therefore, the start date will be weather dependent.

Road repairs. Councilmember Prieb will begin gathering bids and prioritizing projects along Quivira Lane.

**Mayor's Report:**

Mayor Lilja thanked the Council, City staff and QInc staff for their hard work and commitment in 2020 amidst very challenging times. Mayor Lilja noted the positive direction the Q2 Board and Foundation continue to move in as they work to plan and promote community events. Mayor Lilja is also enthusiastic about upcoming projects such as the Dam & Spillway and revitalization of Coronado Springs.

**Old Business:**

- I. Consider an ordinance amending section four of the Zoning and Subdivision regulations of the City of Lake Quivira, Kansas revising definitions contained therein and repealing the section amended.

City Attorney Daise explained anytime there is an amendment to a section of our Code or Regulations, State Statute requires we restate the section in its entirety when we adopt revisions, and this is the reason for the lengthy Ordinance in front of the Council this evening. She further explained the Ordinance contains all the same definitions with the exception of amendments to a couple of sentences in subsection 1 and subsection 96 relating to accessory structures and structures. Discussion ensued and questions were answered.

**Motion:** Councilmember Noland made a motion to adopt an ordinance amending section four of the Zoning and Subdivision regulations of the City of Lake Quivira, Kansas revising definitions contained therein and repealing the section amended. **Second:** Council President Christy seconded. **Vote: 5-0. Motion carried.**

**New Business:**

None.

**Executive Session:**

None.

**Adjournment:**

**Motion:** Councilmember Noland made a motion to adjourn the meeting at 8:01 p.m. **Second:** Councilmember Best seconded the motion. **Vote: 5-0. Motion Carried.**

The meeting adjourned at 8:01 p.m.

Respectfully submitted by:

Kathy Bounds

City Clerk



**Brady Lilja** - Quivira Inc., Q2 Board, Lake Quivira Foundation and Police.

**Gayle Best** - Tree City, Railroad, Aesthetics, Landfill, City Hall and Holliday Drive.

**John Christy** - Dam/Spillway, Litigation, 4th of July/Fireworks, and Holliday Drive.

**Dave McCullagh** - Budget/Finance, Ordinances, Gas Station, Landfill Odor, Deer Harvest and Research.

**Annie Noland** - Employee Performance Reviews and Issues, Insurance, Web Presence and vacant fire station space.

**Greg Prieb** - Roads, Lake Preservation, Zoning and Development, Building Requirements and City Hall.