

**CITY OF CHATFIELD PERSONNEL / BUDGET COMMITTEE**  
**AGENDA**  
**City Council Chambers, 21 SE Second Street, Chatfield, MN 55923**  
**August 11, 2025, 4:30 P.M.**

A. Minutes

1. [July 14, 2025 Meeting Minutes](#)  
Review minutes from previous meeting.

B. Financial Report

1. [Quarterly Financial Report](#)  
Review the report as presented.
2. [July Financial Report](#)  
Review the report as presented.

C. Continued Business

1. [Resolution disbursing funds for CCTV Operations and Capital and closing the Capital Fund](#)  
Review proposed expenditure and closure of funds, provide recommendation of approval to Council.
2. [Service Recognition Program](#)  
Review proposed policy.

D. New Business

1. [Personnel Policy 2.04 Appearance](#)  
Provide recommendation for approval to amend the current policy language to align with the union agreement, and budgetary expenditures previously approved.
2. [Personnel Policy 12.01.03 PTO Separation Payout Amendment Consideration](#)  
Review options to amend the current policy to include an investment into a HCSP.



## PERSONNEL / BUDGET COMMITTEE MEETING STAFF REPORT

**Meeting Date:** August 11, 2025

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**Agenda Item:** July 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:**

[2025.07.14 Personnel-Budget Notes.pdf](#)

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

**Members Present:** Councilor Mike Urban  
**Members Absent:** Councilor Paul Novotny  
**Others Present:** Kay Wangen, Beth Carlson, Brian Burkholder, Shane Fox, Rocky Burnett, Steven Schlichter, and Michele Peterson.

**A. Minutes**

1. Minutes of the June 9, 2025, meeting: Minutes were accepted as presented.

**B. Financial Report**

1. June Monthly Financial Report: The June Financial report was accepted as presented.

**C. Continued Business**

1. Water and Sewer Billing: Member Urban requested the calculations be reviewed for accuracy, discussion to be continued.

**D. New Business**

1. Resolution 2025-39 Resolution to Establish Water & Wastewater Capital Reserve Funds: No concerns were noted for establishing the capital funds, discussion will be sent to Council with a recommendation for approval.
2. Personnel Policy Amendment – Section 8.06: Team members suggested language amendment to the draft. Policy will be amended and shared with Committee members prior to sending to Council.
3. Service Recognition Program: Discussion to be continued.
4. Ambulance Billing Proposal: Director Burnett reviewed the proposal for a new Ambulance billing company. The current company has suddenly closed, and therefore it is important that we identify a replacement very soon. A recommendation for approval will be shared with the Council.



**PERSONNEL / BUDGET COMMITTEE MEETING STAFF REPORT**

**Meeting Date:** August 11, 2025

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**Agenda Item:** Quarterly Financial Report

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**Subject | Summary:**

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**Agenda Category:** Consent

**Submitted By:** Michele Peterson

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**Recommended Motion:** Review the 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:**

[Quarterly Financial Report - 2025 06.pdf](#)



To: Michele Peterson

From: Kay Wangen

Date: 17 July 2025

cc: Alison Bentley, Brian Burkholder, Rocky Burnett, Monica Erickson, Shane Fox, Dan Funk, Ryan Priebe, Steven Schlichter, Luke Thieke  
This is the 2025 second quarter financial report. It summarizes the budget to actual revenue and expenditure activity as well as the cash and investment holdings as of 06/30/2025

## 2025 Budget to Annualized Actual Revenue & Expense Analysis

**Revenue & Expense Summary**—Activity has been annualized meaning one-time and seasonal revenues and expenses have been adjusted to reflect two quarters of activity.

1ST QTR TARGET = 25% OF BUDGET PREDICTIONS	2ND QTR TARGET = 50% OF BUDGET PREDICTIONS	3RD QTR TARGET = 75% OF BUDGET PREDICTIONS
Budget Neutral = within 10% of target (15-35%)	Budget Neutral = within 10% of target (40-60%)	Budget Neutral = within 10% of target (65-85%)
Positive Variance = Rev >35% or Exp <15%	Positive Variance = Rev >60% or Exp <40%	Positive Variance = Rev >85% or Exp <65%
Negative Variance Rev < 15% or Exp >35%	Negative Variance Rev <40% or Exp >60%	Negative Variance Rev <65% or Exp >85%

## Fund Level Budget to Annualized Actual Analysis

### 2nd Quarter Results

#### Budget Neutral

- 9 of 10 annualized fund level revenue & expenditure actual results are within 10% of budget predictions.

#### Positive Variances

- Cable Access Expenditures-39%

#### Negative Variances

- Cable Access Revenues-32%

### Previous Quarter History for Reference

#### 1st Quarter Results

#### Budget Neutral

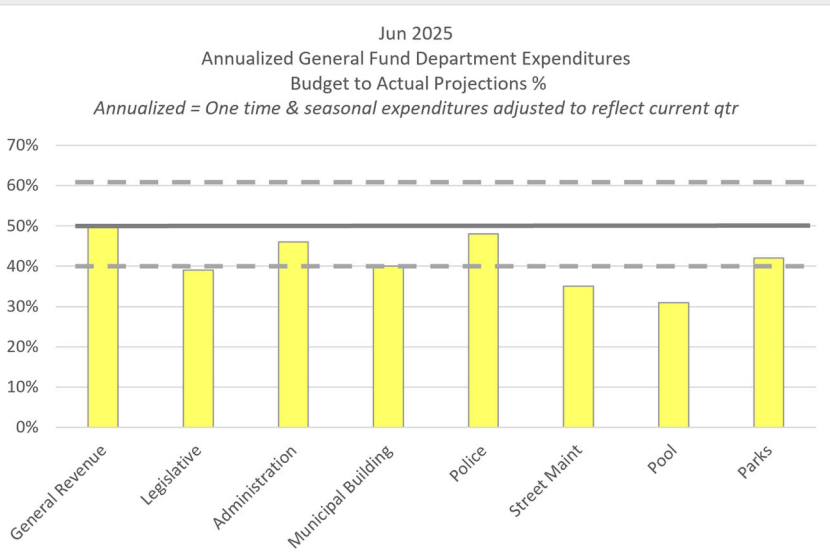
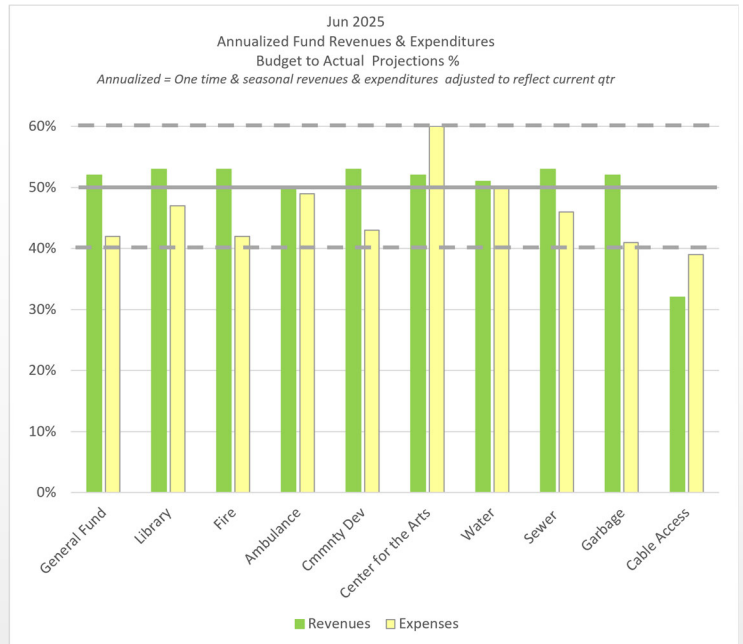
- All annualized fund level revenue & expenditure actual results are within 10% of budget predictions.

#### Positive Variances

- none

#### Negative Variances

- none



## General Fund Departmental Budget to Annualized Actual Expenditure Analysis

### 2nd Quarter Results

#### Budget Neutral

- 5 of 8 annualized GF department level annualized expenses are within 10% of budget predictions.

#### Positive Variances

- Legislative-39%
- Street Maintenance-35%
  - Pool-31%

#### Negative Variances

- none

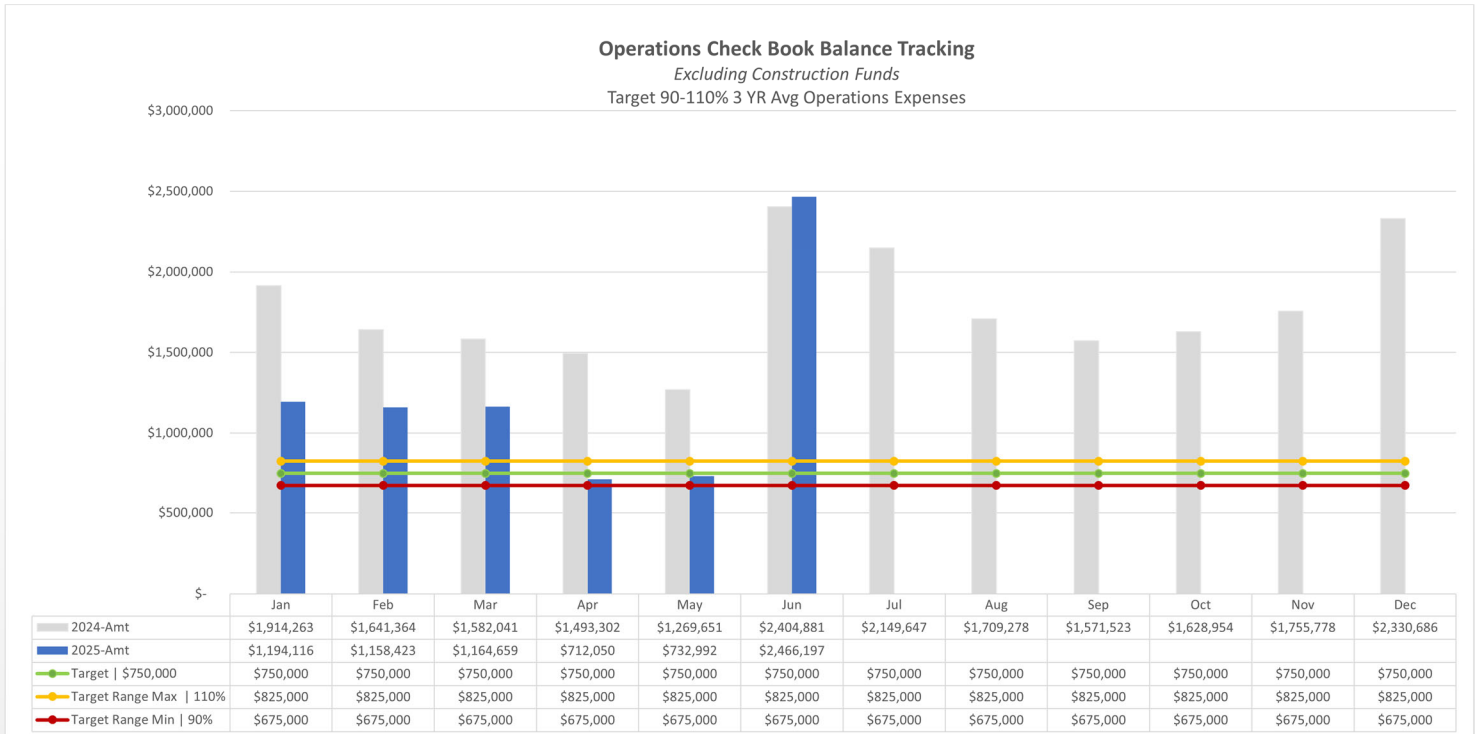
### Previous Quarter History for Reference

#### 1st Quarter Results

#### Budget Neutral

- All the tracked GF annualized departmental level expenditures actual results are within 10% of budget predictions.  
Positive Variances—none Negative Variances—none

## Finance Operational Guidelines & Policy Results Check Points



**Operations Check Book Balance: Guideline: \$750,000 (3YR Avg Monthly Operations Expenses)**

### Variance Category Definitions

- Neutral Balance Variance within 10% of target (90-110%)
  - High Balance Variance > 110%
  - Low Balance Variance < 90%

- Aug 2024—Mar 2025 No action. Using guideline 40-60% of NY expenses.
- Apr 2025—Proposing \$750,000 guideline based on analysis of average monthly expenses for general fund, special revenue and enterprise funds. The cash balance in the 4M money market fund is liquid.
- Jun 2025— High Balance—Includes \$425,000 CD that matured 06/30/2025 funds will be reinvested at a higher interest rate in July. Balance also includes the 1st half county settlements. Debt service payments due Aug 1st will be processed in July.

### \*Notes:

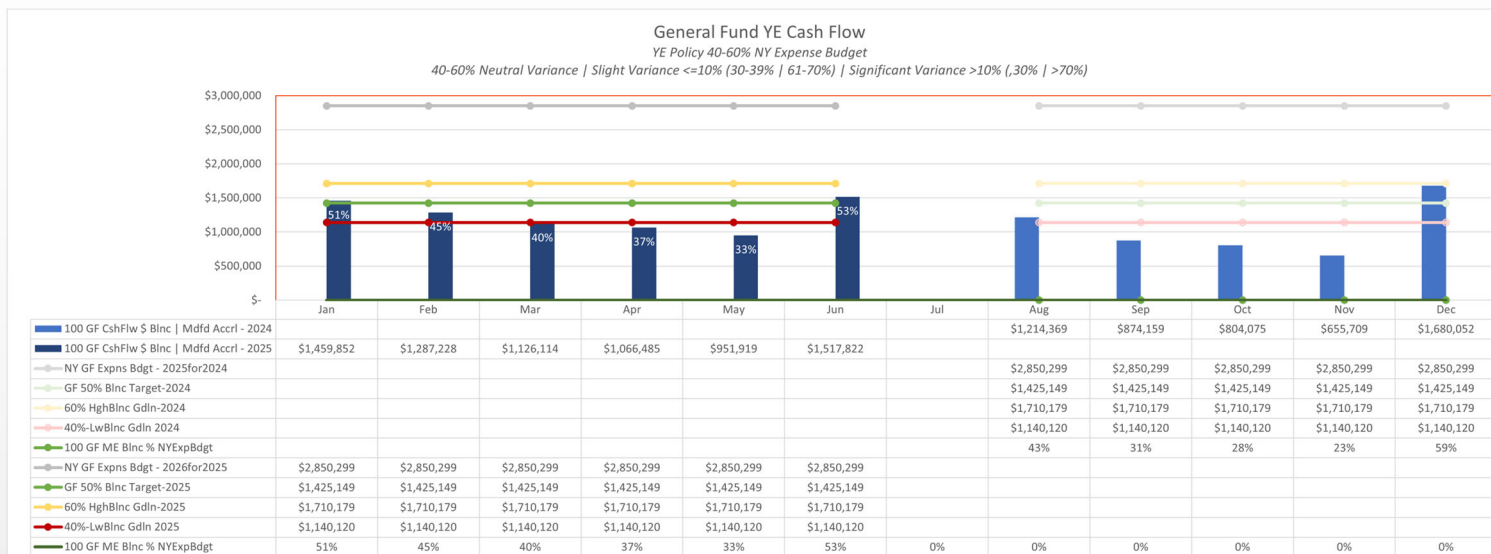
- Working towards RRSB CB = Operations \$ | F&M, Northland, 4M = Capital Goods / Reserves. Once established, transfer funds from F&M | Northland | 4M to RR when capital goods are purchased. Going forward, bond (construction fund) cash should be sent to 4M fund as subaccounts. When construction fund payments are made, the money gets transferred back from 4M to the operations check book.

## Finance Operational Guidelines & Policy Results Check Points

While these are year end performance goals, they will be monitored monthly. This will allow us to identify and adapt to issues more proactively, and / or determine if guidelines or policies need adjusting.

### General Fund Unassigned Balance (undesignated) Year End Cash Flow Policy:

Year end fund balance 50% of next years budgeted expenses (or \$1 million whichever is greater). In addition to cash flow needs this accommodates compensated absence liability and emergency contingency concerns.



### Variance Category Definitions

Neutral Within 10% (40-60%)

Slight Variance <=10% (30-39% | 61-70%)

Significant Variance > 10% (<30% | >70%)

- Aug 2024— Fund balance 43% | NY Exp. Budget. Within acceptable 40-60% variance range.
- Sep 2024—Fund balance low @ 31% | NY Exp. Budget. Slight variance-monitoring (nearing ye settlements)
- Oct 2024—Fund balance low @ 28% | NY Exp. Budget. Significant variance—monitoring (nearing ye settlements)
- Nov 2024—Fund balance low @23% | NY Exp. Budget. Significant variance—monitoring (nearing ye settlements)
- Dec 2024—Fund balance 59% | NY Expense Budget. Within target range 40-60% neutral variance.
- Jan 2025— Fund balance 51% | NY Expense Budget. Within target range 40-60% neutral variance.
- Feb 2025—Fund balance 45% | NY Expense Budget. Within target range 40-60% neutral variance.
- Mar 2025—Fund balance 40% | NY Expense Budget. Within target range 40-60% neutral variance.
- Apr 2025— Fund balance 37% | NY Expense Budget. Slight variance-monitoring (nearing mid year settlements)
- May 2025—Fund balance 33% | NY Expense Budget. Slight variance—monitoring (county settlements arrive in June)
- Jun 2025—Fund balance 53% | NY Expense Budget. In target range—no action.

## Finance Operational Guidelines & Policy Results Check Points

While these are year end performance goals, they will be monitored monthly. This will allow us to identify and adapt to issues more proactively, and / or determine if guidelines or policies need adjusting.

### Special Revenue Assigned Fund Balance Cash Flow:

Year end fund balance 20-40% of next years budgeted expenses.

#### Variance Category Definitions

Within Range (20-40%)

Slight Variance <=10% (10-19% | 41-50%)

Significant Variance > 10% (<10% | >50%)

### Library Operations:

	Special Revenue YE ASSIGNED Cash Flow Check: 20-40% Next Years Bdgtd Expenditures	Mar-25	Jun-25
211	Special Revenue ASSIGNED Fund Balance Check: 20-40% NY Budgeted Expenses	\$331,056.00	\$331,056.00
211	211 Library Month End Fund Balance \$ Balance   Link from Bank Rec Tab	\$ 67,516.18	\$ 130,607.96
211	211 Library Month End Fund Balance % of NY Expense Bdgtd	20%	39%
211	YE - Administrator Notify Council As Soon As reasonable if Over   Under	In Range 20-40%	In Range 20-40%

- Jan 2025 EB 30% (In Range) | YE 20-40% NY bdgtd exp) – no action recommended
- Feb 2025 EB 28% (In Range) | YE 20-40% NY bdgtd exp) – no action recommended
- Mar 2025 EB 20% (In Range) | YE 20-40% NY bdgtd exp) – no action recommended
- Apr 2025 EB 14% (Slight Low Variance <=10% of target 10-19%) | YE 20-40% NY exp bdgtd – no action recommended
- May 2025 EB 11% (Slight Low Variance <=10% of target 10-19%) | YE 20-40% NY exp bdgtd—no action recommended—County settlements arrive in June
- June 2025 EB 39% (In Range) | YE 20-40% NY bdgtd exp) - no action recommended

### Fire Operations:

		Mar-25	Jun-25
220	Special Revenue YE ASSIGNED Cash Flow Check: 20-40% Next Years Bdgtd Exp Revenues	Policy=20-40%	Policy=20-40%
220	Special Revenue ASSIGNED Fund Balance Check: 20-40% NY Budgeted Expenses	\$166,378.00	\$166,378.00
220	220 FD Month End Fund Balance \$ Balance   Link from Bank Rec Tab	\$ 72,202.39	\$ 80,451.63
220	220 FD Month End Fund Balance % of NY Expense Bdgtd	43%	48%
220	YE - Administrator Notify Council As Soon As reasonable if Over   Under	SlightHgh-AnnlTwnshp	SlightHgh-AnnlTwnshp

- Jan 2025 EB 23% (In Range) | YE 20-40% NY bdgtd exp) – no action recommended
- Feb 2025 EB 25% (In Range) | YE 20-40% NY bdgtd exp) – no action recommended
- Mar 2025 EB 47 % (Slight High Variance) - Vrncc <= 10% (10-19% | 41-50% Annual Township Payments arriving
- Apr 2025 EB 44% (Slight High Variance <=10% of target 41-50%) | YE 20-40% NY exp bdgtd – no action recommended
- May 2025 EB 36% (In Range) | YE 20-40% NY bdgtd exp) – no action recommended
- Jun 2025 EB 48% Slight High Variance <=10% of target 41-50%) | YE 20-40% NY exp bdgtd – no action recommended

### Ambulance Operations:

		Mar-25	Jun-25
230	Special Revenue YE ASSIGNED Cash Flow Check: 20-40% Next Years Expense Budget	Policy=20-40%	Policy=20-40%
230	Special Revenue ASSIGNED Fund Balance Check: 20-40% NY Budgeted Expenses	\$451,351.00	\$451,351.00
230	230 Ambulance Fund Balance \$   Link from Bank Rec Tab	\$ 162,220.35	\$ 215,678.62
230	230 Ambulance Fund % of NY Expense Bdgtd	36%	48%
230	YE - Administrator Notify Council As Soon As reasonable if Over   Under	EmgncyAid & Annl Twnshp	Slightly High

- Jan 2025 EB 32% (In Policy Range 20-40%)
- Feb 2025 EB 36% (In Policy Range 20-40%)
- Mar 2025 EB 36% (In Policy Range 20-40%)
- Apr 2025 EB 38% (In Policy Range 20-40%) | YE 20-40% NY exp bdgtd – no action recommended
- MAY 2025 EB 36% (In Policy Range 20-40%) | YE 20-40% NY exp bdgtd – no action recommended
- Jun 2025 EB 48% (Slight High Variance) | YE 20-40% NY exp bdgtd—no action—includes emrgncy aid

## Finance Operational Guidelines & Policy Results Check Points

While these are year end performance goals, they will be monitored monthly. This will allow us to identify and adapt to issues more proactively, and / or determine if guidelines or policies need adjusting.

### Special Revenue Assigned Fund Balance Cash Flow:

Year end fund balance 20-40% of next years budgeted expenses.

#### Variance Category Definitions

Within Range (20-40%)

Slight Variance <=10% (10-19% | 41-50%)

Significant Variance > 10% (<10% | >50%)

### Community Development Operations:

		Mar-25	Jun-25
240	<b>Special Revenue YE ASSIGNED Cash Flow Check: 20-40% Next Years Bdgt Exp</b>	<b>Policy=20-40%</b>	<b>Policy=20-40%</b>
240	<i>Special Revenue ASSIGNED Fund Balance Check: 20-40% NY Budgeted Exp</i>	\$178,800.00	\$178,800.00
240	<b>240 Community Development Month End Fund Balance \$   Link from Bank Rec Tab</b>	\$ (15,925.23)	\$ 33,081.60
240	<b>240 Community Development Month End Fund % of NY Expense Bdgt</b>	-9%	19%
240	<i>YE - Administrator Notify Council As Soon As reasonable if Over   Under</i>	Pndng Xfr CD Lvy A	Slightly Low

- Jan 2025 EB 27%(In Policy Range | YE 20-40% NY bdgt exp) – no action recommended.
- Feb 2025 EB -3% (Low) | YE 20-40% NY bdgt exp – includes annual Alliance contribution pending levy revenue
- Mar 2025 EB -9% (Low) | YE 20-40% NY bdgt exp – includes annual Alliance contribution | Pending admin adj move Community Development from GF
- Apr 2025 EB -12% (Low) | YE 20-40% NY expense bdgt – includes annual Alliance contribution | Monitoring to determine if requesting transfer from 242 Community Development Capital Fund should be made for cash flow policy compliance.
- May 2025 EB -15% YE 20-40% NY expense bdgt – includes annual Alliance contribution | Monitoring to determine if requesting transfer from 242 Community Development Capital Fund should be made for cash flow policy compliance.
- Jun 2025 EB 19% (Slightly Low) but improved | YE 20-40% NY bdgt exp | annual Alliance contribution | County Settlements received.

### CCA Operations:

		Mar-25	Jun-25
250	<b>Special Revenue YE ASSIGNED Cash Flow Check: 20-40% Next Years Bdgt Exp</b>	<b>Policy=20-40%</b>	<b>Policy=20-40%</b>
250	<i>Special Revenue ASSIGNED Fund Balance Check: 20-40% NY Budgeted Exp</i>	\$78,000.00	\$78,000.00
250	<b>250 CCA Month End Fund Balance \$ Balance   Link from Bank Rec Tab</b>	\$ (6,806.74)	\$ 15,820.07
250	<b>250 CCA Month End Fund Balance % of NY Expense Bdgt</b>	-9%	20%
250	<i>YE - Administrator Notify Council As Soon As reasonable if Over   Under</i>	Annl Lblty Ins.	In Range

- Jan 2025 EB 9% (Low) | YE 20-40% NY bdgt rev – includes annual Prop & Liab Insurance payment | 2025 rev bdgt low to bring balance into alignment
- Feb 2025 EB -3% (Low) | YE 20-40% NY bdgt rev – includes annual Prop & Liab Insurance payment | Annual PM agreements & high repairs on boilers – pending levy revenue
- Mar 2025 EB -9% (Low) | YE 20-40% NY bdgt rev – includes annual Prop & Liab Insurance payment | Annual PM agreements & high repairs on boilers – pending levy revenue
- Apr 2025 EB -21 (Low) | YE 20-40% NY expense bdgt – includes annual Prop & Liab Insurance payment | Annual PM agreements & high repairs on boilers – pending levy revenue | Monitoring to determine if requesting transfer from 251 CCA Capital fund should be made for cash flow policy compliance.
- May 2025 EB -24% (Significantly Low) from target of 20-40% NY exp bdgt | includes annual Prop & Liab Insurance payment | Annual PM agreements & high repairs on boilers – pending levy revenue | Monitoring to determine if requesting transfer from 251 CCA Capital fund should be made for cash flow policy compliance
- Jun 2025 EB 20% - (In Range) | YE 20-40% NY expense bdgt | County settlements received

### CCTV Operations:

		Mar-25	Jun-25
614	<b>Special Revenue YE ASSIGNED Cash Flow Check: 20-40% Next Years Bdgt Exp Revenues</b>	<b>Policy=20-40%</b>	<b>Policy=20-40%</b>
614	<i>Special Revenue ASSIGNED Fund Balance Check: 20-40% NY Budgeted Exp</i>	\$67,279.00	\$67,279.00
614	<b>614 CCTV Month End Fund Balance \$ Balance   Link from Bank Rec Tab</b>	\$ 66,982.44	\$ 65,036.17
614	<b>614 CCTV Operations Fund Balance % of NY Expense Bdgt</b>	100%	97%
614	<i>YE - Administrator Notify Council As Soon As reasonable if Over   Under</i>	High	h-Closing Splitting with Sch

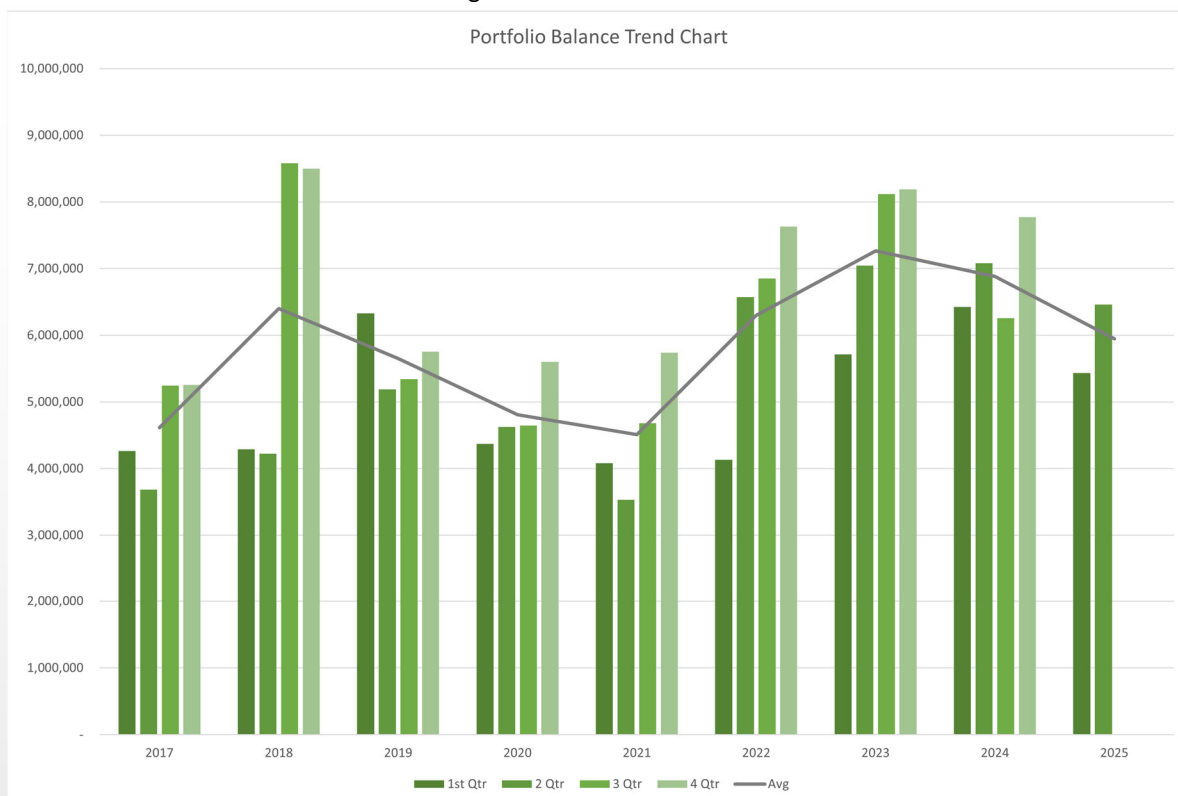
- Jan 2025 148% (High) | CCTV 614 Vrnce > 10% (<10%>50%) | YE 20-40% NY bdgt rev.- Additional resolution (2024-47.B Consider transferring excess balance to capital fund 615 ~\$65,000
- Feb 2025 151% (High) | CCTV 614 Vrnce > 10% (<10%>50%) | YE 20-40% NY bdgt rev.- Additional resolution (2024-47.B Consider transferring excess balance to capital fund 615 ~\$65,000
- Mar 2025 141% (High) | CCTV 614 Vrnce > 10% (<10%>50%) | YE 20-40% NY bdgt rev.- Additional resolution (2024-47.B Consider transferring excess balance to capital fund 615 ~\$65,000
- Apr 2025 88% (High) | CCTV 614 Vrnce > 10% (<10%>50%) | YE 20-40% NY expense bdgt.- Additional resolution (2024-47.B Consider transferring excess balance to capital fund 615 ~\$65,000
- Jun 2025 EB 97% - (Very High) | YE 20-40% NY expense bdgt | Will be splitting fund balance and transferring operations to school 08/01/2025.



## Cash & Investment Portfolio

Portfolio Balance Trend Chart | Quarter End Month End Portfolio Est. Yield—3 Month Treasury Report | Portfolio by Institution Report

The portfolio balance trend chart shows the combined cash, money market, and investment balance holdings. The fluctuations relate to the bond / construction projects. The related policies and guidelines for the operations check book balance are in place to balance the distribution of the holdings between institutions based on cash flow needs.



### Portfolio Estimated Yield | 3 Month Treasury Report:

The objective is to meet the average return of the three month U.S. Treasury par yield curve rate during stable market times.

Portfolio Est Value Yield (Bsd on Flt Mtrty) Compared to 3 Mo Treasury Bill			
	Est BB   Face Value	\$ 6,347,057.82	
	EB   Est. Crrent Value	\$ 6,602,273.85	
	Est Yield	4.02%	
	3Mo Daily Trsry Par Yield Curve Rate	4.41%	6/30/2025
	Slightly Short	-0.39%	

### Portfolio Holdings by Institution:

Following is the distribution of the portfolio by Institution. The related guideline for the operations check book balance is in place to balance the distribution of the holdings between institutions based on interest rates.

% of Portfolio by Institution			EB   Est. Crrent Value
	40%	RRSB	\$ 2,663,014.14
	12%	F&M	\$ 772,954.47
	34%	Northland	\$ 2,274,433.61
	14%	4M	\$ 891,871.62
	100%	TTL Holdings	\$ 6,602,273.85

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

Exported from Banyon to .csv & Annualized

**R Total = Revenues**

**E Total = Expenditures**

Left 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>60% E<40%
	Neutral   withn 10% of 40-60% negative   <-10% R<40% E>60%

Dpt Nm	R   E	Account	Budget	June Annualized YTD	June Annlzd % of Budget	2nd Qtr Variance Category
		Revenues	\$2,851,203.00	\$1,478,795.69	52%	
		Expenditures	\$2,852,998.77	\$1,196,335.12	42%	
<b>Gnrl Rev</b>	<b>R   E</b>	<b>Dept 41000 General Revenue</b>	<b>Budget</b>			
Gnrl Rev	R	R 100-41000-31010 Levied Property Taxes	\$ 1,544,092	\$809,017.90	52.39%	
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	\$ 475,190.00	50.00%	
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	\$71,525.00	50.00%	
Gnrl Rev	R	R 100-41000-36210 Interest Earnings	\$17,000.00	\$23,693.94	139.38%	
Gnrl Rev	R	R 100-41000-37940 Cash Over	\$1.00	\$0.20	20.00%	
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%	
<b>GenRev</b>	<b>R Total</b>	<b>General Revenue</b>	<b>\$ 2,654,524</b>	<b>\$1,390,623.70</b>	<b>52%</b>	<b>Neutral   withn 10% of 40-50%</b>
Gnrl Rev	E	E 100-41000-431 Cash Short	\$0.00	\$ 0.19	0%	
Gnrl Rev	E	E 100-41000-700 Transfers (GENERAL) 700/39201 *Pndng Prpsd 100 to 240	\$69,150.00	\$ 34,575.00	50%	
<b>GenRev</b>	<b>E Total</b>	<b>General Revenue</b>	<b>\$ 69,150</b>	<b>\$ 34,575.19</b>	<b>50%</b>	
<b>Lgsltv</b>	<b>R   E</b>	<b>Dept 41100 Legislative</b>	<b>Budget</b>			
Lgsltv	R	R 100-41100-34100 Filing Fee	\$0.00	\$ -	0%	
Lgsltv	R	R 100-41100-36260 Insurance Dividend	\$150.00	\$ -	0%	Usually December
<b>Lgsltv</b>	<b>R Total</b>	<b>Legislative</b>	<b>\$ 150</b>	<b>\$ -</b>	<b>0%</b>	<b>Negative   R&lt;40%</b>
Lgsltv	E	E 100-41100-103 Part-Time Employees	\$24,750.00	\$11,962.62	48%	
Lgsltv	E	E 100-41100-121 PERA	\$1,200.00	\$415.68	35%	
Lgsltv	E	E 100-41100-122 FICA	\$1,550.00	\$226.32	15%	
Lgsltv	E	E 100-41100-125 Medicare	\$360.00	\$173.46	48%	
Lgsltv	E	E 100-41100-151 Worker s Comp Insurance Prem	\$120.00	\$34.29	29%	
Lgsltv	E	E 100-41100-152 Clothing	\$100.00	\$0.00	0%	
Lgsltv	E	E 100-41100-200 Office Supplies (GENERAL)	\$150.00	\$32.28	22%	
Lgsltv	E	E 100-41100-205 Service Incentives/Rewards	\$600.00	\$100.00	17%	
Lgsltv	E	E 100-41100-208 Training and Instruction	\$0.00	\$0.00	0%	
Lgsltv	E	E 100-41100-210 Operating Expenses	\$1,000.00	\$321.81	32%	
Lgsltv	E	E 100-41100-212 Vehicle Operating Supplies	\$100.00	\$0.00	0%	
Lgsltv	E	E 100-41100-240 Small Tools and Minor Equip	\$2,500.00	\$207.95	8%	
Lgsltv	E	E 100-41100-304 Legal Fees	\$10,000.00	\$4,965.00	50%	Added June \$645
Lgsltv	E	E 100-41100-309 Conference Expense	\$2,500.00	\$1,320.34	53%	
Lgsltv	E	E 100-41100-310 Other Professional Services	\$5,000.00	\$0.00	0%	
Lgsltv	E	E 100-41100-312 Recording Fees	\$50.00	\$0.00	0%	
Lgsltv	E	E 100-41100-331 Travel Expenses	\$250.00	\$0.00	0%	
Lgsltv	E	E 100-41100-350 Print/Binding (GENERAL)	\$2,000.00	\$0.00	0%	
Lgsltv	E	E 100-41100-360 Insurance (GENERAL)	\$1,600.00	\$636.50	40%	Annual Premium
Lgsltv	E	E 100-41100-430 Misc. TRY NOT TO USE	\$0.00	\$0.00	0%	
Lgsltv	E	E 100-41100-433 Dues and Subscriptions	\$13,000.00	\$5,635.50	43%	Annl-RAEDI LMC SEMLM
Lgsltv	E	E 100-41100-435 Licences, Permits and Fees	\$750.00	\$240.00	32%	
Lgsltv	E	E 100-41100-700 Transfers (GENERAL) 700/39201	\$0.00	\$0.00	0%	
<b>Lgsltv</b>	<b>E Total</b>	<b>Legislative</b>	<b>\$ 67,580</b>	<b>\$26,271.75</b>	<b>39%</b>	<b>Positive   E &lt;40%</b>
<b>Elctns</b>	<b>R   E</b>	<b>Dept 41410 Elections</b>	<b>Budget</b>			
Elctns	R	R 100-41410-39550 Refunds   Rebates	\$1.00	\$0.00	0%	
Elctns	R	R 100-41410-39560 Reimbursement	\$50.00	\$0.00	0%	
<b>R Total</b>	<b>Elections</b>		<b>\$ 51</b>	<b>\$0.00</b>	<b>0%</b>	<b>Negative   R&lt;40%</b>
Elctns	E	E 100-41410-103 Part-Time Employees	\$1,000.00	\$0.00	0%	
Elctns	E	E 100-41410-122 FICA	\$0.00	\$0.00	0%	
Elctns	E	E 100-41410-125 Medicare	\$0.00	\$0.00	0%	
Elctns	E	E 100-41410-210 Operating Expenses	\$200.00	\$0.00	0%	
Elctns	E	E 100-41410-310 Other Professional Services	\$100.00	\$0.00	0%	
Elctns	E	E 100-41410-331 Travel Expenses	\$250.00	\$0.00	0%	
Elctns	E	E 100-41410-350 Print/Binding (GENERAL)	\$250.00	\$0.00	0%	
<b>Elctns</b>	<b>E Total</b>	<b>Elections</b>	<b>\$ 1,800</b>	<b>\$0.00</b>	<b>0%</b>	<b>Positive   E &lt;40%</b>
<b>Admn</b>	<b>R   E</b>	<b>Dept 41500 Administration</b>	<b>Budget</b>			
Admn	R	R 100-41500-32000 Licenses and Permits	\$0.00	\$ 1,362.50	0%	Trnsnt Mrcht   Spcl Vhcl (Glf,ATV,UTV)
Admn	R	R 100-41500-32110 Alcoholic Beverages	\$10,000.00	\$ 6,025.00	60%	Annual Fees
Admn	R	R 100-41500-34000 Charges for Services	\$100.00	\$ 204.25	204%	Copies

**City of Chatfield**  
**Budget YTD Rev-Exp - with Annualized Budget**  
**Variance Projections**  
**Current Period: June 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	June Annualized YTD	June Annlzd % of Budget	2nd Qtr Variance Category
Dpt Nm	R   E	Account	Fomatting Key:	Calculation Cell	Input Cell	2ND Qtr=50%
Admn	R	R 100-41500-34301 Administration Fees	\$60.00	\$ 247.01	412%	CC Service Fees
Admn	R	R 100-41500-36100 Special Assessments	\$0.00	\$ 175.00	0%	
Admn	R	<i>R 100-41500-36260 Insurance Dividend</i>	\$500.00	\$ 250.00	50%	Annual - Usually December
Admn	R	R 100-41500-39550 Refunds   Rebates	\$101.00	\$ 215.84	214%	US Bank Card Rebates
Admn	R	R 100-41500-39560 Reimbursement	\$100.00	\$ -	0%	
<b>Admn</b>	<b>R Total</b>	<b>Administration</b>	<b>\$ 10,861</b>	<b>\$ 8,479.60</b>	<b>78%</b>	<b>Positive   R&gt;60%</b>
Admn	E	E 100-41500-101 Full-Time Employees Regular	\$347,718.00	\$ 170,520.16	49%	
Admn	E	E 100-41500-103 Part-Time Employees	\$56,150.00	\$ 14,276.47	25%	
Admn	E	E 100-41500-110	\$0.00	\$ -	0%	
Admn	E	E 100-41500-121 PERA	\$29,350.00	\$ 13,859.76	47%	
Admn	E	E 100-41500-122 FICA	\$24,270.00	\$ 11,071.03	46%	
Admn	E	E 100-41500-125 Medicare	\$5,680.00	\$ 2,589.16	46%	
Admn	E	E 100-41500-131 Employer Paid Health	\$40,000.00	\$ 19,911.53	50%	
Admn	E	E 100-41500-134 Employer Paid Life	\$100.00	\$ 78.64	79%	
Admn	E	E 100-41500-136 Employer Paid H.S.A.	\$13,000.00	\$ 6,681.32	51%	
Admn	E	<i>E 100-41500-151 Worker's Comp Insurance Prem</i>	\$3,243.00	\$ 471.14	15%	Annual Premium
Admn	E	E 100-41500-152 Clothing	\$1,000.00	\$ 500.00	50%	
Admn	E	E 100-41500-200 Office Supplies (GENERAL)	\$2,000.00	\$ 768.91	38%	
Admn	E	E 100-41500-208 Training and Instruction	\$2,000.00	\$ 161.00	8%	
Admn	E	E 100-41500-210 Operating Expenses	\$4,150.00	\$ 2,834.48	68%	
Admn	E	E 100-41500-212 Vehicle Operating Supplies	\$600.00	\$ -	0%	
Admn	E	E 100-41500-240 Small Tools and Minor Equip	\$1,000.00	\$ 777.51	78%	
Admn	E	<i>E 100-41500-301 Auditing and Acctg Services</i>	\$15,000.00	\$ 8,250.00	55%	Annual Bill
Admn	E	E 100-41500-309 Conference Expense	\$5,000.00	\$ 3,434.69	69%	
Admn	E	E 100-41500-310 Other Professional Services	\$6,000.00	\$ 1,632.50	27%	
Admn	E	E 100-41500-320 Communications (GENERAL)	\$0.00	\$ 1,466.28	0%	
Admn	E	E 100-41500-321 Telephone	\$5,000.00	\$ 2,630.61	53%	
Admn	E	E 100-41500-322 Postage	\$750.00	\$ 995.79	133%	
Admn	E	E 100-41500-323 Administration Expense	\$65.00	\$ -	0%	
Admn	E	E 100-41500-331 Travel Expenses	\$300.00	\$ -	0%	
Admn	E	E 100-41500-350 Print/Binding (GENERAL)	\$2,000.00	\$ 1,128.00	56%	
Admn	E	<i>E 100-41500-360 Insurance (GENERAL)</i>	\$6,200.00	\$ 2,053.04	33%	Annual Bill
Admn	E	E 100-41500-364 Claims Deductible	\$500.00	\$ -	0%	
Admn	E	E 100-41500-403 Prev. Maint. Agreements	\$12,000.00	\$ 4,015.25	33%	
Admn	E	E 100-41500-404 Repairs/Maint Equipment	\$1,700.00	\$ 55.00	3%	
Admn	E	E 100-41500-413 Equipment Rental / Lease	\$4,900.00	\$ 2,659.32	54%	
Admn	E	E 100-41500-430 Misc. TRY NOT TO USE	\$0.00	\$ -	0%	
Admn	E	<i>E 100-41500-433 Dues and Subscriptions</i>	\$1,500.00	\$ 489.79	33%	
Admn	E	<i>E 100-41500-435 Licences, Permits and Fees</i>	\$9,500.00	\$ 3,400.16	36%	Annual Banyon & Microsoft
Admn	E	E 100-41500-437 Sales Tax - Purchases	\$10.00	\$ 3.00	30%	
Admn	E	E 100-41500-438 Internet Expenses	\$25,000.00	\$ 10,865.62	43%	
Admn	E	E 100-41500-711 Tout-Rsrv 711/801-41500-42500-	\$10,000.00	\$ 5,000.00	50%	
Admn	E	E 100-41500-727 TOut-Shrd Tch 727/39204	\$3,000.00	\$ 1,500.00	50%	
<b>Admn</b>	<b>E Total</b>	<b>Administration</b>	<b>\$ 638,686</b>	<b>\$ 294,080.15</b>	<b>46%</b>	<b>Neutral   within 10% 40-60%</b>
P&Z		Dept 41910 P&Z Cmmssn *Pending Proposed Transition to 240 Cmmnty Developm				
<b>MncplBldng</b>	<b>R   E</b>	<b>Dept 41940 Municipal Building - LOC 02</b>	<b>Budget</b>	<b>JuneAnnlzd % of Budget</b>		
MncplBldng	R	<i>R 100-41940-36260 Insurance Dividend</i>	\$700.00	\$ 350.00	50%	Usually December
MncplBldng	R	R 100-41940-39550 Refunds   Rebates	\$1.00	\$ -	0%	
<b>MncplBldr</b>	<b>R Total</b>		<b>\$ 701</b>	<b>\$ 350.00</b>	<b>50%</b>	<b>Neutral   within 10% 40-60%</b>
MncplBldng	E	E 100-41940-210 Operating Expenses	\$2,500.00	\$ 789.45	32%	
MncplBldng	E	E 100-41940-240 Small Tools and Minor Equip	\$500.00	\$ 18.49	4%	
MncplBldng	E	E 100-41940-302 Contracted Help	\$14,000.00	\$ 6,834.65	49%	
MncplBldng	E	<i>E 100-41940-360 Insurance (GENERAL)</i>	\$10,400.00	\$ 4,316.50	42%	Annual Bill
MncplBldng	E	E 100-41940-380 Utility Services (GENERAL)	\$12,000.00	\$ 4,119.91	34%	
MncplBldng	E	E 100-41940-384 Refuse/Garbage Disposal	\$700.00	\$ 344.79	49%	
MncplBldng	E	E 100-41940-401 Repairs/Maint Buildings	\$15,000.00	\$ 2,190.00	15%	
MncplBldng	E	<i>E 100-41940-403 Prev. Maint. Agreements</i>	\$3,500.00	\$ 1,430.50	41%	New Line Schwickert GSS Annual Bills
MncplBldng	E	E 100-41940-437 Sales Tax - Purchases	\$1.00	\$ -	0%	
MncplBldng	E	E 100-41940-730 TOut-MnplBldg 730/801-39220	\$30,220.00	\$ 15,110.00	50%	
<b>MncplBldr</b>	<b>E Total</b>		<b>\$ 88,821</b>	<b>\$ 35,154.29</b>	<b>40%</b>	<b>Neutral   within 10% 40-60%</b>
<b>PD</b>	<b>R   E</b>	<b>Dept 42110 Police Administration</b>	<b>Budget</b>	<b>JuneAnnlzd % of Budget</b>		
PD	R	<i>R 100-42110-33400 State Grants and Aids</i>	\$55,000.00	\$ 27,500.00	50%	Annual - September



City of Chatfield  
Budget YTD Rev-Exp - with Annualized Budget  
Variance Projections  
Current Period: June 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>60% E<40%
	Neutral   withn 10% of 40-60%
	Negative   <-10% R<40% E>60%

Dpt Nm		R   E	Account	Fomatting Key:	June Annualized YTD	June Annlzd % of Budget	2nd Qtr Variance Category
PD		R	R 100-42110-33414 Insurance Claims	\$0.00	\$ -	0%	
PD	R		R 100-42110-33416 Training Reimbursement	\$7,000.00	\$ 3,500.00	50%	Annual Aug/Sept
PD	R		R 100-42110-34200 Public Safety Charges for Srvs	\$300.00	\$ 720.00	240%	Annlzd - Trmpled by Trtlis Compensaton
PD	R		R 100-42110-34201 Confiscation/Forfeitures	\$0.00	\$ -	0%	
PD	R		R 100-42110-34301 Administration Fees	\$10.00	\$ 17.50	175%	
PD	R		R 100-42110-35100 Court Fines	\$3,000.00	\$ 2,486.26	83%	MMB - OC & FC
PD	R		R 100-42110-35102 Parking Fines / Admin Fines	\$1,700.00	\$ 1,375.00	81%	
PD	R		R 100-42110-35104 Animal Fines	\$1.00	\$ 100.00	10000%	
PD	R		R 100-42110-36201 Sale Of Merchandise	\$0.00	\$ -	0%	
PD	R		R 100-42110-36260 Insurance Dividend	\$1,000.00	\$ 500.00	50%	Annual - December
PD	R		R 100-42110-39550 Refunds   Rebates	\$1.00	\$ -	0%	
PD	R		R 100-42110-39560 Reimbursement	\$10,000.00	\$ -	0%	Peace Offcr Reimb - Last 10/2024
PD	R Total			\$ 78,011	\$ 36,198.76	46%	Neutral   within 10% 40-60%
PD	E		E 100-42110-101 Full-Time Employees Regular	\$422,832.00	\$ 211,880.65	50%	
PD	E		E 100-42110-103 Part-Time Employees	\$18,000.00	\$ 3,906.11	22%	
PD	E		E 100-42110-121 PERA	\$75,885.00	\$ 37,497.80	49%	
PD	E		E 100-42110-122 FICA	\$1.00	\$ 532.62	53262%	
PD	E		E 100-42110-125 Medicare	\$6,217.00	\$ 2,943.44	47%	
PD	E		E 100-42110-131 Employer Paid Health	\$65,000.00	\$ 33,733.41	52%	
PD	E		E 100-42110-134 Employer Paid Life	\$125.00	\$ 102.40	82%	
PD	E		E 100-42110-136 Employer Paid H.S.A.	\$6,000.00	\$ 3,000.00	50%	
PD	E		E 100-42110-140 Unemployment Comp (GENERAL)	\$0.00	\$ -	0%	
PD	E		E 100-42110-151 Worker s Comp Insurance Prem	\$54,054.00	\$ 11,349.14	21%	Annual Bill
PD	E		E 100-42110-152 Clothing	\$5,000.00	\$ 2,500.00	50%	Typically Submitted EOY
PD	E		E 100-42110-153 Uniform Allowance	\$4,250.00	\$ 2,125.00	50%	Typically Submitted EOY
PD	E		E 100-42110-171 Innoculations	\$100.00	\$ -	0%	
PD	E		E 100-42110-200 Office Supplies (GENERAL)	\$500.00	\$ 117.11	23%	
PD	E		E 100-42110-208 Training and Instruction	\$4,000.00	\$ 833.70	21%	
PD	E		E 100-42110-210 Operating Expenses	\$1,500.00	\$ 1,392.43	93%	
PD	E		E 100-42110-211 Program Expenses	\$1,200.00	\$ 334.19	28%	
PD	E		E 100-42110-212 Vehicle Operating Supplies	\$9,000.00	\$ 4,245.36	47%	
PD	E		E 100-42110-218 Confiscation/Forfeitures Purch	\$0.00	\$ -	0%	
PD	E		E 100-42110-240 Small Tools and Minor Equip	\$1,500.00	\$ 794.94	53%	
PD	E		E 100-42110-302 Contracted Help	\$500.00	\$ -	0%	
PD	E		E 100-42110-304 Legal Fees	\$4,000.00	\$ 3,455.50	86%	
PD	E		E 100-42110-309 Conference Expense	\$100.00	\$ -	0%	
PD	E		E 100-42110-310 Other Professional Services	\$1,000.00	\$ 403.00	40%	
PD	E		E 100-42110-311 Towing/Wrecker Fees	\$500.00	\$ 294.50	59%	
PD	E		E 100-42110-320 Communications (GENERAL)	\$1,500.00	\$ 562.92	38%	Annual CIDN
PD	E		E 100-42110-321 Telephone	\$6,000.00	\$ 2,516.35	42%	
PD	E		E 100-42110-322 Postage	\$400.00	\$ 9.68	2%	
PD	E		E 100-42110-323 Administration Expense	\$20.00	\$ 22.73	114%	
PD	E		E 100-42110-331 Travel Expenses	\$100.00	\$ -	0%	
PD	E		E 100-42110-350 Print/Binding (GENERAL)	\$100.00	\$ -	0%	
PD	E		E 100-42110-360 Insurance (GENERAL)	\$23,000.00	\$ 8,216.78	36%	Annual Bill
PD	E		E 100-42110-364 Claims Deductible	\$500.00	\$ -	0%	
PD	E		E 100-42110-380 Utility Services (GENERAL)	\$8,000.00	\$ 2,993.95	37%	
PD	E		E 100-42110-403 Prev. Maint. Agreements	\$14,100.00	\$ 5,246.24	37%	Annual TriTech - LETG
PD	E		E 100-42110-404 Repairs/Maint Equipment	\$5,500.00	\$ 13,833.04	252%	
PD	E		E 100-42110-413 Equipment Rental / Lease	\$1,200.00	\$ 547.46	46%	
PD	E		E 100-42110-430 Misc. TRY NOT TO USE	\$0.00	\$ -	0%	
PD	E		E 100-42110-433 Dues and Subscriptions	\$1,200.00	\$ 325.50	27%	Annual IACP MN Chiefs
PD	E		E 100-42110-435 Licences, Permits and Fees	\$2,500.00	\$ 800.00	32%	
PD	E		E 100-42110-437 Sales Tax - Purchases	\$100.00	\$ 109.00	109%	
PD	E		E 100-42110-438 Internet Expenses	\$1,300.00	\$ 651.98	50%	
PD	E		E 100-42110-727 TOut-Shrd Tch 727/39204	\$3,000.00	\$ 1,500.00	50%	
PD	E		E 100-42110-729 TOut-Police 729/39206	\$37,914.00	\$ 18,957.00	50%	
PD	E Total			\$ 787,697	\$ 377,733.93	48%	Neutral   within 10% 40-60%
IdngInspctn			Dept 42400 Building Inspection (GENERAL) *Pending Proposed Transition to 2400				
StrtMnt	R   E		Dept 43100 Street Maintenance	Budget		JuneAnnlzd % of Budget	
StrtMnt	R		R 100-43100-33414 Insurance Claims	\$0.00	\$ -	0%	
StrtMnt	R		R 100-43100-34000 Charges for Services	\$3,000.00	\$ 1,591.92	53%	Annual MNDOT Snow & Ice
StrtMnt	R		R 100-43100-34112 County Road Maintenance Fee	\$2,500.00	\$ 1,109.48	44%	Annlzd - 3 qtrs received

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

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**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>60% E<40%
	Neutral   withn 10% of 40-60% negative   <-10% R<40% E>60%

Dpt Nm	R   E	Account	Fomatting Key:	June Annualized YTD	June Annlzd % of Budget	2nd Qtr Variance Category
StrtMnt	R	R 100-43100-34302 Parking Meters   Chargers	\$150.00	\$ 42.29	28%	
StrtMnt	R	R 100-43100-36200 Miscellaneous Revenues	\$0.00	\$ -	#DIV/0!	
StrtMnt	R	R 100-43100-36201 Sale Of Merchandise	\$0.00	\$ -	#DIV/0!	
StrtMnt	R	R 100-43100-36260 Insurance Dividend	\$1,000.00	\$ 500.00	50%	Annual - December
StrtMnt	R	R 100-43100-39101 Sales of General Fixed Assets	\$0.00	\$ -	0%	
StrtMnt	R	R 100-43100-39201 Transfer In 700/39201	\$0.00	\$ -	0%	
StrtMnt	R	R 100-43100-39550 Refunds   Rebates	\$1.00	\$ -	0%	
StrtMnt	R	R 100-43100-39560 Reimbursement	\$0.00	\$ -	0%	
StrtMnt	R Total		\$ 6,651	\$ 3,243.69	49%	Neutral   within 10% 40-60%
StrtMnt	E	E 100-43100-101 Full-Time Employees Regular	\$162,636.00	\$ 57,284.58	35%	
StrtMnt	E	E 100-43100-121 PERA	\$11,801.00	\$ 4,296.36	36%	
StrtMnt	E	E 100-43100-122 FICA	\$9,756.00	\$ 3,451.63	35%	
StrtMnt	E	E 100-43100-125 Medicare	\$2,282.00	\$ 807.23	35%	
StrtMnt	E	E 100-43100-131 Employer Paid Health	\$15,000.00	\$ 4,152.58	28%	
StrtMnt	E	E 100-43100-134 Employer Paid Life	\$70.00	\$ 20.48	29%	
StrtMnt	E	E 100-43100-136 Employer Paid H.S.A.	\$6,000.00	\$ 1,500.00	25%	
StrtMnt	E	E 100-43100-151 Worker s Comp Insurance Prem	\$9,610.00	\$ 820.00	9%	
StrtMnt	E	E 100-43100-152 Clothing	\$1,600.00	\$ 762.34	48%	
StrtMnt	E	E 100-43100-200 Office Supplies (GENERAL)	\$250.00	\$ 58.89	24%	
StrtMnt	E	E 100-43100-208 Training and Instruction	\$1,000.00	\$ 20.00	2%	
StrtMnt	E	E 100-43100-210 Operating Expenses	\$21,000.00	\$ 4,921.19	23%	
StrtMnt	E	E 100-43100-212 Vehicle Operating Supplies	\$15,000.00	\$ 4,369.01	29%	
StrtMnt	E	E 100-43100-240 Small Tools and Minor Equip	\$7,100.00	\$ 480.86	7%	
StrtMnt	E	E 100-43100-303 Engineering Fees	\$10,000.00	\$ 1,792.60	18%	
StrtMnt	E	E 100-43100-304 Legal Fees	\$0.00	\$ -	0%	
StrtMnt	E	E 100-43100-310 Other Professional Services	\$1,000.00	\$ 503.25	50%	
StrtMnt	E	E 100-43100-321 Telephone	\$3,100.00	\$ 1,087.70	35%	
StrtMnt	E	E 100-43100-322 Postage	\$200.00	\$ -	0%	
StrtMnt	E	E 100-43100-331 Travel Expenses	\$100.00	\$ 10.00	10%	
StrtMnt	E	E 100-43100-350 Print/Binding (GENERAL)	\$200.00	\$ 80.00	40%	
StrtMnt	E	E 100-43100-360 Insurance (GENERAL)	\$14,550.00	\$ 5,573.13	38%	Annual bill
StrtMnt	E	E 100-43100-364 Claims Deductible	\$0.00	\$ -	#DIV/0!	
StrtMnt	E	E 100-43100-380 Utility Services (GENERAL)	\$54,500.00	\$ 25,358.37	47%	
StrtMnt	E	E 100-43100-384 Refuse/Garbage Disposal	\$0.00	\$ -	#DIV/0!	
StrtMnt	E	E 100-43100-401 Repairs/Maint Buildings	\$2,000.00	\$ -	0%	
StrtMnt	E	E 100-43100-403 Prev. Maint. Agreements	\$3,000.00	\$ 1,907.45	64%	Annual Gntrr & BcktTrckPM
StrtMnt	E	E 100-43100-404 Repairs/Maint Equipment	\$111,785.77	\$ 6,460.23	6%	
StrtMnt	E	E 100-43100-406 Street Maint.	\$28,000.00	\$ 11,671.95	42%	Seasonal
StrtMnt	E	E 100-43100-410 Snow Removal	\$3,500.00	\$ -	0%	
StrtMnt	E	E 100-43100-411 Tree Maintenance	\$13,000.00	\$ 6,500.00	50%	Seasonal
StrtMnt	E	E 100-43100-430 Misc. TRY NOT TO USE	\$0.00	\$ -	0%	
StrtMnt	E	E 100-43100-433 Dues and Subscriptions	\$1,800.00	\$ 500.00	28%	
StrtMnt	E	E 100-43100-435 Licences, Permits and Fees	\$1,300.00	\$ 276.12	21%	Annual ESRI
StrtMnt	E	E 100-43100-437 Sales Tax - Purchases	\$250.00	\$ 239.00	96%	
StrtMnt	E	E 100-43100-438 Internet Expenses	\$0.00	\$ -	0%	
StrtMnt	E	E 100-43100-727 TOut-Shrd Tch 727/39204	\$1,000.00	\$ 500.00	50%	
StrtMnt	E	E 100-43100-731 TOut-VhclsEqp 100/39221	\$97,920.00	\$ 48,960.00	50%	
StrtMnt	E	E 100-43100-732 TOut- Sdwk 732/39213	\$27,000.00	\$ 13,500.00	50%	
StrtMnt	E	E 100-43100-736 TOut-Strt Ovrlly 736/39215	\$31,000.00	\$ 15,500.00	50%	
StrtMnt	E	E 100-43100-744 TOut-Chp Sling 744/39214	\$46,500.00	\$ 23,250.00	50%	
StrtMnt	E	E 100-43100-753 TOut-Strm Swr 753/39227	\$40,000.00	\$ 20,000.00	50%	
StrtMnt	E	E 100-43100-760 TOut-Signs 760/39260	\$0.00	\$ -	0%	
StrtMnt	E Total		\$ 754,811	\$ 266,614.94	35%	Positive   E <40%
SwmmngP	R   E	Dept 45124 Swimming Pools - LOC 08	Budget	JuneAnnlzd % of Budget		
SwmmngPI	R	R 100-45124-34000 Charges for Services	\$4,000.00	\$ 1,940.31	49%	Annlzd Actual
SwmmngPI	R	R 100-45124-34301 Administration Fees	\$0.00	\$ -	0%	
SwmmngPI	R	R 100-45124-34720 Memberships	\$42,000.00	\$ 21,045.13	50%	Annlzd Actual
SwmmngPI	R	R 100-45124-34722 Admissions	\$13,000.00	\$ 2,423.80	19%	Annlzd Actual
SwmmngPI	R	R 100-45124-34723 Lesson Fees (NonTax)	\$23,000.00	\$ 9,213.00	40%	Annlzd Actual
SwmmngPI	R	R 100-45124-36201 Sale Of Merchandise	\$8,000.00	\$ 1,558.59	19%	Annlzd Actual
SwmmngPI	R	R 100-45124-36260 Insurance Dividend	\$1,500.00	\$ 750.00	50%	Usually December
SwmmngPI	R	R 100-45124-37370 Sales Tax	\$4,900.00	\$ 1,955.09	40%	Annlzd Actual
SwmmngPI	R	R 100-45124-37940 Cash Over	\$0.00	\$ -	0%	

City of Chatfield  
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Left 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>60% E<40%
	Neutral   withn 10% of 40-60% negative   <10% R<40% E>60%

Dpt Nm	R   E	Account	Fomatting Key:	June Annualized YTD	June Annlzd % of Budget	2nd Qtr Variance Category
SwmmngPI	R	R 100-45124-39550 Refunds   Rebates	\$1.00	\$ -	0%	
SwmmngPI	R	R 100-45124-39560 Reimbursement	\$0.00	\$ -	0%	
SwmmngPI	R	R 100-45124-90000 UNDISTRIBUTED RECEIPT	\$0.00	\$ 639.50	0%	
SwmmngPI	R Total		\$ 96,401	\$ 39,525.40	41%	Neutral   within 10% 40-60%
SwmmngPI	E	E 100-45124-103 Part-Time Employees	\$91,400.00	\$ 18,476.02	20%	
SwmmngPI	e	e 100-45124-121 PERA	\$0.00	\$ 208.71	0%	
SwmmngPI	E	E 100-45124-122 FICA	\$5,670.00	\$ 1,143.52	20%	
SwmmngPI	E	E 100-45124-125 Medicare	\$1,350.00	\$ 267.42	20%	
SwmmngPI	E	E 100-45124-140 Unemployment Comp (GENERAL)	\$0.00	\$ -	0%	
SwmmngPI	E	E 100-45124-151 Worker s Comp Insurance Prem	\$7,808.00	\$ 1,106.18	14%	Annual Bill
SwmmngPI	E	E 100-45124-152 Clothing	\$1,500.00	\$ 494.07	33%	
SwmmngPI	E	E 100-45124-208 Training and Instruction	\$4,500.00	\$ 1,250.00	28%	
SwmmngPI	E	E 100-45124-210 Operating Expenses	\$17,000.00	\$ 2,848.57	17%	
SwmmngPI	E	E 100-45124-240 Small Tools and Minor Equip	\$1,500.00	\$ 1,258.83	84%	Fortis Card Readers
SwmmngPI	E	E 100-45124-310 Other Professional Services	\$0.00	\$ -	0%	
SwmmngPI	E	E 100-45124-322 Postage	\$0.00	\$ -	0%	
SwmmngPI	E	E 100-45124-323 Administration Expense	\$2,700.00	\$ 1,125.99	42%	
SwmmngPI	E	E 100-45124-331 Travel Expenses	\$0.00	\$ 78.40	0%	
SwmmngPI	E	E 100-45124-350 Print/Binding (GENERAL)	\$250.00	\$ 162.00	65%	
SwmmngPI	E	E 100-45124-360 Insurance (GENERAL)	\$15,600.00	\$ 6,484.00	42%	Annual Bill
SwmmngPI	E	E 100-45124-364 Claims Deductible	\$0.00	\$ -	0%	
SwmmngPI	E	E 100-45124-380 Utility Services (GENERAL)	\$29,000.00	\$ 14,500.00	50%	Seasonal
SwmmngPI	E	E 100-45124-401 Repairs/Maint Buildings	\$1,000.00	\$ 500.00	50%	
SwmmngPI	E	E 100-45124-403 Prev. Maint. Agreements	\$2,500.00	\$ 1,250.00	50%	
SwmmngPI	E	E 100-45124-404 Repairs/Maint Equipment	\$5,000.00	\$ 3,474.54	69%	
SwmmngPI	E	E 100-45124-430 Misc. TRY NOT TO USE	\$100.00	\$ -	0%	
SwmmngPI	E	E 100-45124-431 Cash Short	\$1.00	\$ (247.21)	-24721%	
SwmmngPI	E	E 100-45124-433 Dues and Subscriptions	\$3,500.00	\$ 1,750.00	50%	Annual MyRec Subscription
SwmmngPI	E	E 100-45124-435 Licences, Permits and Fees	\$1,600.00	\$ 755.50	47%	Annualizes ASCAP & Red Cross
SwmmngPI	E	E 100-45124-437 Sales Tax - Purchases	\$5,500.00	\$ 1,288.00	23%	
SwmmngPI	E	E 100-45124-450 Cpt GdsChrg 450/34030	\$12,500.00	\$ 6,250.00	50%	
SwmmngPI	E	E 100-45124-490 Donations to Civic Org s	\$340.00	\$ -	0%	
SwmmngPI	E	E 100-45124-810 Refund   Rebate	\$50.00	\$ -	0%	
SwmmngPI	E Total		\$ 210,369	\$ 64,424.53	31%	Positive   E <40%
Parks	R   E	Dept 45200 Parks (GENERAL) - LOC 01/04	Budget	June Annlzd % of Budget		
Parks	R	R 100-45200-34301 Administration Fees	\$1.00	\$ 4.55	455%	
Parks	R	R 100-45200-34745 Camping & Garden Plot Fees	\$0.00	\$ 120.00	0%	
Parks	R	R 100-45200-36260 Insurance Dividend	\$500.00	\$ 250.00	50%	
Parks	R	R 100-45200-39550 Refunds   Rebates	\$1.00	\$ -	0%	
Parks	R	R 100-45200-39560 Reimbursement	\$0.00	\$ -	0%	
Parks	R Total		\$ 502	\$ 374.55	75%	Positive   R>60%
Parks	E	E 100-45200-101 Full-Time Employees Regular	\$79,283.00	\$ 35,946.16	45%	
Parks	E	E 100-45200-103 Part-Time Employees	\$12,000.00	\$ 6,072.06	51%	
Parks	E	E 100-45200-121 PERA	\$5,738.00	\$ 2,695.95	47%	
Parks	E	E 100-45200-122 FICA	\$5,487.00	\$ 2,522.85	46%	
Parks	E	E 100-45200-125 Medicare	\$1,283.00	\$ 590.03	46%	
Parks	E	E 100-45200-131 Employer Paid Health	\$7,500.00	\$ 4,152.58	55%	
Parks	E	E 100-45200-134 Employer Paid Life	\$30.00	\$ 20.48	68%	
Parks	E	E 100-45200-136 Employer Paid H.S.A.	\$3,000.00	\$ 1,500.00	50%	
Parks	E	E 100-45200-140 Unemployment Comp (GENERAL)	\$500.00	\$ -	0%	
Parks	E	E 100-45200-151 Worker s Comp Insurance Prem	\$8,408.00	\$ 1,669.22	20%	Annual Bill
Parks	E	E 100-45200-152 Clothing	\$725.00	\$ 360.92	50%	
Parks	E	E 100-45200-208 Training and Instruction	\$600.00	\$ 145.00	24%	
Parks	E	E 100-45200-210 Operating Expenses	\$3,000.00	\$ 707.47	24%	
Parks	E	E 100-45200-211 Program Expenses	\$2,000.00	\$ -	0%	
Parks	E	E 100-45200-212 Vehicle Operating Supplies	\$8,500.00	\$ 2,212.01	26%	
Parks	E	E 100-45200-240 Small Tools and Minor Equip	\$2,000.00	\$ 63.29	3%	
Parks	E	E 100-45200-302 Contracted Help	\$0.00	\$ -	0%	
Parks	E	E 100-45200-303 Engineering Fees	\$0.00	\$ -	0%	
Parks	E	E 100-45200-310 Other Professional Services	\$100.00	\$ -	0%	
Parks	E	E 100-45200-321 Telephone	\$1,000.00	\$ 300.00	30%	
Parks	E	E 100-45200-323 Administration Expense	\$50.00	\$ 5.23	10%	
Parks	E	E 100-45200-331 Travel Expenses	\$150.00	\$ -	0%	

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**Current Period: June 2025**

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Left

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>60% E<40%
	Neutral   withn 10% of 40-60% negative   <10% R<40% E>60%

		Budget	June Annualized YTD	June Annlzd % of Budget	2nd Qtr Variance Category
Dpt Nm	R   E	Account	Fomattng Key:	Calculation Cell	Input Cell
					2ND Qtr=50%
Parks	E	E 100-45200-350 Print/Binding (GENERAL)	\$100.00	\$ -	0%
Parks	E	E 100-45200-360 Insurance (GENERAL)	\$7,600.00	\$ 3,120.50	41%
Parks	E	E 100-45200-364 Claims Deductible	\$0.00	\$ -	0%
Parks	E	E 100-45200-380 Utility Services (GENERAL)	\$20,000.00	\$ 5,244.29	26%
Parks	E	E 100-45200-384 Refuse/Garbage Disposal	\$3,500.00	\$ 1,073.38	31%
Parks	E	E 100-45200-403 Prev. Maint. Agreements	\$0.00	\$ -	0%
Parks	E	E 100-45200-404 Repairs/Maint Equipment	\$8,000.00	\$ 4,000.00	50%
Parks	E	E 100-45200-430 Misc. TRY NOT TO USE	\$0.00	\$ -	0%
Parks	E	E 100-45200-433 Dues and Subscriptions	\$300.00	\$ 100.50	34%
Parks	E	E 100-45200-435 Licences, Permits and Fees	\$300.00	\$ 80.00	27%
Parks	E	E 100-45200-436 Sales Tax	\$100.00	\$ -	0%
Parks	E	E 100-45200-438 Internet Expenses	\$1,000.00	\$ 332.94	33%
Parks	E	E 100-45200-739 TOut-Prklmp 739/39219	\$49,131.00	\$ 24,565.50	50%
<b>Parks</b>	<b>E Total</b>		<b>\$ 231,385</b>	<b>\$ 97,480.36</b>	<b>42%</b>
					Neutral   within 10% 40-60%

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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>60% E<40%
	Neutral   withn 10% of 40-60%
	Negative   <-10% R<40% E>60%

Dpt Nm	R   E	Account	Budget	June Annualized YTD	June Annlzd % of Budget	2nd Qtr Variance Category
LbrryOp:	R   E	Fund 211 LIBRARY - OPERATIONS	Fomatting Key: Budget	Calculation Cell June Annualized YTD	Input Cell June Annualized % of	2ND Qtr=50% 2nd Qtr Variance Category
LbrryOps	R	R 211-45500-31010 Levied Property Taxes	\$224,597.00	\$ 116,826.37	52%	
LbrryOps	R	R 211-45500-33600 County Contracts	\$93,827.00	\$ 46,913.64	50%	TTI OC / FC 1st & 2nd
LbrryOps	R	R 211-45500-34000 Charges for Services	\$1,390.00	\$ 944.25	68%	
LbrryOps		R 211-45500-34301 Admin Fee Rev	\$0.00	\$ -	0%	
LbrryOps	R	R 211-45500-35103 Library Fines	\$200.00	\$ 286.66	143%	
LbrryOps	R	R 211-45500-36200 Miscellaneous Revenues	\$50.00	\$ 33.00	66%	
LbrryOps	R	R 211-45500-36201 Sale Of Merchandise	\$300.00	\$ 105.00	35%	
LbrryOps	R	R 211-45500-36202 Nontax-Sale-Gift Card 230 36202	\$5,500.00	\$ 2,760.00	50%	
LbrryOps	R	R 211-45500-36210 Interest Earnings	\$2,200.00	\$ 1,517.95	69%	
LbrryOps	R	R 211-45500-36230 Donations	\$2,100.00	\$ 4,171.20	199%	
LbrryOps	R	R 211-45500-36260 Insurance Dividend	\$842.00	\$ 421.00	50%	Usually December
LbrryOps	R	R 211-45500-39225 T.I. - Fr End Fund	\$0.00	\$ -	0%	
LbrryOps	R	R 211-45500-39550 Refunds   Rebates	\$50.00	\$ 1,000.00	2000%	SELCO Grnt Reim
LbrryOps	R Total		\$331,056.00	\$ 174,979.07	53%	Neutral   within 10% 40-60%
LbrryOps	E	E 211-45500-101 Full-Time Employees Regular	\$148,000.00	\$ 73,091.24	49%	
LbrryOps	E	E 211-45500-103 Part-Time Employees	\$32,388.00	\$ 13,118.23	41%	
LbrryOps	E	E 211-45500-121 PERA	\$13,529.00	\$ 6,427.04	48%	
LbrryOps	E	E 211-45500-122 FICA	\$11,184.00	\$ 5,003.60	45%	
LbrryOps	E	E 211-45500-125 Medicare	\$2,616.00	\$ 1,170.18	45%	
LbrryOps	E	E 211-45500-131 Employer Paid Health	\$25,000.00	\$ 11,811.49	47%	
LbrryOps	E	E 211-45500-134 Employer Paid Life	\$80.00	\$ 40.96	51%	
LbrryOps	E	E 211-45500-136 Employer Paid H.S.A.	\$12,000.00	\$ 4,500.00	38%	
LbrryOps	E	E 211-45500-140 Unemployment Comp (GENERAL)	\$500.00	\$ 2.11	0%	
LbrryOps	E	E 211-45500-151 Worker's Comp Insurance Prem	\$1,411.00	\$ 253.74	18%	Annual Premium
LbrryOps	E	E 211-45500-200 Office Supplies (GENERAL)	\$2,000.00	\$ 461.25	23%	
LbrryOps	E	E 211-45500-211 Program Expenses	\$5,000.00	\$ 2,690.39	54%	
LbrryOps	E	E 211-45500-230 KT Scrip Prgrm Exp 230 36202	\$4,000.00	\$ 3,135.00	78%	Kwik Trip 230 / 36202 Offset
LbrryOps	E	E 211-45500-240 Small Tools and Minor Equip	\$1,000.00	\$ -	0%	
LbrryOps	E	E 211-45500-321 Telephone	\$3,500.00	\$ 1,716.33	49%	
LbrryOps	E	E 211-45500-322 Postage	\$150.00	\$ 15.91	11%	
LbrryOps	E	E 211-45500-323 Admin Expense	\$0.00	\$ 1.05	0%	
LbrryOps	E	E 211-45500-328 GnrISrvcsChrg 328/34020	\$0.00	\$ 1,335.00	0%	
LbrryOps	E	E 211-45500-331 Travel Expenses	\$300.00	\$ -	0%	
LbrryOps	E	E 211-45500-332 Continuing Education	\$1,700.00	\$ 651.19	38%	
LbrryOps	E	E 211-45500-350 Print/Binding (GENERAL)	\$0.00	\$ -	0%	
LbrryOps	E	E 211-45500-360 Insurance (GENERAL)	\$12,500.00	\$ 5,177.00	41%	Annual Premium
LbrryOps	E	E 211-45500-380 Utility Services (GENERAL)	\$8,600.00	\$ 4,351.20	51%	
LbrryOps	E	E 211-45500-401 Repairs/Maint Buildings	\$4,128.00	\$ 2,171.74	53%	
LbrryOps	E	E 211-45500-404 Repairs/Maint Equipment	\$7,000.00	\$ 3,784.56	54%	Annual SELCO Lease Annualized
LbrryOps	E	E 211-45500-414 Automated Operations	\$7,000.00	\$ 3,804.80	54%	
LbrryOps	E	E 211-45500-416 Cleaning Service	\$1,600.00	\$ 604.42	38%	
LbrryOps	E	E 211-45500-430 Misc. TRY NOT TO USE	\$0.00	\$ 400.00	0%	
LbrryOps	E	E 211-45500-433 Dues and Subscriptions	\$840.00	\$ 102.88	12%	
LbrryOps	E	E 211-45500-437 Sales Tax - Purchases	\$230.00	\$ 74.50	32%	
LbrryOps	E	E 211-45500-438 Internet Expenses	\$1,200.00	\$ 610.00	51%	
LbrryOps	E	E 211-45500-560 Cap. Outlay-Furn. & Fix	\$600.00	\$ -	0%	
LbrryOps	E	E 211-45500-590 Cap. Outlay-Books	\$13,000.00	\$ 5,615.77	43%	
LbrryOps	E	E 211-45500-591 Cap. Outlay-Magazines	\$1,000.00	\$ 788.18	79%	
LbrryOps	E	E 211-45500-593 Cap. Outlay-Non Print Mat	\$6,000.00	\$ 2,529.33	42%	
LbrryOps	E	E 211-45500-700 Transfers (GENERAL) 700/39201	\$3,000.00	\$ 1,500.00	50%	
LbrryOps	E Total		\$331,056.00	\$ 156,939.09	47%	Neutral   within 10% 40-60%

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						Positive   >10% R>60% E<40%	
						Neutral   withn 10% of 40-60% negative   <-10% R<40% E>60%	
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	June Annualized YTD	June Annlzd % of Budget	2nd Qtr Variance Category
Dpt Nm	R   E	Account		Fomatting Key:	Calculation Cell	Input Cell	2ND Qtr=50%
FireOps	R   E	Fund 220 FIRE - OPERATIONS		Budget	June Annualized YTD	June Annualized % of	2nd Qtr Variance Category
FireOps	R	R 220-42280-31010	Levied Property Taxes	\$70,000.00	\$ 36,449.02	52%	
FireOps	R	R 220-42280-33414	Insurance Claims	\$0.00	\$ -	0%	
FireOps	R	R 220-42280-33430	Township Contracts	\$72,100.00	\$ 35,765.19	50%	Annual Contracts
FireOps	R	R 220-42280-34000	Charges for Services	\$8,000.00	\$ 6,094.46	76%	
FireOps	R	R 220-42280-34301	Administration Fees	\$50.00	\$ -	0%	
FireOps	R	R 220-42280-36200	Miscellaneous Revenues	\$0.00	\$ -	0%	
FireOps	R	R 220-42280-36210	Interest Earnings	\$1,000.00	\$ 1,244.37	124%	
FireOps	R	R 220-42280-36260 Insurance Dividend		\$400.00	\$ 200.00	50%	
FireOps	R	R 220-42280-36280	Pass Through Account	\$0.00	\$ -	0%	
FireOps	R	R 220-42280-39550	Refunds   Rebates	\$1.00	\$ -	0%	
FireOps	R	R 220-42280-39560	Reimbursement	\$1,000.00	\$ 1,500.00	150%	MMB - Riverland
FireOps	R Total			\$152,551.00	\$ 81,253.04	53%	Neutral   within 10% 40-60%
FireOps	E	E 220-42280-103	Part-Time Employees	\$32,000.00	\$ 19,117.16	60%	
FireOps	E	E 220-42280-122	FICA	\$1,970.00	\$ 1,185.26	60%	
FireOps	E	E 220-42280-124 Fire Pnsn Cntrb SVF3840-00VOL		\$7,210.00	\$ 3,576.52	50%	Annual Pymnt
FireOps	E	E 220-42280-125	Medicare	\$500.00	\$ 277.12	55%	
FireOps	E	E 220-42280-140	Unemployment Comp (GENERAL)	\$0.00	\$ -	0%	
FireOps	E	E 220-42280-151 Worker s Comp Insurance Prem		\$18,018.00	\$ 3,338.09	19%	Annual Premium
FireOps	E	E 220-42280-152	Clothing	\$2,500.00	\$ 500.00	20%	
FireOps	E	E 220-42280-171	Innoculations	\$1,000.00	\$ -	0%	
FireOps	E	E 220-42280-208	Training and Instruction	\$2,000.00	\$ 234.50	12%	
FireOps	E	E 220-42280-210	Operating Expenses	\$3,000.00	\$ 950.67	32%	
FireOps	E	E 220-42280-212	Vehicle Operating Supplies	\$2,800.00	\$ 857.58	31%	
FireOps	E	E 220-42280-240	Small Tools and Minor Equip	\$5,000.00	\$ 2,698.01	54%	
FireOps	E	E 220-42280-309	Conference Expense	\$500.00	\$ -	0%	
FireOps	E	E 220-42280-313	Mutual Aid	\$0.00	\$ -	0%	
FireOps	E	E 220-42280-321	Telephone	\$650.00	\$ 199.71	31%	
FireOps	E	E 220-42280-322	Postage	\$100.00	\$ -	0%	
FireOps	E	E 220-42280-323	Administration Expense	\$40.00	\$ 68.04	170%	
FireOps	E	E 220-42280-328	GnlrSrvcsChrg 328/34020	\$4,450.00	\$ 1,335.00	30%	
FireOps	E	E 220-42280-331	Travel Expenses	\$150.00	\$ -	0%	
FireOps	E	E 220-42280-350	Print/Binding (GENERAL)	\$20.00	\$ -	0%	
FireOps	E	E 220-42280-360 Insurance (GENERAL)		\$6,000.00	\$ 2,692.50	45%	Annual Premium Prprty&Csity
FireOps	E	E 220-42280-364	Claims Deductible	\$0.00	\$ -	0%	
FireOps	E	E 220-42280-380	Utility Services (GENERAL)	\$11,500.00	\$ 4,213.03	37%	
FireOps	E	E 220-42280-401	Repairs/Maint Buildings	\$3,500.00	\$ -	0%	
FireOps	E	E 220-42280-403	Prev. Maint. Agreements	\$2,700.00	\$ 1,375.00	51%	
FireOps	E	E 220-42280-404	Repairs/Maint Equipment	\$11,000.00	\$ 2,970.91	27%	
FireOps	E	E 220-42280-430	Misc. TRY NOT TO USE	\$0.00	\$ -	0%	
FireOps	E	E 220-42280-433	Dues and Subscriptions	\$1,100.00	\$ 222.50	20%	
FireOps	E	E 220-42280-435	Licences, Permits and Fees	\$250.00	\$ 80.00	32%	
FireOps	E	E 220-42280-727	TOut-Shrd Tch 727/39204	\$1,000.00	\$ 500.00	50%	
FireOps	E	E 220-42280-734	TOut-Fire 734/220-39201/221	\$49,200.00	\$ 24,600.00	50%	
FireOps	E Total			\$168,158.00	\$ 70,991.60	42%	Neutral   within 10% 40-60%



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<b>Variance from Budget Key:</b>	\$0 Budget
	Positive   >10% R>60% E<40%
	Neutral   withn 10% of 40-60% negative   <-10% R<40% E>60%

Dpt Nm	R   E	Account	Budget	June Annualized YTD	June Annlzd % of Budget	2nd Qtr Variance Category
AmbOps	R   E	Fund 230 AMBULANCE - OPERATIONS	Budget	June Annualized YTD	June Annualized % of	2nd Qtr Variance Category
AmbOps	R	R 230-42270-31010 Levied Property Taxes	\$143,043.00	\$ 74,482.92	52%	
AmbOps	R	R 230-42270-33400 State Grants and Aids	\$500.00	\$ -	0%	
AmbOps	R	R 230-42270-33414 Insurance Claims	\$0.00	\$ -	#DIV/0!	
AmbOps	R	R 230-42270-33416 Training Reimbursement	\$3,000.00	\$ -	0%	
AmbOps	R	R 230-42270-33417 Training Revenue	\$10,000.00	\$ 675.00	7%	
AmbOps	R	R 230-42270-33430 Township Contracts	\$60,737.00	\$ 30,100.72	50%	Annual Contracts
AmbOps	R	R 230-42270-33600 County Contracts	\$6,000.00	\$ 3,000.00	50%	Annual
AmbOps	R	R 230-42270-34000 Charges for Services	\$228,000.00	\$ 114,812.27	50%	
AmbOps	R	R 230-42270-34205 Accrued Charges For Services	\$0.00	\$ -	0%	
AmbOps	R	R 230-42270-34301 Administration Fees	\$25.00	\$ 73.76	295%	
AmbOps	R	R 230-42270-36200 Miscellaneous Revenues	\$250.00	\$ -	0%	
AmbOps	R	R 230-42270-36201 Sale Of Merchandise	\$0.00	\$ -	0%	
AmbOps	R	R 230-42270-36210 Interest Earnings	\$1,500.00	\$ 3,390.83	226%	
AmbOps	R	R 230-42270-36260 Insurance Dividend	\$75.00	\$ 37.50	50%	Typically Dec
AmbOps	R	R 230-42270-39550 Refunds   Rebates	\$1.00	\$ -	0%	
AmbOps	R	R 230-42270-39560 Reimbursement	\$0.00	\$ -	0%	
<b>AmbOps</b>	<b>R Total</b>		<b>\$453,131.00</b>	<b>\$ 226,573.00</b>	<b>50%</b>	<b>Neutral   within 10% 40-60%</b>
AmbOps	E	E 230-42270-101 Full-Time Employees Regular	\$158,900.00	\$ 59,243.51	37%	FT   PT
AmbOps	E	E 230-42270-103 Part-Time Employees	\$60,000.00	\$ 68,716.50	115%	FT   PT
AmbOps	E	E 230-42270-121 PERA	\$16,418.00	\$ 8,673.48	53%	
AmbOps	E	E 230-42270-122 FICA	\$13,572.00	\$ 7,601.33	56%	
AmbOps	E	E 230-42270-125 Medicare	\$3,174.00	\$ 1,777.72	56%	
AmbOps	E	E 230-42270-131 Employer Paid Health	\$35,000.00	\$ 10,700.63	31%	
AmbOps	E	E 230-42270-134 Employer Paid Life	\$80.00	\$ 31.44	39%	
AmbOps	E	E 230-42270-136 Employer Paid H.S.A.	\$15,000.00	\$ 3,818.68	25%	
AmbOps	E	E 230-42270-140 Unemployment Comp (GENERAL)	\$0.00	\$ -	0%	
AmbOps	E	E 230-42270-151 Worker s Comp Insurance Prem	\$12,012.00	\$ 2,506.22	21%	
AmbOps	E	E 230-42270-152 Clothing	\$2,750.00	\$ 576.50	21%	
AmbOps	E	E 230-42270-171 Innoculations	\$200.00	\$ -	0%	
AmbOps	E	E 230-42270-200 Office Supplies (GENERAL)	\$0.00	\$ -	0%	
AmbOps	E	E 230-42270-205 Service Incentives/Rewards	\$1,500.00	\$ 1,085.13	72%	
AmbOps	E	E 230-42270-208 Training and Instruction	\$5,000.00	\$ 5,174.00	103%	
AmbOps	E	E 230-42270-209 Training Institution	\$3,500.00	\$ 1,429.35	41%	
AmbOps	E	E 230-42270-210 Operating Expenses	\$12,000.00	\$ 4,922.18	41%	
AmbOps	E	E 230-42270-212 Vehicle Operating Supplies	\$6,300.00	\$ 2,778.75	44%	
AmbOps	E	E 230-42270-240 Small Tools and Minor Equip	\$1,000.00	\$ -	0%	
AmbOps	E	E 230-42270-305 Safety	\$2,000.00	\$ 607.90	30%	Annual Rgnl Sfty
AmbOps	E	E 230-42270-321 Telephone	\$5,000.00	\$ 1,700.89	34%	
AmbOps	E	E 230-42270-322 Postage	\$0.00	\$ -	0%	
AmbOps	E	E 230-42270-323 Administration Expense	\$500.00	\$ 67.04	13%	
AmbOps	E	E 230-42270-328 GnrISrvcsChrg 328/34020	\$4,450.00	\$ 1,335.00	30%	
AmbOps	E	E 230-42270-331 Travel Expenses	\$0.00	\$ -	0%	
AmbOps	E	E 230-42270-340 Advertising	\$500.00	\$ -	0%	
AmbOps	E	E 230-42270-350 Print/Binding (GENERAL)	\$0.00	\$ -	0%	
AmbOps	E	E 230-42270-360 Insurance (GENERAL)	\$1,100.00	\$ 515.50	47%	Annual Premium
AmbOps	E	E 230-42270-364 Claims Deductible	\$1,000.00	\$ -	0%	
AmbOps	E	E 230-42270-380 Utility Services (GENERAL)	\$8,500.00	\$ 2,993.99	35%	
AmbOps	E	E 230-42270-403 Prev. Maint. Agreements	\$6,200.00	\$ 1,265.25	20%	
AmbOps	E	E 230-42270-404 Repairs/Maint Equipment	\$1,300.00	\$ 328.16	25%	
AmbOps	E	E 230-42270-415 Medical Services	\$6,000.00	\$ 2,720.00	45%	
AmbOps	E	E 230-42270-430 Misc. TRY NOT TO USE	\$0.00	\$ -	0%	
AmbOps	E	E 230-42270-433 Dues and Subscriptions	\$5,000.00	\$ 1,490.94	30%	Annual Aladtec, MAA SE EMS
AmbOps	E	E 230-42270-435 Licences, Permits and Fees	\$12,000.00	\$ 5,434.00	45%	
AmbOps	E	E 230-42270-438 Internet Expenses	\$1,300.00	\$ 653.97	50%	
AmbOps	E	E 230-42270-700 Transfers (GENERAL) 700/39201	\$49,875.00	\$ 24,937.50	50%	
AmbOps	E	E 230-42270-727 TOut-Shrd Tch 727/39204	\$1,000.00	\$ 500.00	50%	
AmbOps	E	E 230-42270-810 Refund   Rebate	\$1,000.00	\$ -	0%	
<b>AmbOps</b>	<b>E Total</b>		<b>\$453,131.00</b>	<b>\$ 223,585.56</b>	<b>49%</b>	<b>Neutral   within 10% 40-60%</b>

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

Exported from Banyon to .csv & Annualized

Exported from Banyon to .csv & Annualized				Variance from Budget Key:		\$0 Budget	
						Positive   >10% R>60% E<40%	
R Total = Revenues						Neutral   withn 10% of 40-60%	
E Total = Expenditures						negative   <-10% R<40% E>60%	
Annualized / Adjusted to 25 %   50%   75% Tax Settlements, Special Assessments, Annual Exp Payments 151-Workers Comp, 360-Insurance				Budget	June Annualized YTD	June Annlzd % of Budget	2nd Qtr Variance Category
Dpt Nm	R   E	Account	Fomattng Key: Budget	Calculation Cell	Input Cell	2ND Qtr=50%	
Fund 240 COMMUNITY DEV - OPERATIONS				June Annualized YTD	June Annualized % of Budget	2nd Qtr Variance Category	
	R	Revenues	\$174,530.00	\$93,120.91	53%	Neutral   within 10% 40-60%	
	E	Expenditures	\$178,800.00	\$77,214.06	43%	Neutral   within 10% 40-60%	
P&Z	R   E	Dept 41910 P&Z Cmmssn	Budget	JuneAnnlzd % of Budget			
P&Z	R	R 240-41910-32220 Variance CUP Plat Address Fees	\$1,000.00	\$ -	0%		
P&Z	R	R 240-41910-34301 Administration Fees	\$1,200.00	\$ 1,470.00	123%		
P&Z	R	R 240-41910-36260 Insurance Dividend	\$400.00	\$ 200.00	50%	Usually December	
P&Z	R Total		\$2,600.00	\$ 1,670.00	64%	Positive   R>60%	
P&Z	E	E 240-41910-208 Training and Instruction	\$50.00	\$ -	0%		
P&Z	E	E 240-41910-310 Other Professional Services	\$10,000.00	\$ 3,122.31	31%		
P&Z	E	E 240-41910-323 Administration Expense	\$50.00	\$ -	0%		
P&Z	E	E 240-41910-360 Insurance (GENERAL)	\$5,600.00	\$ 1,903.98	34%	Annual Prprty Csly	
P&Z	E Total		\$15,700.00	\$ 5,026.29	32%	Positive   E <40%	
EDABrd	R   E	Dept 46500 EDA Board	Budget	JuneAnnlzd % of Budget			
EDABrd	R	R 240-46500-31010 Levied Property Taxes	\$100,380.00	\$ 52,268.19	52%		
EDABrd	R	R 240-46500-34301 Administrtion Fees	\$0.00	\$ -	0%		
EDABrd	R	R 240-46500-36210 Interest Earnings	\$150.00	\$ -	0%	See 240-46630	
EDABrd	R Total		\$100,530.00	\$ 52,268.19	52%	Neutral   within 10% 40-60%	
EDABrd	E	E 240-46500-300 Promotional Expense	\$27,490.00	\$ 13,745.00	50%	Annual Alliance Contribution	
EDABrd	E Total		\$27,490.00	\$ 13,745.00	50%	Neutral   within 10% 40-60%	
DAdmnstr	R   E	Dept 46630 Cmmnty Dvlpmnt   Admnstrtn	Budget	JuneAnnlzd % of Budget			
CDAmns	R	R 240-46630-31010 Levied Property Taxes	\$0.00	\$ -	#DIV/0!		
CDAmns	R	R 240-46630-31911 Lodging Tax	\$1,500.00	\$ 685.75	46%		
CDAmns	R	R 240-46630-34301 Admin Fee Rev	\$750.00	\$ 986.86	132%		
CDAmns	R	R 240-46630-36210 Interest Earnings	\$150.00	\$ (47.89)	-32%		
CDAmns	R	R 240-46630-39201 Transfer In 700/39201	\$69,150.00	\$ 34,575.00	50%		
CDAmns	R	R 240-46630-39560 Reimbursement		\$ 2,983.00	0%	Alliance - EarthPlanters	
CDAmns	R Total		\$71,550.00	\$ 39,182.72	55%	Neutral   within 10% 40-60%	
CDAmns	E	E 240-46630-101 Full-Time Employees Regular	\$109,000.00	\$ 35,247.80	32%	Inclng ER Exp   Trnsition from GF	
CDAmns	E	E 240-46630-121 PERA	\$0.00	\$ 2,666.08	0%	Included in 101-Previously 310	
CDAmns	E	E 240-46630-122 FICA	\$0.00	\$ 1,956.43	0%	Included in 101-Previously 310	
CDAmns	E	E 240-46630-125 Medicare	\$0.00	\$ 457.56	0%	Included in 101-Previously 310	
CDAmns	E	E 240-46630-131 Employer Paid Health	\$0.00	\$ 7,658.91	0%	Included in 101-Previously 310	
CDAmns	E	E 240-46630-134 Employer Paid Life	\$0.00	\$ 20.48	0%	Included in 101-Previously 310	
CDAmns	E	E 240-46630-136 Employer Paid H.S.A.	\$0.00	\$ 2,500.00	0%	Included in 101-Previously 310	
CDAmns	E	E 240-46630-208 Training and Instruction	\$0.00	\$ -	0%		
CDAmns	E	E 240-46630-300 Promotional Expense	\$2,500.00	\$ 2,338.85	94%	Ldgng Tax Offset   Earth Planters Offset	
CDAmns	E	E 240-46630-309 Conference Expense	\$0.00	\$ 125.00	0%		
CDAmns	E	E 240-46630-310 Other Professional Services	\$15,500.00	\$ 342.70	2%		
CDAmns	E	E 240-46630-312 Recording Fees	\$200.00	\$ -	0%		
CDAmns	E	E 240-46630-321 Telephone	\$0.00	\$ 300.00	0%		
CDAmns	E	E 240-46630-322 Postage	\$350.00	\$ -	0%		
CDAmns	E	E 240-46630-323 Administration Expense	\$100.00	\$ 7.93	8%		
CDAmns	E	E 240-46630-326 School Band Concerts	\$500.00	\$ -	0%		
CDAmns	E	E 240-46630-327 Brass Band Concerts	\$1,200.00	\$ -	0%		
CDAmns	E	E 240-46630-328 Gnr Srvc Chrg 328/34020	\$2,670.00	\$ 1,335.00	50%		
CDAmns	E	E 240-46630-350 Print/Binding (GENERAL)	\$750.00	\$ 180.00	24%		
CDAmns	E	E 240-46630-403 Prev. Maint. Agreements	\$2,250.00	\$ 620.12	28%		
CDAmns	E	E 240-46630-404 Repairs/Maint Equipment	\$200.00	\$ -	0%		
CDAmns	E	E 240-46630-435 Licences, Permits and Fees	\$390.00	\$ 185.91	48%		
CDAmns	E	E 240-46630-490 Donations to Civic Org s	\$0.00	\$ 2,000.00	0%		
CDAmns	E	E 240-46630-700 Transfers	\$0.00	\$ -	0%		
CDAmns	E	E 240-46630-727 TOut-Shrd Tch 727/39204	\$0.00	\$ 500.00	0%		
E Total			\$135,610.00	\$ 58,442.77	43%	Neutral   within 10% 40-60%	



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

Exported from Banyon to .csv & Annualized

Exported from Banyon to .csv & Annualized					Variance from Budget Key:	\$0 Budget		
						Positive   >10% R>60% E<40%		
						Neutral   withn 10% of 40-60% negative   <-10% R<40% E>60%		
R Total = Revenues								
E Total = Expenditures								
Annualized / Adjusted to 25 %   50%   75% Tax Settlements, Special Assesments, Annual Exp Payments 151-Workers Comp, 360-Insurance					Budget	June Annualized YTD	June Annlzd % of Budget	2nd Qtr Variance Category
Dpt Nm	R   E	Account			Fomattng Key:	Calculation Cell	Input Cell	2ND Qtr=50%
CCAOps	R   E	Fund 250 CCA - OPERATIONS			Budget	June Annualized YTD	June Annlzd % of Budget	2nd Qtr Variance Category
CCAOps	R	R 250-46630-31010 Levied Property Taxes			\$75,700.00	\$ 39,416.68	52%	
CCAOps	R	R 250-46630-36210 Interest Earnings			\$300.00	\$ (87.39)	-29%	
CCAOps	R	R 250-46630-36260 Insurance Dividend			\$2,000.00	\$ 1,000.00	50%	Usually December
CCAOps	R	R 250-46630-39550 Refunds   Rebates			\$0.00	\$ -	0%	
CCAOps	R	R 250-46630-39560 Reimbursement			\$0.00	\$ -	0%	
CCAOps	R Total				\$78,000.00	\$ 40,329.29	52%	Neutral   within 10% 40-60%
CCAOps	E	E 250-46630-310 Other Professional Services			\$24,000.00	\$ 12,000.00	50%	
CCAOps	E	E 250-46630-360 Insurance (GENERAL)			\$32,000.00	\$ 13,380.50	42%	
CCAOps	E	E 250-46630-404 Repairs/Maint Equipment			\$12,000.00	\$ 16,197.57	135%	Annual PM Conctr   Pipes Burst
CCAOps	E	E 250-46630-430 Misc. TRY NOT TO USE			\$0.00	\$ -	0%	
CCAOps	E	E 250-46630-700 Transfers (GENERAL) 700/39201			\$10,000.00	\$ 5,000.00	50%	
CCAOps	E Total				\$78,000.00	\$ 46,578.07	60%	

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

Exported from Banyon to .csv & Annualized

**R Total = Revenues**

**E Total = Expenditures**

Left

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>60% E<40%
	Neutral   withn 10% of 40-60% negative   <-10% R<40% E>60%

Dpt Nm	R   E	Account	Budget	June Annualized YTD	June Annlzd % of Budget	2nd Qtr Variance Category
WtrOps	R   E	Fund 601 WATER FUND	Budget	June Annualized YTD	June Annlzd % of Budget	2nd Qtr Variance Category
WtrOps	R	R 601-49400-33400 State Grants and Aids	\$0.00	\$ 5,000.00	0%	
WtrOps	R	R 601-49400-33414 Insurance Claims	\$0.00	\$ -	0%	
WtrOps	R	R 601-49400-34000 Charges for Services	\$4,700.00	\$ 2,418.84	51%	
WtrOps	R	R 601-49400-34301 Administration Fees	\$1,000.00	\$ 1,386.61	139%	
WtrOps	R	<i>R 601-49400-36100 Special Assessments</i>	\$11,000.00	\$ 8,449.08	77%	
WtrOps	R	R 601-49400-36103 State Mandated Testing Fee	\$10,500.00	\$ 5,306.56	51%	
WtrOps	R	R 601-49400-36201 Sale Of Merchandise	\$0.00	\$ -	0%	
WtrOps	R	R 601-49400-36210 Interest Earnings	\$1,000.00	\$ 1,544.41	154%	
WtrOps	R	<i>R 601-49400-36260 Insurance Dividend</i>	\$500.00	\$ 250.00	50%	
WtrOps	R	R 601-49400-37100 Water Sales	\$481,890.00	\$ 234,834.26	49%	
WtrOps	R	R 601-49400-37101 Water Sales / Bulk	\$2,300.00	\$ 1,052.67	46%	
WtrOps	R	R 601-49400-37160 Water Penalty	\$1,500.00	\$ 726.97	48%	
WtrOps	R	R 601-49400-37170 Sales Tax	\$3,000.00	\$ 1,871.39	62%	
WtrOps	R	R 601-49400-37171 OC Transit Tax	\$60.00	\$ 31.57	53%	
WtrOps	R	R 601-49400-37172 FC Transit Tax	\$175.00	\$ 103.52	59%	
WtrOps	R	R 601-49400-37250 Connection (Ind) Fee	\$0.00	\$ 450.00	0%	
WtrOps	R	R 601-49400-37251 Access (Dev) Charge	\$5,500.00	\$ -	0%	Grand Street Apts coming
WtrOps	R	R 601-49400-39201 Transfer In 700/39201	\$4,800.00	\$ 4,885.82	102%	
WtrOps	R	<i>R 601-49400-39550 Refunds   Rebates</i>	\$1.00	\$ 435.15	43515%	HomeServe USA-Annl FEB
WtrOps	R	R 601-49400-39560 Reimbursement	\$0.00	\$ -	0%	
WtrOps	R	R 601-49400-90000 UNDISTRIBUTED RECEIPT	\$0.00	\$ (218.58)	0%	
WtrOps	R Total		\$527,926.00	\$ 268,528.27	51%	Neutral   within 10% 40-60%
WtrOps	E	E 601-49400-101 Full-Time Employees Regular	\$82,750.00	\$ 44,806.91	54%	
WtrOps	E	E 601-49400-121 PERA	\$6,206.00	\$ 3,360.51	54%	
WtrOps	E	E 601-49400-122 FICA	\$5,131.00	\$ 2,672.18	52%	
WtrOps	E	E 601-49400-125 Medicare	\$1,200.00	\$ 624.95	52%	
WtrOps	E	E 601-49400-131 Employer Paid Health	\$7,200.00	\$ 4,152.58	58%	
WtrOps	E	E 601-49400-134 Employer Paid Life	\$36.00	\$ 20.48	57%	
WtrOps	E	E 601-49400-136 Employer Paid H.S.A.	\$3,000.00	\$ 1,500.00	50%	
WtrOps	E	<i>E 601-49400-151 Worker's Comp Insurance Prem</i>	\$3,604.00	\$ 729.30	20%	Annual Premium
WtrOps	E	E 601-49400-152 Clothing	\$725.00	\$ 568.65	78%	
WtrOps	E	E 601-49400-200 Office Supplies (GENERAL)	\$0.00	\$ 10.94	0%	
WtrOps	E	E 601-49400-208 Training and Instruction	\$300.00	\$ -	0%	
WtrOps	E	E 601-49400-210 Operating Expenses	\$6,000.00	\$ 2,366.47	39%	
WtrOps	E	E 601-49400-212 Vehicle Operating Supplies	\$2,000.00	\$ 793.61	40%	
WtrOps	E	E 601-49400-240 Small Tools and Minor Equip	\$2,500.00	\$ 2,088.56	84%	
WtrOps	E	E 601-49400-301 Auditing and Acctg Services	\$7,000.00	\$ 8,250.00	118%	
WtrOps	E	E 601-49400-303 Engineering Fees	\$5,000.00	\$ -	0%	
WtrOps	E	E 601-49400-309 Conference Expense	\$500.00	\$ -	0%	
WtrOps	E	E 601-49400-310 Other Professional Services	\$1,000.00	\$ 610.40	61%	
WtrOps	E	E 601-49400-321 Telephone	\$2,500.00	\$ 1,057.60	42%	
WtrOps	E	E 601-49400-322 Postage	\$2,000.00	\$ 981.05	49%	
WtrOps	E	E 601-49400-323 Administration Expense	\$3,500.00	\$ 1,649.97	47%	
WtrOps	E	E 601-49400-328 GnrI SrvcChrg 328/34020	\$50,200.00	\$ 25,100.00	50%	
WtrOps	E	E 601-49400-331 Travel Expenses	\$0.00	\$ -	0%	
WtrOps	E	<i>E 601-49400-350 Print/Binding (GENERAL)</i>	\$250.00	\$ 384.00	154%	2024 & 2025
WtrOps	E	<i>E 601-49400-360 Insurance (GENERAL)</i>	\$11,850.00	\$ 4,739.63	40%	Prprty Cslty Annual Premium
WtrOps	E	E 601-49400-380 Utility Services (GENERAL)	\$25,000.00	\$ 14,159.08	57%	
WtrOps	E	E 601-49400-386 Well Testing Fees	\$12,500.00	\$ 5,939.00	48%	
WtrOps	E	E 601-49400-401 Repairs/Maint Buildings	\$2,000.00	\$ -	0%	
WtrOps	E	E 601-49400-403 Prev. Maint. Agreements	\$10,700.00	\$ 6,312.25	59%	
WtrOps	E	E 601-49400-404 Repairs/Maint Equipment	\$18,000.00	\$ 4,426.50	25%	
WtrOps	E	E 601-49400-405 Depreciation (GENERAL)	\$0.00	\$ -	0%	
WtrOps	E	E 601-49400-430 Misc. TRY NOT TO USE	\$0.00	\$ -	0%	
WtrOps	E	<i>E 601-49400-433 Dues and Subscriptions</i>	\$3,000.00	\$ 1,146.23	38%	Annual Korterra & Rural Wtr
WtrOps	E	<i>E 601-49400-435 Licences, Permits and Fees</i>	\$4,000.00	\$ 933.68	23%	Annl Wtr Permit ESRI & Bnyn
WtrOps	E	E 601-49400-437 Sales Tax - Purchases	\$5,000.00	\$ 2,127.00	43%	
WtrOps	E	E 601-49400-438 Internet Expenses	\$1,300.00	\$ 1,587.35	122%	
WtrOps	E	E 601-49400-500 Cap. Outlay-GENERAL	\$42,952.00	\$ -	0%	
WtrOps	E	E 601-49400-700 Transfers (GENERAL) 700/39201	\$0.00	\$ 23,917.99	0%	
WtrOps	E	E 601-49400-716 TOut-2008A/2012A 716/(329/332)	\$86,000.00	\$ 43,000.00	50%	

**City of Chatfield**  
**Budget YTD Rev-Exp - with Annualized Budget**  
**Variance Projections**  
**Current Period: June 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	June Annualized YTD	June Annlzd % of Budget	2nd Qtr Variance Category
Dpt Nm	R   E	Account	Fomattng Key:	Calculation Cell	Input Cell	2ND Qtr=50%
WtrOps	E	E 601-49400-717 TOut-2014A 601&602/334	\$0.00	\$ -	0%	
WtrOps	E	E 601-49400-727 TOut-Shrd Tch 727/39204	\$4,000.00	\$ 2,000.00	50%	
WtrOps	E	E 601-49400-761 TOut-2016B 601&602/336	\$24,842.00	\$ 12,421.00	50%	
WtrOps	E	E 601-49400-764 TOut-2017B 601&602/339	\$15,000.00	\$ 7,500.00	50%	
WtrOps	E	E 601-49400-765 TOut-2022A 601/343	\$80,387.00	\$ 40,193.50	50%	
WtrOps	E	E 601-49400-767 T.O.-2023A GRND&PRSPCT (323)	\$0.00	\$ -	0%	
<b>E Total</b>			<b>\$539,133.00</b>	<b>\$ 272,131.36</b>	<b>50%</b>	<b>Neutral   within 10% 40-60%</b>

<b>Variance from Budget Key:</b>	<b>\$0 Budget</b>
	Positive   >10% R>60% E<40%
	Neutral   withn 10% of 40-60%
	Negative   <-10% R<40% E>60%

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

Exported from Banyon to .csv & Annualized

**R Total = Revenues**

**E Total = Expenditures**

Annualized / Adjusted to 25 %   50%   75%		Budget		June Annualized YTD	June Annlzd % of Budget	2nd Qtr Variance Category
Tax Settlements, Special Assessments, Annual Exp Payments 151-Workers Comp, 360-Insurance		Fomatting Key:		Calculation Cell	Input Cell	2ND Qtr=50%
Account		Budget		June Annualized YTD	June Annlzd % of Budget	2nd Qtr Variance Category
R	E					
R	E	Fund 602 SEWER FUND				
R		R 602-49450-34000 Charges for Services	\$300.00	\$ -	0%	
R		R 602-49450-34301 Administration Fees	\$5,000.00	\$ 3,520.50	70%	
R		R 602-49450-36100 Special Assessments	\$32,000.00	\$ 20,406.01	64%	
R		R 602-49450-36210 Interest Earnings	\$10,000.00	\$ 5,633.18	56%	
R		R 602-49450-36260 Insurance Dividend	\$1,500.00	\$ 750.00	50%	Typically Dec
R		R 602-49450-37200 Sewer Sales	\$961,212.00	\$ 502,136.43	52%	
R		R 602-49450-37202 Infiltration Fee	\$0.00	\$ -	0%	
R		R 602-49450-37250 Connection (Ind) Fee	\$0.00	\$ -	0%	Hook Up Fees Waived 2025
R		R 602-49450-37251 Access (Dev) Charge	\$5,000.00	\$ -	0%	Grand Street Apts coming
R		R 602-49450-37260 Swr Penalty	\$5,000.00	\$ 1,651.18	33%	
R		R 602-49450-39101 Sales of General Fixed Assets	\$0.00	\$ -	0%	
R		R 602-49450-39102 Compens-Gain/Loss Fixed Assets	\$0.00	\$ -	0%	
R		R 602-49450-39201 Transfer In 700/39201	\$4,200.00	\$ 4,275.09	102%	
R		R 602-49450-39550 Refunds   Rebates	\$1.00	\$ 418.09	41809%	HomeServe USA-Annl FEB
R		R 602-49450-39580 Capital Contributions	\$0.00	\$ -	0%	
R Total			\$1,024,213.00	\$ 538,790.48	53%	Neutral   within 10% 40-60%
E	E	E 602-49450-101 Full-Time Employees Regular	\$160,800.00	\$ 83,696.48	52%	
E	E	E 602-49450-121 PERA	\$12,060.00	\$ 6,277.23	52%	
E	E	E 602-49450-122 FICA	\$9,970.00	\$ 5,054.86	51%	
E	E	E 602-49450-125 Medicare	\$2,332.00	\$ 1,182.18	51%	
E	E	E 602-49450-131 Employer Paid Health	\$17,000.00	\$ 9,735.20	57%	
E	E	E 602-49450-134 Employer Paid Life	\$80.00	\$ 40.96	51%	
E	E	E 602-49450-136 Employer Paid H.S.A.	\$6,000.00	\$ 3,000.00	50%	
E	E	E 602-49450-151 Worker s Comp Insurance Prem	\$7,808.00	\$ 1,257.06	16%	Annual Premium
E	E	E 602-49450-152 Clothing	\$1,450.00	\$ 57.00	4%	
E	E	E 602-49450-200 Office Supplies (GENERAL)	\$100.00	\$ -	0%	
E	E	E 602-49450-208 Training and Instruction	\$1,750.00	\$ 40.00	2%	
E	E	E 602-49450-210 Operating Expenses	\$4,000.00	\$ 906.87	23%	
E	E	E 602-49450-212 Vehicle Operating Supplies	\$2,000.00	\$ 1,829.98	91%	Tires Jetter Vac Truck
E	E	E 602-49450-216 Lab Supplies	\$1,000.00	\$ -	0%	
E	E	E 602-49450-217 Testing	\$10,000.00	\$ 5,271.24	53%	
E	E	E 602-49450-240 Small Tools and Minor Equip	\$3,000.00	\$ -	0%	
E	E	E 602-49450-301 Auditing and Acctg Services	\$7,000.00	\$ 4,125.00	59%	Annual
E	E	E 602-49450-303 Engineering Fees	\$5,000.00	\$ -	0%	
E	E	E 602-49450-310 Other Professional Services	\$1,000.00	\$ 479.66	48%	
E	E	E 602-49450-321 Telephone	\$2,000.00	\$ 815.20	41%	
E	E	E 602-49450-322 Postage	\$4,500.00	\$ 2,470.10	55%	
E	E	E 602-49450-323 Administration Expense	\$11,000.00	\$ 4,022.13	37%	Online Payment Fees
E	E	E 602-49450-328 GnrISrvcsChrg 328/34020	\$50,200.00	\$ 25,100.00	50%	
E	E	E 602-49450-331 Travel Expenses	\$300.00	\$ -	0%	
E	E	E 602-49450-350 Print/Binding (GENERAL)	\$200.00	\$ -	0%	
E	E	E 602-49450-360 Insurance (GENERAL)	\$24,700.00	\$ 9,669.96	39%	Annl Prprty & Csity
E	E	E 602-49450-364 Claims Deductible	\$0.00	\$ -	0%	
E	E	E 602-49450-380 Utility Services (GENERAL)	\$60,000.00	\$ 25,034.59	42%	
E	E	E 602-49450-384 Refuse/Garbage Disposal	\$2,000.00	\$ 543.90	27%	
E	E	E 602-49450-400 Sewer Main Camera & Cleaning	\$12,000.00	\$ -	0%	
E	E	E 602-49450-401 Repairs/Maint Buildings	\$4,000.00	\$ -	0%	
E	E	E 602-49450-403 Prev. Maint. Agreements	\$17,100.00	\$ 8,115.11	47%	
E	E	E 602-49450-404 Repairs/Maint Equipment	\$30,000.00	\$ 3,714.58	12%	
E	E	E 602-49450-405 Depreciation (GENERAL)	\$0.00	\$ -	0%	
E	E	E 602-49450-407 Rep/Maint Manholes & Swr Lines	\$15,000.00	\$ 12,737.51	85%	
E	E	E 602-49450-430 Misc. TRY NOT TO USE	\$0.00	\$ -	0%	
E	E	E 602-49450-433 Dues and Subscriptions	\$5,000.00	\$ 1,146.23	23%	Annl Korterra   MnRural Wtr
E	E	E 602-49450-435 Licences, Permits and Fees	\$3,500.00	\$ 636.07	18%	Annl GIS / Bnyn
E	E	E 602-49450-438 Internet Expenses	\$2,500.00	\$ 1,314.69	53%	
E	E	E 602-49450-500 Cap. Outlay-GENERAL	\$19,309.00	\$ 1,904.99	10%	
E	E	E 602-49450-700 Transfers (GENERAL) 700/39201	\$0.00	\$ -	0%	
E	E	E 602-49450-711 Tout-Rsrv 711/801-41500-42500-	\$0.00	\$ -	0%	
E	E	E 602-49450-717 TOut-2014A 601&602/334	\$0.00	\$ -	0%	
E	E	E 602-49450-727 TOut-Shrd Tch 727/39204	\$4,000.00	\$ 2,000.00	50%	

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

Exported from Banyon to .csv & Annualized

**R Total = Revenues**

**E Total = Expenditures**

Left

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

		Account	Budget	June Annualized YTD	June Annlzd % of Budget	2nd Qtr Variance Category
			Fomattng Key:	Calculation Cell	Input Cell	2ND Qtr=50%
SwrOps	E	E 602-49450-750 TOut-2016A 100-41000&602/335	\$495,000.00	\$ 247,500.00	50%	
SwrOps	E	E 602-49450-761 TOut-2016B 601&602/336	\$24,842.00	\$ 12,421.00	50%	
SwrOps	E	E 602-49450-764 TOut-2017B 601&602/339	\$15,000.00	\$ 7,500.00	50%	
<b>SwrOps</b>	<b>E Total</b>		<b>\$1,054,501.00</b>	<b>\$ 489,599.76</b>	<b>46%</b>	<b>Neutral   within 10% 40-60%</b>

Variance from Budget Key:	\$0 Budget
	Positive   >10% R>60% E<40%
	Neutral   withn 10% of 40-60%
	Negative   <-10% R<40% E>60%

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

Exported from Banyon to .csv & Annualized

Exported from Banyon to .csv & Annualized					Variance from Budget Key:	\$0 Budget	
						Positive   >10% R>60% E<40%	
R Total = Revenues						Neutral   withn 10% of 40-60% negative   <10% R<40% E>60%	
E Total = Expenditures							
LeftF		Annualized / Adjusted to 25 %   50%   75% Tax Settlements, Special Asessments, Annual Exp Payments 151-Workers Comp, 360-Insurance		Budget	June Annualized YTD	June Annlzd % of Budget	2nd Qtr Variance Category
Dpt Nm	R   E	Account		Fomatting Key:	Calculation Cell	Input Cell	2ND Qtr=50%
GrbgOps	R   E	Fund 603 REFUSE (GARBAGE) FUND		Budget	June Annualized YTD	June Annlzd % of Budget	2nd Qtr Variance Category
GrbgOps	R	R 603-49500-34301 Administration Fees		\$1,500.00	\$ 1,172.91	78%	
GrbgOps	R	R 603-49500-36100 Special Assessments		\$10,000.00	\$ 6,751.66	68%	
GrbgOps	R	R 603-49500-36210 Interest Earnings		\$600.00	\$ 681.11	114%	
GrbgOps	R	R 603-49500-37300 Refuse Charges		\$170,000.00	\$ 78,836.83	46%	
GrbgOps	R	R 603-49500-37310 Recycling Charge		\$85,000.00	\$ 51,982.70	61%	
GrbgOps	R	R 603-49500-37360 Penalties		\$1,000.00	\$ 401.91	40%	
GrbgOps	R	R 603-49500-37370 Sales Tax		\$13,500.00	\$ 6,490.75	48%	
GrbgOps	R	R 603-49500-39550 Refunds   Rebates		\$0.00	\$ -	#DIV/0!	
GrbgOps	R Total			\$281,600.00	\$ 146,317.87	52%	Neutral   within 10% 40-60%
GrbgOps	E	E 603-49500-210 Operating Expenses		\$500.00	\$ 215.29	43%	
GrbgOps	E	E 603-49500-240 Small Tools and Minor Equip		\$0.00	\$ -	#DIV/0!	
GrbgOps	E	E 603-49500-322 Postage		\$1,500.00	\$ 821.16	55%	
GrbgOps	E	E 603-49500-323 Administration Expense		\$3,500.00	\$ 1,342.95	38%	
GrbgOps	E	E 603-49500-325 Community Clean Up Cont		\$17,000.00	\$ 8,003.73	47%	Annual
GrbgOps	E	E 603-49500-328 GnrlSrvcChrg 328/34020		\$29,300.00	\$ 14,650.00	50%	
GrbgOps	E	E 603-49500-384 Refuse/Garbage Disposal		\$235,000.00	\$ 92,288.33	39%	
GrbgOps	E	E 603-49500-403 Prev. Maint. Agreements		\$8,100.00	\$ 3,395.12	42%	
GrbgOps	E	E 603-49500-404 Repairs/Maint Equipment		\$800.00	\$ -	0%	
GrbgOps	E	E 603-49500-430 Misc. TRY NOT TO USE		\$0.00	\$ -	0%	
GrbgOps	E	E 603-49500-435 Licences, Permits and Fees		\$300.00	\$ 144.50	48%	Annl Bnyn
GrbgOps	E	E 603-49500-436 Sales Tax		\$14,500.00	\$ 6,021.00	42%	
GrbgOps	E	E 603-49500-727 TOut-Shrd Tch 727/39204		\$3,000.00	\$ 1,000.00	33%	
GrbgOps	E Total			\$313,500.00	\$ 127,882.08	41%	Neutral   within 10% 40-60%

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

Exported from Banyon to .csv & Annualized

Exported from Banyon to .csv & Annualized				Variance from Budget Key:		\$0 Budget	
						Positive   >10% R>60% E<40%	
						Neutral   withn 10% of 40-60% negative   <-10% R<40% E>60%	
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	June Annualized YTD	June Annlzd % of Budget	2nd Qtr Variance Category
Account				Fomattng Key:	Calculation Cell	Input Cell	2ND Qtr=50%
CCTVOp	R   E	Fund 614 CABLE ACCESS - OPERATIONS FUND	Budget		June Annualized YTD	June Annlzd % of Budget	2nd Qtr Variance Category
CCTVops	R	R 614-49840-31010 Levied Property Taxes	\$17,000.00	\$	8,852.06	52%	
CCTVops	R	R 614-49840-31915 Franchise Fees	\$25,000.00	\$	4,431.26	18%	1st Qtrs
CCTVops	R	R 614-49840-33120 Sponsorship Fees	\$5,000.00	\$	-	0%	
CCTVops	R	R 614-49840-34301 Administration Fees	\$0.00	\$	-	0%	
CCTVops	R	R 614-49840-36201 Sale Of Merchandise	\$0.00	\$	488.95	0%	
CCTVops	R	R 614-49840-36210 Interest Earnings	\$500.00	\$	1,280.41	256%	
CCTVops	R	R 614-49840-36230 Donations	\$0.00	\$	-	0%	
CCTVops	R	R 614-49840-36260 Insurance Dividend	\$0.00	\$	-	0%	
CCTVops	R	R 614-49840-37370 Sales Tax	\$0.00	\$	36.05	0%	
R Total			\$47,500.00	\$	15,088.73	32%	Negative   R<40%
CCTVops	E	E 614-49840-151 Worker s Comp Insurance Prem	\$8,649.00	\$	-	0%	
CCTVops	E	E 614-49840-205 Service Incentives/Rewards	\$3,000.00	\$	-	0%	
CCTVops	E	E 614-49840-210 Operating Expenses	\$500.00	\$	409.88	82%	
CCTVops	E	E 614-49840-212 Vehicle Operating Supplies	\$0.00	\$	-	0%	
CCTVops	E	E 614-49840-240 Small Tools and Minor Equip	\$4,000.00	\$	561.86	14%	
CCTVops	E	E 614-49840-300 Promotional Expense	\$0.00	\$	-	0%	
CCTVops	E	E 614-49840-302 Contracted Help	\$40,000.00	\$	18,852.00	47%	
CCTVops	E	E 614-49840-309 Conference Expense	\$0.00	\$	-	0%	
CCTVops	E	E 614-49840-322 Postage	\$100.00	\$	-	0%	
CCTVops	E	E 614-49840-323 Administration Expense	\$10.00	\$	-	0%	
CCTVops	E	E 614-49840-328 GnrISrvcsChrg 328/34020	\$4,450.00	\$	1,335.00	30%	
CCTVops	E	E 614-49840-331 Travel Expenses	\$2,000.00	\$	2,631.36	132%	
CCTVops	E	E 614-49840-350 Print/Binding (GENERAL)	\$50.00	\$	-	0%	
CCTVops	E	E 614-49840-360 Insurance (GENERAL)	\$0.00	\$	-	0%	
CCTVops	E	E 614-49840-404 Repairs/Maint Equipment	\$0.00	\$	-	0%	
CCTVops	E	E 614-49840-433 Dues and Subscriptions	\$200.00	\$	-	0%	
CCTVops	E	E 614-49840-435 Licences, Permits and Fees	\$50.00	\$	-	0%	
CCTVops	E	E 614-49840-437 Sales Tax - Purchases	\$50.00	\$	36.00	72%	
CCTVops	E	E 614-49840-711 Tout-Rsrv 711/801-41500-42500-	\$6,000.00	\$	3,000.00	50%	
E Total			\$69,059.00	\$	26,826.10	39%	Positive   E <40%



## PERSONNEL / BUDGET COMMITTEE MEETING STAFF REPORT

**Meeting Date:** August 11, 2025

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**Agenda Item:** July 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 the 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 Report.2025 07.pdf](#)



Monthly Finance Cash & Investment Report		Jul-25		Jul-25		Jul-25		Jul-25		Jul-25		Jul-25		Jul-25		Jul-25	
Banyon Fund Balance	Description	Beg Balance	Debit (+)	Credit (-)	End Balance	Notes											
100	100 GENERAL FUND	\$ 1,503,138.12	\$ 1,042,402.24	\$ 928,248.09	\$ 1,617,292.27	53%   YE 50% NY GF Expense Budget or \$1million wchvr > 31%   YE 20-40% NY expense bdtg.											<div>General Fund Key</div> <div>YE FndCshBlncRvwKey</div> <div>FndBlnc in Range 40-60%</div> <div>SlightVnce &lt;=10% (30-39%   61-70%)</div> <div>SgnfctVnce &gt; 10% (&lt;30% &gt;70%)</div>
211	211 LIBRARY	\$ 130,607.96	\$ 2,973.44	\$ 30,678.87	\$ 102,902.53												
212	212 LIBRARY ENDOWMENT FUND	\$ 292,271.99	\$ 391.00	\$ -	\$ 292,662.99												
220	220 FIRE - OPERATIONS FUND	\$ 80,451.63	\$ 776.90	\$ 4,490.71	\$ 76,737.82	46%   YE 20-40% NY expense bdtg   Annl Twnshp Pymnts											
221	221 FIRE - CAPITAL FUND	\$ 900,749.74	\$ 245,000.00	\$ 201,917.76	\$ 943,831.98												
230	230 AMBULANCE - OPERATIONS FUND	\$ 215,678.62	\$ 21,176.98	\$ 41,901.00	\$ 194,954.60	43%   YE 20-40% NY expense bdtg  Inclds Emgncy Aid  Annl Twnshp Pymnts											
231	231 AMBULANCE - CAPITAL FUND	\$ 60,450.00	\$ 3,290.00	\$ -	\$ 63,740.00												
240	240 COMMUNITY DEV - OPERATIONS	\$ 33,081.60	\$ 126,518.77	\$ 141,107.42	\$ 18,492.95	10%   YE 20-40% NY expense bdtg   Annl Alliance Fndng  Slightly Low											
242	242 COMMUNITY DEV - CPTL   358 DG OFFSE	\$ 468,386.40	\$ 546,344.01	\$ 500,000.00	\$ 514,730.41	801PF \$22,725 Rltn 2025-17 & Schnfldr land rent											
250	250 CCA - OPERATIONS FUND	\$ 15,820.07	\$ -	\$ 3,086.00	\$ 12,734.07	16%   YE 20-40% NY expense bdtg  Annl Mnt Cntrc & Ins + Elvtr Rpr Gas Ln Lk WHV Frz											
251	251 CCA - CAPITAL FUND	\$ 89,408.20	\$ -	\$ -	\$ 89,408.20												
323	323 2023A GR&PR   623wtrDS  1MoRsv	\$ 262,001.69	\$ -	\$ 41,295.00	\$ 220,706.69												
325	325 2025A 2026 STRT PRJCT	\$ -	\$ -	\$ -	\$ -												
332	332 2012A-WATER TOWER GO REF 200	\$ 106,712.20	\$ 15,292.00	\$ 3,512.50	\$ 118,491.70												
334	334 2014A STREET/UTILITY RECONST	\$ -	\$ -	\$ -	\$ -	Cmplt-Close Rsltn 2025-09 MAR 2025											
335	335 2016A REF10A&11A 20%GF 1MoR	\$ 332,739.65	\$ -	\$ 16,450.00	\$ 316,289.65												
336	336 2016B (WTR) 425K GO REV 337SW	\$ 36,011.67	\$ -	\$ 1,341.88	\$ 34,669.79												
338	338 2017A (GF)457K GO TX ABT (IND)	\$ -	\$ -	\$ -	\$ -	Cmplt-Close Rsltn 2025-09 MAR 2025											
339	339 2017B (WTR) GO UTIL REV (IND)	\$ 15,270.68	\$ -	\$ 15,000.00	\$ 270.68												
340	340 2018A GO POOL BOND	\$ 271,029.34	\$ -	\$ 53,520.00	\$ 217,509.34												
342	342 2019A GO TAX ABTMNT. ST LIGHT	\$ 50,332.55	\$ -	\$ 1,080.00	\$ 49,252.55												
343	343 2022A StrmGF 18% (wtr82%303)	\$ 118,828.59	\$ -	\$ 21,328.00	\$ 97,500.59												
344	344 2022B TXGO CIP PWFAC	\$ 44,801.35	\$ -	\$ 22,500.00	\$ 22,301.35												
355	355 TIF DIST 2-7 GJERE ADDITION	\$ (957.67)	\$ -	\$ -	\$ (957.67)												
356	356 TIF DIST 3-6 GRNDST APT RDV	\$ 132.25	\$ -	\$ -	\$ 132.25												
358	358 TIF DIST 2-5 FAMILY DLLR   242	\$ (295,080.36)	\$ -	\$ -	\$ (295,080.36)												
359	359 TIF DIST 2-6 CABIN COFFEE REDE	\$ 247.86	\$ -	\$ -	\$ 247.86												
360	360 REV LOAN FUND - FED/ORIG	\$ 167,420.43	\$ 2,173.97	\$ -	\$ 169,594.40												
361	361 REV LOAN FUND - STATE	\$ 94,096.07	\$ -	\$ -	\$ 94,096.07												
423	423 2023A PRSPCT&GRAND ST PROJ	\$ -	\$ -	\$ -	\$ -	Cmplt-Close to 423 Rsltn 2025-06 FEB 2025											
425	425 2025A 2026 STRT PRJCT	\$ -	\$ -	\$ -	\$ -												
443	443 2022A StrmGF 18% (wtr82%403)	\$ -	\$ -	\$ -	\$ -	2025-30 05/2025 Close to 343											
456	456 WHDP GRND ST APT DVLPMNT	\$ -	\$ -	\$ -	\$ -												
601	601 WATER FUND	\$ 63,573.34	\$ 57,402.83	\$ 33,807.68	\$ 87,168.49	16%   YE 20-40% NY expense bdtg   Slightly Low-Incl\$150,000 IFL frm 602 12/2024   Project #601WT											
602	602 SEWER FUND	\$ 263,025.58	\$ 91,772.28	\$ 37,895.40	\$ 316,902.46	30%   YE 20-40% NY expense bdtg											
603	603 REFUSE (GARBAGE) FUND	\$ 28,327.16	\$ 25,118.57	\$ 20,430.60	\$ 33,015.13												
614	614 CABLE ACCESS - OPERATIONS FUN	\$ 65,036.17	\$ 462.83	\$ 2,582.00	\$ 62,917.00	94%   YE 20-40% NY expense bdtg   Will be closing & Splitting with School											
615	615 CABLE ACCESS - CAPITAL FUND	\$ 18,109.26	\$ -	\$ -	\$ 18,109.26	Will be closing & splitting with School											
801	801 CAPITAL GOODS FUND	\$ 1,107,364.98	\$ 299,910.97	\$ 329,966.57	\$ 1,077,309.38												
803	803 ATV TRAIL	\$ -	\$ 7,962.68	\$ 7,962.68	\$ -												
806	806 SE MN TMO-II	\$ (66,111.94)	\$ -	\$ 41,094.79	\$ (107,206.73)	806 Added 04/2024   Pndng Qtrly Reimb											
900	900 MEMO FUND	\$ -	\$ 24,240.69	\$ 151.81	\$ 24,088.88												
910	910 PAYROLL PASSTHROUGH	\$ (13,606.88)	\$ 137,038.93	\$ 141,009.01	\$ (17,576.96)												
BANYON	Banyon Monthly Fund Cash Balance   Combin	\$6,459,348.30	2,650,249.09	2,642,357.77	\$6,467,239.62												

						Holdings   Valuations   Yields			
Cash & Money Fund Accts		Description	BB   OrigVI	(+)	(-)	End Bal	Cash & MM Accts	'CcltBB based on EB	Int% CurValue
10200	Petty Cash		\$ 150.00			\$ 150.00	Petty Cash	\$ 150.00	\$ 150.00
10100   4100078	RRSB CB STMTNT BLNC		\$ 2,483,591.50	\$ 749,788.64	\$ 2,313,106.25	\$ 920,273.89	RRSB CB STMTNT BLNC	\$ 902,052.43	APY Yield Earned % 2.02% \$ 920,273.89
10101   4000008	F&M MM		\$ 121,516.36	\$ 134.17		\$ 121,650.53	F&M MM	\$ 120,077.51	APY Yield Earned % 1.31% \$ 121,650.53
10102   76T-154947	Northland MM		\$ 1,077,326.59	\$ 15,124.94		\$ 1,092,451.53	Northland MM	\$ 1,060,632.55	30 Day Yield 3.00% \$ 1,092,451.53
10104   35529-101	4M Portfolio		\$ 891,871.62	\$ 1,630,687.56		\$ 2,522,559.18	4M Portfolio	\$ 2,419,280.11	Avg Monthly Rate 4.27% \$ 2,522,559.18
Subtotal	Institution Cash & Money Fund Accts Total		\$ 4,574,456.07	\$ 2,395,735.31	\$ 2,313,106.25	\$ 4,657,085.13		\$ 4,502,192.61	tution Cash & Money Fund Accts Total \$ 4,657,085.13

CD's   Bonds #	Description	BB   OrigVI	(+)	(-)	End Bal   OrigVI	CD's   Bonds #	Mat Date	Market Value	Est Yld	Est Crnt Vlu
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 - Mtrd May 2025	\$ -			\$ -	10402   856285-TQ-4	5/28/2025	\$ -		\$ -
10402   33847E-3L-9	FLAGSTAR BK FSB TROY - Mtrd May 2025	\$ -			\$ -	10402   33847E-3L-9	5/29/2025	\$ -		\$ -
10401   702091	F&M CD 60Mo	\$ -			\$ -	10401   702091	6/8/2025	\$ -		\$ -
10400   35668	CD 35668 - 60Mo - Mtrd Jun 2025	\$ -			\$ -	10400   35668	6/9/2025	\$ -		\$ -
10400   35671	CD 35671 -60Mo	\$ -			\$ -	10400   35671	6/30/2025	\$ -		\$ -
10400   35954	LIBRARY 14Mo	\$ 174,286.88			\$ 174,286.88	10400   35954	9/8/2025	\$ 189,759.35	3.92%	\$ 181,004
10402   73319F-AS-8	PPPY BK SNTA RSA - 66Mo	\$ 200,000.00			\$ 200,000.00	10402   73319F-AS-8	9/19/2025	\$ 199,114.00	1.10%	\$ 211,966
10401   702108	F&M CD 60Mo	\$ 130,000.00			\$ 130,000.00	10401   702108	10/21/2025	\$ 136,316.86	1.00%	\$ 136,244
10401   702127	F&M CD 60Mo	\$ 250,000.00			\$ 250,000.00	10401   702127	3/3/2026	\$ 258,098.68	0.75%	\$ 258,249
10401   702128	F&M CD 60Mo	\$ 250,000.00			\$ 250,000.00	10401   702128	3/3/2026	\$ 258,098.68	0.75%	\$ 258,249
10402   300185-LM-5	EVGRN BK GRP OAK BOOK IL - 42Mo	\$ 140,000.00			\$ 140,000.00	10402   300185-LM-5	7/27/2026	\$ 139,504.40	3.85%	\$ 153,636
10402   564759-RS-9	MNFCTRS&TRDRS CO - 48Mo	\$ 245,000.00			\$ 245,000.00	10402   564759-RS-9	1/20/2027	\$ 244,605.55	4.00%	\$ 270,058
10402   T-FN-2	CPTL ONE BK USA NTL - 60Mo	\$ 100,000.00			\$ 100,000.00	10402   T-FN-2	4/20/2027	\$ 97,960.00	2.80%	\$ 109,397
10402   61768E-JR-5	MRGN STNLY PRVT BK NATL ASSN - 60Mo	\$ 113,000.00			\$ 113,000.00	10402   61768E-JR-5	5/19/2027	\$ 111,490.32	3.25%	\$ 125,020
10402   254673L38	DSCVRL BK GRNWD - 60Mo	\$ 100,000.00			\$ 100,000.00	10402   254673L38	7/6/2027	\$ 98,911.00	3.40%	\$ 110,659
10402   3130ASN96	APY FDRL HM LN BKS - 84 Mo	\$ 200,000.00			\$ 200,000.00	10402   3130ASN96	7/27/2029	\$ 198,656.00	4.20%	\$ 226,122
10402   3130ATGQ4	FDRL HM LN BKS - Called Feb 2025	\$ -	\$ -		\$ -	10402   3130ATGQ4	10/12/2029	\$ -		
Subtotal		\$ 1,902,286.88	\$ -	\$ -	\$ 1,902,286.88	CDs   Bonds   EB/OrgVI	\$ 1,902,286.88	\$ 1,932,514.84	EstCVBsdFIIMtrty	\$ 2,040,602.57
TOTAL	Institution Combined Cash   Money Fund &	\$ 6,476,742.95	\$ 2,395,735.31	\$ 2,313,106.25	\$ 6,559,372.01					

					Bnyn Cmbnd BankRec EB	CD BONDS MV Summary	EB Original \$	Market Value	MV + (-)	EstCurValue   BsdOnFullMtrty
Monthly Reconciliation						RRSB-10400	\$ 174,286.88	\$ 189,759.35	\$ 15,472.47	\$ 181,004.30
DEPOSITS IN TRANSIT (BEG.) +bb/+ex	\$ -		\$ -	0.00		F&M 10401	\$ 630,000.00	\$ 652,514.22	\$ 22,514.22	\$ 652,741.18
DEPOSITS IN TRANSIT (END.) +rev/+eb		\$ -		0.00		Northland 10402	\$ 1,098,000.00	\$ 1,090,241.27	\$ (7,758.73)	\$ 1,206,857.09
OUTSTANDING CHECKS (BEG) -bb/-ex	\$ (17,394.65)		\$ (17,394.65)	0.00		TOTAL MV INVSTMNTS	\$ 1,902,286.88	\$ 1,932,514.84	\$ 30,227.96	\$ 2,040,602.57
OUTSTANDING CHECKS (END) +ex/-eb			\$ 92,132.38	-92,132.38						\$ 6,697,687.70
MONTHLY RECONCILIATION TOTALS	6,459,348.30	2,395,735.31	2,387,843.98	6,467,239.63		6,467,239.63				
OUT OF BALANCE AMOUNT	\$ -	\$ 254,513.78	\$ 254,513.79	(0.01)						
ACTL OpsCB BLNC	1mm Blnc Gdln \$750,000 (3yr avg mnthly ops wd)		110%	\$ 828,141.51						

CB Blnc Frmt Key:

CB Blnce Frmt Key: In Range 90-110% High >110% Low <90%

Pr
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## PERSONNEL / BUDGET COMMITTEE MEETING STAFF REPORT

**Meeting Date:** August 11, 2025

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**Agenda Item:** Resolution disbursing funds for CCTV Operations and Capital and closing the Capital Fund

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**Subject | Summary:**

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**Agenda Category:**

**Submitted By:** Michele Peterson

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**Recommended Motion:** Review proposed expenditure and closure of funds, provide recommendation of approval to Council.

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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:**

[2025-49 Transfer & Closure of Fund - CCTV 614 & 615.pdf](#)

**City of Chatfield  
Resolution 2025-49**

**Authorizing Disbursement of the Cable Access Funds Balances  
and Closure of the 615 Cable Access Capital Fund**

*(Fund 614 Cable Access Operations will serve as a pass thru fund for future HBC and Mediacom Franchise Fees)*

**Whereas**, the City of Chatfield uses a Fund Accounting system of tracking revenues, expenses, and cash balances relating to various activities, projects, and obligations, and

**Whereas**, the annual budget may be amended by the City Council due to omissions, corrections, or unanticipated expenditures or revenues; and

**Whereas**, the City of Chatfield authorizes the transfer of funds to meet its budgetary obligations, and

**Whereas**, there is no longer a need to maintain a Fund for CCTV Capital Fund according to the June 23<sup>rd</sup> motion.

**Now Therefore, Be It Resolved** that the City Council authorizes Administration to disburse, transfer and close certain funds:

<u>Fund</u>	<u>07/31/2025 Fund Balance</u>
614 Cable Access Operations Fund	\$62,917.00
• Disburse ½ to Chatfield Public Schools	\$31,458.50
• Transfer ½ to 801 Technology Reserve Fund #801IT.	\$31,458.50
<u>Fund</u>	<u>Mediacom 2<sup>nd</sup> QtrFF (rec'd after July Bank Reconciliation)</u>
614 Cable Access Operations Fund	\$4,006.72
• Disburse ½ to Chatfield Public Schools	\$2,003.36
• Transfer ½ to 801 Technology Reserve Fund #801IT.	\$2,003.36

<u>Fund</u>	<u>07/31/2025 Fund Balance</u>
615 Cable Access Capital Fund	\$18,109.26
• Disburse ½ to Chatfield Public Schools	\$9,054.63
• Transfer ½ to 801 Technology Reserve Fund #801IT.	\$9,054.63

<u>Fund</u>	<u>Action</u>
615 Cable Access Capital Fund	Authorization to close due to obsolescence

Approved by the Chatfield City Council this 25<sup>th</sup> day of August 2025.

Meeting Date: August 11, 2025

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**Agenda Item:** Service Recognition Program

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**Subject | Summary:** Past practice has been to provide "Chatfield Dollars" to team members with a 5, 10, 15, 20, 25, 30, and 35 year anniversaries as a service recognition. The service recognition policy is an important one, however should consideration be given to providing a cash payment in lieu of the "Chatfield Dollars."

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**Agenda Category:**

**Submitted By:** Michele Peterson

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**Recommended Motion:** Review proposed policy.

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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:**

---

**Background:**

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**Attachments:**

[Personnel Amendment 8.06.docx](#)

## Section 8.06 Non-Exempt (Overtime-Eligible) Employees

The city recognizes some employees may be required to work extra hours in emergency situations and during peak workload periods. The scheduling and payment of compensatory time or overtime will be in accordance with the applicable Fair Labor Standards Act and the following:

- The immediate supervisor must give specific approval prior to its being earned or used.
- Pre-authorization may be presumed by employees in emergency situations such as excess snowfall, flood, severe storms, water main breaks, lift stations malfunctions or other similar situations where the immediate response of staff is required to avert endangerment of life, home, or property.
- Compensatory time off must receive prior approval from the immediate supervisor. The supervisor will normally consider workload and the potential for service interruptions when deciding whether it is possible to grant the time off. Compensatory time must be used or paid in cash in the same calendar year in which it is earned. If any compensatory time is remaining at the time of processing the last payroll of the calendar year, the cash value of that compensatory time will be paid to the employee with their regular pay.
- Hourly employees will be compensated at one and one-half (1 ½) times the regular full time employee's regular base pay rate for hours worked in excess of the employee's regularly scheduled shift. Public Works shifts are typically eight hours, and the Police Department shifts are typically 12 hours.
- Overtime hours worked shall be paid either in the form of salary during the pay period in which they were earned or as compensatory time off at the employee's choice. Compensatory time will be earned at a rate of one and one-half (1 ½) times the actual overtime hours worked. Compensatory time may be accumulated to a maximum of Eighty 80 hours for Administration and Public Works / Eight Four (84) hours for PD. Compensatory time will be taken off in the same manner as PTO.
- Overtime will be calculated to the nearest fifteen (15) minutes.
- Public Works:
  - If an employee is asked to work before or after the 7:00 a.m. – 4:30 p.m. timeframe, and if that work does not result in overtime pay, the hours worked before or after 7:00 a.m. – 4:30 p.m. will be paid at a rate of 1.10 times the regular rate of pay. (For example, if an employee begins plowing snow at 4:00 a.m. and stops working at 12:00 noon, which would be an eight-hour day, the hours worked between 4:00 a.m. and 7:00 a.m. will be paid at a rate that is 10% higher than the employee's regular rate of pay.)
  - Public Works staff members will work on a rotating schedule to complete the monitoring and adjustments as necessary for the water and wastewater treatment facility. The staff member will complete the monitoring and adjustments once per day for the water and wastewater operations, consistent with the **daily morning monitoring practices** or **daily monitoring practices between 6:30 a.m. and 9:30 a.m.** or **daily monitoring practices**. For this they will be paid two hours of overtime pay for each day. Additionally, pool rounds will be completed once per day **prior to the pool opening**, which will constitute one hour of overtime per day.
  - Public works staff members who need to take a phone call or address an alert from the SCADA system will receive 15 minutes of regular pay per incident.
  - If public works staff are called out to respond to matters outside of normal working hours, they will be paid a minimum of two hours at their overtime rate of pay.



## PERSONNEL / BUDGET COMMITTEE MEETING STAFF REPORT

**Meeting Date:** August 11, 2025

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**Agenda Item:** Personnel Policy 2.04 Appearance

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**Subject | Summary:**

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**Agenda Category:**

**Submitted By:** Michele Peterson

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**Recommended Motion:** Provide recommendation for approval to amend the current policy language to align with the union agreement, and budgetary expenditures previously approved.

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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 Policy 2.04.docx](#)

## **Section 2.04 Appearance**

Departments may establish dress codes for employees as part of departmental rules. Personal appearance should be appropriate to the nature of the work and contacts with other people and should present a positive image to the public. Clothing, jewelry, or other items that could present a safety hazard are not acceptable in the workplace. Dress needs vary by function. Employees who spend a portion of the day in the field need to dress in a professional manner appropriate to their jobs, as determined by their supervisor.

When uniforms are required, the city will provide an allowance for them.

Administration –Indoor attire city shirts or a combination of shirts, sweaters, vests, jackets per year with department head approval. This will provide a professional image to citizens and customers approaching the City Offices. The amount of benefit that will be paid out to any one employee will not exceed \$300 in any one year. This allowance is taxable per the IRS regulations.

Police – New employees with the Chatfield Police Department for the first year of employment are provided, at the expense of the City, the complete uniform, equipment, and accessories required by the Police Department which shall remain the property of the City. After the first year of employment, each employee shall be entitled to a uniform/equipment/accessory reimbursement allowance of ~~six hundred seventy five dollars (\$675.00)~~ \$900 in each year of the contract, for the purchase and maintenance of uniforms and equipment. Each employee shall be allowed to carry over up to two hundred dollars (\$200.00) from one calendar year to the next calendar year.

Public Works –The Employer will contribute a maximum of ~~\$700~~ 750 in any one year to include clothing and safety boots as required.



## PERSONNEL / BUDGET COMMITTEE MEETING STAFF REPORT

**Meeting Date:** August 11, 2025

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**Agenda Item:** Personnel Policy 12.01.03 PTO Separation Payout Amendment Consideration

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**Subject | Summary:**

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**Agenda Category:**

**Submitted By:** Michele Peterson

---

**Recommended Motion:** Review options to amend the current policy to include an investment into a HCSP.

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**Community Engagement and Outreach:**

---

**FISCAL IMPACT:**

**Amount:**

**Ongoing Cost :**

**One-Time Cost :**

**Included in Current Budget?:**

---

**FISCAL DETAILS:**

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

**Account Code:**

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**Background:**

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**Attachments:**

[HCSP At A Glance Brochure 2025.pdf](#)





## Health Care Savings Plan At-A-Glance



Our **TAX-FREE** Solution



## The Health Care Savings Plan

is an employer-sponsored program that allows Minnesota Public employees to invest money in a medical savings account while employed. This plan is administered by the Minnesota State Retirement System (MSRS).

### How It Works

You are automatically enrolled and contribute to the Health Care Savings Plan (HCSP) as directed by the bargaining agreement or personnel policy of your employer. You choose how your account balance is invested. After you end employment, you may access the funds to reimburse eligible medical expenses incurred by you, your spouse, legal tax dependents and adult children up to their 26th birthday. An administrative fee is charged to help pay for the cost of plan services. This fee is prorated and deducted monthly from your account balance.

### HCSP is a **TAX-FREE** Account!

More of your money works for you in an HCSP account because you don't pay taxes on contributions or reimbursements. Here is an example showing how you benefit from **TAX-FREE** savings assuming a severance payment of \$10,000.

Severance Paid to <b>HCSP Account</b>	
Severance Payment	\$10,000
Federal Income Tax	\$ - 0
State Income Tax	- 0
FICA Tax	- 0
<hr/>	
<b>\$10,000</b>	
<b>Net Contribution to HCSP</b>	

Severance Paid in <b>Cash</b>	
Severance Payment	\$10,000
Federal Income Tax	\$ -2,200
State Income Tax	- 705
FICA Tax	- 765
<hr/>	
<b>\$6,330</b>	
<b>Net Payout in Cash</b>	

**FOR ILLUSTRATION  
PURPOSES ONLY.**

*This hypothetical example assumes a 22% federal tax withholding rate, a 7.05% state tax withholding rate and a 7.65% FICA (Social Security and Medicare) tax rate.*

*Individual tax rates may vary based on total taxable income and filing status for the year.*



**Did you know** your HCSP contributions and reimbursements from the account are not reportable on federal or state income tax returns?



## How are Your Contributions Invested



Contributions are automatically invested in the **Money Market Account**. Once your HCSP account is established, you have the freedom to choose your investment mix at any time. You can also transfer all or a portion of the existing account balance among any of the investment options offered by the plan. Restrictions may apply.

## HCSP Investment Options

You can invest your contributions in any combination of the available investment options.



Learn more online:

[www.mnretire.gov/hcsp-investment-options](http://www.mnretire.gov/hcsp-investment-options)

### Investment Options

T. Rowe Price Small Cap Stock Fund

Vanguard Total International Stock Index Fund

Vanguard Mid Cap Index Fund

Vanguard Total Stock Market Index Fund

Vanguard Dividend Growth Fund

Vanguard Balanced Index Fund

Core Bond Account

Vanguard Total Bond Market Index Fund

Stable Value Account

Money Market Account

Higher Risk/Potential Reward



Lower Risk/Potential Reward

Carefully consider the investment option's objectives, risks, fees and expenses. To obtain a prospectus, summary prospectus or disclosure document, as available, containing this information contact MSRS. Read them carefully before investing.



Visit online at:  
[www.mnretire.gov](http://www.mnretire.gov)



Call the MSRS Service Center:  
1.800.657.5757 or 651.284.7730

*You could lose money by investing in the Money Market Account. Although the account seeks to preserve the value of your investment at \$1 per share, it cannot guarantee it will do so. An investment in the account is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. The account's sponsor has no legal obligation to provide financial support to the account, and you should not expect that the sponsor will provide financial support to the account at any time.*

Investing involves risks, including possible loss of principal. Stock funds have greater risk than bond funds and bond funds have greater risk than capital preservation funds. Investing in foreign investments increases risks due to currency fluctuations, taxation differences and political developments. Bond funds are subject to interest rate, inflation and credit risks associated with the underlying bonds.

## Eligibility Requirements for Reimbursements

You can access your HCSP account for reimbursement of eligible medical expenses when you:

- ▶ Separate from service at any age
- ▶ Retire
- ▶ Collect a disability benefit from a Minnesota public pension plan

Only eligible medical expenses incurred after you leave public employment can be reimbursed. You pay the bill and then submit a *Reimbursement Request* form with appropriate documentation of expenses to MSRS. Your reimbursement will then be mailed to you or electronically deposited into your bank account.

## Inheriting the Balance of an HCSP Account

Upon your death, any remaining HCSP account balance is transferred to an heir. The assets are placed in an HCSP account for your survivor and must be used for the reimbursement of healthcare-related expenses.

### Who inherits the account balance?

- 1 **Spouse** - Automatically inherits 100% of the remaining balance. Reimbursements to a spouse are tax-free.
- 2 **Legal tax dependents** - The balance is divided equally among your dependents. Reimbursements to a dependent are tax-free.
- 3 **Beneficiaries** - If you are not survived by a spouse or dependent, your named beneficiary will inherit the balance. Reimbursements to a beneficiary are taxable income.

Reimbursements are always paid to **YOU**. MSRS never pays the medical provider.





## Benefits of the Health Care Savings Plan



### Post-Employment Account

After you end public employment, you can request reimbursements for eligible healthcare expenses regardless of your age. Reimbursement of expenses is available for you, your spouse, dependent children and adult children up to age 26.



### Reimbursement of Out-of-Pocket Medical Expenses

The HCSP provides reimbursement of insurance premiums and other medical expenses not covered by your insurance. Using the tax-free dollars accumulated in your HCSP account to reimburse out-of-pocket medical expenses may help provide significant savings for you and your family.



### Choose How Your Funds are Invested

Contributions are automatically invested in the Money Market Account. You have the freedom to change your investment mix at any time.



### Account Balances Always Transfer to a Beneficiary

Upon your death, any remaining account balance will transfer to an HCSP account for your spouse, dependents or a designated beneficiary.

## Most Common **Reimbursable** Expenses

- Premiums for medical, dental and long-term care insurance
- Medicare Part B, C and D premiums
- Insurance deductibles and co-pays



- Prescription drug co-pays
- Eye-care expenses
- Dental expenses
- Chiropractor and acupuncture



To learn more see: [www.mnretire.gov/eligible-expenses](http://www.mnretire.gov/eligible-expenses)

View IRS Publication 502 Medical and Dental expenses at: [www.irs.gov](http://www.irs.gov)

**NOTE:** The current IRS Publication 502 supersedes MSRS documentation regarding reimbursable health care-related expenses.

# Frequently Asked Questions



## Can I opt out of the HCSP?

You may opt out if you:

- Are eligible for TRICARE retiree insurance benefits
- Have a service-connected disability
- Are a foreign national who plans to return to your country of origin after you end employment
- Have comprehensive health insurance coverage provided for life that is at least 70% paid for by an employer. The coverage must be provided by a source other than your current employer who sponsors your HCSP.
- Are a Native American eligible for tribal insurance coverage.

Once you opt out of participation in the HCSP, you cannot enroll at any time in the future.



For more information visit [www.mnretire.gov/waiver-of-participation](http://www.mnretire.gov/waiver-of-participation) or contact MSRS to request the appropriate waiver form.

## What federal and state laws govern the HCSP?

The HCSP is a tax-exempt section 115 Governmental Integral Part Trust. The HCSP assets can only be used for post-employment medical expenses. The trust was approved by an IRS private letter ruling, which ensures the tax-exempt status. Minnesota Statutes, Chapter 352.98 authorizes Minnesota State Retirement System (MSRS) to offer the HCSP to governmental employees who work for a city, county, school district, political subdivision or the State of Minnesota.

## Can I have multiple medical savings plans?

Yes, you may invest in multiple tax-advantaged medical savings plans such as a Health Savings Account (HSA), Health Reimbursement Account (HRA) or Flexible Spending Account (FSA). However, you cannot be reimbursed for the same expense from more than one savings plan or deduct a reimbursed expense on your federal income tax return.

## How much are administrative fees?

The annual administrative fee is 0.65% of your account balance. This fee is prorated and deducted monthly from your account balance. The maximum annual fee is \$140 (or \$11.67 per month). Fees are subject to change.

## How do I monitor my account?

There are several ways to monitor and access your account.



**Statements** - A summary of your account information will be available online or mailed to you quarterly.



**Online 24/7 Access** - Manage your HCSP account anytime and as often as you like.



**Phone** - Speak with an MSRS representative Monday through Friday from 8:00 a.m. to 4:30 p.m.

## Contact Us - We're Here To Help!



Phone: **1.800.657.5757 or 651.284.7730**

Web: **[www.mnretire.gov](http://www.mnretire.gov)** Email: **[info@mnretire.gov](mailto:info@mnretire.gov)**

Address: **60 Empire Drive, Suite 300 St. Paul, MN 55103**

Hours: **Monday – Friday, 8:00 a.m. - 4:30 p.m.**

**The Health Care Savings Plan (HCSP) is administered by Minnesota State Retirement System (MSRS).**

*Plan administrative services provided by Voya Institutional Plan Services, LLC., a member of the Voya® family of companies.*

**Retirement specialists are registered representatives of Voya Financial Partners, LLC (member SIPC).** *This material is for informational purposes only and is not intended to provide investment, legal or tax recommendations or advice.*