

Louisburg Park & Tree Board Meeting
Monday, January 10, 2022 at 6:45 P.M.
City Council Meeting Room
215 South Broadway
AGENDA

Livestream link: <https://boxcast.tv/view/louisburg-park--tree-board-1-10-22-635813>

Item 1: PLEDGE OF ALLEGIANCE

Item 2: ADOPTION OF THE AGENDA:

Item 3: APPROVAL OF THE MINUTES:

- Minutes from the November 8, 2021 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: Discussion with Mathew Sword and Andrew Aye concerning Eagle Scout projects in L/Y Park.

Item 6: Discussion concerning the upcoming filter replacement at the Aquatics Center.

OLD BUSINESS:

Item 7: None

REPORTS:

Item 8: Individual area of responsibility updates:

- Bob Bazin (Chairperson)
- Ryan Westhoff (Aquatic Center)
- Andy Gibbons (City Park)
- Wayne Knop (Ron Weers Park)
- Jack Kline (Forestry Manager)
- Michael McClellan (Lewis-Young Park)
- Diana Moore and/or Tyler Olson (Louisburg Rec Commission)
- City Administrator

Item 9: Adjournment



**LOUISBURG PARK AND TREE BOARD
MEETING MINUTES
Monday, November 8, 2021**

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

ATTENDANCE

Board Members: Ryan Westhoff, Michael McClellan, Wayne Knop, Andy Gibbons and Jack Kline (Arrived 6:33 p.m.)

City Council: Donna Cook and Steve Town

City Administrator: Nathan Law

City Staff: Jean Carder

Louisburg Rec Commission: Diana Moore and Tyler Olson

Recording Secretary: Rusty Whitham

Visitors: John Wells

Item 1: PLEDGE OF ALLEGIANCE

Item 2: ADOPTION OF THE AGENDA:

A motion was made by Michael McClellan to approve the agenda. The motion was seconded by Ryan Westhoff. Motion passed 6-0.

Item 3: APPROVAL OF THE MINUTES:

Michael McClellan mentioned that the October 11, 2021 draft minutes indicate that he was not present at the meeting in item 8. He was present. Staff said minutes will be corrected. McClellan also asked why is the specific Rec Commission ballet measure mentioned in the item 8 when it wasn't read aloud during the discussion. Staff explained that was ballet measure was generally discussed and adding the specific language puts the conversation into context. Staff agreed to place a note in the minutes stating that the ballet measure was not specifically read aloud during meeting.

Michael McClellan made a motion to approve the October 11, 2021, minutes as amended. The motion was seconded by Wayne Knop. Motion passed 6-0.

Item 4: PUBLIC COMMENTS:

None

NEW BUSINESS ITEMS:

Item 5: Discussion with John Wells concerning a request to fly remote-controlled planes in L/Y Park. Reference City Code, Chapter 12, Article 1, Paragraph 12-120, "Hobby rockets and remote-control planes, boats, cars or other like devices shall be operated only in designated areas of the park facilities by persons as approved by the Parks Board".

John Wells handed out copies of his remote-controlled (RC) flying credentials and additional information pertaining to the operations of RC aircraft. Wells then explained that he will need a grass strip approximately twenty feet wide located at an edge of a field. He assured everyone that he won't fly over people, vehicles, buildings, or events.

Bob Bazin asked if the RC aircraft Wells wishes to fly is considered a plane or a drone. Wells said that he flies small foam planes. Wells went on by saying he flies a couple hundred feet from the controller.

Wayne Knop asked how often will the planes be flown in the park. Wells answered by saying that he anticipates flying once or twice a week throughout the entire year.

Knop then asked if he would fly with a group of people. Wells answered by saying he doesn't anticipate group fly but would expect to be flying with his son on occasions. He will mostly fly by himself. Wells confirmed that he will not be holding any competitions or events.

It was mentioned that there are multiple parks in the area that allow RC flying.

Knop asked how high these planes can be flown. Wells said the maximum allowed is 400-feet but he flies around tree-top level.

Ryan Westhoff asked if the individuals flying the powered parachutes in the park require permission.

Multiple areas in L/Y Park were mentioned as possible locations to fly the planes. No specific location was determined.

After additional discussion Jack Kline made a motion to approve John Wells request to fly his RC planes in L/Y Park. Michael McClellan seconded the motion. The motion passed 6-0.

No further discussion occurred concerning this item.

Item 6: Annual Review of the Master Parks Plan dated February 3, 2020.

Administrator Law mentioned that the Master Parks Plans is only one of many planning documents currently under annual review by the City Council.

Bob Bazin asked if Administrator Law had a chance to gather the information he requested about the Aquatic Center. Law said yes.

Administrator Law then read aloud a Special Ballet Question that was presented to the voters on November 5, 1996:

“Shall a retailers’ sales tax in the amount of one-half of one percent (1/2%) be levied in the City of Louisburg, Kansas, to take effect January 1, 1997, for the purpose of providing funds to finance the construction of a public swimming pool and associated recreational facilities, including funds for the maintenance of such facilities, and upon the retirement of any bonds issued to finance the swimming pool facilities, to provide funds for such recreational facilities and programs as are authorized by the Governing Body of the City of Louisburg, all pursuant to K.S.A. 12-187 et seq?”

Administrator Law explained that the Governing Body needs to determine what it wishes to do with the money generated from the above-mentioned tax now that the Aquatic Center bond is retired.

Law then provided budgetary information for the Aquatics Center that will be used for a future discussion.

Michael McClellan mentioned that he would like to see a report outlining revenue and expenditures for all the parks.

A discussion then occurred concerning the priority list located in the Master Parks Plan. The list was last updated November 2019. Each Park liaison provided their revised priority list. Below are the results from this discussion:

Ron Weers Park – Revised Priorities Requested by Wayne Knop

1. **Expand Parking Areas (Previously #4)**
2. **Trial Lighting (Previously #1)**
3. Sledding Area
4. **Fishing Dock (Previously #2)**
5. Add Play Equip/Fitness Equip/Replace Aging Play Equip

City Park – Revised Priorities Requested by Andy Gibbons

1. **Picnic Shelter (Add Tennis/Pickle Court Parking)**
2. 2 Park Signs, Porta-Potty Screening & Landscaping
3. Concrete Walkways/Path

Lewis-Young Park - Revised Priorities Requested by Michael McClellan

1. 4-Plex Baseball Complex
2. Additional/Replace Play/Fitness Equip
3. Walking/Jogging Trails
4. Expand/Pave Parking Areas
5. **Add Lighting in Areas (New Item on List)**
6. **Outdoor Stage (Previously #5)**
7. Establish a Recreation Commission Office (Convert the current Powell Observatory Building after they move to their new location)

Aquatic Center - Revised Priorities Requested by Ryan Westhoff

1. Expanded Swim Area (Previously #2)
2. New Slides (Previously #3)
3. Toddler Pool (Previously #4)
4. Splash Area (Previously #5)
5. Lazy River (Previously #1)

OLD BUSINESS:

Item 7: None

REPORTS:

Item 8: Individual area of responsibility updates:

- Bob Bazin (Chairperson) - – Nothing to report
- Ryan Westhoff (Aquatic Center) – Nothing to report
- Andy Gibbons (City Park) – Nothing to report
- Wayne Knop (Ron Weers Park) – Knop asked status of tree identification project. Administrator Law said the project is still in the works. Knop then asked if the dead trees around the Lake and Ron Weers Park been removed. Administrator Law said yes.
- Jack Kline (Forestry Manager) - Nothing to report
- Michael McClellan (Lewis-Young Park) – McClellan suggested that fence be installed along the northside of L/Y Park near Field “A”. Fencing is needed to prevent people from entering the park through a non-authorized access point with their ATVs and dirt bikes. People are entering the park in this area and crossing over the dam. Knop mentioned that additional fence may cause mowing issues. McClellan said park property may get damaged because of this type of activity. A fence may prevent damage to park property.

McClellan also mentioned that there are dead trees and brush that needs to be removed around the pond at L/P Park.

- Diana Moore and/or Tyler Olson (Louisburg Rec Commission) – Moore said that they had a great Rec season at L/Y Park. Public Works agreed to reseed and roll the football and soccer fields. Moore said thanked Wayne Knop for driving the tractor during the hayride event in L/Y Park.

Moore also mentioned that there will be a hunter safety class next weekend. The class will be held at City Hall. She explained that it’s a 10-hour course and there are 30 people schedule to attend training.

➤ City Administrator – Nothing to report

Item 8: Adjournment

A motion to adjourn was made by Michael McClellan. The motion was seconded by Ryan Westhoff. The motion passed 6-0. The meeting ended at 7:48 p.m.

Submitted by Rusty Whitham