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CITY OF ST. JOSEPH

St. Joseph Park Board
February 23, 2026, 6:30 PM
St Joseph Government Center

1. 6:30 PM Call to order
2. Approve Agenda
3. Consent Agenda
 - a. Minutes – Approve January Minutes
 - b. Treasurer’s Report – Approve the Financial Report
4. Liaison Report
 - a. Staff
 - i. Rhonda Juell
 - ii. Adam Schnettler
5. Old business:
 - a. Movie in the Park
6. New Business:
 - a. 2026 Klinefelter Playground- Northland Recreation
 - b. Ebikes – Andy - update
7. Adjourn



MEETING DATE: February 23, 2026

AGENDA ITEM: Finance Report

SUBMITTED BY: Finance

BOARD/COMMISSION/COMMITTEE/COUNCIL RECOMMENDATION: Council approved 2026 budget on January 1, 2025.

PREVIOUS PARK BOARD ACTION: Reviewed financial reports through December 31, 2025.

BACKGROUND INFORMATION: Enclosed you will find the reconciled financial reports through January 31, 2026. The activity does not include audit entries that will be recorded over the next couple of months.

I included a trial balance of the Park Board and Charitable Gambling funds (funds 205 and 215, respectively). The Charitable Gambling fund supports the Movie in the Park activity.

After designated funds are set aside, the Park fund undesignated balance is (\$156,841). Included in the designated balances are the fencing council approved for the Park Board to move forward with. The dog park shelter/screening is a carryover project from 2024. I set aside \$150,000 of the Park Board budget for the Klinefelter Park play equipment from the funds levied. There is also \$20,000 set aside from the St. Joseph Lion's donation for the play equipment. There is additional budget in 2026 for the play equipment that will be transferred from the debt relief fund in the amount of \$50,000. There will be a request from council to move the funds into the Park Board fund 205 in the next couple of months. The tax levy from 2026 will not be received until June and December. The designated project amounts include 2026 budgeted levy. The result is the cash balance appears to be a deficit until the levy is received.

The LCCMR grant proceeds have not been received. The final grant request draw is \$356,994.01. The project expenditure was incurred in 2025. As a result, the cash balance is drawn down.

The city issued equipment certificates in September. The Millstream west softball fields will receive some of the certificates proceeds for fencing. The expenditure will be tracked into another fund.

BUDGET/FISCAL IMPACT: Information only

ATTACHMENTS: Park Board Monthly Report
Park Board 5-Year Capital Improvement Plan Summary
Financial Statements – Park Board

REQUESTED COUNCIL ACTION: Consider accepting the January financial reports.

St. Joseph Park Board
Summary Treasurer's Report - Fund 205
January 2026

Fund 205, Park Board Balance as of December 31, 2025 (Unaudited) (1,430.79)

<u>Year to Date Revenue:</u>	<u>2025 YTD</u>	<u>2026 Budget</u>	<u>2026 YTD Actual</u>	
Ad Valorem Property Taxes	38,474.15	50,000	267.77	
Interest Earnings	10,700.06	7,500	147.43	
Park Dedication Fees	3,656.00	-	-	
Park Round Up Fees	195.43	200	-	
Contributions	80.00	105	20,000.00	
LCCMR Grant	62,979.79	-	-	
DNR Grant	91,738.71	-	-	
Transfers from Other Funds	-	-	-	
Total Revenue	<u>207,824.14</u>	<u>57,805</u>	<u>20,415.20</u>	20,415.20

<u>Year to Date Expenditures by Object:</u>				
Professional Services	-	-	-	
Buildings	-	-	-	
Other Equipment	(14,661.36)	-	-	
Park Development	(603,019.06)	304,500	-	
Total Expenses	<u>(617,680.42)</u>	<u>304,500</u>	<u>-</u>	<u>-</u>

Fund Summaries as of January 31, 2026:

Park Board Fund Balance - Fund 205 - (Unaudited) 18,984.41

Designated for Dog Park	4,151
Designated for Millstream Park East Softball Field Fencing	1,675
Designated for Klinefelter Park Play Equipment (24-25-26 levies, Lions donation)	170,000
Amount Undesignated	<u><u>(156,841)</u></u>

2026 Projects:

Millstream Park east field fencing (PW)
Rivers Bend Park Nature Signs
Dog Park screening
Klinefelter Park Play Equipment

Notes:

\$25,000 of the Millstream fencing is budgeted from the 2025 Equipment Certificates.

CITY OF ST JOSEPH

BALANCE SHEET
JANUARY 31, 2026

FUND 205 - PARK DEDICATION FEES

<u>ASSETS</u>			
205-10199	CASH	18,984.41	
205-10500	ACCOUNTS RECEIVABLE	(7.61)	
	TOTAL ASSETS		<u>18,976.80</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
205-20200	ACCOUNTS PAYABLE	(1,438.40)	
	TOTAL LIABILITIES		(1,438.40)
<u>FUND EQUITY</u>			
	REVENUE OVER EXPENDITURES - YTD	20,415.20	
	TOTAL FUND EQUITY		<u>20,415.20</u>
	TOTAL LIABILITIES AND EQUITY		<u>18,976.80</u>

CITY OF ST JOSEPH
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JANUARY 31, 2026

PARK DEDICATION FEES

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
<u>PARK AREAS</u>						
205-45202-31010						
CURRENT AD VALOREM TAXES	.00	267.77	50,000.00	50,000.00	49,732.23	.5
205-45202-33400						
STATE GRANTS AND AIDS	(182,045.17)	.00	.00	.00	.00	.0
205-45202-34785						
PARK ROUND-UP PROCEEDS	.00	.00	200.00	200.00	200.00	.0
205-45202-36210						
INTEREST EARNINGS	(1,004.84)	147.43	7,500.00	7,500.00	7,352.57	2.0
205-45202-36230						
DONATIONS - PARK BOARD	.00	20,000.00	105.00	105.00	(19,895.00)	19047.
TOTAL PARK AREAS	(183,050.01)	20,415.20	57,805.00	57,805.00	37,389.80	35.3
TOTAL FUND REVENUE	(183,050.01)	20,415.20	57,805.00	57,805.00	37,389.80	35.3

CITY OF ST JOSEPH
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JANUARY 31, 2026

PARK DEDICATION FEES

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
<u>PARK AREAS</u>						
205-45202-531 PARK DEVELOPMENT	(8,513.72)	.00	304,500.00	304,500.00	304,500.00	.0
TOTAL PARK AREAS	(8,513.72)	.00	304,500.00	304,500.00	304,500.00	.0
TOTAL FUND EXPENDITURES	(8,513.72)	.00	304,500.00	304,500.00	304,500.00	.0
NET REVENUE OVER EXPENDITURES	(174,536.29)	20,415.20	(246,695.00)	(246,695.00)	(267,110.20)	8.3

CITY OF ST JOSEPH

BALANCE SHEET

JANUARY 31, 2026

FUND 215 - CHARITABLE GAMBLING

<u>ASSETS</u>			
215-10199	CASH	<u>3.40</u>	
	TOTAL ASSETS		<u>3.40</u>
 <u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
215-20200	ACCOUNTS PAYABLES	<u>1,617.89</u>	
	TOTAL LIABILITIES		1,617.89
 <u>FUND EQUITY</u>			
	REVENUE OVER EXPENDITURES - YTD	<u>(1,614.49)</u>	
	TOTAL FUND EQUITY		<u>(1,614.49)</u>
	TOTAL LIABILITIES AND EQUITY		<u>3.40</u>

CITY OF ST JOSEPH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2026

CHARITABLE GAMBLING

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
<u>GENERAL ADMINISTRATION</u>						
215-41430-36210 INTEREST EARNINGS	(4.62)	3.40	25.00	25.00	21.60	13.6
TOTAL GENERAL ADMINISTRATION	(4.62)	3.40	25.00	25.00	21.60	13.6
<u>RECREATION</u>						
215-45204-36230 DONATIONS - MOVIE IN PARK	.00	.00	525.00	525.00	525.00	.0
TOTAL RECREATION	.00	.00	525.00	525.00	525.00	.0
TOTAL FUND REVENUE	(4.62)	3.40	550.00	550.00	546.60	.6

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2026

CHARITABLE GAMBLING

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
<u>RECREATION</u>						
215-45204-308 COMMUNITY PROGRAMS	.00	1,617.89	1,945.00	1,945.00	327.11	83.2
TOTAL RECREATION	.00	1,617.89	1,945.00	1,945.00	327.11	83.2
TOTAL FUND EXPENDITURES	.00	1,617.89	1,945.00	1,945.00	327.11	83.2
NET REVENUE OVER EXPENDITURES	(4.62)	(1,614.49)	(1,395.00)	(1,395.00)	219.49	(115.7)

City of St. Joseph Park Board
2026 Capital Improvement Budget Summary
 Adopted December 1, 2025

<u>General Funds</u>	<u>Balance</u>
Park Dedication Cash January 31, 2026	\$ 18,984
(Unaudited, cash balance)	

<u>Adjustments</u>	
Starting Balance	\$ 18,984
2026 remaining revenues	\$ 37,390
Other revenues remaining	\$ -

<u>Potential Projects:</u>	<u>Potential</u>	<u>Proposed</u>
Millstream Cottages-phase 2	\$ 23,400	
Sunset Ridge-phase 2 - 4 lots	\$ 2,000	

Ending Balance for 2026	\$ 56,374
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<u>Projects - Budget</u>	<u>PY Balance</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>Total 26-30</u>
PTR-01 (Millstream)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 593,000	\$ 593,000
PTR-02 (Northland)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PTR-03 (Klinefelter)	\$ -	\$ 300,000	\$ -	\$ 25,000	\$ -	\$ -	\$ 325,000
PTR-04 (Wobegon)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PTR-05 (Memorial)	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 5,000
PTR-06 (Centennial)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PTR-07 (Monument)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PTR-08 (Hollow)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PTR-09 (Cloverdale)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PTR-10 (Rivers Park)	\$ -	\$ 2,500	\$ -	\$ -	\$ -	\$ 630,000	\$ 632,500
PTR-14 (Dog Park)	\$ 4,151	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 5,000
PTR-15 (Skate Park)	\$ -	\$ -	\$ -	\$ -	\$ 360,000	\$ -	\$ 360,000
Total	\$ 4,151	\$ 304,500	\$ 2,000	\$ 27,000	\$ 362,000	\$ 1,225,000	\$ 1,920,500

<u>Projects - Actual</u>	<u>Spent 2025</u>	<u>Spent 2026</u>	
PTR-01 (Millstream)	\$ 63,690	\$ -	fencing Millstream softball field
PTR-02 (Northland)	\$ -	\$ -	
PTR-03 (Klinefelter)	\$ -	\$ -	ADA play equipment
PTR-04 (Wobegon)	\$ -	\$ -	
PTR-05 (Memorial)	\$ 2,554	\$ -	Schneider Field funding
PTR-06 (Centennial)	\$ -	\$ -	
PTR-07 (Monument)	\$ -	\$ -	
PTR-08 (Hollow)	\$ -	\$ -	
PTR-09 (Cloverdale)	\$ -	\$ -	
PTR-10 (Rivers Bend Park)	\$ 550,508	\$ -	Nature signs
PTR-14 (Dog Park)	\$ -	\$ -	Dog park projects
PTR-15 (Skate Park)	\$ -	\$ -	
Total	\$ 616,752	\$ -	

<u>Other 25 Expenses Budget:</u>	<u>2026 YTD</u>
\$ -	\$ -

<u>2025 Revenue Budget:</u>	<u>2026 YTD</u>
Interest \$ 7,500	\$ 147
Round Up \$ 200	\$ -
GF Levy \$ 50,000	\$ 268
Transfer \$ -	\$ -
Grants \$ -	\$ -
Donations \$ 105	\$ 20,000
Surplus Property \$ -	\$ -
Park Dedication \$ -	\$ -

<u>25 Dog Park Donation Budget:</u>	<u>2016-2026</u>
pavers/treats \$ -	\$ 1,149
cash \$ -	\$ 7,229