

**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