

**CITY OF NEW HAVEN
PARK BOARD
REGULAR MEETING**

Thursday, October 10, 2025

7:00 p.m.

Location: New Haven Public Works Facility, 205 Industrial Drive, New Haven MO 63068

AGENDA

- 1. Call to Order**
- 2. Roll Call**
- 3. Approve Minutes, Money Ordinances, Budget Report, pages 1-8**
- 4. Public Comments**
- 5. Department Reports**
 - a. Grounds
 - i. Staff report, page 9
 - b. City Administrator
 - i. T-Mobile Grant ideas – a physical placemaking project, pages 10-12
 - ii. Special Event Permit
 1. Jingle Jog 5k – Saturday December 13th, pages 13-15
 - iii. Resignation of Dallas Pennock, page 16
- 6. Old Business**
 - a. Playground Grant
 - i. RFP, pages 17-21
 - ii. Donations update
- 7. Adjourn**

The City of New Haven is working to comply with the American with Disabilities Act mandates. Individuals who require accommodation to attend a meeting should contact City Hall (573-500-2530) at least twenty-four hours in advance.

**Park Board Meeting
September 11th, 2025
New Haven City Hall**

Call to Order:

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

Roll Call of Members:

Wesley Hanks, Nick Perjak, Felix Mesger, Phil McKernan, Rustin Colter, and Kim Monzyk

Staff Members Present:

David Blankenship, Sarah Skeen

Others Present:

Steve Bertrand, Evie LaBoube

****Motion to Approve Minutes, Money Ordinances, Budget Report, and Swimming Pool Revenue and Expense Report. Motion by Rustin Colter, Nick Perjak 2nd, all were in favor.**

Public Comment

A. No Public Comment

Department Report

A. Grounds -

- a. Dave ran numbers on the Little League using the ball fields. If the city has to prepare the fields, he is proposing \$40. The concession stand is now \$15 to rent. Dave suggests we raise the price to \$30. Dave is going to pull the records on past electricity bills to see if the prices have gone up.

B. City Administrator

- a. Adding Deborah A. Williams as signer to the Park Board checking account

****Motion was made to approve Deborah A. Williams as a signer to the Park Board checking account. Motion by Felix Mesger, Rustin Colter 2nd, all were in favor.**

b. Special Event Permit

- i. Christmas by Moonlight for Co-Sponsorship

****Motion was made to approve a special event permit for Christmas by Moonlight. Motion by Felix Mesger, Kim Monzyk 2nd, all were in favor.**

c. Park Facilities User Fee Schedule

- i. Ideas were discussed to promote more usage of the pool to generate more money. It would be beneficial if a staff member could come up with special events to generate more revenue. Things such as having a movie night by the pool or a doggie dip.
- ii. Sarah discussed alternatives to staffing for the pool next season.
- iii. We are going to gather ideas and report back next time.

Next month's meeting will be held on October 9th at 7:00.

****Motion to adjourn, Felix Mesger, Wesley Hanks 2nd. All were in favor.**

Respectfully submitted,

Kim Monzyk

CLAIMS REPORT
Check Range: 9/12/2025-10/09/2025

Park Board
10-9-25
Paid Invoices
Page 1

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK CHECK#	DATE
PARK BOARD LIABILITIES					
FED/FICA WITHHOLDING	FED/FICA TAX		61.20	12065869	10/09/25
MISSOURI LAGERS	PENSION PARK AUGUST 2025		68.91	12065866	9/12/25
MISSOURI DEPARTMENT OF REVENUE	SEPT/2025 STATE WITHHOLDING		37.00	6826	10/02/25

	02 LIABILITIES TOTAL		167.11		
PARKS AMEREN MISSOURI	PARK/POOL AMEREN SEP 2025		126.80	6824	9/19/25

	20 PARKS TOTAL		126.80		
POOL AMEREN MISSOURI	PARK/POOL AMEREN SEP 2025		1,639.09	6824	9/19/25
SPARKLIGHT	SPARKLIGHT TELE 906 MAUPIN		23.58	6823	9/18/25
VONAGE BUSINESS INC	OCT 1 2025 VONAGE		27.36	6825	9/25/25

	21 POOL TOTAL		1,690.03		

	03 PARK BOARD TOTAL		1,983.94		
			=====		
	Accounts Payable Total		1,983.94		

CLAIMS REPORT

Check Range: 9/12/2025-10/09/2025

Page 1
Park Board Money Ordinances
10-9-25

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
PARK BOARD					
PARKS					
SPD ENTERPRISES LLC	TISSUE,TOWELS,TRASH BAGS		130.70		
D & D PEST CONTROL INC	PEST CONTROL		80.00		
FRANKLIN COUNTY FIRE EXTINGUIS	FIRE EXTINGUISHER MAINTENANCE		5.00		
NEW HAVEN FARM & FEED	FERTILIZER		37.50		
NEW HAVEN LUMBER	PAINT, BOLTS,SCREWS		101.69		
RELIABLE SEPTIC & PORTA TOILET	TOILET RENTAL AUGUST 2025		100.00		
SCHULTE SUPPLY INC	MARKING PAINT		119.90		

	20 PARKS TOTAL		574.79		
POOL					
FRANKLIN COUNTY FIRE EXTINGUIS	FIRE EXTINGUISHER MAINTENANCE		20.00		
NEW HAVEN LUMBER	BOLTS,TIRE GUAGE,ANTIFREEZE		216.69		
PLUMB SUPPLY COMPANY-WAS	2" EXPANDABLE PLUG		88.12		
SEITTER'S MARKET	VEGETABLE OIL		26.97		
UNION RENTAL CENTER	RENTAL FOR COMPRESSOR FOR POOL		360.00		
WASHINGTON POOLS & SPAS	TEST KIT FOR POOL		44.00		

	21 POOL TOTAL		755.78		

	03 PARK BOARD TOTAL		1,330.57		
			=====		
	Accounts Payable Total		1,330.57		

4a

CLAIMS REPORT
 Check Range: 9/12/2025-10/09/2025

Page 1
Additional Bills
Park Board 10-9-25

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
PARK BOARD PARKS M-K DISTRIBUTING	BUTTON HEAD AND SOCKET BOLTS		5.33		
	20 PARKS TOTAL		----- 5.33		
	03 PARK BOARD TOTAL		----- 5.33		
	Accounts Payable Total		=====		
			5.33		

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
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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	179.02	526.50	43.88	673.50
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	40.29	186.06	.89	20,813.94
	PROPERTY TAXES TOTAL	99,450.00	219.31	712.56	.72	98,737.44
02-03-3140	INTEREST EARNED	50.00		9.54	19.08	40.46
	INTEREST TOTAL	50.00	.00	9.54	19.08	40.46
	REVENUES TOTAL	99,500.00	219.31	722.10	.73	98,777.90
	TOTAL REVENUE	99,500.00	219.31	722.10	.73	98,777.90

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	219.31	722.10	16.05	3,777.90

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	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	134.82	472.39	1.31	35,527.61

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	PROPERTY TAXES TOTAL	165,120.00	134.82	939.62	.57	164,180.38
03-03-3016	PARK BOARD SALES TAX	70,000.00	5,478.25	16,730.35	23.90	53,269.65
	TAXES TOTAL	70,000.00	5,478.25	16,730.35	23.90	53,269.65
03-03-3110	MISCELLANEOUS			435.64		435.64-
	MISCELLANEOUS REVENUE TOTAL	.00	.00	435.64	.00	435.64-
03-03-3140	INTEREST EARNED	225.00	20.15	63.06	28.03	161.94
	INTEREST TOTAL	225.00	20.15	63.06	28.03	161.94
03-03-3153	SURPLUS PROPERTY			11,050.00		11,050.00-
	OTHER FINANCING SOURCE TOTAL	.00	.00	11,050.00	.00	11,050.00-
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-
03-03-3269	DOWNTOWN PLAYGROUND LEVEE	88,222.00				88,222.00
	DONATIONS / OTHER TOTAL	88,222.00	.00	160.50	.18	88,061.50
03-03-3250	DAILY ADMISSIONS	15,000.00		11,351.50	75.68	3,648.50
03-03-3251	SEASON PASS	7,000.00		2,320.00	33.14	4,680.00
03-03-3252	SWIMMING LESSONS	3,000.00		3,000.00	100.00	
03-03-3253	POOL RENTALS/PARTIES	2,100.00		2,100.00	100.00	
03-03-3254	CONCESSIONS	8,000.00		4,196.18	52.45	3,803.82
	MUNICIPAL POOL TOTAL	35,100.00	.00	22,967.68	65.43	12,132.32
03-03-3260	NEW HAVEN LITTLE LEAGUE	2,000.00		195.00	9.75	1,805.00
03-03-3262	NEW HAVEN SCHOOL DISTRICT	2,390.00	2,390.00	2,390.00	100.00	
03-03-3263	PAVILLION RENTALS	600.00	75.00	225.00	37.50	375.00
	CITY PARK TOTAL	4,990.00	2,465.00	2,810.00	56.31	2,180.00
03-03-3270	BAIL PARK RENTALS	2,200.00	500.00	875.00	39.77	1,325.00
	BAIL MEMORIAL PARK TOTAL	2,200.00	500.00	875.00	39.77	1,325.00
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ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	REVENUES TOTAL	552,079.00	8,598.22	56,031.85	10.15	496,047.15
	TOTAL REVENUE	552,079.00	8,598.22	56,031.85	10.15	496,047.15
	PARKS DEPARTMENT					
03-20-4020	GENERAL SUPPLIES	2,000.00	204.91	594.87	29.74	1,405.13
03-20-4052	ELECTRIC	2,700.00	126.80	1,968.54	72.91	731.46
03-20-4354	FACILITY MAINTENANCE / REPAIR	4,000.00	175.00	175.00	4.38	3,825.00
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	506.71	2,738.41	18.14	12,361.59
03-20-4127	PORTAPOTTIES	1,500.00		100.00	6.67	1,400.00
	CONTRACTED SERVICES TOTAL	1,500.00	.00	100.00	6.67	1,400.00
03-20-4201	GENERAL REVENUE	9,000.00		9,000.00	100.00	
03-20-4382	NATURAL GAS	12,000.00		12,000.00	100.00	
03-20-4383	WATER FUND	12,000.00		12,000.00	100.00	
03-20-4384	SEWER FUND	12,000.00		12,000.00	100.00	
03-20-4385	TRANS TAX	5,000.00		5,000.00	100.00	
03-20-4386	MOTOR FUEL	3,000.00		3,000.00	100.00	
	TRANSFERS OUT TOTAL	53,000.00	.00	53,000.00	100.00	.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	506.71	55,838.41	22.69	190,205.59
	POOL DEPARTMENT					
03-21-4000	WAGES	85,000.00		50,936.35	59.93	34,063.65
03-21-4001	WAGES OT	1,000.00				1,000.00
03-21-4006	PAYROLL TAXES	6,600.00		3,896.66	59.04	2,703.34
	PERSONNEL SERVICES TOTAL	92,600.00	.00	54,833.01	59.21	37,766.99
03-21-4020	GENERAL SUPPLIES	3,000.00	339.46	984.17	32.81	2,015.83
03-21-4050	TELEPHONE	800.00	50.94	255.75	31.97	544.25
03-21-4052	ELECTRIC	8,000.00	1,639.09	3,438.41	42.98	4,561.59
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	175.00	217.63	21.76	782.37
03-21-4364	CONCESSION SUPPLIES	4,000.00		1,316.52	32.91	2,683.48

CITY OF NEW HAVEN
BUDGET REPORT
CALENDAR 9/2025, FISCAL 3/2026

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
03-21-4365	FACILITY SUPPLY	12,000.00	695.00	4,506.25	37.55	7,493.75
	OPERATING EXPENSES TOTAL	30,950.00	2,899.49	10,718.73	34.63	20,231.27
03-21-4087	PROPERTY & LIABILITY INS	10,000.00				10,000.00
03-21-4089	AUDIT SERVICES	3,000.00		2,500.00	83.33	500.00
03-21-4338	CREDIT / DEBIT CARD FEES	450.00	54.02	510.16	113.37	60.16-
	CONTRACTED SERVICES TOTAL	13,450.00	54.02	3,010.16	22.38	10,439.84
03-21-4810	CIPRF LOAN	5,000.00		5,000.00	100.00	
	TRANSFERS OUT TOTAL	5,000.00	.00	5,000.00	100.00	.00
03-21-4368	PROFESSIONAL DEVELOPMENT	4,500.00	59.85	359.10	7.98	4,140.90
	OTHER EXPENSES TOTAL	4,500.00	59.85	359.10	7.98	4,140.90
03-21-4808	BOND 2020 PRINCIPAL	108,700.00		54,100.00	49.77	54,600.00
03-21-4809	BOND 2020 INTEREST	24,603.00		12,572.00	51.10	12,031.00
	DEBT SERVICE TOTAL	133,303.00	.00	66,672.00	50.02	66,631.00
	POOL TOTAL	279,803.00	3,013.36	140,593.00	50.25	139,210.00
ADMIN DEPARTMENT						
03-22-4000	WAGES	3,199.92	399.99	1,199.97	37.50	1,999.95
03-22-4006	PAYROLL TAXES	250.00	30.60	91.80	36.72	158.20
03-22-4011	LAGERS	925.00	58.94	175.48	18.97	749.52
	PERSONNEL SERVICES TOTAL	4,374.92	489.53	1,467.25	33.54	2,907.67
	ADMIN TOTAL	4,374.92	489.53	1,467.25	33.54	2,907.67
VISITOR CENTER DEPARTMENT						
	TOTAL EXPENSES	530,221.92	4,009.60	197,898.66	37.32	332,323.26
	PARK BOARD TOTAL	21,857.08	4,588.62	141,866.81-	649.07-	163,723.89
	Report Total	26,357.08	4,807.93	141,144.71-	535.51-	167,501.79

New Haven Park Board

Staff Report

October 9, 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. 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. It has been brought to my attention that the Little League could have somebody preparing the ball fields. The city will supply the paint and striping chalk for the fields that would keep the price at \$25. If the city has to prepare the fields, I propose it costs \$40. As far as the concession stand right now it is \$15 to rent. I propose That the Youth League pays the electric for the months they use it. I think this is something we need to look into for next year's contract. There are two trees in the park that are too high for our bucket trucks. I have contacted TJ's tree service to come and cut them down. Almost all the trees are mulched around.

We have everything winterized at the pool

I've had a meeting up at the soccer field because i have some concerns about compaction

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.

T-Mobile Hometown Grants is a \$25 million, five-year initiative to support the people and organizations who help small towns across America thrive and grow. Hometown Grants are given every quarter to up to 25 small towns. Apply for funding to support a community project of your choice, like revitalizing or repurposing a historic structure, creating a downtown asset or destination, or improving a space where friends and neighbors gather. Projects that add to a sense of place or could lead to further investment are of particular interest. We look forward to learning more about your town and your project.

HOW TO APPLY

Review the eligibility and grant criteria below to ensure your community and proposed project meets application requirements. Applicants can submit their proposals by completing this application form. **The grant application period will close on Wednesday, December 31, 2025 at 11:59 p.m. Central Time. No late applications will be accepted.** Applications will be evaluated and selected by a review panel, and all applicants will be sent an award decision by late February 2026.

Grant recipients will each receive an award of up to \$50,000 to implement their ideas and will have 12 months (March 1, 2026 - February 28, 2027) to complete their projects. Recipients will be required to submit a progress report at the 6-month mark following the grant disbursement, and a final report will be due at the end of the 12-month implementation period. All reports are to be completed using a template provided.

REVIEW CRITERIA

Your application will be reviewed by an internal T-Mobile review committee and non-profit partner based upon the following criteria. Please note that the letters of support for your project are an important part of this application.

- **Community need** - Proposed project should fill a demonstrated need in the community. This grant funding is intended for shovel-ready projects that would not otherwise be possible to implement through municipal funding. Proposal & letters of support should demonstrate strong community support for the project.
- **Community impact** - Project should connect the community in meaningful, innovative, and creative ways.
- **Partners and engagement** - Strong applications actively involve local organizations by incorporating them into the planning and execution processes and engaging the community in activating the project site. Letters of support should come from a variety of stakeholders within the community.
- **Feasibility** - You should have a shovel-ready plan ready to go and be able to complete your project within your detailed budget and within 12 months of receiving funding, if selected. **Projects must be completed and usable by the public by**

February 28, 2027. Make sure to consider these parameters when choosing the kind of project you propose for this grant.

- **Alignment with T-Mobile's small town strategy** - T-Mobile strives to be a force for good. To read more about T-Mobile's many corporate initiatives and key segments, visit <https://www.t-mobile.com/responsibility>.

ELIGIBILITY

Who may apply?

- This grant program is specifically open to 501(c)(3) and 501(c)(6) nonprofit organizations and local government entities. If selected, the grant award must be managed and deployed by the nonprofit organization or government entity who applied for the grant.
- Grant funds may not be awarded to for-profit businesses, directly or indirectly via pass-through funding to for-profit businesses. Additionally, religious congregations are not eligible for this grant program.
- Applicants must be located in small rural communities with a population of 50,000 people or less.
- Proposals must focus on a **physical project benefiting the public**.
- The applicant organization must own the site where the proposed project would be implemented OR provide a description/confirmation of adequate permissions to alter the site. If the applicant organization does not own the site, one of the letters of support must come from the owner of the site.
- Applicants may submit up to one (1) application per organization per grant cycle. Applicants may re-apply to subsequent grant cycles if they are not selected in an earlier round.
- Previous T-Mobile Hometown Grant Program grantees are eligible to apply again for later grant cycles. Previous T-Mobile Hometown Grant Program grantees must demonstrate successful completion of their prior grant project in their application.

What types of grant expenses are eligible?

Requested funding must be for a physical placemaking project.

Eligible Grant Uses:

- Construction/installation supplies and materials
- Equipment
- Labor costs for construction/rehabilitation/installation/artist fees
- Artist's supplies and fees associated with a community engagement design process (i.e. a mural or creative crosswalk informed by facilitated community discussions)
- Streetscape and/or indoor furniture for a community space
- Other physical items

- Special events or public space activation programming can only account for up to 10% or \$5,000 of total grant amount.

Ineligible Grant Uses:

- Engineering and architectural plans or fees
- Staff salaries (beyond initial construction/rehabilitation/installation labor)
- Operational and maintenance expenses
- Reimbursement for projects that are already completed
- Pass-through funding to private entities or initiatives

TIMELINE

- Applications Open on October 1, 2025
- Applications Close on Wednesday, December 31, 2025 at 11:59 p.m. CT
- Grant Recipients Notified by late February 2026
- Grant Funds Disbursed to Selected Recipients by March 1, 2026
- Project Implementation Period: March 1, 2026 – February 28, 2027
- Final Grant Reports Due March 12, 2027

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: December 13, 2025 8:00 am

Location(s): New Haven City Park & New Haven High School

Event Name / Event Sponsor Jingle Jog 5K presented by National Honor Society

Contact Person Christine Menke 573-237-2629 cmenke@newhavenschools.

Name	Phone number	Email address
Event Description	<u>5K run/walk through city park & using park trails and Industrial drive</u>	

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

Estimated number of attendees 125

Anticipated parking needs (ie on-street parking, parking lots, park grass areas etc.) parking at school.
Not needed

Special Requests

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

Street closures? Y / ☒ N If yes please provide details _____

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

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.

Other special requests _____

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 none

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.

Restroom provided by New Haven School District.

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.

 9/29/25
Applicant signature and date

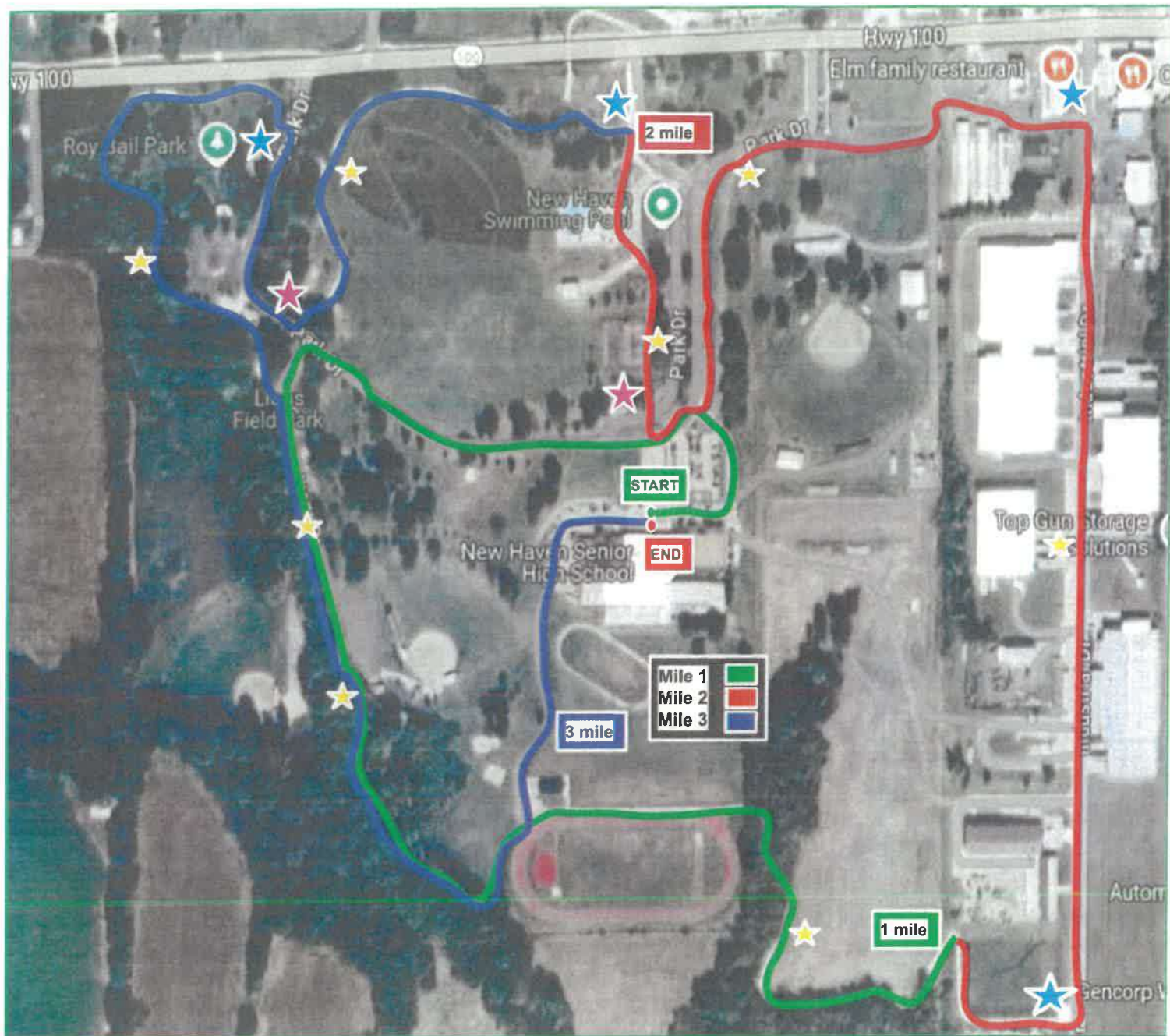
City use only

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: 



Fwd: Park Board Letter of Resignation

From Phillip Mckernan <mckernanphillip@gmail.com>

Date Fri 9/26/2025 10:12 AM

To Sarah Skeen <sarah.skeen@newhavenmo.org>

Sent from my iPhone

Begin forwarded message:

From: Dallas Pennock <dpennock@goagilix.com>

Date: September 25, 2025 at 2:40:29 PM CDT

To: mckernanphillip@gmail.com

Subject: Park Board Letter of Resignation

Dear Mr. McKernan,

Please accept this email as my letter of resignation from the City of New Haven Park Board effective immediately. I would very much like to be considered for a future opening, however at this time I am not able to commit fully to the position. Thank you.



Dallas Pennock
Account Manager
dpennock@goagilix.com
St. Louis, MO
314-213-5843 **Direct**
636-357-8578 **Mobile**



City of New Haven

101 FRONT STREET

PO BOX 236

NEW HAVEN, MO 63068

Phone 573-500-2530 * www.newhavenmo.org * Fax 573-237-4696

October 1, 2025

Request for Bids Playground Equipment City of New Haven

The City of New Haven, Missouri is requesting bids for Playground equipment,

The Playground equipment shall meet the following general specifications:

- Commercial grade
- Standalone play structure for ages 2-12 years
 - slides
 - interactive panels
 - climbers
 - ADA compliant:
 - Transfer step
 - Ground level pieces
- 3 person swing - one ADA swing, one tot swing, one belt
- Offspring rider
- Freestanding musical sensory piece
- Surfacing: solid recycled rubber tiles, or poured in place
- ADA features:
 - Bench (accessible seating / rest areas for caregivers and individuals with disabilities)
 - Surfaces will be smooth, firm, and slip-resistant pathways (concrete and rubber tiles)
 - Slopes and grades in the playground area are within specific limits
 - allowed by ADA standards

2-12



PROTECTIVE AREA: 73'-0" x 42'-8"



Warranty

The manufacturer's standard warranty shall be provided. Please provide warranty details on the bid form

Bid procedure

Bidders must use the attached bid form to make their bid. **Any deviations from the specifications as herein described should be clearly indicated.** Bidders may bid one or more units at their option; please use a different bid form for each bid.

Sealed bids for the above will be accepted until 1 p.m. November 4, 2025, at the Office of City Clerk, 101 Front Street, PO Box 236, New Haven, MO 63068. Please mark "Playground Equipment Bid" on the envelope. Bids will be opened and read publicly immediately thereafter. Bids that are not sealed will be rejected. **If sending by US Mail you must use the PO Box 236 address.** The City of New Haven reserves the right to reject any and all bids and to waive informalities.

Questions regarding the playground equipment specifications should be directed to David Blankenship, Public Works, 573-690-1611. Questions regarding the bidding procedures should be directed to Sarah Skeen, City Administrator, 573-500-2577 or sarah.skeen@newhavenmo.org.

All bids must include the minimum specifications, as included in the State of Missouri, Office of Administration, Division of Purchasing Request for Proposal (RFPC30034902000649).

City of New Haven Bid Form

Playground equipment, 2025

Company / Bidder

Printed Name /

Contact number

Signature

Date

Playground Description:

Item Description	Price
• Standalone play structure for ages 2-12 years ○ slides ○ interactive panels ○ climbers ○ ADA compliant: ▪ Transfer step ▪ Ground level pieces	
• 3 person swing - one ADA swing, one tot swing, one belt	
• Offspring rider • Freestanding musical sensory piece	
• Surfacing: solid recycled rubber tiles, our poured in place	
ADA features:	

Please provide the following information with your bid:

Estimated order / delivery time _____

Vendor	Contact Name	Cell	Office	Email
Fry & Associates	Cody Guidorzi	636-751-4963	800-444-9787	codyg@fryinc.com
All Inclusive Rec	Kendra Gibson	573-631-6993	573-701-9787	kendra@allinclusiverec.com
American Parks Company	Brandon Lavergne		800-381-4491 ext. 60504	
Playground Equipment Professionals	Ryan Baker	314-799-7827	636-529-1748	ryan@playgroundequipmentpros.com
Cunningham Recreation	Dave Farson	314-941-5180	800-438-2780	dave@cunninghamrec.com
playground Street	Genie		307-452-5577	sales@playgroundstreet.com
Hutchinson Recreation & Design	Curt Hutchinson	314-436-5000	800-848-5616	curt@hutchinson-recreation.com
Next Generation Recreation	Steve Werner			steve@nextgenrec.com