

**CITY COUNCIL MEETING MINUTES
CITY OF LAKE QUIVIRA KANSAS
November 2, 2020
6:30 p.m.**

Present

Mayor Brady Lilja
Council President John Christy
Councilmember Gayle Best
Councilmember Dave McCullagh
Councilmember Annie Noland
City Attorney Michelle Daise
City Administrator / City Treasurer Erin Leckey
City Clerk / Court Administrator Kathy Bounds

Absent:

Councilmember Greg Prieb, II
Chief of Police / Building Official Fred Grenier

Visitors

Bill Cole – 143 Lakeshore Drive South
Tom Haag – Foresight Solutions Consultant
Dean Lytton – GM Quivira Inc.
Elliott Coulson - 425 Hillcrest East
Paul Welcome – 530 Lakeshore West

ZOOM LINK: <https://zoom.us/j/98235861885?pwd=R0FielU1MEp2N2grS01TSkUwdE90UT09>
Meeting ID: 982 3586 1885
Passcode: 712879
One tap mobile: +1 312 626 6799

Call to Order

Mayor Lilja called the meeting to order at 6:30 p.m.

Pledge of Allegiance

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

Visitor's Comments:

Paul Welcome, 530 Lakeshore West, addressed the Council about deteriorating items around the City that he feels need to be repaired or replaced. He pointed out fading road signs attached to rusting posts, failing guardrail(s) along Renner Road, and the gas station island, noting it is dirty and ill-maintained. Mr. Welcome commented it's the small things that make a big difference in a community. Mr. Welcome also suggested updating some of the street lights

from the old institutional type light poles to more decorative poles like the City of Merriam and Mission have with hanging baskets. He noted this would make the community feel more inviting and welcoming as you enter into it. The Council thanked Mr. Welcome for sharing his concerns and provided updates on projects the City is currently working on, addressing many of the issues he raised. Mr. Welcome thanked the Council for the opportunity to share his concerns and the Council thanked him for coming to the meeting.

Mayor Lilja recognized Elliott Coulson in the audience, noting Elliott was there to observe the meeting.

Approval of Minutes from the Regular Council Meeting held on October 5, 2020. Motion: Councilmember Best made a motion to approve the minutes from the, October 5, 2020 Council Meeting. **Second:** Councilmember Noland seconded the motion. **Vote: 4-0. Motion carried.**

Treasurer's Report:

A written report was submitted by City Treasurer Leckey for review and consideration. **Motion:** Councilmember McCullagh made a motion to approve the Treasurer's Report as submitted. **Second:** Council President Christy seconded the motion. **Vote: 4-0 - Motion carried.**

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

SMAC Report:

Bill Cole, SMAC representative for the City, and Tom Haag, Foresight Solutions Consultant, provided a Power Point presentation with an overview of the Conceptual Plan for the Lake Quivira Dam, Spillways & Downstream Park project. Talking points included:

- 1.) Spillway
 - a. Capacity & Condition.
- 2.) Dam
 - a. Technical Data History.
 - b. Responsibility Team.
 - c. Embankment Seep.
- 3.) Next Action Steps Required
 - a. Dam Survey.
 - b. Operational Alternatives.
 - c. Hire Engineer.

Hard copy of Power Point attached to minutes. Presentation begins at 0:10:45 in audio recording.

Police Chief's Report:

Chief Grenier was absent from the meeting. He provided an activity report for the Council in their agenda packet.

City Attorney's Report

No report.

Council Reports:

Councilmember Best:

- City Hall parking lot reconfiguration project. Kelly Thompson was provided with the survey and anticipates having a preliminary design available within the next ten days.
- Shred-it Event. The event is hosted by the City and will be held on Saturday, November 7th from 9 a.m. to noon. This will be an on-site drive up event with a truck from Shred-it stationed in the bay parking lot area behind City Hall. A Shred-it employee will be on hand to assist loading items into the truck. Kathy and Gayle will be also be in attendance.
- Water bottle fountain dispenser for City Hall. The item has been ordered, but is on backorder at this time. Mayor Lilja noted the City received a really good price on the unit thanks to Kent Best through his business contact with the distributor.

Council President Christy:

- Mayor's Christmas Tree Lighting. The lighting will be on Saturday, November 28th at 5:30 p.m. in front of the Clubhouse. Following county guidelines related to COVID-19, festivities will be outside only to allow for safe social distancing. Hot chocolate, hot cider and an autumn sangria will be served. Reservations can be made for dining in the Clubhouse following the event.
- Non-Discrimination Resolution. **Motion:** Council President Christy made a motion that the City adopt a Resolution for the City of Lake Quivira condemning discrimination. **Second:** Councilmember McCullagh seconded the motion. **Vote: 4-0. Motion carried.** City Clerk Bounds assigned #141 to the Resolution.
- Foresight Solutions, LLC Consulting Agreement. **Motion:** Council President Christy made a motion to adopt the agreement for consulting services as written for Foresight Solutions, LLC. **Second:** Councilmember Noland seconded the motion. **Vote: 4-0. Motion carried.**
- Fireworks contract. As in previous years, if the contract is agreed to and signed by January, the City receives a significant discount on the fireworks display. Council President Christy will reach out to the vendor and initiate the contract process.

Councilmember McCullagh:

- Chicken Ordinance. Councilmember McCullagh and City Attorney Daise are working on the Ordinance. They anticipate having it ready by the January Council Meeting.

- Fuel Station. The fuel measuring stick was delivered and measurements are being recorded. Councilmember McCullagh is in communication with Terry Presta as processes are established and to keep Mr. Presta apprised of the City's efforts to begin managing the fuel station.
- Waste Management. Community feedback suggests the landfill odor has returned. Councilmember McCullagh reached out to Mike Haag of Waste Management and was advised Waste Management is in the process of hiring new field staff to assist with these complaints.
- Gulls. A large flock of gulls have made their way into the community and onto the lake. Upon investigation, this is a migratory bird and are not here as a result of the neighboring landfill. They typically arrive in the fall, stay for 2-3 weeks, and then head south.

Councilmember Noland:

- Tree Ordinance. The Tree Committee met following the October Council Meeting. Discussion included cooperative efforts between the City and Q-Inc. including the construction permit application process and Architectural Review Board process, much of which is already in place. The Committee also discussed approaching the Ordinance from an educational standpoint, noting education is the primary goal versus creating an overly restrictive Ordinance that will be hard to abide by and/or govern. The Committee is meeting again next week.

Councilmember Noland reported she plans to gain a better understanding of the Tree City USA designation and what is currently being done. She along with committee members will be gathering material to create educational/marketing communications to hand out to new members, potential members and residents about our tree designation. City Attorney Daise cautioned specific requirements have to be met for a Tree City designation, including, but not limited to, establishing a Tree Board and meeting times, and following annual requirements as set forth by the Association. City Attorney Daise will forward information to Councilmember Noland outlining the requirements. Discussion ensued about establishing a tree planting and maintenance fund, noting one way to could be by charging a nominal (\$2) per resident fee if the community would be open to that.

- Security Camera project. Nothing additional to report at this time.

Councilmember Prieb:

Absent.

Mayor's Report:

- Mayor Lilja congratulated Councilmember Noland on her daughter's recent wedding.
- Mayor Lilja reported he, Erin, Fred, Michelle, and Kathy had an employee luncheon at the Clubhouse a couple weeks ago. Following lunch, he and Erin took Michelle and Kathy on a tour of the community to point out key landmarks and other areas in the community often discussed at Council Meetings. He plans to do this a couple times a year going forward.
- Every Tree Trimming. This project was originally slated to begin in October but has been delayed to December.
- Election Day. Tuesday, November 3rd. City Hall is a polling place and will be open from 6:00 a.m. to 7:00 p.m. The Mayor encouraged all to come out and vote. Chief Grenier has a contingency plan in place for overflow parking if parking becomes an issue.
- Duck Derby. The derby was very well attended and raised \$7,500 for the Coronado beautification project. The City donated a gift basket as one of the giveaway prizes.
- Cares funding update. Essential supplies such as masks, hand sanitizer and touchless sanitizer stations, gloves, Clorox wipes, first aid kit, etc. have been purchased. The City is in the process of obtaining bids for installing a new ATV system in the Council Chambers as well as an HVAC filtration system. City Administrator Leckey noted she has also obtained bids for automating the door to the Council Chambers to bring us into ADA compliance, noting she is checking to see if we need to do the City Hall front door. She also reported the first responder GPS mapping project was denied reimbursement because it is something the City was already working on prior to COVID. Firm bids for above-referenced projects are anticipated by the next Council Meeting.
- LQ Community Newspaper. Mayor Lilja reported there is interest in re-establishing a community newspaper. Mayor Lilja, Eric Vossman and Dean Lytton met and agree if a new newspaper is established they want the City and Q-Inc. to be on the same page with it. Having a newspaper will be dependent upon staffing, funding and other factors. Discussion of implementing a subscription service has been discussed as a way to fund it; however, for now, it is still just in the discussion phase. Updates will be provided as they become available.
- Marketing brochure. Discussion ensued about the City and Q-Inc. collaborating to create a welcome packet, or pamphlet of information, including a "who do you call" list outlining services offered by the City and by Q-Inc. Suggestions included trash service information, dog registration, Tree City, Clubhouse and Community Center information,

phone numbers etc. Dean Lytton, Councilmember Noland, and Kathy will begin working on putting the information packet together.

Old Business:

- I. Consider adopting Non-Discrimination Resolution. *Motion made and item passed by vote 4-0 under Council President Christy's report.*
- II. Consider approval of an Agreement for Consulting Services with Foresight Solutions, LLC. *Motion made and item passed by vote 4-0 under Council President Christy's report.*

New Business:

None.

Executive Session:

None.

Adjournment:

Motion: Councilmember Noland made a motion to adjourn the meeting at 8:11 p.m. **Second:** Councilmember Best seconded the motion. **Vote: 4-0. Motion Carried.**

The meeting adjourned at 8:11 p.m.

Respectfully submitted by:
Kathy Bounds
City Clerk

NEXT SCHEDULED MEETING

January 4, 2021

6:30 P.M.



AREAS OF RESPONSIBILITY

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.

City of Lake Quivira

Consultant Review Lake Quivira Dam and Spillway

City Council Meeting

November 1, 2020



Bill Cole & Tom Haag - Foresight Solutions

Agenda

- **Spillway**
 - Capacity & Condition
 - Option 2 Analysis Completion
 - Interconnection to Downstream Park work
- **Dam**
 - Embankment Seepage
 - Technical Dam History & Emergency Action Plan
- **Actions/Recommendations**

Spillway Improvement Plan

- Facts
 - Primary (west) spillway is nearing 100 years old
 - Spillway passes about 40% of the required 6,040 cfs flood flow (30% PMP)
 - City planning on spending \$1 million plus to improve the primary spillway channel floor and walls
 - This expenditure will not address the traffic / pedestrian situation at the west end of dam
 - The Auxiliary (east) spillway is showing signs of concrete deterioration which may require future repair
- Value Added Alternative
 - Upgrade the Auxiliary Spillway to function as a combined Primary /Auxiliary Spillway using weir gates
 - Abandon the existing Primary Spillway and fill / reconstruct shoreline for improved traffic and pedestrian use
 - Better lake level control using suggested Ossberger weir gate system
 - Design new spillway project in concert with design of downstream park facilities
- Suggested Near Term Actions (30-60 days)
 - Complete the dam survey verification
 - Identify operational alternatives – how many gates, heights of gates, update conceptual hydraulic analysis
 - Determine amount of demo and structural construction required. Prepare concept sketches
 - Conceptual cost estimate – available contractor resources?
 - Hire Engineer with proven Q&E in spillway engineering (hydraulic engineer key).

Slide 3

TH1 Thomas Haag, 10/30/2020

Dam - Technical History & Emergency Action Plan

- If it were to be audited by State or other Dam Safety Authority, possible finding of unsatisfactory recordkeeping
 - No as-built drawings showing dam features with changes since original construction
 - No central file of studies, designs, inspection reports in chronological order
 - Limited electronic documents in secure storage
 - Emergency action plan not readily accessible at City Hall
- Foresight Solution Actions to Date:
 - Inspection of files at Black & Veatch's long term storage
 - Initial inspection of files in basement storage at LQ Inc.
 - Review of files from City of Lake Quivira
- Further Steps Needed:
 - Gather copy of entire files from other Engineers (if not found in storage)
 - Gather and review all pertinent information. Develop an "active" document file
 - Catalog and return out of date / void information and return to storage
 - Mark-up a set of baseline drawings to reflect the present dam construction
 - Perform survey to confirm key elevations and dimensions
 - Prepare a summary technical data for use by all stakeholders
 - Written follow-up to last Dam Safety Inspection Report
 - Single point contact (committee or individual) at City responsible for recordkeeping and dam safety administration.

Dam - Embankment Seepage

- Seep Status
 - Appears to be minor seep (less than 10 gpm)
 - No evidence of embankment damage (loss of soil)
 - Area below seep is wet and maintenance is challenge (ruts etc.)
- Source of Seep
 - Area has a well known history of foundation springs. However, original design practice should have been to install drains at foundation to prevent pressure build-up in the embankment and drain downstream
 - An original foundation drain has been found on the west abutment
 - Drains (two) are indicated on B&V drawings that were added in 1970s near seep location. Are they still working?
 - With changes in embankment slope and years of vegetative overgrowth at toe, have the drains been compromised?
- Suggested Actions
 - Find drain design and confirm they are working. Take actions as required to get drains working
 - Notify dam safety consultant of situation. (This has been done)
 - Monitor and track rate of seepage. Watch for increasing rate. If it gets above 10 gpm need to notify State
 - Monitor clear or cloudy flow and any discharge of soil at seep.

Actions & Recommendations

- Suggested Actions - Spillway
 - Complete the dam survey verification
 - Identify operational alternatives – how many gates, heights of gates, update conceptual hydraulic analysis.
 - Determine amount of demo and structural construction required. Prepare concept sketches.
 - Conceptual cost estimate – available contractor resources?
 - Hire Engineer with proven Q&E in spillway engineering (hydraulic engineer key).
- Further Steps Needed:
 - Gather copy of entire files from other Engineers (if not found in storage).
 - Gather and review all pertinent information. Develop an “active” document file.
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 - Mark-up a set of baseline drawings to reflect the present dam construction.
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 - Single point contact (committee or individual) at City responsible for recordkeeping and dam safety administration
- Suggested Actions - Seepage
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 - Notify dam safety consultant of situation. (This has been done)
 - Monitor and track rate of seepage. Watch for increasing rate. If it gets above 10 gpm need to notify State.
 - Monitor clear or cloudy flow and any discharge of soil at seep.