

**LOUISBURG PARK AND TREE BOARD
MEETING MINUTES
MONDAY, FEBRUARY 9, 2026**

Livestream Link:

https://www.louisburgkansas.gov/AgendaCenter/ViewFile/Agenda/_02092026-893

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, Andy Gibbons, Patrick Martin, Julia Hacker

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:

Julia Hacker moved and Kenny Dover seconded, and motion carried 5-0 to approve the agenda with the addition of the Park and Tree Board Memorial Program review.

APPROVAL OF THE MINUTES

Patrick Martin moved and Andy Gibbons seconded, and the motion carried 5-0 to approve the minutes of the Jan. 12, 2026, meeting.

PUBLIC COMMENTS

None

NEW BUSINESS

Tree Planting 2026– Danny Summa discussed a budgeted item of \$5,000 for planting of trees throughout the city. Summa was seeking the Park and Tree Boards input on where to plant the trees and what kind of trees to plant. One idea was planting at the cemetery would be a good spot. Summa proposed varieties of evergreens to create some sort of screen for the cemetery with

some different varieties of flowering trees and shrubs to separate the cemetery from the road. Summa asked for the Park and Tree Board's opinion of what they thought about a good place to plant trees. Summa was hoping to coordinate tree planting with some volunteer efforts of either Earth Day, Arbor Day, or Park Spruce Up Day. Wayne Knop asked about the durability of pines or evergreens and with disease resistance and asked the views of the board members. More discussion occurred about the cemetery and the possibility of planting there. Wayne Knop mentioned that we needed to take account of the utilities underground at the at the cemetery. Summa stated that he would track all that down and have it marked before planting.

Mayor Donna Cook mentioned that the Fox Hall and Cemetery Board were also talking about planting trees in the cemetery, but they were talking about planting them throughout the cemetery. So maybe it is worth meeting with them to see about possible planting. More discussion occurred about planting within the cemetery limits, within the gravestones, amongst the graves.

Kenny Dover asked what type of spacing we were talking about. Summa mentioned probably a twenty by a hundred, about two thousand square feet area near the kiosk in the cemetery, but to ensure that we are not blocking the city electronic sign from the line of sight to the road.

Summa stated he'd like the park and tree board to pick out the variety of trees and design what the area would look like, so it could be presented to the council in March.

Park and Tree Board suggested Patrick Martin work with Summa to come up with a plan for the cemetery. Martin stated that he would like to plant smaller diameter trees to aid in establishing healthier trees. Knop asked if this was all done at the cemetery, will this come out of the Park and Tree Board budget or will this come out of the Fox Hall and Cemetery Board budget? Summa stated, for this purpose it would be budgeted money out of the Park and Tree Board because it's already budgeted and he was unsure if the cemetery had a line item budgeted for planting trees this year.

Metal Detecting Permit Summa discussed a citizen's request for a metal detecting permit in the parks. The applicant, George Balko, is aware of all associated rules. Julia Hacker moved 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. Kenny Dover seconded the motion, which carried 5-0.

Park and Tree Memorial Program- Summa stated that a citizen asked about donating a bench at the South Second and Mulberry block. Under the memorial, program the S. Second and Mulberry Block is not a designated area for a bench to be added. Summa asked if this is an area the Park and Tree board would like to add to the list. Knop stated that S. Second and Mulberry is not a designated park. Jean Carder stated that the policy of the memorial program is the park and tree boards and that is why we need to discuss it to talk about if we want to add Second and Mulberry as a park. Discussion continued about the costs of the benches that needed to be updated and the cost of the engraving of the boards, which also needed to be updated in the policy. Julia Hacker asked if these would all be placed on a slab, and if this would be put on the public works department to add the pad. Carder stated that the policy states the donation would

be required to furnish all the costs of installing the bench, from the bench itself and all parts and materials associated with installation of the bench.

Summa is asking the park and tree board for what and how they would like to update in the Park and Tree Board Memorial Program and if we'd like to add the South Second and Mulberry block to the list of places to donate benches and to let staff update pricing as it goes up, rather than bringing it to the park and tree board for updates every year. Wayne Knop asked why the person wanted a bench donated at the South Second Mulberry Block, and Jean Carder stated it sounded like the person spent a lot of time in that area or was part of the farmer's market or lived nearby, and that's why they wanted to put the bench in that area.

Kenny Dover asks who decides where the bench is placed within the park. Carder stated that it is a designated representative of the Park and Tree Board would work with the family to come up with a location to place the bench. Patrick Martin said, since we're making changes to the policy, we should probably change it from two to three inches to one to two inch in diameter for tree planting to establish a healthier tree. Nathan Law asked if we want to add that a concrete pad should be installed every time, we add a bench?

Park and Tree Board decided to read through the policy more and would like to table the discussion and bring it back to the March 9 Park and Tree Board meeting.

Park and Tree Board agree with granting permission to put a bench at the South Second and Mulberry block but would like to update the policy before reaching out to the family to give them a definitive answer.

OLD BUISNESS

LYP General Improvements 2026- Summa presented a more updated spreadsheet to the park and tree board with updated costs of the items that he thought were necessary improvements at Lewis Young Park. Summa split the list into two sections, one of just general improvements, and then one of large ticket items such as new playgrounds paving parking and curbing the lots.

Summa also discussed the joint workshop and who the park and tree board was going to send as the representative for that and to come up with a finalized list of what was to be presented to the governing body at the joint workshop.

Summa discussed the ideas for uniform signs throughout the parks starting with Lewis-Young Park. Summa briefly discussed the costs of signs and the desire to have signs that ties all the other parks and the city signs together. Patrick Martin suggested finding somebody that is good with graphics and can find a good layout of signs that will tie it together in the most affordable way.

More discussion occurred about signs in the parks and how that works, and if we needed outside support to come up with designs.

Knop stated that most of the items on the list were just maintenance items, and Summa agreed, but wanted to show the costs of what maintenance to that park looks like so there are no surprises later. Discussion continued. There was a question about the scoreboard in the parks and what

happened to the old one. Summa said it was in a trash pile behind the shop before it was recycled. Summa asked if there was anything not on the list for Lewis-Young Park improvements that the park and tree board would like him to pursue.

Knop asked about the flag football fields and what the plan is for those. Summa stated that LRC didn't plan on using them as much because they are going to move flag football out to the football stadium. Julia Hacker said the public was looking for a dog park and that area could be a good place.

Martin asked about the line item about concrete of LYP maintenance shop. Summa stated it wasn't like a huge want or need, but it was mentioned so he put it on the list. Knop stated that we may want to investigate the security system at the shop out at Lewis-Young Park because it's in need of some maintenance or a new alarm panel.

2026 Joint Workshop and 2027 Budget Request Continued- Summa asked, What is the goal of The Park and Tree Board, their personal goal of being on the Park and Tree Board.

Law stated what the city code stated as the park and tree board's responsibilities.

Hacker said she may not be the most experienced person on the board but she lives in Louisburg and she loves to be able to beautify the parks and the landscaping in a place where she lives in the community, and that's why she wants to be a part of the park and tree board. The rest of the park and tree board had no input. Summa moved on.

Summa then asked, "What are the park and tree board's priorities?"

Is there anything on the master parks list that should be removed and he would like to come up with a list of priorities to bring up to the city council. Summa asked what they would like to remove from the park priority list or what the P&T board does not see as priorities anymore on the list. A picnic shelter at city park could be taken off the list because we have a bandstand and we were thinking about parking in that area more than a picnic shelter. Knop said taking off the concrete walkways and path at the city park and possibly if we can make a parking lot therewith just a sidewalk going to the park and one to the pickleball court.

Expanding the parking area would be the number one priority at Ron Weer's Park.

The number one priority at Lewis Young Park would be concessions' updates and signs throughout the park.

There was still interest in a fishing dock at Ron Weers Park. Martin mentioned the slab at the bench around the lake needs fill dirt.

The park and tree board agreed that updating the play equipment at Lewis -Young Park was a high priority.

Paved trails were discussed as a priority of the park and tree board, but not necessarily a high priority. The idea of expanding natural trails was discussed for runners.

A discussion about parking occurred. There were mixed feelings with the board of, if parking is a high priority at Lewis-Young Park. The majority did not feel like it was a priority to pave the parking areas. Knop mentioned that but if we were to follow city code, then it would need to be paved. Four of the Park and Tree Board felt it was a medium to low priority. One member felt it was a higher priority. Knop mentioned that the road going into Lewis-Young Park needed repair soon.

The scout shelter was also mentioned as an area that should be added to the list for possible improvements.

Knop mentioned a sewer system will have to be researched soon for Lewis-Young Park.

The number one priority for Lewis-Young Park would be concessions, and number two would be a possible kiosk and signs. And possibly an overall priority for all the parks to have signs.

The aquatic center was discussed. Julia Hacker talked about screening on the south side fence between the pool and the apartments. More discussion occurred about landscaping on the south side and if the trees planted at the apartments would be good enough. The Park and Tree board does think screening at the pool might be a very good option rather than planting trees along the fence line in that area. Knop mentioned talking to the governing body about the Park and Tree Board not having anything to do with the inside the aquatic center fence, and that it should be a standalone thing run by the city. The Park and Tree Board would oversee everything outside the fence for tree planting, the park, the aquatic center park. And possibly changing the name to Aquatic Center Park in the city code.

The Park and Tree Board agreed with Knop's statement.

Jean Carder mentioned potential grants for the Kansas Department of Wildlife and Parks for some of the items mentioned above and if that would be something the Park and Tree Board would like to pursue and bring up at the joint workshop.

More discussion occurred about possibility of grants and what things it has paid for in the past.

Summa asked to summarize and discuss what the 2027 budget requests and priorities are from the park and tree board to be presented at the joint workshop. Number one overall priority is uniform signage for all parks with implementation at Lewis- Young Park first. Number two is adding parking on the northeast corner of the block at City Park. Number three is expanding parking lots to the south at Ron Weers Park. Number four is Lewis-Young Park rehab of concession stand/restrooms and budget for new play equipment with a potential focus to be on natural style play equipment. Number five is to install landscaping between the pool and apartments to the south and or add mesh screening to the fence with screening a priority. Number six is to remove the interior of the aquatic center from the park and tree area of responsibility with only that area outside of the pool fencing to be under park and tree review. Number seven is to designate the South Second and Mulberry block as a public open green space and lend support for a multi-use structure at the block. And number eight is to pursue potential grants for the Kansas Department of Wildlife and Parks for some of the items mentioned.

More discussion occurred about South Second and Mulberry Block. Martin stated that the next steps in that would be to first have it considered a park and then to pursue cost estimate and design possibilities from a qualified source.

The park and tree board would like to see the south second mulberry committed as, a. Multi use public space. Designating as such.

Knop mentioned the uh property lines at Lewis-Young Park was recently surveyed by the new owner of the land to the south and the survey shows that the property line is within the Lewis-Young Park entrance.

He mentioned that the tree line is part of their property, and he doesn't expect anything to happen, but our fence post is on their property line and so is the tree line.

DEPARTMENT REPORTS

Aquatic Center – Nothing to Report

City Park – Put Tennis net up

Ron Weers Park – Nothing to Report (Looks Good)

Forestry – Nothing to Report

Lewis-Young Park – Nothing to Report

Louisburg Rec Commission – Community Garden meeting Mar 7 at 9am

Administrator – Nothing additional

ADJOURNMENT

At 8:21p.m., Julia Hacker moved, seconded by Kenny Dover and carried 5-0 to adjourn the meeting.

Submitted by recording secretary Danny Summa