

**Louisburg Park & Tree Board Meeting**  
**6:30 p.m. Monday, February 9, 2026**  
**City Council Meeting Room, 215 South Broadway**

Livestream link:

<https://boxcast.tv/view/park--tree-board-cdw3g6b6kgakfyqcty9q>

**Item 1: PLEDGE OF ALLEGIANCE**

**Item 2: ADOPTION OF THE AGENDA**

**Item 3: APPROVAL OF THE MINUTES:**

- Minutes from January 12, 2026, meeting

**Item 4: PUBLIC COMMENTS:**

Persons who wish to address the Park Board regarding items not on the agenda may do so at this time. Speakers will be limited to three (3) minutes. Any presentation is for informational purposes only. No action will be taken.

**NEW BUSINESS ITEMS:**

**Item 5:** Tree Planting 2026

**Item 6:** Metal Detecting Permit

**OLD BUSINESS:**

**Item 6:** LYP General Improvements 2026

**Item 7:** 2026 Joint Workshop Continued

**REPORTS:**

**Item 11: Individual area of responsibility updates:**

- Wayne Knop (Chairperson)
- Julia Hacker (Aquatic Center)
- Andy Gibbins (City Park)
- Ryan Westhoff (Ron Weers Park)
- Patrick Martin (Forestry Manager)
- Kenny Dover (Lewis-Young Park)
- Brad Sells (Louisburg Rec Commission)
- Nathan Law (City Administrator)

**Item 12:** Adjournment

**LOUISBURG PARK AND TREE BOARD  
MEETING MINUTES  
MONDAY, JANUARY 12, 2026**

Livestream Link:

<https://boxcast.tv/channel/thzz3mve4hxxwwce9csj?b=bbxbdto1jhzve98c19l>

The Park and Tree Board of Louisburg, Kansas, met at 6:30 p.m. in the City Hall Council Chambers with Chairperson Wayne Knop presiding.

**ATTENDANCE:**

**Members:** Kenny Dover, Ryan Westhoff

**Mayor:** Donna Cook

**City Council:** Steve Town

**City Administrator:** Nathan Law

**City Staff:** Jean Carder

**Louisburg Recreation Commission:**

**Recording Secretary:** Danny Summa

**Visitors:** none

**PLEDGE OF ALLEGIANCE**

Chairperson Knop led the Pledge of Allegiance.

**ADOPTION OF THE AGENDA:**

Kenny Dover moved and Ryan Westhoff seconded, and motion carried 3-0 to approve the agenda.

**APPROVAL OF THE MINUTES**

Ryan Westhoff moved, and Kenny Dover seconded, and the motion carried 3-0 to approve the minutes of the Dec.8, 2025, meeting.

**PUBLIC COMMENTS**

None

**NEW BUSINESS**

**Scout Rocket Launch 3-1-26**– Danny Summa presented a request from a scout troop to hold a rocket launch on March 1st, 2026, during their campout at Lewis Young Park. Summa confirmed the troop is aware of all rules and has conducted launches before. The troop is from the Shawnee area. Ryan Westhoff supported the request, noting no previous issues. Westhoff moved to permit

Scout Troop KS-9901 to launch model rockets at LYP on Sunday, March 1, 2026, during their scheduled campout. Kenny Dover seconded the motion and the motion carried 3-0.

**Metal Detecting Permit** Summa discussed a citizen's request for a metal detecting permit in the parks. This request was from a different individual than the one who applied last year. The applicant, Cody Blanchett, is aware of all associated rules. Ryan Westhoff moved to approve all future metal detecting permits if they followed the proper permit application for the city. The motion lacked a second. Law discussed how the permit process is stated in city code. Westhoff then motioned to permit Codee Blanchett to metal detect within the Louisburg Parks for the period of 6 months effective January 12, 2026, to expire July 12, 2026. Kenny Dover seconded the motion, which carried 3-0.

**Park and Tree Annual Review/ Proceedings 2025-** Summa presented a list of accomplishments and motions from the Park and Tree Board for 2025, as required by code for the annual report. Wayne Knop inquired about the basketball court's completion status. Summa clarified that the court refurbishment is complete, but the light has not yet been installed.

**LYP Hayfield Land Lease Agreement 2026-** Summa informed the board that the city is actively seeking a new lease agreement for the hayfield. Wayne Knop confirmed the previous family signed the lease release and stressed the urgency of finding a new lessee, as it is time to start working the field. Law confirmed the urgency and stated that it is actively being pursued. Summa added that Patrick Martin requested a noxious weed statement be included in the new lease.

**2026 Joint Workshop and 2027 Budget Request-** Summa discussed the goals for the upcoming joint workshop with the governing body. Summa stated the primary goal is to establish best practices for presenting information between the Park and Tree Board and the governing body. Kenny Dover suggested the board should first establish its own priorities to present to the governing body. A key topic will be aligning the priorities of both groups for the 2027 budget. Law proposed that if specific budget priorities for 2027 aren't set, the workshop should be used to compare priorities and determine how the board's energy should be focused. Knop inquired about the roll up doors at the Aquatic Center. Summa explained where they were going. Knop stated this was a budgeted item for 2026 and it was the first time the Park and Tree Board heard of it. Summa reiterated his point from last meeting that when pool maintenance item had come up he didn't think to bring it to the Park and Tree Board because it wasn't part of the parks. Summa stated that from now on he will bring all pool expenses before the board if that is desired. Westhoff stated that he feels the Park and Tree Board's role is prioritization of the budget. Law discussed more about the roles of the Boards and the relationship with the governing body. Knop stated he didn't think the pool should be under the Park and Tree Board and that it operates as its own entity. Law gave some examples of maintenance items that would be difficult to bring to the Park and Tree Board. Dover stated that he believes the Park and Tree Board should have a say in everything outside the pool as far as parks and trees, but inside the gate the Park and Tree Board are not involved. Summa asked the Park and Tree Board to think more on the Joint Workshop questions and that he would like to come up with a list at the February Park and Tree meeting. Westhoff asked if the same questions were being asked to the governing body. Law stated that they have started discussing their vision but not the same

specific questions. Westhoff suggested looking at the meeting times for the Boards and Commission and Council and maybe there was a better way of sharing information. Law discussed how that might look and gave some examples of ways that we could improve information sharing. Summa passed out a general cost spreadsheet for maintenance items at LYP to help guide the February discussion for LYP improvements.

## **OLD BUISNESS**

### **DEPARTMENT REPORTS**

**Aquatic Center** – Nothing to Report

**City Park** – Nothing to Report

**Ron Weers Park** – Nothing to Report (Looks Good)

**Forestry** – Nothing to Report

**Lewis-Young Park** – Nothing to Report

**Louisburg Rec Commission** – Nothing to Report

**Administrator** – Aux spill way at lake has been budgeted for. Should only affect the P&T Board if they want to use riprap or something similar along the shore.

### **ADJOURNMENT**

At 7:30p.m., Ryan Westhoff moved, seconded by Kenny Dover and carried 3-0 to adjourn the meeting.

Submitted by recording secretary Danny Summa



**To:** Governing Body  
**From:** Danny Summa  
**Date:** February 2, 2026  
**Re:** Tree Planting 2026

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Background: City staff are seeking the Park and Tree Board's input and guidance regarding a proposed expenditure of \$5,000 for tree planting within the community.

The funds would be used to purchase and plant new trees in areas identified as priorities by the Park and Tree Board. Before moving forward, staff seeks the Board's recommendations regarding preferred locations, species selection, planting priorities, and any other considerations the Board believes to be pertinent.

City staff would like to advertise tree planting as part of a community volunteer opportunity starting in April. Notable dates that make April a good opportunity for community involvement are as follows:

- Earth Day, Wednesday, April 22, 2026
- Park Spruce- Up Day, Saturday, April 25, 2026
- Arbor Day, Wednesday, April 29, 2026.

This would require all the trees to be purchased and delivered by mid-April.

City Staff requests the following input from the Park and Tree Board:

- 1) What size trees? (if we focus on smaller trees we can get more and would make it easier for a volunteer to plant)
- 2) Where to plant trees? (park, cemetery, pool, roadside, etc)
- 3) Species of trees/ shrubs?
- 4) How many trees to plant?

Financial: \$5,000 budgeted for Trees (All Parks) out of the Aquatic Fund

Legal: None

Sample motion: *I motion to approve \$5,000 to purchase trees designated by the Park and Tree Board to be planted in areas throughout the community.*

Attachment: Sample cost estimate for a variety of trees previously planted in the community

https://apps.sbteam.com/orders/?cid=100076







Log Out Filter Detail Olathe Availability

**Order total: \$4705.00\***

**Bill To** City of Louisburg  
215 S. Broadway, Louisburg, KS 66053

**Ship To** City of Louisburg  
215 S. Broadway, Louisburg, KS 66053

\*Order Total might not include Royalties, Freight, Tags, Additional charges, Discounts, etc., if applicable.

Item #	Size	Botanical Name	Common Name	Item Class	Category	Type	Avail	Qty	Price
15908	#35	 <a href="#">Acer niyabeli 'State Street' (Morton)</a>	Maple, State Street	Trees	Deciduous Trees	Shade Trees	18	4	\$260.00
15052	#20	 <a href="#">Acer saccharum 'Fall Fiesta'</a>	Maple, Fall Fiesta	Trees	Deciduous Trees	Shade Trees	8	5	\$225.00
15838	#35	 <a href="#">Malus 'Spring Snow'</a>	Crabapple, Spring Snow	Trees	Deciduous Trees	Ornamental Trees	19	3	\$230.00
1014	3 in.	 <a href="#">Quercus bicolor</a>	Oak, Swamp White	Trees	Deciduous Trees	Shade Trees	5	2	\$395.00
17172	#35	 <a href="#">Syringa reticulata 'Ivory Silk'</a>	Ullac, Ivory Silk	Trees	Deciduous Trees	Ornamental Trees	5	2	\$285.00
1286	2.5 in.	 <a href="#">Taxodium distichum</a>	Bald Cypress	Trees	Deciduous Trees	Shade Trees	11	2	\$245.00

version 1.19.0

# Memo

To: Park and Tree Board

From: Danny Summa

Date: February 9, 2026

Re: Metal Detecting in Parks Request

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George Balko is requesting a metal detecting permit to detect metal in Louisburg Parks. He has filled out the permit and agrees to follow the guidelines set forth in the permit request.



Recommendation: Motion to approve

Financial: None






Attachment: Metal Detecting Permit for Louisburg City Parks

Sample Motion: *I move to permit George Balko to metal detect within the Louisburg Parks for the period of 6 months effective February 9, 2026, to expire August 9, 2026.*







**Lewis-Young Park Maintenance Cost  
2026**

Bathroom/ Concession					
Item	Quantity	Price each	Total Price	Notes	Example
Baby Changing Station	2	\$450	\$900.00		
Sinks	2 (double style)	\$6,235.62	\$12,471.24	Bradley Verge Commercial Hand Wash Sink - LVA-Series, Two-Station, LVAD2	
Motion Sensor Light switch	2	\$25	\$50.00		
Urinal partitions	2	\$139.26	\$278.52		
Painting Bathroom and Concession	1	\$12,000	\$12,000.00		
Concession Water Fountain	1	\$2,539.00	\$2,539.00	Zurn Elkay EMABFTL8WSLK	
				Zurn Elkay LK4408BFBLK This model is \$6800 (freeze resistant)	

**Lewis-Young Park Maintenance Cost  
2026**

Vinyl Post cover			\$100.00		
Exterior Menu Case	1	\$500.00	\$500.00		
Bathroom Door Closers	2	\$175.00	\$350.00		
Bathroom Mirrors	4	\$150.00	\$600.00		
Downspout repair	4	\$50.00	\$200.00		
			\$29,988.76		
<b>Park Signs</b>					
Kiosk	1	\$5,000	\$5,000.00	<a href="#">Untitled</a>	
Park signs	multiple	\$50-\$250	\$15,000.00	this was quoted at \$1600	
			\$20,000.00		
<b>Field A</b>					
Level Outfield Grass					






**Lewis-Young Park Maintenance Cost  
2026**

5 high bleachers	5	\$7,150	\$35,750.00		
Shade Structure	3	\$10,000	\$30,000.00	this is a \$10,000 structure >	
					
				This is a \$45,000 structure >	
			<b>\$65,750.00</b>		
<b>Field B</b>					
Shade structure (between B&C)	1	\$25,000.00	\$25,000.00		
			<b>\$25,000.00</b>		
<b>Field C</b>					
Scoreboard	1	\$5,000.00	\$ 5,000.00		
			<b>\$ 5,000.00</b>		
<b>Field D</b>					
Fill in Gravel around Fence	1	\$400	\$400		
Player Benches	2	\$702	\$ 1,408.00	8ft In-ground Mount	

**Lewis-Young Park Maintenance Cost  
2026**

			<b>\$1,808</b>		
<b>Western Soccer Field</b>					
Field Leveling (dirt, seed, equipment)	1	\$3,000	\$ 3,000.00		
Paint Goal Post	8	\$20	\$ 400.00		
			<b>\$ 3,400.00</b>		
<b>Eastern Soccer Fields</b>					
Paint Goal Posts	8	\$20	\$ 160.00		
			<b>\$ 160.00</b>		
<b>Scout Camp Shelter</b>					
Concrete skirt	1	\$6,000	\$ 6,000.00		
Paint	1	\$250	\$250		
Roof Shingles	1	\$600	\$600		
Grade Road/ Add Gravel	1	\$800	\$ 800.00		
			<b>\$ 7,650.00</b>		
<b>Maintenance Shop</b>					
Concrete shop floor	2500sqft	\$10	\$25,000.00		
Leaf Blower	1	\$600	\$ 600.00		
Shop Heater	2	\$1,500	\$ 3,000.00		
			<b>\$28,600.00</b>		
<b>Park Maintenance</b>					
Weed/ Feed/ Seed	all LYP	\$15,000	\$ 15,000.00		



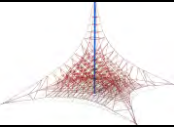
## Lewis-Young Park Maintenance Cost 2026

Mulch	all LYP	\$600	\$600		
Tree Guards	8	\$350	\$ 2,800.00		
Parking Dividers	40	\$75	\$ 3,000.00		
Parking island	340ft	\$49		Curbed island possibility \$16,660>	
Flagpole Light	1	\$35	\$ 35.00		
Trash Can w/ lid	14	\$319	\$ 4,466.00		
					

			\$ 25,901.00		
<b>TOTAL</b>			<b>\$ 213,257.76</b>		

**Lewis-Young Park Maintenance Cost  
2026**

**Large Purchases**

Curbing all parking lots/ for erosion control	4000ft	\$48.50	<b>\$ 194,000.00</b>	\$ 194,000.00	
Paving Parking Lots	21997 sq yds 7252.41 tons	\$85 ton	<b>\$ 616,454.85</b>	\$ 616,454.85	all remaining dirt lots
Play Structure			<b>\$ 100,000.00</b>	\$ 61,646.00	
				\$ 105,246.00	
				\$ 95,000.00	
<b>Large Purchase Total</b>			<b>\$ 910,454.85</b>		

# Parks Priority List

## February 2024

At the January 2024 Park & Tree Board meeting, the Board discussed the public input findings and made some adjustments to the priority list. The Board approved the list at the February 2024 meeting. Approved by City Council at the March 4, 2024, meeting.

### **City Park**

1. Picnic shelter
2. 2 Park signs, porta-potty screening & landscaping
3. Concrete Walkways/Path or Traffic Garden

### **Lewis-Young Park**

1. 4-plex baseball complex
2. Additional/replace play/fitness equipment
3. Add to paved trail
4. Expand/pave parking areas
5. Screen porta potties
6. Reconstruct and enlarge shelters north of lake
7. Continue maintenance of improved 36-hole disc golf
8. Continue maintenance of new mountain bike trails
9. Outdoor stage
10. Establish a Recreation Commission Office (convert the current Powell Observatory building after they move to their new location)

### **Ron Weers Park**

1. Trail lighting
2. Fishing dock
3. Sledding area
5. Expand parking areas  
Additional play equipment/fitness equipment/replace aging play equipment
6. Screen porta poties

### **Aquatic Center**

2024 budget includes deck replacement and amenity upgrade

1. Lazy river
2. Expanded swim area
3. New slides
4. Toddler pool
5. Splash area

### **Farmers Market**

Trees budgeted for 2024