

**Park Board Meeting
July 10, 2025
New Haven City Hall**

Call to Order:

Phillip McKernan called the meeting to order at 7:00 p.m.

Roll Call of Members:

David Greunke, Nick Perjak, Mary VonBehren, Phil McKernan, and Kim Monzyk

Staff Members Present:

Kathy Trentmann, David Blankenship, David Greunke, Sarah Skeen

Others Present:

Dave Luecke, Lisa Cotton, Sudie Little

****Motion to Approve minutes, money ordinances, additional money ordinances, budget report, revenue report, revenue and expense report. Motion by David Greunke, Nick Perjak 2nd, All were in favor.**

Public Comment

Lisa Cotton attended to request improvements to the tennis/pickleball courts. She noted that the pavement is in poor condition and needs to be resurfaced or completely redone, as the existing cracks pose a safety hazard to participants. Lisa also suggested that improved courts could be used to generate revenue through rentals and tournaments.

Phil and Kathy reported that there are currently no available funds for this project. However, Kathy mentioned the possibility of seeking grants, public donations, or holding fundraisers. Phil also suggested that exploring an alternate location could be an option.

Dave Blankenship will look into obtaining a more current estimate for the necessary work.

Department Report

Dave reported that they are mainly trying to keep up with the grass. They added some mulch in Bail Park. They needed to rewire the pump at the pool. The pool did not need to be shut down.

Aquatic Facility

Everything seems to be going well. John Liggett will not be returning as manager next year.

Miscellaneous

Final Contact Agreement with Park Board and NH School District -

****Motion was made to Adopt and Accept the Final Contract Agreement with the Park Board and the NH School District as well as keeping admission at \$2.00 for summer school students. Motion was made by Mary VonBehren, David Gruenke, 2nd. All in Favor****

Notice of Award - John Colter Memorial Park, playground grant project started June 17th, 2025 and will run through June 17th, 2028.

Special Use Permit - Scarecrow Festival and Pumpkin Glow

****Motion was made to accept the special event permit for the Scarecrow Festival and Pumpkin Glow. Motion was made by Mary VonBehren, Nick Perjak, 2nd. All in favor.**

****Motion was made for the New Haven Park Board to co-sponsor the Scarecrow Festival and Pumpkin Glow. Motion was made by David Greunke, Mary VonBehren, 2nd. All in Favor.**

Budget Adoption FY 2025 - 26 - Adopted by the Board of Aldermen on June 20, 2025

Next month's meeting will be held on August 14th at 7:00.

****Motion to adjourn, Mary VonBerhen, Nick Perjak, 2nd. All were in favor.**

Respectfully submitted,

Kim Monzyk

CLAIMS REPORT

Check Range: 7/11/2025- 8/14/2025

Park Money ordinances
8-14-25
CHECK
DATE

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	DATE
PARK BOARD					
PARKS					
NEW HAVEN FARM & FEED	FESCUE LAWN MIX & STRAW BALE		103.50		
RELIABLE SEPTIC & PORTA TOILET	PORTABLE TOILET RENTAL		100.00		

	20 PARKS TOTAL		203.50		
POOL					
GREG MARQUART DISTRIBUTING LLC	CHIPS AND SAUCE CONCESSIONS		172.85		
HASLAG STEEL SALES INC	STEEL FOR DOOR AT POOL		21.17		
HAWKINS, INC.	CHLORINE FOR POOL		1,328.75		
JEFF ELLIS & ASSOCIATES INC	POOL AUDIT JULY 2025		2,500.00		
K & R MARKET	PREZTELS AND AIRHEADS FOR POOL		357.95		
MERCY CORPORATE HEALTH	5 POOL EMPLOYEES DRUG TEST		299.25		
NEW HAVEN LUMBER	PLEXI GLASS -.50 CREDIT		21.46		
PEPSI COLA CO OF NEW HAVEN	SODA FOR POOL CONCESSIONS		123.00		
SAVE A LOT	POOL CONCESSION SUPPLIES		552.43		

	21 POOL TOTAL		5,376.86		

	03 PARK BOARD TOTAL		5,580.36		
			=====		
	Accounts Payable Total		5,580.36		

CLAIMS REPORT
CLAIMS FUND SUMMARY

FUND NAME		AMOUNT
03	PARK BOARD	5,580.36
TOTAL FUNDS		5,580.36

CLAIMS REPORT

Check Range: 7/11/2025- 8/14/2025

Park Page 1

Additional
Bills
CHECK

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	DATE
PARK BOARD REVENUES GOV DEALS, INC.	SOLD FEE JOHN DEERE 3320		1,381.25		
	03 REVENUES TOTAL		1,381.25		
PARKS BACKES & TOELKE AGRI PRODUCTS	BUONEER AND 24D		121.63		
	20 PARKS TOTAL		121.63		
	03 PARK BOARD TOTAL		1,502.88		
	Accounts Payable Total		1,502.88		

**CLAIMS REPORT
CLAIMS FUND SUMMARY**

FUND	NAME	AMOUNT
03	PARK BOARD	1,502.88
TOTAL FUNDS		1,502.88

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BANK CASH REPORT
2025

BANK FUND GL	BANK NAME NAME	JUNE CASH BALANCE	JULY RECEIPTS	JULY DISBURSMENTS	JULY CASH BALANCE	OUTSTANDING TRANSACTIONS	JUL BANK BALANCE
CITIZENS - CHECKING PARK BRD							

BANK	CITIZENS - CHECKING PARK BRD						288,584.46
03	CASH - PARK BOARD	35,910.20	37,206.46	45,860.61	27,256.05		
03	DEDICATED PROPERTY TAX POOL	201,196.26	3,900.34	0.00	205,096.60		
03	DOWNTOWN PLAYGROUND DONATIONS	22,582.00	0.00	0.00	22,582.00	97,764.32	
	DEPOSITS					64,920.51	
		-----	-----	-----	-----	-----	-----
	CITIZENS - CHECKING PARK BRD T	259,688.46	41,106.80	45,860.61	254,934.65	32,843.81	287,778.46
WARNING - BANK TOTALS DO NOT EQUAL THE GENERAL LEDGER ACCOUNT TOTALS							DIFFERENCE --> 806.00-
CITIZENS - SAVINGS PARK BOARD							

BANK	CITIZENS - SAVINGS PARK BOARD						128,359.45
03	CASH RESERVES (SAVINGS)	128,359.45	0.00	0.00	128,359.45		
		-----	-----	-----	-----	-----	-----
	CITIZENS - SAVINGS PARK BOARD	128,359.45	0.00	0.00	128,359.45	0.00	128,359.45
=====							
TOTAL OF ALL BANKS		388,047.91	41,106.80	45,860.61	383,294.10	32,843.81	416,137.91
=====							

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ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED

PARK MAINTENANCE & IMPROV FUND						
REVENUES DEPARTMENT						
02-03-3001	PERSONAL PROPERTY	6,500.00				6,500.00
02-03-3002	SUR TAX	6,100.00				6,100.00
02-03-3003	FINANCIAL INSTITUTION TAX	50.00				50.00
02-03-3004	RAILROAD UTILITIES TAX	4,600.00				4,600.00
02-03-3006	PENALTY LATE PMT TAXES	1,200.00	111.73	111.73	9.31	1,088.27
02-03-3017	REAL EST TAX FC COLLECTS	60,000.00				60,000.00
02-03-3018	PERS PROP TAX FC COLLECTS	21,000.00	91.74	91.74	.44	20,908.26
		-----	-----	-----	-----	-----
	PROPERTY TAXES TOTAL	99,450.00	203.47	203.47	.20	99,246.53
02-03-3140	INTEREST EARNED	50.00	4.42	4.42	8.84	45.58
		-----	-----	-----	-----	-----
	INTEREST TOTAL	50.00	4.42	4.42	8.84	45.58
		=====	=====	=====	=====	=====
	REVENUES TOTAL	99,500.00	207.89	207.89	.21	99,292.11
		=====	=====	=====	=====	=====
	TOTAL REVENUE	99,500.00	207.89	207.89	.21	99,292.11
PARKS DEPARTMENT						
02-20-4224	PARK BOARD TRANSFER	95,000.00				95,000.00
		-----	-----	-----	-----	-----
	TRANSFERS OUT TOTAL	95,000.00	.00	.00	.00	95,000.00
		=====	=====	=====	=====	=====
	PARKS TOTAL	95,000.00	.00	.00	.00	95,000.00
		=====	=====	=====	=====	=====
	TOTAL EXPENSES	95,000.00	.00	.00	.00	95,000.00
		=====	=====	=====	=====	=====
	PARK MAINTENANCE & IMPROV TOTA	4,500.00	207.89	207.89	4.62	4,292.11
		=====	=====	=====	=====	=====
PARK BOARD FUND						
REVENUES DEPARTMENT						
03-03-3002	SUR TAX DEDICATED PROPERTY TAX	12,000.00				12,000.00
03-03-3003	FINANCIAL INSTITUTION DEDIC TX	20.00				20.00
03-03-3004	RAILROAD UTILITIES DEDICATE TX	8,500.00				8,500.00
03-03-3006	PENALTY LATE PYMT TAXES	1,600.00	467.23	467.23	29.20	1,132.77
03-03-3017	REAL EST FC DEDICATED PARK TX	107,000.00				107,000.00
03-03-3018	PERS PROP FC DEDICATED PARK TX	36,000.00	237.85	237.85	.66	35,762.15
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		CALENDAR	7/2025, FISCAL	1/2026			
ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL	MTD	YTD	PERCENT	UNEXPENDED	
		BUDGET	BALANCE	BALANCE	EXPENDED		
	PROPERTY TAXES TOTAL	165,120.00	705.08	705.08	.43	164,414.92	
03-03-3016	PARK BOARD SALES TAX	70,000.00	5,503.21	5,503.21	7.86	64,496.79	
	TAXES TOTAL	70,000.00	5,503.21	5,503.21	7.86	64,496.79	
03-03-3140	INTEREST EARNED	225.00				225.00	
	INTEREST TOTAL	225.00	.00	.00	.00	225.00	
03-03-3153	SURPLUS PROPERTY		12,431.25	12,431.25		12,431.25-	
	OTHER FINANCING SOURCE TOTAL	.00	12,431.25	12,431.25	.00	12,431.25-	
03-03-3171	PARK MAINTENANCE & IMPROVEMENT	95,000.00				95,000.00	
	TRANSFER IN TOTAL	95,000.00	.00	.00	.00	95,000.00	
03-03-3146	PLAYGROUND GRANT	88,222.00				88,222.00	
03-03-3228	MIRMA GRANT	3,000.00				3,000.00	
	GRANT FUNDING TOTAL	91,222.00	.00	.00	.00	91,222.00	
03-03-3255	POOL DONATIONS		160.50	160.50		160.50-	
03-03-3269	DOWNTOWN PLAYGROUND LEVEE	88,222.00				88,222.00	
	DONATIONS / OTHER TOTAL	88,222.00	160.50	160.50	.18	88,061.50	
03-03-3250	DAILY ADMISSIONS	15,000.00	9,112.50	9,112.50	60.75	5,887.50	
03-03-3251	SEASON PASS	7,000.00	1,840.00	1,840.00	26.29	5,160.00	
03-03-3252	SWIMMING LESSONS	3,000.00	3,000.00	3,000.00	100.00		
03-03-3253	POOL RENTALS/PARTIES	2,100.00	1,400.00	1,400.00	66.67	700.00	
03-03-3254	CONCESSIONS	8,000.00	3,189.00	3,189.00	39.86	4,811.00	
	MUNICIPAL POOL TOTAL	35,100.00	18,541.50	18,541.50	52.82	16,558.50	
03-03-3260	NEW HAVEN LITTLE LEAGUE	2,000.00	195.00	195.00	9.75	1,805.00	
03-03-3262	NEW HAVEN SCHOOL DISTRICT	2,390.00				2,390.00	
03-03-3263	PAVILLION RENTALS	600.00				600.00	
	CITY PARK TOTAL	4,990.00	195.00	195.00	3.91	4,795.00	
03-03-3270	BAIL PARK RENTALS	2,200.00	375.00	375.00	17.05	1,825.00	
	BAIL MEMORIAL PARK TOTAL	2,200.00	375.00	375.00	17.05	1,825.00	
	REVENUES TOTAL	552,079.00	37,911.54	37,911.54	6.87	514,167.46	
	TOTAL REVENUE	552,079.00	37,911.54	37,911.54	6.87	514,167.46	

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
PARKS DEPARTMENT						
03-20-4020	GENERAL SUPPLIES	2,000.00	164.83	164.83	8.24	1,835.17
03-20-4052	ELECTRIC	2,700.00	1,432.91	1,432.91	53.07	1,267.09
03-20-4354	FACILITY MAINTENANCE / REPAIR	4,000.00				4,000.00
03-20-4358	VEHICLE MAINTENANCE	1,000.00				1,000.00
03-20-4398	INFRAST<\$25,000	4,000.00				4,000.00
03-20-4399	EQUIPMENT < \$5,000	1,400.00				1,400.00
	OPERATING EXPENSES TOTAL	15,100.00	1,597.74	1,597.74	10.58	13,502.26
03-20-4127	PORTAPOTTIES	1,500.00				1,500.00
	CONTRACTED SERVICES TOTAL	1,500.00	.00	.00	.00	1,500.00
03-20-4201	GENERAL REVENUE	9,000.00				9,000.00
03-20-4382	NATURAL GAS	12,000.00				12,000.00
03-20-4383	WATER FUND	12,000.00				12,000.00
03-20-4384	SEWER FUND	12,000.00				12,000.00
03-20-4385	TRANS TAX	5,000.00				5,000.00
03-20-4386	MOTOR FUEL	3,000.00				3,000.00
	TRANSFERS OUT TOTAL	53,000.00	.00	.00	.00	53,000.00
03-20-4607	PLAYGROUND GRANT	176,444.00				176,444.00
	CAPITAL OUTLAY TOTAL	176,444.00	.00	.00	.00	176,444.00
	PARKS TOTAL	246,044.00	1,597.74	1,597.74	.65	244,446.26
POOL DEPARTMENT						
03-21-4000	WAGES	85,000.00	30,552.47	30,552.47	35.94	54,447.53
03-21-4001	WAGES OT	1,000.00				1,000.00
03-21-4006	PAYROLL TAXES	6,600.00	2,337.29	2,337.29	35.41	4,262.71
	PERSONNEL SERVICES TOTAL	92,600.00	32,889.76	32,889.76	35.52	59,710.24
03-21-4020	GENERAL SUPPLIES	3,000.00				3,000.00
03-21-4050	TELEPHONE	800.00	102.98	102.98	12.87	697.02
03-21-4052	ELECTRIC	8,000.00				8,000.00
03-21-4086	UNIFORMS	2,000.00				2,000.00
03-21-4160	BIDS/NOTICES	150.00				150.00
03-21-4170	BUILDING MAINTENANCE	1,000.00				1,000.00
03-21-4364	CONCESSION SUPPLIES	4,000.00	110.29	110.29	2.76	3,889.71
03-21-4365	FACILITY SUPPLY	12,000.00	2,482.50	2,482.50	20.69	9,517.50
	OPERATING EXPENSES TOTAL	30,950.00	2,695.77	2,695.77	8.71	28,254.23
03-21-4087	PROPERTY & LIABILITY INS	10,000.00				10,000.00

CALENDAR 7/2025, FISCAL 1/2026

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
03-21-4089	AUDIT SERVICES	3,000.00				3,000.00
03-21-4338	CREDIT / DEBIT CARD FEES	450.00				450.00
	CONTRACTED SERVICES TOTAL	13,450.00	.00	.00	.00	13,450.00
03-21-4810	CIPRF LOAN	5,000.00				5,000.00
	TRANSFERS OUT TOTAL	5,000.00	.00	.00	.00	5,000.00
03-21-4368	PROFESSIONAL DEVELOPMENT	4,500.00				4,500.00
	OTHER EXPENSES TOTAL	4,500.00	.00	.00	.00	4,500.00
03-21-4808	BOND 2020 PRINCIPAL	108,700.00				108,700.00
03-21-4809	BOND 2020 INTEREST	24,603.00				24,603.00
	DEBT SERVICE TOTAL	133,303.00	.00	.00	.00	133,303.00
	POOL TOTAL	279,803.00	35,585.53	35,585.53	12.72	244,217.47
ADMIN DEPARTMENT						
03-22-4000	WAGES	3,199.92	399.99	399.99	12.50	2,799.93
03-22-4006	PAYROLL TAXES	250.00	30.60	30.60	12.24	219.40
03-22-4011	LAGERS	925.00	57.60	57.60	6.23	867.40
	PERSONNEL SERVICES TOTAL	4,374.92	488.19	488.19	11.16	3,886.73
	ADMIN TOTAL	4,374.92	488.19	488.19	11.16	3,886.73
VISITOR CENTER DEPARTMENT						
	TOTAL EXPENSES	530,221.92	37,671.46	37,671.46	7.10	492,550.46
	PARK BOARD TOTAL	21,857.08	240.08	240.08	1.10	21,617.00
	Report Total	26,357.08	447.97	447.97	1.70	25,909.11

New Haven Park Board

Staff Report

August 2025

Information Items: I have put together a cost for adding a 4-foot culvert pipe on The Walking trail where we had a lot of problems last year and we discussed it. had it happened again. It is going to cost \$3000 for 40 feet of the four-foot culvert and an estimated cost of \$800 for rock. On this project after talking with Kathy, I have put it in the upcoming budget. I have started putting together some prices for the rental of the ball field and concession stand. I think this is something we need to look into for the next years contract. For the handicap porta potty we are going to move it down closer to the crossing so it can be used easier for the trail and the ball fields. We have started mulching around trees in the park. We had a bad board on the wooden bridge that crosses the Creek it has been fixed. Just so everybody is aware we have used a lot more chlorine this year at the pool because of the hot weather it was really hard to keep chlorine levels stable.

Ongoing projects: just wanted to keep everybody aware of the low water crossing to Bock field. We repaired the concrete last year. I am pretty sure that it will make it another year, but it is something we need to keep in mind that we are going to have to address in the future. I will get together some budget numbers and different ideas.

Jobs Completed

- Clean bathrooms.
- Empty trash cans
- Mow grass.
- Trim
- Spray weeds
- Get pavilions ready for rental.

RESOLUTION NO. 25-213 Park

**A RESOLUTION AUTHORIZING AND DIRECTING THE PARK BOARD PRESIDENT
TO EXECUTE AN AGREEMENT BY CONSENT OF PARTIES**

WHEREAS, the City of New Haven Park Board and the Franklin County Sports Club agree and consent is solely for Phase 1-Groundbreaking & Field Establishment for a soccer field (option A-Seed & Straw) and not for other Phases; and

WHEREAS, the parties desire to enter into an agreement for said services.

**NOW, THEREFORE, BE IT RESOLVED BY THE NEW HAVEN PARK BOARD OF
THE CITY OF NEW HAVEN, MISSOURI, AS FOLLOWS:**

SECTION ONE.

The President is hereby authorized and directed, on behalf of the New Haven Park Board, to execute agreement for Phase 1-Groundbreaking & Field Establishment for a soccer field. A copy of the Agreement is attached hereto as Exhibit A and made fully a part hereof.

**Adopted by the New Haven Park Board and approved by the President on this 12th day of
June, 2025.**


Phillip McKernan, President


Kim Monzyk, Secretary

AGREEMENT BY CONSENT OF PARTIES

NOW ON THIS 6-12-25 day of June 2025, comes The New Haven Park Board (herein after New Haven) and Franklin County Sports Club (herein after FCSC) hereby Agree and Consent to the following with regard to New Haven Soccer Field Development, in the City of New Haven, on Park Grounds, in Franklin County, Missouri:

A) Field Size and Orientation

- 360 ft x 225 ft
- 81,000 sq. ft (1.86 acres)
- USSF/FIFA Standard
- Space For Sidelines, Teams, and Coaches

B) Field Establishment

- Level Field
- Drainage of Field
- Playable Natural Turf
- Sod or Seed and Straw
Optional

Parties agree that all costs shall be the responsibility of FCSC;

Parties agree that New Haven shall at all times own the Soccer Fields;

Parties agree that once FCSC commences New Haven Soccer Field Development, per this Agreement, FCSC is obligated herein to complete the Field Establishment per standards, set forth by USSF/FIFA.

Parties agree that New Haven will allow access to the New Haven Park, by FCSC, to complete all necessary tasks to complete the Phase 1 -Groundbreaking & Field Establishment (Option A – Seed & Straw, Standard Plan) per standards, set forth by USSF/FIFA. (copy of the New Haven Soccer Field Development proposal attached for reference)

Parties agree that the Park Board assist with irrigation support with watering the pitch upon completion, as the new grass will require consistent watering for 4-8 weeks to properly take root.

Parties agree that FCSC provided funding (donations) and construction for this project on behalf of the City of New Haven Park Board. The Park Board shall make available for first preference in field access and scheduling by a contract agreement to be written at a later date.

Parties agree that this Agreement is solely for the Phase 1 – Groundbreaking & Field Establishment and not for other Phases of The New Haven Soccer Field Development until such time as the field is properly completed per standards set forth by USSF/FIFA.

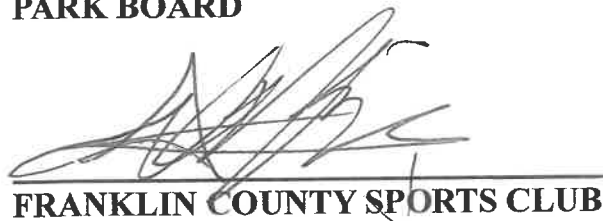
Parties further agree that this is the entire written Agreement between New Haven Park Board and FCSC and may not be modified, absent a written Agreement.

Parties further agree that this is a Missouri Contract, and any disputes must be litigated in the County of Franklin, State of Missouri.



**NEW HAVEN PARK BOARD
PHILLIP MCKERNAN
PRESIDENT OF THE NEW HAVEN
PARK BOARD**

06/12/2025
DATE



**FRANKLIN COUNTY SPORTS CLUB
ALEX MORAES
PRESIDENT**

06/12/2025
DATE

City of New Haven Special Event Permit Application



The City of New Haven welcomes and encourages Special Events such as fairs, festivals, Parades and other community events. Municipal Ordinance requires a permit for any organized event to be held on City of New Haven property, including City parks and City streets and rights-of-way. Please fill out the following form and City staff will contact you to review your event details. Thank you.

Event Information

Date(s) and Time: Saturday, Sept. 6, 2025 7:30 - 11:00 am

Location(s): New Haven City Park

Event Name / Event Sponsor New Haven Cross Country Invitational / New Haven High School

Contact Person Wendy Scheer 573-999-9592 wscheer@newhaven
Name Phone number Email address Schools.us

Event Description middle school / high school cross country races

Please attach additional information as necessary. If a run / walk or parade please attach the requested course or parade route.

Estimated number of attendees 500

Anticipated parking needs (ie on-street parking, parking lots, park grass areas etc.) on-street parking, parking lots - Lions field, NHHS, tennis court, pool lots

Special Requests

Police Presence? Y / ☒ N If yes please provide details

Street closures? ☒ Y / N If yes please provide details Park Drive from Lions Drive to tennis courts

Traffic control equipment? (Cones, barricades, etc.) Y / ☒ N If yes please provide number / kind and additional details
will provide our own

Electrical service / outlets? Y / ☒ N Electric is available in some areas but is limited

Event set-up / tear-down Y / ☒ N This is generally limited to taping / roping off of parking areas. Please provide any specific requests related to event set-up / tear-down
will do ourselves

Other special requests
n/a

Event details

What type of vendors / booths / sales (if any) are you planning? Business licensing / food service licensing / sales tax licensing may be required. Please provide vendor details concessions, t-shirt Vendor

Will alcohol be served? Y / ☒ N Alcohol tasting / sales generally will require a liquor license, which will need a separate application. Please provide details on alcohol sales / service:

How are you handling restroom facilities? Please provide details. The City may require portable restrooms be provided depending on the scope of the event.

park and track restrooms

Will any type of admission fee be charged? Y ☒ N

City Permit Review guidelines

The City will review your Special Event Permit application and contact you with any questions or if additional information is needed. **There shall be no charge for a permit application.** The City may however impose reasonable fees if the event organizer is requesting assistance that requires significant dedication of City labor or equipment. Examples may include a police presence at the event that requires scheduling of additional police officers; event set-up / tear-down that requires dedicated City personnel for a prolonged period of time; use of specialized City equipment (backhoe, skid steer, etc.) which would reasonably incur an equipment / labor charge, etc. In general, events that require limited City assistance or equipment will not be charged a fee.

Please ensure that we have adequate time to review your application. Permits that request significant City assistance and for which a fee is recommended are subject to Board of Aldermen or Park Board approval. These boards typically meet once per month, so applications in general should be submitted at least one month in advance. Parades and street closure requests often require dedicated police presence, which must be scheduled in advance.

Insurance. Organized festivals and events generally will require that the event organizer obtain special event insurance, which specifically names the City of New Haven as Additional Insured. This insurance requirement protects both the sponsor and the City from liability for accidents, property damage, etc. This requirement may be waived for smaller events or those that have limited risk of accidents, etc. In these instances the City will generally require that the event sponsor enter into a Hold Harmless / Indemnification agreement with the City.

Licensing. In general, for-profit vendors must have a City business license and a Missouri sales tax license. If you are planning this type of event the City will assist in making sure the proper licensing is in place. The City of New Haven does not regulate food service operations; you may wish to contact Franklin County Health Department for more details. City liquor licenses are required for most kind of alcohol sales and tastings; the City will assist with this as well.

The City of New Haven welcomes special events and is happy to assist in helping make your event a success. Thank you for your application.

Applicant signature

I certify that all information provided in this application is accurate, and further that I have read and understand the general permit review guidelines as stated above.

Wendy Sch

7/16/25

Applicant signature and date

City use only

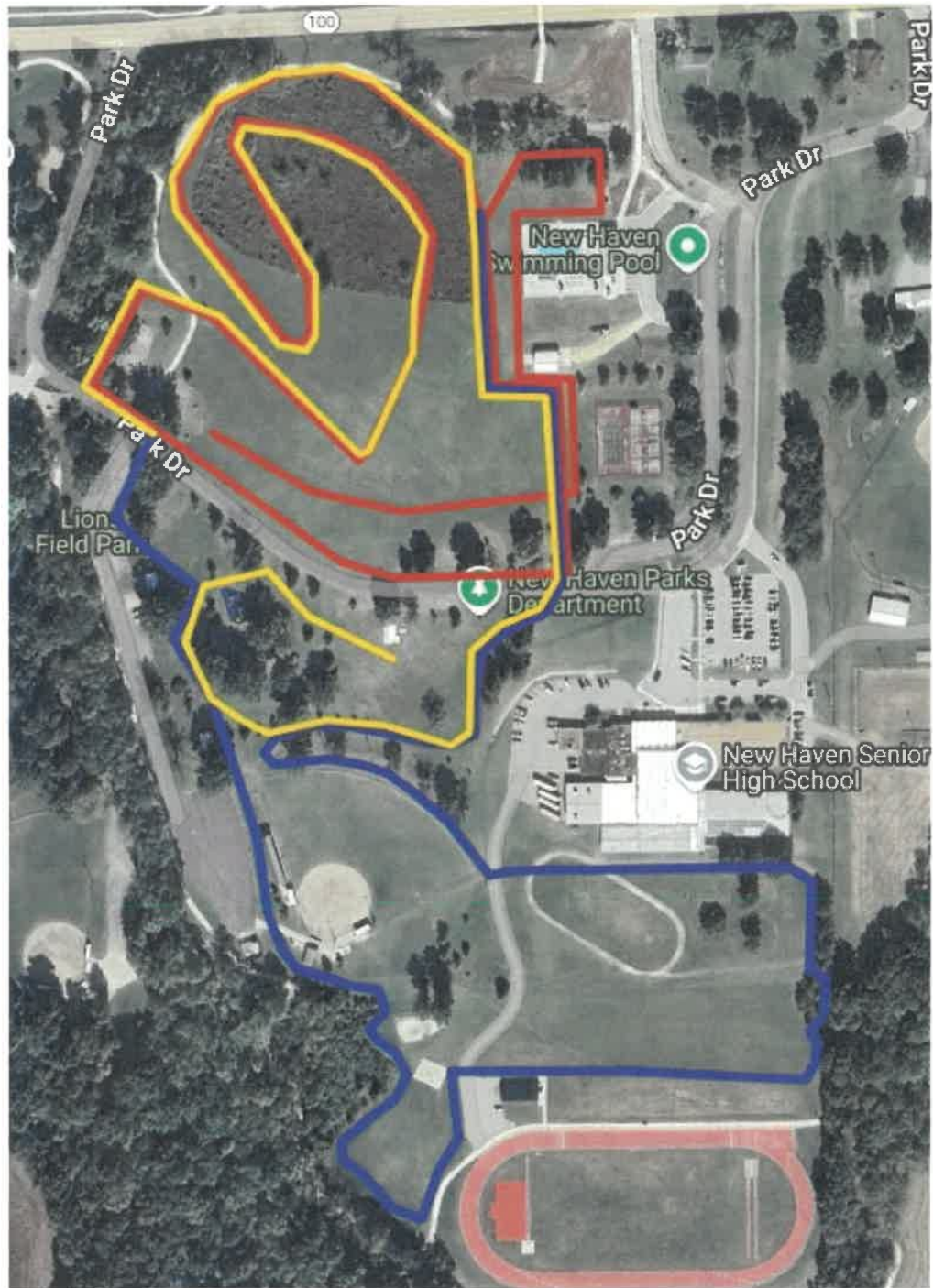
City of New Haven Special Event Permit

This application for a Special Event Permit as submitted herein is hereby APPROVED / DENIED.
Special terms and conditions (if any):

Permit fee (if any): _____

Authorized City signature: _____

Route dependent on field excavation to be started
after track meet



Route dependent on field excavation before track meet.





City of New Haven

Special Event Permit Application

The City of New Haven welcomes and encourages Special Events such as fairs, festivals, Parades and other community events. Municipal Ordinance requires a permit for any organized event to be held on City of New Haven property, including City parks and City streets and rights-of-way. Please fill out the following form and City staff will contact you to review your event details. Thank you.

Event Information

Date(s) and Time: Sept 26-27, 2025

Location(s): City Park

Event Name / Event Sponsor Pepsi New Haven Balloon Race and Glow

Contact Person Brad Zobrist / Ellen Zobrist 573-694-1267 brad.zobrist@gopepsi.com

Name

Phone number

Email address

Event Description Annual Hot Air Balloon Race and Glow featuring a glow on Friday evening and race on Saturday afternoon in conjunction with the Chamber of Commerce

Please attach additional information as necessary. If a run / walk or parade please attach the requested course or parade route.

Estimated number of attendees 900-1000

Anticipated parking needs (ie on-street parking, parking lots, park grass areas etc.) Yes, as in years past. Will work with public works directly

Special Requests

Police Presence? Y / N If yes please provide details Yes, will coordinate with Chief Neace

Street closures? Y / N If yes please provide details Yes, from the school to Lions Drive

Traffic control equipment? (Cones, barricades, etc.) Y / N If yes please provide number / kind and additional details Yes, will work directly with public works to coordinate

Electrical service / outlets? Y / N Electric is available in some areas but is limited

Event set-up / tear-down Y / N This is generally limited to taping / roping off of parking areas. Please provide any specific requests related to event set-up / tear-down. Clean up cost required if the Park Board is responsible for taking care of cleaning up after an event would be charged \$55.00 per hour per employee. Yes as agreed upon in prior years. We will do everything possible to work together to minimize impact to city parks and city staff

Other special requests

Use of pool shed to host FAA officials and pilot meeting.

Event details

What type of vendors / booths / sales (if any) are you planning? Business licensing / food service licensing / sales tax licensing may be required. Please provide vendor details Please see Chamber application.

Will alcohol be served? Y / N Alcohol tasting / sales generally will require a liquor license, which will need a separate application. Please provide details on alcohol sales / service:

How are you handling restroom facilities? Please provide details. Portable Toilet Requirements: One per 100 people to include a Handicap Portable Toilet. One additional Handicap Portable Toilet is required for every 500 people.

Will work with the Chamber to provide adequate restrooms plus use of existing restrooms in the park and pool building

Will any type of admission fee be charged? Y / **N**

City Permit Review guidelines

The City will review your Special Event Permit application and contact you with any questions or if additional information is needed. **There shall be no charge for a permit application.** The City may however impose reasonable fees if the event organizer is requesting assistance that requires significant dedication of City labor or equipment. Examples may include a police presence at the event that requires scheduling of additional police officers; event set-up / tear-down that requires dedicated City personnel for a prolonged period of time; use of specialized City equipment (backhoe, skid steer, etc.) which would reasonably incur an equipment / labor charge, etc. In general, events that require limited City assistance or equipment will not be charged a fee.

Please ensure that we have adequate time to review your application. Permits that request significant City assistance and for which a fee is recommended are subject to Board of Aldermen or Park Board approval. These boards typically meet once per month, so applications in general should be submitted at least one month in advance. Parades and street closure requests often require dedicated police presence, which must be scheduled in advance.

Insurance. Organized festivals and events generally will require that the event organizer obtain special event insurance, which specifically names the City of New Haven as Additional Insured. This insurance requirement protects both the sponsor and the City from liability for accidents, property damage, etc. This requirement may be waived for smaller events or those that have limited risk of accidents, etc. In these instances the City will generally require that the event sponsor enter into a Hold Harmless / Indemnification agreement with the City.

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The City of New Haven welcomes special events and is happy to assist in helping make your event a success. Thank you for your application.

Applicant signature

I certify that all information provided in this application is accurate, and further that I have read and understand the general permit review guidelines as stated above.

Brad Zobrist

8-7-2025

Applicant signature and date

City use only

City of New Haven Special Event Permit

This application for a Special Event Permit as submitted herein is hereby APPROVED / DENIED.
Special terms and conditions (if any):

Permit fee (if any): _____ City approved _____ Park Board approved _____

Authorized City signature:

City of New Haven Special Event Permit Application



The City of New Haven welcomes and encourages Special Events such as fairs, festivals, Parades and other community events. Municipal Ordinance requires a permit for any organized event to be held on City of New Haven property, including City parks and City streets and rights-of-way. Please fill out the following form and City staff will contact you to review your event details. Thank you.

Event Information

Date(s) and Time: September 26 & 27

Location(s): New Haven City Park

Event Name / Event Sponsor: New Haven Chamber of Commerce

Contact Person: Laura Kohlen 314.662.2299 ziaunytreat@gmail.com

Event Description: hot air balloon festival (vendors, bounce house, port-a-potties, etc.)

Please obtain additional information as necessary. If a fair / walk a parade, please attach the requested check or parade route.

Estimated number of attendees: 900 ish

Anticipated parking needs (e.g., street parking, parking lots, park grass areas, etc.):

Same as Pepsi

Special Requests

Police Presence? ☒ Yes (if yes, please provide details)

Same as Pepsi

Street closures? ☒ Yes (if yes, please provide details)

Same as Pepsi

Traffic control equipment? (cones, barricades, etc.) ☒ Yes (if yes, please provide details)

Same as Pepsi

Electrical service / outlets? ☒ Yes (if yes, please provide details)

Event set-up / tear down? ☒ Yes (if yes, please provide details)

Same as Pepsi

Other special requests

City (Park) restrooms open & functioning

Event details

What type of vendors / booths / sales (if any) are you planning? (e.g., food, clothing, entertainment, etc.)

food & drink booths, bounce house, kids games, monkey bus?

Will alcohol be served? ☒ Yes (if yes, please provide details)

Alcohol to be served by (e.g., bartender, etc.)

Liquor license - will be handled for by individual vendors

How are you handling restroom facilities? Please provide details. Example: Least 40 restrooms. One per 100 people to

include 4 handicap portable toilets. One additional handicap portable toilet reserved for every 500 males.

to Portland, toilets: 4 "regular" & 2 handicap
& would like the city bathrooms to be open as well.

Will any type of admission fee be charged? No

City Permit Review guidelines

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The City of New Haven welcomes special events and is happy to assist in helping make your event a success. Thank you for your application.

Applicant signature

I certify that all information provided on this application is true and correct, and that I have read and understand the permit review guidelines as stated above.

 8.8.25

Applicant signature and date

City use only

City of New Haven Special Event Permit

This application for a Special Event Permit as submitted herein is hereby APPROVED / DENIED
Special terms and conditions (if any):

Permit fee (if any):

City approved:

Park Board approved:

Authorized City signature:



City of New Haven

101 Front Street
PO Box 236
New Haven, MO 63068



July 8, 2025

Department of the Army
U.S. Army Corps of Engineers, Kansas City District
601 E. 12th Street, 635 Federal Bldg.
Kansas City, MO 64106-2824

RE: 408 Permission

Mr. Petre,

The city of New Haven on October 2, 2024, was granted permission to construct John Colter Memorial Park within the limits of New Haven Levee Unit.

The city received the Notice of Award for a Missouri Department of Natural Resources grant to fund the project on June 25, 2025. The grant project period is 6/25/2025 – 6/30/2027.

408 Permission expires October 2025.

The city is requesting an extension for the project through June 2027 (project period). The project plans have not changed since the application date.

Respectfully,

Kathleen A. Trentmann
City Administrator



MISSOURI DEPARTMENT OF NATURAL RESOURCES
DIVISION OF STATE PARKS
LAND AND WATER CONSERVATION FUND CFDA 15.916
REIMBURSEMENT STATEMENT

PROJECT NUMBER 29-01790	BILLING NUMBER 1
BILLING STATUS ☐ FINAL ☒ PARTIAL	

PROJECT SPONSOR

NAME City of New Haven			TELEPHONE NUMBER (573) 500-2577	
ADDRESS AS SHOWN ON FEDERAL TAX RETURN P.O. Box 236	CITY New Haven	STATE Missouri	ZIP 63090	
FEDERAL ID NUMBER SM9JMTLZQF1				
PROJECT TITLE John Colter Memorial Park Playground				
THIS BILLING INCLUDES COSTS INCURRED FROM DATE 11/02/2023 TO DATE 11/02/2023				
TOTAL COSTS THIS BILLING (Should match total from Reimbursement Log) \$4,318.00			AMOUNT REQUESTED FOR REIMBURSEMENT \$4,318.00	

I certify that this billing is correct and is based upon actual payments of record; that payment from the state government has not been received; that work and services are in accordance with the approved project agreement including amendments thereto; appropriate procurement procedures were followed; and that progress of the work and services under the project agreement is satisfactory and is consistent with the amount billed.

NAME OF RESPONSIBLE OFFICIAL (Type or Print) Sarah Skeen	
SIGNATURE OF RESPONSIBLE OFFICIAL 	
TITLE City Administrator	DATE 08/12/2025

THIS REQUEST MUST INCLUDE A COPY OF THE REIMBURSEMENT LOG AND THE NECESSARY SUPPORTING DOCUMENTATION (e.g., COPIES OF INVOICES AND CHECKS, SIGNED EMPLOYEE TIMESHEETS, VOLUNTEER TIMESHEETS, ETC.).

COMMENTS FOR REVIEWER

This is a request for reimbursement for costs incurred for a Section 106 cultural survey that was done November 2nd 2023.

City of New Haven, MO
Monday, August 11, 2025

Chapter 235. Parks and Recreation

Article III. Park Facilities User Fee Schedule

Section 235.120. Park Facilities User Fee Schedule.

[Ord. No. 900 §§1 — 3, 9-1-2007; Ord. No. 998 §1, 3-14-2011; Ord. No. 1049 §1, 12-10-2012; Ord. No. 1072 §1, 4-14-2014; Ord. No. 1229, 3-12-2018; Ord. No. 1292, 7-8-2019; Ord. No. 1355, 4-12-2021; Ord. No. 1439, 5-8-2023; Ord. No. 1464, 5-14-2024]

The following fee schedule is hereby adopted as the Parks and Recreation Fee Schedule of the City of New Haven Park Board.

PARKS AND RECREATION FEE SCHEDULE	
FACILITY	FEE
Bail Park, per day/reservation	\$125.00
Lions Field, per day	\$25.00
Bock Field, per day	\$25.00
Concession stand, per day	\$15.00
Tennis courts, per day	\$20.00
Pavilion, per day	\$75.00
Parking lots, open areas, per day	\$150.00
Swimming pool, daily child (age 0 — 2) admission	Free with a paid adult admission
Swimming pool, daily adult (age 3 and over) admission	\$6.00
Pool punch pass for 20 visits	\$80.00
Pool rental, per hour (minimum 2 hours, maximum 4 hours)	\$175.00
Pool concession stand rental fee during pool parties	\$50.00

1. For Bail Park and City Park Pavilion rentals full payment is due upon reservation. Cancellations must be made thirty (30) days prior to rental to receive a refund. The City of New Haven and/or the New Haven Park Board reserves the right to reject any application.
2. User fees shall not apply to use of athletics fields, tennis courts, pavilions and open areas when such use is for an informal, non-organized and non-commercial purpose. Use of picnic pavilions shall be free of charge and available on a first-come, first-served basis.