



**CITY COUNCIL MEETING MINUTES  
CITY OF LAKE QUIVIRA KANSAS  
October 6, 2025  
6:30 p.m.**

**Governing Body Present:**

Mayor David McCullagh  
Council President Dan McCauley  
Councilmember Julie Kurland  
Councilmember Mike Pasley  
Councilmember Vedock  
Councilmember Chip Zimmer

**Staff Present:**

City Administrator / City Clerk Kathy Bounds  
City Attorney Michelle Daise  
Police Chief Manuel Olmos-Molina  
Building Official Charles McAllister

**Visitors:**

Todd Towery – Interim GM Quivira Incorporated  
Jeremy Stohs – 595 Lakeshore Dr East

**Call to Order**

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

**Pledge of Allegiance**

Mayor McCullagh led the pledge of allegiance.

**Public Comments:**

None.

**Approval of Minutes:**

**Approval of Meeting Minutes from the regular Council Meeting held on September 8, 2025.**

Two errors were noted in the minutes. Upon correction, the amended minutes were approved.

**Motion:** Councilmember Pasley moved to approve the amended minutes from the Regular Council Meeting held on September 8, 2025. **Second:** Councilmember Zimmer seconded the motion. **Vote: 5-0. Motion carried.**

**Approval of the September Financial Report:** The financial reports were provided in the agenda packet, and upon council review, the September financial reports were approved as presented.

**Motion:** Council President McCauley moved to approve the September Financial Report as presented. **Second:** Councilmember Kurland seconded the motion. **Vote: 5-0. Motion carried.**

**New Business:**

**Discussion:**

- i. Fee Schedule for KORA requests – City Attorney Daise and Administrator Bounds working on a policy following League and Attorney General guidelines.
- ii. Records Retention Policy – City Attorney Daise and Administrator Bounds working on a policy following the Kansas Historical Society and Office of Judicial Administration guidelines.
- iii. Upgrade (city hall/PD) to fiber service from internet service. Tabled until fiber is completely installed in LQ in 2026.
- iv. Domestic Animal Ordinance. Tabled for further discussion once the council reviews the current ordinance.
- v. Addition of Tap to Pay feature at the fuel station. Tabled pending outcome of fiber installation.

**Consideration:** (items i. and ii. were moved from discussion to consideration):

**i. Renewal of Toshiba Copier**

The Toshiba copier lease expired on September 30, 2025, and was temporarily extended through the October 6th Council meeting for discussion and consideration of renewing the lease or purchasing the existing equipment outright. Following discussion, a new 63-month lease agreement was approved, which includes updated copier equipment for both City Hall and the Police Department. **Motion:** Council President McCauley moved that the city enter into a new 63-month lease agreement with Toshiba, subject to legal review and not to exceed \$205 per month. **Second:** Councilmember Kurland seconded the motion. **Vote: 5-0. Motion carried.**

**ii. Renewal of Employee Health Insurance Program through the State of Kansas**

The City's three-year agreement with the State of Kansas Employee Health Benefits Program reached its renewal date on October 1. The updated health benefit rates, as provided by the State, were incorporated into the City's 2026 budget planning. Administrator Bounds executed the renewal of the three-year contract on October 1st. **Motion:** Councilmember Zimmer moved to ratify Administrator Bounds' renewal of the Employee Health Benefits Program through the State of Kansas for a three-year term. **Second:** Councilmember Vedock seconded the motion. **Vote: 5-0. Motion carried.**

**iii. Trench Clearing on Holliday Drive**

Discussion was tabled to allow time to confirm whether Q Inc. maintenance has the appropriate equipment to complete the trenching work. If so, the project may be billed under the special projects provision of the city's landscape agreement. If not,

the city will explore subcontracting the work. It is the city's desire to have the work completed before winter.

**iv. Consider bid from Balmer Roofing for roof repairs at City Hall.** Tabled for Administrator Bounds to contact the city's insurance provider, MPR, regarding the possibility of a roof inspection before proceeding with repairs.

**v. Consideration of an Amended Contract for the City Prosecutor**

In response to heightened traffic enforcement and an increasing number of court cases, the City Prosecutor has requested a salary adjustment to better reflect the time commitment required for case preparation and court appearances. She currently dedicates an estimated 6–8 hours per month to these responsibilities, and her existing compensation does not adequately account for this workload. A salary adjustment of \$900 per month has been recommended for the remainder of 2025, retroactive to September, with the potential for further review and increase in 2026. To support the request, court activity data spanning from 2022 to present was provided to the council. **Motion:** Councilmember Pasley made a motion to approve a second amendment to the prosecutor's contract to reflect a salary increase to \$900 for 2025 and retroactive to the September court docket. **Second:** Council President McCauley seconded the motion. **Vote: 5-0. Motion carried.**

**Building Official Report:**

Mr. McAllister presented an updated report identifying 29 active building permits. This marks significant progress on a longstanding project to reconcile permit records, as previous entries had not been properly closed in the database, creating the impression of over 150 open permits. Through careful review and persistent effort, Mr. McAllister has successfully reduced the list to reflect the accurate count of 29. In response to a request for additional details, Mr. McAllister confirmed that future reports will include the last names associated with each project address.

Additionally, Mr. McAllister announced a revised procedure for notifying homeowners of variance requests scheduled for review by the Board of Zoning Appeals (BZA). Rather than placing notices in the black box, a method that has proven outdated and often overlooked, he will now send notifications via email. This change is intended to improve communication and reduce the likelihood of missed notices.

**SMAC Report:**

Councilmember Zimmer shared that the Johnson County Board of Commissioners is scheduled to meet on October 9th, with one of the key agenda items being the finalization and approval of the 2026 budget. He noted that his attendance at the meeting is not required.

Councilmember Zimmer shared details about a Johnson County reimbursement program that the city may be eligible to apply for. The program could help offset costs associated with inspecting the city's stormwater infrastructure, which is currently rated as poor or failing. If approved, funding would be distributed in 2027, with applications due by January 16, 2026.

**Police Chief's Report:**

Chief Olmos presented the September Safety and Security report to council members for review and feedback.

Chief Olmos informed the council about a STEP (Special Traffic Enforcement Program) campaign offered through KDOT, which the Lake Quivira Police Department is eligible to join. The initiative focuses on promoting traffic safety awareness rather than increasing citation activity. The council expressed support for the department's participation in the campaign.

**Council Reports:**

**Council President McCauley:**

Council President McCauley reported ongoing discussions with representatives from Lake and Residential regarding cost-sharing for the installation of curbing along a portion of Terrace Trail West (alleyway). The proposed improvement is in response to continued damage sustained by Waste Management trucks to a resident's stone wall when servicing the area.

**Councilmember Pasley:**

No report.

**Councilmember Zimmer:**

No report.

**Councilmember Vedock:**

Councilmember Vedock reported that Q Inc. maintenance has temporarily mounted the solar speed signs on existing utility poles. Permanent installation will occur once dedicated poles are in place. At that time, the signs will also be repositioned closer to Crescent to improve visibility and effectiveness.

**Councilmember Kurland:**

Councilmember Kurland reported

**Mayor's Report:**

Mayor McCullagh noted November 4<sup>th</sup> is Election Day and encouraged everyone to participate in the voting process. This year's ballot for the City of Lake Quivira will include two open council seats and the mayoral position. Current Councilmembers Tray Vedock and Julie Kurland are running for City Council and Mayor McCullagh is running for mayor for another term.

Mayor McCullagh reported that he met with representatives from Morse Township, who expressed support for removing overweight trucks from Holliday Drive. As a result, the initiative continues to advance in coordination with MARC and the Unified Government.

He also noted that more detailed discussions are expected regarding a potential revenue opportunity for the city involving a five-acre tract located on Holliday Drive.

**Old Business:**

None.

**City Attorney Report:**

No report.

**Executive Session:**

None.

**Adjournment:**

**Motion:** Councilmember Pasley made a motion to adjourn at 8:03 p.m. **Second:** Council President seconded the motion. **Vote: 5-0. Motion carried.**

The meeting was adjourned at 8:03 p.m.

Respectfully submitted by:

Kathy Bounds

City Clerk



**Mayor:** Quivira Inc., Q, Inc. Board, Lake Quivira Foundation, Police, Newsletter

**Julie Kurland:** Ordinances, Land Committee, Website, Tree City

**Mike Pasley:** Road Maintenance, Gas Station, Perimeter Aesthetics and Upkeep, Employee Performance Reviews, Goats

**Dan McCauley:** Building Requirements/Zoning, City Hall (Upkeep and Improvements), Waste Management, Railroad

**Chip Zimmer:** SMAC, Land Committee, Lake Preservation/Environmental Concerns, Insurance

**Tray Vedock:** Budget/Finance, Independence Day Fireworks, Youth volunteering, Spillway/Dam, Deer Harvest