

**CITY OF NEW HAVEN
PARK BOARD
REGULAR MEETING
Thursday, October 8 2026**

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, Cash Report, Revenue Expense Report, pages 1-11**
- 4. Public Comment**
- 5. Department Reports**
 - a. Grounds
 - i. Staff report
 - b. City Administrator
 - i. Special Event Permits
 1. New Haven HS Honor Society Jingle Jog – December 12, pages 12-14
 - ii. New Haven Youth League Agreement 2027, pages 15-21
 - iii. Tree Service Bid, pages 22-23
 - iv. John Colter Memorial Park Playground Grant update, page 24
 - v. Park Manager and Pool Manager Position Posting
- 6. Miscellaneous**
 - a. Add Holly Barnes and remove Debra Kopmann as signer for the Park Board Checking and Savings Accounts
 - b. New Haven Soccer Field update
 - c. Pool age limit
- 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.

CITY OF NEW HAVEN

PARK BOARD

REGULAR MEETING

Thursday, September 10 2026

7:00 p.m.

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

MINUTES

1. Call to Order -Phil McKernan called the meeting to order at 7pm

2. Roll Call

- a. **Members Present:** Wesley Hanks, Nick Perjak, Rustin Coulter, Phil McKernan, Felix Mesger, Kristine Zumsteg
- b. **Members Absent:** Kim Monzyk, Mary VonBehren, Buck Bratcher
- c. **Others Present:** City Administrator - Sarah Skeen, Alderman - Steve Bertrand, Mayor - David Luecke, Larry Nolte, Alex Moraes, and Christi Fletcher

3. Approve Minutes, Money Ordinances, Cash Report, Revenue Expense Report

A motion to approve the minutes and money ordinances was made by Rustin Coulter, 2nd by Nick Perjak, all were in favor.

4. Public Comment

- a. **Larry Nolte – Proposal for new trail on McIntyre Property.** Board suggested reaching out to the property owner to see if they would be interested in donating a section of the property for a trail. There was some concern over long-term maintenance.
- b. **Mary Culler – long term parking request at the City Park.** A group of river rafters were looking for parking of no more than 20 vehicles in a safe location Sept 18-23. There was a discussion about “park hours” but the Board felt that leaving cars overnight would not cause any issues. Police Department stated that they would make a few trips through the park in the evening while the cars were parked there. A motion to approve the request was made by Felix Mesger, 2nd by Rustin Coulter, all were in favor.

5. Presentation

- a. **Christi Fletcher – Boy Scout Camporee request for additional park use.** The park board did not approve use of the soccer field for camping or a campfire. However, they felt that Roy Bail Park and the Flag Plaza would be adequate locations for the needs of the

camporee activities. There is a water source available for the scouts. The scouts would still need to provide port-a-potties and their own trash disposal. There will be no more than 125 scouts at the event. A motion to approve the additional requests to use the flag plaza was made by Felix Mesger, 2nd by Kristine Zumsteg, all were in favor.

- b. **Alex Moraes – Franklin County Sports Club.** Alex gave an update on the loss of seed, straw, and subsequent erosion that occurred during several large rain events. He stated that Muddy Boots would return after the Balloon Glow event (scheduled for September 25th and 26th) to re-seed and re-straw. He is planning to hold spring soccer training at the soccer field.

6. Department Reports

a. Grounds

- i. **Staff report** – staff stated that the pool is officially shutting down for the winter as soon as the school district finishes their program next week.

b. Aquatics Facility

- i. **Pool financials – March - August 2026** – staff informed the park board that the pool operated at a loss of \$79,172, less than the \$107,800 expected loss. The concession stand lost \$4,037 due to the cost of staffing. Pool manager was instructed to use lifeguards to operate concession, and she chose to hire a staff person to run the concession. This will be rectified next season. In addition, MIRMA only reimbursed for one audit, as we failed the second audit. Since we had to close early, we will receive a reimbursement of \$1750 for the third audit that was never conducted.
- ii. **Proposed pool schedule for 2027** – staff expressed a need to revise the schedule for the next pool season. Due to students returning to school and other school related activities in August, the pool should officially close the first or second week in August. This will prevent residents from being confused about whether the pool is open or not. Staff also recommend closing the pool one or two days a week, but offering extended hours for late evening swimmers. As well as reducing the number of special programming (tot time) to save in payroll costs. Staffing costs account for 67% of total expenses. No decision was made at this time.

c. **City Administrator**

i. **Special Event Permits**

1. **New Haven Marching Shamrocks Parade – September 11.** A motion to approve the request for a parade was made by Rustin Coulter, 2nd by Nick Perjak, all were in favor.

2. **Pepsi New Haven Balloon Race and Glow (2) – September 25-26.** A motion was made to approve the request for the two day event in the City park was made by Rustin Coulter, 2nd by Nick Perjak, all were in favor.

ii. **Park Manager Job Description and salary scenarios.** Staff provided the Park Board a copy of a job description for Park Manager. Staff gave 3 scenarios for salary and benefits, ranging from \$40,000/yr to \$50,000/yr, a difference of \$4,392 to \$15,270, compared to the current \$50,000/yr agreement with the City Public Works Department to maintain the park system. No decision was made at this time.

iii. **Payment to City for Pool Manager wages.** Staff gave an update on wages for the pool manager who was hired by the City as a Public Works employee. The total amount transferred for the pool season was \$11,161.98 from Park Board to Public Works (street, trans tax, water, sewer, and gas) at a rate of \$18/hr exclusive of FICA. \$14,727.00 was budgeted.

iv. **Draft New Haven Youth League Agreement 2027.** A draft of an updated version of the New Haven Youth League Agreement was presented to the Park Board. This included verbiage that the Youth League would have exclusive rights to the concession stand May 1-June 30 and a request for field dragging to be done weekly or after a heavy rain event. The Youth League is requesting an executed Agreement at the October meeting.

7. **Miscellaneous**

a. **Downtown New Haven, Inc. requesting insurance coverage for Scarecrow Festival and Christmas by Moonlight events.** A motion was made to approve the request for insurance coverage by Felix Mesger, 2nd by Rustin Coulter, all were in favor.

- b. **EMA Letter of Recommendation for City Park Events During Extreme Heat.** Staff shared a letter from the EMA Director about implementing a procedure of notification for special event permits that expect more than 50 people to attend. Staff have already changed the procedures for special event permit approvals to include the EMA Director. EMA Director provided a reference guide for event organizers. Park Board was satisfied with this update.

8. **Adjourn**

A motion to adjourn was made by Rustin Coulter, 2nd by Felix Mesger, all were in favor.

Respectfully submitted,



Sarah Skeen

City Administrator

CLAIMS REPORT

Check Range: 9/11/2026-10/08/2026

Paid
Money Ordinances
10-8-26

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK CHECK# DATE
PARK BOARD REVENUES NATHAN BAILEY	REFUND FOR BAIL PARK RENTAL		125.00	7191 9/18/26
	03 REVENUES TOTAL		125.00	
PARKS AMEREN MISSOURI NEW HAVEN LUMBER RELIABLE SEPTIC & PORTA TOILET	AMEREN PMT PARK SEPT. 2026 3X100 SILT FENCE ADA TOILET RENTAL SEPT 2026		180.71	7192 9/22/26 7195 10/08/26 7196 10/08/26
	20 PARKS TOTAL		180.71	
POOL AMEREN MISSOURI CITY OF NEW HAVEN CLOVER SPARKLIGHT NEW HAVEN LUMBER	AMEREN PMT PARK SEPT. 2026 PARK TRANSFER TO CIPRF CLOVER SERVICE PLAN SUBSCRIP SPARKLIGHT PK PMT 9/16-10/15 25GAL 50 RV ANTI-FREEZE		1,817.68 5,000.00 99.75 11.79	7192 9/22/26 7194 9/28/26 12065917 9/11/26 7193 9/22/26 7195 10/08/26
	21 POOL TOTAL		6,929.22	
	03 PARK BOARD TOTAL		7,234.93	
	Accounts Payable Total		7,234.93	

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CLAIMS REPORT
CLAIMS FUND SUMMARY

FUND	NAME	AMOUNT
03	PARK BOARD	7,234.93
	-----	-----
	TOTAL FUNDS	7,234.93

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BANK CASH REPORT 2026

BANK NAME FUND GL	AUGUST CASH BALANCE	SEPTEMBER RECEIPTS	SEPTEMBER DISBURSMENTS	SEPTEMBER CASH BALANCE	OUTSTANDING TRANSACTIONS	SEP BANK BALANCE
CITIZENS - CHECKING PARK BRD						

BANK CITIZENS - CHECKING PARK BRD						167,774.39
03 CASH - PARK BOARD	72,428.22	10,218.79	13,731.55	68,915.46		
03 DEDICATED PROPERTY TAX POOL	90,363.51	806.75	0.00	91,170.26		
03 DOWNTOWN PLAYGROUND DONATIONS	1,683.60	0.00	0.00	1,683.60	6,005.07	

CITIZENS - CHECKING PARK BRD T	164,475.33	11,025.54	13,731.55	161,769.32	6,005.07	167,774.39
CITIZENS - SAVINGS PARK BOARD						

BANK CITIZENS - SAVINGS PARK BOARD						123,923.80
03 CASH RESERVES (SAVINGS)	123,530.36	393.44	0.00	123,923.80		

CITIZENS - SAVINGS PARK BOARD	123,530.36	393.44	0.00	123,923.80	0.00	123,923.80

4/2027 Transaction cleared on statement was entered in a future period.						381.96
10/01/2026 Calculated Statement Balance						124,305.76

=====						
TOTAL OF ALL BANKS	288,005.69	11,418.98	13,731.55	285,693.12	6,005.07	291,698.19
=====						

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REVENUE & EXPENSE REPORT

CALENDAR 9/2026, FISCAL 3/2027

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
REVENUES DEPARTMENT					
02-03-3002	SUR TAX			6,400.00	6,400.00
02-03-3004	RAILROAD UTILITIES TAX			4,800.00	4,800.00
02-03-3006	PENALTY LATE PMT TAXES	154.60	317.75	1,200.00	882.25
02-03-3017	REAL EST TAX FC COLLECTS			63,000.00	63,000.00
02-03-3018	PERS PROP TAX FC COLLECTS	30.24	171.42	23,000.00	22,828.58
		-----	-----	-----	-----
	PROPERTY TAXES TOTAL	184.84	489.17	98,400.00	97,910.83
02-03-3140	INTEREST EARNED		30.99	1,100.00	1,069.01
		-----	-----	-----	-----
	INTEREST TOTAL	.00	30.99	1,100.00	1,069.01
		=====	=====	=====	=====
	REVENUES TOTAL	184.84	520.16	99,500.00	98,979.84
		=====	=====	=====	=====
	TOTAL REVENUE	184.84	520.16	99,500.00	98,979.84
PARKS DEPARTMENT					
02-20-4224	PARK BOARD TRANSFER			99,500.00	99,500.00
		-----	-----	-----	-----
	TRANSFERS OUT TOTAL	.00	.00	99,500.00	99,500.00
		=====	=====	=====	=====
	PARKS TOTAL	.00	.00	99,500.00	99,500.00
		=====	=====	=====	=====
	TOTAL EXPENSES	.00	.00	99,500.00	99,500.00
		=====	=====	=====	=====
	PARK MAINTENANCE & IMPROV TOTA	184.84	520.16	.00	520.16-
		=====	=====	=====	=====
REVENUES DEPARTMENT					
03-03-3002	SUR TAX DEDICATED PROPERTY TAX			10,000.00	10,000.00
03-03-3004	RAILROAD UTILITIES DEDICATE TX			9,000.00	9,000.00
03-03-3006	PENALTY LATE PYMT TAXES	251.52	524.35	2,500.00	1,975.65
03-03-3017	REAL EST FC DEDICATED PARK TX			108,000.00	108,000.00
03-03-3018	PERS PROP FC DEDICATED PARK TX	47.65	275.37	38,000.00	37,724.63
		-----	-----	-----	-----
	PROPERTY TAXES TOTAL	299.17	799.72	167,500.00	166,700.28
03-03-3008	USE SALES TAX	986.02	986.02	13,500.00	12,513.98
03-03-3016	PARK BOARD SALES TAX	6,775.62	19,922.09	70,000.00	50,077.91
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REVENUE & EXPENSE REPORT

CALENDAR 9/2026, FISCAL 3/2027

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	TAXES TOTAL	7,761.64	20,908.11	83,500.00	62,591.89
03-03-3140	INTEREST EARNED	393.44	2,001.37	5,000.00	2,998.63
	INTEREST TOTAL	393.44	2,001.37	5,000.00	2,998.63
03-03-3171	PARK MAINTENANCE & IMPROVEMENT			99,500.00	99,500.00
	TRANSFER IN TOTAL	.00	.00	99,500.00	99,500.00
03-03-3142	COLTER MEMORIAL PLAYGROUND		24,687.94	58,378.00	33,690.06
03-03-3228	MIRMA GRANT		1,250.00	5,250.00	4,000.00
	GRANT FUNDING TOTAL	.00	25,937.94	63,628.00	37,690.06
03-03-3250	DAILY ADMISSIONS		12,587.00	20,000.00	7,413.00
03-03-3251	SEASON PASS		360.00	12,000.00	11,640.00
03-03-3252	SWIMMING LESSONS		1,500.00	4,000.00	2,500.00
03-03-3253	POOL RENTALS/PARTIES			4,000.00	4,000.00
03-03-3254	CONCESSIONS		3,296.00	12,000.00	8,704.00
	MUNICIPAL POOL TOTAL	.00	17,743.00	52,000.00	34,257.00
03-03-3260	NEW HAVEN LITTLE LEAGUE		580.00	2,600.00	2,020.00
03-03-3262	NEW HAVEN SCHOOL DISTRICT			2,390.00	2,390.00
03-03-3263	PAVILLION RENTALS	225.00	300.00	600.00	300.00
	CITY PARK TOTAL	225.00	880.00	5,590.00	4,710.00
03-03-3270	BAIL PARK RENTALS		500.00	2,500.00	2,000.00
	BAIL MEMORIAL PARK TOTAL	.00	500.00	2,500.00	2,000.00
	REVENUES TOTAL	8,679.25	68,770.14	479,218.00	410,447.86
	TOTAL REVENUE	8,679.25	68,770.14	479,218.00	410,447.86

PARKS DEPARTMENT

03-20-4020	GENERAL SUPPLIES	3,780.27	4,208.21	4,000.00	208.21-
03-20-4052	ELECTRIC	180.71	998.25	3,500.00	2,501.75
03-20-4160	BIDS/NOTICES			150.00	150.00
03-20-4354	FACILITY MAINTENANCE / REPAIR		200.00	6,000.00	5,800.00
03-20-4358	VEHICLE MAINTENANCE		17.54	1,000.00	982.46
03-20-4398	INFRAST<\$25,000			4,000.00	4,000.00
03-20-4399	EQUIPMENT < \$5,000			1,500.00	1,500.00
	OPERATING EXPENSES TOTAL	3,960.98	5,424.00	20,150.00	14,726.00

REVENUE & EXPENSE REPORT

CALENDAR 9/2026, FISCAL 3/2027

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
03-20-4069	CONTRACTED SERVICES			15,000.00	15,000.00
03-20-4127	PORTAPOTTIES	115.00	230.00	1,500.00	1,270.00
		-----	-----	-----	-----
	CONTRACTED SERVICES TOTAL	115.00	230.00	16,500.00	16,270.00
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	.00	.00	53,000.00	53,000.00
03-20-4040	EQUIPMENT > \$5,000			5,000.00	5,000.00
03-20-4607	PLAYGROUND GRANT	1,666.76	13,382.07	58,378.00	44,995.93
		-----	-----	-----	-----
	CAPITAL OUTLAY TOTAL	1,666.76	13,382.07	63,378.00	49,995.93
		=====	=====	=====	=====
	PARKS TOTAL	5,742.74	19,036.07	153,028.00	133,991.93
POOL DEPARTMENT					
03-21-4000	WAGES		40,134.98	95,000.00	54,865.02
03-21-4006	PAYROLL TAXES		2,779.84	7,500.00	4,720.16
		-----	-----	-----	-----
	PERSONNEL SERVICES TOTAL	.00	42,914.82	102,500.00	59,585.18
03-21-4020	GENERAL SUPPLIES	115.90	1,101.58	4,000.00	2,898.42
03-21-4050	TELEPHONE	39.74	223.20	800.00	576.80
03-21-4052	ELECTRIC	1,817.68	4,965.22	8,000.00	3,034.78
03-21-4086	UNIFORMS			2,500.00	2,500.00
03-21-4160	BIDS/NOTICES			300.00	300.00
03-21-4170	BUILDING MAINTENANCE			1,000.00	1,000.00
03-21-4364	CONCESSION SUPPLIES	8.97	1,048.33	5,000.00	3,951.67
03-21-4365	FACILITY SUPPLY			11,000.00	11,000.00
03-21-4399	EQUIPMENT < \$5,000			500.00	500.00
		-----	-----	-----	-----
	OPERATING EXPENSES TOTAL	1,982.29	7,338.33	33,100.00	25,761.67
03-21-4087	PROPERTY & LIABILITY INS			12,000.00	12,000.00
03-21-4089	AUDIT SERVICES	1,750.00-	1,750.00-	5,250.00	7,000.00
03-21-4338	CREDIT / DEBIT CARD FEES	146.69	1,204.57	1,500.00	295.43
		-----	-----	-----	-----
	CONTRACTED SERVICES TOTAL	1,603.31-	545.43-	18,750.00	19,295.43
03-21-4810	CIPRF LOAN	5,000.00	5,000.00	5,000.00	
		-----	-----	-----	-----
	TRANSFERS OUT TOTAL	5,000.00	5,000.00	5,000.00	.00

REVENUE & EXPENSE REPORT

CALENDAR 9/2026, FISCAL 3/2027

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
03-21-4368	PROFESSIONAL DEVELOPMENT			5,000.00	5,000.00
	OTHER EXPENSES TOTAL	.00	.00	5,000.00	5,000.00
03-21-4808	BOND 2020 PRINCIPAL		55,200.00	110,900.00	55,700.00
03-21-4809	BOND 2020 INTEREST		11,485.00	22,418.00	10,933.00
	DEBT SERVICE TOTAL	.00	66,685.00	133,318.00	66,633.00
	POOL TOTAL	5,378.98	121,392.72	297,668.00	176,275.28
ADMIN DEPARTMENT					
03-22-4000	WAGES	500.00	1,500.00	6,000.00	4,500.00
03-22-4006	PAYROLL TAXES	38.26	114.78	459.00	344.22
03-22-4011	LAGERS	115.50	346.50	1,386.00	1,039.50
	PERSONNEL SERVICES TOTAL	653.76	1,961.28	7,845.00	5,883.72
	ADMIN TOTAL	653.76	1,961.28	7,845.00	5,883.72
VISITOR CENTER DEPARTMENT					
	TOTAL EXPENSES	11,775.48	142,390.07	458,541.00	316,150.93
	PARK BOARD TOTAL	3,096.23-	73,619.93-	20,677.00	94,296.93
	Report Total	2,911.39-	73,099.77-	20,677.00	93,776.77

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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 12, 2026 8:00 am
 Location(s): New Haven City Park (New Haven H.S.)
 Event Name / Event Sponsor Jingle Jog hosted by National Honor Society
 Contact Person Christina Menke 573-237-2629 cmenke@newhavenschools.us
 Event Description 5K Race/walk in and around the City Park.

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

Estimated number of attendees 120 @ the most.

Anticipated parking needs (ie on-street parking, parking lots, park grass areas etc.) none - school parking lot.

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.

School facilities will be used

Will any type of admission fee be charged? ☒ but yes for race participation.

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.

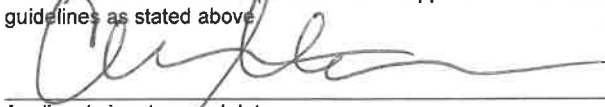
Insurance. Organized festivals and events generally will require that the event organizer obtain special event insurance, which specifically names the City of New Haven as Additional Insured. This insurance requirement protects both the sponsor and the City from liability for accidents, property damage, 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.


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 _____

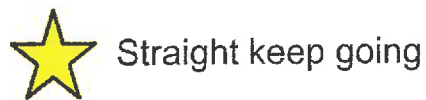
Authorized City signature: _____

EMA: FWR

PD: h

PW: David Blumsky

13



**Contract Agreement
New Haven Youth League 2027 season
City of New Haven, Missouri**

This Contract Agreement made as of the _____ day of _____, 2026 by and between THE PARK BOARD OF THE CITY OF NEW HAVEN (CITY) and NEW HAVEN YOUTH LEAGUE, LLC (Consultant).

WHEREAS, the New Haven Youth League provides organized baseball and softball activities for the youth of the New Haven area community, and desires to use New Haven Park Board facilities for the 2027 season; and

WHEREAS, the Park Board desires to permit NHYL to use Park Board facilities for the 2027 season, subject to certain terms and conditions as hereinafter set out;

NOW THEREFORE, the Park Board and NHYL agree as follows:

1. **Intent of Agreement.** This Agreement hereby grants permission to and authorizes the NHYL to conduct Youth Softball / Baseball Practices, Games, Clinics, Tournaments and other related activities at the New Haven City Park fields and facilities, subject to the terms and conditions as hereinafter set out.
2. **Term of Agreement.** This Agreement shall become effective March 1, 2027 and shall terminate July 31, 2027, unless extended by mutual written agreement of both parties.
3. **NHYL responsibility.** The NHYL shall be solely responsible for the administration and management of league activities and shall conduct league activities in accordance with the provisions of this agreement. The NHYL shall at all times be responsible for the actions of its participants, players, officers, agents, employees, guests, contractors, patrons, licensees, invitees, or any other person(s) entering upon the New Haven City Park Lions Field and Bock Field baseball and softball fields, Lions Field concession stand, and adjacent parking areas (together referred to as "Park Facilities") with express or implied invitation of NHYL, while conducting baseball / softball activities and / or concession stand activities under this agreement. The NHYL shall at all times cooperate with the Park Board and / or its representatives in the conduct of the league and its activities, and in the care and maintenance of Park Facilities which are the subject of this agreement.
4. **Park Board responsibility.** The Park Board shall make the Park Facilities available to the NHYL in accordance with the provisions of this agreement. The Park Board shall maintain the Park Facilities to a reasonable standard through the term of

this agreement. The Park Board shall be responsible for the care and maintenance of the ball field playing areas, fencing, lighting, bleachers, scoreboards, trash cans and the concession stand building located at Lions Field, including the concession stand bathrooms. The Park Board shall further be responsible for the maintenance and regular servicing of the portable bathrooms located at Bock Field. Notwithstanding the above provisions, nothing in this agreement shall be construed to create a duty or obligation of the Park Board to improve any of its facilities above and beyond the condition they were in upon the effective date of this agreement.

5. **Payment.** The NHYL agrees to pay the Park Board the following rental fees for use of the Park Facilities during the term of this agreement.

- Lions Field, \$25 per game day (no prep),
- Lions Field, \$40 per game day (Park Board prep),
- Bock Field, \$25 per game day (no prep),
- Bock Field, \$40 per game day (Park Board prep),
- Lions Field Concession Stand, \$30 per day

a. **Rain date policy.** The NHYL and Park Board may cooperate in determining if fields are playable due to weather conditions. For rain dates, rescheduling will be contingent on the availability of the field at no additional fee. In the event that the fields are prepared but play is cancelled for any reason, NHYL agrees to pay the rental fee as herein provided. Concession stand rental shall only be charged on those days when the Concession Stand is used and occupied by NHYL or its representatives.

b. **Payment terms.** The NHYL shall provide its season schedule of games to the Park Board at the NHYL's earliest opportunity. The Park Board shall determine the number of game days and Concession Stand rentals to be charged, and shall promptly invoice the Park Board for the total rental amount for the full season. The invoice shall be payable in three installments, according to the following schedule:

Invoice 1: One-third the full season amount, due by May 15.

Invoice 2: One-third the full season amount, due by June 15.

Invoice 3: One-third the full season amount, minus the rental amounts for any scheduled games that were cancelled and not rescheduled (if any). Invoice 3 shall be due and payable within seven (7) days of the conclusion of the season. **Note:** It is the intent of Invoice 3 to adjust the full season rental amount to account for any unused rentals due to game cancellation. The final rental amount to be paid by NHYL shall include only those game dates and Concession Stand rentals used by NHYL.

c. **Additional charges.** The Park Board shall have the portable bathrooms at Bock Field serviced once per week, at no charge to the NHYL, through the duration of this agreement. Any additional portable bathroom services requested by NHYL, such as twice-weekly cleaning and servicing, shall be paid for by NHYL and shall be added to the monthly invoices as set out above.

d. **Default / non-payment.** NHYL failure to pay any invoice by its due date may cause a termination of this Agreement and the cancellation / suspension of NHYL activities at Park facilities.

6. **Use of Fields.** The NHYL shall have use of Lions Field and Bock Field for purposes of NHYL practices, games, clinics and other NHYL-sponsored activities through the duration of this agreement. The Park Board shall not permit organized use of the fields by any other party through the term of this Agreement, except as may be mutually agreed between Park Board and NHYL. NHYL use of the fields for team practices shall take precedence over use by the general public. However, the ball fields shall be open to the public when the fields are not being used by the NHYL.

7. **Restrictions on use.** NHYL shall not:

- Use or allow the ball field(s), concession stand or other facilities located on the grounds to be damaged or defaced in any way.
- Use or allow the ball field(s), concession stand or other facilities located on the grounds to be modified or altered in any way, except as approved by the Park Board.
- Use or allow illegal drugs to be consumed or taken anywhere on the premises.
- Use or allow profanity or physical altercations anywhere on the premises or the ball field areas.

8. **Participant waivers.** Prior to using the ball fields, the NHYL shall cause each and every individual player and/or their parent, guardian or custodian to sign a release of liability holding the Park Board harmless as to any injury or property damage incurred by an individual player or NHYL while using the ball fields and while on the premises.

9. **Equipment.** NHYL shall require that their participants be provided with all necessary sports and safety equipment, approved head gear, bats, balls and gloves and any other necessary equipment. NHYL shall at all times cause games to be played in a safe manner and shall take all reasonable actions and precautions necessary to protect the safety of participants.

10. **Insurance.** NHYL shall be required to maintain General Liability Insurance in coverages and amounts as acceptable to the Park Board. NHYL shall be required to maintain insurance through the term of this Agreement. Insurances as required under this section shall name the City of New Haven Park Board and City of New Haven as Additional Insured, and the Additional Insured status must be properly endorsed. Failure of the NHYL to provide insurances and coverages as required by this section may cause a termination of this agreement and the suspension of all NHYL activities at the Park Facilities.
11. **Field preparation and maintenance.** The Park Board shall cause to have the field(s) prepared for each day there is a scheduled game on that field or upon request, weather permitting. Field preparation shall include, at minimum, dragging of the infields and striping of the baselines. The rental fee shall include use of the ball field lighting. The Park Board further shall cause to have the following maintenance activities performed on a weekly basis, at minimum, through the NHYL season:
- Dragging fields once a week, or after a heavy rain
 - Outfield grass areas and grass areas adjacent to the fields shall be mowed and trimmed.
 - Trash cans shall be emptied.
 - Lions Field Concession Stand bathrooms shall be cleaned.
 - The portable bathrooms located at Bock Field shall be cleaned and serviced.
12. **City Park rules and regulations.** The NHYL shall advise their members of City Park rules and regulations, and shall require their members to follow said rules, to include though not necessarily be limited to, the following:
- No person shall be on the City park grounds from after 12 a.m. until 6 a.m. without permission.
 - No vehicle parking on grass areas of the City Park grounds without permission.
 - No use of tobacco within buildings or enclosed areas on the park grounds, to include dugout areas of the ball field(s).
 - Alcohol shall not be consumed on the ball fields or in the dugouts at any time.
 - No loud music, swearing, profanity, physical altercations or other like disruptions shall be tolerated at any time.
13. **Concession stand.** The NHYL shall have exclusive rights of the concession stand from May 1 – June 30 and shall be solely responsible for all activities occurring in the concession stand, including cleaning and maintenance of the stand kitchen and kitchen facilities. The NHYL shall comply with all applicable food or business licensing requirements or regulations as provided for by local, county, state or federal authorities and law. The NHYL shall be solely responsible for the cost of

any licenses, permits and fees necessary (if any) for the operation of the concession stand. Notwithstanding the above provisions, the Park Board shall make no representations, express or implied, as to the condition of the Concession Stand facilities and their fitness for use for food service purposes. Any costs to bring the Concession Stand into compliance with any applicable food service or health department requirement shall be borne exclusively by the NHYL or its representatives.

a. **Concession Stand dumpster.** The NHYL shall provide a dumpster for disposal and collection of concession stand trash through the duration of this agreement. This cost shall be the sole responsibility of the NHYL.

b. **Concession stand contents.** Notwithstanding any of the above provisions, the Park Board shall have no responsibility for the contents of the Concession Stand through the duration of this agreement and shall not be responsible in the event of theft, destruction or other loss of Concession Stand contents and personal property. The NHYL shall be solely responsible for the maintenance and care of the Concession Stand equipment, goods and inventory, and any other personal property kept at or about the Concession Stand, through the duration of this agreement.

14. Additional provisions / responsibilities.

- The NHYL shall be responsible for providing bases for each field of play through the duration of this agreement.
- The Park Board shall be responsible for providing home plates at each field. The Park Board shall be responsible for providing equipment to drag the infields, for baseline markers (chalkers) and for the chalk / lime necessary to mark the base lines.
- The Park Board shall be responsible for the set-up of the batting cage facility adjacent to Lions Field; the NHYL shall be responsible for the maintenance of the batting cage area through the season.
- The NHYL shall be responsible for locking and securing the Concession Stand and Equipment Storage room, and for the turning off of ballfield lighting, at the conclusion of each night's play.
- The Park Board and NHYL shall cooperate on the regular maintenance and improvement of the fields and facilities through the term of this agreement. The Park Board shall encourage improvements as may be provided for by NHYL, subject to the review and approval of the Park Board or its designee.

15. Public safety. The Park Board, in its sole discretion, reserves the right the right to cause an interruption of any event, in the interest of public safety, and to

likewise cause the termination of such event(s) when such act is necessary in the interest of public safety.

16. **Right to inspect.** The use of ball fields and premises shall, at all times, be subject to the control and direction of the Park Board. The Park Board and/or its representatives shall have the right, at all times, to enter the ball fields and premises to inspect and /or examine the premises for compliance with this agreement, and/or to otherwise perform their duties.
17. **Default of NHYL:** It is agreed that if NHYL or any NHYL members should fail, neglect and/or refuse to keep and perform any of the covenants, conditions or agreements contained in this Agreement, the Park Board, depending on the gravity or severity, may cause this agreement to be terminated, without liability to the Park Board, and without releasing NHYL from liability to the full amount of rent or other charges as provided herein.
18. **Payment for Damages:** If it is determined, by the Park Board, that the ball fields, Concession Stand, or parts thereof, have been damaged as a result of the NHYL activities, the Park Board will provide NHYL detailed billing, accounting for all repairs, replacements and/or restoration costs when such work has been completed. NHYL agrees to pay for any damages caused during the event, no later than thirty (30) days after receipt of an itemized bill from the Park Board. Failure to remit payment within the allotted time period will result in a charge of 5% interest of the balance due, compounded monthly. NHYL agrees to pay for any and all damages of whatever origin or nature, which may occur to the ball fields or facilities on the grounds, or any parts thereof, as a direct result of NHYL use of the facility for NHYL event(s), during the term of this agreement. NHYL agrees to pay for any and all costs incurred by the Park Board's repair, replacement and/or restoration of those areas, to a condition equal to that which existed at the time this agreement became effective.
19. **Hold Harmless / Indemnification.** To the fullest extent permitted by law, the NHYL agrees to indemnify, defend and hold harmless the City of New Haven, the City of New Haven Park Board, and together its officers, agents, volunteers, employees, lessees and invitees, from and against all suits, claims, damages, losses and expenses, including but not limited to attorneys' fees, court costs, or alternative dispute resolution costs arising out of or related to any such suit, claim, damage, loss or expense involving an injury to a person or persons, whether bodily injury or other personal injury (including death), or involving an injury or damage to property (including loss of use or diminution in value), but only to the extent that such suits, claims, damages, losses or expenses were caused by the negligence or other wrongdoing of the NHYL, or of any member, participant, coach, agents or employees, directly or indirectly, regardless of whether caused in part by the negligence or wrongdoing of City of New Haven

and City of New Haven Park Board, or any of its agents or employees. The indemnity provision of this paragraph shall survive the termination or expiration of this agreement.

20. Final agreement. The parties hereto certify that they have read this agreement and agree to comply with the terms mentioned herein.

Please print full name of NHYL Representative

Signature of NHYL Representative

Date

Please print full name of Park Board Representative

Signature of Park Board Representative

Date

City of New Haven Bid Form
Park Board Tree Services

Company / Name of Bidder BORN 2 CLIMB TREEMASTERS

Contact Phone Number 636-495-8662

Contact Email Address B2CTREEMASTERS@GMAIL.COM

Signature [Signature]

Date Submitted 9-21-2026

Date Received (internal only) _____

Materials Description, if applicable:
EQUIPMENT NEEDED = BUCKET TRUCK, CHIP TRUCK, CHIPPER, MINI SKID, DUMP TRAILER, STUMP GRINDER.
** CLIENT WILL ASSUME COST FOR TRAVEL TIME ONE WAY

Item Description	Price
Tree removal - labor and materials per hour <u>* SPECIAL EQUIPMENT = CRANE - \$500.00 →</u>	<u>\$500.00</u> <u>PER HOUR</u>
Tree removal - equipment usage per hour <u>3 MAN CREW - (1 BUCKET OPERATOR / CLIMBER + 2 GROUND MEN)</u>	<u>\$375.00</u> <u>PER HOUR</u>
Tree rehabilitation per tree	
On-going tree maintenance	
Total Price to include items listed above	

Please provide the following information with your bid:

Estimated start date: NOVEMBER 16th, 2026

Craig's Tree Service

PO Box 912 | Union, Missouri 63084
6363886649 | craigstreeservicecellc@gmail.com | www.craigstreeservicecellc.com

RECIPIENT:

City of New Haven

101 Front Street
New Haven, Missouri 63068

Quote #2503

Sent on 06/26/2026

Total \$0.00

Product/Service	Description	Qty.	Unit Price	Total
				Not included
Tree Removal	2 Men with bucket truck for 8 hours including drive time. Crane usage would be contracted at additional cost. Typically \$200 per hour	1	\$2,400.00	\$2,400.00
				Not included
Tree Removal	4 Men with all equipment to perform work safely and efficiently for 8 hours including drive time. Crane usage would be contracted at additional cost typically \$200 per hour.	1	\$4,800.00	\$4,800.00
				Not Included
Service-PHC	Existing clients always receive free consultations with a Certified Arborist. Valued at \$150 per hour	1	\$150.00	\$150.00
			Total	\$0.00

This quote is valid for the next 30 days, after which values may be subject to change.

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Project Name: LWCF John Colter Memorial Park Playground**Project Timeline: October 2023-October 2026****Revenue and Expense Report**

Date	Transaction	Revenue	Expenses
10/13/2023	Donation - DNH INC	\$ 11,900.00	
11/8/2023	Donation - Pepsi	\$ 15,000.00	
12/4/2023	Environmental Research		\$ 4,318.00
12/13/2024	Donation - Pepsi	\$ 1,000.00	
10/8/2025	Donation - Citizens Bank	\$ 21,000.00	
10/10/2025	Donation - DNH INC	\$ 7,575.00	
10/20/2025	DNR Reimbursement #1	\$ 2,159.00	
1/20/2026	Playground Bid Notice		\$ 187.33
4/7/2026	Burke Equipment - Playground (deposit)		\$ 55,369.90
5/26/2026	DNR Reimbursement #2	\$ 27,684.95	
6/11/2026	Franklin County Inkind Labor	\$2,400	
6/22/2026	Burke Equipment - Playground (final pay)		\$ 49,369.89
6/30/2026	Barrett Materials - 112 tons 1" minus		\$ 1,034.98
8/4/2026	Franklin County Construction - concrete		\$ 9,874.25
8/4/2026	Franklin County Construction - pumptruck		\$ 1,658.06
8/24/2026	DNR Reimbursement #3	\$ 24,687.94	
8/4/2026	New Haven Lumber - supplies		\$ 183.00
9/3/2026	New Haven Lumber - supplies		\$ 267.85
9/8/2026	Osage County - concrete		\$ 1,398.91
	DNR Reimbursement #4 - submitted 9/24/26	\$ 7,117.02	
	DNR Reimbursement #5 - to be submitted 10/16/2026	\$ 8,289.90	
	City of New Haven Inkind Labor	\$ 13,996.80	
	TriLeaf Cultural Survey Monitoring		\$ 1,650.00
		\$ 142,810.61	\$ 125,312.17
	Total Balance	\$	17,498.44

SUMMARY**Revenue**

DNR Reimbursement Totals	\$ 69,938.81
Donation Totals	\$ 56,475.00
Inkind Labor Totals	\$ 16,396.80
	<u>\$ 142,810.61</u>

Expenses

Cultural Survey Monitoring	\$ 5,968.00
Playground Equipment and Tiles	\$ 104,739.79
Materials - tools and concrete	\$ 14,604.38
	<u>\$ 125,312.17</u>