

**CITY OF CHATFIELD PERSONNEL / BUDGET COMMITTEE**  
**AGENDA**  
**City Council Chambers, 21 SE Second Street, Chatfield, MN 55923**  
**May 12, 2025, 4:30 P.M.**

- A. Minutes
  - 1. [April 14, 2025 Meeting Minutes](#)  
Review minutes from previous meeting.
- B. Financial Report
  - 1. [Quarterly Financial Report](#)  
Review quarterly report
  - 2. [April Financial Report](#)  
Review report as presented.
- C. Continued Business
  - 1. [Closed Captioning](#)  
Review proposed service, estimated cost is \$4,530 per year.
  - 2. [Water and Sewer Billing](#)  
Consider amendment to billing for the Sewer Utility to align with current ordinances, additional consideration for amending the fee schedule for both Water and Sewer Utilities.
  - 3. [Deputy City Clerk Position](#)  
Update on process to fill position.
  - 4. [City Building Security Options](#)  
Consider options and budgetary impacts.



## PERSONNEL / BUDGET COMMITTEE MEETING STAFF REPORT

**Meeting Date:** May 12, 2025

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**Agenda Item:** April 14, 2025 Meeting Minutes

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**Subject | Summary:**

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**Agenda Category:**

**Submitted By:** Michele Peterson

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**Recommended Motion:** Review minutes from previous meeting.

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**Community Engagement and Outreach:**

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**FISCAL IMPACT:**

**Amount:**

**Ongoing Cost :**

**One-Time Cost :**

**Included in Current Budget?:**

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**FISCAL DETAILS:**

**Fund Name(s) (Operations | Capital):**

**Account Code:**

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**Background:**

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**Attachments:**

[2025.04.14 Personnel-Budget Notes.pdf](#)

**Personnel-Budget Committee Meeting Notes****April 14, 2025**

**Members Present:** Councilors Mike Urban and Paul Novotny  
**Members Absent:** None  
**Others Present:** Beth Carlson, Brian Burkholder, and Michele Peterson.

**A. Minutes**

1. Minutes of the March 10, 2025, meeting: Minutes were accepted as presented.

**B. Financial Report**

1. March Monthly Financial Report: The March Financial report was accepted as presented.
2. Resolution 2025-15 Approving Administrative Budget Amendment: Members recommended approval by the City Council.
3. Resolution 2025-17 Authorizing Administrative Transfer and Closure of Project: Members recommended approval by the City Council.

**C. Continued Business**

1. City Building Security Options: Discussion to be continued, second quote has not been received yet.
2. Sale of Equipment – 2010 Ambulance: Members recommended the discussion be forwarded to City Council to authorize selling the vehicle on auction.

**D. New Business**

1. Public Works Seasonal Positions: Members approved of the rehire for the seasonal positions. Discussion will be presented to Council with the recommendation for approval.
2. Closed Captioning: Discussion will be continued to allow more time for discovery.
3. 2025 Pool Staff: Members offered the discussion to be presented to the City Council with a recommendation for approval.
4. Sewer Billing: Members reviewed a proposal to change the current method of billing for sewer on an annual basis. Further discussion will be had to ensure rates reflect the actual usage. Discussion to be continued.



**PERSONNEL / BUDGET COMMITTEE MEETING STAFF REPORT**

**Meeting Date:** May 12, 2025

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**Agenda Item:** Quarterly Financial Report

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**Subject | Summary:** Quarterly Financial Report

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**Agenda Category:** Department Reports

**Submitted By:** Michele Peterson

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**Recommended Motion:** Review quarterly report

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**Community Engagement and Outreach:**

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**FISCAL IMPACT:**

**Amount:**

**Ongoing Cost :**

**One-Time Cost :**

**Included in Current Budget?:**

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**FISCAL DETAILS:**

**Fund Name(s) (Operations | Capital):**

**Account Code:**

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**Background:**

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**Attachments:**

[Quarterly Financial Report - 2025 03.pdf](#)

# 2025 1st Quarter Financial Dashboard

To: Michele Peterson  
From: Kay Wangen

cc: Alison Bentley, Brian Burkholder, Rocky Burnett, Monica Erickson, Shane Fox, , Andy O'Connor, Luke Thieke  
Date: 22 Apr 2025

This is the 2025 first quarter financial report. It summarizes the budget to actual revenue and expenditure activity as well as the cash and investment holdings as of 03/31/2025.

## Revenue & Expense Summary

Activity has been annualized meaning one-time and seasonal revenues and expenses have been adjusted to reflect one quarter of activity.  
1st Quarter Target = 25% of budget predictions.

### Budget Predictions to Actual Results (Variance Category Definitions)

Budget Neutral = within 10% of target (15-35%)  
Positive Variance = Rev >35% or Exp <15%  
Negative Variance = Rev < 15% or Exp >35%

### Annualized Fund Level Actual Results—1st Qtr

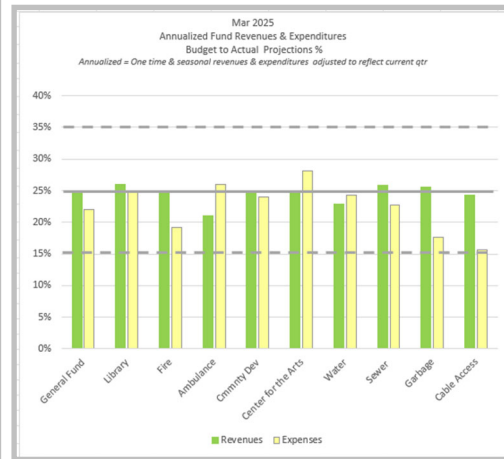
Budget Neutral—  
All fund level revenue & expenditure actual results are within 10% of budget predictions.  
Positive Fund Level Variances—  
none  
Negative Fund Level Variances—  
none.

### GF Dept. Actual Expense Results—1st Qtr

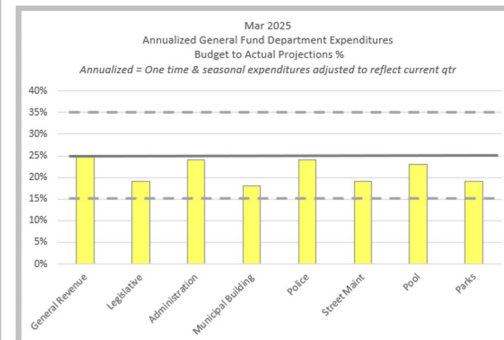
Budget Neutral—All of the tracked general fund departmental expenses are within 10% of the annualized budget predictions.  
Positive GF Department Expense Variances—  
none.  
Negative GF Departmental Expense Variances—  
none.

\*Planning & Zoning, Heritage Preservation and Community Development departments have been moved from the General Fund (100) to the Community Development Fund (240) (formerly labeled EDA Fund).

## Fund Level Revenue & Expense Activity (Annualized)



## General Fund Departmental Expense Activity (Annualized)



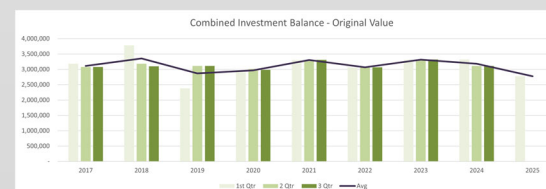
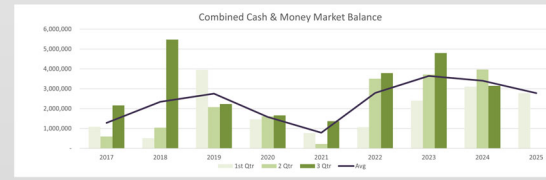
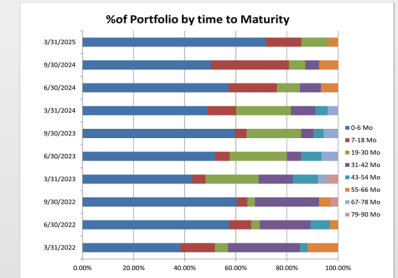
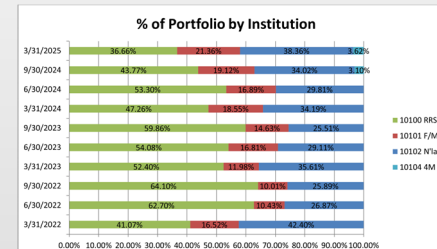
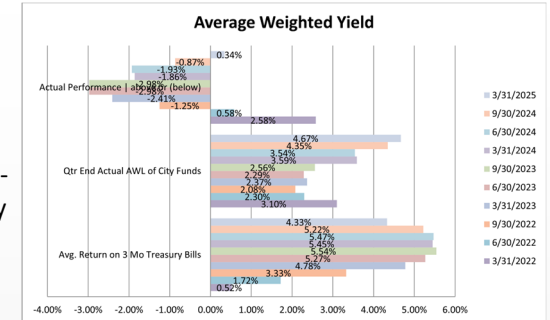
## Cash & Investment Portfolio | Performance Trends

The guideline is to earn at least the average return of the three month U.S. Treasury bills during stable market times.

After seven quarters of falling short of the benchmark the actual yield exceeded the treasury by 0.34%. The performance from 09/2022-09/2024 was the only period this guideline was not achieved since tracking began in

June of 2008. The treasury rate rose quickly during this period and the check book balance was high relating to the 2022 & 2023 construction projects. The actual yield this quarter was 4.67% and the average treasury return was 4.33%.

The following graphs display three years of history of the city's holdings by institution and by time to maturity. The balance of the 0-6 month category will continue to increase as the portfolio transitions from CD's and bonds to the municipal money market.



The last two graphs reflect the cash | money market and investment balance trends.

The holdings will begin shifting from the investment to the cash & money market category as the current CDs and Bonds are transferred to the municipal money market account at maturity.

City of Chatfield  
Budget YTD Rev-Exp - with Annualized Budget  
Variance Projections  
Current Period: 2025

Exported from Banyon to .csv & Annualized

					Variance from Budget Key:	
					\$0 Budget	
					Positive   >10% R>35% E<15%	
					Neutral   withn 10% 15-35%	
					negative   >10% R<15% E>35%	
R Total = Revenues						
E Total = Expenditures						
Annualized / Adjusted to 25 %   50%   75% Tax Settlements, Special Assessments, Annual Exp Payments 151-Workers Comp, 360-Insurance					Budget	March Annualized YTD
					March Annualized % of Budget	1st Qtr Variance Category
Dpt Nm	R   E	Account	Fomattng Key:	Calculation Cell	Input Cell	1st Qtr=25%
Fund 100 GENERAL FUND			Budget	March Annualized YTD	March Annlzd %Bdgt	Variance Category
R		Revenues	\$2,851,203.00	\$726,327.43	25%	Neutral   withn 10% 15-35%
E		Expenditures	\$2,852,998.77	\$624,121.22	22%	Neutral   withn 10% 15-35%
Gnrl Rev	R   E	Dept 41000 General Revenue	Budget	March Annlzd YTD	March Annlzd %Bdgt	
Gnrl Rev	R	R 100-41000-31010 Levied Property Taxes	\$ 1,544,092	\$ 386,023	25.00%	
Gnrl Rev	R	R 100-41000-33400 State Grants and Aids	\$0.00	\$0.00	0.00%	
Gnrl Rev	R	R 100-41000-33401 Local Government Aid	\$ 950,380	\$ 237,595.00	25.00%	
Gnrl Rev	R	R 100-41000-33402 Market Value Credit	\$0.00	\$0.00	0.00%	
Gnrl Rev	R	R 100-41000-33405 PERA Aid	\$0.00	\$0.00	0.00%	
Gnrl Rev	R	R 100-41000-34020 GnrlSvcsChrg 328/34020	\$143,050.00	\$35,762.50	25.00%	
Gnrl Rev	R	R 100-41000-36210 Interest Earnings	\$17,000.00	\$9,210.38	54.18%	
Gnrl Rev	R	R 100-41000-37940 Cash Over	\$1.00	\$0.00	0.00%	
Gnrl Rev	R	R 100-41000-39201 Transfer In 700/39201	\$1.00	\$11,196.66	1119666.00%	55% of 334 2014A Close
Gnrl Rev	R	R 100-41000-39550 Refunds   Rebates	\$1.00	\$0.00	0.00%	
GenRev	R Total	General Revenue	\$ 2,654,524	\$ 679,787.54	26%	Neutral   withn 10% 15-35%
Gnrl Rev	E	E 100-41000-431 Cash Short	\$0.00	\$0.00	0.00%	
Gnrl Rev	E	E 100-41000-700 Transfers (GENERAL) 700/39201 *Pndng Prpsd 100 to 240	\$69,150.00	\$ 17,287.50	25.00%	*Pndng Prpsd Trnstrn 100 to 240
GenRev	E Total	General Revenue	\$ 69,150	\$ 17,287.50	25%	Neutral   withn 10% 15-35%
Lgsltv	R   E	Dept 41100 Legislative	Budget	March Annlzd YTD	March Annlzd %Bdgt	
Lgsltv	R	R 100-41100-34100 Filing Fee	\$0.00	\$0.00	0.00%	
Lgsltv	R	R 100-41100-36260 Insurance Dividend	\$150.00	\$0.00	0.00%	
Lgsltv	R Total	Legislative	\$ 150	\$ -	0%	Negative   R<15%
Lgsltv	E	E 100-41100-103 Part-Time Employees	\$24,750.00	\$5,981.31	24.17%	
Lgsltv	E	E 100-41100-121 PERA	\$1,200.00	\$207.84	17.32%	
Lgsltv	E	E 100-41100-122 FICA	\$1,550.00	\$113.16	7.30%	
Lgsltv	E	E 100-41100-125 Medicare	\$360.00	\$86.73	24.09%	
Lgsltv	E	E 100-41100-151 Worker s Comp Insurance Prem	\$120.00	\$17.14	14.29%	
Lgsltv	E	E 100-41100-152 Clothing	\$100.00	\$0.00	0.00%	
Lgsltv	E	E 100-41100-200 Office Supplies (GENERAL)	\$150.00	\$32.28	21.52%	
Lgsltv	E	E 100-41100-205 Service Incentives/Rewards	\$600.00	\$100.00	16.67%	
Lgsltv	E	E 100-41100-208 Training and Instruction	\$0.00	\$0.00	0.00%	
Lgsltv	E	E 100-41100-210 Operating Expenses	\$1,000.00	\$83.62	8.36%	
Lgsltv	E	E 100-41100-212 Vehicle Operating Supplies	\$100.00	\$0.00	0.00%	
Lgsltv	E	E 100-41100-240 Small Tools and Minor Equip	\$2,500.00	\$207.95	8.32%	
Lgsltv	E	E 100-41100-304 Legal Fees	\$10,000.00	\$2,500.00	25.00%	Adjstd Suhler
Lgsltv	E	E 100-41100-309 Conference Expense	\$2,500.00	\$865.76	34.63%	
Lgsltv	E	E 100-41100-310 Other Professional Services	\$5,000.00	\$0.00	0.00%	
Lgsltv	E	E 100-41100-312 Recording Fees	\$50.00	\$0.00	0.00%	
Lgsltv	E	E 100-41100-331 Travel Expenses	\$250.00	\$0.00	0.00%	
Lgsltv	E	E 100-41100-350 Print/Binding (GENERAL)	\$2,000.00	\$0.00	0.00%	
Lgsltv	E	E 100-41100-360 Insurance (GENERAL)	\$1,600.00	\$318.25	19.89%	Annual Premium
Lgsltv	E	E 100-41100-430 Misc. TRY NOT TO USE	\$0.00	\$0.00	0.00%	
Lgsltv	E	E 100-41100-433 Dues and Subscriptions	\$13,000.00	\$2,317.75	17.83%	Annrl-RAEDI LMC SEMLM
Lgsltv	E	E 100-41100-435 Licences, Permits and Fees	\$750.00	\$120.00	16.00%	
Lgsltv	E	E 100-41100-700 Transfers (GENERAL) 700/39201	\$0.00	\$0.00	0.00%	
Lgsltv	E Total	Legislative	\$ 67,580	\$ 12,951.79	19%	Neutral   withn 10% 15-35%
Elctns	R   E	Dept 41410 Elections	Budget	March Annlzd YTD	March Annlzd %Bdgt	
Elctns	R	R 100-41410-39550 Refunds   Rebates	\$1.00	\$0.00	0.00%	
Elctns	R	R 100-41410-39560 Reimbursement	\$50.00	\$0.00	0.00%	
R Total		Elections	\$ 51	\$ -	0%	Negative   R<15%
Elctns	E	E 100-41410-103 Part-Time Employees	\$1,000.00	\$0.00	0.00%	
Elctns	E	E 100-41410-122 FICA	\$0.00	\$0.00	0.00%	
Elctns	E	E 100-41410-125 Medicare	\$0.00	\$0.00	0.00%	
Elctns	E	E 100-41410-210 Operating Expenses	\$200.00	\$0.00	0.00%	
Elctns	E	E 100-41410-310 Other Professional Services	\$100.00	\$0.00	0.00%	
Elctns	E	E 100-41410-331 Travel Expenses	\$250.00	\$0.00	0.00%	
Elctns	E	E 100-41410-350 Print/Binding (GENERAL)	\$250.00	\$0.00	0.00%	
Elctns	E Total	Elections	\$ 1,800	\$ -	0%	Positive   E<15%
Admn	R   E	Dept 41500 Administration	Budget	March Annlzd YTD	March Annlzd %Bdgt	
Admn	R	R 100-41500-32000 Licenses and Permits	\$0.00	\$162.50	0.00%	
Admn	R	R 100-41500-32110 Alcoholic Beverages	\$10,000.00	\$2,993.75	29.94%	Annual Fees

**City of Chatfield**  
**Budget YTD Rev-Exp - with Annualized Budget**  
**Variance Projections**  
**Current Period: 2025**

Exported from Banyon to .csv & Annualized

**R Total = Revenues**

**E Total = Expenditures**

LeftF

Annualized / Adjusted to 25 % | 50% | 75%  
*Tax Settlements, Special Assessments, Annual Exp Payments*  
*151-Workers Comp, 360-Insurance*

				Budget	March Annualized YTD	March Annualized % of Budget	1st Qtr Variance Category
				Fomatting Key:	Calculation Cell	Input Cell	1st Qtr=25%
Dpt Nm	R   E	Account					
Admn	R	R 100-41500-34000 Charges for Services		\$100.00	\$53.25	53.25%	
Admn	R	R 100-41500-34301 Administration Fees		\$60.00	\$123.06	205.10%	
Admn	R	R 100-41500-36100 Special Assessments		\$0.00	\$0.00	0.00%	
Admn	R	<i>R 100-41500-36260 Insurance Dividend</i>		\$500.00	\$125.00	25.00%	Annual - Usually December
Admn	R	R 100-41500-39550 Refunds   Rebates		\$101.00	\$210.84	208.75%	
Admn	R	R 100-41500-39560 Reimbursement		\$100.00	\$0.00	0.00%	
<b>Admn</b>	<b>R Total</b>	<b>Administration</b>		<b>\$ 10,861</b>	<b>\$ 3,668.40</b>	<b>34%</b>	<b>Neutral   withn 10% 15-35%</b>
Admn	E	E 100-41500-101 Full-Time Employees Regular		\$347,718.00	\$89,409.10	25.71%	
Admn	E	E 100-41500-103 Part-Time Employees		\$56,150.00	\$7,457.64	13.28%	
Admn	E	E 100-41500-121 PERA		\$29,350.00	\$7,264.99	24.75%	
Admn	E	E 100-41500-122 FICA		\$24,270.00	\$5,817.19	23.97%	
Admn	E	E 100-41500-125 Medicare		\$5,680.00	\$1,360.45	23.95%	
Admn	E	E 100-41500-131 Employer Paid Health		\$40,000.00	\$8,937.36	22.34%	
Admn	E	E 100-41500-134 Employer Paid Life		\$100.00	\$26.17	26.17%	
Admn	E	E 100-41500-136 Employer Paid H.S.A.		\$13,000.00	\$3,306.32	25.43%	
Admn	E	<i>E 100-41500-151 Worker s Comp Insurance Prem</i>		\$3,243.00	<i>\$235.57</i>	7.26%	Annual Premium
Admn	E	E 100-41500-152 Clothing		\$1,000.00	<i>\$250.00</i>	25.00%	
Admn	E	E 100-41500-200 Office Supplies (GENERAL)		\$2,000.00	\$586.73	29.34%	
Admn	E	E 100-41500-208 Training and Instruction		\$2,000.00	\$0.00	0.00%	
Admn	E	E 100-41500-210 Operating Expenses		\$4,150.00	\$1,347.65	32.47%	
Admn	E	E 100-41500-212 Vehicle Operating Supplies		\$600.00	\$0.00	0.00%	
Admn	E	E 100-41500-240 Small Tools and Minor Equip		\$1,000.00	\$566.59	56.66%	
Admn	E	<i>E 100-41500-301 Auditing and Acctg Services</i>		\$15,000.00	<i>\$3,093.75</i>	20.63%	Annual Bill
Admn	E	E 100-41500-309 Conference Expense		\$5,000.00	\$1,115.00	22.30%	
Admn	E	E 100-41500-310 Other Professional Services		\$6,000.00	\$1,287.50	21.46%	
Admn	E	E 100-41500-320 Communications (GENERAL)		\$0.00	\$733.14	0.00%	
Admn	E	E 100-41500-321 Telephone		\$5,000.00	\$1,283.19	25.66%	
Admn	E	E 100-41500-322 Postage		\$750.00	\$985.83	131.44%	
Admn	E	E 100-41500-323 Administration Expense		\$65.00	\$0.00	0.00%	
Admn	E	E 100-41500-331 Travel Expenses		\$300.00	\$0.00	0.00%	
Admn	E	E 100-41500-350 Print/Binding (GENERAL)		\$2,000.00	\$225.00	11.25%	
Admn	E	<i>E 100-41500-360 Insurance (GENERAL)</i>		\$6,200.00	<i>\$1,026.52</i>	16.56%	Annual Bill
Admn	E	E 100-41500-364 Claims Deductible		\$500.00	\$0.00	0.00%	
Admn	E	E 100-41500-403 Prev. Maint. Agreements		\$12,000.00	\$2,100.00	17.50%	
Admn	E	E 100-41500-404 Repairs/Maint Equipment		\$1,700.00	\$55.00	3.24%	
Admn	E	E 100-41500-413 Equipment Rental / Lease		\$4,900.00	\$1,388.85	28.34%	
Admn	E	E 100-41500-430 Misc. TRY NOT TO USE		\$0.00	\$0.00	0.00%	
Admn	E	<i>E 100-41500-433 Dues and Subscriptions</i>		\$1,500.00	\$439.79	29.32%	Annual
Admn	E	<i>E 100-41500-435 Licences, Permits and Fees</i>		\$9,500.00	<i>\$2,375.00</i>	25.00%	Annual Banyon & Microsoft
Admn	E	E 100-41500-437 Sales Tax - Purchases		\$10.00	\$2.00	20.00%	
Admn	E	E 100-41500-438 Internet Expenses		\$25,000.00	\$4,938.66	19.75%	
Admn	E	E 100-41500-711 Tout-Rsrv 711/801-41500-42500-		\$10,000.00	\$2,500.00	25.00%	
Admn	E	E 100-41500-727 TOut-Shrd Tch 727/39204		\$3,000.00	\$750.00	25.00%	
<b>Admn</b>	<b>E Total</b>	<b>Administration</b>		<b>\$ 638,686</b>	<b>\$ 150,864.99</b>	<b>24%</b>	<b>Neutral   withn 10% 15-35%</b>
<i>P&amp;Z</i>		<i>Dept 41910 P&amp;Z Cmmsn *Pending Proposed Transition to 240 Cmnty Development</i>					
<b>MncplBldng</b>	<b>R   E</b>	<b>Dept 41940 Municipal Building - LOC 02</b>		<b>Budget</b>	<b>March Annlzd YTD</b>	<b>March Annlzd %Bdgt</b>	
MncplBldng	R	<i>R 100-41940-36260 Insurance Dividend</i>		\$700.00	<i>\$175.00</i>	25.00%	Usually December
MncplBldng	R	R 100-41940-39550 Refunds   Rebates		\$1.00	\$0.00	0%	
<b>MncplBldn</b>	<b>R Total</b>			<b>\$ 701</b>	<b>\$ 175.00</b>	<b>25%</b>	<b>Neutral   withn 10% 15-35%</b>
MncplBldng	E	E 100-41940-210 Operating Expenses		\$2,500.00	\$381.74	15%	
MncplBldng	E	E 100-41940-240 Small Tools and Minor Equip		\$500.00	\$18.49	3.70%	
MncplBldng	E	E 100-41940-302 Contracted Help		\$14,000.00	\$3,296.87	23.55%	
MncplBldng	E	<i>E 100-41940-360 Insurance (GENERAL)</i>		\$10,400.00	<i>\$2,158.25</i>	20.75%	Annual Bill
MncplBldng	E	E 100-41940-380 Utility Services (GENERAL)		\$12,000.00	\$2,024.96	16.87%	
MncplBldng	E	E 100-41940-384 Refuse/Garbage Disposal		\$700.00	\$126.46	18.07%	
MncplBldng	E	E 100-41940-401 Repairs/Maint Buildings		\$15,000.00	\$273.04	1.82%	
MncplBldng	E	<i>E 100-41940-403 Prev. Maint. Agreements</i>		\$3,500.00	<i>\$388.75</i>	11.11%	GSS Annual Bill
MncplBldng	E	E 100-41940-437 Sales Tax - Purchases		\$1.00	\$0.00	0.00%	
MncplBldng	E	E 100-41940-730 TOut-MnplBldg 730/801-39220		\$30,220.00	\$7,555.00	25.00%	
<b>MncplBldn</b>	<b>E Total</b>			<b>\$ 88,821</b>	<b>\$ 16,223.56</b>	<b>18%</b>	<b>Neutral   withn 10% 15-35%</b>
<b>PD</b>	<b>R   E</b>	<b>Dept 42110 Police Administration</b>		<b>Budget</b>	<b>March Annlzd YTD</b>	<b>March Annlzd %Bdgt</b>	
PD	R	<i>R 100-42110-33400 State Grants and Aids</i>		\$55,000.00	<i>\$13,750.00</i>	25.00%	Annual - September
PD	R	R 100-42110-33414 Insurance Claims		\$0.00	\$0.00	0.00%	



**City of Chatfield**  
**Budget YTD Rev-Exp - with Annualized Budget**  
**Variance Projections**  
**Current Period: 2025**

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Annualized / Adjusted to 25 % | 50% | 75%  
*Tax Settlements, Special Assessments, Annual Exp Payments*  
*151-Workers Comp, 360-Insurance*

				Budget	March Annualized YTD	March Annualized % of Budget	1st Qtr Variance Category
				Fomattng Key:	Calculation Cell	Input Cell	1st Qtr=25%
PD	R	R 100-42110-33416 Training Reimbursement		\$7,000.00	\$1,750.00	25.00%	Annual Aug / Sept
PD	R	R 100-42110-34200 Public Safety Charges for Srvs		\$300.00	\$30.00	10.00%	
PD	R	R 100-42110-34201 Confiscation/Forfeitures		\$0.00	\$0.00	0.00%	
PD	R	R 100-42110-34301 Administration Fees		\$10.00	\$15.75	157.50%	
PD	R	R 100-42110-35100 Court Fines		\$3,000.00	\$1,016.52	33.88%	
PD	R	R 100-42110-35102 Parking Fines / Admin Fines		\$1,700.00	\$875.00	51.47%	
PD	R	R 100-42110-35104 Animal Fines		\$1.00	\$100.00	10000.00%	
PD	R	R 100-42110-36201 Sale Of Merchandise		\$0.00	\$0.00	0.00%	
PD	R	R 100-42110-36260 Insurance Dividend		\$1,000.00	\$250.00	25.00%	Annual - December
PD	R	R 100-42110-39550 Refunds   Rebates		\$1.00	\$0.00	0.00%	
PD	R	R 100-42110-39560 Reimbursement		\$10,000.00	\$0.00	0.00%	
PD	R Total			\$ 78,011	\$ 17,787.27	23%	Neutral   withn 10% 15-35%
PD	E	E 100-42110-101 Full-Time Employees Regular		\$422,832.00	\$113,236.63	26.78%	
PD	E	E 100-42110-103 Part-Time Employees		\$18,000.00	\$2,428.19	13.49%	
PD	E	E 100-42110-121 PERA		\$75,885.00	\$20,126.25	26.52%	
PD	E	E 100-42110-122 FICA		\$1.00	\$237.84	23784.00%	
PD	E	E 100-42110-125 Medicare		\$6,217.00	\$1,581.25	25.43%	
PD	E	E 100-42110-131 Employer Paid Health		\$65,000.00	\$17,011.29	26.17%	
PD	E	E 100-42110-134 Employer Paid Life		\$125.00	\$38.40	30.72%	
PD	E	E 100-42110-136 Employer Paid H.S.A.		\$6,000.00	\$1,500.00	25.00%	
PD	E	E 100-42110-140 Unemployment Comp (GENERAL)		\$0.00	\$0.00	0.00%	
PD	E	E 100-42110-151 Worker s Comp Insurance Prem		\$54,054.00	\$5,674.57	10.50%	
PD	E	E 100-42110-152 Clothing		\$5,000.00	\$1,250.00	25.00%	Typically EOY
PD	E	E 100-42110-153 Uniform Allowance		\$4,250.00	\$1,062.50	25.00%	Typically EOy
PD	E	E 100-42110-171 Innoculations		\$100.00	\$0.00	0.00%	
PD	E	E 100-42110-200 Office Supplies (GENERAL)		\$500.00	\$42.62	8.52%	
PD	E	E 100-42110-208 Training and Instruction		\$4,000.00	\$758.70	18.97%	
PD	E	E 100-42110-210 Operating Expenses		\$1,500.00	\$1,136.29	75.75%	Batteries
PD	E	E 100-42110-211 Program Expenses		\$1,200.00	\$182.43	15.20%	
PD	E	E 100-42110-212 Vehicle Operating Supplies		\$9,000.00	\$2,321.57	25.80%	
PD	E	E 100-42110-218 Confiscation/Forfeitures Purch		\$0.00	\$0.00	0.00%	
PD	E	E 100-42110-240 Small Tools and Minor Equip		\$1,500.00	\$69.95	4.66%	
PD	E	E 100-42110-302 Contracted Help		\$500.00	\$0.00	0.00%	
PD	E	E 100-42110-304 Legal Fees		\$4,000.00	\$649.50	16.24%	
PD	E	E 100-42110-309 Conference Expense		\$100.00	\$0.00	0.00%	
PD	E	E 100-42110-310 Other Professional Services		\$1,000.00	\$403.00	40.30%	
PD	E	E 100-42110-311 Towing/Wrecker Fees		\$500.00	\$294.50	58.90%	
PD	E	E 100-42110-320 Communications (GENERAL)		\$1,500.00	\$238.23	15.88%	Annual CJDN
PD	E	E 100-42110-321 Telephone		\$6,000.00	\$1,270.09	21.17%	
PD	E	E 100-42110-322 Postage		\$400.00	\$9.68	2.42%	
PD	E	E 100-42110-323 Administration Expense		\$20.00	\$12.66	63.30%	Online Payment Fees
PD	E	E 100-42110-331 Travel Expenses		\$100.00	\$0.00	0.00%	
PD	E	E 100-42110-350 Print/Binding (GENERAL)		\$100.00	\$0.00	0.00%	
PD	E	E 100-42110-360 Insurance (GENERAL)		\$23,000.00	\$4,108.39	17.86%	Annual Bill
PD	E	E 100-42110-364 Claims Deductible		\$500.00	\$0.00	0.00%	
PD	E	E 100-42110-380 Utility Services (GENERAL)		\$8,000.00	\$1,713.40	21.42%	
PD	E	E 100-42110-403 Prev. Maint. Agreements		\$14,100.00	\$1,952.31	13.85%	Annual TriTech - LETG
PD	E	E 100-42110-404 Repairs/Maint Equipment		\$5,500.00	\$612.12	11.13%	
PD	E	E 100-42110-413 Equipment Rental / Lease		\$1,200.00	\$268.83	22.40%	
PD	E	E 100-42110-430 Misc. TRY NOT TO USE		\$0.00	\$0.00	0.00%	
PD	E	E 100-42110-433 Dues and Subscriptions		\$1,200.00	\$162.75	13.56%	Annual
PD	E	E 100-42110-435 Licences, Permits and Fees		\$2,500.00	\$400.00	16.00%	
PD	E	E 100-42110-437 Sales Tax - Purchases		\$100.00	\$4.00	4.00%	
PD	E	E 100-42110-438 Internet Expenses		\$1,300.00	\$320.75	24.67%	
PD	E	E 100-42110-727 TOut-Shrd Tch 727/39204		\$3,000.00	\$750.00	25.00%	
PD	E	E 100-42110-729 TOut-Police 729/39206		\$37,914.00	\$9,478.50	25.00%	
PD	E Total			\$ 787,697	\$ 191,307.19	24%	Neutral   withn 10% 15-35%
IdngInspctn		Dept 42400 Building Inspection (GENERAL) *Pending Proposed Transition to 240 Cmmnty Development					
StrtMnt	R   E	Dept 43100 Street Maintenance	Budget	March Annlzd YTD	March Annlzd %Bdgt		
StrtMnt	R	R 100-43100-33414 Insurance Claims	\$0.00	\$0.00	0.00%		
StrtMnt	R	R 100-43100-34000 Charges for Services	\$3,000.00	\$750.00	25.00%		MNDOT Snow & Ice - April May
StrtMnt	R	R 100-43100-34112 County Road Maintenance Fee	\$2,500.00	\$739.65	29.59%		
StrtMnt	R	R 100-43100-34302 Parking Meters   Chargers	\$150.00	\$19.57	13.05%		
StrtMnt	R	R 100-43100-36200 Miscellaneous Revenues	\$0.00	\$0.00	0.00%		



**Exported from Banyon to .csv & Annualized**

R	100-45124-30000 UNDIS TRIBUTED RECEIPT	\$0.00	\$120.00	0.00%
S	Finance Quarterly Reports\2025 Working Papers\2025 MASTER Qtrly Report WP.STEP 1 - Banyon Export -Budget YTD Rev-Exp - Exported csv ADD TO PRVS QTR - ANNUALIZED			2025 03.3 Ttl&Frmtnng

**City of Chatfield**  
**Budget YTD Rev-Exp - with Annualized Budget**  
**Variance Projections**  
**Current Period: 2025**

Exported from Banyon to .csv & Annualized

**R Total = Revenues**

**E Total = Expenditures**

LeftF

Annualized / Adjusted to 25 % | 50% | 75%  
*Tax Settlements, Special Assessments, Annual Exp Payments*  
*151-Workers Comp, 360-Insurance*

**Variance from Budget Key:**

\$0 Budget

Positive | >10%  
R>35% E<15%

Neutral | wthn 10%  
15-35%

negative | >10%  
R<15% E>35%

Dpt Nm		R   E	Account	Budget	March Annualized YTD	March Annualized % of Budget	1st Qtr Variance Category
SwmmngP		R Total	Fomattng Key:	Calculation Cell	Input Cell	1st Qtr=25%	
			\$ 96,401	\$ 22,995.00	24%	Neutral   wthn 10% 15-35%	
SwmmngPl	E	E 100-45124-103 Part-Time Employees	\$91,400.00	\$22,850.00	25.00%	Seasonal	
SwmmngPl	E	E 100-45124-122 FICA	\$5,670.00	\$1,417.50	25.00%	Seasonal	
SwmmngPl	E	E 100-45124-125 Medicare	\$1,350.00	\$337.50	25.00%	Seasonal	
SwmmngPl	E	E 100-45124-140 Unemployment Comp (GENERAL)	\$0.00	\$0.00	0.00%		
SwmmngPl	E	E 100-45124-151 Worker s Comp Insurance Prem	\$7,808.00	\$553.09	7.08%	Annualized	
SwmmngPl	E	E 100-45124-152 Clothing	\$1,500.00	\$375.00	25.00%	Seasonal	
SwmmngPl	E	E 100-45124-208 Training and Instruction	\$4,500.00	\$1,125.00	25.00%	Seasonal	
SwmmngPl	E	E 100-45124-210 Operating Expenses	\$17,000.00	\$4,250.00	25.00%	Seasonal	
SwmmngPl	E	E 100-45124-240 Small Tools and Minor Equip	\$1,500.00	\$375.00	25.00%	Seasonal	
SwmmngPl	E	E 100-45124-310 Other Professional Services	\$0.00	\$0.00	0.00%		
SwmmngPl	E	E 100-45124-322 Postage	\$0.00	\$0.00	0.00%		
SwmmngPl	E	E 100-45124-323 Administration Expense	\$2,700.00	\$675.00	25.00%	Seasonal	
SwmmngPl	E	E 100-45124-331 Travel Expenses	\$0.00	\$0.00	0.00%		
SwmmngPl	E	E 100-45124-350 Print/Binding (GENERAL)	\$250.00	\$50.00	20.00%		
SwmmngPl	E	E 100-45124-360 Insurance (GENERAL)	\$15,600.00	\$3,242.00	20.78%	Annual Bill	
SwmmngPl	E	E 100-45124-364 Claims Deductible	\$0.00	\$0.00	0.00%		
SwmmngPl	E	E 100-45124-380 Utility Services (GENERAL)	\$29,000.00	\$7,250.00	25.00%	Seasonal	
SwmmngPl	E	E 100-45124-401 Repairs/Maint Buildings	\$1,000.00	\$250.00	25.00%	Seasonal	
SwmmngPl	E	E 100-45124-403 Prev. Maint. Agreements	\$2,500.00	\$625.00	25.00%	Seasonal	
SwmmngPl	E	E 100-45124-404 Repairs/Maint Equipment	\$5,000.00	\$1,250.00	25.00%	Seasonal	
SwmmngPl	E	E 100-45124-430 Misc. TRY NOT TO USE	\$100.00	\$0.00	0.00%		
SwmmngPl	E	E 100-45124-431 Cash Short	\$1.00	\$0.00	0.00%		
SwmmngPl	E	E 100-45124-433 Dues and Subscriptions	\$3,500.00	\$875.00	25.00%	Seasonal	
SwmmngPl	E	E 100-45124-435 Licences, Permits and Fees	\$1,600.00	\$205.00	12.81%	Annual ASCAP & Red Cross	
SwmmngPl	E	E 100-45124-437 Sales Tax - Purchases	\$5,500.00	\$0.00	0.00%		
SwmmngPl	E	E 100-45124-450 Cpt GdsChrg 450/34030	\$12,500.00	\$3,125.00	25.00%		
SwmmngPl	E	E 100-45124-490 Donations to Civic Org s	\$340.00	\$0.00	0.00%		
SwmmngPl	E	E 100-45124-810 Refund   Rebate	\$50.00	\$0.00	0.00%		
SwmmngP	E Total		\$ 210,369	\$ 48,830.09	23%	Neutral   wthn 10% 15-35%	
Parks	R   E	Dept 45200 Parks (GENERAL) - LOC 01/04	Budget	March Annlzd YTD	March Annlzd %Bdgt		
Parks	R	R 100-45200-34301 Administration Fees	\$1.00	\$0.00	0.00%		
Parks	R	R 100-45200-34745 Camping & Garden Plot Fees	\$0.00	\$30.00	0.00%		
Parks	R	R 100-45200-36260 Insurance Dividend	\$500.00	\$125.00	25.00%	Annual - December	
Parks	R	R 100-45200-39550 Refunds   Rebates	\$1.00	\$0.00	0.00%		
Parks	R	R 100-45200-39560 Reimbursement	\$0.00	\$0.00	0.00%		
Parks	R Total		\$ 502	\$ 155.00	31%	Neutral   wthn 10% 15-35%	
Parks	E	E 100-45200-101 Full-Time Employees Regular	\$79,283.00	\$19,420.55	24.50%		
Parks	E	E 100-45200-103 Part-Time Employees	\$12,000.00	\$154.59	1.29%		
Parks	E	E 100-45200-121 PERA	\$5,738.00	\$1,456.53	25.38%		
Parks	E	E 100-45200-122 FICA	\$5,487.00	\$1,172.52	21.37%		
Parks	E	E 100-45200-125 Medicare	\$1,283.00	\$274.23	21.37%		
Parks	E	E 100-45200-131 Employer Paid Health	\$7,500.00	\$2,034.66	27.13%		
Parks	E	E 100-45200-134 Employer Paid Life	\$30.00	\$7.68	25.60%		
Parks	E	E 100-45200-136 Employer Paid H.S.A.	\$3,000.00	\$750.00	25.00%		
Parks	E	E 100-45200-140 Unemployment Comp (GENERAL)	\$500.00	\$0.00	0.00%		
Parks	E	E 100-45200-151 Worker s Comp Insurance Prem	\$8,408.00	\$834.61	9.93%	Annual Bill	
Parks	E	E 100-45200-152 Clothing	\$725.00	\$233.46	32.20%		
Parks	E	E 100-45200-208 Training and Instruction	\$600.00	\$0.00	0.00%		
Parks	E	E 100-45200-210 Operating Expenses	\$3,000.00	\$350.31	11.68%		
Parks	E	E 100-45200-211 Program Expenses	\$2,000.00	\$0.00	0.00%		
Parks	E	E 100-45200-212 Vehicle Operating Supplies	\$8,500.00	\$564.34	6.64%		
Parks	E	E 100-45200-240 Small Tools and Minor Equip	\$2,000.00	\$0.00	0.00%		
Parks	E	E 100-45200-302 Contracted Help	\$0.00	\$0.00	0.00%		
Parks	E	E 100-45200-303 Engineering Fees	\$0.00	\$0.00	0.00%		
Parks	E	E 100-45200-310 Other Professional Services	\$100.00	\$0.00	0.00%		
Parks	E	E 100-45200-321 Telephone	\$1,000.00	\$150.00	15.00%		
Parks	E	E 100-45200-323 Administration Expense	\$50.00	\$0.00	0.00%		
Parks	E	E 100-45200-331 Travel Expenses	\$150.00	\$0.00	0.00%		
Parks	E	E 100-45200-350 Print/Binding (GENERAL)	\$100.00	\$0.00	0.00%		
Parks	E	E 100-45200-360 Insurance (GENERAL)	\$7,600.00	\$1,560.25	20.53%	Annual Bill	
Parks	E	E 100-45200-364 Claims Deductible	\$0.00	\$0.00	0.00%		
Parks	E	E 100-45200-380 Utility Services (GENERAL)	\$20,000.00	\$840.87	4.20%		
Parks	E	E 100-45200-384 Refuse/Garbage Disposal	\$3,500.00	\$365.90	10.45%		

**City of Chatfield**  
**Budget YTD Rev-Exp - with Annualized Budget**  
**Variance Projections**  
**Current Period: 2025**

Exported from Banyon to .csv & Annualized

**R Total = Revenues**

**E Total = Expenditures**

LeftF

Annualized / Adjusted to 25 % | 50% | 75%  
*Tax Settlements, Special Assessments, Annual Exp Payments*  
*151-Workers Comp, 360-Insurance*

<b>Variance from Budget Key:</b>	\$0 Budget
	Positive   >10% R>35% E<15%
	Neutral   wthn 10% 15-35%
	negative   >10% R<15% E>35%

		Account	Budget	March Annualized YTD	March Annualized % of Budget	1st Qtr Variance Category
		Fomattting Key:	Calculation Cell	Input Cell	1st Qtr=25%	
Parks	E	E 100-45200-403 Prev. Maint. Agreements	\$0.00	\$0.00	0.00%	
Parks	E	E 100-45200-404 Repairs/Maint Equipment	\$8,000.00	\$2,000.00	25.00%	Seasonal
Parks	E	E 100-45200-430 Misc. TRY NOT TO USE	\$0.00	\$0.00	0.00%	
Parks	E	E 100-45200-433 Dues and Subscriptions	\$300.00	\$43.75	14.58%	Annual GMnP&T
Parks	E	E 100-45200-435 Licences, Permits and Fees	\$300.00	\$40.00	13.33%	
Parks	E	E 100-45200-436 Sales Tax	\$100.00	\$0.00	0.00%	
Parks	E	E 100-45200-438 Internet Expenses	\$1,000.00	\$166.47	16.65%	
Parks	E	E 100-45200-739 TOut-PrkImp 739/39219	\$49,131.00	\$12,282.75	25.00%	
<b>Parks E Total</b>			<b>\$ 231,385</b>	<b>\$ 44,703.47</b>	<b>19%</b>	Neutral   wthn 10% 15-35%

**City of Chatfield**  
**Budget YTD Rev-Exp - with Annualized Budget**  
**Variance Projections**  
**Current Period: 2025**

Exported from Banyon to .csv & Annualized

**R Total = Revenues**

**E Total = Expenditures**

LeftF

Annualized / Adjusted to 25 % | 50% | 75%  
*Tax Settlements, Special Assessments, Annual Exp Payments*  
*151-Workers Comp, 360-Insurance*

**Variance from Budget Key:**

\$0 Budget

Positive | >10%

R>35% E<15%

Neutral | wthn 10%

15-35%

negative | >10%

R<15% E>35%

**1st Qtr Variance Category**

**1st Qtr=25%**

Dpt Nm	R   E	Account	Budget	March Annualized YTD	March Annualized % of Budget	1st Qtr Variance Category
LbrryOps	R   E	Fund 211 LIBRARY - OPERATIONS	Budget	March Annlzd YTD	March Annlzd %Bdgt	1st Qtr Variance Category
LbrryOps	R	R 211-45500-31010 Levied Property Taxes	\$224,597.00	\$56,149.25	25.00%	
LbrryOps	R	R 211-45500-33600 County Contracts	\$93,827.00	\$23,456.82	25.00%	Ttl OC   FC 1st Qtr
LbrryOps	R	R 211-45500-34000 Charges for Services	\$1,390.00	\$649.25	46.71%	
LbrryOps	R	R 211-45500-35103 Library Fines	\$200.00	\$124.35	62.18%	
LbrryOps	R	R 211-45500-36200 Miscellaneous Revenues	\$50.00	\$16.00	32.00%	
LbrryOps	R	R 211-45500-36201 Sale Of Merchandise	\$300.00	\$85.00	28.33%	
LbrryOps	R	R 211-45500-36202 Nontax-Sale-Gift Card 230 36202	\$5,500.00	\$1,935.00	35.18%	Kwik Trip 230   36202
LbrryOps	R	R 211-45500-36210 Interest Earnings	\$2,200.00	\$626.31	28.47%	
LbrryOps	R	R 211-45500-36230 Donations	\$2,100.00	\$3,851.20	183.39%	
LbrryOps	R	R 211-45500-36260 Insurance Dividend	\$842.00	\$210.50	25.00%	
LbrryOps	R	R 211-45500-39225 T.I. - Fr End Fund	\$0.00	\$0.00	0.00%	
LbrryOps	R	R 211-45500-39550 Refunds   Rebates	\$50.00	\$0.00	0.00%	
LbrryOps	R Total		\$331,056.00	\$87,103.68	26%	Neutral   wthn 10% 15-35%
LbrryOps	E	E 211-45500-101 Full-Time Employees Regular	\$148,000.00	\$39,236.72	26.51%	
LbrryOps	E	E 211-45500-103 Part-Time Employees	\$32,388.00	\$7,051.32	21.77%	
LbrryOps	E	E 211-45500-121 PERA	\$13,529.00	\$3,451.42	25.51%	
LbrryOps	E	E 211-45500-122 FICA	\$11,184.00	\$2,701.41	24.15%	
LbrryOps	E	E 211-45500-125 Medicare	\$2,616.00	\$631.77	24.15%	
LbrryOps	E	E 211-45500-131 Employer Paid Health	\$25,000.00	\$5,786.07	23.14%	
LbrryOps	E	E 211-45500-134 Employer Paid Life	\$80.00	\$15.36	19.20%	
LbrryOps	E	E 211-45500-136 Employer Paid H.S.A.	\$12,000.00	\$2,250.00	18.75%	
LbrryOps	E	E 211-45500-140 Unemployment Comp (GENERAL)	\$500.00	\$0.00	0.00%	
LbrryOps	E	E 211-45500-151 Worker's Comp Insurance Prem	\$1,411.00	\$126.87	8.99%	Annual Premium
LbrryOps	E	E 211-45500-200 Office Supplies (GENERAL)	\$2,000.00	\$116.81	5.84%	
LbrryOps	E	E 211-45500-211 Program Expenses	\$5,000.00	\$783.26	15.67%	
LbrryOps	E	E 211-45500-230 KT Scrip Prgrm Exp 230 36202	\$4,000.00	\$1,520.00	38.00%	Kwik Trip 230   36202
LbrryOps	E	E 211-45500-240 Small Tools and Minor Equip	\$1,000.00	\$0.00	0.00%	
LbrryOps	E	E 211-45500-321 Telephone	\$3,500.00	\$859.11	24.55%	
LbrryOps	E	E 211-45500-322 Postage	\$150.00	\$5.38	3.59%	
LbrryOps	E	E 211-45500-328 GnrIsvcsChrg 328/34020	\$0.00	\$667.50	0.00%	
LbrryOps	E	E 211-45500-331 Travel Expenses	\$300.00	\$0.00	0.00%	
LbrryOps	E	E 211-45500-332 Continuing Education	\$1,700.00	\$0.00	0.00%	
LbrryOps	E	E 211-45500-350 Print/Binding (GENERAL)	\$0.00	\$0.00	0.00%	
LbrryOps	E	E 211-45500-360 Insurance (GENERAL)	\$12,500.00	\$2,588.50	20.71%	Annual Premium
LbrryOps	E	E 211-45500-380 Utility Services (GENERAL)	\$8,600.00	\$1,840.03	21.40%	
LbrryOps	E	E 211-45500-401 Repairs/Maint Buildings	\$4,128.00	\$826.34	20.02%	
LbrryOps	E	E 211-45500-404 Repairs/Maint Equipment	\$7,000.00	\$1,734.00	24.77%	Annual SELCO PC Leasing
LbrryOps	E	E 211-45500-414 Automated Operations	\$7,000.00	\$2,401.31	34.30%	
LbrryOps	E	E 211-45500-416 Cleaning Service	\$1,600.00	\$537.46	33.59%	
LbrryOps	E	E 211-45500-430 Misc. TRY NOT TO USE	\$0.00	\$0.00	0.00%	
LbrryOps	E	E 211-45500-433 Dues and Subscriptions	\$840.00	\$47.88	5.70%	
LbrryOps	E	E 211-45500-437 Sales Tax - Purchases	\$230.00	\$37.25	16.20%	Annual
LbrryOps	E	E 211-45500-438 Internet Expenses	\$1,200.00	\$300.00	25.00%	
LbrryOps	E	E 211-45500-560 Cap. Outlay-Furn. & Fix	\$600.00	\$0.00	0.00%	
LbrryOps	E	E 211-45500-590 Cap. Outlay-Books	\$13,000.00	\$3,066.97	23.59%	
LbrryOps	E	E 211-45500-591 Cap. Outlay-Magazines	\$1,000.00	\$621.09	62.11%	
LbrryOps	E	E 211-45500-593 Cap. Outlay-Non Print Mat	\$6,000.00	\$1,173.78	19.56%	
LbrryOps	E	E 211-45500-700 Transfers (GENERAL) 700/39201	\$3,000.00	\$750.00	25.00%	
LbrryOps	E Total		\$331,056.00	\$81,127.61	25%	

**City of Chatfield**  
**Budget YTD Rev-Exp - with Annualized Budget**  
**Variance Projections**  
**Current Period: 2025**

Exported from Banyon to .csv & Annualized

**R Total = Revenues**

**E Total = Expenditures**

LeftF

Annualized / Adjusted to 25 %   50%   75%			Budget	March Annualized YTD	March Annualized % of Budget	1st Qtr Variance Category
Tax Settlements, Special Assessments, Annual Exp Payments 151-Workers Comp, 360-Insurance						
Dpt Nm	R   E	Account	Fomattng Key:	Calculation Cell	Input Cell	1st Qtr=25%
FireOps	R   E	Fund 220 FIRE - OPERATIONS	Budget	March Annlzd YTD	March Annlzd %Bdgt	1st Qtr Variance Category
FireOps	R	R 220-42280-31010 Levied Property Taxes	\$70,000.00	\$17,500.00	25.00%	
FireOps	R	R 220-42280-33414 Insurance Claims	\$0.00	\$0.00	0.00%	
FireOps	R	R 220-42280-33430 Township Contracts	\$72,100.00	\$16,357.79	22.69%	Annual Contracts
FireOps	R	R 220-42280-34000 Charges for Services	\$8,000.00	\$2,105.56	26.32%	
FireOps	R	R 220-42280-34301 Administration Fees	\$50.00	\$0.02	0.04%	
FireOps	R	R 220-42280-36200 Miscellaneous Revenues	\$0.00	\$0.00	0.00%	
FireOps	R	R 220-42280-36210 Interest Earnings	\$1,000.00	\$347.44	34.74%	
FireOps	R	R 220-42280-36260 Insurance Dividend	\$400.00	\$100.00	25.00%	
FireOps	R	R 220-42280-36280 Pass Through Account	\$0.00	\$0.00	0.00%	
FireOps	R	R 220-42280-39550 Refunds   Rebates	\$1.00	\$0.00	0.00%	
FireOps	R	R 220-42280-39560 Reimbursement	\$1,000.00	\$1,500.00	150.00%	
FireOps	R Total		\$152,551.00	\$37,910.81	24.85%	
FireOps	E	E 220-42280-103 Part-Time Employees	\$32,000.00	\$8,600.72	26.88%	
FireOps	E	E 220-42280-121 PERA	\$0.00	\$0.00	0.00%	10% 33430 RrlCont=SVF + FF Contr
FireOps	E	E 220-42280-122 FICA	\$1,970.00	\$533.24	27.07%	
FireOps	E	E 220-42280-124 Fire Pnsn Cntrb SVF3840-00VOL	\$7,210.00	\$0.00	0.00%	
FireOps	E	E 220-42280-125 Medicare	\$500.00	\$124.67	24.93%	
FireOps	E	E 220-42280-140 Unemployment Comp (GENERAL)	\$0.00	\$0.00	0.00%	
FireOps	E	E 220-42280-151 Worker s Comp Insurance Prem	\$18,018.00	\$1,669.04	9.26%	Annual Premium
FireOps	E	E 220-42280-152 Clothing	\$2,500.00	\$60.00	2.40%	
FireOps	E	E 220-42280-171 Innoculations	\$1,000.00	\$0.00	0.00%	
FireOps	E	E 220-42280-208 Training and Instruction	\$2,000.00	\$25.00	1.25%	
FireOps	E	E 220-42280-210 Operating Expenses	\$3,000.00	\$93.65	3.12%	
FireOps	E	E 220-42280-212 Vehicle Operating Supplies	\$2,800.00	\$364.04	13.00%	
FireOps	E	E 220-42280-240 Small Tools and Minor Equip	\$5,000.00	\$1,722.50	34.45%	
FireOps	E	E 220-42280-309 Conference Expense	\$500.00	\$0.00	0.00%	
FireOps	E	E 220-42280-313 Mutual Aid	\$0.00	\$0.00	0.00%	
FireOps	E	E 220-42280-321 Telephone	\$650.00	\$99.85	15.36%	
FireOps	E	E 220-42280-322 Postage	\$100.00	\$0.00	0.00%	
FireOps	E	E 220-42280-323 Administration Expense	\$40.00	\$19.44	48.60%	Online Payment Fees
FireOps	E	E 220-42280-328 GnrlSrvcsChrg 328/34020	\$4,450.00	\$667.50	15.00%	
FireOps	E	E 220-42280-331 Travel Expenses	\$150.00	\$0.00	0.00%	
FireOps	E	E 220-42280-350 Print/Binding (GENERAL)	\$20.00	\$0.00	0.00%	
FireOps	E	E 220-42280-360 Insurance (GENERAL)	\$6,000.00	\$1,346.25	22.44%	Annual Premium Prpty&Csity
FireOps	E	E 220-42280-364 Claims Deductible	\$0.00	\$0.00	0.00%	
FireOps	E	E 220-42280-380 Utility Services (GENERAL)	\$11,500.00	\$2,350.21	20.44%	
FireOps	E	E 220-42280-401 Repairs/Maint Buildings	\$3,500.00	\$0.00	0.00%	
FireOps	E	E 220-42280-403 Prev. Maint. Agreements	\$2,700.00	\$700.00	25.93%	
FireOps	E	E 220-42280-404 Repairs/Maint Equipment	\$11,000.00	\$1,179.41	10.72%	
FireOps	E	E 220-42280-430 Misc. TRY NOT TO USE	\$0.00	\$0.00	0.00%	
FireOps	E	E 220-42280-433 Dues and Subscriptions	\$1,100.00	\$111.25	10.11%	Annual Dues
FireOps	E	E 220-42280-435 Licences, Permits and Fees	\$250.00	\$40.00	16.00%	
FireOps	E	E 220-42280-727 TOut-Shrd Tch 727/39204	\$1,000.00	\$250.00	25.00%	
FireOps	E	E 220-42280-734 TOut-Fire 734/220-39201/221	\$49,200.00	\$12,300.00	25.00%	
FireOps	E Total		\$168,158.00	\$32,256.77	19.18%	Neutral   withn 10% 15-35%

**City of Chatfield**  
**Budget YTD Rev-Exp - with Annualized Budget**  
**Variance Projections**  
**Current Period: 2025**

Exported from Banyon to .csv & Annualized

**R Total = Revenues**

**E Total = Expenditures**

LeftF

Annualized / Adjusted to 25 % | 50% | 75%  
*Tax Settlements, Special Assessments, Annual Exp Payments*  
*151-Workers Comp, 360-Insurance*

**Variance from Budget Key:**

\$0 Budget

Positive | >10%  
R>35% E<15%

Neutral | wthn 10%

15-35%

negative | >10%

R<15% E>35%

**1st Qtr Variance Category**

Dpt Nm	R   E	Account	Budget	March Annualized YTD	March Annualized % of Budget	1st Qtr Variance Category
AmbOps	R   E	Fund 230 AMBULANCE - OPERATIONS	Fomattng Key:	Calculation Cell	Input Cell	1st Qtr=25%
AmbOps	R Total		Budget	March Annlzd YTD	March Annlzd %Bdgt	
AmbOps	R	R 230-42270-31010 Levied Property Taxes	\$143,043.00	\$35,760.75	25.00%	June / December
AmbOps	R	R 230-42270-33400 State Grants and Aids	\$500.00	\$0.00	0.00%	
AmbOps	R	R 230-42270-33414 Insurance Claims	\$0.00	\$0.00	0.00%	
AmbOps	R	R 230-42270-33416 Training Reimbursement	\$3,000.00	\$0.00	0.00%	
AmbOps	R	R 230-42270-33417 Training Revenue	\$10,000.00	\$90.00	0.90%	
AmbOps	R	R 230-42270-33430 Township Contracts	\$60,737.00	\$ 14,374	23.67%	Annual Contracts
AmbOps	R	R 230-42270-33600 County Contracts	\$6,000.00	\$0.00	0.00%	
AmbOps	R	R 230-42270-34000 Charges for Services	\$228,000.00	\$43,837.65	19.23%	
AmbOps	R	R 230-42270-34205 Accrued Charges For Services	\$0.00	\$0.00	0.00%	
AmbOps	R	R 230-42270-34301 Administration Fees	\$25.00	\$47.73	190.92%	
AmbOps	R	R 230-42270-36200 Miscellaneous Revenues	\$250.00	\$0.00	0.00%	
AmbOps	R	R 230-42270-36201 Sale Of Merchandise	\$0.00	\$0.00	0.00%	
AmbOps	R	R 230-42270-36210 Interest Earnings	\$1,500.00	\$1,082.50	72.17%	
AmbOps	R	R 230-42270-36260 Insurance Dividend	\$75.00	\$18.75	25.00%	Typically Dec
AmbOps	R	R 230-42270-39550 Refunds   Rebates	\$1.00	\$0.00	0.00%	
AmbOps	R	R 230-42270-39560 Reimbursement	\$0.00	\$0.00	0.00%	
AmbOps	R Total		\$453,131.00	\$95,211.55	21.01%	Neutral   wthn 10% 15-35%
AmbOps	E	E 230-42270-101 Full-Time Employees Regular	\$158,900.00	\$32,283.40	20.32%	
AmbOps	E	E 230-42270-103 Part-Time Employees	\$60,000.00	\$35,368.63	58.95%	
AmbOps	E	E 230-42270-121 PERA	\$16,418.00	\$4,808.06	29.29%	
AmbOps	E	E 230-42270-122 FICA	\$13,572.00	\$4,033.63	29.72%	
AmbOps	E	E 230-42270-125 Medicare	\$3,174.00	\$943.34	29.72%	
AmbOps	E	E 230-42270-131 Employer Paid Health	\$35,000.00	\$5,368.86	15.34%	
AmbOps	E	E 230-42270-134 Employer Paid Life	\$80.00	\$12.23	15.29%	
AmbOps	E	E 230-42270-136 Employer Paid H.S.A.	\$15,000.00	\$1,943.68	12.96%	
AmbOps	E	E 230-42270-140 Unemployment Comp (GENERAL)	\$0.00	\$0.00	0.00%	
AmbOps	E	E 230-42270-151 Worker s Comp Insurance Prem	\$12,012.00	\$1,253.11	10.43%	Annual Premium
AmbOps	E	E 230-42270-152 Clothing	\$2,750.00	\$0.00	0.00%	
AmbOps	E	E 230-42270-171 Innoculations	\$200.00	\$0.00	0.00%	
AmbOps	E	E 230-42270-200 Office Supplies (GENERAL)	\$0.00	\$0.00	0.00%	
AmbOps	E	E 230-42270-205 Service Incentives/Rewards	\$1,500.00	\$914.93	61.00%	
AmbOps	E	E 230-42270-208 Training and Instruction	\$5,000.00	\$5,174.00	103.48%	
AmbOps	E	E 230-42270-209 Training Institution	\$3,500.00	\$226.70	6.48%	
AmbOps	E	E 230-42270-212 Operating Expenses	\$12,000.00	\$1,340.81	11.17%	
AmbOps	E	E 230-42270-212 Vehicle Operating Supplies	\$6,300.00	\$1,473.51	23.39%	
AmbOps	E	E 230-42270-240 Small Tools and Minor Equip	\$1,000.00	\$0.00	0.00%	
AmbOps	E	E 230-42270-305 Safety	\$2,000.00	\$292.36	14.62%	Annual Rgnl Sfty
AmbOps	E	E 230-42270-321 Telephone	\$5,000.00	\$881.14	17.62%	
AmbOps	E	E 230-42270-322 Postage	\$0.00	\$0.00	0.00%	
AmbOps	E	E 230-42270-323 Administration Expense	\$500.00	\$57.25	11.45%	Online Payment Fees
AmbOps	E	E 230-42270-328 GnlSrvcChrg 328/34020	\$4,450.00	\$667.50	15.00%	
AmbOps	E	E 230-42270-331 Travel Expenses	\$0.00	\$0.00	0.00%	
AmbOps	E	E 230-42270-340 Advertising	\$500.00	\$0.00	0.00%	
AmbOps	E	E 230-42270-350 Print/Binding (GENERAL)	\$0.00	\$0.00	0.00%	
AmbOps	E	E 230-42270-360 Insurance (GENERAL)	\$1,100.00	\$257.75	23.43%	Annual Premium
AmbOps	E	E 230-42270-364 Claims Deductible	\$1,000.00	\$0.00	0.00%	
AmbOps	E	E 230-42270-380 Utility Services (GENERAL)	\$8,500.00	\$1,713.42	20.16%	
AmbOps	E	E 230-42270-403 Prev. Maint. Agreements	\$6,200.00	\$700.00	11.29%	MIT Allocation & Stryker
AmbOps	E	E 230-42270-404 Repairs/Maint Equipment	\$1,300.00	\$37.45	2.88%	
AmbOps	E	E 230-42270-415 Medical Services	\$6,000.00	\$1,700.00	28.33%	Mayo Intercepts offset by 34000
AmbOps	E	E 230-42270-430 Misc. TRY NOT TO USE	\$0.00	\$0.00	0.00%	
AmbOps	E	E 230-42270-433 Dues and Subscriptions	\$5,000.00	\$620.47	12.41%	Annual Aladtec, MAA, SE EMS
AmbOps	E	E 230-42270-435 Licences, Permits and Fees	\$12,000.00	\$2,699.00	22.49%	
AmbOps	E	E 230-42270-438 Internet Expenses	\$1,300.00	\$321.73	24.75%	
AmbOps	E	E 230-42270-700 Transfers (GENERAL) 700/39201	\$49,875.00	\$12,468.75	25.00%	
AmbOps	E	E 230-42270-727 TOut-Shrd Tch 727/39204	\$1,000.00	\$250.00	25.00%	
AmbOps	E	E 230-42270-810 Refund   Rebate	\$1,000.00	\$0.00	0.00%	
AmbOps	E Total		\$453,131.00	\$117,811.71	26.00%	Neutral   wthn 10% 15-35%



**City of Chatfield**  
**Budget YTD Rev-Exp - with Annualized Budget**  
**Variance Projections**  
**Current Period: 2025**

Exported from Banyon to .csv & Annualized

**R Total = Revenues**

**E Total = Expenditures**

LeftF  
 Annualized / Adjusted to 25 % | 50% | 75%  
*Tax Settlements, Special Assessments, Annual Exp Payments*  
*151-Workers Comp, 360-Insurance*

Dpt Nm

R | E

**Account**

**Budget**

**Fomattng Key:**

**Budget**

**March**

**Calculation Cell**

**March Annlzd**

**YTD**

**March**

**Input Cell**

**March Annlzd**

**%Bdgt**

**1st Qtr Variance Category**

**1st Qtr=25%**

**Variance Category**

**Fund 240 COMMUNITY DEV - OPERATIONS**

R		Revenues	\$174,530.00	\$43,459.74	25%	Neutral   wthn 10% 15-35%
E		Expenditures	\$178,800.00	\$43,797.22	24%	Neutral   wthn 10% 15-35%
P&Z	R   E	Dept 41910 P&Z Cmmssn	Budget	March Annlzd YTD	March Annlzd %Bdgt	
P&Z	R	R 240-41910-32220 Variance CUP Plat Address Fees	\$1,000.00	\$0.00	0.00%	
P&Z	R	R 240-41910-34301 Administration Fees	\$1,200.00	\$392.00	32.67%	
P&Z	R	R 240-41910-36260 Insurance Dividend	\$400.00	\$100.00	25.00%	Usually December
P&Z	R Total		\$2,600.00	\$492.00		
P&Z	E	E 240-41910-208 Training and Instruction	\$50.00	\$0.00	0.00%	
P&Z	E	E 240-41910-310 Other Professional Services	\$10,000.00	\$3,122.31	31.22%	
P&Z	E	E 240-41910-323 Administration Expense	\$50.00	\$0.00	0.00%	
P&Z	E	E 240-41910-360 Insurance (GENERAL)	\$5,600.00	\$951.99	17.00%	
P&Z	E Total		\$15,700.00	\$4,074.30	25.95%	Neutral   wthn 10% 15-35%
EDABrd	R   E	Dept 46500 EDA Board	Budget	March Annlzd YTD	March Annlzd %Bdgt	
EDABrd	R	R 240-46500-31010 Levied Property Taxes	\$100,380.00	\$25,095.00	25.00%	2026 240-46630 Admin
EDABrd	R	R 240-46500-34301 Administration Fees	\$0.00	\$0.00	0.00%	
EDABrd	R	R 240-46500-36210 Interest Earnings	\$150.00	\$0.00	0.00%	
EDABrd	R Total		\$100,530.00	\$25,095.00	24.96%	Neutral   wthn 10% 15-35%
EDABrd	E	E 240-46500-300 Promotional Expense	\$27,490.00	\$6,872.50	25.00%	Annual Alliance Contribution
EDABrd	E Total		\$27,490.00	\$6,872.50	25.00%	Neutral   wthn 10% 15-35%
DAdmnstr	R   E	Dept 46630 Cmmnty Dvlpmnt   Admnstrtn	Budget	March Annlzd YTD	March Annlzd %Bdgt	
CDAdmnst	R	R 240-46630-31010 Levied Property Taxes	\$0.00	\$0.00	0.00%	
CDAdmnst	R	R 240-46630-31911 Lodging Tax	\$1,500.00	\$463.00	30.87%	
CDAdmnst	R	R 240-46630-34301 Admin Fee Rev	\$750.00	\$101.43	13.52%	
CDAdmnst	R	R 240-46630-36210 Interest Earnings	\$150.00	\$20.81	13.87%	
CDAdmnst	R	R 240-46630-39201 Transfer In 700/39201	\$69,150.00	\$17,287.50	25.00%	Rsltn2025-15 GF Levy Prtn
CDAdmnst	R Total		\$71,550.00	\$17,872.74	24.98%	Neutral   wthn 10% 15-35%
CDAdmnst	E	E 240-46630-101 Full-Time Employees Regular	\$109,000.00	\$20,687.80	18.98%	Contract to Staff-includes ddctns
CDAdmnst	E	E 240-46630-121 PERA	\$0.00	\$1,566.58	0.00%	Included in 101-Previously 310
CDAdmnst	E	E 240-46630-122 FICA	\$0.00	\$1,155.80	0.00%	Included in 101-Previously 310
CDAdmnst	E	E 240-46630-125 Medicare	\$0.00	\$270.31	0.00%	Included in 101-Previously 310
CDAdmnst	E	E 240-46630-131 Employer Paid Health	\$0.00	\$4,376.65	0.00%	Included in 101-Previously 310
CDAdmnst	E	E 240-46630-134 Employer Paid Life	\$0.00	\$8.96	0.00%	Included in 101-Previously 310
CDAdmnst	E	E 240-46630-136 Employer Paid H.S.A.	\$0.00	\$12.50	0.00%	Included in 101-Previously 310
CDAdmnst	E	E 240-46630-208 Training and Instruction	\$0.00	\$0.00	0.00%	
CDAdmnst	E	E 240-46630-300 Promotional Expense	\$2,500.00	\$855.71	34.23%	Earth Planters-Annual Exp
CDAdmnst	E	E 240-46630-309 Conference Expense	\$0.00	\$125.00	#DIV/0!	
CDAdmnst	E	E 240-46630-310 Other Professional Services	\$15,500.00	\$342.70	2.21%	Heritage Preservation Consult.
CDAdmnst	E	E 240-46630-312 Recording Fees	\$200.00	\$0.00	0.00%	
CDAdmnst	E	E 240-46630-321 Telephone	\$0.00	\$200.00	#DIV/0!	
CDAdmnst	E	E 240-46630-322 Postage	\$350.00	\$0.00	0.00%	
CDAdmnst	E	E 240-46630-323 Administration Expense	\$100.00	\$0.00	0.00%	
CDAdmnst	E	E 240-46630-326 School Band Concerts	\$500.00	\$0.00	0.00%	
CDAdmnst	E	E 240-46630-327 Brass Band Concerts	\$1,200.00	\$0.00	0.00%	
CDAdmnst	E	E 240-46630-328 GnlSrvcsChrg 328/34020	\$2,670.00	\$667.50	25.00%	
CDAdmnst	E	E 240-46630-350 Print/Binding (GENERAL)	\$750.00	\$0.00	0.00%	
CDAdmnst	E	E 240-46630-403 Prev. Maint. Agreements	\$2,250.00	\$225.00	10.00%	
CDAdmnst	E	E 240-46630-404 Repairs/Maint Equipment	\$200.00	\$0.00	0.00%	
CDAdmnst	E	E 240-46630-435 Licences, Permits and Fees	\$390.00	\$105.91	27.16%	
CDAdmnst	E	E 240-46630-490 Donations to Civic Org s	\$0.00	\$2,000.00	#DIV/0!	SEMCA C RSLTN 2024-33 \$2,000 AN
CDAdmnst	E	E 240-46630-727 TOut-Shrd Tch 727/39204	\$0.00	\$250.00	#DIV/0!	
E Total			\$135,610.00	\$32,850.42	24.22%	Neutral   wthn 10% 15-35%



**City of Chatfield**  
**Budget YTD Rev-Exp - with Annualized Budget**  
**Variance Projections**  
**Current Period: 2025**

Exported from Banyon to .csv & Annualized

<b>Variance from Budget Key:</b>	\$0 Budget
	Positive   >10% R>35% E<15%
	Neutral   wthn 10% 15-35%
	negative   >10% R<15% E>35%

**R Total = Revenues**

**E Total = Expenditures**

Annualized / Adjusted to 25 %   50%   75% Tax Settlements, Special Asessments, Annual Exp Payments 151-Workers Comp, 360-Insurance		Budget	March Annualized YTD	March Annualized % of Budget	1st Qtr Variance Category
Account		Fomattting Key:	Calculation Cell	Input Cell	1st Qtr=25%

Dpt Nm	R   E	Fund	250 CCA - OPERATIONS	Budget	March Annlzd	March Annlzd %Bdgt	
CCAOps	R	R 250-46630-31010	Levied Property Taxes	\$75,700.00	\$18,925.00	25.00%	June / December
CCAOps	R	R 250-46630-36210	Interest Earnings	\$300.00	(\$4.29)	-1.43%	
CCAOps	R	R 250-46630-36260	Insurance Dividend	\$2,000.00	\$500.00	25.00%	Usually December
CCAOps	R	R 250-46630-39550	Refunds   Rebates	\$0.00	\$0.00	0.00%	
CCAOps	R	R 250-46630-39560	Reimbursement	\$0.00	\$0.00	0.00%	
CCAOps	R Total			\$78,000.00	\$19,420.71	24.90%	
CCAOps	E	E 250-46630-310	Other Professional Services	\$24,000.00	\$6,000.00	25.00%	
CCAOps	E	E 250-46630-360	Insurance (GENERAL)	\$32,000.00	\$6,690.25	20.91%	
CCAOps	E	E 250-46630-404	Repairs/Maint Equipment	\$12,000.00	\$6,793.80	56.62%	Annual PM Cntrt   Pipes Burst
CCAOps	E	E 250-46630-430	Misc. TRY NOT TO USE	\$0.00	\$0.00	0.00%	
CCAOps	E	E 250-46630-700	Transfers (GENERAL) 700/39201	\$10,000.00	\$2,500.00	25.00%	
CCAOps	E Total			\$78,000.00	\$21,984.05	28.18%	Neutral   wthn 10% 15-35%

**City of Chatfield**  
**Budget YTD Rev-Exp - with Annualized Budget**  
**Variance Projections**  
**Current Period: 2025**

Exported from Banyon to .csv & Annualized

**R Total = Revenues**

**E Total = Expenditures**

LeftF

Annualized / Adjusted to 25 % | 50% | 75%  
*Tax Settlements, Special Assessments, Annual Exp Payments*  
*151-Workers Comp, 360-Insurance*

**Variance from Budget Key:**

\$0 Budget

Positive | >10%

R>35% E<15%

Neutral | withn 10%

15-35%

negative | >10%

R<15% E>35%

**1st Qtr Variance Category**

1st Qtr=25%

Dpt Nm	R   E	Account	Fomattng Key:	March Annualized YTD	March Annualized % of Budget	1st Qtr Variance Category
WtrOps	R   E	Fund 601 WATER FUND	Budget	March Annlzd	March Annlzd %Bdgt	
WtrOps	R	R 601-49400-33400 State Grants and Aids	\$0.00	\$0.00	0.00%	
WtrOps	R	R 601-49400-33414 Insurance Claims	\$0.00	\$0.00	0.00%	
WtrOps	R	R 601-49400-34000 Charges for Services	\$4,700.00	\$1,209.42	25.73%	
WtrOps	R	R 601-49400-34301 Administration Fees	\$1,000.00	\$656.07	65.61%	
WtrOps	R	<i>R 601-49400-36100 Special Assessments</i>	\$11,000.00	\$2,750.00	25.00%	June / December Cnty Sttlmnt
WtrOps	R	R 601-49400-36103 State Mandated Testing Fee	\$10,500.00	\$2,636.41	25.11%	
WtrOps	R	R 601-49400-36201 Sale Of Merchandise	\$0.00	\$0.00	0.00%	
WtrOps	R	R 601-49400-36210 Interest Earnings	\$1,000.00	\$567.69	56.77%	
WtrOps	R	<i>R 601-49400-36260 Insurance Dividend</i>	\$500.00	\$125.00	25.00%	Usually December
WtrOps	R	R 601-49400-37100 Water Sales	\$481,890.00	\$106,454.62	22.09%	
WtrOps	R	R 601-49400-37101 Water Sales / Bulk	\$2,300.00	\$289.64	12.59%	
WtrOps	R	R 601-49400-37160 Water Penalty	\$1,500.00	\$268.05	17.87%	
WtrOps	R	R 601-49400-37170 Sales Tax	\$3,000.00	\$769.91	25.66%	
WtrOps	R	R 601-49400-37171 OC Transit Tax	\$60.00	\$13.51	22.52%	
WtrOps	R	R 601-49400-37172 FC Transit Tax	\$175.00	\$42.50	24.29%	
WtrOps	R	R 601-49400-37250 Connection (Ind) Fee	\$0.00	\$0.00	0.00%	Hook Up Fees Waived 2025
WtrOps	R	R 601-49400-37251 Access (Dev) Charge	\$5,500.00	\$0.00	0.00%	Grand Strt Apts coming
WtrOps	R	R 601-49400-39201 Transfer In 700/39201	\$4,800.00	\$4,885.82	101.79%	
WtrOps	R	<i>R 601-49400-39550 Refunds   Rebates</i>	\$1.00	\$217.58	21757.50%	HomeServe USA-Annl FEB
WtrOps	R	R 601-49400-39560 Reimbursement	\$0.00	\$0.00	0.00%	
WtrOps	R	R 601-49400-90000 UNDISTRIBUTED RECEIPT	\$0.00	\$243.87	0.00%	
WtrOps	R Total		\$527,926.00	\$121,130.09	22.94%	Neutral   withn 10% 15-35%
WtrOps	E	E 601-49400-101 Full-Time Employees Regular	\$82,750.00	\$24,046.97	29.06%	
WtrOps	E	E 601-49400-121 PERA	\$6,206.00	\$1,803.52	29.06%	
WtrOps	E	E 601-49400-122 FICA	\$5,131.00	\$1,434.89	27.97%	
WtrOps	E	E 601-49400-125 Medicare	\$1,200.00	\$335.58	27.97%	
WtrOps	E	E 601-49400-131 Employer Paid Health	\$7,200.00	\$2,034.66	28.26%	
WtrOps	E	E 601-49400-134 Employer Paid Life	\$36.00	\$7.68	21.33%	
WtrOps	E	E 601-49400-136 Employer Paid H.S.A.	\$3,000.00	\$750.00	25.00%	
WtrOps	E	<i>E 601-49400-151 Worker s Comp Insurance Prem</i>	\$3,604.00	\$364.67	10.12%	Annual Premium
WtrOps	E	E 601-49400-152 Clothing	\$725.00	\$416.85	57.50%	
WtrOps	E	E 601-49400-200 Office Supplies (GENERAL)	\$0.00	\$0.00	0.00%	
WtrOps	E	E 601-49400-208 Training and Instruction	\$300.00	\$0.00	0.00%	
WtrOps	E	E 601-49400-210 Operating Expenses	\$6,000.00	\$1,117.95	18.63%	
WtrOps	E	E 601-49400-212 Vehicle Operating Supplies	\$2,000.00	\$463.64	23.18%	
WtrOps	E	E 601-49400-240 Small Tools and Minor Equip	\$2,500.00	\$1,477.40	59.10%	
WtrOps	E	E 601-49400-301 Auditing and Acctg Services	\$7,000.00	\$6,187.50	88.39%	
WtrOps	E	E 601-49400-303 Engineering Fees	\$5,000.00	\$0.00	0.00%	
WtrOps	E	E 601-49400-309 Conference Expense	\$500.00	\$0.00	0.00%	
WtrOps	E	E 601-49400-310 Other Professional Services	\$1,000.00	\$179.30	17.93%	GIS   Korterra   Gpr State
WtrOps	E	E 601-49400-321 Telephone	\$2,500.00	\$540.72	21.63%	
WtrOps	E	E 601-49400-322 Postage	\$2,000.00	\$519.95	26.00%	
WtrOps	E	E 601-49400-323 Administration Expense	\$3,500.00	\$720.48	20.59%	Online Payment Fees
WtrOps	E	E 601-49400-328 GnrISrvcsChrg 328/34020	\$50,200.00	\$12,550.00	25.00%	
WtrOps	E	E 601-49400-331 Travel Expenses	\$0.00	\$0.00	0.00%	
WtrOps	E	<i>E 601-49400-350 Print/Binding (GENERAL)</i>	\$250.00	\$72.00	28.80%	Annual Wtr Rprt
WtrOps	E	<i>E 601-49400-360 Insurance (GENERAL)</i>	\$11,850.00	\$2,369.82	20.00%	Prprty Cslty Annual Premium
WtrOps	E	E 601-49400-380 Utility Services (GENERAL)	\$25,000.00	\$5,631.66	22.53%	
WtrOps	E	E 601-49400-386 Well Testing Fees	\$12,500.00	\$2,969.50	23.76%	
WtrOps	E	E 601-49400-401 Repairs/Maint Buildings	\$2,000.00	\$0.00	0.00%	
WtrOps	E	E 601-49400-403 Prev. Maint. Agreements	\$10,700.00	\$3,133.37	29.28%	MIT & Roof Insp
WtrOps	E	E 601-49400-404 Repairs/Maint Equipment	\$18,000.00	\$4,301.69	23.90%	
WtrOps	E	E 601-49400-405 Depreciation (GENERAL)	\$0.00	\$0.00	0.00%	
WtrOps	E	E 601-49400-430 Misc. TRY NOT TO USE	\$0.00	\$0.00	0.00%	
WtrOps	E	<i>E 601-49400-433 Dues and Subscriptions</i>	\$3,000.00	\$573.11	19.10%	Annual Korterra & Rural Wtr
WtrOps	E	<i>E 601-49400-435 Licences, Permits and Fees</i>	\$4,000.00	\$384.84	9.62%	Annl Wtr Permit ESRI & Bnyn
WtrOps	E	E 601-49400-437 Sales Tax - Purchases	\$5,000.00	\$1,199.00	23.98%	
WtrOps	E	E 601-49400-438 Internet Expenses	\$1,300.00	\$754.27	58.02%	Added AT&T MiFi Aircards
WtrOps	E	E 601-49400-500 Cap. Outlay-GENERAL	\$42,952.00	\$1,904.99	4.44%	
WtrOps	E	E 601-49400-700 Transfers (GENERAL) 700/39201	\$0.00	\$0.00	0.00%	
WtrOps	E	E 601-49400-716 TOut-2008A/2012A 716/(329/332)	\$86,000.00	\$21,500.00	25.00%	
WtrOps	E	E 601-49400-717 TOut-2014A 601&602/334	\$0.00	\$0.00	0.00%	
WtrOps	E	E 601-49400-727 TOut-Shrd Tch 727/39204	\$4,000.00	\$1,000.00	25.00%	

**City of Chatfield**  
**Budget YTD Rev-Exp - with Annualized Budget**  
**Variance Projections**  
**Current Period: 2025**

Exported from Banyon to .csv & Annualized

<b>Variance from Budget Key:</b>	<b>\$0 Budget</b>
	Positive / >10% R>35% E<15%
	Neutral / wthn 10% 15-35%
	negative / >10% R<15% E>35%

**R Total = Revenues**

**E Total = Expenditures**

LeftF  
 Annualized / Adjusted to 25 % | 50% | 75%  
*Tax Settlements, Special Asessments, Annual Exp Payments*  
*151-Workers Comp, 360-Insurance*

			Budget	March Annualized YTD	March Annualized % of Budget	1st Qtr Variance Category
Dpt Nm	R   E	Account	Fomattting Key:	Calculation Cell	Input Cell	1st Qtr=25%
WtrOps	E	E 601-49400-761 TOut-2016B 601&602/336	\$24,842.00	\$6,210.50	25.00%	
WtrOps	E	E 601-49400-764 TOut-2017B 601&602/339	\$15,000.00	\$3,750.00	25.00%	
WtrOps	E	E 601-49400-765 TOut-2022A 601/343	\$80,387.00	\$20,096.75	25.00%	
WtrOps	E	E 601-49400-767 T.O.-2023A GRND&PRSPCT (323)	\$0.00	\$0.00	0.00%	
<b>E Total</b>			<b>\$539,133.00</b>	<b>\$130,803.26</b>	<b>24.26%</b>	<b>Neutral   wthn 10% 15-35%</b>

**City of Chatfield**  
**Budget YTD Rev-Exp - with Annualized Budget**  
**Variance Projections**  
**Current Period: 2025**

Exported from Banyon to .csv & Annualized

**R Total = Revenues**

**E Total = Expenditures**

LeftF

Annualized / Adjusted to 25 % | 50% | 75%  
*Tax Settlements, Special Assessments, Annual Exp Payments*  
*151-Workers Comp, 360-Insurance*

**Variance from Budget Key:**

\$0 Budget

Positive | >10%  
R>35% E<15%

Neutral | withn 10%  
15-35%

negative | >10%  
R<15% E>35%

**1st Qtr Variance Category**

Dpt Nm	R   E	Account	Fomatting Key:	March Annualized YTD	March Annualized % of Budget	1st Qtr Variance Category
SwrOps	R   E	Fund 602 SEWER FUND	Budget	March Annlzd	March Annlzd %Bdgt	1st Qtr=25%
SwrOps	R	R 602-49450-34000 Charges for Services	\$300.00	\$0.00	0.00%	
SwrOps	R	R 602-49450-34301 Administration Fees	\$5,000.00	\$1,695.06	33.90%	
SwrOps	R	<i>R 602-49450-36100 Special Assessments</i>	\$32,000.00	<i>\$8,000.00</i>	<i>25.00%</i>	<i>June   Decmber Cnty Sttlmnts</i>
SwrOps	R	R 602-49450-36210 Interest Earnings	\$10,000.00	\$1,938.84	19.39%	
SwrOps	R	<i>R 602-49450-36260 Insurance Dividend</i>	\$1,500.00	<i>\$375.00</i>	<i>25.00%</i>	<i>Typically December</i>
SwrOps	R	R 602-49450-37200 Sewer Sales	\$961,212.00	\$248,290.99	25.83%	
SwrOps	R	R 602-49450-37201 Debt Service Fee	\$0.00	\$0.00	0.00%	<i>No longer applicable</i>
SwrOps	R	R 602-49450-37202 Infiltration Fee	\$0.00	\$0.00	0.00%	
SwrOps	R	R 602-49450-37250 Connection (Ind) Fee	\$0.00	\$0.00	0.00%	<i>Hook Up Fees Waived 2025</i>
SwrOps	R	R 602-49450-37251 Access (Dev) Charge	\$5,000.00	\$0.00	0.00%	<i>Grand Strt Apts coming</i>
SwrOps	R	R 602-49450-37260 Swr Penalty	\$5,000.00	\$638.45	12.77%	
SwrOps	R	R 602-49450-39101 Sales of General Fixed Assets	\$0.00	\$0.00	0.00%	
SwrOps	R	R 602-49450-39102 Compens-Gain/Loss Fixed Assets	\$0.00	\$0.00	0.00%	
SwrOps	R	R 602-49450-39201 Transfer In 700/39201	\$4,200.00	\$4,275.09	101.79%	
SwrOps	R	R 602-49450-39550 Refunds   Rebates	\$1.00	<i>\$209.05</i>	20904.50%	<i>HomeServe USA-Annl FEB</i>
SwrOps	R	R 602-49450-39580 Capital Contributions	\$0.00	\$0.00	0.00%	
<b>SwrOps</b>	<b>R Total</b>		<b>\$1,024,213.00</b>	<b>\$265,422.48</b>	<b>25.91%</b>	<b>Neutral   withn 10% 15-35%</b>
SwrOps	E	E 602-49450-101 Full-Time Employees Regular	\$160,800.00	\$45,404.84	28.24%	
SwrOps	E	E 602-49450-121 PERA	\$12,060.00	\$3,405.37	28.24%	
SwrOps	E	E 602-49450-122 FICA	\$9,970.00	\$2,747.94	27.56%	
SwrOps	E	E 602-49450-125 Medicare	\$2,332.00	\$642.66	27.56%	
SwrOps	E	E 602-49450-131 Employer Paid Health	\$17,000.00	\$4,768.74	28.05%	
SwrOps	E	E 602-49450-134 Employer Paid Life	\$80.00	\$15.36	19.20%	
SwrOps	E	E 602-49450-136 Employer Paid H.S.A.	\$6,000.00	\$1,500.00	25.00%	
SwrOps	E	<i>E 602-49450-151 Worker s Comp Insurance Prem</i>	\$7,808.00	<i>\$628.53</i>	<i>8.05%</i>	<i>Annual Premium</i>
SwrOps	E	E 602-49450-152 Clothing	\$1,450.00	\$0.00	0.00%	
SwrOps	E	E 602-49450-200 Office Supplies (GENERAL)	\$100.00	\$0.00	0.00%	
SwrOps	E	E 602-49450-208 Training and Instruction	\$1,750.00	\$40.00	2.29%	
SwrOps	E	E 602-49450-210 Operating Expenses	\$4,000.00	\$287.17	7.18%	
SwrOps	E	E 602-49450-212 Vehicle Operating Supplies	\$2,000.00	\$590.59	29.53%	
SwrOps	E	E 602-49450-216 Lab Supplies	\$1,000.00	\$0.00	0.00%	
SwrOps	E	E 602-49450-217 Testing	\$10,000.00	\$3,451.62	34.52%	
SwrOps	E	E 602-49450-240 Small Tools and Minor Equip	\$3,000.00	\$0.00	0.00%	
SwrOps	E	<i>E 602-49450-301 Auditing and Acctg Services</i>	\$7,000.00	<i>\$1,546.88</i>	<i>22.10%</i>	<i>Annual</i>
SwrOps	E	E 602-49450-303 Engineering Fees	\$5,000.00	\$0.00	0.00%	
SwrOps	E	E 602-49450-310 Other Professional Services	\$1,000.00	\$144.00	14.40%	
SwrOps	E	E 602-49450-321 Telephone	\$2,000.00	\$427.92	21.40%	
SwrOps	E	E 602-49450-322 Postage	\$4,500.00	\$1,338.48	29.74%	
SwrOps	E	E 602-49450-323 Administration Expense	\$11,000.00	\$1,867.53	16.98%	<i>Online Payment Fees</i>
SwrOps	E	E 602-49450-328 GnrISrvcsChrg 328/34020	\$50,200.00	\$12,550.00	25.00%	
SwrOps	E	E 602-49450-331 Travel Expenses	\$300.00	\$0.00	0.00%	
SwrOps	E	E 602-49450-350 Print/Binding (GENERAL)	\$200.00	\$0.00	0.00%	
SwrOps	E	<i>E 602-49450-360 Insurance (GENERAL)</i>	\$24,700.00	<i>\$4,834.98</i>	19.57%	<i>Annl Prprty &amp; Csly</i>
SwrOps	E	E 602-49450-364 Claims Deductible	\$0.00	\$0.00	0.00%	
SwrOps	E	E 602-49450-380 Utility Services (GENERAL)	\$60,000.00	\$10,207.72	17.01%	
SwrOps	E	E 602-49450-384 Refuse/Garbage Disposal	\$2,000.00	\$228.68	11.43%	
SwrOps	E	E 602-49450-400 Sewer Main Camera & Cleaning	\$12,000.00	\$0.00	0.00%	
SwrOps	E	E 602-49450-401 Repairs/Maint Buildings	\$4,000.00	\$0.00	0.00%	
SwrOps	E	<i>E 602-49450-403 Prev. Maint. Agreements</i>	\$17,100.00	\$3,983.38	23.29%	<i>GSS Badger Marco</i>
SwrOps	E	E 602-49450-404 Repairs/Maint Equipment	\$30,000.00	\$1,154.74	3.85%	
SwrOps	E	E 602-49450-405 Depreciation (GENERAL)	\$0.00	\$0.00	0.00%	
SwrOps	E	E 602-49450-407 Rep/Maint Manholes & Swr Lines	\$15,000.00	\$0.00	0.00%	
SwrOps	E	E 602-49450-430 Misc. TRY NOT TO USE	\$0.00	\$0.00	0.00%	
SwrOps	E	<i>E 602-49450-433 Dues and Subscriptions</i>	\$5,000.00	<i>\$573.11</i>	<i>11.46%</i>	<i>Annl Korterra   MnRural Wtr</i>
SwrOps	E	<i>E 602-49450-435 Licences, Permits and Fees</i>	\$3,500.00	<i>\$226.03</i>	<i>6.46%</i>	<i>Annl GIS   Bnyn</i>
SwrOps	E	E 602-49450-438 Internet Expenses	\$2,500.00	\$673.43	26.94%	
SwrOps	E	E 602-49450-500 Cap. Outlay-GENERAL	\$19,309.00	\$1,904.99	9.87%	
SwrOps	E	E 602-49450-700 Transfers (GENERAL) 700/39201	\$0.00	\$0.00	0.00%	
SwrOps	E	E 602-49450-711 Tout-Rsrv 711/801-41500-42500-	\$0.00	\$0.00	0.00%	
SwrOps	E	E 602-49450-717 TOut-2014A 601&602/334	\$0.00	\$0.00	0.00%	
SwrOps	E	E 602-49450-727 TOut-Shrd Tch 727/39204	\$4,000.00	\$1,000.00	25.00%	
SwrOps	E	E 602-49450-750 TOut-2016A 100-41000&602/335	\$495,000.00	\$123,750.00	25.00%	
SwrOps	E	E 602-49450-757 TOut-SwrBU 757/622	\$1,000.00	\$0.00	0.00%	

**City of Chatfield**  
**Budget YTD Rev-Exp - with Annualized Budget**  
**Variance Projections**  
**Current Period: 2025**

Exported from Banyon to .csv & Annualized

**R Total = Revenues**

**E Total = Expenditures**

LeftF

Annualized / Adjusted to 25 % | 50% | 75%  
*Tax Settlements, Special Asessments, Annual Exp Payments*  
*151-Workers Comp, 360-Insurance*

		Variance from Budget Key:		\$0 Budget	
				Positive   >10%	
				R>35% E<15%	
				Neutral   wthn 10%	
				15-35%	
				negative   >10%	
				R<15% E>35%	
		Budget	March Annualized YTD	March Annualized % of Budget	1st Qtr Variance Category
Dpt Nm	R   E	Account	Fomattng Key:	Calculation Cell	Input Cell
SwrOps	E	E 602-49450-761 TOut-2016B 601&602/336	\$24,842.00	\$6,210.50	25.00%
SwrOps	E	E 602-49450-764 TOut-2017B 601&602/339	\$15,000.00	\$3,750.00	25.00%
SwrOps	E Total		\$1,055,501.00	\$239,855.19	22.72%

**City of Chatfield**  
**Budget YTD Rev-Exp - with Annualized Budget**  
**Variance Projections**  
**Current Period: 2025**

Exported from Banyon to .csv & Annualized

<b>Variance from Budget Key:</b>	\$0 Budget
	Positive   >10% R>35% E<15%
	Neutral   wthn 10% 15-35%
	negative   >10% R<15% E>35%

**R Total = Revenues**

**E Total = Expenditures**

LeftF

		Annualized / Adjusted to 25 %   50%   75% <i>Tax Settlements, Special Assessments, Annual Exp Payments 151-Workers Comp, 360-Insurance</i>	Budget	March Annualized YTD	March Annualized % of Budget	1st Qtr Variance Category
Dpt Nm	R   E	Account	Fomattng Key:	Calculation Cell	Input Cell	1st Qtr=25%
<b>GrbgOps</b>	<b>R   E</b>	<b>Fund 603 REFUSE (GARBAGE) FUND</b>	<b>Budget</b>	<b>March Annlzd</b>	<b>March Annlzd %Bdgt</b>	
GrbgOps	R	R 603-49500-34301 Administration Fees	\$1,500.00	\$568.92	37.93%	
GrbgOps	R	R 603-49500-36100 Special Assessments	\$10,000.00	<b>\$2,500.00</b>	<b>25.00%</b>	<i>Disqnt Blls - Cnty Sttlmnts</i>
GrbgOps	R	R 603-49500-36210 Interest Earnings	\$600.00	\$282.68	47.11%	
GrbgOps	R	R 603-49500-37300 Refuse Charges	\$170,000.00	\$39,308.35	23.12%	
GrbgOps	R	R 603-49500-37310 Recycling Charge	\$85,000.00	\$25,842.18	30.40%	
GrbgOps	R	R 603-49500-37360 Penalties	\$1,000.00	\$155.34	15.53%	
GrbgOps	R	R 603-49500-37370 Sales Tax	\$13,500.00	\$3,232.80	23.95%	
GrbgOps	R	R 603-49500-39550 Refunds   Rebates	\$0.00	\$0.00	0.00%	
<b>GrbgOps</b>	<b>R Total</b>		<b>\$281,600.00</b>	<b>\$71,890.27</b>	<b>25.53%</b>	<b>Neutral   wthn 10% 15-35%</b>
GrbgOps	E	E 603-49500-210 Operating Expenses	\$500.00	\$89.84	17.97%	
GrbgOps	E	E 603-49500-240 Small Tools and Minor Equip	\$0.00	\$0.00	0.00%	
GrbgOps	E	E 603-49500-322 Postage	\$1,500.00	\$446.73	29.78%	
GrbgOps	E	E 603-49500-323 Administration Expense	\$3,500.00	\$630.08	18.00%	
GrbgOps	E	<b>E 603-49500-325 Community Clean Up Cont</b>	\$17,000.00	<b>\$4,250.00</b>	<b>25.00%</b>	<i>Annual</i>
GrbgOps	E	E 603-49500-328 GnrIsvcsChrg 328/34020	\$29,300.00	\$7,325.00	25.00%	
GrbgOps	E	E 603-49500-384 Refuse/Garbage Disposal	\$235,000.00	\$36,943.43	15.72%	
GrbgOps	E	E 603-49500-403 Prev. Maint. Agreements	\$8,100.00	\$2,100.00	25.93%	
GrbgOps	E	E 603-49500-404 Repairs/Maint Equipment	\$800.00	\$0.00	0.00%	
GrbgOps	E	E 603-49500-430 Misc. TRY NOT TO USE	\$0.00	\$0.00	0.00%	
GrbgOps	E	<b>E 603-49500-435 Licences, Permits and Fees</b>	\$300.00	<b>\$75.00</b>	<b>25.00%</b>	
GrbgOps	E	E 603-49500-436 Sales Tax	\$14,500.00	\$3,012.00	20.77%	
GrbgOps	E	E 603-49500-727 TOut-Shrd Tch 727/39204	\$3,000.00	\$500.00	16.67%	
<b>GrbgOps</b>	<b>E Total</b>		<b>\$313,500.00</b>	<b>\$55,372.08</b>	<b>17.66%</b>	<b>Neutral   wthn 10% 15-35%</b>

**City of Chatfield**  
**Budget YTD Rev-Exp - with Annualized Budget**  
**Variance Projections**  
**Current Period: 2025**

Exported from Banyon to .csv & Annualized

				Variance from Budget Key:		\$0 Budget
						Positive   >10% R>35% E<15%
						Neutral   wthn 10% 15-35%
						negative   >10% R<15% E>35%
R Total = Revenues						
E Total = Expenditures						
Annualized / Adjusted to 25 %   50%   75% Tax Settlements, Special Aesessments, Annual Exp Payments 151-Workers Comp, 360-Insurance				Budget	March Annualized YTD	March Annualized % of Budget
Account				Fomattng Key:	Calculation Cell	Input Cell
Fund 614 CABLE ACCESS - OPERATIONS FUND						1st Qtr Variance Category
Dpt Nm	R   E	Account				1st Qtr=25%
CCTVOps	R   E	Fund 614 CABLE ACCESS - OPERATIONS FUND	Budget	March Annlzd	March Annlzd %Bdgt	
CCTVOps	R	R 614-49840-31010 Levied Property Taxes	\$17,000.00	\$4,250.00	25.00%	Jun   Dec Cnty Stillmnts
CCTVOps	R	R 614-49840-31915 Franchise Fees	\$25,000.00	\$6,250.00	25.00%	
CCTVOps	R	R 614-49840-33120 Sponsorship Fees	\$5,000.00	\$0.00	0.00%	Fall Campaign
CCTVOps	R	R 614-49840-34301 Administration Fees	\$0.00	\$0.00	0.00%	
CCTVOps	R	R 614-49840-36201 Sale Of Merchandise	\$0.00	\$488.95	0.00%	
CCTVOps	R	R 614-49840-36210 Interest Earnings	\$500.00	\$501.26	100.25%	
CCTVOps	R	R 614-49840-36230 Donations	\$0.00	\$0.00	0.00%	
CCTVOps	R	R 614-49840-36260 Insurance Dividend	\$0.00	\$0.00	0.00%	
CCTVOps	R	R 614-49840-37370 Sales Tax	\$0.00	\$36.05	0.00%	
R Total			\$47,500.00	\$11,526.26	24.27%	Neutral   wthn 10% 15-35%
CCTVOps	E	E 614-49840-151 Worker s Comp Insurance Prem	\$8,649.00	\$0.00	0.00%	Investigate why \$0
CCTVOps	E	E 614-49840-205 Service Incentives/Rewards	\$3,000.00	\$0.00	0.00%	
CCTVOps	E	E 614-49840-210 Operating Expenses	\$500.00	\$409.88	81.98%	
CCTVOps	E	E 614-49840-212 Vehicle Operating Supplies	\$0.00	\$0.00	0.00%	
CCTVOps	E	E 614-49840-240 Small Tools and Minor Equip	\$4,000.00	\$0.00	0.00%	
CCTVOps	E	E 614-49840-300 Promotional Expense	\$0.00	\$0.00	0.00%	
CCTVOps	E	E 614-49840-302 Contracted Help	\$40,000.00	\$7,746.00	19.37%	
CCTVOps	E	E 614-49840-309 Conference Expense	\$0.00	\$0.00	0.00%	
CCTVOps	E	E 614-49840-322 Postage	\$100.00	\$0.00	0.00%	
CCTVOps	E	E 614-49840-323 Administration Expense	\$10.00	\$0.00	0.00%	
CCTVOps	E	E 614-49840-328 GnrISrvcsChrg 328/34020	\$4,450.00	\$667.50	15.00%	
CCTVOps	E	E 614-49840-331 Travel Expenses	\$2,000.00	\$457.98	22.90%	
CCTVOps	E	E 614-49840-350 Print/Binding (GENERAL)	\$50.00	\$0.00	0.00%	
CCTVOps	E	E 614-49840-360 Insurance (GENERAL)	\$0.00	\$0.00	0.00%	
CCTVOps	E	E 614-49840-404 Repairs/Maint Equipment	\$0.00	\$0.00	0.00%	
CCTVOps	E	E 614-49840-433 Dues and Subscriptions	\$200.00	\$0.00	0.00%	
CCTVOps	E	E 614-49840-435 Licences, Permits and Fees	\$50.00	\$0.00	0.00%	
CCTVOps	E	E 614-49840-437 Sales Tax - Purchases	\$50.00	\$36.00	72.00%	
CCTVOps	E	E 614-49840-711 Tout-Rsrv 711/801-41500-42500-	\$6,000.00	\$1,500.00	25.00%	
E Total			\$69,059.00	\$10,817.36	15.66%	Neutral   wthn 10% 15-35%



Inst	CD's	Bonds #	Description	Orgnl Value	Est Yld	Purch Date	Mat Date	Mo to Mat	imes Int Acc	Current Date	Est. Current Value	EstCrntVI
RRSB	10100	4100078	RRSB CB STN	1,386,880.02						3/31/2025	\$ 1,414,895.00	
FM	10101	4000008	F&M MM	506,542.46						3/31/2025	\$ 517,534.43	
NLND	10102	76T-154947	Northland N	686,988.96						3/31/2025	\$ 715,773.80	
4M	10104	35529-101	4M Portfoli	201,022.58						3/31/2025	\$ 209,746.96	
NLND	10402	856285-TQ-4	STATE BK IN	\$ 242,000	1.10%	5/18/2020	5/28/2025	2	2	3/31/2025	\$ 255,306	
NLND	10402	33847E-3L-9	FLAGSTAR E	\$ 104,000	0.80%	5/29/2020	5/29/2025	2	2	3/31/2025	\$ 108,103	
FM	10401	702091	F&M CD 60M	\$ 50,000	1.21%	6/8/2020	6/8/2025	3	4	3/31/2025	\$ 52,995	
RRSB	10400	35668	CD 35668 -	\$ 50,000	1.12%	6/9/2020	6/9/2025	3	4	3/31/2025	\$ 52,765	
RRSB	10400	35671	CD 35671 -6	\$ 425,000	1.64%	6/30/2020	6/30/2025	3	4	3/31/2025	\$ 459,398	
RRSB	10400	35954	LIBRARY 14	\$ 174,287	3.92%	7/8/2024	9/8/2025	6	4	3/31/2025	\$ 179,254	
NLND	10402	73319F-AS-8	PPPY BK SN	\$ 200,000	1.10%	3/19/2020	9/19/2025	6	2	3/31/2025	\$ 211,379	0-6 Mo \$ 4,177,150.91
FM	10401	702108	F&M CD 60M	\$ 130,000	1.00%	10/21/2020	10/21/2025	7	4	3/31/2025	\$ 135,901	
FM	10401	702127	F&M CD 60M	\$ 250,000	0.75%	3/3/2021	3/3/2026	12	4	3/31/2025	\$ 257,761	
FM	10401	702128	F&M CD 60M	\$ 250,000	0.75%	3/3/2021	3/3/2026	12	4	3/31/2025	\$ 257,761	
NLND	10402	300185-LM-5	EVGRN BK G	\$ 140,000	3.85%	1/27/2023	7/27/2026	16	12	3/31/2025	\$ 152,160	7-18 Mo \$ 803,584
NLND	10402	564759-RS-9	MNFCTRS&	\$ 245,000	4.00%	1/20/2023	1/20/2027	22	2	3/31/2025	\$ 267,362	
NLND	10402	T-FN-2	CPTL ONE B	\$ 100,000	2.80%	4/14/2022	4/20/2027	25	2	3/31/2025	\$ 108,629	
NLND	10402	61768E-JR-5	MGRN STNL	\$ 113,000	3.25%	5/19/2022	5/19/2027	26	2	3/31/2025	\$ 124,004	
NLND	10402	254673L38	DSCVR BK G	\$ 100,000	3.40%	7/6/2022	7/6/2027	28	2	3/31/2025	\$ 109,718	19-30 Mo \$ 609,713
NLND	10402	3130ASN96	APY FDRL HM	\$ 200,000	4.20%	7/27/2022	7/27/2029	52	2	3/31/2025	\$ 223,748	55-66 Mo \$ 223,748
											\$ 5,814,195.84	\$ 5,814,195.84
											\$ 5,814,195.84	\$ 5,814,195.84

Cash (CB & MM)			Investments (CD & Bonds)				
Original Value	Est. Current Value		Original Value	Est. Current Value	Combined Original Value	Combined Current Value	
1,386,880	1,414,895		649,287	691,417	2,036,167	2,106,312	10100 RRSB
506,542	517,534		680,000	704,419	1,186,542	1,221,953	10101 FM
686,989	715,774		1,444,000	1,560,410	2,130,989	2,276,184	10102 Nlnd
201,023	209,747				201,023	209,747	10104 4M
2,781,434	2,857,950		2,773,287	2,956,246	5,554,721	5,814,196	Total
6.60% Average Weighted Yield - CD's & Bonds							
2.75% Average Weighted Yield - Checkbook & Money Markets							
4.67% AVERAGE WEIGHTED YIELD - COMBINED							
4.33% Treasury Average Weighted Yield(Goal is to exceed Average return on 3 mo Treasury Bills)							

% Of Portfolio by Institution - Orig Value		
36.66%	10100 RRSB	
21.36%	10101 FM	
38.36%	10102 Nlnd	
3.62%	10104 4M	
100.00%		

% of Portfolio by time to Maturity - Cur Value	
71.84%	0 - 6 Months
13.82%	7 - 18 Months
10.49%	19 - 30 Months
0.00%	31 - 42 Months
0.00%	43 - 54 Months
3.85%	55 - 66 Months
0.00%	67 - 78 Months
0.00%	79 - 90 Months
0.00%	91 - 102 Months
0.00%	103 - 114 Months
0.00%	115 - 126 Months
100.00%	



**PERSONNEL / BUDGET COMMITTEE MEETING STAFF REPORT**

**Meeting Date:** May 12, 2025

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**Agenda Item:** April Financial Report

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**Subject | Summary:**

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**Agenda Category:**

**Submitted By:** Michele Peterson

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**Recommended Motion:** Review report as presented.

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**Community Engagement and Outreach:**

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**FISCAL IMPACT:**

**Amount:**

**Ongoing Cost :**

**One-Time Cost :**

**Included in Current Budget?:**

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**FISCAL DETAILS:**

**Fund Name(s) (Operations | Capital):**

**Account Code:**

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**Background:**

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**Attachments:**

[Monthly Finance Cash & Investment Report.2025 04.pdf](#)

Monthly Finance Cash & Investment Report		Apr-25		Apr-25		Apr-25		Apr-25		Apr-25		Apr-25		Apr-25		Apr-25		
Banyon Fund Balance		Description		Beg Balance		Debit (+)		Credit (-)		End Balance		Notes						
100	100 GENERAL FUND	\$	1,157,239.23	\$	37,009.99	\$	174,377.79	\$	1,019,871.43	37%   YE 50% NY GF Expense Budget or \$1million wchvr >							<div>General Fund Key</div> <div>YE FndCshBlncRvwKey</div> <div>FndBlnc in Range 40-60%</div> <div>SlightVrnce &lt;=10% (30-39%   61-70%)</div> <div>SgnfctVrnce &gt; 10% (&lt;30% -70%)</div>	
211	211 LIBRARY	\$	67,516.18	\$	531.31	\$	22,955.49	\$	45,092.00	14%   YE 20-40% NY expense bdgt.								
212	212 LIBRARY ENDOWMENT FUND	\$	287,430.31	\$	175.88	\$	-	\$	287,606.19									
220	220 FIRE - OPERATIONS FUND	\$	72,202.39	\$	6,599.22	\$	6,392.30	\$	72,409.31	44%   YE 20-40% NY expense bdgt   Annl Twnshp Pymnts								
221	221 FIRE - CAPITAL FUND	\$	894,368.01	\$	575,200.00	\$	682,480.38	\$	787,087.63								<div>SpecialRev Ent Key</div> <div>YEFndCshBlncRvwKey</div> <div>FndBlnc in Range 20-40%</div> <div>SlightVrnce &lt;=10% (10-19%   41-50%)</div> <div>SgnfctVrnce &gt; 10% (&lt;10% -50%)</div>	
230	230 AMBULANCE - OPERATIONS FUND	\$	162,220.35	\$	40,713.54	\$	33,039.01	\$	169,894.88	38%   YE 20-40% NY expense bdgt  Inclds Emrgncy Aid  Annl Twnshp Pymnts								
231	231 AMBULANCE - CAPITAL FUND	\$	37,256.67	\$	-	\$	-	\$	37,256.67									
240	240 COMMUNITY DEV - OPERATIONS	\$	(15,925.23)	\$	17,502.93	\$	23,284.08	\$	(21,706.38)	-12%   YE 20-40% NY expense bdgt   Annl Alliance Fndng  CD Rsltn 2025-15 JE								
242	242 COMMUNITY DEV - CPTL   358 DG OFFSE	\$	404,097.07	\$	31,725.25	\$	3,482.00	\$	432,340.32	801PF \$22,725 Rltn 2025-17 & Schnfldr land rent							<div>SpecialRev Ent Key</div> <div>YEFndCshBlncRvwKey</div> <div>FndBlnc in Range 20-40%</div> <div>SlightVrnce &lt;=10% (10-19%   41-50%)</div> <div>SgnfctVrnce &gt; 10% (&lt;10% -50%)</div>	
250	250 CCA - OPERATIONS FUND	\$	(6,806.74)	\$	-	\$	9,667.80	\$	(16,474.54)	-21%   YE 20-40% NY expense bdgt  Annl Mnt Cntrc & Ins + Elvtr Rpr Gas Ln Lk WHV Frz								
251	251 CCA - CAPITAL FUND	\$	85,805.38	\$	-	\$	-	\$	85,805.38									
323	323 2023A GR&PR   623wtrDS  1MoRsv	\$	234,285.52	\$	-	\$	-	\$	234,285.52									
332	332 2012A-WATER TOWER GO REF 200	\$	60,461.09	\$	23,590.00	\$	-	\$	84,051.09								<div>SpecialRev Ent Key</div> <div>YEFndCshBlncRvwKey</div> <div>FndBlnc in Range 20-40%</div> <div>SlightVrnce &lt;=10% (10-19%   41-50%)</div> <div>SgnfctVrnce &gt; 10% (&lt;10% -50%)</div>	
334	334 2014A STREET/UTILITY RECONST	\$	-	\$	-	\$	-	\$	-	Cmplt-Close Rsltn 2025-09 MAR 2025								
335	335 2016A REF10A&11A  20%GF  1MoR	\$	156,458.34	\$	-	\$	-	\$	156,458.34									
336	336 2016B (WTR) 425K GO REV  337SW	\$	23,242.12	\$	-	\$	-	\$	23,242.12									
338	338 2017A (GF) 457K GO TX ABT (IND)	\$	-	\$	-	\$	-	\$	-	Cmplt-Close Rsltn 2025-09 MAR 2025							<div>SpecialRev Ent Key</div> <div>YEFndCshBlncRvwKey</div> <div>FndBlnc in Range 20-40%</div> <div>SlightVrnce &lt;=10% (10-19%   41-50%)</div> <div>SgnfctVrnce &gt; 10% (&lt;10% -50%)</div>	
339	339 2017B (WTR) GO UTIL REV (IND)	\$	7,641.59	\$	-	\$	-	\$	7,641.59									
340	340 2018A GO POOL BOND	\$	111,689.78	\$	-	\$	-	\$	111,689.78									
342	342 2019A GO TAX ABTMNT. ST LIGHT	\$	31,347.92	\$	-	\$	-	\$	31,347.92									
343	343 2022A StrmGF 18% (wtr82%303)	\$	34,924.59	\$	-	\$	-	\$	34,924.59								<div>SpecialRev Ent Key</div> <div>YEFndCshBlncRvwKey</div> <div>FndBlnc in Range 20-40%</div> <div>SlightVrnce &lt;=10% (10-19%   41-50%)</div> <div>SgnfctVrnce &gt; 10% (&lt;10% -50%)</div>	
344	344 2022B TXGO CIP PWFAC	\$	8,699.76	\$	-	\$	-	\$	8,699.76									
355	355 TIF DIST 2-7 GJERE ADDITION	\$	(1,523.69)	\$	-	\$	-	\$	(1,523.69)									
356	356 TIF DIST 3-6 GRNDST APT RDV	\$	130.59	\$	-	\$	-	\$	130.59									
358	358 TIF DIST 2-5 FAMILY DLLR   242	\$	(299,988.58)	\$	-	\$	-	\$	(299,988.58)								<div>SpecialRev Ent Key</div> <div>YEFndCshBlncRvwKey</div> <div>FndBlnc in Range 20-40%</div> <div>SlightVrnce &lt;=10% (10-19%   41-50%)</div> <div>SgnfctVrnce &gt; 10% (&lt;10% -50%)</div>	
359	359 TIF DIST 2-6 CABIN COFFEE REDE	\$	46.42	\$	-	\$	-	\$	46.42									
360	360 REV LOAN FUND - FED/ORIG	\$	158,821.53	\$	2,173.97	\$	-	\$	160,995.50									
361	361 REV LOAN FUND - STATE	\$	92,913.37	\$	-	\$	-	\$	92,913.37									
423	423 2023A PRSPCT&GRAND ST PROJ	\$	-	\$	-	\$	-	\$	-	Cmplt-Close to 423 Rsltn 2025-06 FEB 2025							<div>SpecialRev Ent Key</div> <div>YEFndCshBlncRvwKey</div> <div>FndBlnc in Range 20-40%</div> <div>SlightVrnce &lt;=10% (10-19%   41-50%)</div> <div>SgnfctVrnce &gt; 10% (&lt;10% -50%)</div>	
443	443 2022A StrmGF 18% (wtr82%403)	\$	53,399.70	\$	-	\$	-	\$	53,399.70	Complete Xfer to 343 - PENDING QUOTES - CLOSE to DS?								
456	456 WHDP GRND ST APT DVLPMNT	\$	-	\$	-	\$	-	\$	-									
601	601 WATER FUND	\$	51,735.44	\$	43,887.89	\$	21,277.31	\$	74,346.02	14%   YE 20-40% NY expense bdgt   Slightly Low-Imp								
602	602 SEWER FUND	\$	226,325.84	\$	86,507.95	\$	30,358.70	\$	282,475.09	27%   YE 20-40% NY expense bdgt							<div>SpecialRev Ent Key</div> <div>YEFndCshBlncRvwKey</div> <div>FndBlnc in Range 20-40%</div> <div>SlightVrnce &lt;=10% (10-19%   41-50%)</div> <div>SgnfctVrnce &gt; 10% (&lt;10% -50%)</div>	
603	603 REFUSE (GARBAGE) FUND	\$	36,382.78	\$	23,279.89	\$	20,972.85	\$	38,689.82									
614	614 CABLE ACCESS - OPERATIONS FUN	\$	66,982.44	\$	482.53	\$	8,461.37	\$	59,003.60	88%   YE 20-40% NY expense bdgt Rdcd 2025 Rev   Missed YE Xfr in Rsltn								
615	615 CABLE ACCESS - CAPITAL FUND	\$	16,394.21	\$	-	\$	-	\$	16,394.21									
801	801 CAPITAL GOODS FUND	\$	1,285,451.34	\$	43,701.35	\$	204,538.09	\$	1,124,614.60								<div>SpecialRev Ent Key</div> <div>YEFndCshBlncRvwKey</div> <div>FndBlnc in Range 20-40%</div> <div>SlightVrnce &lt;=10% (10-19%   41-50%)</div> <div>SgnfctVrnce &gt; 10% (&lt;10% -50%)</div>	
803	803 ATV TRAIL	\$	-	\$	-	\$	-	\$	-									
806	806 SE MN TMO-II	\$	(49,278.17)	\$	55,528.17	\$	26,854.43	\$	(20,604.43)	806 Added 04/2024   Pndng Qtrly Reimb								
900	900 MEMO FUND	\$	-	\$	8,341.42	\$	-	\$	8,341.42									
910	910 PAYROLL PASSTHROUGH	\$	(17,396.30)	\$	86,813.57	\$	86,851.75	\$	(17,434.48)								<div>SpecialRev Ent Key</div> <div>YEFndCshBlncRvwKey</div> <div>FndBlnc in Range 20-40%</div> <div>SlightVrnce &lt;=10% (10-19%   41-50%)</div> <div>SgnfctVrnce &gt; 10% (&lt;10% -50%)</div>	
BANYON	Banyon Monthly Fund Cash Balance   Combin	\$	5,434,551.25	\$	1,083,764.86	\$	1,354,993.35	\$	5,163,322.76									

General Fund Key	
YE FndCshBlncRvwKey	
FndBlnc in Range 40-60%	
SlightVrnce <=10% (30-39%   61-70%)	
SgrfntVrnce > 10% (<30%)>70%	

SpecialRev   Ent Key	
YEFndCshBlncRvwKey	
FndBlnc in Range 20-40%	
SlightVrnce <=10% (10-19%   41-50%)	
SgrfntVrnce > 10% (<10%)>50%	

						Holdings   Valuations   Yields					
Cash & Money Fund Accts		Description	BB   OrigVI	(+)	(-)	End Bal	Cash & MM Accts		*ClcttBB based on EB	Int%	CurValue
10200		Petty Cash	\$ 150.00			\$ 150.00	Petty Cash	\$ 150.00			\$ 150.00
10100   4100078		RRSB CB STMNT BLNC	\$ 1,414,895.00	\$ 324,223.61	\$ 906,323.26	\$ 832,795.35	RRSB CB STMNT BLNC	\$ 816,305.97	APY Yield Earned %	2.02%	\$ 832,795.35
10101   4000008		F&M MM	\$ 517,534.43	\$ 630.29	\$ 400,000.00	\$ 118,164.72	F&M MM	\$ 116,648.29	APY Yield Earned %	1.30%	\$ 118,164.72
10102   76T-154947		Northland MM	\$ 715,773.80	\$ 4,472.54		\$ 720,246.34	Northland MM	\$ 691,679.96	30 Day Yield	4.13%	\$ 720,246.34
10104   35529-101		4M Portfolio	\$ 209,746.96	\$ 576,278.57		\$ 786,025.53	4M Portfolio	\$ 753,551.24	Avg Monthly Rate	4.31%	\$ 786,025.53
Subtotal	Institution Cash & Money Fund Accts Total	\$ 2,858,100.19	\$ 905,605.01	\$ 1,306,323.26	\$ 2,457,381.94			\$ 2,378,335.46	tution Cash & Money Fund Accts Total		\$ 2,457,231.94

CD's   Bonds #		Description	BB   OrigVI			(+)	(-)	End Bal   OrigVI	CD's   Bonds #	Mat Date	Market Value	Est Yld	Est Crmnt Vlue BsdonFullMtrty					
10402	02589A-BM-3	AMRCN EXP NATL BK - Mtrd Mar 2025	\$	-				\$	-	10402	02589A-BM-3	3/3/2025	\$	-				
10402	856285-TQ-4	STATE BK INDIA NEW - 60Mo	\$	242,000.00				\$	242,000.00	10402	856285-TQ-4	5/28/2025	\$	241,404.68				
10402	33847E-3L-9	FLAGSTAR BK FSB TROY - 60Mo	\$	104,000.00				\$	104,000.00	10402	33847E-3L-9	5/29/2025	\$	103,711.92				
10401	702091	F&M CD 60Mo	\$	50,000.00				\$	50,000.00	10401	702091	6/8/2025	\$	52,928.70				
10400	35668	CD 35668 - 60MO	\$	50,000.00				\$	50,000.00	10400	35668	6/9/2025	\$	52,908.03				
10400	35671	CD 35671 -60MO	\$	425,000.00				\$	425,000.00	10400	35671	6/30/2025	\$	459,435.56				
10400	35954	LIBRARY 14Mo	\$	174,286.88				\$	174,286.88	10400	35954	9/8/2025	\$	187,913.93				
10402	73319F-AS-8	PPPY BK SNTA RSA - 66Mo	\$	200,000.00				\$	200,000.00	10402	73319F-AS-8	9/19/2025	\$	197,598.00				
10401	702108	F&M CD 60Mo	\$	130,000.00				\$	130,000.00	10401	702108	10/21/2025	\$	135,977.85				
10401	702127	F&M CD 60Mo	\$	250,000.00				\$	250,000.00	10401	702127	3/3/2026	\$	257,611.69				
10401	702128	F&M CD 60Mo	\$	250,000.00				\$	250,000.00	10401	702128	3/3/2026	\$	257,611.69				
10402	300185-LM-5	EVGRN BK GRP OAK BOOK IL - 42Mo	\$	140,000.00				\$	140,000.00	10402	300185-LM-5	7/27/2026	\$	139,641.60				
10402	564759-RS-9	MNFCTRS&TRDRS CO - 48Mo	\$	245,000.00				\$	245,000.00	10402	564759-RS-9	1/20/2027	\$	244,612.90				
10402	T-FN-2	CPTL ONE BK USA NTL - 60Mo	\$	100,000.00				\$	100,000.00	10402	T-FN-2	4/20/2027	\$	97,530.00				
10402	61768E-JR-5	MRGN STNLY PRVT BK NATL ASSN - 60Mo	\$	113,000.00				\$	113,000.00	10402	61768E-JR-5	5/19/2027	\$	111,115.16				
10402	254673L38	DSCVR BK GRNWD - 60Mo	\$	100,000.00				\$	100,000.00	10402	254673L38	7/6/2027	\$	98,537.00				
10402	3130ASN96	APY FDRL HM LN BKS - 84 Mo	\$	200,000.00				\$	200,000.00	10402	3130ASN96	7/27/2029	\$	198,796.00				
10402	3130ATGQ4	FDRL HM LN BKS - 84Mo	\$	-	\$	-		\$	-	10402	3130ATGQ4	10/12/2029	\$	-				
Subtotal			\$	2,773,286.88	\$	-	\$	-	\$	2,773,286.88	CDs   Bonds   EB/OrgVI	\$	3,114,286.88	\$	2,837,334.71	EstCVBsdFullMtrty	\$	2,956,419.58



## PERSONNEL / BUDGET COMMITTEE MEETING STAFF REPORT

**Meeting Date:** May 12, 2025

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**Agenda Item:** Closed Captioning

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**Subject | Summary:**

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**Agenda Category:**

**Submitted By:** Michele Peterson

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**Recommended Motion:** Review proposed service, estimated cost is \$4,530 per year.

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**Community Engagement and Outreach:**

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**FISCAL IMPACT:**

**Amount:**

**Ongoing Cost :**

**One-Time Cost :**

**Included in Current Budget?:**

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**FISCAL DETAILS:**

**Fund Name(s) (Operations | Capital):**

**Account Code:**

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**Background:** [Dakota County Closed Caption Example](#)  
[Duluth Closed Caption Example](#)

---

**Attachments:**

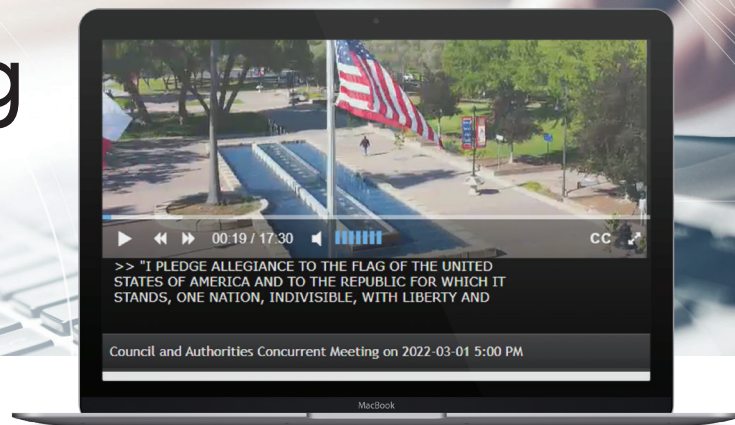
[Product Sheet- govMeetings Captioning \(2\).pdf](#)

[Checklist- govMeetings Closed Captioning \(1\).pdf](#)

[MN\\_Chatfield MN\\_Q-434179\\_2025MAY2.pdf](#)

# Closed Captioning

ADA accessible and bilingual  
streaming for public meetings



Promote accessibility with  
Granicus video solutions

## DID YOU KNOW

# 1 in 5

People in the U.S. have a  
disability?

Include your whole community in online  
meetings.

## What If You Could...

- ✓ **Reach more residents** by providing access to online public meetings for people who are deaf, hard of hearing, or have auditory processing difficulties?
- ✓ **Provide captions on public meeting recordings** without the need for additional AV equipment?
- ✓ **Improve inclusivity** by providing alternative language captioning?
- ✓ **Reduce staff workload** by adopting a best-in-class captioning solution?

## Advantages of govMeetings Captioning

- The gold standard of meeting accessibility – accurate, reliable, and trusted
- Captioning created by people – not AI – for greater accuracy and readability
- A seamless experience – a single company, one support team
- You own the content and captioning – not a third party platform or provider like YouTube
- Always the highest levels of security and reliability





## With Closed Captioning You Can...

### Provide reliable accessibility for livestreamed meetings

- Live and on-demand closed captioning up to 98% accuracy (vs. 75% for automated captions through platforms like YouTube)
- Track record of 99.9% on-time delivery and “on-air” uptime
- Enjoy the same captioning technology used by the major television and cable news networks

### Be more compliant with federal and state laws

- FCC Caption Quality Best Practices compliant for accuracy, synchronicity, completeness and placement
- Audio descriptions for ADA compliance

### Support bilingual residents & stakeholders

- Option to provide live and on-demand bilingual alternative language closed captioning

### Make past meetings accessible

- Turn prerecorded meeting videos into accessible content

Ask your account representative for more details about all the Granicus closed captioning options.

## Granicus Meetings: A Solution for Every Situation Accessible Governments Choose govMeetings



**COUNTY OF  
SAN MATEO**

*City of*  
**MEMPHIS**



**DENVER**  
THE MILE HIGH CITY



# 5 Reasons You Should Caption Your Streaming and Broadcast Events

**Closed Captioning – It's all about Transparency, Accessibility, and the Americans with Disabilities Act.**

Why should you add closed captioning to your streaming and broadcast events? Who benefits when your online meeting videos are captioned? Is captioning worth the effort and expense?

1

## **CAPTIONING IMPROVES ACCESSIBILITY OF PUBLIC INFORMATION**

During a typical government event or meeting, most information content is verbal – but not everyone in the audience can make out what's being said. For on-site and remote viewers, overlaid closed captioning text adds accessibility to deaf or hard of hearing residents, especially in instances where lip-reading is difficult.

2

## **CAPTIONING CAN HELP OVERCOME LANGUAGE BARRIERS FOR ESL RESIDENTS**

Closed captions are not just for viewers who are deaf or hearing impaired. They can help your citizens for whom English is a second or third language, by spelling out the spoken content and making it easier to follow along.

3

## **CAPTIONING IS USEFUL WHEN VIDEO SOUND MUST BE MUTED**

Sometimes, video sound is obtrusive or inappropriate – especially in shared settings like the office, waiting rooms, libraries, and public transportation. With closed captioning enabled, viewers can watch live-streamed meetings and events without disrupting their surroundings. Captioning can also be beneficial for viewing by large audiences or for conference presentations where background noise is a factor.



## 4

### **CAPTIONING REQUIREMENTS ARE PART OF THE SECTION 508 UPDATES TO THE REHABILITATION ACT**

In January, 2018, Section 508 of the Rehabilitation Act of 1973 was revised, requiring federal agencies, contractors and employers to provide captioning on accessible video and multimedia productions. Many non-federal websites must be accessible under other laws, such as Section 504 of the Rehabilitation Act, or state or local laws. If an organization receives federal funding or assistance, its website and content – including video – is required to be accessible.

In April 2024, the U.S. Department of Justice issued regulatory guidance around the ADA, stating that content on government website must be readily accessible to and usable by individuals with disabilities. This content was defined as text, images, sounds, videos, and more. The guidance also clarified that the federal government could take legal action against states and municipalities that do not comply with the ADA.

## 5

### **CAPTIONING CAN HELP AGENCIES AVOID WEBSITE ACCESSIBILITY LAWSUITS**

Without captioning, agencies receiving federal funds could be open to litigation by individuals, class actions, and the federal government.. A prime example are the federal class action lawsuits filed by The National Association of the Deaf (NAD) and four deaf and hard of hearing individuals against Harvard University and the Massachusetts Institute of Technology (MIT), charging that these schools discriminate against deaf and hard of hearing people by failing to caption their online content that is available to the general public. Multiple state and local governments have also been the target of similar lawsuits.

## **Closed Captioning: The Bottom Line**

Captioning is required by law for all agencies receiving federal funds. By adding captions to their streaming and broadcast video, agencies can achieve Section 508 compliance, avoid expensive litigation, increase views and resident engagement, and add accessibility value for everyone.

### **Interested in learning more?**

Granicus can help you meet your accessibility obligations with closed captioning for streaming and broadcast events.

[Get in Touch](#)

## Granicus Proposal for Chatfield, MN

### ORDER DETAILS

**Prepared By:** Brett Daughtry  
**Phone:**  
**Email:** brett.daughtry@granicus.com  
**Order #:** Q-434179  
**Prepared On:** 02 May 2025  
**Expires On:** 18 May 2025

### ORDER TERMS

**Currency:** USD  
**Payment Terms:** Net 30 (Payments for subscriptions are due at the beginning of the period of performance.)  
**Period of Performance:** The term of the Agreement will commence on the date this document is signed and will continue for 12 months.

## PRICING SUMMARY

The pricing and terms within this Proposal are specific to the products and volumes contained within this Proposal.

New Subscription Fees			
Solution	Billing Frequency	Quantity/Unit	Annual Fee
Recurring Captioning Services	Annual	24 Hours	\$4,526.64
SUBTOTAL:			\$4,526.64

## PRODUCT DESCRIPTIONS

Solution	Description
Recurring Captioning Services	<p>Live closed captioning.</p> <ul style="list-style-type: none"><li>• All Meetings will incur one hour minimum.</li><li>• Cancellations within 24 hrs. will be charged 1 hour minimum.</li><li>• Caption reservations should be reserved two weeks in advance. Jobs with little notice may not be guaranteed coverage, 24 hours as an absolute minimum.</li><li>• Real Time Captions are provided at an 98% accuracy readability rating</li><li>• Recurring Caption hours not used in the period of performance will not carry over to the following year.</li></ul>

## THIRD PARTY DISCLAIMER

**Closed Captioning and Meeting Services:** *Client and Granicus may agree that a third party will provide closed captioning, transcription services, or other meeting services under this Agreement. In such case, Client expressly understands that the third party is an independent contractor and not an agent or employee of Granicus. Granicus is not liable for acts performed by such an independent third party.*

## TERMS & CONDITIONS

- This quote, and all products and services delivered hereunder are governed by the terms located at <https://granicus.com/legal/licensing>, including any product-specific terms included therein (the "License Agreement"). If your organization and Granicus has entered into a separate agreement or is utilizing a contract vehicle for this transaction, the terms of the License Agreement are incorporated into such separate agreement or contract vehicle by reference, with any directly conflicting terms and conditions being resolved in favor of the separate agreement or contract vehicle to the extent applicable.
- If submitting a Purchase Order, please include the following language: The pricing, terms and conditions of quote Q-434179 dated 02 May 2025 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.
- This quote is exclusive of applicable state, local, and federal taxes, which, if any, will be included in the invoice. It is the responsibility of Chatfield, MN to provide applicable exemption certificate(s).
- Any lapse in payment may result in suspension of service and will require the payment of a setup fee to reinstate the subscription.
- Client will be invoiced for use of any product or service measured or capped by volume or amount of usage that exceeds the permitted amount set forth in this Quote at the same cost or rate set forth herein.

**BILLING INFORMATION**

<b>Billing Contact:</b>		<b>Purchase Order Required?</b>	<input type="checkbox"/> - No <input type="checkbox"/> - Yes
<b>Billing Address:</b>		<b>PO Number:</b> <i>If PO required</i>	
<b>Billing Email:</b>		<b>Billing Phone:</b>	

**If submitting a Purchase Order, please include the following language:**  
*The pricing, terms, and conditions of quote Q-434179 dated 02 May 2025 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.*

**AGREEMENT AND ACCEPTANCE**

By signing this document, the undersigned certifies they have authority to enter the agreement. The undersigned also understands the services and terms.

Chatfield, MN	
<b>Signature:</b>	
<b>Name:</b>	
<b>Title:</b>	
<b>Date:</b>	

Meeting Date: May 12, 2025

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**Agenda Item:** Water and Sewer Billing

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**Subject | Summary:**

- Consider request to move to billing for actual usage.
  - Consider a new rate structure set to promote conservation, and ensure adequate coverage for fixed costs.
- 

**Agenda Category:** Continued Business

**Submitted By:** Michele Peterson

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**Recommended Motion:** Consider amendment to billing for the Sewer Utility to align with current ordinances, additional consideration for amending the fee schedule for both Water and Sewer Utilities.

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**Community Engagement and Outreach:**

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**FISCAL IMPACT:**

**Amount:**

**Ongoing Cost :**

**One-Time Cost :**

**Included in Current Budget?:**

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**FISCAL DETAILS:**

**Fund Name(s) (Operations | Capital):**

**Account Code:**

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**Background:**

- Current billing procedure takes the actual usage amounts for January through March to determine an average for the remainder of the year. If actual usage is less than the average the customer is billed for actual usage. If actual usage is higher than the average, then the average usage is billed.
    - This practice allows for approximately 6,000,000 gallons a year not billed for.
  - The proposed rate structure would promote and encourage conservation, while ensuring that fixed costs for the utility are covered.
- 

**Attachments:**





**PERSONNEL / BUDGET COMMITTEE MEETING STAFF REPORT**

**Meeting Date:** May 12, 2025

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**Agenda Item:** Deputy City Clerk Position

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**Subject | Summary:**

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**Agenda Category:**

**Submitted By:** Michele Peterson

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**Recommended Motion:** Update on process to fill position.

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**Community Engagement and Outreach:**

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**FISCAL IMPACT:**

**Amount:**

**Ongoing Cost :**

**One-Time Cost :**

**Included in Current Budget?:**

---

**FISCAL DETAILS:**

**Fund Name(s) (Operations | Capital):**

**Account Code:**

---

**Background:**

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**Attachments:**



## PERSONNEL / BUDGET COMMITTEE MEETING STAFF REPORT

**Meeting Date:** May 12, 2025

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**Agenda Item:** City Building Security Options

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**Subject | Summary:** Camera and door lock considerations for City buildings.

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**Agenda Category:** New Business

**Submitted By:** Michele Peterson

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**Recommended Motion:** Consider options and budgetary impacts.

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**Community Engagement and Outreach:**

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**FISCAL IMPACT:**

**Amount:**

**Ongoing Cost :**

**One-Time Cost :**

**Included in Current Budget?:**

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**FISCAL DETAILS:**

**Fund Name(s) (Operations | Capital):**

**Account Code:**

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**Background:** Given the damage to Park facilities last fall, we reached out to a vendor to see what options there may be to increase security. At this time we have received quotes for some of the buildings. We would like to discuss potential needs, as well as consider budgetary constraints.

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**Attachments:**