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CITY OF ST. JOSEPH

St. Joseph City Council
February 2, 2026
6:00 PM

Join Zoom Meeting

<https://us06web.zoom.us/j/83245260280?pwd=VoADHkZdzLS3Xc8Dxe44YploaYgvMH.1>

Meeting ID: 862 2322 7259

Passcode: 069680

-
1. Call to order - Pledge of Allegiance
 2. Public Comments *Up to 3 speakers will be allowed for up to 3 minutes each to address the council with questions/concerns/comments (**regarding an item NOT on the agenda**). No Council response or action will be given/taken other than possible referral to Administration.*
 3. Approve Agenda
 4. Consent Agenda
 - a. Minutes – **Requested Action:** Approve the minutes of January 20, 2026.
 - b. Bills Payable – **Requested Action:** Approve Check Numbers 63415-63433, Payroll & Account Payable EFT #3933-3959; ACH Accounts Payable #2400870-2400889; Regular Pay Period 2 & Fire.
 - c. Financial Report – **Requested Action:** Approve the 4th quarter and December financial reports as presented.
 - d. Accepting Bids for Klinefelter Park Playground Equipment – **Requested Action:** Approve bid by Northland Recreation for the Klinefelter Park Playground Equipment.
 5. 2026 Street & Utility Improvement Project
 - a. Resolution 2026-011 Ordering Improvement and Preparation of Plans for 2026 Street Improvement Project.
 - b. Final Design Supplemental Letter Agreement
 6. AFSCME 2026 Contract
 7. Department Reports
 8. Mayor and Council Reports/Updates
 9. Adjourn

Pursuant to due call and notice thereof, the City Council for the City of St. Joseph met in regular session on Monday, January 20, 2026, at 6:00PM in the St. Joseph Government Center.

Members Present: Mayor Adam Scepaniak, Councilmembers Andrew Mooney, Kevin Kluesner, Kelly Beniek

City Representatives Present: City Administrator David Murphy, Finance Director Lori Bartlett, Public Works Director Ryan Wensmann, Police Chief Dwight Pfannenstien, City Engineer Randy Sabart & Bryce Johnson, Community Development Director Nate Keller, City Clerk, Kayla Klein

Public Comments: None

Approve Agenda: **Beniek moved to approve the agenda; seconded by Kluesner and passed unanimously.**

Consent Agenda: **Scepaniak moved to approve the consent agenda; seconded by Mooney and passed unanimously.**

- a. Minutes – **Requested Action:** Approve the minutes of December 15, 2025, work session and January 5, 2026.
- b. Bills Payable – **Requested Action:** Approve Check Numbers 63382-63414; ACH Accounts Payable #2400813-2400812 and Regular Payroll 1.
- c. St. Joseph Community Center/YMCA Donations – **Requested Action:** Approve Resolution 2026-009 returning the St. Joseph Community Center/YMCA donations to the donors.
- d. Donations – **Requested Action:** Approve Resolution 2026-008 accepting donations.
- e. Payment Application 2, Lanigan Way Pedestrian Crossing – **Requested Action:** Approve application for payment 2 in the amount of \$10,289.41 to Landwehr Construction, Inc.

Nomination and Appointment of Acting Mayor for 2026: Councilmember Kluesner nominated Councilmember Beniek for Acting Mayor. **Kluesner moved to approve Councilmember Kelly Beniek as Acting Mayor for 2026; seconded by Scepaniak and passed unanimously.**

Public Improvement Hearing, 2026 Street & Utility Improvement Project: City Engineer Randy Sabart informed the audience that this hearing is the first of two public hearings as part of the 429 process that is governed by state statute.

Bryce Johnson with SEH, Inc. provide a project overview which included the project areas, proposed improvements to each project area, preliminary costs, and the timeline should the project be approved.

Mayor Scepaniak opened the public hearing.

Isabella Margl 604 Hill Street. Margl asked if curb and gutter will be installed on Hill Street. Sabart responded that the street will be rebuilt as is. If there is currently no curb and gutter, then it won't be added with this improvement.

Nick Blonigen 821 Morningside Loop. Blonigen cited case studies and articles from the League of MN Cities regarding the benefit a property receives from an improvement. Blonigen asked how the city will ensure that the property owners won't be assessed more than the benefit the property will gain and does the city consider the market value increases in this process? Johnson stated the city hires a 3rd party to do a Special Benefit Analysis Report that is based off of market value increases due to the nature of the improvement. Sabart added that the city's policy allows the city to assess up to 60% of the project cost. The assessment amounts get adjusted after the Benefit Analysis Report is conducted and bids are received for the project.

Beth Jones, Iris Lane. Jones asked if the road where the storm sewer broke will be redone as well. Jones stated that the road was just redone after the break and doesn't need to be redone just for consistency with the rest of the improvement. Sabart stated the area is proposed to be overlaid.

Mike Hanuska, 817 3rd Ave SW. Hanuska asked what improvements are being done in his area as some streets in the area the entire water main is being replaced and others are just receiving an overlay. Sabart stated there are areas in the Hill Street and Morningside neighborhoods that do not have good soils as the soils are pitting the water main piping. The city is proposing to replace the pipe in these areas with PVC piping that won't be impacted by bad soils. The water main replacement is not being assessed to property owners.

Mark Harding, 815 Morningside Loop. Harding asked which portions of Morningside Loop will have the water main replaced. Johnson presented a map highlighting which areas in Morningside and Hill Street are getting the water main replaced.

Brian Johnson, 605 Hill Street West. Johnson stated his issue is with the current design of Hill Street, especially with the grading and lack of draining. If there is additional water or rain events, it drains down to the intersection; however, a lot of water gets trapped on the asphalt. Sabart stated roads are designed to have natural slope for drainage. Sabart will meet with the affected owners to see if a solution can be reached regarding the drainage issues.

Nick Blonigan asked if he will still have access to his home during construction. Sabart stated that when water mains are replaced, temporary water lines are used so that service can still be provided to residents with as little downtime as possible. Regarding the trenching, the contractors will communicate with residents throughout the project and homeowners will have access to their homes. Contractors will also work with those that may have mobility issues. There will be times when work is being completed directly in front of the homes and residents may not have direct access, but this will all be communicated with impacted residents.

Dan Felix, 600 Hill Street. Felix said the water comes across the road but also comes from the road and believes the project will be a mess. When the road was initially constructed, residents in that area were required to have a pump in their basements in order to maintain water pressure. Felix asked if the city will be putting in any transfer pumps. Sabart stated that no additional pumps will be going in.

Jim Jopp, 708 Baker Street East. Jopp asked if the owners on Baker Street will be assessed for the sidewalk improvements. Sabart stated that sidewalks are paid for by the city and not property owners.

Ann Hadish, 804 Baker Street East. Hadish asked if owners can opt out of having the sidewalk improvements on Baker Street. Sabart stated that the sidewalk would connect the trail from Graceview Estates to the sidewalks on 12th Avenue. *Hadish stated that there are requirements that property owners have to meet if they have a sidewalk and she doesn't want a sidewalk.*

Mayor Scepaniak stated that all the improvements being discussed are proposed and under council consideration. Scepaniak added that the council will want to hear from additional property owners on Baker Street regarding the sidewalk to help determine the best course moving forward.

Kluesner thinks that sidewalks are a good thing and maintain good pedestrian connectivity throughout the city.

Felix asked who is being assessed for the park improvements. Sabart responded that none of the park improvements are being assessed to property owners. *Felix asked if his driveway will be narrowed as he has a rather wide driveway.* Sabart stated that no alterations will be made during the project. The driveway width will remain as is.

Jim Jopp lives on Baker Street and is opposed to the sidewalk improvements on Baker Street. Jopp also has a unique driveway with exposed aggregate on the sides and diamond patterns on the driveway. Jopp asked if his driveway will be restored to what it is today. Sabart stated he will have to do a site visit to see what the existing conditions are. *Jopp noted that there is a large tree on his neighbor's property that may interfere with the sidewalk.* Sabart stated that if the root system will impede on the improvements, then it will be cut down. A replacement tree will be planted.

Randy Broda, 3rd Ave SW. Broda said when Iverson was first constructed, there were multiple springs in that field, noting that the area is a problem area in the city. Broda said he was assessed already and just paid it off on his taxes and will now have to pay again. Sabart stated there is typically a 2-year warranty that the city required on their contracts. The tests completed for this improvement have not been done in the city as there haven't been any known soil issues prior to this.

Lacey Solhide, 1016 13th Ave NE. Solhide asked if the city has considered improving Northland Drive from CSAH 75 north to Gumtree Street. Sabart stated the improvement is on the city's radar. *Solhide asked how residents pay for street assessments.* Sabart stated residents can pay the full amount interest free within 30 days from when the assessment roll is adopted. Another option would be for the assessment amount to be collected with property taxes over the term of the assessment which is typically 10-15 years.

Felix asked how the city can call the project an improvement and doesn't believe the project will add any value to his home. Sabart responded that market value increases with street improvements. Sabart added that the city defines street maintenance as seal coating and crack ceiling.

Mayor Scepaniak closed the public hearing. No action will be taken on the item.

Sisters of Saint Benedict – Future Land Use Amendment, Rezone, and Preliminary Plat: Keller presented the item to the council. The Sisters of Saint Benedicts are developing plans for a new Monastery that would consolidate housing, monastery, chapel, and related functions into a single building. To accommodate the project, several existing outlots would be combined into one parcel, triggering rezoning and amendments to the Comprehensive Plan Future Land Use map. The actions tonight would place the parcel entirely within the Educational and Ecclesiastical Zoning District.

Scepaniak moved to approve Resolution 2026-005 Approving a Comprehensive Plan Amendment to the Future Land Use Map; seconded by Beniek and passed unanimously.

Scepaniak moved to approve Resolution 2026-006 Adopting Findings of Fact Related to a Rezoning Request for Multiple Properties as Submitted by the Sisters of the Order of Saint Benedict; seconded by Beniek and passed unanimously.

Scepaniak moved to approve Resolution 2026-007 Approving a Preliminary Plat for Benedict Second Addition; seconded by Beniek and passed unanimously.

Ordinance Amendment – 502.04 and 502.50: Keller reported that the Planning Commission has been reviewing the proposed ordinance amendments on where to allow tattoo/body art establishments in the city. It was determined that they should be allowed in the B1, Central Business District. Because they will be allowed in the B1, they are automatically allowed in the B2, Highway Business District. Keller noted that the city has a separate ordinance, Ordinance 608 that regulates the licensure of tattoo establishments. The proposed amendments are strictly related to zoning. The proposed amendments would add a definition for a beauty salon, add a definition for a tattoo/body art establishment, and allow for tattoo and body art establishments in the B1 zoning district.

Kluesner noted that she spoke at the Planning Commission public hearing regarding the aesthetics of such a place in the downtown areas. Keller stated that there are requirements businesses have to meet and abide by in the B1 district.

Scepaniak moved to adopt Ordinance 2026-001 An Ordinance Amending Ordinances 502.04 and 502.50; seconded by Kluesner and passed unanimously.

Scepaniak moved to approve Resolution 2026-010 Authorizing Summary Publication of Ordinance 2026-001; seconded by Kluesner and passed unanimously.

LELS 2026 Contract: Murphy reported that the Personnel Committee and city staff met with representatives of the Law Enforcement Labor Services (LELS) Union and have reached an agreement for 2026. The primary change in the contract is the 2026 cost of living adjustment (COLA) and health care insurance cost participation. The agreement calls for a 3.5% COLA over 2025 and the health care cost participation given to all non-union employees. The other change is the addition of one personal holiday for officers after 10 years of continuous employment with the City.

Kluesner moved to approve the 2026 contract between LELS and the City of St. Joseph; seconded by Beniek and passed unanimously.

Department Reports: Murphy noted that he would be gone on vacation early April.

Mayor and Council Reports/Updates: Beniek thanked the Joetown Tourism group for all their efforts in promoting St. Joseph.

Adjourn: **Kluesner made a motion to adjourn the meeting at 7:30PM; seconded by Beniek and passed unanimously.**

Kayla Klein
City Clerk



STAFF MEMO

Prepared by: Debbie Kulzer, Finance Tech	Meeting Date: 2/2/26	☒ Consent Agenda Item ☐ Regular Agenda Item	Agenda Item # 4b
Reviewed by:	Item: Bills Payable		
Council Priority: ☐ Dispensary ☐ Industrial Park Expansion ☐ Housing ☐ Public Safety Facility/Safe Crossing of CSAH 75 ☒ N/A			

ACTION REQUESTED

Approve the bills payable as presented.

BOARD/COMMISSION/COMMITTEE RECOMMENDATION

None

PREVIOUS COUNCIL ACTION

See below

REFERENCE AND BACKGROUND

The council approved staff to make the following payments through the payroll contracts, regular monthly invoices with due dates prior to the next scheduled council meeting, or actions taken at previous council meetings. The information here is to provide you with all checks and electronic payments made for verification of the disbursement completeness.

BUDGET IMPACT

Bills Payable – Checks Mailed Prior to Council Approval

Regular Payroll 2 & Fire	\$156,698.56
Payroll & Accounts Payable EFT #3933 - #3959	\$237,609.13
ACH Accounts Payable #2400870 - #2400889	\$33,692.71
Check Numbers #63415 - #63432	\$41,140.47
Total	\$469,140.87

Bills Payable – Checks Awaiting Council Approval

Check Numbers - #63433	\$439.02
Total	\$439.02

Total Budget/Fiscal Impact: \$469,579.89

Various Funds

STAFF RECOMMENDED ACTION

Approve the bills payable as presented.

SUPPORTING DATA/ATTACHMENTS

Bill listing by EFT, paid prior to council approval and awaiting to be paid upon council approval.



CITY OF ST. JOSEPH

STAFF MEMO

Prepared by: Lori Bartlett	Meeting Date: 2/2/26	☒ Consent Agenda Item ☐ Regular Agenda Item	Agenda Item # 4c
Reviewed by:	Item: 4th Quarter & December 2025 Financial Reports		
Council Priority: ☐ Dispensary ☐ Industrial Park Expansion ☐ Housing ☐ Public Safety Facility/Safe Crossing of CSAH 75 ☒ N/A			

ACTION REQUESTED

Consider acceptance of the 4th quarter and December 2025 financial reports.

BOARD/COMMISSION/COMMITTEE RECOMMENDATION

none

PREVIOUS COUNCIL ACTION

Council adopted the 2025 budget on December 2, 2024. Accepted the Jan-Nov 2025 financial reports.

REFERENCE AND BACKGROUND

The attached third quarter and December financial report analyzes the City's finances for the first nine months of 2025.

New in this report is an attachment to Moreton Capital Markets (MCM). I provided them with a list of our cash and investment holdings for MCM to create a portfolio analysis. The report is as of 12/31/25.

BUDGET IMPACT

Information only

STAFF RECOMMENDED ACTION

Accept the 4th quarter and December 2025 financial reports.

SUPPORTING DATA/ATTACHMENTS

4th Quarter Reports:

Quarterly Financial Report

Moreton Capital Markets Portfolio Analytics Report (emailed separately)

December Treasurer's Reports:

Fund Summaries - Cash Allocations

Fund Summaries – General Fund

Fund Summaries - Enterprise Funds

Capital Improvement Summary Reports:

General Fund Capital Improvement Plan - Summary

General Fund Capital Improvement Plan - Fire

Enterprise Capital Improvement Plan – Public Works

Capital Improvement Budget Summary – Park Board

Fund 110 Debt Relief Summary

Public Safety Aid

CITY OF ST JOSEPH
COMBINED CASH INVESTMENT
DECEMBER 31, 2025

COMBINED CASH ACCOUNTS

001-10100	GENERAL CHECKING	26,968,055.86
	TOTAL COMBINED CASH	26,968,055.86
001-10199	CASH ALLOCATED TO OTHER FUNDS	(26,968,055.86)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

101	ALLOCATION TO GENERAL FUND	3,128,188.66
102	ALLOCATION TO EMPLOYEE RETIREMENT RESERVE	412,400.07
106	ALLOCATION TO PUBLIC SAFETY AID	75,009.00
108	ALLOCATION TO CABLE PEG ACCESS FEE	9,848.70
109	ALLOCATION TO GENERAL CAPITAL OUTLAY	624,531.54
110	ALLOCATION TO DEBT SERVICE RELIEF	571,423.87
200	ALLOCATION TO ST CLOUD AREA LOCAL SALES TAX	1,737,835.59
205	ALLOCATION TO PARK DEDICATION FEES	91,492.69
210	ALLOCATION TO FIRE DEPARTMENT	821,278.61
215	ALLOCATION TO CHARITABLE GAMBLING	2,320.26
220	ALLOCATION TO CVB	40,142.96
225	ALLOCATION TO DEED CDAP HOUSING GRANTS	60,914.21
250	ALLOCATION TO EDA	122,226.58
251	ALLOCATION TO REVOLVING LOAN FUND	609,259.29
253	ALLOCATION TO TIF 4-1 FORTITUDE SENIOR APTS	45,185.19
257	ALLOCATION TO TIF 2-1 MILLSTREAM SHOPS LOFTS	51,256.77
259	ALLOCATION TO TIF 2-3 BAYOU BLUES ALLEY FLAT	3,651.52
301	ALLOCATION TO 2016 CIP BONDS [GOVT CENTER]	22,188.00
302	ALLOCATION TO 2022A GO ABATE BONDS[COMMCTR1]	1,110,430.54
304	ALLOCATION TO 2016 IMP BONDS [FIELD ST]	153,716.35
307	ALLOCATION TO 2019A IMP BONDS [OVERLAYS]	140,340.26
308	ALLOCATION TO 2019A IMP BONDS [IND PARK]	1,210,788.26
309	ALLOCATION TO 2020A EQUIPMENT CERTIFICATES	1,175.44
310	ALLOCATION TO 2020B IMP BONDS [20TH AVE SE]	352,116.91
311	ALLOCATION TO 2021 IMP BOND [MN ST/OVERLAYS]	532,272.59
312	ALLOCATION TO 2020B CIP BONDS [SHOP 3]	3,452.78
314	ALLOCATION TO 2020C CO REFUND ['14 PARK TER]	5,570.13
315	ALLOCATION TO 2022 IMP BONDS [OVERLAYS]	281,056.35
316	ALLOCATION TO 2022A EQUIP CERT [FD TRUCK]	208,004.06
317	ALLOCATION TO 2023A IMP [OVERLAY/ELM ST ROW]	72,699.58
318	ALLOCATION TO 2023A EQUIP CERT [GEN EQ]	17,901.78
319	ALLOCATION TO 2024A GO IMP BONDS [ST IMP]	190,312.10
320	ALLOCATION TO 2025A GO IMP BONDS [ST IMP]	151,946.32
321	ALLOCATION TO 2025A EQUIP CERT [GEN EQ]	(142.08)
402	ALLOCATION TO COMMUNITY CENTER/YMCA PHASE I	6,271,540.88
417	ALLOCATION TO 2023 ST IMP/'24 ELM ST ROW ACQ	(19,794.05)
418	ALLOCATION TO 2023 EQUIP CERTIFICATES	6,137.58
419	ALLOCATION TO FUND 419	388,126.63
420	ALLOCATION TO FUND 420	484,726.30
421	ALLOCATION TO 2025 EQUIP CERTIFICATES	253,913.37
501	ALLOCATION TO WAC/WATER TRUNK FEES	514,841.14
502	ALLOCATION TO SAC/SEWER TRUNK FEES	271,995.01
601	ALLOCATION TO WATER FUND	949,755.45

CITY OF ST JOSEPH
COMBINED CASH INVESTMENT
DECEMBER 31, 2025

602	ALLOCATION TO SEWER FUND	3,727,341.27
603	ALLOCATION TO REFUSE/RECYCLING/COMPOST	281,954.86
651	ALLOCATION TO STORM WATER UTILITY	822,462.93
652	ALLOCATION TO STREET LIGHT UTILITY	154,259.61
	TOTAL ALLOCATIONS TO OTHER FUNDS	26,968,055.86
	ALLOCATION FROM COMBINED CASH FUND - 001-10199	(26,968,055.86)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

City of St. Joseph
General Fund Balance Sheet Summary
As of December 31, 2025

Account Number	Account Name	12/31/2025
Assets		
101-10199	Cash	\$ 3,128,188.66
102-10199	Cash	412,400.07
104-10199	Cash	-
106-10199	Cash	75,009.00
108-10199	Cash	9,848.70
109-10199	Cash	624,531.54
110-10199	Cash	571,423.87
101-10200	Petty Cash	200.00
101-10450	Interest Receivable	-
101-10500	Accounts Receivable	-
108-10500	Accounts Receivable	-
101-10520	State MSAS Receivable	-
109-10500	Accounts Receivable	-
109-10550	Due From other Gov t Units	-
102-10550	DFOGU	-
101-10550	Due From Other Gov Units	-
110-10550	Due From other Gov t Units	-
110-10600	Prepays	-
101-10600	Prepaid Items	-
110-10700	Taxes Receivable - Delinquent	-
101-10700	Taxes Receivable - Delinquent	-
101-11800	Lease Receivable	-
110-12100	Special Assessments Receivable	-
101-12100	Special Assessments Receivable	-
110-12150	Delinquent Special Assmt	-
110-15500	Due From Other Fund	-
101-15500	Due From Other Fund	-
	Total Assets	\$ 4,821,601.84
Liabilities		
101-20200	Accounts Payable	(29,801.94)
102-20200	Accounts Payables	-
106-20200	Accounts Payable	-
104-20200	ARPA Accounts Payable	-
108-20200	Accounts Payable	-
109-20200	Accounts Payable	40.90
110-20200	Accounts Payable	-
101-20201	Salaries Payable	-
109-20202	Due to Other Govt Units	-
101-20202	Due to Other Govt Units	-
101-21701	Federal Withholding	-
101-21702	State Withholding	-
101-21703	FICA Tax Withholding	-
101-21704	PERA	(0.04)
101-21705	Deferred Comp	-
101-21706	Medical/Dental Insurance	6,405.78
101-21707	Federation Dues	19.28
101-21711	Life Insurance	73.15
101-21712	Fire Dept Lunch Liability	-
101-21713	Disability Insurance	333.48
101-21714	Child Support	-
101-21715	Flex- Medical/H SA	(575.00)
101-21716	Flex- Dependent Care Reimb	(8,500.00)
101-22200	Unearned Revenue	(50.00)
104-22200	Unearned Revenue	-
110-22204	Deferred Inflow of Resources	-
101-22204	Deferred Inflow of Resources	-
101-22600	Deposit Payable	-
	Total Liabilities	(32,054.39)
Fund Equity		
Funds 101-110	Revenue Under Expenditures YTD	276,123.33
101-24410	Design. Fd Bal - Working Cap	-
101-24411	Design. Fd Bal - Elections	-
101-24413	Design. Fd Bal - Capital	-
101-24500	Restricted Equity	-
101-25310	Unassigned Fund Balance	(2,891,129.68)
102-25310	Unassigned Fund Balance	(391,694.07)
104-25310	Unassigned Fund Balance	-
106-25310	Unassigned Fund Balance	(134,580.53)
108-25310	Unassigned Fund Balance	(6,192.65)
109-24413	Design. Fd Bal - Capital	-
109-25310	Unassigned Fund Balance	(623,619.26)
110-24413	Design. Fd Bal - Capital	-
110-24414	Design. Fd Bal - Debt Serv.Rel.	-
110-24500	Restricted Net Position	-
110-25310	Unassigned Fund Balance	(1,073,148.91)
	Total Equity	(4,844,241.77)
	Total Liabilities plus Equity	\$ (4,876,296.16)

CITY OF ST JOSEPH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

GENERAL FUND

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	CURRENT BUDGET	UNEARNED	PCNT
<u>GENERAL FUND REVENUE</u>						
101-41430-31010 CURRENT AD VALOREM TAXES	2,102,890.76	2,439,994.40	2,734,439.00	2,734,439.00	294,444.60	89.2
101-41430-31320 STATE SALES TAX	.00	42.00	.00	.00	(42.00)	.0
101-41430-31400 GRAVEL TAX	970.76	.00	750.00	750.00	750.00	.0
101-41430-31810 FRANCHISE FEES - CABLE	21,951.64	20,250.70	27,565.00	27,565.00	7,314.30	73.5
101-41430-31820 FRANCHISE FEES - GAS	56,972.37	61,423.06	65,860.00	65,860.00	4,436.94	93.3
101-41430-31830 FRANCHISE FEES - ELECTRIC	64,523.97	96,971.03	107,665.00	107,665.00	10,693.97	90.1
101-41430-32111 KEG PERMIT	5.00	15.00	20.00	20.00	5.00	75.0
101-41430-32112 LIQUOR LICENSE	36,563.33	37,476.66	35,000.00	35,000.00	(2,476.66)	107.1
101-41430-32113 OUTDOOR LIQUOR PERMIT	6,550.00	5,200.00	6,000.00	6,000.00	800.00	86.7
101-41430-32114 GAMBLING PERMITS	580.00	180.00	400.00	400.00	220.00	45.0
101-41430-32115 MASSAGE LICENSE	140.00	545.00	.00	.00	(545.00)	.0
101-41430-32120 CANNABIS LICENSE	.00	250.00	.00	.00	(250.00)	.0
101-41430-32170 AMUSEMENT/HUNT/PEDDLER/GOLF	1,745.00	2,480.00	700.00	700.00	(1,780.00)	354.3
101-41430-32184 CIGARETTE LICENSE	733.33	700.00	600.00	600.00	(100.00)	116.7
101-41430-32210 BUILDING PERMITS	240,592.34	187,401.71	120,000.00	120,000.00	(67,401.71)	156.2
101-41430-32261 RENTAL HOUSING REGISTRATION	36,055.50	38,570.00	35,000.00	35,000.00	(3,570.00)	110.2
101-41430-32262 SHORT-TERM RENTAL REGISTRATIO	.00	100.00	.00	.00	(100.00)	.0
101-41430-33400 STATE GRANTS AND AIDS	7,013.83	2,123.94	1,505.00	1,505.00	(618.94)	141.1
101-41430-33401 LOCAL GOVERNMENT AID	1,448,601.00	1,391,646.00	1,391,646.00	1,391,646.00	.00	100.0
101-41430-33430 OTHER GRANTS/AIDS	.00	5,000.00	.00	.00	(5,000.00)	.0
101-41430-34102 ZONING VIOLATION	.00	.00	250.00	250.00	250.00	.0
101-41430-34103 ZONING AND SUBDIVISION FEE	8,650.00	16,420.00	15,000.00	15,000.00	(1,420.00)	109.5
101-41430-34104 LAND USE DEPOSIT FEE	13,759.44	25,500.00	.00	.00	(25,500.00)	.0
101-41430-34105 SALE OF MAPS AND PUBLICATIONS	51.50	116.00	15.00	15.00	(101.00)	773.3
101-41430-34107 ASSESSMENTS SEARCH	4,970.00	5,795.00	4,000.00	4,000.00	(1,795.00)	144.9
101-41430-34111 SPECIAL HEARING	.00	.00	150.00	150.00	150.00	.0
101-41430-34221 WATER TOWER ANTENNA LEASE	2,503.68	2,572.54	2,575.00	2,575.00	2.46	99.9
101-41430-34780 SHELTER/ROOM RENTAL FEES	3,150.00	800.00	3,400.00	3,400.00	2,600.00	23.5
101-41430-34782 ROOM RENTAL DAMAGE DEPOSIT	.00	200.00	.00	.00	(200.00)	.0
101-41430-36100 SPECIAL ASSESSMENTS	(441.07)	131.82	500.00	500.00	368.18	26.4
101-41430-36210 INTEREST EARNINGS	131,041.47	177,701.36	50,000.00	50,000.00	(127,701.36)	355.4
101-41430-36215 CO-OP DIVIDENDS	12,606.33	6,374.00	5,000.00	5,000.00	(1,374.00)	127.5
101-41430-36300 REIMBURSEMENT	4,445.74	2,271.67	19,870.00	19,870.00	17,598.33	11.4

CITY OF ST JOSEPH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

GENERAL FUND

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	CURRENT BUDGET	UNEARNED	PCNT
101-42120-33160 FEDERAL GRANTS - OTHER	4,810.69	777.94	1,500.00	1,500.00	722.06	51.9
101-42120-33400 STATE POLICE AID	148,188.99	166,302.17	117,000.00	117,000.00	(49,302.17)	142.1
101-42120-33416 STATE POLICE TRAINING REMB	12,163.71	11,933.15	5,000.00	5,000.00	(6,933.15)	238.7
101-42120-34800 ACCIDENT REPORT FEE	1,626.25	3,646.00	2,000.00	2,000.00	(1,646.00)	182.3
101-42120-34950 KENNEL FEES	.00	.00	1,000.00	1,000.00	1,000.00	.0
101-42120-34955 POLICE INVESTIGATION CHARGES	80.00	.00	500.00	500.00	500.00	.0
101-42120-35101 COUNTY FINES	35,263.12	28,535.78	45,000.00	45,000.00	16,464.22	63.4
101-42120-35102 POLICY FINES	19,006.88	25,031.32	20,000.00	20,000.00	(5,031.32)	125.2
101-42120-35106 SEIZED PROPERTY	.00	5,073.70	1,000.00	1,000.00	(4,073.70)	507.4
101-42120-36230 CONTRIBUTIONS - GENERAL	2,500.00	1,500.00	2,000.00	2,000.00	500.00	75.0
101-42120-36300 REIMBURSEMENT	8,657.95	9,612.27	5,000.00	5,000.00	(4,612.27)	192.3
101-43120-32000 REFUSE PERMITS	19,000.00	21,600.00	11,000.00	11,000.00	(10,600.00)	196.4
101-43120-33421 STATE MUNICIPAL FUNDS AID	105,297.00	119,959.00	120,000.00	120,000.00	41.00	100.0
101-43120-33611 COUNTY GRANTS - ROAD MAINT.	17,237.66	17,459.44	17,000.00	17,000.00	(459.44)	102.7
101-43120-34407 SNOW REMOVAL	550.00	525.00	500.00	500.00	(25.00)	105.0
101-43120-36230 CONTRIBUTIONS - GENERAL	.00	.00	500.00	500.00	500.00	.0
101-43120-36300 REIMBURSEMENT	25,941.90	30,395.28	20,000.00	20,000.00	(10,395.28)	152.0
101-45125-34783 SCHNEIDER FIELD RENTAL	1,890.00	3,470.00	1,800.00	1,800.00	(1,670.00)	192.8
101-45125-36230 DONATIONS - SCHNEIDER FIELD	.00	.00	250.00	250.00	250.00	.0
101-45202-34407 WEED CUTTING	100.00	700.00	300.00	300.00	(400.00)	233.3
101-45202-34780 SHELTER/ROOM RENTAL FEES	26,800.00	28,950.00	25,000.00	25,000.00	(3,950.00)	115.8
101-45202-34782 PARK RENTAL DAMAGE DEPOSIT	2,092.50	892.00	.00	.00	(892.00)	.0
101-45202-36230 DONATIONS - PARKS	10,589.76	2,450.00	400.00	400.00	(2,050.00)	612.5
101-45202-36300 REIMBURSEMENT	230.00	.00	500.00	500.00	500.00	.0
101-45204-33430 OTHER GRANTS/AIDS	.00	(1,000.00)	.00	.00	1,000.00	.0
101-45204-34405 CONCESSIONS	466.00	339.00	500.00	500.00	161.00	67.8
101-45204-34408 ADMISSION FEE	8,418.00	8,918.00	7,000.00	7,000.00	(1,918.00)	127.4
101-45204-34410 BIKE SHARE PROGRAM	969.57	458.97	750.00	750.00	291.03	61.2
101-45204-36230 DONATIONS - RECREATION	3,152.17	1,095.00	500.00	500.00	(595.00)	219.0
101-49302-39201 TRANSFERS FROM OTHER FUNDS	17,985.00	.00	.00	.00	.00	.0
101-49302-39260 SURPLUS PROPERTY	.00	13,426.50	.00	.00	(13,426.50)	.0
101-49302-39305 INSURANCE RECOVERY	20,070.00	.00	.00	.00	.00	.0
102-41430-31010 CURRENT AD VALOREM TAXES	7,659.55	11,460.30	15,000.00	15,000.00	3,539.70	76.4
102-49302-39201 TRANSFERS FROM OTHER FUNDS	6,000.00	11,205.00	11,205.00	11,205.00	.00	100.0
104-41430-33160 FEDERAL GRANTS - OTHER	150,946.54	.00	.00	.00	.00	.0
108-41950-31810 FRANCHISE FEES - PEG	4,278.88	3,960.05	5,500.00	5,500.00	1,539.95	72.0
109-41430-31010 CURRENT AD VALOREM TAXES	74,977.05	162,077.49	212,135.00	212,135.00	50,057.51	76.4

CITY OF ST JOSEPH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

GENERAL CAPITAL OUTLAY

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	CURRENT BUDGET	UNEARNED	PCNT
109-43120-33400 STATE GRANT/AIDS	.00	5,687.50	.00	.00	(5,687.50)	.0
109-49302-39201 TRANSFERS FROM OTHER FUNDS	.00	7,000.00	.00	.00	(7,000.00)	.0
109-49302-39260 SURPLUS PROPERTY	37,445.00	15,638.65	21,500.00	21,500.00	5,861.35	72.7
110-41430-33401 LOCAL GOVERNMENT AID	40,000.00	100,000.00	100,000.00	100,000.00	.00	100.0
110-43120-31010 CURRENT AD VALOREM TAXES	159.55	369.04	500.00	500.00	130.96	73.8
110-43120-36100 SPECIAL ASSESSMENTS	39,886.15	53,655.44	5,000.00	5,000.00	(48,655.44)	1073.1
110-45202-33400 STATE GRANTS AND AIDS	.00	95,000.00	.00	.00	(95,000.00)	.0
110-49302-39201 TRANSFERS FROM OTHER FUNDS	577,500.00	.00	.00	.00	.00	.0
 TOTAL GENERAL FUND REVENUE	 5,638,565.79	 5,496,355.88	 5,404,750.00	 5,404,750.00	 (91,605.88)	 101.7

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

GENERAL FUND

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
<u>GENERAL FUND EXPENDITURES</u>						
101-41110-101 COUNCIL SALARIES	20,880.00	20,880.00	20,880.00	20,880.00	.00	100.0
101-41110-104 TAXABLE PER DIEM	600.00	1,350.00	2,800.00	2,800.00	1,450.00	48.2
101-41110-121 PERA CONTRIBUTIONS	798.00	542.00	890.00	890.00	348.00	60.9
101-41110-122 FICA CONTRIBUTIONS	653.82	1,028.60	365.00	365.00	(663.60)	281.8
101-41110-125 MEDICARE CONTRIBUTIONS	.00	.00	345.00	345.00	345.00	.0
101-41110-151 WORKERS COMP. INSUR. PREM.	39.00	48.00	75.00	75.00	27.00	64.0
101-41110-171 CLOTHING ALLOWANCE	44.84	289.50	350.00	350.00	60.50	82.7
101-41110-200 OFFICE SUPPLIES	.00	99.58	100.00	100.00	.42	99.6
101-41110-331 TRAVEL & CONFERENCE EXPENSE	3,583.30	4,940.27	8,400.00	8,400.00	3,459.73	58.8
101-41110-361 GENERAL LIABILITY INSURANCE	512.00	512.00	520.00	520.00	8.00	98.5
101-41110-433 DUES & MEMBERSHIPS	35,721.24	33,638.00	41,035.00	41,035.00	7,397.00	82.0
101-41120-103 LEGISLATIVE BODIES	1,720.00	4,200.00	5,400.00	5,400.00	1,200.00	77.8
101-41120-151 WORKERS COMP. INSUR. PREM.	37.00	28.00	375.00	375.00	347.00	7.5
101-41120-200 OFFICE SUPPLIES	78.33	.00	100.00	100.00	100.00	.0
101-41120-340 ADVERTISING	.00	.00	50.00	50.00	50.00	.0
101-41130-303 ENGINEERING FEE	.00	.00	250.00	250.00	250.00	.0
101-41130-304 LEGAL FEES	640.00	315.00	2,000.00	2,000.00	1,685.00	15.8
101-41130-340 ADVERTISING	376.97	992.30	750.00	750.00	(242.30)	132.3
101-41310-101 MAYOR SALARIES	7,800.00	7,800.00	7,800.00	7,800.00	.00	100.0
101-41310-104 TAXABLE PER DIEM	1,000.00	200.00	1,000.00	1,000.00	800.00	20.0
101-41310-121 PERA CONTRIBUTIONS	440.00	400.00	440.00	440.00	40.00	90.9
101-41310-122 FICA CONTRIBUTIONS	127.66	116.05	.00	.00	(116.05)	.0
101-41310-125 MEDICARE CONTRIBUTIONS	.00	.00	125.00	125.00	125.00	.0
101-41310-151 WORKERS COMP. INSUR. PREM.	10.00	12.00	25.00	25.00	13.00	48.0
101-41310-171 CLOTHING ALLOWANCE	75.04	.00	200.00	200.00	200.00	.0
101-41310-200 OFFICE SUPPLIES	.00	45.00	25.00	25.00	(20.00)	180.0
101-41310-331 TRAVEL & CONFERENCE EXPENSE	2,622.12	191.43	3,000.00	3,000.00	2,808.57	6.4
101-41310-361 GENERAL LIABILITY INSURANCE	128.00	128.00	130.00	130.00	2.00	98.5
101-41410-101 ELECTION SALARIES	12,319.75	.00	.00	.00	.00	.0
101-41410-210 OPERATING SUPPLIES	254.86	.00	.00	.00	.00	.0
101-41410-331 TRAVEL & CONFERENCE	732.82	130.21	.00	.00	(130.21)	.0
101-41410-340 ADVERTISING	270.78	.00	.00	.00	.00	.0
101-41410-410 RENTALS	4,800.00	5,950.00	7,000.00	7,000.00	1,050.00	85.0
101-41410-580 OTHER EQUIPMENT	.00	.00	6,000.00	6,000.00	6,000.00	.0

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

GENERAL FUND

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
101-41430-101 ADMINISTRATIVE SALARIES	301,330.01	308,318.74	315,000.00	315,000.00	6,681.26	97.9
101-41430-121 PERA CONTRIBUTIONS	22,576.04	22,847.57	23,625.00	23,625.00	777.43	96.7
101-41430-122 FICA CONTRIBUTIONS	21,420.01	22,151.61	17,655.00	17,655.00	(4,496.61)	125.5
101-41430-123 DEFERRED COMP-EMPLOYER	1,300.00	1,300.00	2,600.00	2,600.00	1,300.00	50.0
101-41430-125 MEDICARE CONTRIBUTIONS	.00	(24.66)	4,130.00	4,130.00	4,154.66	(.6)
101-41430-130 H S A- EMPLOYER CONTRIBUTION	7,230.00	6,360.00	7,200.00	7,200.00	840.00	88.3
101-41430-131 HEALTH INSURANCE	55,500.72	48,863.42	63,000.00	63,000.00	14,136.58	77.6
101-41430-132 DENTAL INSURANCE	3,966.72	3,316.48	4,345.00	4,345.00	1,028.52	76.3
101-41430-133 LIFE INSURANCE	251.40	238.10	245.00	245.00	6.90	97.2
101-41430-134 DISABILITY INSURANCE	2,639.64	2,486.57	3,155.00	3,155.00	668.43	78.8
101-41430-151 WORKERS COMP. INSUR. PREM.	1,665.00	831.00	1,450.00	1,450.00	619.00	57.3
101-41430-171 CLOTHING ALLOWANCE	111.98	296.00	150.00	150.00	(146.00)	197.3
101-41430-200 OFFICE SUPPLIES	1,752.92	1,620.98	2,500.00	2,500.00	879.02	64.8
101-41430-201 POSTAGE	6,698.51	7,417.33	4,500.00	4,500.00	(2,917.33)	164.8
101-41430-210 OPERATING SUPPLIES	5,490.90	4,812.37	3,000.00	3,000.00	(1,812.37)	160.4
101-41430-220 REPAIR AND MAINTENANCE	124.95	132.31	200.00	200.00	67.69	66.2
101-41430-230 VEHICLE R&M	.00	1,183.19	.00	.00	(1,183.19)	.0
101-41430-300 PROFESSIONAL SERVICES	2,430.70	5,440.00	2,500.00	2,500.00	(2,940.00)	217.6
101-41430-310 SOFTWARE SUPPORT	7,067.83	9,469.74	9,115.00	9,115.00	(354.74)	103.9
101-41430-314 SAFETY PROGRAM	265.18	18.43	395.00	395.00	376.57	4.7
101-41430-315 WELLNESS PROGRAM	.00	3,178.40	5,000.00	5,000.00	1,821.60	63.6
101-41430-317 OTHER FEES	617.81	11.67	850.00	850.00	838.33	1.4
101-41430-321 TELEPHONE	3,212.43	3,287.51	3,125.00	3,125.00	(162.51)	105.2
101-41430-331 TRAVEL & CONFERENCE EXPENSE	3,619.45	2,316.33	6,000.00	6,000.00	3,683.67	38.6
101-41430-340 ADVERTISING	1,588.20	133.60	300.00	300.00	166.40	44.5
101-41430-361 GENERAL LIABILITY INSURANCE	8,649.22	7,154.30	9,050.00	9,050.00	1,895.70	79.1
101-41430-410 RENTALS	6,465.95	7,115.25	5,980.00	5,980.00	(1,135.25)	119.0
101-41430-433 DUES & MEMBERSHIPS	403.00	50.00	190.00	190.00	140.00	26.3
101-41430-441 SALES & USE TAX	252.27	1,079.65	300.00	300.00	(779.65)	359.9
101-41430-446 LICENSING	.00	2,582.35	.00	.00	(2,582.35)	.0

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

GENERAL FUND

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
101-41530-101 FINANCE SALARIES	192,123.21	205,095.94	211,890.00	211,890.00	6,794.06	96.8
101-41530-121 PERA CONTRIBUTIONS	14,042.64	15,027.12	15,425.00	15,425.00	397.88	97.4
101-41530-122 FICA CONTRIBUTIONS	13,775.98	14,578.65	12,175.00	12,175.00	(2,403.65)	119.7
101-41530-123 DEFERRED COMP-EMPLOYER	1,950.00	1,950.00	1,950.00	1,950.00	.00	100.0
101-41530-125 MEDICARE CONTRIBUTIONS	.00	.00	2,845.00	2,845.00	2,845.00	.0
101-41530-130 H S A- EMPLOYER CONTRIBUTION	4,700.00	4,950.00	4,800.00	4,800.00	(150.00)	103.1
101-41530-131 HEALTH INSURANCE	33,536.64	35,343.60	42,000.00	42,000.00	6,656.40	84.2
101-41530-132 DENTAL INSURANCE	1,896.48	1,945.11	2,900.00	2,900.00	954.89	67.1
101-41530-133 LIFE INSURANCE	159.60	159.60	165.00	165.00	5.40	96.7
101-41530-134 DISABILTY INSURANCE	1,680.12	1,729.53	2,075.00	2,075.00	345.47	83.4
101-41530-151 WORKERS COMP. INSUR. PREM.	1,156.00	560.00	975.00	975.00	415.00	57.4
101-41530-171 CLOTHING ALLOWANCE	(58.84)	150.00	100.00	100.00	(50.00)	150.0
101-41530-200 OFFICE SUPPLIES	956.82	201.98	500.00	500.00	298.02	40.4
101-41530-300 PROFESSIONAL SERVICES	5,228.18	7,187.34	5,250.00	5,250.00	(1,937.34)	136.9
101-41530-310 SOFTWARE SUPPORT	11,255.76	13,890.86	12,700.00	12,700.00	(1,190.86)	109.4
101-41530-321 TELEPHONE	897.76	880.43	995.00	995.00	114.57	88.5
101-41530-331 TRAVEL & CONFERENCE EXPENSE	2,011.48	1,555.01	3,000.00	3,000.00	1,444.99	51.8
101-41530-340 ADVERTISING	1,469.36	1,439.79	1,750.00	1,750.00	310.21	82.3
101-41530-433 DUES & MEMBERSHIPS	339.99	339.99	340.00	340.00	.01	100.0
101-41540-300 AUDIT & ACCOUNTING SERVICES	36,600.00	38,450.00	38,450.00	38,450.00	.00	100.0
101-41550-300 PROFESSIONAL SERVICES	28,132.11	25,403.90	28,500.00	28,500.00	3,096.10	89.1
101-41610-304 LEGAL FEES	6,636.50	14,524.43	12,000.00	12,000.00	(2,524.43)	121.0
101-41710-220 REPAIR AND MAINTENANCE	.00	1,017.20	500.00	500.00	(517.20)	203.4
101-41710-310 IT SERVICES	33,020.49	34,398.00	22,000.00	22,000.00	(12,398.00)	156.4

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

GENERAL FUND

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
101-41910-101 PLANNING & ZONING SALARIES	73,589.49	75,762.14	86,660.00	86,660.00	10,897.86	87.4
101-41910-121 PERA CONTRIBUTIONS	5,508.55	5,682.08	6,015.00	6,015.00	332.92	94.5
101-41910-122 FICA CONTRIBUTIONS	5,489.79	5,750.55	5,000.00	5,000.00	(750.55)	115.0
101-41910-123 DEFERRED COMP-EMPLOYER	422.50	487.50	845.00	845.00	357.50	57.7
101-41910-125 MEDICARE CONTRIBUTIONS	.00	.00	1,170.00	1,170.00	1,170.00	.0
101-41910-130 H S A- EMPLOYER CONTRIBUTION	1,527.50	1,560.00	1,560.00	1,560.00	.00	100.0
101-41910-131 HEALTH INSURANCE	10,354.88	10,914.60	13,650.00	13,650.00	2,735.40	80.0
101-41910-132 DENTAL INSURANCE	702.24	716.64	945.00	945.00	228.36	75.8
101-41910-133 LIFE INSURANCE	51.84	51.75	55.00	55.00	3.25	94.1
101-41910-134 DISABILTY INSURANCE	604.56	604.56	790.00	790.00	185.44	76.5
101-41910-151 WORKERS COMP. INSUR. PREM.	388.00	210.00	400.00	400.00	190.00	52.5
101-41910-171 CLOTHING ALLOWANCE	39.94	50.00	35.00	35.00	(15.00)	142.9
101-41910-200 OFFICE SUPPLIES	.00	25.33	100.00	100.00	74.67	25.3
101-41910-201 POSTAGE	.00	377.54	200.00	200.00	(177.54)	188.8
101-41910-300 PROFESSIONAL SERVICES	291.02	5,555.74	6,500.00	6,500.00	944.26	85.5
101-41910-303 ENGINEERING FEE	3,846.53	2,138.80	2,450.00	2,450.00	311.20	87.3
101-41910-304 LEGAL FEES	722.50	1,552.50	1,000.00	1,000.00	(552.50)	155.3
101-41910-310 SOFTWARE SUPPORT	259.84	276.70	50.00	50.00	(226.70)	553.4
101-41910-321 TELEPHONE	457.70	440.32	505.00	505.00	64.68	87.2
101-41910-331 TRAVEL & CONFERENCE EXPENSE	732.01	616.85	1,200.00	1,200.00	583.15	51.4
101-41910-340 ADVERTISING	758.94	949.04	600.00	600.00	(349.04)	158.2
101-41910-350 PRINTING	.00	.00	150.00	150.00	150.00	.0
101-41910-431 ANNEXATION/RECORDING FEE	808.10	592.74	600.00	600.00	7.26	98.8
101-41910-433 DUES & MEMBERSHIPS	667.00	1,137.19	880.00	880.00	(257.19)	129.2
101-41910-449 PROPERTY TAX SHARING	47,849.12	19,191.36	19,190.00	19,190.00	(1.36)	100.0
101-41910-451 JOINT PLANNING	89.46	.00	250.00	250.00	250.00	.0

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

GENERAL FUND

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
101-41941-101 GENERAL GOVERNMENT SALARIES	19,531.30	17,934.66	16,900.00	16,900.00	(1,034.66)	106.1
101-41941-121 PERA CONTRIBUTIONS	1,457.92	1,340.05	1,265.00	1,265.00	(75.05)	105.9
101-41941-122 FICA CONTRIBUTIONS	1,417.80	1,291.66	995.00	995.00	(296.66)	129.8
101-41941-125 MEDICARE CONTRIBUTIONS	.00	.00	235.00	235.00	235.00	.0
101-41941-130 H S A- EMPLOYER CONTRIBUTION	543.06	632.57	480.00	480.00	(152.57)	131.8
101-41941-131 HEALTH INSURANCE	3,179.73	3,779.60	4,200.00	4,200.00	420.40	90.0
101-41941-132 DENTAL INSURANCE	180.84	220.79	290.00	290.00	69.21	76.1
101-41941-133 LIFE INSURANCE	19.79	19.77	15.00	15.00	(4.77)	131.8
101-41941-134 DISABILTY INSURANCE	160.70	198.34	170.00	170.00	(28.34)	116.7
101-41941-151 WORKERS COMP. INSUR. PREM.	950.00	645.00	500.00	500.00	(145.00)	129.0
101-41941-171 CLOTHING ALLOWANCE	34.05	49.51	130.00	130.00	80.49	38.1
101-41941-210 OPERATING SUPPLIES	88.51	.00	250.00	250.00	250.00	.0
101-41941-220 REPAIR AND MAINTENANCE	197.87	.00	500.00	500.00	500.00	.0
101-41941-361 GENERAL LIABILITY INSURANCE	4,636.57	2,132.71	2,455.00	2,455.00	322.29	86.9
101-41942-210 OPERATING SUPPLIES	119.98	1,188.37	2,500.00	2,500.00	1,311.63	47.5
101-41942-220 REPAIR AND MAINTENANCE	3,639.93	2,642.19	7,500.00	7,500.00	4,857.81	35.2
101-41942-300 PROFESSIONAL SERVICES	24,647.22	28,578.10	28,500.00	28,500.00	(78.10)	100.3
101-41942-361 GENERAL LIABILITY INSURANCE	6,759.63	6,215.45	6,900.00	6,900.00	684.55	90.1
101-41942-381 ELECTRIC UTILITIES	16,808.59	18,549.73	23,015.00	23,015.00	4,465.27	80.6
101-41942-383 GAS UTILITIES	4,835.26	6,885.66	9,500.00	9,500.00	2,614.34	72.5
101-41942-410 RENTALS	494.50	399.50	500.00	500.00	100.50	79.9
101-41942-437 REAL ESTATE TAXES	.00	9,340.00	.00	.00	(9,340.00)	.0
101-41950-101 CABLE SALARIES	2,400.00	2,223.31	3,600.00	3,600.00	1,376.69	61.8
101-41950-122 FICA CONTRIBUTIONS	183.60	170.09	225.00	225.00	54.91	75.6
101-41950-125 MEDICARE CONTRIBUTIONS	.00	.00	50.00	50.00	50.00	.0
101-41950-151 WORKERS COMP. INSUR. PREM.	9.00	6.00	10.00	10.00	4.00	60.0
101-41950-210 OPERATING SUPPLIES	175.89	.00	200.00	200.00	200.00	.0
101-41950-220 REPAIR AND MAINTENANCE	874.00	.00	500.00	500.00	500.00	.0
101-41950-300 PROFESSIONAL SERVICES	.00	175.89	.00	.00	(175.89)	.0
101-41950-310 SOFTWARE SUPPORT	786.00	245.20	365.00	365.00	119.80	67.2

CITY OF ST JOSEPH
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GENERAL FUND

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
101-42120-101 POLICE SALARIES	1,241,333.30	1,283,588.11	1,384,180.00	1,384,180.00	100,591.89	92.7
101-42120-121 PERA CONTRIBUTIONS	202,780.47	200,944.98	226,740.00	226,740.00	25,795.02	88.6
101-42120-122 FICA CONTRIBUTIONS	26,767.75	31,018.70	9,655.00	9,655.00	(21,363.70)	321.3
101-42120-123 DEFERRED COMP-EMPLOYER	5,242.05	3,965.82	10,590.00	10,590.00	6,624.18	37.5
101-42120-125 MEDICARE CONTRIBUTIONS	.00	.00	19,280.00	19,280.00	19,280.00	.0
101-42120-130 H S A- EMPLOYER CONTRIBUTION	31,040.33	35,680.44	33,600.00	33,600.00	(2,080.44)	106.2
101-42120-131 HEALTH INSURANCE	210,018.12	223,299.84	290,400.00	290,400.00	67,100.16	76.9
101-42120-132 DENTAL INSURANCE	9,774.24	9,115.52	20,280.00	20,280.00	11,164.48	45.0
101-42120-133 LIFE INSURANCE	1,125.62	1,041.22	1,140.00	1,140.00	98.78	91.3
101-42120-134 DISABILITY INSURANCE	12,138.48	11,765.20	13,125.00	13,125.00	1,359.80	89.6
101-42120-151 WORKERS COMP. INSUR. PREM.	77,952.00	66,831.00	76,985.00	76,985.00	10,154.00	86.8
101-42120-171 CLOTHING ALLOWANCE	8,394.89	16,814.85	9,400.00	9,400.00	(7,414.85)	178.9
101-42120-200 OFFICE SUPPLIES	111.94	78.79	400.00	400.00	321.21	19.7
101-42120-201 POSTAGE	672.47	343.46	920.00	920.00	576.54	37.3
101-42120-210 OPERATING SUPPLIES	5,506.10	9,885.67	6,000.00	6,000.00	(3,885.67)	164.8
101-42120-211 AWAIRE SUPPLIES	.00	42.50	500.00	500.00	457.50	8.5
101-42120-214 SMALL TOOL & MINOR EQUIPMENT	346.77	108.48	300.00	300.00	191.52	36.2
101-42120-220 REPAIR AND MAINTENANCE	69.00	184.00	200.00	200.00	16.00	92.0
101-42120-300 PROFESSIONAL SERVICES	19,435.08	21,720.00	19,000.00	19,000.00	(2,720.00)	114.3
101-42120-304 LEGAL FEES	47,721.25	52,996.75	48,500.00	48,500.00	(4,496.75)	109.3
101-42120-307 COMMUNITY POLICING PROGRAMS	843.54	127.31	1,200.00	1,200.00	1,072.69	10.6
101-42120-310 SOFTWARE SUPPORT	28,685.03	36,388.91	23,455.00	23,455.00	(12,933.91)	155.1
101-42120-314 SAFETY PROGRAM	265.17	1,415.21	2,145.00	2,145.00	729.79	66.0
101-42120-331 TRAVEL & CONFERENCE EXPENSE	652.24	203.51	1,500.00	1,500.00	1,296.49	13.6
101-42120-350 PRINTING	328.33	510.96	900.00	900.00	389.04	56.8
101-42120-361 GENERAL LIABILITY INSURANCE	46,987.39	46,315.49	51,740.00	51,740.00	5,424.51	89.5
101-42120-410 RENTALS	180.00	145.20	340.00	340.00	194.80	42.7
101-42120-433 DUES & MEMBERSHIPS	426.00	399.20	1,050.00	1,050.00	650.80	38.0
101-42120-436 FORFEITURE EXPENDITURES	150.00	3,694.72	500.00	500.00	(3,194.72)	738.9
101-42120-441 SALES & USE TAX	51.81	.00	200.00	200.00	200.00	.0
101-42120-446 LICENSE	20.25	.00	250.00	250.00	250.00	.0
101-42140-210 OPERATING SUPPLIES	1,637.12	5,432.27	8,000.00	8,000.00	2,567.73	67.9
101-42140-300 PROFESSIONAL SERVICES	4,530.00	5,960.18	7,000.00	7,000.00	1,039.82	85.2
101-42140-331 TRAVEL & CONFERENCE EXPENSE	4,440.00	2,935.21	5,000.00	5,000.00	2,064.79	58.7

CITY OF ST JOSEPH
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GENERAL FUND

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
101-42151-210 OPERATING SUPPLIES	.00	1,034.00	100.00	100.00	(934.00)	1034.0
101-42151-220 TELEPHONE/RADIO REPAIR/MAINT	500.00	.00	750.00	750.00	750.00	.0
101-42151-320 COMMUNICATION SUPPORT	1,528.60	2,057.00	1,500.00	1,500.00	(557.00)	137.1
101-42151-321 TELEPHONE	12,232.13	12,671.85	14,965.00	14,965.00	2,293.15	84.7
101-42152-205 MOTOR FUEL	24,392.15	22,736.53	29,925.00	29,925.00	7,188.47	76.0
101-42152-230 VEHICLE REPAIR & MAINTENANCE	14,567.41	8,616.36	36,000.00	36,000.00	27,383.64	23.9
101-42152-446 LICENSE	70.50	98.96	50.00	50.00	(48.96)	197.9
101-42300-383 GAS UTILITIES	.00	639.32	.00	.00	(639.32)	.0
101-42401-200 OFFICE SUPPLIES	.00	17.85	.00	.00	(17.85)	.0
101-42401-300 PROFESSIONAL SERVICES	93,525.00	104,500.00	102,250.00	102,250.00	(2,250.00)	102.2
101-42401-310 SOFTWARE SUPPORT	1,476.12	1,497.01	2,940.00	2,940.00	1,442.99	50.9
101-42401-438 STATE SURCHARGE	9,212.08	3,957.96	5,000.00	5,000.00	1,042.04	79.2
101-42500-220 REPAIR AND MAINTENANCE	.00	.00	500.00	500.00	500.00	.0
101-42500-300 PROFESSIONAL SERVICES	1,270.00	900.00	1,500.00	1,500.00	600.00	60.0
101-42500-326 FIRE SIREN	86.79	92.23	115.00	115.00	22.77	80.2
101-42500-331 TRAVEL & CONFERENCE EXPENSE	.00	.00	1,300.00	1,300.00	1,300.00	.0
101-42500-433 DUES & MEMBERSHIPS	200.00	.00	200.00	200.00	200.00	.0

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GENERAL FUND

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
101-43120-101 STREET SALARIES	190,944.63	203,302.86	154,435.00	154,435.00	(48,867.86)	131.6
101-43120-121 PERA CONTRIBUTIONS	13,512.54	14,378.41	10,525.00	10,525.00	(3,853.41)	136.6
101-43120-122 FICA CONTRIBUTIONS	13,943.13	15,042.62	9,300.00	9,300.00	(5,742.62)	161.8
101-43120-123 DEFERRED COMP-EMPLOYER	457.01	(153.49)	260.00	260.00	413.49	(59.0)
101-43120-125 MEDICARE CONTRIBUTIONS	.00	.00	2,175.00	2,175.00	2,175.00	.0
101-43120-130 H S A- EMPLOYER CONTRIBUTION	7,453.62	7,941.44	6,270.00	6,270.00	(1,671.44)	126.7
101-43120-131 HEALTH INSURANCE	37,835.82	41,805.34	32,520.00	32,520.00	(9,285.34)	128.6
101-43120-132 DENTAL INSURANCE	2,168.06	2,413.59	2,320.00	2,320.00	(93.59)	104.0
101-43120-133 LIFE INSURANCE	175.72	174.36	130.00	130.00	(44.36)	134.1
101-43120-134 DISABILITY INSURANCE	2,392.00	2,660.10	1,415.00	1,415.00	(1,245.10)	188.0
101-43120-151 WORKERS COMP. INSUR. PREM.	8,674.00	7,774.00	14,340.00	14,340.00	6,566.00	54.2
101-43120-171 CLOTHING ALLOWANCE	1,065.42	1,148.96	1,985.00	1,985.00	836.04	57.9
101-43120-200 OFFICE SUPPLIES	354.79	16.99	300.00	300.00	283.01	5.7
101-43120-201 POSTAGE	125.04	83.35	200.00	200.00	116.65	41.7
101-43120-205 MOTOR FUEL	6,107.42	7,599.03	5,550.00	5,550.00	(2,049.03)	136.9
101-43120-210 OPERATING SUPPLIES	15,887.85	10,661.31	10,000.00	10,000.00	(661.31)	106.6
101-43120-214 SMALL TOOL & MINOR EQUIPMENT	820.04	1,366.73	1,200.00	1,200.00	(166.73)	113.9
101-43120-220 REPAIR AND MAINTENANCE	4,806.22	9,227.47	7,500.00	7,500.00	(1,727.47)	123.0
101-43120-230 VEHICLE REPAIR & MAINTENANCE	3,187.53	3,875.09	10,000.00	10,000.00	6,124.91	38.8
101-43120-300 PROFESSIONAL SERVICES	9,900.00	3,368.00	10,000.00	10,000.00	6,632.00	33.7
101-43120-310 SOFTWARE SUPPORT	1,646.59	2,154.95	2,425.00	2,425.00	270.05	88.9
101-43120-314 SAFETY PROGRAM	1,624.83	387.48	1,395.00	1,395.00	1,007.52	27.8
101-43120-321 TELEPHONE	1,417.57	1,197.66	1,715.00	1,715.00	517.34	69.8
101-43120-331 TRAVEL & CONFERENCE EXPENSE	106.09	496.98	250.00	250.00	(246.98)	198.8
101-43120-361 GENERAL LIABILITY INSURANCE	8,363.16	12,504.99	12,815.00	12,815.00	310.01	97.6
101-43120-381 ELECTRIC UTILITIES	1,086.31	1,218.13	1,430.00	1,430.00	211.87	85.2
101-43120-383 GAS UTILITIES	1,038.54	1,857.80	1,760.00	1,760.00	(97.80)	105.6
101-43120-433 DUES & MEMBERSHIPS	136.75	141.50	135.00	135.00	(6.50)	104.8
101-43120-441 SALES & USE TAX	1,107.53	171.34	.00	.00	(171.34)	.0
101-43120-446 LICENSE	171.06	10.30	200.00	200.00	189.70	5.2
101-43120-530 SEAL COATING/CRACK FILLING	26,880.00	120,148.60	120,000.00	120,000.00	(148.60)	100.1

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
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GENERAL FUND

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
101-43125-101 ICE & SNOW REMOVAL SALARIES	30,634.05	53,356.59	80,430.00	80,430.00	27,073.41	66.3
101-43125-121 PERA CONTRIBUTIONS	2,176.23	3,931.73	5,085.00	5,085.00	1,153.27	77.3
101-43125-122 FICA CONTRIBUTIONS	2,237.57	3,903.69	4,860.00	4,860.00	956.31	80.3
101-43125-125 MEDICARE CONTRIBUTIONS	.00	.00	1,135.00	1,135.00	1,135.00	.0
101-43125-130 H S A- EMPLOYER CONTRIBUTION	.00	.00	3,095.00	3,095.00	3,095.00	.0
101-43125-131 HEALTH INSURANCE	.00	.00	15,030.00	15,030.00	15,030.00	.0
101-43125-132 DENTAL INSURANCE	.00	.00	1,085.00	1,085.00	1,085.00	.0
101-43125-133 LIFE INSURANCE	24.46	21.16	60.00	60.00	38.84	35.3
101-43125-134 DISABILTY INSURANCE	93.00	93.00	680.00	680.00	587.00	13.7
101-43125-205 MOTOR FUEL	2,464.49	4,201.16	6,785.00	6,785.00	2,583.84	61.9
101-43125-210 OPERATING SUPPLIES	29,356.40	36,575.64	60,000.00	60,000.00	23,424.36	61.0
101-43125-220 REPAIR AND MAINTENANCE	240.25	.00	.00	.00	.00	.0
101-43125-230 VEHICLE REPAIR & MAINTENANCE	16,279.85	21,921.76	15,000.00	15,000.00	(6,921.76)	146.2
101-43125-300 PROFESSIONAL SERVICES	4,796.45	.00	.00	.00	.00	.0
101-43125-331 TRAVEL & CONFERENCE EXPENSE	3.05	.00	.00	.00	.00	.0
101-43131-303 ENGINEERING FEE	64,237.13	72,059.60	45,000.00	45,000.00	(27,059.60)	160.1
101-43201-200 OFFICE SUPPLIES	101.82	433.99	300.00	300.00	(133.99)	144.7
101-43201-210 OPERATING SUPPLIES	9,451.28	8,489.17	7,500.00	7,500.00	(989.17)	113.2
101-43201-214 SMALL TOOL & MINOR EQUIPMENT	2,074.51	1,369.49	2,500.00	2,500.00	1,130.51	54.8
101-43201-220 REPAIR AND MAINTENANCE	4,090.66	5,588.62	5,500.00	5,500.00	(88.62)	101.6
101-43201-300 PROFESSIONAL SERVICES	2,985.30	2,750.97	1,000.00	1,000.00	(1,750.97)	275.1
101-43201-321 TELEPHONE	4,406.95	4,674.45	4,220.00	4,220.00	(454.45)	110.8
101-43201-381 ELECTRIC UTILITIES	10,402.80	10,753.59	11,810.00	11,810.00	1,056.41	91.1
101-43201-383 GAS UTILITIES	5,271.79	12,399.04	9,130.00	9,130.00	(3,269.04)	135.8
101-43201-410 RENTALS	180.00	283.80	240.00	240.00	(43.80)	118.3

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	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
101-43220-101 SALARIES	11,567.17	10,040.75	16,765.00	16,765.00	6,724.25	59.9
101-43220-121 PERA CONTRIBUTIONS	852.88	739.59	1,245.00	1,245.00	505.41	59.4
101-43220-122 FICA CONTRIBUTIONS	864.39	752.39	1,000.00	1,000.00	247.61	75.2
101-43220-125 MEDICARE CONTRIBUTIONS	.00	.00	235.00	235.00	235.00	.0
101-43220-130 H S A- EMPLOYER CONTRIBUTION	.00	.00	745.00	745.00	745.00	.0
101-43220-131 HEALTH INSURANCE	.00	.00	4,020.00	4,020.00	4,020.00	.0
101-43220-132 DENTAL INSURANCE	.00	.00	290.00	290.00	290.00	.0
101-43220-133 LIFE INSURANCE	9.58	10.05	15.00	15.00	4.95	67.0
101-43220-134 DISABILTY INSURANCE	46.56	46.56	170.00	170.00	123.44	27.4
101-43220-205 MOTOR FUEL	.00	19.99	500.00	500.00	480.01	4.0
101-43220-220 REPAIR AND MAINTENANCE	6.83	.00	.00	.00	.00	.0
101-43220-230 VEHICLE REPAIR & MAINTENANCE	1,903.03	2,598.01	2,500.00	2,500.00 (	98.01)	103.9
101-43220-331 TRAVEL & CONFERENCE EXPENSE	1.52	.00	.00	.00	.00	.0
101-45123-101 WARMING HOUSE SALARIES	147.00	7,131.94	8,365.00	8,365.00	1,233.06	85.3
101-45123-122 FICA CONTRIBUTIONS	11.25	545.59	520.00	520.00 (	25.59)	104.9
101-45123-125 MEDICARE CONTRIBUTIONS	.00	.00	120.00	120.00	120.00	.0
101-45123-151 WORKERS COMP. INSUR. PREM.	542.00	243.00	405.00	405.00	162.00	60.0
101-45123-220 REPAIR AND MAINTENANCE	.00	.00	500.00	500.00	500.00	.0
101-45123-381 ELECTRIC UTILITIES	627.58	941.33	285.00	285.00 (	656.33)	330.3
101-45123-383 GAS UTILITIES	375.54	408.57	930.00	930.00	521.43	43.9
101-45125-210 OPERATING SUPPLIES	702.80	.00	750.00	750.00	750.00	.0
101-45125-220 REPAIR AND MAINTENANCE	.00	57.31	1,500.00	1,500.00	1,442.69	3.8
101-45125-300 PROFESSIONAL SERVICES	110.00	3,075.00	.00	.00 (	3,075.00)	.0

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
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GENERAL FUND

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
101-45202-101 PARK SALARIES	240,586.07	252,659.44	211,495.00	211,495.00	(41,164.44)	119.5
101-45202-121 PERA CONTRIBUTIONS	16,112.94	17,303.30	14,545.00	14,545.00	(2,758.30)	119.0
101-45202-122 FICA CONTRIBUTIONS	17,508.60	18,597.16	12,700.00	12,700.00	(5,897.16)	146.4
101-45202-123 DEFERRED COMP-EMPLOYER	457.01	(91.28)	360.00	360.00	451.28	(25.4)
101-45202-125 MEDICARE CONTRIBUTIONS	.00	.00	2,970.00	2,970.00	2,970.00	.0
101-45202-130 H S A- EMPLOYER CONTRIBUTION	5,873.99	6,474.53	8,605.00	8,605.00	2,130.47	75.2
101-45202-131 HEALTH INSURANCE	28,404.40	31,941.65	45,630.00	45,630.00	13,688.35	70.0
101-45202-132 DENTAL INSURANCE	1,581.50	1,813.37	3,260.00	3,260.00	1,446.63	55.6
101-45202-133 LIFE INSURANCE	183.24	221.99	185.00	185.00	(36.99)	120.0
101-45202-134 DISABILITY INSURANCE	1,877.00	2,118.63	1,955.00	1,955.00	(163.63)	108.4
101-45202-151 WORKERS COMP. INSUR. PREM.	11,544.00	7,577.00	9,675.00	9,675.00	2,098.00	78.3
101-45202-171 CLOTHING ALLOWANCE	932.54	1,013.92	1,560.00	1,560.00	546.08	65.0
101-45202-200 OFFICE SUPPLIES	152.87	.00	300.00	300.00	300.00	.0
101-45202-201 POSTAGE	125.04	83.35	.00	.00	(83.35)	.0
101-45202-205 MOTOR FUEL	6,061.20	5,904.54	5,560.00	5,560.00	(344.54)	106.2
101-45202-210 OPERATING SUPPLIES	16,485.72	11,633.61	25,000.00	25,000.00	13,366.39	46.5
101-45202-214 SMALL TOOL & MINOR EQUIPMENT	415.98	1,232.95	1,000.00	1,000.00	(232.95)	123.3
101-45202-220 REPAIR AND MAINTENANCE	39,726.28	15,233.74	15,000.00	15,000.00	(233.74)	101.6
101-45202-230 VEHICLE REPAIR & MAINTENANCE	11,578.07	8,583.73	8,500.00	8,500.00	(83.73)	101.0
101-45202-300 PROFESSIONAL SERVICES	18,679.35	22,480.16	20,000.00	20,000.00	(2,480.16)	112.4
101-45202-303 ENGINEERING FEE	.00	501.40	.00	.00	(501.40)	.0
101-45202-310 SOFTWARE SUPPORT	1,646.59	2,436.15	3,275.00	3,275.00	838.85	74.4
101-45202-314 SAFETY PROGRAM	1,688.33	520.36	1,395.00	1,395.00	874.64	37.3
101-45202-321 TELEPHONE	3,094.02	2,958.08	3,670.00	3,670.00	711.92	80.6
101-45202-331 TRAVEL & CONFERENCE EXPENSE	37.61	6.90	50.00	50.00	43.10	13.8
101-45202-361 GENERAL LIABILITY INSURANCE	24,171.03	21,475.54	23,765.00	23,765.00	2,289.46	90.4
101-45202-381 ELECTRIC UTILITIES	6,173.04	9,021.70	9,870.00	9,870.00	848.30	91.4
101-45202-383 GAS UTILITIES	3,299.04	2,537.67	5,015.00	5,015.00	2,477.33	50.6
101-45202-410 RENTALS	171.25	328.67	.00	.00	(328.67)	.0
101-45202-433 DUES & MEMBERSHIPS	136.75	141.50	135.00	135.00	(6.50)	104.8
101-45202-441 SALES & USE TAX	1,814.75	2.18	2,200.00	2,200.00	2,197.82	.1
101-45202-446 LICENSE	90.06	8.00	100.00	100.00	92.00	8.0

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

GENERAL FUND

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
101-45204-101 RECREATION SALARIES	36,518.27	36,366.76	60,720.00	60,720.00	24,353.24	59.9
101-45204-121 PERA CONTRIBUTIONS	2,632.59	2,443.69	110.00	110.00	(2,333.69)	2221.5
101-45204-122 FICA CONTRIBUTIONS	2,793.71	2,782.08	3,765.00	3,765.00	982.92	73.9
101-45204-125 MEDICARE CONTRIBUTIONS	.00	.00	880.00	880.00	880.00	.0
101-45204-151 WORKERS COMP. INSUR. PREM.	898.00	539.00	975.00	975.00	436.00	55.3
101-45204-171 CLOTHING ALLOWANCE	96.58	43.00	300.00	300.00	257.00	14.3
101-45204-200 OFFICE SUPPLIES	314.74	60.05	200.00	200.00	139.95	30.0
101-45204-201 POSTAGE	208.12	.00	300.00	300.00	300.00	.0
101-45204-210 OPERATING SUPPLIES	900.78	110.32	750.00	750.00	639.68	14.7
101-45204-213 CONCESSIONS	333.30	375.57	350.00	350.00	(25.57)	107.3
101-45204-220 REPAIR AND MAINTENANCE	271.33	321.72	500.00	500.00	178.28	64.3
101-45204-300 PROFESSIONAL SERVICES	1,715.60	2,467.22	1,200.00	1,200.00	(1,267.22)	205.6
101-45204-308 COMMUNITY PROGRAMS	8,154.03	7,199.66	7,000.00	7,000.00	(199.66)	102.9
101-45204-310 SOFTWARE SUPPORT	1,230.60	4,313.18	8,450.00	8,450.00	4,136.82	51.0
101-45204-321 TELEPHONE	582.35	440.32	505.00	505.00	64.68	87.2
101-45204-328 MARKETING	724.14	508.98	1,500.00	1,500.00	991.02	33.9
101-45204-331 TRAVEL & CONFERENCE EXPENSE	726.82	50.00	1,200.00	1,200.00	1,150.00	4.2
101-45204-340 ADVERTISING	.00	.00	300.00	300.00	300.00	.0
101-45204-350 PRINTING	.00	.00	50.00	50.00	50.00	.0
101-45204-433 DUES & MEMBERSHIPS	310.00	335.00	310.00	310.00	(25.00)	108.1
101-45204-441 SALES & USE TAX	676.23	94.31	500.00	500.00	405.69	18.9
101-49300-720 TRANSFERS TO OTHER FUNDS	.00	106,500.00	.00	.00	(106,500.00)	.0
102-41430-110 SEVERANCE PAYMENT	.00	1,959.30	.00	.00	(1,959.30)	.0
102-43120-110 SEVERANCE PAYMENT	11,325.90	.00	.00	.00	.00	.0
102-45202-110 SEVERANCE PAYMENT	11,325.90	.00	.00	.00	.00	.0
104-42120-580 OTHER EQUIPMENT	22,200.00	.00	.00	.00	.00	.0
104-45202-531 PARK DEVELOPMENT	168,083.19	.00	.00	.00	.00	.0
106-42120-550 MOTOR VEHICLES	99,186.62	34,988.81	.00	.00	(34,988.81)	.0
106-42120-580 OTHER EQUIPMENT	36,022.69	24,582.72	.00	.00	(24,582.72)	.0
106-42220-580 OTHER EQUIPMENT	40,000.00	.00	.00	.00	.00	.0
106-42280-220 REPAIRS AND MAINTENANCE	.00	.00	75,000.00	75,000.00	75,000.00	.0
108-41950-580 OTHER EQUIPMENT	14,428.39	304.00	5,500.00	5,500.00	5,196.00	5.5
109-41430-570 OFFICE EQUIPMENT	.00	8,493.94	4,000.00	4,000.00	(4,493.94)	212.4
109-41430-581 COMPUTER HARDWARE	961.27	.00	6,000.00	6,000.00	6,000.00	.0
109-41430-582 COMPUTER SOFTWARE	8,941.80	6,000.00	2,500.00	2,500.00	(3,500.00)	240.0

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

GENERAL CAPITAL OUTLAY

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
109-42120-220 POLICE REPAIR AND MAINTENANCE	.00	.00	30,000.00	30,000.00	30,000.00	.0
109-42120-520 BUILDINGS & STRUCTURES	.00	.00	2,500.00	2,500.00	2,500.00	.0
109-42120-580 OTHER EQUIPMENT	.00	.00	12,550.00	12,550.00	12,550.00	.0
109-42120-581 COMPUTER HARDWARE	159.98	.00	.00	.00	.00	.0
109-42151-580 OTHER EQUIPMENT	.00	.00	7,585.00	7,585.00	7,585.00	.0
109-42152-550 MOTOR VEHICLES	.00	45,513.45	10,000.00	10,000.00	(35,513.45)	455.1
109-42152-580 OTHER EQUIPMENT	631.00	27,185.81	14,100.00	14,100.00	(13,085.81)	192.8
109-42152-581 COMPUTER HARDWARE	.00	.00	1,000.00	1,000.00	1,000.00	.0
109-42500-580 OTHER EQUIPMENT	949.66	.00	1,500.00	1,500.00	1,500.00	.0
109-43120-550 MOTOR VEHICLES	.00	.00	3,500.00	(12,682.56)	(12,682.56)	.0
109-43120-580 OTHER EQUIPMENT	9,779.60	.00	4,500.00	4,500.00	4,500.00	.0
109-43120-582 COMPUTER SOFTWARE	.00	.00	250.00	250.00	250.00	.0
109-43125-580 OTHER EQUIPMENT	28,214.99	.00	46,500.00	46,500.00	46,500.00	.0
109-43201-520 BUILDINGS & STRUCTURES	.00	.00	12,500.00	12,500.00	12,500.00	.0
109-43201-580 OTHER EQUIPMENT	1,481.13	12,117.14	8,250.00	8,250.00	(3,867.14)	146.9
109-43220-580 OTHER EQUIPMENT	.00	.00	6,000.00	6,000.00	6,000.00	.0
109-45202-530 IMPROVEMENTS OTHER THAN BLDG	.00	55,625.00	28,000.00	28,000.00	(27,625.00)	198.7
109-45202-550 MOTOR VEHICLES	.00	.00	3,500.00	(12,682.56)	(12,682.56)	.0
109-45202-580 OTHER EQUIPMENT	82,327.98	2,150.00	28,900.00	28,900.00	26,750.00	7.4
109-49300-720 TRANSFERS TO OTHER FUNDS	.00	32,365.12	.00	.00	(32,365.12)	.0
110-41430-300 PROFESSIONAL SERVICES	28,410.86	28,665.68	20,000.00	20,000.00	(8,665.68)	143.3
110-41942-300 PROFESSIONAL SERVICES	.00	.00	2,000.00	2,000.00	2,000.00	.0
110-42120-300 PROFESSIONAL SERVICES	1,173.20	8,116.95	2,000.00	2,000.00	(6,116.95)	405.9
110-42120-520 BUILDINGS & STRUCTURES	.00	500,029.16	.00	.00	(500,029.16)	.0
110-42120-580 OTHER EQUIPMENT	.00	4,406.10	.00	.00	(4,406.10)	.0
110-43120-300 PROFESSIONAL SERVICES	.00	.00	2,000.00	2,000.00	2,000.00	.0
110-43120-530 IMPROVEMENTS OTHER THAN BLDG	.00	128,797.54	.00	.00	(128,797.54)	.0
110-43201-220 REPAIR AND MAINTENANCE	99,235.00	900.00	.00	.00	(900.00)	.0
110-43201-520 BUILDINGS & STRUCTURES	.00	2,495.35	200,000.00	200,000.00	197,504.65	1.3
110-43201-580 OTHER EQUIPMENT	8,738.27	468.53	10,000.00	10,000.00	9,531.47	4.7
110-45202-300 PROFESSIONAL SERVICES	.00	.00	22,000.00	22,000.00	22,000.00	.0
110-45202-530 IMPROVEMENTS OTHER THAN BLDG	37,280.18	49,020.21	.00	.00	(49,020.21)	.0
110-45205-300 PROFESSIONAL SERVICES	157,725.00	.00	.00	.00	.00	.0
110-49300-720 TRANSFERS TO OTHER FUNDS	120,000.00	27,850.00	13,500.00	13,500.00	(14,350.00)	206.3

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

{SEGTITLE[F FUND]}

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
TOTAL GENERAL FUND EXPENDITUR	5,433,330.93	5,803,982.34	5,620,525.00	5,588,159.88	(215,822.46)	103.9
NET REVENUE OVER EXPENDITURES	205,234.86	(307,626.46)	(215,775.00)	(183,409.88)	124,216.58	(167.7)

CITY OF ST JOSEPH

BALANCE SHEET
DECEMBER 31, 2025

FUND 601 - WATER FUND

ASSETS

601-10199	CASH	949,755.45	
601-10500	ACCOUNTS RECEIVABLE	165,747.22	
601-12100	SPECIAL ASSESSMENTS RECEIVABLE	25,811.49	
601-16100	LAND	372,941.34	
601-16200	BUILDING	7,502,432.35	
601-16210	ACCUMULATED DEPR. BUILDING	(3,278,314.58)	
601-16300	TREATMENT PLANT & LINE	11,624,002.57	
601-16305	IMPROVEMENTS NOT BUILDINGS	315,192.96	
601-16310	ACCUMULATED DEPR. PLANT & LINE	(4,625,709.94)	
601-16315	ACCUM DEPN - IMPROVE NOT BLDGS	(103,959.40)	
601-16400	MACHINERY & EQUIPMENT	331,450.33	
601-16410	ACCUMULATED DEPR. MACH & EQUIP	(234,811.87)	
601-16500	CONSTRUCTION IN PROGRESS	58,854.47	
TOTAL ASSETS			13,103,392.39

LIABILITIES AND EQUITY

LIABILITIES

601-20200	ACCOUNTS PAYABLE	(1,724.09)	
601-22500	BONDS PAYABLE -CURRENT PORTION	555,000.00	
601-22530	REVENUE BONDS PAYABLE	560,000.00	
601-22840	NET PENSION LIABILITY	98,491.00	
601-23200	UNAMORTIZED BOND PREMIUM	47,700.00	
TOTAL LIABILITIES			1,259,466.91

FUND EQUITY

601-25310	UNASSIGNED FUND BALANCE	4,476,659.34	
601-26100	CONTRIB. FROM DEVELOPERS	1,488,015.21	
601-26140	CONTRIB. FROM CAPITAL FUNDS	6,336,429.14	
	REVENUE OVER EXPENDITURES - YTD	(457,178.21)	
TOTAL FUND EQUITY			11,843,925.48
TOTAL LIABILITIES AND EQUITY			13,103,392.39

CITY OF ST JOSEPH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

WATER FUND

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	CURRENT BUDGET	UNEARNED	PCNT
<u>UTILITIES REVENUE</u>						
601-00000-31010	CURRENT AD VALOREM TAXES	.17	.51	.00	.00 (.51)	.0
601-00000-31320	STATE SALES TAX	1,325.32	1,271.20	.00	.00 (1,271.20)	.0
601-00000-34221	WATER TOWER ANTENNA LEASE	22,478.31	23,152.63	23,210.00	23,210.00	57.37 99.8
601-00000-36100	SPECIAL ASSESSMENTS	(184.64)	(1,005.67)	500.00	500.00	1,505.67 (201.1)
601-00000-36210	INTEREST EARNINGS	67,583.02	67,480.62	25,000.00	25,000.00 (42,480.62)	269.9
601-00000-36300	REIMBURSEMENT	1,784.58	.00	.00	.00	.0
601-00000-37110	USAGE RATE	759,233.39	757,749.52	826,445.00	826,445.00	68,695.48 91.7
601-00000-37111	BULK WATER	2,666.73	4,250.97	750.00	750.00 (3,500.97)	566.8
601-00000-37115	UNDESIGNATED FUNDS	(352.96)	150.00	.00	.00 (150.00)	.0
601-00000-37150	CONNECTION/RECONNECTION FEES	1,800.00	900.00	1,000.00	1,000.00	100.00 90.0
601-00000-37160	PENALTIES AND FORFEITED DISC	6,080.57	6,934.95	2,500.00	2,500.00 (4,434.95)	277.4
601-00000-37171	WATER METER	5,894.00	19,423.00	2,500.00	2,500.00 (16,923.00)	776.9
601-00000-37180	WATER FIXED CHARGE	358,364.26	371,052.96	391,800.00	391,800.00	20,747.04 94.7
601-00000-37181	MDS TEST FEE	18,009.62	18,162.39	19,000.00	19,000.00	837.61 95.6
601-00000-39201	TRANSFERS FROM OTHER FUNDS	5,000.00	21,182.56	150,000.00	150,000.00	128,817.44 14.1
	TOTAL UTILITIES REVENUE	1,249,682.37	1,290,705.64	1,442,705.00	1,442,705.00	151,999.36 89.5
	TOTAL FUND REVENUE	1,249,682.37	1,290,705.64	1,442,705.00	1,442,705.00	151,999.36 89.5

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

WATER FUND

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
<u>BOND PAYMENT (P & I)</u>						
601-47100-413 LEASE PAYMENTS	5,800.00	5,800.00	5,800.00	5,800.00	.00	100.0
601-47100-600 DEBT SERVICE - PRINCIPAL	535,000.00	555,000.00	555,000.00	555,000.00	.00	100.0
601-47100-611 BOND INTEREST	55,818.00	34,376.00	115,000.00	115,000.00	80,624.00	29.9
601-47100-620 AGENT FEES	1,360.22	585.60	720.00	720.00	134.40	81.3
TOTAL BOND PAYMENT (P & I)	597,978.22	595,761.60	676,520.00	676,520.00	80,758.40	88.1
<u>OTHER FINANCING USES</u>						
601-49300-710 LOSS ON DISPOSAL OF ASSETS	.00	.00	(500.00)	(500.00)	(500.00)	.0
601-49300-720 TRANSFERS TO OTHER FUNDS	5,460.00	6,865.00	6,865.00	6,865.00	.00	100.0
TOTAL OTHER FINANCING USES	5,460.00	6,865.00	6,365.00	6,365.00	(500.00)	107.9
<u>POWER AND PUMPING</u>						
601-49410-220 REPAIR AND MAINTENANCE	24.38	5,800.00	7,500.00	7,500.00	1,700.00	77.3
601-49410-300 PROFESSIONAL SERVICES	517.50	1,111.43	25,000.00	25,000.00	23,888.57	4.5
601-49410-381 ELECTRIC UTILITIES	5,442.45	7,536.43	8,085.00	8,085.00	548.57	93.2
601-49410-383 GAS UTILITIES	876.23	1,279.69	1,240.00	1,240.00	(39.69)	103.2
TOTAL POWER AND PUMPING	6,860.56	15,727.55	41,825.00	41,825.00	26,097.45	37.6

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

WATER FUND

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
<u>PURIFICATION-PLANT 1</u>						
601-49420-210 OPERATING SUPPLIES	12,565.57	14,710.04	18,000.00	18,000.00	3,289.96	81.7
601-49420-220 REPAIR AND MAINTENANCE	1,774.18	8,743.60	37,400.00	37,400.00	28,656.40	23.4
601-49420-300 PROFESSIONAL SERVICES	943.00	3,119.97	1,200.00	1,200.00	(1,919.97)	260.0
601-49420-310 SOFTWARE SUPPORT	.00	202.79	175.00	175.00	(27.79)	115.9
601-49420-312 TESTS	3,395.00	3,115.00	3,800.00	3,800.00	685.00	82.0
601-49420-321 TELEPHONE	4,406.95	4,674.45	4,220.00	4,220.00	(454.45)	110.8
601-49420-381 ELECTRIC UTILITIES	9,160.53	12,345.85	14,075.00	14,075.00	1,729.15	87.7
601-49420-383 GAS UTILITIES	1,421.52	2,122.20	1,895.00	1,895.00	(227.20)	112.0
601-49420-580 OTHER EQUIPMENT	2,332.00	.00	51,500.00	51,500.00	51,500.00	.0
TOTAL PURIFICATION-PLANT 1	35,998.75	49,033.90	132,265.00	132,265.00	83,231.10	37.1
<u>PURIFICATION-PLANT 2</u>						
601-49421-210 OPERATING SUPPLIES	21,278.44	20,705.75	28,000.00	28,000.00	7,294.25	74.0
601-49421-214 SMALL TOOL & MINOR EQUIPMENT	265.94	263.12	500.00	500.00	236.88	52.6
601-49421-220 REPAIR AND MAINTENANCE	6,642.80	12,728.45	30,000.00	30,000.00	17,271.55	42.4
601-49421-300 PROFESSIONAL SERVICES	4,511.33	5,832.00	45,000.00	45,000.00	39,168.00	13.0
601-49421-310 SOFTWARE SUPPORT	.00	.00	175.00	175.00	175.00	.0
601-49421-321 TELEPHONE	5,426.95	5,694.47	5,240.00	5,240.00	(454.47)	108.7
601-49421-381 ELECTRIC UTILITIES	31,877.52	41,517.33	50,530.00	50,530.00	9,012.67	82.2
601-49421-383 GAS UTILITIES	6,112.45	9,863.63	10,165.00	10,165.00	301.37	97.0
601-49421-580 OTHER EQUIPMENT	.00	.00	75,000.00	75,000.00	75,000.00	.0
TOTAL PURIFICATION-PLANT 2	76,115.43	96,604.75	244,610.00	244,610.00	148,005.25	39.5

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

WATER FUND

		PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
	<u>DISTRIBUTION</u>						
601-49430-210	OPERATING SUPPLIES	275,023.65	525,668.08	290,000.00	290,000.00	(235,668.08)	181.3
601-49430-220	REPAIR AND MAINTENANCE	68,118.07	21,057.97	7,500.00	7,500.00	(13,557.97)	280.8
601-49430-300	PROFESSIONAL SERVICES	57,002.85	62,568.01	81,500.00	81,500.00	18,931.99	76.8
	TOTAL DISTRIBUTION	400,144.57	609,294.06	379,000.00	379,000.00	(230,294.06)	160.8
	<u>WELLHEAD PROTECTION</u>						
601-49434-303	ENGINEERING FEE	.00	.00	3,000.00	3,000.00	3,000.00	.0
	TOTAL WELLHEAD PROTECTION	.00	.00	3,000.00	3,000.00	3,000.00	.0
	<u>STORAGE-TOWER 1</u>						
601-49435-220	REPAIR AND MAINTENANCE	.00	.00	2,500.00	2,500.00	2,500.00	.0
601-49435-300	PROFESSIONAL SERVICES	.00	490.00	300.00	300.00	(190.00)	163.3
601-49435-321	TELEPHONE	3,986.95	4,254.45	3,800.00	3,800.00	(454.45)	112.0
601-49435-381	ELECTRIC UTILITIES	3,172.13	3,507.52	4,515.00	4,515.00	1,007.48	77.7
601-49435-530	IMPROVEMENTS OTHER THAN BLDG	.00	.00	40,000.00	40,000.00	40,000.00	.0
	TOTAL STORAGE-TOWER 1	7,159.08	8,251.97	51,115.00	51,115.00	42,863.03	16.1

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

WATER FUND

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
<u>WATER MAINTENANCE</u>						
601-49440-101 WATER DEPT SALARIES	123,231.55	121,428.15	181,460.00	181,460.00	60,031.85	66.9
601-49440-121 PERA CONTRIBUTIONS	8,486.63	14,677.22	13,420.00	13,420.00	(1,257.22)	109.4
601-49440-122 FICA CONTRIBUTIONS	8,316.63	8,790.64	10,860.00	10,860.00	2,069.36	81.0
601-49440-123 DEFERRED COMP-EMPLOYER	1,482.33	(22.96)	950.00	950.00	972.96	(2.4)
601-49440-125 MEDICARE CONTRIBUTIONS	.00	.00	2,540.00	2,540.00	2,540.00	.0
601-49440-130 H S A- EMPLOYER CONTRIBUTION	3,933.82	4,894.58	8,260.00	8,260.00	3,365.42	59.3
601-49440-131 HEALTH INSURANCE	19,218.21	21,406.71	37,380.00	37,380.00	15,973.29	57.3
601-49440-132 DENTAL INSURANCE	1,257.68	1,366.48	2,750.00	2,750.00	1,383.52	49.7
601-49440-133 LIFE INSURANCE	156.14	171.25	155.00	155.00	(16.25)	110.5
601-49440-134 DISABILITY INSURANCE	1,510.66	1,659.43	1,775.00	1,775.00	115.57	93.5
601-49440-151 WORKERS COMP. INSUR. PREM.	5,988.00	3,028.00	4,480.00	4,480.00	1,452.00	67.6
601-49440-171 CLOTHING ALLOWANCE	1,319.75	1,445.28	1,170.00	1,170.00	(275.28)	123.5
601-49440-200 OFFICE SUPPLIES	90.74	179.98	200.00	200.00	20.02	90.0
601-49440-201 POSTAGE	2,534.95	1,323.27	50.00	50.00	(1,273.27)	2646.5
601-49440-205 MOTOR FUEL	6,758.60	7,119.06	6,160.00	6,160.00	(959.06)	115.6
601-49440-210 OPERATING SUPPLIES	965.59	1,201.98	2,000.00	2,000.00	798.02	60.1
601-49440-214 SMALL TOOL & MINOR EQUIPMENT	1,871.46	607.33	1,500.00	1,500.00	892.67	40.5
601-49440-220 REPAIR AND MAINTENANCE	15,742.39	50,124.59	20,000.00	20,000.00	(30,124.59)	250.6
601-49440-230 VEHICLE REPAIR & MAINTENANCE	1,817.30	1,645.56	2,500.00	2,500.00	854.44	65.8
601-49440-300 PROFESSIONAL SERVICES	8,562.64	12,832.50	10,000.00	10,000.00	(2,832.50)	128.3
601-49440-303 ENGINEERING FEE	642.33	2,435.50	1,500.00	1,500.00	(935.50)	162.4
601-49440-310 SOFTWARE SUPPORT	329.12	492.56	175.00	175.00	(317.56)	281.5
601-49440-314 SAFETY PROGRAM	1,093.22	796.90	1,395.00	1,395.00	598.10	57.1
601-49440-317 OTHER FEES	4.00	.00	.00	.00	.00	.0
601-49440-319 GOPHER STATE NOTIFICATION	495.47	681.76	750.00	750.00	68.24	90.9
601-49440-321 TELEPHONE	1,426.94	1,357.44	1,200.00	1,200.00	(157.44)	113.1
601-49440-331 TRAVEL & CONFERENCE EXPENSE	560.25	752.60	1,000.00	1,000.00	247.40	75.3
601-49440-361 GENERAL LIABILITY INSURANCE	25,420.16	26,053.54	27,600.00	27,600.00	1,546.46	94.4
601-49440-433 DUES & MEMBERSHIPS	1,059.32	1,291.30	1,015.00	1,015.00	(276.30)	127.2
601-49440-437 REAL ESTATE TAXES	.00	324.00	675.00	675.00	351.00	48.0
601-49440-442 WATER PERMIT	3,646.54	2,590.22	3,750.00	3,750.00	1,159.78	69.1
601-49440-444 ANNUAL WATER CONNECTION FEE	18,058.00	18,203.00	18,500.00	18,500.00	297.00	98.4
601-49440-446 LICENSE	198.94	33.20	200.00	200.00	166.80	16.6
601-49440-550 MOTOR VEHICLES	.00	20,873.54	3,500.00	19,682.56	(1,190.98)	106.1
601-49440-580 OTHER EQUIPMENT	8,548.50	.00	9,750.00	9,750.00	9,750.00	.0

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

WATER FUND

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
601-49440-581 COMPUTER HARDWARE	.00	.00	750.00	750.00	750.00	.0
TOTAL WATER MAINTENANCE	274,727.86	329,764.61	379,370.00	395,552.56	65,787.95	83.4
 <u>WATER GENERAL ADMINISTRATION</u>						
601-49490-101 WATER ADMIN SALARIES	14,389.85	15,222.13	20,855.00	20,855.00	5,632.87	73.0
601-49490-121 PERA CONTRIBUTIONS	1,076.83	1,213.49	1,565.00	1,565.00	351.51	77.5
601-49490-122 FICA CONTRIBUTIONS	1,045.71	1,152.89	1,255.00	1,255.00	102.11	91.9
601-49490-125 MEDICARE CONTRIBUTIONS	.00	.00	295.00	295.00	295.00	.0
601-49490-130 H S A- EMPLOYER CONTRIBUTION	240.00	480.00	600.00	600.00	120.00	80.0
601-49490-131 HEALTH INSURANCE	1,560.00	3,710.40	5,250.00	5,250.00	1,539.60	70.7
601-49490-132 DENTAL INSURANCE	97.92	199.90	360.00	360.00	160.10	55.5
601-49490-133 LIFE INSURANCE	15.96	15.96	20.00	20.00	4.04	79.8
601-49490-134 DISABILITY INSURANCE	178.92	182.99	215.00	215.00	32.01	85.1
601-49490-151 WORKERS COMP. INSUR. PREM.	101.00	55.00	95.00	95.00	40.00	57.9
601-49490-171 CLOTHING ALLOWANCE	.00	.00	15.00	15.00	15.00	.0
601-49490-200 OFFICE SUPPLIES	89.00	66.63	150.00	150.00	83.37	44.4
601-49490-201 POSTAGE	2,797.00	3,401.61	2,550.00	2,550.00	(851.61)	133.4
601-49490-210 OPERATING SUPPLIES	2,097.05	1,753.25	1,750.00	1,750.00	(3.25)	100.2
601-49490-300 PROFESSIONAL SERVICES	.00	3,742.50	4,000.00	4,000.00	257.50	93.6
601-49490-310 SOFTWARE SUPPORT	2,718.17	3,582.88	4,850.00	4,850.00	1,267.12	73.9
601-49490-317 OTHER FEES	.00	.00	15.00	15.00	15.00	.0
601-49490-331 TRAVEL & CONFERENCE EXPENSE	138.92	221.75	250.00	250.00	28.25	88.7
601-49490-340 ADVERTISING	154.65	131.15	.00	.00	(131.15)	.0
601-49490-410 RENTALS	803.74	1,022.81	500.00	500.00	(522.81)	204.6
601-49490-581 COMPUTER HARDWARE	.00	425.07	250.00	250.00	(175.07)	170.0
TOTAL WATER GENERAL ADMINISTRATION	27,504.72	36,580.41	44,840.00	44,840.00	8,259.59	81.6

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

WATER FUND

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
<u>DEPRECIATION EXPENSE</u>						
601-49970-420 DEPRECIATION	.00	.00	475,000.00	475,000.00	475,000.00	.0
TOTAL DEPRECIATION EXPENSE	.00	.00	475,000.00	475,000.00	475,000.00	.0
TOTAL FUND EXPENDITURES	1,431,949.19	1,747,883.85	2,433,910.00	2,450,092.56	702,208.71	71.3
NET REVENUE OVER EXPENDITURES	(182,266.82)	(457,178.21)	(991,205.00)	(1,007,387.56)	(550,209.35)	(45.4)

CITY OF ST JOSEPH

BALANCE SHEET
DECEMBER 31, 2025

FUND 602 - SEWER FUND

ASSETS

602-10199	CASH	3,727,341.27	
602-10500	ACCOUNTS RECEIVABLE	272,366.24	
602-16100	LAND	4,940.50	
602-16200	BUILDING	1,295,253.80	
602-16210	ACCUMULATED DEPR. BUILDING	(402,928.56)	
602-16300	TREATMENT PLANT & LINE	9,940,907.92	
602-16310	ACCUMULATED DEPR. PLANT & LINE	(3,553,062.73)	
602-16320	INTANGIBLE ASSETS	9,180,409.24	
602-16330	ACCUMULATED DEPR. INTANGIBLES	(3,585,353.01)	
602-16400	MACHINERY & EQUIPMENT	736,778.71	
602-16410	ACCUMULATED DEPR. MACH & EQUIP	(604,021.98)	
602-16500	CONSTRUCTION IN PROGRESS	804,029.16	
TOTAL ASSETS			17,816,660.56

LIABILITIES AND EQUITY

LIABILITIES

602-20200	ACCOUNTS PAYABLE	418.21	
602-22500	BONDS PAYABLE -CURRENT PORTION	130,000.00	
602-22510	NOTES PAYABLE -CURRENT PORTION	395,299.00	
602-22530	REVENUE BONDS PAYABLE	410,000.00	
602-22540	NONCURRENT NOTES PAYABLE	2,609,771.00	
602-22840	NET PENSION LIABILITY	92,888.00	
602-23200	UNAMORTIZED BOND PREMIUM	28,230.00	
TOTAL LIABILITIES			3,666,606.21

FUND EQUITY

602-25310	UNASSIGNED FUND BALANCE	5,509,290.31	
602-26120	CONTRIB. FROM DEVELOPERS	1,735,533.93	
602-26140	CONTRIB. FROM CAPITAL FUNDS	6,288,285.33	
	REVENUE OVER EXPENDITURES - YTD	616,944.78	
TOTAL FUND EQUITY			14,150,054.35
TOTAL LIABILITIES AND EQUITY			17,816,660.56

CITY OF ST JOSEPH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

SEWER FUND

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
<u>UTILITIES REVENUE</u>						
602-00000-36100 SPECIAL ASSESSMENTS	(208.02)	(1,036.15)	400.00	400.00	1,436.15	(259.0)
602-00000-36210 INTEREST EARNINGS	105,737.73	138,590.60	35,000.00	35,000.00	(103,590.60)	396.0
602-00000-36230 CONTRIBUTIONS - GENERAL	941.00	807.00	700.00	700.00	(107.00)	115.3
602-00000-37110 SANITARY SEWER USE SERVICE	914,927.62	945,768.29	937,715.00	937,715.00	(8,053.29)	100.9
602-00000-37160 PENALTIES AND FORFEITED DISC	7,160.58	8,566.42	3,500.00	3,500.00	(5,066.42)	244.8
602-00000-37180 SEWER FIXED CHARGE	642,553.55	672,703.14	670,980.00	670,980.00	(1,723.14)	100.3
602-00000-39201 TRANSFERS FROM OTHER FUNDS	.00	16,182.56	72,500.00	72,500.00	56,317.44	22.3
TOTAL UTILITIES REVENUE	1,671,112.46	1,781,581.86	1,720,795.00	1,720,795.00	(60,786.86)	103.5
TOTAL FUND REVENUE	1,671,112.46	1,781,581.86	1,720,795.00	1,720,795.00	(60,786.86)	103.5

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

SEWER FUND

		PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
	<u>BOND PAYMENT (P & I)</u>						
602-47100-600	DEBT SERVICE - PRINCIPAL	130,000.00	130,000.00	130,000.00	130,000.00	.00	100.0
602-47100-611	BOND INTEREST	(22,824.00)	10,800.00	10,800.00	10,800.00	.00	100.0
602-47100-620	AGENT FEES	734.62	322.50	365.00	365.00	42.50	88.4
	TOTAL BOND PAYMENT (P & I)	107,910.62	141,122.50	141,165.00	141,165.00	42.50	100.0
	<u>OTHER FINANCING USES</u>						
602-49300-720	TRANSFERS TO OTHER FUNDS	27,580.00	29,050.00	29,050.00	29,050.00	.00	100.0
	TOTAL OTHER FINANCING USES	27,580.00	29,050.00	29,050.00	29,050.00	.00	100.0

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

SEWER FUND

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
<u>SANITARY SEWER MAINTENANCE</u>						
602-49450-101 SEWER DEPT SALARIES	77,296.72	62,386.93	176,385.00	176,385.00	113,998.07	35.4
602-49450-121 PERA CONTRIBUTIONS	5,102.59	10,238.85	13,040.00	13,040.00	2,801.15	78.5
602-49450-122 FICA CONTRIBUTIONS	5,074.42	4,560.23	10,550.00	10,550.00	5,989.77	43.2
602-49450-123 DEFERRED COMP-EMPLOYER	1,482.33 (	7.40)	950.00	950.00	957.40 (	.8)
602-49450-125 MEDICARE CONTRIBUTIONS	.00	.00	2,470.00	2,470.00	2,470.00	.0
602-49450-130 H S A- EMPLOYER CONTRIBUTION	3,519.93	4,469.56	7,915.00	7,915.00	3,445.44	56.5
602-49450-131 HEALTH INSURANCE	17,334.88	19,302.64	36,330.00	36,330.00	17,027.36	53.1
602-49450-132 DENTAL INSURANCE	1,171.82	1,262.06	2,680.00	2,680.00	1,417.94	47.1
602-49450-133 LIFE INSURANCE	113.55	108.24	150.00	150.00	41.76	72.2
602-49450-134 DISABILITY INSURANCE	1,446.30	1,578.88	1,730.00	1,730.00	151.12	91.3
602-49450-151 WORKERS COMP. INSUR. PREM.	5,960.00	2,549.00	5,145.00	5,145.00	2,596.00	49.5
602-49450-171 CLOTHING ALLOWANCE	1,303.26	1,550.78	1,205.00	1,205.00 (	345.78)	128.7
602-49450-200 OFFICE SUPPLIES	60.61	.00	200.00	200.00	200.00	.0
602-49450-205 MOTOR FUEL	7,804.70	7,872.48	6,660.00	6,660.00 (	1,212.48)	118.2
602-49450-210 OPERATING SUPPLIES	735.34	3,032.13	2,200.00	2,200.00 (	832.13)	137.8
602-49450-214 SMALL TOOL & MINOR EQUIPMENT	521.28	825.62	1,500.00	1,500.00	674.38	55.0
602-49450-220 REPAIR AND MAINTENANCE	1,471.40	2,644.18	7,500.00	7,500.00	4,855.82	35.3
602-49450-230 VEHICLE REPAIR & MAINTENANCE	2,967.54	3,986.25	4,500.00	4,500.00	513.75	88.6
602-49450-300 PROFESSIONAL SERVICES	3,889.58	552.50	10,000.00	10,000.00	9,447.50	5.5
602-49450-303 ENGINEERING FEE	824.45	.00	1,000.00	1,000.00	1,000.00	.0
602-49450-310 SOFTWARE SUPPORT	329.12	492.56	1,695.00	1,695.00	1,202.44	29.1
602-49450-321 TELEPHONE	1,392.94	1,357.44	995.00	995.00 (	362.44)	136.4
602-49450-331 TRAVEL & CONFERENCE EXPENSE	866.77	402.60	1,000.00	1,000.00	597.40	40.3
602-49450-361 GENERAL LIABILITY INSURANCE	11,927.14	12,298.54	13,235.00	13,235.00	936.46	92.9
602-49450-433 DUES & MEMBERSHIPS	819.33	1,039.30	1,250.00	1,250.00	210.70	83.1
602-49450-446 LICENSE	201.37	56.20	200.00	200.00	143.80	28.1
602-49450-530 IMPROVEMENTS OTHER THAN BLDG	86.00	1,360.80	15,000.00	15,000.00	13,639.20	9.1
602-49450-550 MOTOR VEHICLES	.00	28,074.79	3,500.00	19,682.56 (	8,392.23)	142.6
602-49450-580 OTHER EQUIPMENT	8,548.50	.00	47,250.00	47,250.00	47,250.00	.0
602-49450-581 COMPUTER HARDWARE	.00	.00	750.00	750.00	750.00	.0
TOTAL SANITARY SEWER MAINTENA	162,251.87	171,995.16	376,985.00	393,167.56	221,172.40	43.8

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

SEWER FUND

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
<u>LIFT STATION-BAKER STREET</u>						
602-49470-210 OPERATING SUPPLIES	2,378.52	201.24	.00	.00 (	201.24)	.0
602-49470-220 REPAIR AND MAINTENANCE	1,130.12	1,417.40	2,500.00	2,500.00	1,082.60	56.7
602-49470-300 PROFESSIONAL SERVICES	400.00	875.00	300.00	300.00 (	575.00)	291.7
602-49470-381 ELECTRIC UTILITIES	3,561.48	4,152.40	4,760.00	4,760.00	607.60	87.2
602-49470-530 IMPROVEMENTS OTHER THAN BLDG	.00	.00	2,500.00	2,500.00	2,500.00	.0
TOTAL LIFT STATION-BAKER STREET	7,470.12	6,646.04	10,060.00	10,060.00	3,413.96	66.1
<u>LIFT STATION-RIDGEWOOD/DBL</u>						
602-49471-220 REPAIR AND MAINTENANCE	.00	.00	2,500.00	2,500.00	2,500.00	.0
602-49471-300 PROFESSIONAL SERVICES	.00	.00	300.00	300.00	300.00	.0
602-49471-381 ELECTRIC UTILITIES	2,981.77	1,704.70	1,540.00	1,540.00 (	164.70)	110.7
602-49471-383 GAS UTILITIES	429.63	560.66	660.00	660.00	99.34	85.0
602-49471-530 IMPROVEMENTS OTHER THAN BLDG	.00	.00	2,500.00	2,500.00	2,500.00	.0
TOTAL LIFT STATION-RIDGEWOOD/DB	3,411.40	2,265.36	7,500.00	7,500.00	5,234.64	30.2
<u>LIFT STATION-NORTHLAND</u>						
602-49472-220 REPAIR AND MAINTENANCE	127.19	.00	2,500.00	2,500.00	2,500.00	.0
602-49472-381 ELECTRIC UTILITIES	1,108.08	1,107.57	1,240.00	1,240.00	132.43	89.3
602-49472-530 IMPROVEMENTS OTHER THAN BLDG	.00	.00	2,500.00	2,500.00	2,500.00	.0
TOTAL LIFT STATION-NORTHLAND	1,235.27	1,107.57	6,240.00	6,240.00	5,132.43	17.8

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

SEWER FUND

		PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
	<u>LIFT STATION-CR 121</u>						
602-49473-220	REPAIR AND MAINTENANCE	32,910.05	650.00	2,500.00	2,500.00	1,850.00	26.0
602-49473-381	ELECTRIC UTILITIES	1,725.52	2,116.30	1,880.00	1,880.00	(236.30)	112.6
602-49473-530	IMPROVEMENTS OTHER THAN BLDG	46,318.62	54,194.00	2,500.00	2,500.00	(51,694.00)	2167.8
	<u>TOTAL LIFT STATION-CR 121</u>	<u>80,954.19</u>	<u>56,960.30</u>	<u>6,880.00</u>	<u>6,880.00</u>	<u>(50,080.30)</u>	<u>827.9</u>
	<u>LIFT STATION-MAIN</u>						
602-49480-201	POSTAGE	144.51	10.90	200.00	200.00	189.10	5.5
602-49480-210	OPERATING SUPPLIES	14,300.81	14,003.88	15,000.00	15,000.00	996.12	93.4
602-49480-220	REPAIR AND MAINTENANCE	1,681.98	4,719.27	5,000.00	5,000.00	280.73	94.4
602-49480-300	PROFESSIONAL SERVICES	1,800.00	975.00	8,500.00	8,500.00	7,525.00	11.5
602-49480-312	TESTS	9,474.50	9,253.00	9,500.00	9,500.00	247.00	97.4
602-49480-321	TELEPHONE	3,987.00	4,254.40	3,800.00	3,800.00	(454.40)	112.0
602-49480-381	ELECTRIC UTILITIES	5,674.29	7,024.49	8,275.00	8,275.00	1,250.51	84.9
602-49480-383	GAS UTILITIES	629.11	798.49	910.00	910.00	111.51	87.8
602-49480-419	SEWER USE RENTAL	241,208.82	313,622.29	300,000.00	300,000.00	(13,622.29)	104.5
602-49480-580	OTHER EQUIPMENT	.00	.00	3,000.00	3,000.00	3,000.00	.0
602-49480-602	ST. CLOUD DEBT SERVICE	330,087.80	363,092.77	546,275.00	546,275.00	183,182.23	66.5
	<u>TOTAL LIFT STATION-MAIN</u>	<u>608,988.82</u>	<u>717,754.49</u>	<u>900,460.00</u>	<u>900,460.00</u>	<u>182,705.51</u>	<u>79.7</u>

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

SEWER FUND

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
<u>SEWER GENERAL ADMINISTRATION</u>						
602-49490-101 SEWER ADMIN SALARIES	14,389.85	15,222.13	20,855.00	20,855.00	5,632.87	73.0
602-49490-121 PERA CONTRIBUTIONS	1,076.83	1,213.49	1,565.00	1,565.00	351.51	77.5
602-49490-122 FICA CONTRIBUTIONS	1,045.70	1,152.89	1,255.00	1,255.00	102.11	91.9
602-49490-125 MEDICARE CONTRIBUTIONS	.00	.00	295.00	295.00	295.00	.0
602-49490-130 H S A- EMPLOYER CONTRIBUTION	240.00	480.00	600.00	600.00	120.00	80.0
602-49490-131 HEALTH INSURANCE	1,560.00	3,710.40	5,250.00	5,250.00	1,539.60	70.7
602-49490-132 DENTAL INSURANCE	97.92	199.90	360.00	360.00	160.10	55.5
602-49490-133 LIFE INSURANCE	15.96	15.96	20.00	20.00	4.04	79.8
602-49490-134 DISABILITY INSURANCE	178.92	182.99	215.00	215.00	32.01	85.1
602-49490-151 WORKERS COMP. INSUR. PREM.	101.00	55.00	95.00	95.00	40.00	57.9
602-49490-171 CLOTHING ALLOWANCE	.00	.00	15.00	15.00	15.00	.0
602-49490-200 OFFICE SUPPLIES	89.00	66.63	300.00	300.00	233.37	22.2
602-49490-201 POSTAGE	2,781.69	3,329.63	2,880.00	2,880.00	(449.63)	115.6
602-49490-210 OPERATING SUPPLIES	2,097.06	1,750.54	1,750.00	1,750.00	(.54)	100.0
602-49490-300 PROFESSIONAL SERVICES	375.00	4,117.50	4,000.00	4,000.00	(117.50)	102.9
602-49490-310 SOFTWARE SUPPORT	2,718.17	3,519.88	4,850.00	4,850.00	1,330.12	72.6
602-49490-314 SAFETY PROGRAM	1,517.15	417.59	1,395.00	1,395.00	977.41	29.9
602-49490-319 GOPHER STATE NOTIFICATION	495.48	681.79	500.00	500.00	(181.79)	136.4
602-49490-331 TRAVEL & CONFERENCE EXPENSE	138.92	152.42	250.00	250.00	97.58	61.0
602-49490-340 ADVERTISING	.00	19.03	.00	.00	(19.03)	.0
602-49490-410 RENTALS	803.76	1,022.82	500.00	500.00	(522.82)	204.6
602-49490-581 COMPUTER HARDWARE	.00	425.07	250.00	250.00	(175.07)	170.0
TOTAL SEWER GENERAL ADMINISTR	29,722.41	37,735.66	47,200.00	47,200.00	9,464.34	80.0
<u>DEPRECIATION EXPENSE</u>						
602-49970-420 DEPRECIATION	.00	.00	565,000.00	565,000.00	565,000.00	.0
TOTAL DEPRECIATION EXPENSE	.00	.00	565,000.00	565,000.00	565,000.00	.0

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

SEWER FUND

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	1,029,524.70	1,164,637.08	2,090,540.00	2,106,722.56	942,085.48	55.3
NET REVENUE OVER EXPENDITURES	641,587.76	616,944.78	(369,745.00)	(385,927.56)	(1,002,872.34)	159.9

CITY OF ST JOSEPH

BALANCE SHEET
DECEMBER 31, 2025

FUND 603 - REFUSE/RECYCLING/COMPOST

ASSETS

603-10199	CASH	281,954.86	
603-10500	ACCOUNTS RECEIVABLE	89,402.22	
603-16400	MACHINERY & EQUIPMENT	67,997.94	
603-16410	ACCUMULATED DEPR. MACH & EQUIP	(51,577.21)	
TOTAL ASSETS			387,777.81

LIABILITIES AND EQUITY

LIABILITIES

603-22840	NET PENSION LIABILITY	8,348.00	
TOTAL LIABILITIES			8,348.00

FUND EQUITY

603-25310	UNASSIGNED FUND BALANCE	250,809.43	
603-26140	CONTRIB. FROM CAPITAL FUNDS	42,015.46	
	REVENUE OVER EXPENDITURES - YTD	86,604.92	
TOTAL FUND EQUITY			379,429.81
TOTAL LIABILITIES AND EQUITY			387,777.81

CITY OF ST JOSEPH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

REFUSE/RECYCLING/COMPOST

		PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
	<u>UTILITIES REVENUE</u>						
603-00000-31320	STATE SALES TAX	5,852.91	5,924.60	.00	.00 (	5,924.60)	.0
603-00000-32000	LICENSES & PERMITS	35,315.50	35,175.00	37,205.00	37,205.00	2,030.00	94.5
603-00000-34404	PENALTIES AND FORFEITED DISC	3,542.30	4,471.46	2,500.00	2,500.00 (	1,971.46)	178.9
603-00000-36100	SPECIAL ASSESSMENTS	(102.69)	(634.38)	200.00	200.00	834.38	(317.2)
603-00000-36210	INTEREST EARNINGS	6,431.94	9,486.23	2,000.00	2,000.00 (	7,486.23)	474.3
603-00000-37105	REFUSE COLLECTION CHARGES	480,867.52	489,391.16	553,450.00	553,450.00	64,058.84	88.4
603-00000-39201	TRANSFERS FROM OTHER FUNDS	.00	24,850.00	.00	.00 (	24,850.00)	.0
	TOTAL UTILITIES REVENUE	531,907.48	568,664.07	595,355.00	595,355.00	26,690.93	95.5
	TOTAL FUND REVENUE	531,907.48	568,664.07	595,355.00	595,355.00	26,690.93	95.5

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

REFUSE/RECYCLING/COMPOST

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
<u>WASTE COLLECTION</u>						
603-43230-101 REFUSE SALARIES	17,256.13	17,453.00	25,060.00	25,060.00	7,607.00	69.6
603-43230-121 PERA CONTRIBUTIONS	1,288.78	1,379.91	1,880.00	1,880.00	500.09	73.4
603-43230-122 FICA CONTRIBUTIONS	1,250.40	1,311.68	1,510.00	1,510.00	198.32	86.9
603-43230-125 MEDICARE CONTRIBUTIONS	.00	.00	355.00	355.00	355.00	.0
603-43230-130 H S A- EMPLOYER CONTRIBUTION	357.50	600.00	905.00	905.00	305.00	66.3
603-43230-131 HEALTH INSURANCE	2,520.00	4,757.90	6,300.00	6,300.00	1,542.10	75.5
603-43230-132 DENTAL INSURANCE	168.24	272.14	435.00	435.00	162.86	62.6
603-43230-133 LIFE INSURANCE	19.12	17.95	25.00	25.00	7.05	71.8
603-43230-134 DISABILITY INSURANCE	228.48	227.59	260.00	260.00	32.41	87.5
603-43230-151 WORKERS COMP. INSUR. PREM.	231.00	215.00	330.00	330.00	115.00	65.2
603-43230-171 CLOTHING ALLOWANCE	30.91	10.58	15.00	15.00	4.42	70.5
603-43230-200 OFFICE SUPPLIES	88.99	66.63	100.00	100.00	33.37	66.6
603-43230-201 POSTAGE	2,781.69	3,329.63	2,880.00	2,880.00	(449.63)	115.6
603-43230-210 OPERATING SUPPLIES	582.00	680.00	615.00	615.00	(65.00)	110.6
603-43230-300 PROFESSIONAL SERVICES	29,145.00	28,875.00	30,780.00	30,780.00	1,905.00	93.8
603-43230-302 MAINTENANCE REIMBURSEMENT	1,250.00	1,180.00	1,175.00	1,175.00	(5.00)	100.4
603-43230-304 LEGAL FEES	142.50	78.75	.00	.00	(78.75)	.0
603-43230-310 SOFTWARE SUPPORT	2,718.16	3,698.85	4,450.00	4,450.00	751.15	83.1
603-43230-331 TRAVEL & CONFERENCE EXPENSE	138.92	152.42	250.00	250.00	97.58	61.0
603-43230-340 ADVERTISING	.00	19.03	.00	.00	(19.03)	.0
603-43230-384 REFUSE DISPOSAL	398,010.54	415,949.53	513,400.00	513,400.00	97,450.47	81.0
603-43230-410 RENTALS	803.79	1,213.49	500.00	500.00	(713.49)	242.7
603-43230-510 LAND AND LAND IMPROVEMENTS	.00	.00	15,000.00	15,000.00	15,000.00	.0
603-43230-580 OTHER EQUIPMENT	.00	.00	5,000.00	5,000.00	5,000.00	.0
603-43230-581 COMPUTER HARDWARE	.00	425.07	250.00	250.00	(175.07)	170.0
TOTAL WASTE COLLECTION	459,012.15	481,914.15	611,475.00	611,475.00	129,560.85	78.8

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

REFUSE/RECYCLING/COMPOST

		PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
	<u>OTHER FINANCING USES</u>						
603-49300-720	TRANSFERS TO OTHER FUNDS	35.00	145.00	145.00	145.00	.00	100.0
	TOTAL OTHER FINANCING USES	35.00	145.00	145.00	145.00	.00	100.0
	<u>DEPRECIATION EXPENSE</u>						
603-49970-420	DEPRECIATION	.00	.00	2,200.00	2,200.00	2,200.00	.0
	TOTAL DEPRECIATION EXPENSE	.00	.00	2,200.00	2,200.00	2,200.00	.0
	TOTAL FUND EXPENDITURES	459,047.15	482,059.15	613,820.00	613,820.00	131,760.85	78.5
	NET REVENUE OVER EXPENDITURES	72,860.33	86,604.92	(18,465.00)	(18,465.00)	(105,069.92)	469.0

CITY OF ST JOSEPH

BALANCE SHEET
DECEMBER 31, 2025

FUND 651 - STORM WATER UTILITY

ASSETS

651-10199	CASH	822,462.93	
651-10500	ACCOUNTS RECEIVABLE	36,219.40	
651-16300	TREATMENT PLANT & LINE	7,331,027.05	
651-16310	ACCUMULATED DEPR. PLANT & LINE	(2,289,141.19)	
651-16320	INTANGIBLE ASSETS	67,914.92	
651-16400	MACHINERY & EQUIPMENT	172,248.21	
651-16410	ACCUMULATED DEPR. MACH & EQUIP	(123,284.66)	
TOTAL ASSETS			6,017,446.66

LIABILITIES AND EQUITY

LIABILITIES

651-22840	NET PENSION LIABILITY	17,563.00	
TOTAL LIABILITIES			17,563.00

FUND EQUITY

651-25310	UNASSIGNED FUND BALANCE	2,619,885.89	
651-26100	CONTRIB. FROM DEVELOPERS	505,905.98	
651-26140	CONTRIB. FROM CAPITAL FUNDS	2,716,542.00	
	REVENUE OVER EXPENDITURES - YTD	157,549.79	
TOTAL FUND EQUITY			5,999,883.66
TOTAL LIABILITIES AND EQUITY			6,017,446.66

CITY OF ST JOSEPH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

STORM WATER UTILITY

		PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
	<u>UTILITIES REVENUE</u>						
651-00000-36100	SPECIAL ASSESSMENTS	(6,176.98)	(2,230.14)	200.00	200.00	2,430.14	(1115.
651-00000-36210	INTEREST EARNINGS	18,341.51	27,567.70	5,000.00	5,000.00	(22,567.70)	551.4
651-00000-37110	STORM WATER USE SERVICE	218,706.14	219,449.27	219,150.00	219,150.00	(299.27)	100.1
651-00000-37160	PENALTIES AND FORFEITED DISC	1,160.01	1,393.09	1,000.00	1,000.00	(393.09)	139.3
651-00000-39305	INSURANCE RECOVERY	.00	2,020.00	.00	.00	(2,020.00)	.0
	TOTAL UTILITIES REVENUE	232,030.68	248,199.92	225,350.00	225,350.00	(22,849.92)	110.1
	TOTAL FUND REVENUE	232,030.68	248,199.92	225,350.00	225,350.00	(22,849.92)	110.1

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

STORM WATER UTILITY

		PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
<u>OTHER FINANCING USES</u>							
651-49300-720	TRANSFERS TO OTHER FUNDS	17,595.00	18,855.00	18,855.00	18,855.00	.00	100.0
	TOTAL OTHER FINANCING USES	17,595.00	18,855.00	18,855.00	18,855.00	.00	100.0
<u>STORM WATER GENERAL ADMIN</u>							
651-49490-101	STORMWATER ADMIN SALARIES	10,792.36	11,416.63	12,515.00	12,515.00	1,098.37	91.2
651-49490-121	PERA CONTRIBUTIONS	807.71	910.01	940.00	940.00	29.99	96.8
651-49490-122	FICA CONTRIBUTIONS	784.27	864.72	755.00	755.00	(109.72)	114.5
651-49490-125	MEDICARE CONTRIBUTIONS	.00	.00	175.00	175.00	175.00	.0
651-49490-130	H S A- EMPLOYER CONTRIBUTION	180.00	360.00	360.00	360.00	.00	100.0
651-49490-131	HEALTH INSURANCE	1,170.00	2,782.92	3,150.00	3,150.00	367.08	88.4
651-49490-132	DENTAL INSURANCE	73.44	149.98	215.00	215.00	65.02	69.8
651-49490-133	LIFE INSURANCE	12.00	12.00	10.00	10.00	(2.00)	120.0
651-49490-134	DISABILITY INSURANCE	134.16	137.24	130.00	130.00	(7.24)	105.6
651-49490-151	WORKERS COMP. INSUR. PREM.	50.00	33.00	60.00	60.00	27.00	55.0
651-49490-171	CLOTHING ALLOWANCE	.00	.00	10.00	10.00	10.00	.0
651-49490-200	OFFICE SUPPLIES	88.99	66.63	100.00	100.00	33.37	66.6
651-49490-201	POSTAGE	1,015.81	2,861.11	.00	.00	(2,861.11)	.0
651-49490-310	SOFTWARE SUPPORT	2,113.81	2,794.47	5,925.00	5,925.00	3,130.53	47.2
651-49490-331	TRAVEL & CONFERENCE EXPENSE	90.22	701.24	150.00	150.00	(551.24)	467.5
651-49490-340	ADVERTISING	.00	19.03	.00	.00	(19.03)	.0
651-49490-581	COMPUTER HARDWARE	.00	425.07	250.00	250.00	(175.07)	170.0
	TOTAL STORM WATER GENERAL ADM	17,312.77	23,534.05	24,745.00	24,745.00	1,210.95	95.1

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

STORM WATER UTILITY

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
<u>STORM WATER MAINTENANCE</u>						
651-49900-101 STORMWATER DEPT SALARIES	12,584.96	16,022.55	53,745.00	53,745.00	37,722.45	29.8
651-49900-121 PERA CONTRIBUTIONS	911.67	1,409.54	3,965.00	3,965.00	2,555.46	35.6
651-49900-122 FICA CONTRIBUTIONS	943.17	1,210.70	3,225.00	3,225.00	2,014.30	37.5
651-49900-123 DEFERRED COMP-EMPLOYER	345.67	.00	425.00	425.00	425.00	.0
651-49900-125 MEDICARE CONTRIBUTIONS	.00	.00	755.00	755.00	755.00	.0
651-49900-130 H S A- EMPLOYER CONTRIBUTION	223.15	572.92	2,280.00	2,280.00	1,707.08	25.1
651-49900-131 HEALTH INSURANCE	1,920.00	2,095.00	10,650.00	10,650.00	8,555.00	19.7
651-49900-132 DENTAL INSURANCE	140.64	144.47	800.00	800.00	655.53	18.1
651-49900-133 LIFE INSURANCE	13.73	12.70	45.00	45.00	32.30	28.2
651-49900-134 DISABILITY INSURANCE	186.00	186.00	525.00	525.00	339.00	35.4
651-49900-151 WORKERS COMP. INSUR. PREM.	1,341.00	552.00	1,575.00	1,575.00	1,023.00	35.1
651-49900-171 CLOTHING ALLOWANCE	103.77	91.20	360.00	360.00	268.80	25.3
651-49900-210 OPERATING SUPPLIES	980.88	.00	1,600.00	1,600.00	1,600.00	.0
651-49900-220 REPAIR AND MAINTENANCE	.00	3,588.99	2,000.00	2,000.00	(1,588.99)	179.5
651-49900-300 PROFESSIONAL SERVICES	.00	1,591.00	250.00	250.00	(1,341.00)	636.4
651-49900-302 MAINTENANCE REIMBURSEMENT	14,000.00	14,000.00	14,000.00	14,000.00	.00	100.0
651-49900-303 ENGINEERING FEE	925.00	1,695.90	5,000.00	5,000.00	3,304.10	33.9
651-49900-308 COMMUNITY PROGRAMS	1,779.00	1,620.00	1,800.00	1,800.00	180.00	90.0
651-49900-310 SOFTWARE SUPPORT	1,313.12	479.81	2,680.00	2,680.00	2,200.19	17.9
651-49900-321 TELEPHONE	1,072.43	953.80	995.00	995.00	41.20	95.9
651-49900-340 ADVERTISING	.00	.00	75.00	75.00	75.00	.0
651-49900-410 RENTALS	.00	.00	250.00	250.00	250.00	.0
651-49900-530 IMPROVEMENTS OTHER THAN BLDG	1,442.27	2,034.50	10,000.00	10,000.00	7,965.50	20.4
651-49900-580 OTHER EQUIPMENT	.00	.00	16,000.00	16,000.00	16,000.00	.0
TOTAL STORM WATER MAINTENANCE	40,226.46	48,261.08	133,000.00	133,000.00	84,738.92	36.3
<u>DEPRECIATION EXPENSE</u>						
651-49970-420 DEPRECIATION	.00	.00	170,000.00	170,000.00	170,000.00	.0
TOTAL DEPRECIATION EXPENSE	.00	.00	170,000.00	170,000.00	170,000.00	.0

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

STORM WATER UTILITY

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	75,134.23	90,650.13	346,600.00	346,600.00	255,949.87	26.2
NET REVENUE OVER EXPENDITURES	156,896.45	157,549.79	(121,250.00)	(121,250.00)	(278,799.79)	129.9

CITY OF ST JOSEPH

BALANCE SHEET
DECEMBER 31, 2025

FUND 652 - STREET LIGHT UTILITY

<u>ASSETS</u>		
652-10199	CASH	154,259.61
652-10500	ACCOUNTS RECEIVABLE	14,662.31
TOTAL ASSETS		168,921.92
<u>LIABILITIES AND EQUITY</u>		
<u>LIABILITIES</u>		
652-22840	NET PENSION LIABILITY	4,178.00
TOTAL LIABILITIES		4,178.00
<u>FUND EQUITY</u>		
652-25310	UNASSIGNED FUND BALANCE	149,455.03
	REVENUE OVER EXPENDITURES - YTD	15,288.89
TOTAL FUND EQUITY		164,743.92
TOTAL LIABILITIES AND EQUITY		168,921.92

CITY OF ST JOSEPH
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

STREET LIGHT UTILITY

		PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
	<u>UTILITIES REVENUE</u>						
652-00000-36100	SPECIAL ASSESSMENTS	(.99)	(54.52)	50.00	50.00	104.52	(109.0)
652-00000-36210	INTEREST EARNINGS	4,358.85	5,724.09	1,500.00	1,500.00	(4,224.09)	381.6
652-00000-37110	USAGE RATE	87,900.20	88,471.22	90,555.00	90,555.00	2,083.78	97.7
652-00000-37160	PENALTIES AND FORFEITED DISC	400.02	466.61	300.00	300.00	(166.61)	155.5
	TOTAL UTILITIES REVENUE	92,658.08	94,607.40	92,405.00	92,405.00	(2,202.40)	102.4
	TOTAL FUND REVENUE	92,658.08	94,607.40	92,405.00	92,405.00	(2,202.40)	102.4

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

STREET LIGHT UTILITY

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
<u>STREET LIGHTING</u>						
652-43160-101 STREET LIGHT SALARIES	11,035.19	10,066.70	27,565.00	27,565.00	17,498.30	36.5
652-43160-121 PERA CONTRIBUTIONS	822.55	792.02	625.00	625.00 (	167.02)	126.7
652-43160-122 FICA CONTRIBUTIONS	801.04	759.63	500.00	500.00 (	259.63)	151.9
652-43160-123 DEFERRED COMP	345.67	.00	100.00	100.00	100.00	.0
652-43160-125 MEDICARE CONTRIBUTIONS	.00	.00	115.00	115.00	115.00	.0
652-43160-130 H S A- EMPLOYER CONTRIBUTION	343.14	812.93	240.00	240.00 (	572.93)	338.7
652-43160-131 HEALTH INSURANCE	2,700.00	3,949.96	2,100.00	2,100.00 (	1,849.96)	188.1
652-43160-132 DENTAL INSURANCE	190.08	244.57	145.00	145.00 (	99.57)	168.7
652-43160-133 LIFE INSURANCE	13.58	10.30	10.00	10.00 (	.30)	103.0
652-43160-134 DISABILITY INSURANCE	182.64	184.40	85.00	85.00 (	99.40)	216.9
652-43160-151 WORKERS COMP. INSUR. PREM.	1,104.00	287.00	1,155.00	1,155.00	868.00	24.9
652-43160-171 CLOTHING ALLOWANCE	10.60 (	1.25)	5.00	5.00	6.25 (	25.0)
652-43160-201 POSTAGE	1,015.81	2,861.11	.00	.00 (	2,861.11)	.0
652-43160-220 REPAIR AND MAINTENANCE	327.49	18.36	4,000.00	4,000.00	3,981.64	.5
652-43160-303 ENGINEERING	.00	121.50	.00	.00 (	121.50)	.0
652-43160-310 SOFTWARE SUPPORT	780.01	1,138.73	2,315.00	2,315.00	1,176.27	49.2
652-43160-331 TRAVEL & CONFERENCE EXPENSE	60.15	95.48	100.00	100.00	4.52	95.5
652-43160-340 ADVERTISING	.00	19.03	.00	.00 (	19.03)	.0
652-43160-386 STREET LIGHTING	42,599.92	52,964.05	57,560.00	57,560.00	4,595.95	92.0
652-43160-387 HOLIDAY DECORATIONS	.00	43.99	2,000.00	2,000.00	1,956.01	2.2
652-43160-410 RENTALS	125.00	.00	.00	.00	.00	.0
652-43160-530 IMPROVEMENTS OTHER THAN BLDG	.00	.00	15,000.00	15,000.00	15,000.00	.0
652-43160-580 OTHER EQUIPMENT	.00	4,000.00	750.00	750.00 (	3,250.00)	533.3
TOTAL STREET LIGHTING	62,456.87	78,368.51	114,370.00	114,370.00	36,001.49	68.5
<u>OTHER FINANCING USES</u>						
652-49300-720 TRANSFERS TO OTHER FUNDS	.00	950.00	950.00	950.00	.00	100.0
TOTAL OTHER FINANCING USES	.00	950.00	950.00	950.00	.00	100.0

CITY OF ST JOSEPH
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2025

STREET LIGHT UTILITY

	PRIOR YTD AMOUNT	YTD ACTUAL	ORIGINAL BUDGET	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	62,456.87	79,318.51	115,320.00	115,320.00	36,001.49	68.8
NET REVENUE OVER EXPENDITURES	30,201.21	15,288.89	(22,915.00)	(22,915.00)	(38,203.89)	66.7

2025 Capital Expenditures
General Fund Capital Equipment Plan - Summary
Final adopted December 2, 2024
As of December 31, 2025

Project Department	Budget Account Code	Equipment	Available Reserve Balance	through 12/31 Transferred/ Grant 2025	through 12/31 Spent 2025	Budget 2025	Remaining Balance
Election	101-41410-xxx	Election Equipment	(1,177.07)	-	6,080.21	6,000.00	(1,257.28)
Planning	101-41941-30C	Comp Plan Update	37,242.54	-	-	10,500.00	47,742.54
Parks	101-45202-30C	Master Park Planning	5,500.00	-	-	2,500.00	8,000.00
Finance	101-41530-30C	GASB Updates	50.00	-	-	2,500.00	2,550.00
2023 EQUIP CERTIFICATE	418-41430-581	Computers/Scanners	24,310.82	435.00	23,563.24	-	1,182.58
2025 EQUIP CERTIFICATE	421-41430-581/55C	Computers/Vehicle	-	(131.28)	10,000.00	59,850.00	49,718.72
Administration	109-41430-57C	Administration Equipment	25,275.76	-	8,493.94	4,000.00	20,781.82
Administration	109-41430-581	Computer Replacement	34,349.22	-	-	6,000.00	40,349.22
Administration	109-41430-582	Computer Software	5,403.97	-	6,000.00	2,500.00	1,903.97
Government Center	109-41942-30C	SJGC Maintenance	-	-	-	30,000.00	30,000.00
Building Inspection	109-42401-55C	Vehicle	-	-	-	-	-
Cable Access	108-41950-58C	Cable Equipment	6,192.65	3,960.05	304.00	-	9,848.70
Total Administration CEP			137,147.89	4,263.77	54,441.39	123,850.00	210,820.27
Police - General	109-42120-58C	Police Equipment	27,574.50	7,000.00	-	12,550.00	47,124.50
Police-Communications	109-42151-58C	Communication Equipment	39,744.63	-	-	7,585.00	47,329.63
Police - Automotive	109-42152-55C	Police Squads	34,645.13	13,756.90	45,513.45	10,000.00	12,888.58
Police - Automotive	109-42152-58C	Vehicle/Equipment	55,807.39	-	27,185.81	14,100.00	42,721.58
Police - Automotive	109-42152-581	Squad Laptops	4,000.95	-	-	1,000.00	5,000.95
Emergency Services	109-42500-58C	Emergency Services	6,707.61	-	-	1,500.00	8,207.61
Police - Building	109-42120-52C	Police Garage	2,840.17	-	-	2,500.00	5,340.17
2023 EQUIP CERTIFICATE	421-42120-581	Defibrillators	5,390.00	-	435.00	-	4,955.00
2025 EQUIP CERTIFICATE	418-42120-580/55	Police Squads/Squad Laptops	-	10,131.28	123,131.28	113,000.00	-
PUBLIC SAFETY AID	106-42120-55C	Police Squads/In-Squad Cameras	59,571.53	-	59,571.53	-	-
FORFEITURE FUND	101-42120-43C	Forfeitures	55,543.12	5,073.00	3,976.42	-	56,639.70
Total Police CEP			291,825.03	35,961.18	259,813.49	162,235.00	230,207.72
Streets	101-43120-53C	Street Improvements	226,445.26	-	223,494.90	58,500.00	61,450.36
2025 EQUIP CERTIFICATE	421-43125-58C	Plow Truck/Sno Go Snow Blower	-	-	-	179,900.00	179,900.00
2025 EQUIP CERTIFICATE	421-43201-58C	Scissor Truck	-	-	23,250.00	23,250.00	-
2025 EQUIP CERTIFICATE	421-45202-530/520/58C	Trailer/Fencing/Pickup Truck	-	-	28,549.39	56,000.00	27,450.61
Streets	109-43120-55C	Street Motor Vehicles	19,123.37	(16,182.56)	-	3,500.00	6,440.81
Streets	109-43120-58C	Street Equipment	(768.26)	-	-	4,500.00	3,731.74
Streets	109-43120-582	Street Software	5,136.00	-	-	250.00	5,386.00
Street Sweeping	109-43220-58C	Street Sweeping Equipment	13,000.00	-	-	6,000.00	19,000.00
Snow Removal	109-43125-58C	Snow Removal Equipment	82,597.34	-	-	46,500.00	129,097.34
Maintenance	109-43201-52C	Maintenance Facilities	112,034.49	-	-	12,500.00	124,534.49
Maintenance	109-43201-58C	Maintenance Shop Equipment	45,205.11	5,687.50	12,117.14	8,250.00	47,025.47
Parks	109-45202-53C	Parks Improvements	38,802.70	-	55,625.00	28,000.00	11,177.70
Parks	109-45202-58C	Parks Equipment	72,061.80	1,881.75	2,150.00	28,900.00	100,693.55
Parks	109-45202-55C	Parks Motor Vehicles	19,077.38	(16,182.56)	-	3,500.00	6,394.82
Total Public Works CEP			632,715.19	(24,795.87)	345,186.43	459,550.00	722,282.89
EDA Software	250-46500-582	Computer Software	4,306.74	-	1,063.36	-	3,243.38
EDA Projects	251/250-46500-582	EDA Programs	520,694.13	-	2,000.00	15,000.00	533,694.13
Total EDA CIP			525,000.87	-	3,063.36	15,000.00	536,937.51
Total General Capital Improvements			1,586,688.98	15,429.08	662,504.67	760,635.00	1,700,248.39

St. Joseph Fire Department
Capital Equipment Plan - for Payable 2025
Final adopted December 2, 2024

CIP #	Account Code	Department	Object	Purchased Year	Replace Year	Description	12/31/2024 Available		12/31 Adjustments 2025	12/31 Spent 2025	Available Reserve Funds
							Reserve Funds	Budget 2025			
FD-1401	210-42210-581/582	Fire Administration	Computer Hardware/Software	2018,2023	2024,2027	3 Computers	5,497.63	800.00		1,984.06	4,313.57
		Total Fire Administration Computer Hardware/Software					5,497.63	800.00	-	1,984.06	4,313.57
FD-1402	210-42220-580	Fire Fighting	Other Equipment	annual	annual	Turnout Gear/Uniforms	30,912.79	9,000.00		2,592.60	37,320.19
		Total Fire Fighting Other Equipment					30,912.79	9,000.00	-	2,592.60	37,320.19
FD-1403	210-42220-585	Fire Fighting	Firefighter Equipment	2012	2027	Mule ATV #7	10,053.95	1,400.00	7,798.54	3,415.44	11,453.95
FD-1403	210-42220-585	Fire Fighting	Firefighter Equipment	2025	2024	Ranger ATV #9	-	-			4,383.10
FD-1405	210-42220-585	Fire Fighting	Firefighter Equipment	2022	2032	Rescue Van #5	6,759.58	6,500.00			13,259.58
FD-1406	210-42220-585	Fire Fighting	Firefighter Equipment	2012	2032	Pumper Truck #1	149,323.77	2,500.00			151,823.77
FD-2202	210-42220-585	Fire Fighting	Firefighter Equipment	2023	2043	Pumper/Tanker #8	125,635.38	4,000.00			129,635.38
FD-1407	210-42220-585	Fire Fighting	Firefighter Equipment	2001	2026	Ladder Truck #2	27,000.00	2,500.00	(6,500.00)		23,000.00
FD-1408	210-42220-585	Fire Fighting	Firefighter Equipment	2024	2039	Grass Rig #3	64,630.31	2,500.00			67,130.31
FD-2201	210-42220-585	Fire Fighting	Firefighter Equipment	2005	2027	Crew Cab #6	11,050.00	4,500.00			15,550.00
FD-1409	210-42220-585	Fire Fighting	Firefighter Equipment	1999	2028	Tanker #4	39,001.00	2,500.00			41,501.00
FD-1417	210-42220-585	Fire Fighting	Firefighter Equipment	2020	2025	Air Packs	14,800.00	2,500.00			17,300.00
FD-1404	210-42220-584	Fire Fighting	Firefighter Equipment	1996-2005	2019-2026	Extrication Equip	42,158.40	1,700.00			43,858.40
FD-1410	210-42220-585	Fire Fighting	Firefighter Equipment	on going	on going	Replacement	22,243.85	2,500.00			24,743.85
							512,656.21	33,100.00	1,298.54	3,415.44	543,639.31
FD-1411	210-42250-580	Fire Communication	Other Equipment	2020	2035	800 MHz Radios	48,413.47	2,500.00	24,286.80		75,200.27
FD-1412	210-42250-580	Fire Communication	Other Equipment	on going	on going	Pagers	7,309.22	3,000.00			10,309.22
							55,722.69	5,500.00	24,286.80	-	85,509.49
FD-1413	210-42270-580	Medical Services	Other Equipment	on going	on going	Replacement	3,753.33	200.00			3,953.33
							3,753.33	200.00	-	-	3,953.33
FD-1414	210-42280-530	Fire Station & Building	Equipment Reserve	on going	on going	Building Repairs-Roof	79,500.00	5,000.00	6,500.00		91,000.00
FD-1415	210-42280-530	Fire Station & Building	Equipment Reserve	2018	2023	Parking Lot	6,000.00	1,000.00			7,000.00
FD-1416	210-42280-530	Fire Station & Building	Improvements other than Building	2018	2024	Painting	8,000.00	1,500.00			9,500.00
							93,500.00	7,500.00	6,500.00	-	107,500.00
Total Capital Equipment - Fire Fund							702,042.61	56,100.00	32,085.34	7,992.10	782,235.91
Note: The fire department is funded by the City of St. Joseph, St. Joseph Township and St. Wendel Township.											
Public Safety A/c											
FD-1414	106-42280-220	Fire Station & Building	Building Repairs	1997	2025	Replace Roof		75,000.00			75,000.00
								75,000.00			75,000.00

2025 Capital Expenditures
Enterprise Capital Equipment Plan - Public Works
Final adopted December 2, 2024

						12/31/2024		Grants/	as of 12/31	2025
Project	Project	Purchase	Replace	Reserve	Budget	Transfers	Spent	Available		
Department	Account Code	Number	Equipment	Year	Year	Balance	2025	2025	2025	Balance
Water-	601-49440-550	PW-1403	Truck (1/4)	Various	Various	(2,920.16)	3,500.00	16,182.56	20,873.54	(4,111.14)
	601-49440-580	WT-2103	Utility Locators	2000/2018	2022/2028	2,922.18	1,250.00			4,172.18
	601-49440-580	WT-2401	SCADA Upgrade	2025	2032	(8,548.50)	8,500.00			(48.50)
	601-49440-581	WT-2101	Water Dept Computer System	2020	2025	1,302.34	750.00			2,052.34
	601-49440-300	WT-1805	Water Supply Plan	2019	2029	6,489.18	5,000.00		607.50	10,881.68
	601-49440-300	WT-1805	Water Distribution System Model Study	2006	2021	15,813.04	2,500.00			18,313.04
	601-49440-303	WT-2001	Risk Assessment/Emergency Response Plan	2020	2021	1,209.29	1,000.00			2,209.29
	601-49490-300	WT-1803	Comprehensive Rate Study	2015	2025	-	4,000.00		3,742.50	257.50
	601-49490-581	AD-1406	UM Computer Equipment	2020	2025	1,600.00	250.00		425.07	1,424.93
	601-49430-210	WT-2102	Meter Reading Device/Cellular Meter Read Conversion	2020	2027	(20,315.78)	270,000.00		523,661.91	(273,977.69)
	601-49434-303	WT-1805	Wellhead Protection Plan	2013	2023	12,069.80	3,000.00			15,069.80
	601-49435-220	WT-1712	Water Tower Maintenance	2014	2022	110,100.00	40,000.00			150,100.00
	601-49410-300	WT-2104	Wells 3-8 Maintenance	on going	on going	54,868.00	25,000.00		1,111.43	78,756.57
	601-49420-220	WT-2105	WTP1 VFD Replacement	2007	2024	31,077.75	2,400.00			33,477.75
	601-49420-580	WT-2107	WTP 1 Permanent Generator	new	2023	27,000.00	26,500.00		3,119.97	50,380.03
	601-49420-580	WT-1403	WTP 1 Repairs	on going	on going	17,470.82	25,000.00		2,628.26	39,842.56
	601-49421-220	WT-2105	WTP2 VFD Replacement	2007/2020	2022/2035	54,000.00	2,400.00			56,400.00
	601-49421-300	WT-2401	WTP2 PLC Upgrade	2006	2025	30,000.00	40,000.00			70,000.00
	601-49421-580	WT-1403	WTP 2 Repairs	on going	on going	40,291.66	75,000.00		9,319.37	105,972.29
						374,429.62	536,050.00	16,182.56	565,489.55	361,172.63
Sewer-	602-49450-550	PW-1403	Truck (1/4)	Various	Various	1,747.89	3,500.00	16,182.56	28,074.79	(6,644.34)
	602-49450-580	WT-2401	SCADA Upgrade	2025	2032	(8,548.50)	8,500.00			(48.50)
	602-49450-581	WT-2101	Sewer Dept Computer System	2020	2025	1,110.03	750.00			1,860.03
	602-49450-530/303	ENG	CSAH 2 Sewer extension from Main Lift to I-94	new		1,148,765.55	-			1,148,765.55
		Council	New Lift Station to spur development	new		250,000.00	-		1,360.80	248,639.20
	602-49450-530	WW-1401	Sewer Lining	on going	on going	137,146.12	15,000.00			152,146.12
	602-49450-580	WT-2103	Utility Locators	2000/2018	2022/2028	2,922.18	1,250.00			4,172.18
	602-49450-580	WW-1408	Sewer Televising Camera	2021	2028	6,266.54	2,500.00			8,766.54
	602-49450-580	WW-2102	Jet Truck and Vac	2005	2030	86,400.00	35,000.00			121,400.00
	602-49450-300	WW-1408	Root Foaming	on going	on going	9,299.70	5,000.00			14,299.70
	602-49450-300	WW-1805	Comprehensive Sewer Plan	2008/2009	2023	16,860.65	3,000.00			19,860.65
	602-49490-300	WW-1803	Comprehensive Rate Study	2015	2025	-	4,000.00		3,742.50	257.50
	602-49490-581	AD-1406	UM Computer Equipment	2020	2025	2,100.00	250.00		425.07	1,924.93
	602-49480-300	WW-2101	Tank Removal	1960	2026	13,000.00	6,000.00			19,000.00
	602-49480-580	WW-1402	Sewer Sampler	2016	2021	10,500.00	500.00			11,000.00
	602-49480-580	WW-1403	Submersible Pumps - Main LS	1987	2022	72,187.66	2,500.00			74,687.66
	602-49470-530	WW-1403	Submersible pumps - Baker St LS	2013	2028	23,028.94	2,500.00			25,528.94
	602-49471-530	WW-1403	Submersible pumps - Ridgewood LS	2019	2039	21,500.00	2,500.00			24,000.00
	602-49472-530	WW-1403	Submersible pumps - Northland LS	1999/2019	2021/2039	16,934.00	2,500.00			19,434.00
	602-49473-530	ENG-1522	CR121 Generator	2024	2050	3,681.38	-		9,952.60	(6,271.22)
	602-49473-530	WW-1403	Submersible pumps - CR121 LS	2019	2039	16,348.50	2,500.00		47,978.00	(29,129.50)
						1,831,250.64	97,750.00	16,182.56	91,533.76	1,853,649.44

2025 Capital Expenditures
Enterprise Capital Improvement Plan - Public Works
Final adopted December 2, 2024

						12/31/2024		Grants/	as of 12/31	2025
Project		Project		begin	complete	Reserve	Budget	Transfers	Spent	Available
Department	Account Code	Number	Equipment	Year	Year	Balance	2025	2025	2025	Balance
Stormwater-	651-49490-581	AD-1406	UB Computer Equipment	2020	2025	852.34	250.00		425.07	677.27
	651-49900-303	SS-1712	Update MS4 SWPPP/Permit Compliance	2014	2024	1,053.56	3,000.00		2,020.00	2,033.56
	651-49900-303	SS-1805	Pond Maintenance Schedule	new	2022	16,902.24	2,000.00			18,902.24
	651-49900-220	SS-2101	Outfalls Repairs	on going	on going	8,250.54	4,000.00		3,588.99	8,661.55
	651-49900-300	SS-1404	Aerial Mapping	2018	2021	1,977.40	250.00			2,227.40
	651-49900-530	SS-1405	Storm Water Development	on going	on going	376.16	10,000.00		3,730.40	6,645.76
	651-49900-580	PW-1407	Street Sweeper	1997	2020	56,627.50	16,000.00			72,627.50
						86,039.74	35,500.00	-	9,764.46	111,775.28
Refuse-	603-43230-581	AD-1406	UM Computer Equipment	2020	2025	1,250.00	250.00		425.07	1,074.93
	603-43230-510	RF-2201	Compost Site	new	2026	25,000.00	15,000.00			40,000.00
	603-43230-580	PW-1425	Front End Loader (1/4)	2002/2014	2023/2029	4,500.00	5,000.00			9,500.00
						30,750.00	20,250.00	-	425.07	50,574.93
St. Lighting-	652-43160-387	SL-2101	Holiday Street Lighting	on going	on going	11,982.29	2,000.00		43.99	13,938.30
	652-43160-580	PW-2103	Scissor Lift	new	2025	3,250.00	750.00		4,000.00	-
	652-43160-530	SL-1410	Street Lighting	on going	on going	89,407.97	15,000.00			104,407.97
						104,640.26	17,750.00	-	4,043.99	118,346.27

City of St. Joseph Park Board
2025 Capital Improvement Budget Summary
Park Board Recommended: June 24, 2024
Adopted December 2, 2024

<u>General Funds</u>	<u>Balance</u>
Park Dedication Cash December 31, 2025	\$ 91,493
(Unaudited, cash balance)	

<u>Adjustments</u>	
Starting Balance	\$ 91,493
2025 remaining revenues	\$ (152,346)
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 2025	\$ (60,853)
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<u>Projects - Budget</u>	<u>PY Balance</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>Total 25-29</u>
PTR-01 (Millstream)	\$ 50,000	\$ 6,500	\$ -	\$ -	\$ -	\$ 593,000	\$ 599,500
PTR-02 (Northland)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PTR-03 (Klinefelter)	\$ -	\$ -	\$ 250,000	\$ -	\$ 25,000	\$ -	\$ 275,000
PTR-04 (Wobegon)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PTR-05 (Memorial)	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 4,000
PTR-06 (Centennial)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PTR-07 (Monument)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PTR-08 (Hollow)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PTR-09 (Cloverdale)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PTR-10 (Rivers Park)	\$ 41,272	\$ -	\$ 2,500	\$ -	\$ -	\$ 630,000	\$ 632,500
PTR-14 (Dog Park)	\$ 4,072	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 4,000
PTR-15 (Skate Park)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 360,000	\$ 360,000
Total	\$ 95,344	\$ 6,500	\$ 254,500	\$ 2,000	\$ 27,000	\$ 1,585,000	\$ 1,875,000

<u>Projects - Actual</u>	<u>Spent 2024</u>	<u>Spent 2025</u>	
PTR-01 (Millstream)	\$ -	\$ 63,690	bleachers, soccer goals, pickleball courts
PTR-02 (Northland)	\$ -	\$ -	
PTR-03 (Klinefelter)	\$ -	\$ -	future ADA play equipment
PTR-04 (Wobegon)	\$ -	\$ -	
PTR-05 (Memorial)	\$ 4,995	\$ 2,554	dugouts padding
PTR-06 (Centennial)	\$ -	\$ -	
PTR-07 (Monument)	\$ -	\$ -	
PTR-08 (Hollow)	\$ -	\$ -	
PTR-09 (Cloverdale)	\$ -	\$ -	
PTR-10 (Rivers Bend Park)	\$ 288,188	\$ 550,508	phase 1
PTR-14 (Dog Park)	\$ -	\$ -	shading, future small dog play area
PTR-15 (Skate Park)	\$ -	\$ -	
Total	\$ 293,183	\$ 616,752	
	163,382	-	pickleball courts ARPA Funds
	38,172	49,020	pickleball courts Debt Relief Funds
	201,554	49,020	Total Pickleball costs

<u>Other 25 Expenses Budget:</u>	<u>2025 YTD</u>
\$ -	\$ -

<u>2025 Revenue Budget:</u>	<u>2025 YTD</u>
Interest \$ 3,500	\$ 9,275
Round Up \$ 185	\$ 195
GF Levy \$ 50,000	\$ 38,206
Transfer \$ -	\$ -
Grants \$ -	\$ 154,719
Donations \$ 100	\$ 80
Surplus Property \$ -	\$ -
Park Dedication \$ -	\$ 3,656

<u>25 Dog Park Donation Budget:</u>	<u>2016-2025</u>
pavers/treats \$ -	\$ 1,149
cash \$ -	\$ 7,229

City of St. Joseph

Projects to be funded with Debt Relief Fund

As of December 31, 2025

Beginning Fund Balance 1-1-25				\$ 1,073,148.91	\$ 571,424.87	\$ 421,424.87	\$ 481,674.87	\$ 95,331.87	\$(149,978.13)	\$ (8,478.13)
Customer	Budget Carryover	Budget 2025	YTD Rev 2025		Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Budget 2031
LGA	\$ -	\$ 100,000	100,000.00		\$ 75,000	\$ 125,000	\$ 150,000	\$ 175,000	200,000	200,000
Special Assessments	-	5,000	53,655.44		6,000	6,000	6,000	6,000	6,000	6,000
Property Taxes	-	500	369.04		500	500	500	500	500	500
Contributions	-	-	-		-	-	-	-	-	-
State Grant	-	-	95,000.00		-	-	-	-	-	-
Transfers In	-	-	-		-	-	-	-	-	-
Transfers Out	-	-	(3,000.00)	PD rifles to 109	-	-	-	-	-	-
	\$ -	\$ 105,500.0	246,024.48		\$ 81,500	\$ 131,500	\$ 156,500	\$ 181,500	\$ 206,500	\$ 206,500
Vendor	Budget Carryover	Budget 2025	YTD Exp 2025		Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Budget 2031
Purchase of the old Casey's Building	\$ -	\$ -	\$ 508,146.11		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Klinefelter Park Solar Trail Lighting	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 125,000.00	\$ -	\$ -	\$ -
Trail Extensions - Broken Links	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 316,843.00	\$ -	\$ -	\$ -
Walking Trail Repairs	-	20,000.00	-		20,000	20,000	-	20,000	20,000	20,000
Welcome Signs	-	-	-		110,000	-	-	-	-	-
Annual Camera Subscription	9,173.20	8,000.00	4,406.10		8,000	8,000	8,000	8,000	8,000	8,000
Pay Equity Study	-	-	8,000.00		-	-	18,000	-	-	10,000
Pickleball Courts	38,171.69	-	49,020.21		-	-	-	-	-	-
Skate Park	-	-	-		-	-	-	60,000	-	-
Klinefelter Park Play Equipment	-	-	-		50,000	-	-	-	-	-
Mechanic Tools	943.83	10,000.00	468.53		5,000	5,000	5,000	5,000	5,000	5,000
PW Roof Replacement	(72,479.03)	200,000.00	3,395.35		-	-	-	-	-	-
Lobbyist/State Bonding Request	-	20,000.00	20,664.68		20,000	20,000	20,000	20,000	20,000	20,000
Birch St Redevelopment Plan	-	-	-		-	-	35,000	-	-	-
Subsidy Compost CEP	-	13,500.00	24,850.00	transfer out	18,500	18,250	15,000	12,000	12,000	12,000
CSAH 121 Crossing Signal	-	-	128,797.54	grant offset	-	-	-	-	-	-
TA Grant - Rivers Bend Trail Extension	-	-	-		-	-	-	301,810	-	-
	\$ (24,190.31)	\$ 271,500.00	\$ 747,748.52		\$ 231,500	\$ 71,250	\$ 542,843	\$ 426,810	\$ 65,000	\$ 75,000
Ending Balance 12-31-25				\$ 571,424.87	\$ 421,424.87	\$ 481,674.87	\$ 95,331.87	\$(149,978.13)	\$(8,478.13)	\$ 123,021.87

City of St. Joseph

Projects to be funded with Public Safety Aid

As of December 31, 2025

Beginning Fund Balance 1-1-25

\$ 312,930.00

As of December 31, 2025

Police Safety Aid

Police Safety Aid Deposit 12/26/23

\$ 312,930.00

Vendor	Budget 2023	Spent 2023	Budget 2024	Spent 2024	Budget 2025	Spent 2025
Squad 708, 704	\$ -	\$ -	\$ 52,000.00	\$ 102,912.75	\$ -	\$ 34,988.81
12 Tasers (11 replace + 1 addition)	-	-	54,431.00	10,854.00	-	
In Squad Cameras - 701-708 (8 cameras)	-	-	91,490.00	24,582.72	-	24,582.72
Fire Hall Roof Replacement	-	-	-	-	75,000.00	
Turnout Gear - 19 Sets	-	-	40,000.00	40,000.00	-	
	\$ -	\$ -	\$ 237,921.00	\$ 178,349.47	\$ 75,000.00	\$ 59,571.53
Ending Cash Balance 12-31-25	\$ 312,930.00	\$ 312,930.00	\$ 75,009.00	\$ 134,580.53	\$ 9.00	\$ 75,009.00



STAFF MEMO

Prepared by: Rhonda Juell	Meeting Date: 2/2/26	☒ Consent Agenda Item ☐ Regular Agenda Item	Agenda Item # 4d
Reviewed by:	Item: Approve Bid for Klinefelter Park Playground Equipment		
Council Priority: ☐ Dispensary ☐ Industrial Park Expansion ☐ Housing ☐ Public Safety Facility/Safe Crossing of CSAH 75 ☒ N/A			

ACTION REQUESTED

Approve bid by Northland Recreation for the Klinefelter Park Playground Equipment

BOARD/COMMISSION/COMMITTEE RECOMMENDATION

Park Board recommends accepting the Northland bid

PREVIOUS COUNCIL ACTION

REFERENCE AND BACKGROUND

A priority of the Park Board has been to replace the playground equipment at Klinefelter Park. With the help of SEH, the bidding process was conducted. The bid opening took place on December 22 and four bids were received. The lowest responsible bidder was Northland Recreation.

The Park Board met on January 26th to review the bids and recommended that council approve the bid from Northland Recreation for the Klinefelter Park Playground Equipment.

BUDGET IMPACT

\$250,000 is in the Park Board Budget, \$20,000 is a donation from the Lions Club, the balance is from the Park Board budget

STAFF RECOMMENDED ACTION

Approve bid by Northland Recreation for the Klinefelter Park Playground Equipment

SUPPORTING DATA/ATTACHMENTS

Bid Tabulation

Playground Images

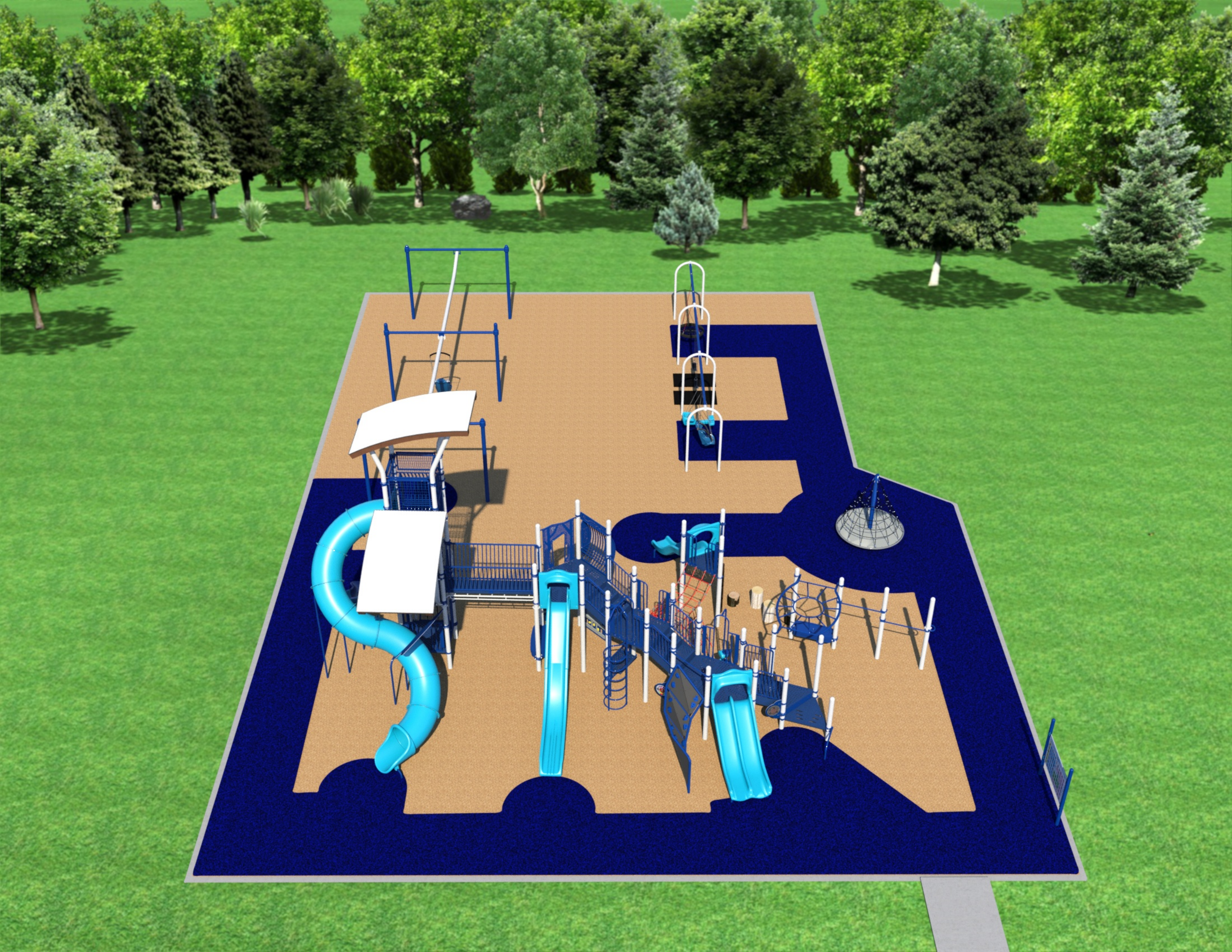


TABULATION OF BIDS

SEH NO.: STJOE G246
NAME: 2026 PLAYGROUND IMPROVEMENTS
OWNER: CITY OF ST. JOSEPH
BID DATE: 2:30 P.M., MONDAY, DECEMBER 22, 2025

ITEM	DESCRIPTION	UNIT	QUANTITY	ENGINEER'S ESTIMATE		1 JOHNSON COMPANIES		2 NORTHLAND REC		3 FLAGSHIP RECREATION		4 DUININCK, INC.	
				UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL
BASE BID													
1	MOBILIZATION	LUMP SUM	1.00	\$5,000.00	\$5,000.00	\$14,000.00	\$14,000.00	\$0.00	\$0.00	\$750.00	\$750.00	\$16,092.00	\$16,092.00
2	CONCRETE PERIMETER CURB	LIN FT	310.00	\$35.00	\$10,850.00	\$48.00	\$14,880.00	\$47.92	\$14,855.20	\$42.00	\$13,020.00	\$30.00	\$9,300.00
3	4" CONCRETE WALK W/ 4" GRANULAR BEDDING	SQ FT	398.00	\$20.00	\$7,960.00	\$25.00	\$9,950.00	\$13.55	\$5,392.90	\$17.00	\$6,766.00	\$40.00	\$15,920.00
4	PLAYGROUND EQUIPMENT AND SURFACING	LUMP SUM	1.00	\$233,000.00	\$233,000.00	\$219,000.00	\$219,000.00	\$251,756.45	\$251,756.45	\$274,788.00	\$274,788.00	\$254,670.00	\$254,670.00
5	COMMON TOPSOIL BORROW (LV)	CU YD	36.00	\$42.00	\$1,512.00	\$50.00	\$1,800.00	\$0.00	\$0.00	\$35.00	\$1,260.00	\$75.50	\$2,718.00
6	SEEDING	ACRE	0.07	\$2,800.00	\$199.27	\$10,000.00	\$711.66	\$0.00	\$0.00	\$0.00	\$0.00	\$36,787.12	\$2,618.00
7	SEED MIXTURE 25-151	POUND	29.00	\$8.50	\$246.50	\$28.00	\$812.00	\$0.00	\$0.00	\$0.00	\$0.00	\$35.00	\$1,015.00
8	HYDRAULIC MATRIX TYPE BFM	POUND	250.00	\$2.50	\$625.00	\$7.50	\$1,875.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4.75	\$1,187.50
9	COMMERICAL FERTILIZER	POUND	25.00	\$2.50	\$62.50	\$38.00	\$950.00	\$0.00	\$0.00	\$0.00	\$0.00	\$28.28	\$707.00
TOTAL BASE BID					\$259,455.27		\$263,978.66		\$272,004.55		\$296,584.00		\$304,227.50
ALTERNATE													
10	PLAYGROUND EQUIPMENT AND SURFACING-RAIL RIDER ACCESSIBLE	LUMP SUM	1.00	\$30,000.00	\$30,000.00	\$243,000.00	\$243,000.00	\$16,183.48	\$16,183.48	\$0.00	\$0.00	\$41,200.00	\$41,200.00
TOTAL ALTERNATE					\$30,000.00		\$243,000.00		\$16,183.48		\$0.00		\$41,200.00
GRAND TOTAL BID					\$289,455.27		\$506,978.66		\$288,188.03		\$296,584.00		\$345,427.50

X:\PTIS\STJOE\common\General Numbers\G246 2026 Playground Improvements\6-bid-const\Bidding\Bid Tabulation.xlsx\BIDTAB



GENERAL NOTES

AGE GROUP

☐ 2-5YRS ☒ 5-12YRS ☒ 2-12YRS ☐ 13YRS

- 1. THE AMERICANS WITH DISABILITIES ACT (ADA) MAY REQUIRE THAT YOU MAKE YOUR PARK AND/OR PLAYGROUND ACCESSIBLE WHEN VIEWED IN ITS ENTIRETY. PLEASE CONSULT YOUR LEGAL COUNSEL TO DETERMINE IF THE ADA APPLIES TO YOU.
- 2. FOR PLAYGROUND EQUIPMENT TO BE CONSIDERED ACCESSIBLE ACCESSIBLE SURFACING MUST BE UTILIZED IN APPLICABLE AREAS.
- 3. ALTHOUGH A PARTICULAR PLAYGROUND DESIGN MY NOT MEET THE PROPOSED ACCESS BOARD REGULATIONS IN REGARDS TO THE APPROPRIATE NUMBER OF GROUND LEVEL EVENTS THE ACTUAL PLAYGROUND MAY BE IN COMPLIANCE WHEN CONSIDERING EXISTING PLAY COMPONENTS.
- 4. ALL DECK HEIGHTS ARE MEASURED FROM TOP OF GROUND COVER.
- 5. FALL ABSORBING GROUND COVER IS REQUIRED UNDER AND AROUND ALL PLAY EQUIPMENT.
- 6. THE MINIMUM RECOMMENDED FALL ZONE AROUND THE ENTIRE PLAYSTRUCTURE IS SHOWN. THIS ZONE IS TO BE FREE OF ALL TRIPPING OR COLLISION HAZARDS (I.E. ROOTS ROCKS BORDER MATERIAL ETC.).
- 7. ALL POST LENGTHS ARE IDENTIFIED BY TEXT SHOWING THE POST LENGTHS I.E. 96 REPRESENTS A 96 INCH POST.
- 8. NOT ALL EQUIPMENT MAY BE APPROPRIATE FOR ALL CHILDREN. SUPERVISION IS REQUIRED.

5' Wide, ADA
Pour-in-Place
Pathway

AGE GROUP: 2-12 ASTM	
ELEVATED PLAY ACTIVITIES - TOTAL:	0
ELEVATED PLAY ACTIVITIES ACCESSIBLE BY TRANSFER:	0 REQ'D 0
ELEVATED PLAY ACTIVITIES ACCESSIBLE BY RAMP:	0 REQ'D 0
GROUND LEVEL ACTIVITY TYPE:	0 REQ'D 0
GROUND LEVEL QUANTITY:	0 REQ'D 0

AGE GROUP: 5-12 ASTM	
ELEVATED PLAY ACTIVITIES - TOTAL:	13
ELEVATED PLAY ACTIVITIES ACCESSIBLE BY TRANSFER:	10 REQ'D 7
ELEVATED PLAY ACTIVITIES ACCESSIBLE BY RAMP:	0 REQ'D 0
GROUND LEVEL ACTIVITY TYPE:	8 REQ'D 3
GROUND LEVEL QUANTITY:	19 REQ'D 4



CHILD CAPACITY: 114

5' Wide, ADA
Pour-in-Place
Pathway

5' Wide, ADA
Concrete Sidewalk
Connected to
Asphalt Walkway

PROJECT:
Klinefelter Park - Rail
St. Joseph, MN
LTCPS REP:
Briana Cohen
NORTHLAND RECREATION LLC
952-388-7355

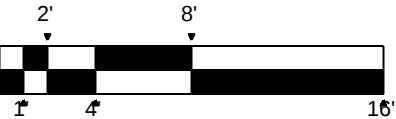
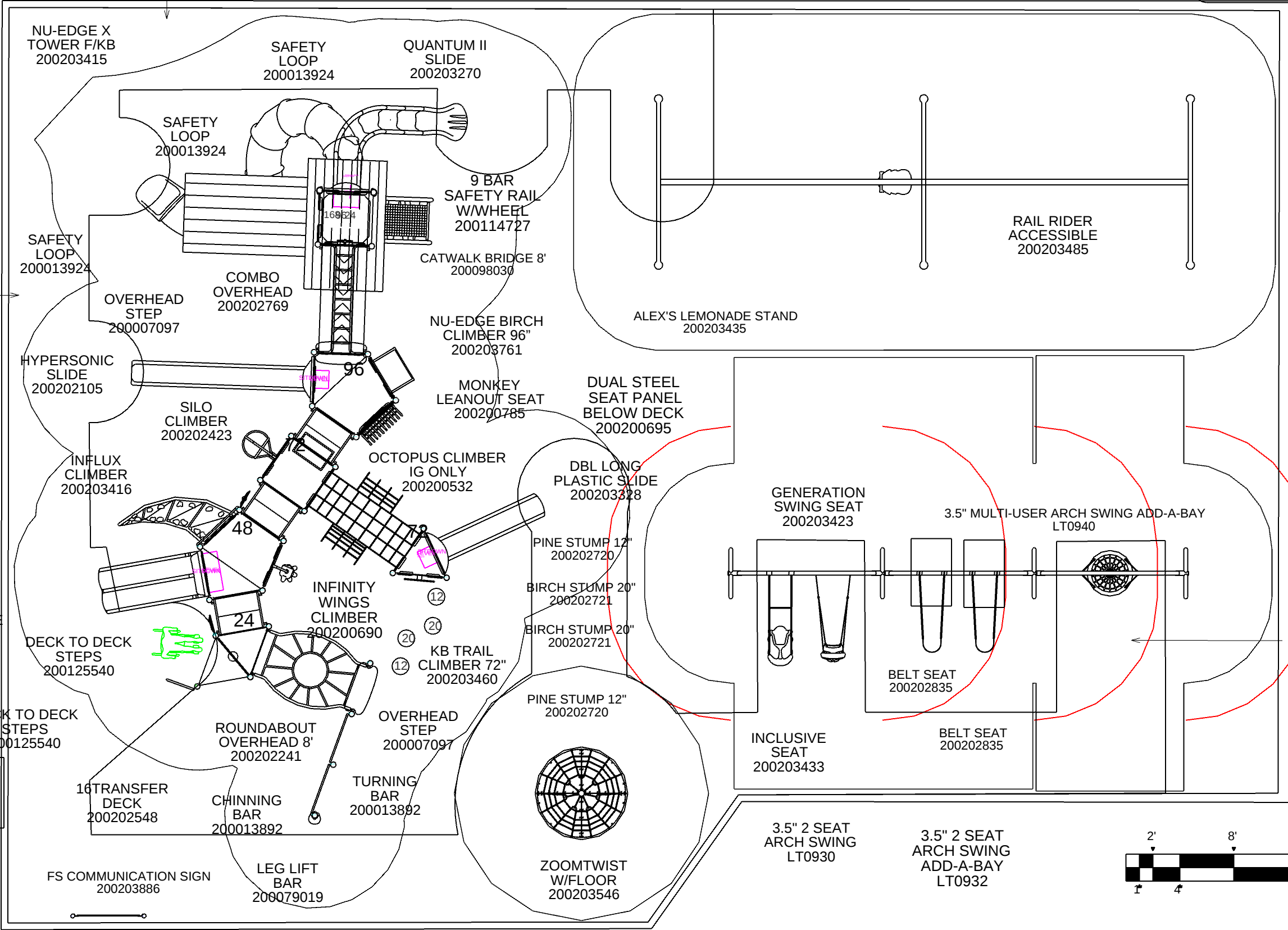
GROUND SPACE: 83'-6" x 61'-6"
PROTECTIVE AREA: 0 x 0

DRAWN BY: Briana Cohen
DATE: 12/18/2025
PROJECT: 25020659

LTCPS - FARMINGTON
878 EAST HIGHWAY 60
MONETT MO 65708
VOICE: 1-800-325-8828
FAX: 417-354-2273

PLAYGROUND LAYOUT
COMPLIANCE:

☒ THIS PLAYGROUND DESIGN
MEETS THE FINAL ACCESS
BOARD REGULATION.





STAFF MEMO

Prepared by: Admin/Engineer	Meeting Date: 02/02/2026	☐ Consent Agenda Item ☐ Regular Agenda Item	Agenda Item # 5a
Reviewed by:	Item: Resolution 2026-011 Ordering Improvement and Preparation of Plans		
Council Priority: ☐ Dispensary ☐ Industrial Park Expansion ☐ Housing ☐ Public Safety Facility/Safe Crossing of CSAH 75 ☒ N/A			

ACTION REQUESTED

Approve Resolution 2026-011, ordering improvements and preparation of plans and specifications for the 2026 Street & Utility Improvements project.

Authorize staff to engage Nagell Appraisals to conduct the benefit analysis report.

BOARD/COMMISSION/COMMITTEE RECOMMENDATION

PREVIOUS COUNCIL ACTION

Consideration of 2026 project scope of improvements at workshop meeting.

Acceptance of 2026 Street & Utility Improvements Feasibility Report

Public Improvement Hearing

REFERENCE AND BACKGROUND

This action authorizes city staff to enter into an agreement with SEH to provide engineering design services for the 2026 Street & Utility Improvements project.

BUDGET IMPACT

STAFF RECOMMENDED ACTION

Approve Resolution 2026-011.

Authorize staff to engage Nagell Appraisals to conduct the benefit analysis report.

SUPPORTING DATA/ATTACHMENTS

Resolution 2026-011



RESOLUTION 2026-011
ORDERING IMPROVEMENT AND PREPARATION OF PLANS
2026 Street & Utility Improvements

WHEREAS, a resolution of the city council adopted on the 15th day of December, 2025, fixed a date for a council hearing for the 2026 Street & Utility Improvements which includes street resurfacing in parts of the College Subdivision 2nd Addition (Callaway Street E), Rivers Bend Subdivision (Jade Road), Liberty Point Subdivision (Dale Street), Buettner Business Park Subdivision (Elm Street E, 15th Avenue NE), Borgert Industrial Park Plat 2 Subdivision (Elm Street E, 19th Avenue NE), Rennie Subdivision (19th Avenue NE), Northland Heights Subdivision (Iris Lane, 13th Avenue NE, 14th Avenue NE, Jasmine Lane E), parking lot improvements at Klinefelter Park, trail/sidewalk improvements and street resurfacing improvements in parts of the Cloverdale Estates 2nd Addition Subdivision (Baker Street), and street and utility improvements in parts of the Foxmore Hollow Subdivision (1st Avenue SW, Foxmore Way, 2nd Avenue SW), Reischls Hillside Estates subdivision (Hill Street W, 2nd Avenue SW), Morningside Acres Second Addition Subdivision (Iverson Street W, Morningside Loop), hereinafter called “The Project; and to assess the benefited property for a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429; and

WHEREAS, ten days mailed notice and two weeks published notice of the hearing was given, and the hearing was held thereon on the 20th day of January 2026, at which all persons desiring to be heard were given an opportunity to be heard thereon; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ST. JOSEPH, MINNESOTA:

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed in the council resolution adopted this 2nd day of February, 2026.
3. SEH is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.
4. In accordance with Resolution 2020-031, the City intends to reimburse itself for project expenditures incurred by the City prior to the issuance of project bonds as stated in Exhibit A.

Adopted by the council on this 2nd day of February, 2026.

Adam Scepianiak, Mayor

ATTEST

David Murphy, City Administrator

EXHIBIT A
Declaration of Official Intent

The undersigned, being the duly appointed and acting City Administrator of the City of St. Joseph, Minnesota (the "City"), pursuant to and for purposes of compliance with Treasury Regulations, Section 1.150-2 (the "Regulations"), under the Internal Revenue Code of 1986, as amended, hereby states and certifies on behalf of the City as follows:

1. The undersigned has been and is on the date hereof duly authorized by the City Council of the City to make and execute this Declaration of Official Intent (the "Declaration") for and on behalf of the City.
2. This Declaration relates to the following project, property or program (the "Project") and the costs thereof to be financed:
3. The City reasonably expects to reimburse itself for the payment of certain costs of the Project out of the proceeds of a bond issue or similar borrowing (the "Bonds") to be issued after the date of payment of such costs. As of the date hereof, the City reasonably expects that 6,547,700 is the maximum principal amount of the Bonds which will be issued to finance the Project.
4. Each expenditure to be reimbursed from the Bonds is or will be a capital expenditure or a cost of issuance, or any of the other types of expenditures described in Section 1.150-2(d)(3) of the Regulations.
5. As of the date hereof, the statements and expectations contained in this Declaration are believed to be reasonable and accurate.

Date: February 2, 2026.

City Administrator
City of St. Joseph, Minnesota



STAFF MEMO

Prepared by: Admin/Engineer	Meeting Date: 02/02/2026	☐ Consent Agenda Item ☒ Regular Agenda Item	Agenda Item # 5b
Reviewed by:	Item: 2026 Street & Utility Improvements-Final Design Supplemental Letter Agreement		
Council Priority: ☐ Dispensary ☐ Industrial Park Expansion ☐ Housing ☐ Public Safety Facility/Safe Crossing of CSAH 75 ☒ N/A			

ACTION REQUESTED

Approve attached SLA for engineering services related to construction of the 2026 Street & Utility Improvements Project.

BOARD/COMMISSION/COMMITTEE RECOMMENDATION

PREVIOUS COUNCIL ACTION

Consideration of 2026 project scope of improvements at workshop meeting.

Acceptance of 2026 Street & Utility Improvements Feasibility Report

Public Improvement Hearing

REFERENCE AND BACKGROUND

This action authorizes city staff to enter into an agreement with SEH to provide engineering design services for the 2026 Street & Utility Improvements project.

BUDGET IMPACT

\$229,000

STAFF RECOMMENDED ACTION

Approve accompanying SLA.

SUPPORTING DATA/ATTACHMENTS

Supplemental Letter Agreement



Building a Better World
for All of Us®

January 29, 2026

RE: St. Joseph, Minnesota
2026 Street & Utility Improvements
Final Design Services
SEH No. STJOE 188782

Honorable Mayor and City Council
c/o Mr. David Murphy, City Administrator
City of St. Joseph
75 Callaway Street East
St. Joseph, MN 56374

Dear Mayor and Members of the Council:

This letter supplements the Agreement for Professional Services between City of St. Joseph, Minnesota, Owner, and Short Elliott Hendrickson Inc. (SEH®) dated July 1, 2006, and addresses providing Report Phase services in connection with studying street resurfacing improvements identified in the City's 2019 Pavement Maintenance Plan for 2026 in parts of the College Subdivision 2nd Addition (Callaway Street E), Rivers Bend Subdivision (Jade Road), Liberty Pointe Subdivision (Dale Street), Buettner Business Park Subdivision (Elm Street E, 15th Avenue NE), Borgert Industrial Park Plat 2 Subdivision (Elm Street E, 19th Avenue NE), Rennie Subdivision (19th Avenue NE), Northland Heights Subdivision (Iris Lane, 13th Avenue NE, 14th Avenue NE, Jasmine Lane E), studying parking lot improvements at Klinefelter Park, studying trail/sidewalk improvements and street resurfacing improvements in parts of the Cloverdale Estates 2nd Addition Subdivision (Baker Street), and studying street and utility improvements for 2026 in parts of the Foxmore Hollow subdivision (1st Avenue SW, Foxmore Way, and 2nd Avenue SW), Reischls Hillside Estates subdivision (Hill Street West, 3rd Avenue SW), Morningside Acres Second Addition subdivision (Iverson Street West, Morningside Loop), (hereinafter called "The Project").

Our services will consist of:

Task 1: Topographic Field Survey:

- Establish a survey control network (vertical and horizontal).
- Place a Gopher State One-Call utility locate request, and meet on-site as may be required, with the private utility locators.
- Survey location of field-identified private and public utilities within the project improvement areas.
- Survey above-ground utility features only (manhole castings and gate valve boxes) between the existing curb and gutter lines, or bituminous edge limits (elsewhere in the Project).
- Survey ground surface and above-ground features and field-identified buried private and public utilities in the Morningside Neighborhood for future use in creating a design-accurate ground surface model suitable for creating 2-foot contours.

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 2351 Connecticut Avenue, Suite 300, Sartell, Minnesota 56377

651.490.2000 | 800.325.2055 | 888.908.8166 fax | sehinc.com

SEH is 100% employee-owned | Affirmative Action–Equal Opportunity Employer

Task 2: Final Design Services

- Prepare construction drawings(plans) and specifications for the Project based on the approved Feasibility Report dated December 15, 2025.
- Furnish a final engineer's opinion of probable construction cost for the Project based on the completed drawings and specifications.
- Provide assistance with preparing and submitting regulatory agency permit applications.
 - Anticipated permits: MPCA NPDES Construction Storm Water, SRWD Construction Stormwater, and Stearns County Right of Way.
- Assist the Owner in preparing final special assessment roll and conducting the Chapter 429 special assessment public hearing. Assistance does not include providing legal counsel or appraisal services related to measuring special market value benefits associated with the Project.
- Prepare proposal form and notice to bidders.
- Assist the Owner in obtaining and evaluating bids and awarding a contract for construction of the Project.
- Prepare proposal form and notice to bidders.
- Answer pre-bid questions from bidders.
- Conduct a virtual bid opening through QuestCDN.
- Review and tabulate bids received by the Owner.

Assumptions:

- The following assumptions were made in preparing this proposal:
- Surfaces will be visible for survey with little to no snow cover (< 3 inches).
 - Client will clear snow to expose surface features for design survey, if necessary.
- Client will provide Consultant with any other studies, reports, plans, plats, easements, electronic CAD files, or other data that may be of assistance.
- Our proposal does not account for any time spent correcting ambiguities in the legal description to clear title on the surveyed property.

All as set forth in this letter and the Agreement for Professional Services between SEH and City of St. Joseph, Minnesota, dated July 1, 2006. We will also provide additional services as you may request.

Additional Services:

We will also furnish such Additional Services as you may request or as required. Additional Services that may be provided, but are not included in the proposed scope of work, include:

- Preparation of environmental documents (mitigation permits).
- Attendance at regulatory agency review meetings.
- Reproduction of deliverables in addition to the scope identified above.
- Right of way acquisition/platting services.
- Construction Phase Services.

Schedule:

We will start our services promptly after receipt of your authorization. We estimate our services will be completed after 4 months. If there are delays in the Project that are beyond our control, you agree to grant additional time to complete the services.

Payment:

You will pay us a fee for our services, currently estimated to be \$229,000, in accordance with Exhibit C-2, Lump Sum method.

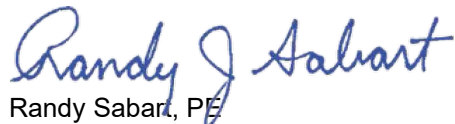
Payment for additional services shall be based on the time required to perform the services and the billable rates for the principals and employees engaged directly on the Project, plus charges for expenses and equipment, all in accordance with Exhibit C-1.

Your budgetary limitations for construction of the Project should be provided to us in writing at an early date. We will endeavor to work within those limitations. Where appropriate, if the estimated cost exceeds the budget, we will either request an adjustment in the budget or suggest a revision in the extent or quality of the Project to assist in bringing construction cost back within the budget. We do not guarantee that our opinions of probable construction cost will not differ materially from negotiated prices or bids. If you wish greater assurance as to probable construction cost or if you wish formal estimates, an independent cost estimator should be employed as provided in Section IV.A. of the Agreement and in Exhibit B.

This letter and the Agreement for Professional Services dated July 1, 2006, along with Exhibits A, B, C-1, and D represent the entire understanding between you and us in respect of the Project and may only be modified in writing signed by both of us. If it satisfactorily sets forth your understanding of our agreement, please sign the enclosed copy of this letter in the space provided below and return it to us.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Randy Sabar, PE
Principal
(Lic. MN)

mrB

[https://sehincazure.sharepoint.com/sites/contractmanagement/contract documents/contracts/12222 - stjoe_2/contract/stjoe_2026_street___utility_improvements_-_final_design_services.docx](https://sehincazure.sharepoint.com/sites/contractmanagement/contract%20documents/contracts/12222%20-%20stjoe_2/contract/stjoe_2026_street___utility_improvements_-_final_design_services.docx)

ACCEPTED BY: CITY OF ST. JOSEPH, MINNESOTA

By: _____ Date: _____
Authorized Client Signature



STAFF MEMO

Prepared by: David Murphy	Meeting Date: February 2nd	☐ Consent Agenda Item ☒ Regular Agenda Item	Agenda Item # 6
Reviewed by: Finance Director Bartlett	Item: AFSCME Labor Contract 2026		
Council Priority: ☐ Dispensary ☐ Industrial Park Expansion ☐ Housing ☐ Public Safety Facility/Safe Crossing of CSAH 75 ☒ N/A			

ACTION REQUESTED

Approval of AFSCME Labor Contract 2026

BOARD/COMMISSION/COMMITTEE RECOMMENDATION

N/A

PREVIOUS COUNCIL ACTION

N/A

REFERENCE AND BACKGROUND

This contract has been in negotiations since August 2025. Direction was received from the Personnel Committee and an agreement has been reached within the guidelines provided.

BUDGET IMPACT

The 2026 Wage Scale, Health Insurance Premium contributions and other financial contributions have been included in the 2026 Budget approved by the Council.

STAFF RECOMMENDED ACTION

A MOTION to Approve AFSCME Labor Contract 2026

SUPPORTING DATA/ATTACHMENTS

AFSCME Labor Contract
On-Call Memorandum of Understanding
2026 AFSCME Wage Scale

Labor Agreement between the
City of St. Joseph
And
American Federation of State, County, and Municipal Employees
(AFSCME) Council 65

January 1, 2026 – December 31, 2026

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ARTICLE 1 PURPOSE OF THE AGREEMENT

This agreement is entered into between the City of St. Joseph, herein after called the "Employer," and the American Federation of State, County and Municipal Employees, AFL-CIO herein after called "Union." It is the intent and purpose of this agreement to:

- 1.1 Establish procedures for the resolution of disputes concerning this Agreement's interpretation and/or application; and
- 1.2 Place in written form the parties' agreement upon terms and conditions of employment for the duration of this Agreement.

ARTICLE 2 RECOGNITION

- 2.1 The Employer recognizes Union as the exclusive representative for all employees of the Employer who are both public employees within the meaning of Minnesota Statute 179A.03, Subd.14 and work for the Employer more than 67 days in a calendar year, excluding supervisory, confidential, Police Chief, and employees employed in the City of St. Joseph Police Department who are represented by another exclusive representative.
- 2.2 The Employer shall not enter into any agreement with the employees coming under this jurisdiction, either individually or collectively which in any way conflicts with the terms and conditions of this Agreement.
- 2.3 The Employer recognizes the Union as the representative for all employees identified in 2.1 and will negotiate wages for all new bargaining unit positions.

ARTICLE 3 DEFINITIONS

- 3.1 Union: American Federation of State County and Municipal Employees, AFL-CIO.
- 3.2 Employee: An individual employed by the City of St. Joseph included in the appropriate unit represented by the Union.
- 3.3 Regular Employee: Employee who has completed the probationary period.
- 3.4 Probationary Employee: Employee who has not completed the probationary period.
- 3.5 Employer: City of St. Joseph

ARTICLE 4 EMPLOYER AUTHORITY

- 4.1 The employer retains the full and unrestricted right to operate and manage all manpower, facilities, and equipment; to establish functions and programs; to set and amend budgets; to determine the utilization of technology; to establish and modify the organizational structure; to select, direct, and determine the number of

personnel; to establish work schedules, shifts, and hours; to contract for goods or services; to make and enforce reasonable rules and regulations; to hire, promote, assign, and transfer Employees; to lay off Employees; to assign duties, tasks, jobs, hours, shifts, and overtimes to Employees and to perform inherent managerial functions not specifically limited by this agreement.

- 4.2 Any term and condition of employment not specifically established or modified by this Agreement shall remain solely within the discretion of the Employer to modify, establish or eliminate.

ARTICLE 5 EMPLOYEE SECURITY

- 5.1 Union may designate employees from the bargaining unit to act as stewards, negotiators and alternates and shall inform the Employer in writing of such choice and changes in the position of steward and/or alternate.
- 5.2 There shall be no discrimination, by the Employer or AFSCME against any employee because of age, sex, race, color, disability, religious or political belief, or membership, or non-membership in AFSCME.
- 5.3 For such employees as authorized in writing, the Employer shall deduct from the first pay check of each employee per month an amount equal to the regular monthly Union dues, certified in writing by the Union, and any other Union and employee approved deductions, and shall be remitted to the Union as directed by the Union.
- 5.4 The Employer shall make space available on the employee bulletin board at the unions' expense for posting Union notice(s) and announcements.
- 5.5 Union representatives shall have access to the premises of the Employer at reasonable times and subject to reasonable rules in connection with official Union business.
- 5.6 The Union agrees to indemnify and hold the Employer harmless against any and all claims, suits, orders, or judgments brought or issued against the Employer as a result of any action taken or not taken by the Employer under the provisions of 5.3.

ARTICLE 6 EMPLOYEE RIGHTS - GRIEVANCE PROCEDURE

- 6.1 DEFINITION OF A GRIEVANCE -A grievance is defined as a dispute or disagreement as to the interpretation or application of the specific terms and conditions of this Agreement.
- 6.2 PROCEDURE - Grievances, as defined by Section 6.1, shall be resolved in conformance with the following procedure:

Step One

An employee claiming a violation concerning the interpretation or application of this agreement shall, within 14 working days after such alleged violation has occurred, present such grievance in writing to their supervisor, meet and discuss it with their supervisor and attempt to resolve it with their supervisor. Maintenance and utility employees shall provide such grievance to the Public Works Director, clerical employees shall provide such grievance to the Finance Director and Police Administration support staff employees will provide such grievance to the Police Chief. The Supervisor will discuss and give an answer to such Step 1 grievance within seven (7) working days after receipt and the meeting and discussion.

Step Two

If a grievance is not resolved in Step 1 and the Union desires to appeal it to Step 2, the Union shall within seven (7) working days after the supervisor's submission of his or her final Step 1 answer place the appeal in writing setting forth the nature of the grievance, the facts on which it is based, the provisions of the Agreement allegedly violated, the remedy requested, and present the written grievance to the City Administrator, meet with the City Administrator and attempt to resolve the grievance. The City Administrator will discuss and give an answer to such Step 2 grievance within ten (10) working days from the date of the 2nd step grievance meeting and discussion.

Step Three

If a grievance is not resolved in Step 2 and the Union desires to appeal it to Step 3, the Union shall within seven (7) working days after the City Administrator's submission of his or her final Step 2 answer, place the grievance in writing setting forth the nature of the grievance, the facts on which it is based, the provisions of the Agreement allegedly violated, remedy requested and present the written grievance to the City Administrator. The Union shall thereafter meet with the City Council, or their representative, and attempt to resolve the grievance on a date mutually agreeable to the Union and City Council, or their representative. Within ten (10) working days of the meeting, the City Council, or their representative, shall issue a written answer to the grievance.

Step Four

If a grievance is not resolved in Step 3 and the Union desires to appeal it to Step 4 the Union shall submit the matter to the State of Minnesota/Bureau of Mediation Services, subject to the provisions of the Public Employment Labor Relations Act, Minnesota Statutes Chapter 179A. By mutual agreement the Employer and the Union may waive Step 4 and proceed directly to Step 5, arbitration.

Step 5

If the grievance is not resolved in Step 4, mediation, and the Union desires to appeal it to Step 5 the Union shall, within ten (10) working days after the completion of

mediation as designated by the mediator, present written notice of its intent to request for arbitration to the City Administrator within ten (10) working days after presenting such notice, the Union must provide a written request for a list of seven arbitrators to the Minnesota Bureau of Mediation Services with a copy to the City Administrator. The selection of an arbitrator shall be made in accordance with the " rules established by the Minnesota Bureau of Mediation Services.

6.3 ARBITRATOR'S AUTHORITY

6.3.1 The arbitrator shall have no authority to amend, modify, nullify, ignore, add to, or subtract from the provisions of the Agreement. The arbitrator shall consider and decide only the specific issue(s) submitted in writing by the Employer and the Union, and shall have no authority to make a decision on any other issue not so submitted. The arbitrator shall be without power to make decisions contrary to, or inconsistent with, or modifying or varying in any way the application of laws, rules, or regulations having the force and effect of law. The decision shall be binding on both the Employer and the Union and shall be based solely on the arbitrator's interpretation or application of the express terms of this Agreement and to the facts of the grievance presented.

6.3.2 The arbitrator's decision shall be submitted in writing within 30 calendar days following the close of the hearing or the submission of briefs by the parties, whichever is later, unless the parties agree to an extension.

6.4 WAIVER - If a grievance is not presented within the time limits set forth above, it shall be considered waived. If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the Employer's last answer.

6.5 EXPENSES -Any costs or expenses incurred in conjunction with mediation or arbitration procedures shall be borne equally by the Employer and the Union, with each paying one-half of the costs or expenses incurred. Each party shall be responsible for their own attorney fees with regard to any grievance procedure. If either party desires a verbatim record of the proceedings, it may cause such a record to be made, providing it pays for the record. If both parties desire a verbatim record of the proceedings the cost shall be shared equally.

6.6 EXCLUSIVE REMEDY - This procedure shall be the sole and exclusive means of processing a grievance.

6.7 CHOICE OF REMEDY- If the event giving rise to a grievance is appealed to any procedure other than the grievance procedure in this article, at any time, the grievance is not subject to this grievance procedure nor arbitration under such procedure.

ARTICLE 7 HOURS OF WORK

7.1 The Employer shall be the sole authority in determining the work schedules.

- 7.2 The normal workweek shall consist of five (5) days, eight (8) hours per day, Monday through Friday, and totaling 40 hours. The normal work year shall consist of 2080 hours.
- 7.3 Work schedules shall be posted one (1) week in advance, subject to change due to emergency circumstances. "Emergency" circumstances relate solely to health and safety issues.
- 7.4 Employees with a continuous four (4) hours of work will be allowed a fifteen (15) minute rest break. Rest breaks will be scheduled during the four (4) hours of a continuous work period. Rest periods shall not be combined to compensate for late arrivals or early departures.
- 7.5 If an employee works longer than six (6) hours; they will be given a minimum of one-half hour unpaid lunch period. The time when lunch periods are scheduled varies among departments, depending on the needs of each department.
- 7.6 An employee is expected to take their allotted time for lunch. They are requested not to perform any work during their regularly scheduled lunch period, unless specifically requested to do so by the supervisor. In that event, the lunch will be rescheduled.

ARTICLE 8 OVERTIME AND PREMIUM PAY

- 8.1 So far as possible, Employees working in the same department doing the same general responsibilities shall receive approximately the same amount of scheduled overtime in any one year.
- 8.2 If a "non-exempt" employee performs overtime work, they will be paid one and one-half (1 ½) times their regular hourly wage for anytime over eight (8) hours per day or 40 hours per week that an employee works. If during that week, they were away from their job because of a job-related injury, jury duty, scheduled vacation, paid ESST, paid holiday or funeral leave, those hours not worked will be counted as hours worked for the purpose of computing eligibility for overtime pay.
- 8.3 If an employee is requested to return to work after they have concluded work for that day the employee will be paid at a minimum rate of two hours, calculated at one and one-half (1 ½) times the employee's base hourly wage.
- 8.4 An Employee may elect to receive compensatory time in lieu of overtime pay under 8.2. It may be taken in hourly or half hour increments. Employees may accrue up to a maximum of 80 hours and carryover a maximum of 40 hours. Hours accumulated over the maximum of 40 hours as of the final day of the final pay period of the calendar year will be paid out on the payday for that payroll period.
- 8.5 Employees required to work on Elections shall be paid at the following rates: 1 – 8 hours straight time; 8.01 to 12 hours at time and one-half (1 ½); 12.01 hours and up at double time (2x).

ARTICLE 9 HOLIDAYS

9.1 The following days shall be paid holidays for employees

New Year's Day	January 1st
Martin Luther King Day	3 rd Monday in January
Presidents Day	3 rd Monday in February
Good Friday	1/2 day plus ½ day floating
Memorial Day	Last Monday in May
Juneteenth	June 19 th
Independence Day	July 4 th
Labor Day	1 st Monday in September
Veterans Day	November 11 th
Thanksgiving Day	4 th Thursday in November
Day after Thanksgiving	4 th Friday in November
Christmas Eve	December 24 th
Christmas Day	December 25 th
Personal Holiday	Floating

9.2 If the holiday falls on Saturday, the holiday will be observed on the preceding work day; if the holiday falls on a Sunday, the holiday will be observed on the next work day.

9.3 If Christmas falls on a Saturday, Sunday or Monday the Christmas Eve holiday and Christmas holiday will be observed as follows:

If Christmas falls on:	Christmas Eve is observed on:	Christmas is observed on:
Saturday	Thursday	Friday
Sunday	Friday	Monday
Monday	Friday	Monday

9.4 Employees scheduled to work on a paid holiday shall be compensated their regular wage plus an additional one-half hour for each hour worked. The additional one-half hour for each hour worked can be paid wages or compensatory time calculated at straight time.

9.5 Maintenance Employees scheduled to work on a holiday that work on the holiday shall be paid at time and one-half (1 ½) and will be paid a minimum of two hours. In addition, Maintenance Employees scheduled to work on a paid holiday shall be allowed to bank holiday hours equal to the actual hours worked. If the Maintenance Employee fails to take the banked holiday hours prior to June 1 (for holidays falling on or between December 1 and May 31) or December 1 (for holidays falling on or between June 1 and November 30), the

Maintenance Employee shall be compensated for the balance of the banked holiday hours at their regular rate of pay on May 31 and November 30 in exchange for the hours off.

- 9.6 Maintenance employees whose scheduled day off falls on a holiday will receive another day off with pay. The hours will be added to their banked holiday hours. If the Maintenance Employee fails to take the banked holiday hours prior to June 1 (for holidays falling on or between December 1 and May 31) or December 1 (for holidays falling on or between June 1 and November 30), the Maintenance Employee shall be compensated for the balance of the banked holiday hours at their regular rate of pay on May 31 and November 30 in exchange for the hours off.
- 9.7 Each regular employee shall receive a Personal Holiday to be used at the discretion of the employee upon approval of the immediate supervisor. The personal holiday hours will be equal to the hours worked on a typical day. Personal Holiday hours not used before December 31 of any calendar year shall be forfeited.
- 9.8 Part time employees working 30 hours per week or more and are regularly scheduled to work Monday - Friday shall earn five personal holidays. The hours shall be equivalent to the average work day (i.e. an employee working 6 hours per day shall earn five personal days equaling 30 hours). An employee using a Personal Day the day before or the day after a holiday shall not be entitled to the holiday pay.

ARTICLE 10 VACATION

- 10.1 Full time employees are eligible for paid vacation. Vacation accrues from the first day of employment.

- 10.2 Regular full time employees shall earn vacation benefits annually as follows:

<u>Full Months of Service</u>	<u>Hours</u>
0 through 23 months	80
24 months through 59 months	120
60 months through 119 months	160
120 months and onwards	200

Employer may credit an employee that begins employment with employer for months of service for purposes of this section based on their experience.

- 10.3 Vacation hours will be credited each pay period, prorated on the schedule in section 10.1.
- 10.4 Vacation hours may be taken in increments of not less than one half hour.
- 10.5 If an employee is on an approved unpaid leave of absence for less than a thirty (30) day time period, their vacation accrual will not be affected. If the unpaid leave is over a thirty (30) day time period, vacation time will not continue to accrue.
- 10.6 If a City paid holiday falls during a scheduled vacation period, an employee will not be charged a vacation day for that holiday.

- 10.7 Employees leaving employment in good standing after giving proper notice of termination shall be compensated for vacation leave earned and unused to the date of separation by lump sum payment or may request to use vacation accrued as time off. An employee leaving employment prior to the completion of their probationary period shall not receive compensation for any accrued vacation.
- 10.8 Employees are allowed to carry forward into the next calendar year, a maximum of one hundred forty (140) vacation hours. All vacation hours in excess of 140 hours for an employee as of the last pay date of the calendar year shall be forfeited.
- 10.9 Vacation preferences shall be designated by March 30 of each calendar year, and seniority shall govern in the case of conflict. Vacation requests made after March 30 are subject to approval by the Employer.
- 10.10 An employee deprived of a vacation scheduled or any part thereof due to working on their scheduled vacation day at the request of the Employer, shall be compensated in pay for the vacation time lost, or be allowed the vacation time taken at a later date on approval of the Employer, at the Employer's discretion. If the vacation time deprived occurs after December 15 and the employee cannot reschedule the time before the end of the year, up to 40 hours may be carried forward to the next calendar year (above the maximum carry over in section 10.8). These additional hours must be used no later than February 15 of the following calendar year.
- 10.11 Regular part time (not temporary or seasonal) employees shall earn vacation benefits on a pro rata basis (must work a minimum of 30 hours per week).

ARTICLE 11 EARNED SICK AND SAFE TIME (ESST)

- 11.1 Full time employees are eligible to earn ESST. ESST accrues from the first day of employment.
- 11.2 ESST with pay shall be earned by each regular employee on the basis of eight (8) hours for each month of service.
- 11.3 ESST may be accumulated up to a maximum of nine hundred and sixty (960) hours. When an employee has reached the maximum accumulation of ESST, s/he will be paid for eight hours each month that ESST is earned and not used over 960 hours at the end of each quarter. Such payment will be contributed to the employee's deferred compensation or health savings account.
- 11.4 Employees may use their ESST in increments of not less than one hour at any one time.
- 11.5 ESST may be used in accordance with the provisions in the Minnesota Earned sick and Safe Time law.
- 11.6 If an employee is on an approved unpaid leave of absence for less than thirty (30) days, an employee's ESST accrual will not be affected. Should the leave extend beyond thirty (30) days; ESST will not continue to accrue.

- 11.7 Upon separation from employment due to retirement or termination in good standing employees shall be compensated for unused sick leave based on the following table:

<u>Years of Service</u>	<u>Compensation</u>
00-03 Years	Employee shall not receive compensation for unused accumulated ESST.
04-09 Years	Employee shall receive 50% of their unused accumulated ESST.
10-19 Years	Employee shall receive 100% of their unused accumulated ESST up to 720 hours.
20-24 Years	Employee shall receive 100% of their unused accumulated ESST up to 840 hours.
25 + Years	Employee shall receive 100% of their unused accumulated ESST up to 960 hours.

The foregoing compensation will be paid as provided in Article 18 of this

- 11.8 ESST may be granted for absence from duty due to death in the employee's immediate family. "Immediate family" shall be as spouse, child, parent or sibling living in their home.
- 11.9 If sick leave is used for more than two (2) consecutive days in duration, reasonable written documentation is required. The Employer requires seven (7) day advanced notice of an employee's intention to use ESST when the need to use ESST is foreseeable.
- 11.10 In order for an eligible Employee to receive ESST, the employee must notify the employer prior to scheduled work to the appropriate supervisor the reason for a proposed absence from duty, and keep the appropriate supervisor informed of his or her condition of the absence daily. An exception to this notification is a sufficient multi-day justification for use of ESST from the appropriate professional provider submitted prior to the leave.
- 11.11 An employee using ESST for reasons not specified in 11.5, except as otherwise provided by this Article, may be cause for disciplinary action, including suspension, demotion or dismissal.
- 11.12 An Employee may supplement benefits received under Workers Compensation with ESST up to an amount equal to the difference between such benefits and the employee's normal pay. Employees who receive Workers Compensation while being paid ESST by the Employer will be obligated to report those check amounts to the Employer.
- 11.13 ESST Donation -The Employer supports its employees' desire to assist each other in times of need. As a result, employees will be allowed to donate ESST to other employees in need under the following guidelines:

- a) Employees will be allowed to donate a maximum of five (5) days of ESST per calendar year.
- b) The donation of time will be to a specific individual in need to be used for the duration of their own particular illness or to provide for the care of a child, spouse or parent who is ill.
- c) A maximum amount of time equivalent to no more than a total of 90 days may be donated to any individual in coordination with leave policies. Donated leave may not be used during the time period for which an employee is receiving long term disability benefits from the Employer's group long term disability plan.
- d) Employees will only be allowed to use donated leave time once they have exhausted all of their own paid leave.
- f) Only employees who have been employed for at least one year will be eligible to receive this leave.
- g) Participation in Leave Donation is voluntary.
- h) Donation and acceptance of donated leave must be approved by the City Administrator.

ARTICLE 12 FUNERAL LEAVE

- 12.1 An Employee shall be granted a maximum of five (5) consecutive days leave with pay in the event of a death in the immediate family (spouse, children, step/foster children, grandchildren; father, mother, legal guardian, brothers and sisters).
- 12.2 An Employee shall be granted three (3) consecutive days leave with pay in the event of a death of a mother-in-law, father-in-law, grandmother, or grandfather.
- 12.3 An Employee may take up to one day without pay to attend funerals of other relatives and friends. Vacation time may be used for this purpose. Employees may only use funeral leave twice in one calendar year for this purpose.

ARTICLE 13 BONE MARROW

- 13.1 An Employee, working an average of 20 hours or more per week, shall be entitled to a paid leave of absence when undergoing a medical procedure to donate bone marrow. The combine length of leave of absence to complete the procedures shall not exceed 40 work hours, unless the employee specifically agrees to a greater leave. The employer may require verification by a physician of the purpose and length of each leave requested by the employee to donate bone marrow. Employees shall be entitled to bone marrow donation leave in accordance with the law. This article is not subject to Article 6.

ARTICLE 14 JURY DUTY

- 14.1 It is an employee's civic duty as a citizen to report for jury duty whenever called. If an employee is called for jury duty, the City will permit them to take the necessary time off. The Employer will reimburse an employee for the difference between their jury pay and their regular pay, not to exceed eight (8) hours per day for a maximum of ten (10) business days.

ARTICLE 15 MILITARY LEAVE

- 15.1 Employees shall be entitled to military leaves of absence and reinstatement in accordance with the law. This section is included simply to make city employees and employers aware of the fact that the State Law applies. This article is not subject to Article 6.

ARTICLE 16 UNPAID LEAVES OF ABSENCE

- 16.1 In the event it is necessary for an employee to be absent from work for reasons other than ESST, funeral leave, vacation, jury duty or family and medical leave, a written request for an unpaid leave of absence must be made at least fourteen (14) calendar days prior to the effective date of the leave of absence.
- 16.2 Requested leaves of absence will be granted only when such leave would not affect the services provided by the Employer, is recommended by the City Administrator, and is approved by the City Council. The approval of such requests is discretionary with the City Council.
- 16.3 During an unpaid leave of absence employees will earn no compensation or benefits except as expressly provided in this Agreement.

ARTICLE 17 HEALTH BENEFITS

- 17.1 The Employer shall offer group health and dental insurance to full time regular and part time regular (those working 32 hours per week or more, prorated based on hours worked; Le.: If an employee works 35 hours, the Employer would pay seven eighths of the employer contribution). The health insurance offered shall contain major medical, medical health care coverage and dependents health care coverage.
- 17.2 Health Insurance. For employees enrolled in Employer's group health insurance, the Employer will provide a High Deductible Health Plan (HSA), with the maximum employer contribution, to both the premium and Health Savings Accounts (H.S.A.) in 2026 is as follows:

Family Coverage

YEAR	PREMIUM	H.S.A.
2026	\$1,850.00/month	\$2,500.00/year

Single Coverage

YEAR	PREMIUM	H.S.A.
2026	\$750.00/month \$350.00/month	\$2,500.00/year2026 Opt-out Coverage

In conjunction with the first pay period of the calendar year, the Employer will deposit one half (1/2) of the employer deduction contribution to each employee's individual HSA account. The second one half (1/2) of the Employer's contribution shall be deposited into each employee's individual HSA account on the pay period closest to and after July 1 of each calendar year.

New hires are eligible for the City's health insurance on the first of the month following hire date.

- 17.3 Dental Insurance: The Employer shall provide dental insurance for both the employee and dependents. The Employer will pay 80% of the dental insurance premium with the employee paying 20%. New hires are eligible for the City's dental insurance on the first of the month following a 30-day waiting period from the date of hire.
- 17.4 In the event of termination of employment with the Employer or loss of eligibility to remain covered under the City group health insurance program, the employee and their eligible dependents shall be allowed to continue coverage as provided under law, with the employee paying the associated costs at their own expense.
- 17.5 Upon retirement, employees may continue coverage under the Employer group health insurance program at their own expense.
- 17.6 Life Insurance: The Employer shall provide all eligible regular full time employees group life insurance with accidental death and dismemberment.
- a) The amount of life insurance provided shall be at least \$25,000.
 - b) The Employer will pay 100% of the premium. Spousal and dependent coverage shall be provided if the coverage is part of the policy covering the employee.

New hires are eligible for the City's life insurance on the first of the month following a 30-day waiting period from the date of hire.

- 17.7 Long Term Disability: The employer shall provide all eligible full-time regular employees long-term disability insurance. The Employer shall not be liable to an employee for the insurer's failure to pay a claim.

The Employer shall provide all eligible employees with disability insurance as per current policy which includes spousal disability at no cost to the employee.

New hires are eligible for the City's Long Term Disability Insurance on the first of the month following a 30-day waiting period from the date of hire.

ARTICLE 18 POST RETIREMENT HEALTH CARE SAVINGS

- 18.1 Establishment of VEBA: The Employer will establish an Employer-sponsored Post-Retirement Health Care Savings Plan (HCSP) as provided for in the Laws of MN 2001, Chapter 352.98, for participation of regular full time employees.
- 18.2 Severance Pay. Upon separation of employment in good standing, the employee shall be entitled to his or her severance provided in 11.7 of this Agreement. Payment shall be determined on the basis of the employee's rate of pay in the pay period in which the employee separated from employment.
- 18.3 Contribution - Unused ESST. Within sixty (60) days of the effective date of separation of employment, the Employer shall deposit into the individual HCSP account 100% of the severance payment provided in 11.7 of this Agreement. Employees will not be entitled to receive this amount in the form of taxable cash compensation.
- 18.4 Administrative Fee. Annual investment fee charges and administrative fees to administer the Plan are deducted from the employee HCSP Account.

ARTICLE 19 PROBATIONARY PERIODS, SENIORITY, AND RESIGNATION

- 19.1 All newly hired regular employees shall serve a six (6) month probationary period. During their probationary period, employees may be terminated at the sole discretion of the Employer. Termination during probation is not a grievable action.
- 19.2 Upon completion of the probationary period, employees shall become regular Employees with the meaning of this Agreement and shall have seniority dating from the beginning date of their continuous employment.
- 19.3 In the event of a layoff or recall, classification seniority shall govern provided that no regular Employee shall be laid off while probationary employees are employed. If an employee in a classification has their classification position eliminated, that employee may bump the employee in another classification with the least Department seniority in that classification provided they have the minimum requirements for the position they are bumping into and have greater overall Department seniority than the employee they desire to bump. The bumping process may occur again until the Department employee with the least Department seniority is laid off or the employee laid off does not have the minimum qualifications to bump into another position. Employees may only bump to a lower classification and they may not bump an employee from a higher classification.
- 19.4 The employee shall provide at least fourteen (14) calendar days' written notice of an intent to resign, specifying the termination date, and reason for resignation. Failure to provide such notice may mean loss of termination benefits due under this Agreement, excluding the event of death, illness and/or disability. An unauthorized leave of more than three (3) working days shall be deemed to be a resignation without notice, excluding the event of death and illness and/or disability.
- 19.5 If an employee was a regular employee and was laid off, they will be considered a regular employee upon return to work, provided that they were not on layoff for longer than two years. Employees who are laid off shall be placed on a recall list for a period of eighteen (18)

months. If there is a recall, employees who are still on the recall list shall be recalled, in the inverse order of their layoff, provided they are presently qualified to perform the work in the job classification to which they are recalled.

- 19.6 When the Employer has determined that recall will be made and the number of employees to be recalled, the Employer will recall employees in the order of seniority. Employees who refuse a recall from layoff to the position he/she held at the time of layoff will be removed from the recall list. Employees may refuse a recall to a different job within the City and such employees will then only be recalled to their original position. If an employee cannot be promptly reached, the Employer's representative shall send a certified letter (return receipt from addressee only required) to the employee's address of record. If said employee does not report for work within ten (10) working days of receipt of such notice, such an employee will be considered as having voluntarily terminated.
- 19.7 If an employee is recalled to a position in a lower rated job classification or to a part-time or a seasonal position, he/she shall have the right to return to the job classification he/she held prior to being laid off in the event it subsequently becomes available within eighteen (18) months of the date on which the employee was laid off. If an employee is recalled to a lower rated job classification or to a part-time position which is less than 75% full time, the employee shall have the right to refuse the recall and remain on the recall list. The Employer shall not hire new employees in bargaining unit positions as long as there are still employees on the recall list who are presently qualified to perform the work in the affected job classification and who are willing to be recalled to said classification.
- 19.8 Employees who are eligible for recall shall be given ten (10) calendar days' notice of recall and shall be sent to the employee by certified or registered mail with a copy to the Union. The employee must notify the Employer of his/her intention to return within five (5) working days after receiving notice of recall. The employee must be willing to report and to return to work within ten (10) working days following receipt of the notice of recall. The Employer shall be deemed to have fulfilled its obligations by mailing the recall notice by registered mail, return receipt requested, to the mailing address provided by the employee. It is the obligation and responsibility of the employee to provide the employer with his/her latest mailing address. If the employee fails to comply with the conditions herein, he or she shall be removed from the recall list.
- 19.9 Seniority for full time employees shall be defined as an employee's length of continuous service within the bargaining unit since his or her most recent date of hire. Part time employees' seniority shall be determined by continuous hours worked within the bargaining unit based on his or her most recent date of hire.
- 19.10 In the event of a layoff, a minimum of a two week notice must be provided.
- 19.11 The seniority list on the effective date of this Agreement, shall show the names of all employees of each department (City Office, Police Department, and Public Works) entitled to seniority. The employer will provide the Union with an up to date copy of the seniority list upon request.
- 19.12 An employee shall lose his seniority for the following reasons only:

- a) He/she resigns.
- b) He/she is discharged, and the discharge is not reversed through the procedure set forth in this Agreement.
- c) He/she is absent for three (3) consecutive working days or four (4) calendar days without notifying the employer, unless the employee is mentally or physically unable to notify the employer. Upon return to work, the Employee shall be required to show proof of such inability to notify the employer. After such absence, the employer will send written notification to the employee at his/her last known address that she/he has lost her/his seniority and her/his employment has been terminated. If the disposition of such case is not satisfactory, the matter may be referred to the grievance procedure.
- d) If she/he does not return to work when recalled from layoff as set forth in the recall procedure.

ARTICLE 20 VACANCIES, NEW POSITIONS, and PROMOTIONS

- 20.1 New positions and vacancies shall be posted on the employee's bulletin board in each department, and employees shall have seven (7) calendar days in which to apply.
- 20.2 An employee applying under 20.1 who meets the qualifications as determined by the Employer may be offered the position taking into account merit, ability, and seniority. The Union acknowledges it is the City's right to determine job descriptions and qualifications for the positions. If Employer does not offer the position to the most senior employee who applied under this section, written reasons will be provided to such employee who applied under this section, written reasons will be provided to such employee for not being offered the position. The Union shall not have the right to grieve or arbitrate job descriptions or qualifications for the positions or the written document itself referenced in the preceding sentence.
- 20.3 Qualification determinations will include satisfactory attendance and prior satisfactory job performance.
- 20.4 If an employee refuses to accept a promotion to the job classification as he/she requested, that employee will no longer be considered for promotion or transfer for that job classification until he/she has resubmitted a request form.
- 20.5 Employee must have been in his/her current position for a period of no less than six (6) months before any transfer/promotion is approved.
- 20.6 All approvals for promotion are to be approved by the City Council.
- 20.7 When a vacancy occurs, the Employer has the authority to hire temporary employees or temporarily transfer current employees while a search for replacement employees is being conducted.

ARTICLE 21 DISCIPLINE

- 21.1 The Employer will discipline employees for just cause only. Discipline shall be in one of the following forms:
- a) oral reprimand
 - b) Written reprimand'
 - c) suspension
 - d) demotion, or
 - e) discharge
- 21.2 Suspensions, demotions and discharges will be in written form.
- 21.3 Written reprimands, notices of suspension and notices of discharge, which are to become part of an employee's personnel file, shall be read and acknowledged by signature of the employee. Employees and the Union shall receive a copy of such reprimands and/or notices.
- 21.4 Employees may examine their own individual personnel files by appointment with the Clerk/Administrator in the presence of a Union Steward.
- 21.5 Employees will not be questioned concerning an investigation of disciplinary action unless the employee has been given an opportunity to have a Union representative present at such meeting.
- 21.6 Grievances relating to this Article and involving suspension, demotion or discharge shall be initiated by the Union in Step 2 of the Grievance Procedure, under Article 6.

ARTICLE 22 WAGES

- 22.1 In calendar year 2026, employees will be paid a 3.5% increase over 2025 base pay as provided in Employer's base pay schedule for the 2026 calendar year. This increase will be effective the first day of the pay period which includes January 1.
- 22.2 Employees shall move to their next step on the wage schedule on their anniversary date of employment as long as their performance evaluation indicates they are meeting or exceeding expectations. Annual performance evaluations are to be conducted by the immediate supervisor within thirty (30) days of the employee's anniversary date. Increases will be effective on the actual anniversary date of the employee.
- 22.3 Employer shall make deductions available under I.R.C. Section 125.
- 22.4 If an employee takes a position in a lower classification, through the process identified in section 20.3 of this agreement, the employee shall be placed on the step closest to their current rate of pay, without a reduction. In no case shall the rate of pay exceed the top rate of pay for the new classification.

ARTICLE 23 UNIFORMS

- 23.1 All Employees of the Maintenance Department shall be provided uniforms and laundry of such. Any necessary uniform items will be discussed with the Employer's safety committee or similar group. These items shall be replaced upon approval by the supervisor.
- 23.2 All Employees of the Maintenance Department shall be required to wear safety shoes. Employees shall be provided an annual and safety shoes allowance of \$300.00 per calendar year. Employees shall be allowed to carry forward into the next year any unused portion of the allowance. However, at not time shall an employee have an accumulation of greater than \$500.00. The employee may use any amount of the entire unused portion they have accumulated. ~~and each employee can purchase up to one pair annually.~~

ARTICLE 24 REIMBURSEMENTS

- 24.1 Meal Reimbursement – The Employer shall reimburse any employee of the Employer meal expenses incurring while conducting authorized business. Receipts must accompany all reimbursement requests. The rate for reimbursement will be equal to the total allowed under IRS guidelines.
- 24.2 Mileage – The Employer shall reimburse any employee of the Employer for mileage expenses at the current IRS rate.
- 24.3 Lodging – The Employer shall provide lodging expenses provided that the meeting/conference is more than one day as approved by the Employer.
- 24.4 Parking Fees – The Employer shall reimburse employees for parking fees and toll fees provided that a receipt is submitted as approved by the Employer.
- 24.5 Commercial Transportation – The Employer shall reimburse an Official for commercial transportation (air, taxi, rental car, etc.) when needed to attend an authorized meeting, conference, workshop out of the area as approved by the Employer. If air transportation is required the most reasonable flight pattern will be arranged, First Class travel will not be reimbursed.
- 24.6 School License Reimbursement. The City shall reimburse employees for licenses required to perform their essential job functions. License reimbursement shall be limited to the cost of the Commercial Driver's License endorsement and required State Certifications to operate the City utility systems (Water/Sewer).

ARTICLE 25 RETIREMENT CONTRIBUTIONS

- 25.1 The Employer shall contribute to PERA for each employee as required by Statute; the Employees shall contribute as required by Statute. The Article is not subject to Article 6.

ARTICLE 26 LONGEVITY

- 26.1 Full time Employees completing ten (10) years of service shall receive longevity pay starting in their eleventh year of service at the amount of \$20 per year of service annually. Longevity pay will be paid into the Employee's deferred compensation account or health savings account in the pay period after December 1st.
- 26.2 Employees leaving their employment in good standing shall receive their longevity pay with their final pay check, with their last year's portion prorated to the percentage of that year that they maintained employment.

ARTICLE 27 PERSONNEL POLICY MANUAL

- 27.1 Where this Agreement conflicts with the Personnel Policy Manual, this Agreement shall govern. Otherwise the Employees shall be subject to the terms and conditions of the Personnel Policy Manual.

ARTICLE 28 WAIVER

- 28.1 Any and all prior agreements, resolutions, practices, policies, rules and regulations regarding terms and conditions of employment to the extent inconsistent with the provision of the Agreement, are hereby superseded.
- 28.2 All agreements and understandings arrived at by the parties are set forth in writing in this Agreement for its specified term. The Employer and the Union agree that only upon consent of both parties may this agreement be opened during its life for purposes of negotiations on terms and conditions of employment covered by this Agreement or those not specifically referred to or covered by this Agreement.

ARTICLE 29 SAVINGS CLAUSE

- 29.1 The Agreement is subject to the laws of the United States, the State of Minnesota and the Employer. In the event any provisions of this Agreement shall be held contrary to law by court of competent jurisdiction from whose final judgment or decree no appeal has been taken within the time provided, such provisions shall be voided. All other provisions of this Agreement shall continue in full force and effect. The voided provisions may be renegotiated at the written request of either party.

ARTICLE 30 DURATION

- 30.1 This Agreement shall be effective as the 1st day of January, 2026 and shall remain in force and effect until the 31st day of December 2026.

IN WITNESS WHEREOF, the parties have executed this agreement on the latest date affixed to the signatures hereto.

CITY OF ST. JOSEPH

AMERICAN FEDERATION OF COUNTY STATE AND
MUNICIPAL EMPLOYEES

By: _____

It's Mayor

By: _____

It's President

By: _____

It's City Administrator

By _____

It's Union Steward

By _____

It's AFSCME Labor Representative

Date: _____

Date: _____

**Seniority Listing by Job Classification – AFSCME
As of January 1, 2026**

Lead Worker

Jim Marthaler

03/15/77

03/15/08

Utility Lead Worker

Mike Sworski

09/28/92

10/20/20

Mechanic

Derrick Dirkes

07/11/22

Utility Worker

Joe Pekarek

10/22/07

2/6/24

Mike Johnson

12/17/03

3/5/24

Maintenance Worker

Gary Donabauer

12/24/99

Eric Poissant

10/22/07

Trenton Merkling

4/2/24

Jacob Reber

4/3/24

Lead Records Specialist

Mary Beth Munden

09/08/03

1/3/24

Account Technician

Vicky Granite

09/22/20

Finance Technician	
Debbie Kulzer	10/24/22
Police Clerk	
Candi Vought	10/11/21
Administrative Assistant	
Brooke Fetterer	4/29/25

MEMORANDUM OF UNDERSTANDING
Between
AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES
COUNCIL 65
And
CITY OF ST JOSEPH
(On Call)

This Memorandum of Understanding, hereinafter “MOU” made and entered into by and between the City of St. Joseph, hereinafter referred to as the “Employer” and American Federation of State, County and Municipal Employees, Council 65, hereinafter referred to as “Union”.

WHEREAS, the Employer and the Union are parties to a Labor Agreement for the period January 1, 2026 through December 31, 2026; and

WHEREAS, the parties desire to clarify certain components of being on call for bargaining unit employees;

NOW THEREFORE, in consideration of the mutual covenants and agreements to be performed, as hereinafter set forth, the parties agree as follows:

1. The Employer will schedule employees in the Lead Worker, Maintenance Worker, Lead Utility Worker and Utility Worker job classifications to be “on call” on a rotating basis weekly, Wednesday through Tuesday, by seniority, except when a switch may occur as discussed in #4 below.
2. If an employee is “on call” on an actual holiday, that day will be the employee’s observed holiday regardless of any Labor Agreement provision.
3. If an employee works a weekly “on call” schedule, the employee will receive the Thursday and Friday immediately following the schedule as days off.
4. Employees may switch the weeks they are “on call” with each other so long as the affected employees notify the supervisor of the switch at least seven calendar days in advance of the first affected week and the supervisor approves the switch.
5. To facilitate the work schedule, the pay date will remain every other Wednesday with the pay period starting on the Saturday and ending on the Friday prior to the pay day.
6. The Employer will pay the employee “on call” \$40.00 for each day on call.
7. The terms of this MOU and any related communications or negotiations among the parties are not nor can they be construed as an acknowledgement that the Employer was required to meet and negotiate with or get agreement from the Union on all the matters addressed in this MOU or that the Employer waived or relinquished its right to take any action it could take without meeting, negotiating or getting agreement from the Union except for anything it was required by law or contract to meet, negotiate and get agreement from the Union. The City does not waive or relinquish and expressly reserves its right to take any related actions it can take without meeting and negotiating with or

getting agreement from the Union except as otherwise expressly waived or relinquished by law or contract.

8. This MOU is not executed until and is effective the latest date affixed to the signatures in this MOU.
9. This MOU and related components of it shall expire and no longer be in force or effect, effective on the date the CBA in effect on the date this MOU executed is no longer in force or effect.

IN WITNESS WHEREOF the parties hereto have set their hands and seals this day of _____, 2026.

CITY OF ST JOSEPH

AMERICAN FEDERATION OF COUNTY STATE AND MUNICIPAL
EMPLOYEES

By: _____
Its Mayor

By: _____
Its President

By: _____
Its City Administrator

By: _____
Its Union Steward

By: _____
Its Labor Representative

City of St. Joseph, MN
 2026 Wage Scale - Draft AFSCME

3.5% increase

Hourly rate

2026		Step									
		1	2 - 5%	3 - 5%	4 - 4.5%	5 - 4.5%	6 - 4%	7 - 4%	8 - 3.5%	9 - 3%	10 - 3%
	4 - 12%	\$25.75	\$27.02	\$28.38	\$29.66	\$30.99	\$32.24	\$33.52	\$34.70	\$35.73	\$36.81
	5 - 11%	\$28.57	\$30.00	\$31.50	\$32.92	\$34.40	\$35.78	\$37.21	\$38.52	\$39.67	\$40.86
	6 - 10%	\$31.43	\$33.00	\$34.66	\$36.21	\$37.84	\$39.36	\$40.93	\$42.36	\$43.63	\$44.94
	7 - 7%	\$33.63	\$35.31	\$37.08	\$38.75	\$40.49	\$42.11	\$43.79	\$45.33	\$46.68	\$48.09
	full-time annual amount										
	4	53,549.82	56,210.68	59,026.76	61,687.62	64,459.35	67,053.69	69,714.55	72,175.85	74,326.71	76,566.27
	5	59,425.89	62,397.19	65,523.70	68,472.82	71,554.98	74,415.41	77,386.70	80,114.08	82,508.86	84,992.33
	6	65,368.48	68,650.21	72,087.15	75,324.53	78,717.13	81,865.82	85,125.37	88,118.84	90,757.53	93,484.91
	7	69,958.47	73,439.76	77,120.62	80,601.91	84,216.24	87,586.67	91,090.13	94,283.17	97,099.25	100,026.19
full-time per pay period amount											
	4	2,059.61	2,161.95	2,270.26	2,372.60	2,479.21	2,578.99	2,681.33	2,775.99	2,858.72	2,944.86
	5	2,285.61	2,399.89	2,520.14	2,633.57	2,752.11	2,862.13	2,976.41	3,081.31	3,173.42	3,268.94
	6	2,514.17	2,640.39	2,772.58	2,897.10	3,027.58	3,148.69	3,274.05	3,389.19	3,490.67	3,595.57
	7	2,690.71	2,824.61	2,966.18	3,100.07	3,239.09	3,368.72	3,503.47	3,626.28	3,734.59	3,847.16