

CITY OF CHATFIELD COMMON COUNCIL
AGENDA
Council Chambers, Thurber Building, 21 Second Street SE
October 23, 2023, 7:00 P.M

- I. City Council Meeting, Monday, October 23, 2023, 7:00 p.m. City Council Chambers
 - a. Approve Agenda – Additions or Corrections
 - b. Consent Agenda:
 - i. Approval of minutes October 9, 2023
 - ii. Approve payment of claims.
 - iii. Approve use of City Park by Chatfield Alliance to display 10 evergreen trees Nov 15 – Feb 3
 - iv. Review and accept Quarterly Financial Report
 - v. Approve letter of resignation from Leslie Tannahill, NREMT
 - vi. Approve 2024 CEDA Contract for EDA staffing services
 - vii. Approve Resolution 2023-19 Donation of funds
 - c. Public Works Report
 - i. Quote for Vactor Replacement Parts
 - d. Committee Reports:
 - i. Public Services Committee
 - ii. Committee of the Whole
 - e. Mayor’s Report
 - f. City Administrator’s Report – Michele Peterson
 - i. Public Works Maintenance Position
 - g. Roundtable
 - h. Adjourn
 - i. Meeting Notices:
 - i. Public Services Committee (Councilors Bluhm and Frank) 4:30 p.m., Monday, October 23, 2023
 - ii. Committee of the Whole (Capital Financial Planning) 5:30 p.m., Monday, October 23, 2023

**CITY OF CHATFIELD
COMMON COUNCIL
MEETING MINUTES**

Monday, October 9, 2023

The Common Council of the City of Chatfield met in regular session on Monday, October 9, 2023. Mayor John McBroom presided and called the regular meeting to order at 7:00 PM

Members Present: Councilor Paul Novotny, Councilor Joshua Broadwater, Councilor Dave Frank, Councilor Pam Bluhm, and Mayor John McBroom.

Members absent: Councilor Mike Urban.

Others Present: Karen Reisner, Chris Geisen, Brian Burkholder, Craig Britton, Shane Fox, Steven Schlichter, Members of Boy Scout Troop #43, Andy O'Conner, Beth Carlson, Fred Suhler Jr., and Michele Peterson.

[Approve Agenda](#)

Councilor Paul Novotny entered a motion, with a second by Councilor Joshua Broadwater, to approve the addition of the Lawful Gambling Exempt Permit for St. Mary's Catholic Church to the consent agenda.

Ayes: Councilors: Novotny, Broadwater, Frank, and Bluhm

Nays: None

Absent: Councilor: Urban

Motion carried.

[Consent Agenda](#)

Councilor Joshua Broadwater entered a motion, with a second by Councilor Paul Novotny, to adopt the consent agenda which included the following items:

1. Approval of September 25, 2023 meeting minutes
2. Approve payment of claims
3. CCTV Technical Coordinator Contract, Damon Lueck
4. Resolution 2023-17 Accepting donation of funds from CFFA
5. Approve Lawful Gambling Exempt Permit for Chatfield Education Foundation
6. Approve Lawful Gambling Exempt Permit for St. Mary Catholic Church

Ayes: Councilors: Novotny, Broadwater, Frank, and Bluhm

Nays: None

Absent: Councilor: Urban

Motion carried.

[EDA Report](#)

Enterprise Drive construction rebate application

An application for an Enterprise Drive construction rebate was submitted by Joshua Broadwater, LLC for 1572 Enterprise Drive.

The Fillmore County Assessor has estimated that the taxable value of the land plus building when completed to be \$240,800 which would qualify for a \$15,000 construction rebate. If approved the rebate will

be paid upon issuance of a certificate of occupancy from the building inspector.
The EDA reviewed the application and recommends approval by council.

Councilor Dave Frank entered a motion, with a second by Councilor Paul Novotny, to approve the construction rebate application from Joshua Broadwater, LLC for 1572 Enterprise Drive in the amount of \$15,000.

Ayes: Councilors: Novotny, Frank, and Bluhm

Nays: None

Absent: Councilor: Urban

Abstained: Councilor: Broadwater

Motion carried.

City Engineer's Report

2023 Street Project – Pay Application #3 and Change Order #1

Change Order #1 from Griffin Construction is in the amount of \$-1317.65 for rock excavation at the Winona Street and Prospect intersection for \$1661.35 and a deduction of close to \$3000.00 for use of the reclaim material on the project.

Councilor Joshua Broadwater entered a motion, with a second by Councilor Paul Novotny, to approve Change Order #1 from Griffin Construction in the amount of \$-1317.65.

Ayes: Councilors: Novotny, Broadwater, Frank, and Bluhm

Nays: None

Absent: Councilor: Urban

Motion carried.

Griffin Construction has submitted Pay Application #3 in the amount of \$371,345.77 for work completed mainly on Grand Street SE and Hawley Street SE. Work completed includes the installation of the storm sewer on Grand Street, the installation of the sanitary sewer on Hawley Street and the placement of aggregate base on Grand Street SE.

Councilor Dave Frank entered a motion, with a second by Councilor Pam Bluhm, to approve Pay Application #3 from Griffin Construction in the amount of \$371,345.77.

Ayes: Councilors: Novotny, Broadwater, Frank, and Bluhm

Nays: None

Absent: Councilor: Urban

Motion carried.

Conditional Use Permit – 129 S Main Street – Resolution 2023-18

The proposed request is to convert the existing structure at 129 S Main Street into a residential use with three apartments and an AirBnB located above a commercial use. The first floor will remain as Jac's Bar and Grill. The proposed residential use with three apartments and an AirBnB located above street-level commercial establishments is a conditional use and therefore needs a Conditional Use Permit.

Councilor Joshua Broadwater entered a motion, with a second by Councilor Paul Novotny, to adopt Resolution 2023-18

A Resolution to Recommend Approval of a Conditional Use Permit

Whereas, the City of Chatfield maintains a Comprehensive Plan and Land Use Plan Map which includes land uses and policies of the City's future growth and development, and

Whereas, the City of Chatfield maintains a Zoning District Map which includes all zoning districts within the City and is generally consistent with the Comprehensive Plan and Land Use Plan Map, and

Whereas, an application came forward for a residential use with three apartments and an AirBnB located above a street-level commercial establishment at 129 S Main Street (Jac's) as a conditional use permit, and

Whereas, a public hearing has been held with the Planning Commission to consider the Conditional Use Permit for a residential use with three apartments and an AirBnB located above a street-level commercial

establishment, and

Whereas, the Planning Commission approved the request with the following four conditions, with a slight modification to condition number one:

1. All parking for the residential uses will need to be accommodated and marked per code on site so that there is not any additional burden on the public street and alley.
2. All site triangles at the intersecting street and alley must be maintained.
3. Any changes to the existing parking on site will need to be reviewed and approved through the Conditional Use Permit process.
4. Any changes, other than what is being proposed, to the existing building's exterior or interior will need to be reviewed and approved through the Conditional Use Permit Amendment Process.

NOW THEREFORE BE IT RESOLVED that the Planning & Zoning Commission of the City of Chatfield recommends that the City Council approve the Conditional Use Permit with four conditions.

Ayes: Councilors: Novotny, Broadwater, Frank, and Bluhm

Nays: None

Absent: Councilor: Urban

Motion carried.

Public Works Director Report

Shade Tree Disease List

An inventory of the Ash trees within city limits has been taken identifying those that have been treated and those that have been deemed hazardous and need removal.

Shade Tree Disease Ordinance Enforcement Letter

A letter has been drafted to send to private property owners informing them of the need to remove the trees that have been deemed hazardous and options for removal.

Councilor Paul Novotny entered a motion, with a second by Councilor Dave Frank, to approve the recommendations from Park & Rec Committee and Public Works Committee for disbursement of the Ordinance Enforcement letters to property owners about the hazardous ash trees.

Ayes: Councilors: Novotny, Broadwater, Frank, and Bluhm

Nays: None

Absent: Councilor: Urban

Motion carried.

Committee Reports

Personnel-Budget Committee

Topics at the Personnel-Budget Committee included proposed changes to the personnel policy and a new home construction rebate program.

Public Works Committee

Topics of the Public Works committee included: street project pay application #3 and change order #1, Emerald Ash Borer tree list and letter, the need to replace a gas sensor for the influent building at the WWTP, replacement of hoses needed for the vactruck, and Gavin Carr's request for a mountain bike skills park.

The influent building at the WWTP has a gas sensor that is failing. This sensor alerts employees if it is safe to enter the building or not.

Councilor Joshua Broadwater entered a motion, with a second by Councilor Dave Frank, to approve the replacement of a gas sensor for the influent building at the WWTP in the amount of \$2380.

Ayes: Councilors: Novotny, Broadwater, Frank, and Bluhm

Nays: None

Absent: Councilor: Urban

Motion carried.

Mayor's Report

The Heritage Preservation Commission is looking for members. Anyone interested can contact City Hall for more information.

Mayor McBroom offered his condolences to the family of Mike Bernard.

City Administrator's Report

City Administrator Michele Peterson gave a quick report on what she has been working on. Those activities include the Capital Improvement Plan, reviewing the process for handling nuisance concerns, and the new public works position.

Roundtable

No comments during Roundtable

Adjourn

Councilor Pam Bluhm entered a motion, with a second by Councilor Dave Frank, to adjourn at 7:19 pm.

Ayes: Councilors: Novotny, Broadwater, Frank, and Bluhm

Nays: None

Absent: Councilor: Urban

Motion carried.

/s/Beth M Carlson
City Clerk



City of Chatfield
Batch Listing - Unposted Summary
 Current Period: October 2023
 2023 10FA02

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
ABILITY BUILDING CENTER						
18072		E 100-41940-302	Municipal Building	Contracted Help	\$693.92	CLEANING - SEP 2023
					\$693.92	
ABILITY BUILDING CENTER						
AIRGAS						
550228		E 230-42270-210	Ambulance	Operating Expenses	\$170.04	OXYGEN
					\$170.04	
AIRGAS						
ALLEGRA						
23124		E 221-42280-350	Fire Department *	Print/Binding (GENERAL)	\$447.59	FALL MLR NWSLTTR ENV DNTN CRDS
					\$447.59	
ALLEGRA						
AMERICAN PATCHWORK & QUILTING						
RNWLN		E 211-45500-591	Libraries (GENERA	Cap. Outlay-Magazines	\$39.97	2 YRS
					\$39.97	
AMERICAN PATCHWORK & QUILTING						
ARAMARK						
256017		E 100-41940-401	Municipal Building	Repairs/Maint Buildings	\$366.32	RUG SERVICE
					\$366.32	
ARAMARK						
AT&T MOBILITY						
100320		E 100-42110-320	Police Administrati	Communications (GENER	\$38.23	507.513.5954 POLICE AIR CARD
100320		E 100-42110-321	Police Administrati	Telephone	\$44.63	507.272.5382 POLICE 872
100320		E 100-42110-321	Police Administrati	Telephone	\$44.63	507.272.5386 POLICE 873
100320		E 100-42110-321	Police Administrati	Telephone	\$49.66	507.272.5506 POLICE CHIEF
100320		E 100-42110-218	Police Administrati	Confiscation/Forfeitures	\$38.23	507.513.5937 POLICE AIR CARD
100320		E 230-42270-321	Ambulance	Telephone	\$49.66	507.513.5974 AMBULANCE
100320		E 100-45200-321	Parks (GENERAL)	Telephone	\$23.33	507.551.8045 RINK CAMERA
100320		E 220-42280-321	Fire Department *	Telephone	\$38.23	507.551.8200 AMB IBR
100320		E 220-42280-321	Fire Department *	Telephone	\$49.66	507.884.4423 FIRE
100320		E 230-42270-321	Ambulance	Telephone	\$49.66	507.513.5925 AMBULANCE
					\$425.92	
AT&T MOBILITY						
BAKER & TAYLOR BOOKS						
STMNT		E 211-45500-590	Libraries (GENERA	Cap. Outlay-Books	\$1,400.81	ACCOUNT L6248262
					\$1,400.81	
BAKER & TAYLOR BOOKS						
BATTERIES PLUS						
P66007		E 100-43100-210	Street Maintenanc	Operating Expenses	\$41.00	2) HPS10016,LU100 BULBS
					\$41.00	
BATTERIES PLUS						
BLACKSTONE PUBLISHING						
STMNT		E 211-45500-593	Libraries (GENERA	Cap. Outlay-Non Print M	\$301.18	CUSTOMER ID 168011
					\$301.18	
BLACKSTONE PUBLISHING						
BOB THE BUG MAN, LLC						
78651		E 100-41940-403	Municipal Building	Prev. Maint. Agreements	\$136.00	CITY HALL 4X EXTERIOR
					\$136.00	
BOB THE BUG MAN, LLC						
BOUND TREE MEDICAL						
850995		E 230-42270-210	Ambulance	Operating Expenses	\$97.31	ALBTRL GLCS ASPRN
					\$97.31	
BOUND TREE MEDICAL						
CABIN COFFEE						
157		E 221-42280-300	Fire Department *	Promotional Expense	\$160.69	FD OH HT CHCLT
					\$160.69	
CABIN COFFEE						
CENGAGE LEARNING						



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	827656	E 211-45500-590	Libraries (GENERA	Cap. Outlay-Books	\$28.89	ACCT 23762978
	828023	E 211-45500-590	Libraries (GENERA	Cap. Outlay-Books	\$28.90	ACCT 23762978
CENGAGE LEARNING					\$57.79	
CENTURYLINK-TELE						
	OCT 10,	E 211-45500-321	Libraries (GENERA	Telephone	\$99.52	2911 LIBRARY ELEVATOR
	OCT 10,	E 230-42270-321	Ambulance	Telephone	\$20.75	1500 1/5 DID LINES
	OCT 10,	E 100-41500-321	City Clerk	Telephone	\$20.75	1500 1/5 DID LINES
	OCT 10,	E 100-43100-321	Street Maintenanc	Telephone	\$20.76	1500 1/5 DID LINES
	OCT 1,	E 100-43100-321	Street Maintenanc	Telephone	\$130.25	612 E10-0825 1/5 NEW CIRCUIT
	OCT 1,	E 100-41500-321	City Clerk	Telephone	\$130.24	612 E10-0825 1/5 NEW CIRCUIT
	OCT 1,	E 601-49400-321	Water Utilities (GE	Telephone	\$130.24	612 E10-0825 1/5 NEW CIRCUIT
	OCT 1,	E 100-42110-321	Police Administrati	Telephone	\$130.24	612 E10-0825 1/5 NEW CIRCUIT
	OCT 10,	E 601-49400-321	Water Utilities (GE	Telephone	\$20.75	1500 1/5 DID LINES
	OCT 10,	E 100-42110-321	Police Administrati	Telephone	\$20.75	1500 1/5 DID LINES
	OCT 10,	E 211-45500-321	Libraries (GENERA	Telephone	\$80.97	3480 LIBRARY
	OCT 10,	E 100-46630-321	Community Dev -	Telephone	\$155.70	3966 TOUR CENTER
	OCT 1,	E 230-42270-321	Ambulance	Telephone	\$130.24	612 E10-0825 1/5 NEW CIRCUIT
CENTURYLINK-TELE					\$1,091.16	
CHAMPION COATINGS INC.						
	1072-F	E 601-49400-500	Water Utilities (GE	Cap. Outlay-GENERAL	\$33,700.00	GRND STRG TNK RPR (8/29EM)
CHAMPION COATINGS INC.					\$33,700.00	
CHATFIELD ALLIANCE, INC						
	OKNWL	E 100-46630-300	Community Dev -	Promotional Expense	\$468.35	95% LODGING TAX JUL-SEP 2023
CHATFIELD ALLIANCE, INC					\$468.35	
CHATFIELD PARTS HOUSE						
	904098	E 100-43100-210	Street Maintenanc	Operating Expenses	\$6.18	BLT NT
	904095	E 100-43100-210	Street Maintenanc	Operating Expenses	-\$0.02	WTR TNK GRT
	903991	E 100-45200-210	Parks (GENERAL)	Operating Expenses	\$10.99	ADPTRS
	905771	E 601-49400-210	Water Utilities (GE	Operating Expenses	\$25.98	GRFTTI RMVR
	903351	E 220-42280-404	Fire Department *	Repairs/Maint Equipment	\$4.59	FD SFTY HSP
	904120	E 100-41940-240	Municipal Building	Small Tools and Minor E	\$72.98	PWR STRPS SRG
	904327	E 100-45124-210	Swimming Pools -	Operating Expenses	\$59.88	NTIFRZ
	903992	E 100-43100-210	Street Maintenanc	Operating Expenses	\$19.98	T20 FSTRN
	904394	E 100-45200-212	Parks (GENERAL)	Vehicle Operating Suppli	\$61.92	PKR PU OIL
	904746	E 601-49400-210	Water Utilities (GE	Operating Expenses	\$6.99	GRLLA TP
	904663	E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	\$3.29	SPRK PLG
	904335	E 100-45124-210	Swimming Pools -	Operating Expenses	\$53.98	TRP
	902996	E 100-41940-240	Municipal Building	Small Tools and Minor E	\$14.99	TLT FLPPR
CHATFIELD PARTS HOUSE					\$341.73	
COMPASS MINERALS						
	123228	E 100-43100-210	Street Maintenanc	Operating Expenses	\$2,355.63	WNTR RD SLT
COMPASS MINERALS					\$2,355.63	
CORE & MAIN						
	T62588	E 601-49400-404	Water Utilities (GE	Repairs/Maint Equipment	\$606.42	RPR CLMP HWY30 WM BRK NPL RMB
	T62574	E 601-49400-404	Water Utilities (GE	Repairs/Maint Equipment	\$606.42	RPR CLAMP
CORE & MAIN					\$1,212.84	
E&J UNDERGROUND LLC						
	1091	E 443-43200-500	Construction Fund	Cap. Outlay-GENERAL	\$4,750.00	WTR PRJCT - BRNG FR PWR TO S RSV



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Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
E&J UNDERGROUND LLC					\$4,750.00	
EARL F. ANDERSON						
013432	E 801-43100-511	Street Maintenanc	Cap. Outlay-Signs		\$573.95	PED SIGNS
EARL F. ANDERSON					\$573.95	
FIRE SAFETY USA, INC						
177983	E 220-42280-404	Fire Department *	Repairs/Maint Equipment		\$744.00	NGN1 ISO PMP TST
177982	E 220-42280-404	Fire Department *	Repairs/Maint Equipment		\$593.00	NGN2 ISO PMP TST
FIRE SAFETY USA, INC					\$1,337.00	
GOPHER STATE ONE CALL						
309028	E 601-49400-310	Water Utilities (GE	Other Professional Servic		\$74.25	ACCOUNT #MN00240
GOPHER STATE ONE CALL					\$74.25	
HAWKINS, INC.						
660239	E 601-49400-210	Water Utilities (GE	Operating Expenses		\$20.00	WATER SUPPLY CHEMICALS
HAWKINS, INC.					\$20.00	
LMC						
392051	E 100-41500-435	City Clerk	Licences, Permits and Fe		\$530.34	ADOBE PRO DC RENEWAL - 5 MP KW
392051	E 230-42270-435	Ambulance	Licences, Permits and Fe		\$106.06	ADOBE PRO DC RENEWAL - 1 RB
392051	E 100-43100-435	Street Maintenanc	Licences, Permits and Fe		\$106.06	ADOBE PRO DC RENEWAL - 1 BB
392051	E 100-42110-435	Police Administrati	Licences, Permits and Fe		\$106.06	ADOBE PRO DC RENEWAL - 1 SF
LMC					\$848.52	
LOFFLER						
448583	E 211-45500-404	Libraries (GENERA	Repairs/Maint Equipment		\$16.89	CANON DXC3725I OVRAGE CHARGE
LOFFLER					\$16.89	
MACQUEEN EQUIPMENT						
P53192	E 602-49450-404	Sewer (GENERAL)	Repairs/Maint Equipment		\$441.83	ARM FLT BALL ORING
P53032	E 602-49450-404	Sewer (GENERAL)	Repairs/Maint Equipment		\$326.26	FLT BLL WSHR PN BSHNG
MACQUEEN EQUIPMENT					\$768.09	
MARCO TECHNOLOGIES LLC.						
INV117	E 603-49500-403	Refuse/Garbage (Prev. Maint. Agreements		\$403.73	MIT ALLOC - 10%
INV117	E 602-49450-403	Sewer (GENERAL)	Prev. Maint. Agreements		\$403.73	MIT ALLOC - 10%
INV117	E 230-42270-403	Ambulance	Prev. Maint. Agreements		\$807.46	MIT ALLOC - 20%
INV117	E 100-41500-403	City Clerk	Prev. Maint. Agreements		\$807.46	MIT ALLOC - 20%
INV117	E 100-42110-403	Police Administrati	Prev. Maint. Agreements		\$807.46	MIT ALLOC - 20%
INV117	E 100-41910-403	Planning and Zoni	Prev. Maint. Agreements		\$201.86	MIT ALLOC - 5%
INV117	E 240-46500-403	Economic Dev (GE	Prev. Maint. Agreements		\$201.86	MIT ALLOC - 5%
INV117	E 100-41500-240	City Clerk	Small Tools and Minor E		\$58.71	WS RFRSH LST CRD
INV117	E 601-49400-403	Water Utilities (GE	Prev. Maint. Agreements		\$403.73	MIT ALLOC - 10%
MARCO TECHNOLOGIES LLC.					\$4,096.00	
MAYO CLINIC						
23-946	E 230-42270-415	Ambulance	Medical Services		\$340.18	PARAMEDIC INTERCEPT
MAYO CLINIC					\$340.18	
MED CITY ELECTRIC LLC						
4020	E 801-45124-500	Swimming Pools -	Cap. Outlay-GENERAL		\$2,500.00	INSTLL CNDT TO POOL
MED CITY ELECTRIC LLC					\$2,500.00	
MIENERGY COOPERATIVE						
STMNT	E 602-49450-380	Sewer (GENERAL)	Utility Services (GENERA		\$40.65	333119004 85007649 STALB LS
STMNT	E 100-45200-380	Parks (GENERAL)	Utility Services (GENERA		\$35.63	333119001 8500759501 52 SIGN



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	STMNT	E 601-49400-380	Water Utilities (GE	Utility Services (GENERA	\$414.48	333119003 85007624 JOHNST WELL
	STMNT	E 601-49400-380	Water Utilities (GE	Utility Services (GENERA	\$564.40	333119002 85007612 HSD BS
	STMNT	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$410.00	333119005 85010070 HSD STLGHTS
MIENERGY COOPERATIVE					<u>\$1,465.16</u>	
MN DEPT OF LABOR & INDUSTRY						
	ALR015	E 100-41940-401	Municipal Building	Repairs/Maint Buildings	\$100.00	ELV08664 ELEVATOR ANNUAL OP
	ABR031	E 250-46630-404	Community Dev -	Repairs/Maint Equipment	\$10.00	139964 BOILER CCA
MN DEPT OF LABOR & INDUSTRY					<u>\$110.00</u>	
QUADIENT - POSTAGE ALLOCATION						
	302384	E 100-43100-322	Street Maintenanc	Postage	\$30.00	POSTAGE ALLOCATION
	302384	E 100-41910-322	Planning and Zoni	Postage	\$30.00	POSTAGE ALLOCATION
	302384	E 602-49450-322	Sewer (GENERAL)	Postage	\$30.00	POSTAGE ALLOCATION
	302384	E 100-41500-322	City Clerk	Postage	\$45.00	POSTAGE ALLOCATION
	302384	E 230-42270-322	Ambulance	Postage	\$30.00	POSTAGE ALLOCATION
	302384	E 220-42280-322	Fire Department *	Postage	\$15.00	POSTAGE ALLOCATION
	302384	E 211-45500-322	Libraries (GENERA	Postage	\$15.00	POSTAGE ALLOCATION
	302384	E 614-49840-322	Cable TV (GENER	Postage	\$15.00	POSTAGE ALLOCATION
	302384	E 100-42110-322	Police Administrati	Postage	\$45.00	POSTAGE ALLOCATION
	302384	E 240-46500-322	Economic Dev (GE	Postage	\$15.00	POSTAGE ALLOCATION
	302384	E 601-49400-322	Water Utilities (GE	Postage	\$30.00	POSTAGE ALLOCATION
QUADIENT - POSTAGE ALLOCATION					<u>\$300.00</u>	
QUILL.COM						
	349630	E 100-41500-210	City Clerk	Operating Expenses	\$78.98	COPIER PAPER HP 20 92 10R
	349372	E 100-41940-210	Municipal Building	Operating Expenses	\$122.98	Z FOLD TOWELS AND TRASH CAN LIN
	348115	E 100-41500-210	City Clerk	Operating Expenses	\$363.99	312 - CLERK TONER
QUILL.COM					<u>\$565.95</u>	
RCT SEWER & VAC						
	1691	E 602-49450-407	Sewer (GENERAL)	Rep/Maint Manholes & S	\$2,500.00	CAMERA CTY RDS
	1691	E 602-49450-400	Sewer (GENERAL)	Sewer Main Camera & CI	\$2,000.00	VIDEO INSPECTION
RCT SEWER & VAC					<u>\$4,500.00</u>	
RITEWAY						
	23-326	E 100-41500-210	City Clerk	Operating Expenses	\$284.44	CHECK STOCK
RITEWAY					<u>\$284.44</u>	
SCHUMACHER ELEVATOR CO						
	905956	E 100-41940-403	Municipal Building	Prev. Maint. Agreements	\$200.24	MUNI ELEV MAINT
	905950	E 211-45500-401	Libraries (GENERA	Repairs/Maint Buildings	\$167.43	LIB ELEV MAINT
SCHUMACHER ELEVATOR CO					<u>\$367.67</u>	
SCHWICKERT COMPANY						
	S51011	E 601-49400-401	Water Utilities (GE	Repairs/Maint Buildings	\$1,850.00	RF RPRS - WELLS
SCHWICKERT COMPANY					<u>\$1,850.00</u>	
SOUTHEAST MECHANICAL						
	33338	E 100-45124-403	Swimming Pools -	Prev. Maint. Agreements	\$157.50	WNTRZ HTR
	32903	E 801-41940-404	Municipal Building	Repairs/Maint Equipment	\$15,975.83	RTU RPR LL
SOUTHEAST MECHANICAL					<u>\$16,133.33</u>	
STREICHER S						
	i165894	E 100-42110-153	Police Administrati	Uniform Allowance	\$23.98	CLTH NAME TAG
STREICHER S					<u>\$23.98</u>	



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THE CHATFIELD NEWS, LLC						
4444		E 100-41910-350	Planning and Zoni	Print/Binding (GENERAL)	\$44.00	PBLC NTC 09/27
4430		E 100-41910-350	Planning and Zoni	Print/Binding (GENERAL)	\$44.00	PBLC NTC 0920
4349		E 100-43100-350	Street Maintenanc	Print/Binding (GENERAL)	\$48.00	HLP WNTD 09/06
					<u>\$136.00</u>	
THE CHATFIELD NEWS, LLC						
THOMPSONS GARAGE DOOR CO. INC						
114823		E 220-42280-401	Fire Department *	Repairs/Maint Buildings	\$372.18	BTTM SL
					<u>\$372.18</u>	
THOMPSONS GARAGE DOOR CO. INC						
UNITED STATES POSTAL SERVICE						
		E 221-42280-322	Fire Department *	Postage	\$310.00	UB PSTG ALLCTN 20.18%
					<u>\$310.00</u>	
UNITED STATES POSTAL SERVICE						
VOLUNTEER FIREFIGHTERS BENEFIT						
2024		E 220-42280-360	Fire Department *	Insurance (GENERAL)	\$260.00	INSRNC RNWL X 26
					<u>\$260.00</u>	
VOLUNTEER FIREFIGHTERS BENEFIT						
WIT BOYZ INC.						
9735		E 230-42270-404	Ambulance	Repairs/Maint Equipment	\$678.43	CHEVY AMB FLD BRNG CHNS
					<u>\$678.43</u>	
WIT BOYZ INC.						
WSE ENGINEERING SERVICES, LTD						
805-23		E 100-42400-441	Building Inspectio	Plan Review	\$164.45	PLAN REVIEW
805-23		E 100-42400-440	Building Inspectio	Building Inspections	\$1,219.15	INSPECTIONS
					<u>\$1,383.60</u>	
WSE ENGINEERING SERVICES, LTD						
					<u>\$87,573.87</u>	
2023 10FA02					<u>\$87,573.87</u>	

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City of Chatfield
Batch Listing - Unposted Summary
 Current Period: October 2023
 2023 10ADM02

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
BCA						
058490	FF BCK	E 220-42280-435	Fire Department *	Licences, Permits and Fe	\$33.25	ANNUAL CJDN
					\$33.25	
BCA						
HBC						
058549	10/02/2	E 601-49400-438	Water Utilities (GE	Internet Expenses	\$29.99	50% 1520399 BNCH/RVR 1 OF 3 CLLC
	10/02/2	E 602-49450-438	Sewer (GENERAL)	Internet Expenses	\$30.00	50% 1520399 WTR RSVR 1 OF 3 CLLC
	10/02/2	E 601-49400-438	Water Utilities (GE	Internet Expenses	\$29.99	50% 1520399 WTR RSVR 1 OF 3 CLLC
	10/02/2	E 100-45200-438	Parks (GENERAL)	Internet Expenses	\$45.49	50% 1520399 19 2ND ST SW
	10/02/2	E 601-49400-438	Water Utilities (GE	Internet Expenses	\$45.49	50% 1520399 19 2ND ST SW
	10/02/2	E 602-49450-438	Sewer (GENERAL)	Internet Expenses	\$30.00	50% 1520399 UTLTY PL/HS 1 OF 3 CL
	10/02/2	E 601-49400-438	Water Utilities (GE	Internet Expenses	\$29.99	50% 1520399 UTLTY PL/HS 1 OF 3 CL
	10/02/2	E 602-49450-438	Sewer (GENERAL)	Internet Expenses	\$30.00	50% 1520399 BNCH/RVR 1 OF 3 CLLC
					\$270.95	
PEOPLES ENERGY COOPERATIVE						
058547	EM OCT	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$10.00	2182100 SIREN - 10210 HILLSIDE
	EM OCT	E 602-49450-380	Sewer (GENERAL)	Utility Services (GENERA	\$141.58	242390 MILL CREEK PK - LIFT ST
	EM OCT	E 100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$70.87	2410200 MAIN ST-CITY PARK
	EM OCT	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$57.07	2410100 1/4 FIRE HALL
	EM OCT	E 220-42280-380	Fire Department *	Utility Services (GENERA	\$171.21	2410100 3/4 FIRE HALL
	EM OCT	E 220-42280-380	Fire Department *	Utility Services (GENERA	\$193.66	2410000 318 S MAIN ST-WHISTLE
	EM OCT	E 100-41940-380	Municipal Building	Utility Services (GENERA	\$392.66	2407900 1/3 21 2ND ST SE
	EM OCT	E 100-42110-380	Police Administrati	Utility Services (GENERA	\$392.67	2407900 1/3 21 2ND ST SE
	EM OCT	E 230-42270-380	Ambulance	Utility Services (GENERA	\$392.67	2407900 1/3 21 2ND ST SE
	EM OCT	E 100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$701.71	2428000 MILL CREEK PARK
	EM OCT	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$287.56	2400202 PPLS 19 SCND ST SW
	EM OCT	E 100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$54.56	2432400 400 3RD ST SW
	EM OCT	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$141.71	2154400 10208 HILLSIDE DRIVE
	EM OCT	E 211-45500-380	Libraries (GENERA	Utility Services (GENERA	\$351.46	2402500 LIBRARY 322 MAIN ST S
	EM OCT	E 100-45124-380	Swimming Pools -	Utility Services (GENERA	\$344.72	3237701 107 UNION ST NE
	EM OCT	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$98.00	7823600 MEYERS AND TERMAR
	EM OCT	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$66.17	3376900 EV CHARGER - 405 MAIN ST
	EM OCT	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$143.71	3265100 20 2ND ST SE - LIGHTS
	EM OCT	E 602-49450-380	Sewer (GENERAL)	Utility Services (GENERA	\$2,964.22	2430200 126 LIBRARY LN WWTP
	EM OCT	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$154.77	3260000 52 3RD ST SW - STL MTR
	EM OCT	E 601-49400-380	Water Utilities (GE	Utility Services (GENERA	\$58.68	3211800 250 OLD TERRITORIAL RD
	EM OCT	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$2,040.00	3011800 STREET LIGHTS
	EM OCT	E 601-49400-380	Water Utilities (GE	Utility Services (GENERA	\$797.22	3011700 BLUFF ST WELL
	EM OCT	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$58.65	2447300 UNION ST NE - XING
	EM OCT	E 100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$57.00	2438500 MILL CREEK PARK
	EM OCT	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$7.99	2436500 CR 2 HWY S
	EM OCT	E 100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$57.00	2432200 CHATFIELD SIGN
	EM OCT	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$92.39	3260100 301 TH 52 - TRAFFIC SI
					\$10,299.91	
PEOPLES ENERGY COOPERATIVE						
REVTRAK JETPAY						
112369	SEP 20	E 100-42400-323	Building Inspectio	Administration Expense	\$56.79	ADMIN FEE ALLOC
	SEP 20	E 603-49500-323	Refuse/Garbage (Administration Expense	\$353.31	2023 ADMIN FEE ALLOC 19.24%
	SEP 20	E 602-49450-323	Sewer (GENERAL)	Administration Expense	\$1,112.44	2023 ADMIN FEE ALLOC 60.58%
	SEP 20	E 601-49400-323	Water Utilities (GE	Administration Expense	\$370.57	2023 ADMIN FEE ALLOC 20.18%
					\$1,893.11	
REVTRAK JETPAY						
UNITED STATES POSTAL SERVICE						



City of Chatfield
Batch Listing - Unposted Summary
 Current Period: October 2023
 2023 10ADM02

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
058488	PRMT#	E 221-42280-322	Fire Department *	Postage	\$199.65	FD FALL MAILER
UNITED STATES POSTAL SERVICE					\$199.65	
2023 10ADM02					\$12,696.87	
					\$12,696.87	

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City of Chatfield
Batch Listing - Unposted Summary
 Current Period: October 2023
 2023 1012VNDRPR

Check	Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
BLUE CROSS BLUE SHIELD							
	112376	230929	G 910-21721			\$104.80	PR VNDR LBLTY
BLUE CROSS BLUE SHIELD							
						\$104.80	
CHATFIELD PUBLIC LIBRARY							
	112374	2023-2	R 211-45500-3620	Libraries (GENERA		-\$100.00	PR VNDR LBLTY
		2023-2	G 910-21728			\$100.00	PR VNDR LBLTY
CHATFIELD PUBLIC LIBRARY							
						\$0.00	
EFTPS							
	112370	552823	G 910-21709			\$1,826.34	PR VNDR LBLTY
		552823	G 910-21703			\$6,062.02	PR VNDR LBLTY
		552823	G 910-21701			\$5,073.51	PR VNDR LBLTY
EFTPS							
						\$12,961.87	
EMPOWER MNDCP							
	112373	113174	G 910-21719			\$722.16	PR VNDR LBLTY
EMPOWER MNDCP							
						\$722.16	
HEALTH EQUITY							
	112378	z43I2w	G 910-21726			\$2,881.67	PR VNDR LBLTY
HEALTH EQUITY							
						\$2,881.67	
LAW ENFORCEMENT LABOR SERVICES							
		OCT-23	G 910-21717			\$270.00	PR VNDR LBLTY - 4 MMBRS
LAW ENFORCEMENT LABOR SERVICES							
						\$270.00	
MN PEIP							
	112375	131966	G 910-21706			\$20,470.62	PR VNDR LBLTY
MN PEIP							
						\$20,470.62	
MN REVENUE							
	112371	1-838-0	G 910-21702			\$2,523.69	PR VNDR LBLTY
MN REVENUE							
						\$2,523.69	
PERA							
	112372	SOMPE	E 230-42270-121	Ambulance	PERA	\$660.00	CEMTRIP SEP 2023
		SOMPE	G 910-21705			\$4,129.15	PR VNDR LBLTY
		SOMPE	G 910-21704			\$6,035.53	PR VNDR LBLTY
PERA							
						\$10,824.68	
TASC							
	112377	10/12/2	G 910-21714			\$331.26	PR VNDR LBLTY
TASC							
						\$331.26	
2023 1012VNDRPR							
						\$51,090.75	
						\$51,090.75	

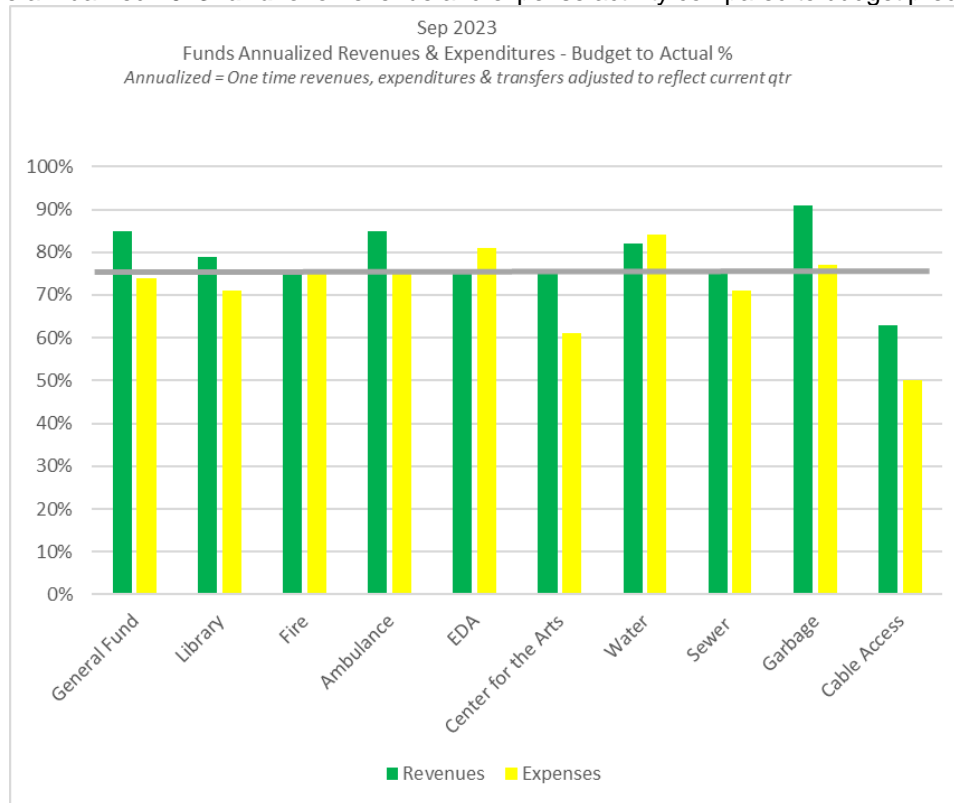
((BatchID] in (19398))

To: Michele Peterson
 CC: Brian Burkholder, Rocky Burnett, Monica Erickson, Shane Fox, Chris Giesen, Andy O'Connor, Luke Thieke
 From: Kay Wangen
 Date: October 17, 2023

3rd Quarter Financial Report – 2023

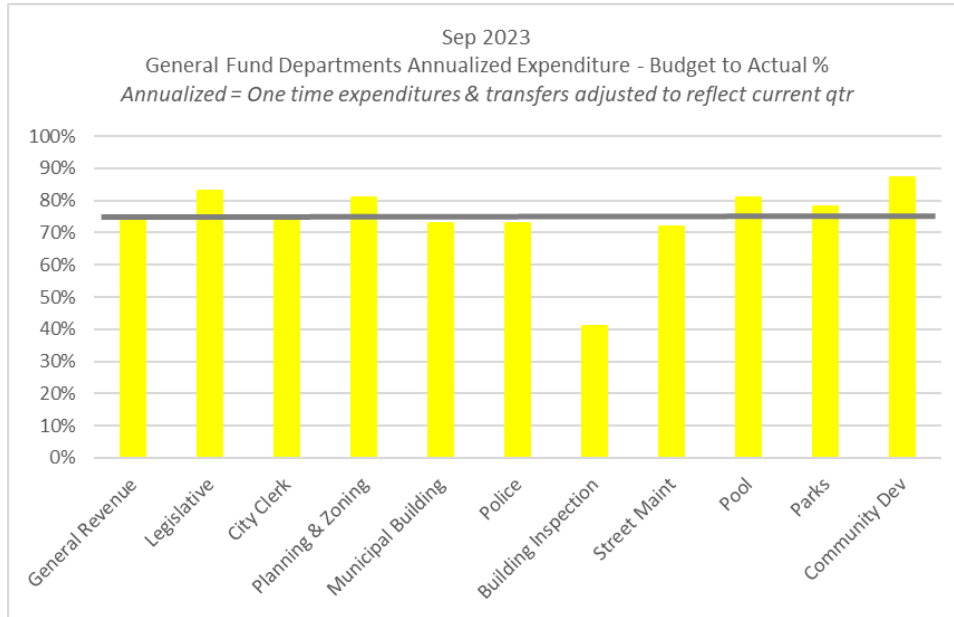
REVENUES & EXPENDITURES (ANNUALIZED) BUDGET TO ACTUAL

This chart displays the annualized 2023 **fund level** revenue and expense activity compared to budget predictions.



- The **revenue and expense activity has been annualized** meaning one-time revenues, expenses and administrative activity like transfers have been adjusted to reflect being in the third quarter of the year.
- The **target for second quarter is to be at 75%** of budget predictions. Variances to budget more than 10% are summarized below;
- Most of the annualized **fund** revenues and expenses are **budget neutral (within 10% of target- between 65 and 85%)**
 - The **positive fund revenue variances (greater than 85%)** are –
 - The garbage fund revenues are at 91% of 2023 budget predictions (rates were increased in September of 2022 after budgeting had begun for 2023).
 - The **negative fund revenue variances (less than 65%)** are -
 - The Cable Access fund revenues are at just short of the 65% threshold at 63%.
 - The **positive fund expenditure variances (less than 65%)** are -
 - The Cable Access fund expenditures at 50%. (notably contracted help, the planned marketing position is not filled).
 - The **negative fund expenditure variances (greater than 95%)** are –
 - none.

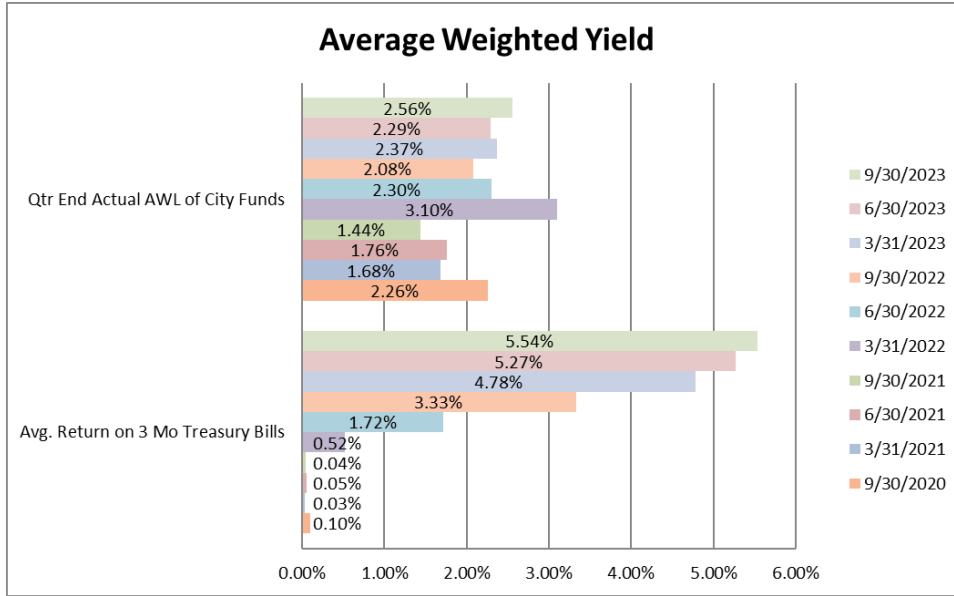
The following chart displays the annualized 2023 **general fund department level expenses** activity compared to budget predictions.



- The **expense activity for the departments in the general fund has also been annualized**, meaning one-time expenses and administrative activity like transfers have been adjusted to reflect being in the third quarter of the year.
- The target for second quarter is for expenses to be at 75% of budget predictions. Variances to budget more than 10% are summarized below;
- Most of the the annualized **general fund department** expenses are **budget neutral (within 10% of budget – between 65 and 85%)**
 - The **positive** general fund department expense **variances (less than 65%)** are -
 - The building inspections department at 41%
 - The **negative** general fund department expense **variances (greater than 85%)** are -:
 - The community development department expenditures are at 87%. The promotional expense line item was under budgeted. The lodging tax program is new for 2023. There is an offsetting revenue variance for the community development department also related to Lodging Tax.

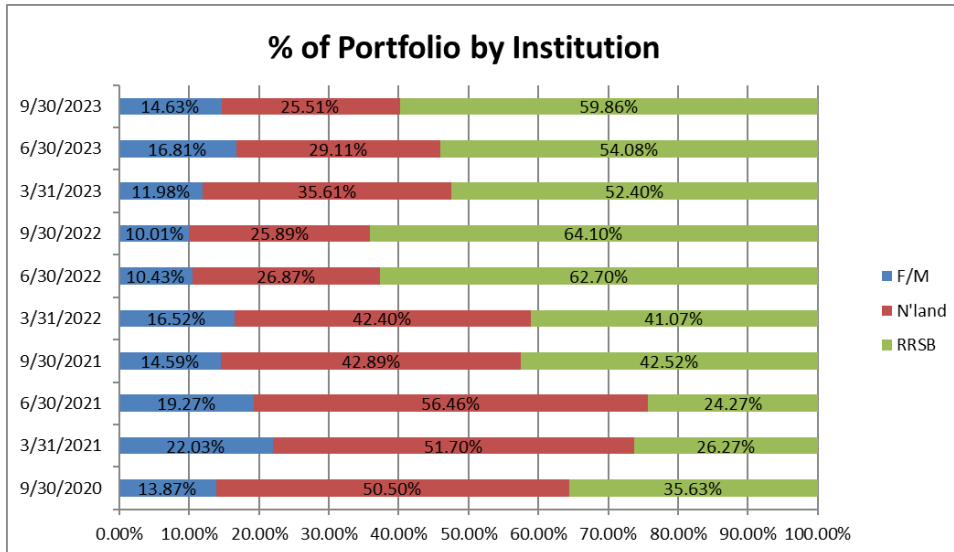
Investment Performance Trends

This chart displays the **average weighted yield of cash and investments** along with the average return on 3 month treasury bills during the quarter.

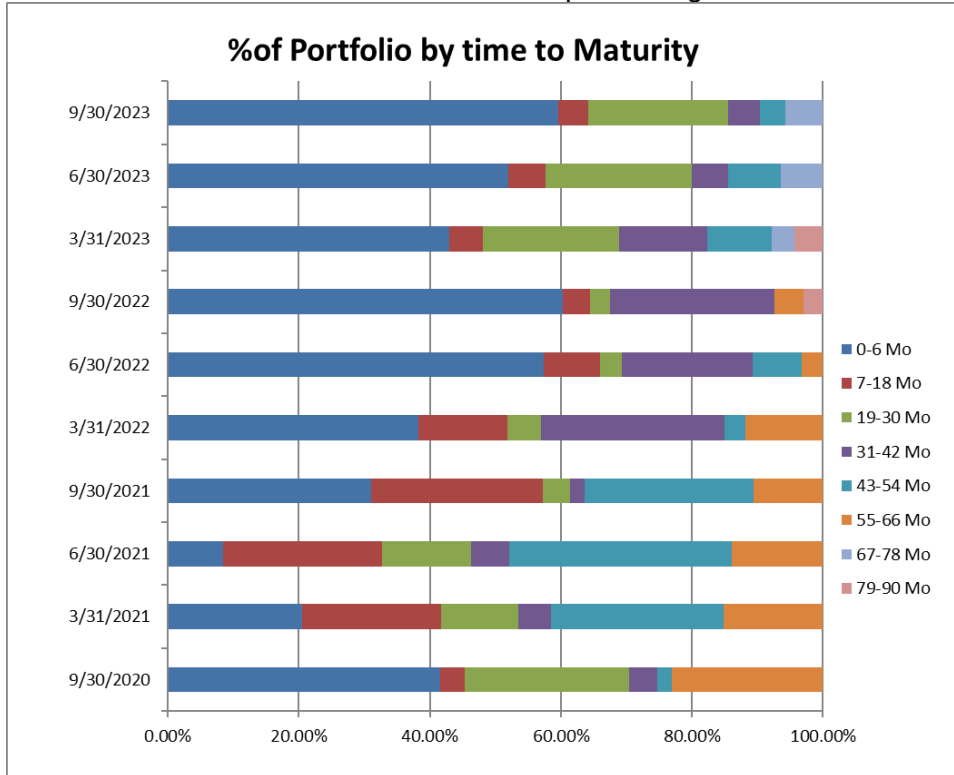


- The **goal is to exceed the average return of 3 month treasury bills** during the quarter.
- For the fourth time since monitoring the performance of the average weighted yield on the city's cash and investments (beginning in June of 2008), the actual average weighted yield did not exceed the goal. For third quarter 2023 the **actual yield was 2.56%**. The **average return on 3 month treasury bills was 5.54%** for third quarter up significantly from 1.72% in June of 2022 & 3.33% in September of 2022. This continues to be due to the quick rise in Treasury rates, along with the long-term investments that the City holds, it is not surprising that the City's returns have fallen behind the average T-Bill rate. The City's check book balance, which is presently earning 2.2%, is a bit higher than usual with the 2022 water project and 2023 street project construction fund cash being in the check book balance. For third quarter average weighted yield on the City's funds fell short of **goal by 2.98%**.

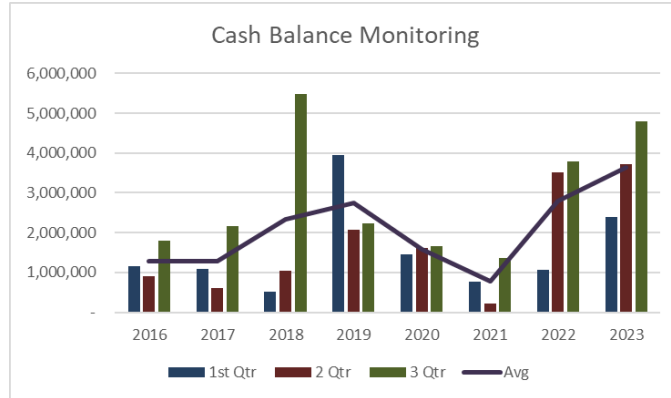
The next investment trend chart is informational and shows the **percentage of the City's funds by institution** for the past three years. *Note: the outstanding balance of the 2022 water project & 2023 street project construction fund balances are included in the Root River balance.*



This investment trend chart shows the **% of portfolio by time of maturity**. The time to maturity information is helpful in making decisions about what maturities to select when purchasing investments for cash flow.



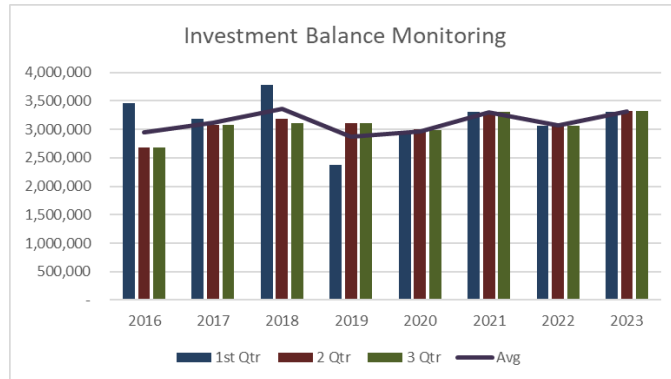
THE FOLLOWING CHARTS REFLECT THE CASH & INVESTMENT BALANCE TRENDS



And the supporting data in a table view

Cash & Investment Balance Monitoring				
Cash - Current Value				
Year	1st Qtr	2 Qtr	3 Qtr	Avg
2016	1,157,679	910,563	1,805,033	1,291,092
2017	1,083,729	602,467	2,165,354	1,283,850
2018	509,718	1,040,007	5,477,290	2,342,338
2019	3,948,122	2,077,407	2,231,855	2,752,461
2020	1,460,283	1,615,677	1,661,235	1,579,065
2021	773,532	225,102	1,372,418	790,351
2022	1,068,006	3,510,351	3,786,008	2,788,122
2023	2,402,515	3,723,459	4,798,953	3,641,642

Following is a chart that is used to monitor the investment balance trends.



And the supporting data in a table view

Investment Balance - Original Value				
Year	1st Qtr	2 Qtr	3 Qtr	Avg
2016	3,463,713	2,679,839	2,680,997	2,941,516
2017	3,180,804	3,080,804	3,080,804	3,114,137
2018	3,780,818	3,185,810	3,102,491	3,356,373
2019	2,381,477	3,110,245	3,110,238	2,867,320
2020	2,910,154	3,010,116	2,982,116	2,967,462
2021	3,306,102	3,306,102	3,310,581	3,307,595
2022	3,064,581	3,064,574	3,065,034	3,064,730
2023	3,310,034	3,320,573	3,320,573	3,317,060

Following is a detailed listing of the CD's, bonds, checkbook and money market balances that supports the % of portfolio by time to maturity chart.

INSTIT	#	DESCRIPTION	Original Value	Rate	Purch Date	Mat Date	Mo to Mat	# of times Int Accrues Per Year	Current Date	Est. Current Value		
FM	MM #4000008	APY MAY 1.31% JUN 1.31% JUL	495,944						9/30/2023	503,530		
NLND	76T	NLND C 30 DAY YIELD - OCT 2.79%	58,718						9/30/2023	61,718		
RRSB	4100078 -	RRSB APY- OCT 1.4% NOV 1.4	4,162,253						9/30/2023	4,233,705		
NLND	075663-TM	BECKER MN WW	99,286	2.10%	02/23/16	02/01/24	5	12	9/30/2023	116,455	0-6 Mo -	4,915,408
NLND	843879-DC	SOUTHERN STS BK	107,000	0.50%	05/22/20	06/12/24	9	2	9/30/2023	108,811		
RRSB	35954 MO	14 MO LIBRARY 3.92% 14mo 05/20	174,287	3.92%	05/08/23	07/08/24	10	2	9/30/2023	174,287		
NLND	02589A-B	AMERICAN EXPRESS NATL BK	96,000	1.80%	02/28/22	03/03/25	18	2	9/30/2023	98,772	7-18 Mo	381,870
NLND	856285-TG	STATE BK INDIA NEW	242,000	1.10%	05/18/20	05/28/25	20	2	9/30/2023	251,129		
NLND	33847E-3L	FLAGSTAR BK FSB TROY	104,000	0.80%	05/29/20	05/29/25	20	2	9/30/2023	106,814		
FM	702091 MO	60 MO - FM CD#709091 1.21% APY	50,000	1.21%	6/8/2020	6/8/2025	21	4	9/30/2023	52,042		
RRSB	35668 MO	60 MO 1.12r/1.2Y M 06/09/2025	50,000	1.12%	06/09/20	06/09/25	21	2	9/30/2023	51,886		
RRSB	35671 MO	60 MO 1.64R/1.65Y M 06/30/2025	425,000	1.64%	06/30/20	06/30/25	21	12	9/30/2023	448,243		
NLND	73319F-AS	POPPY BK SANTA ROSA	200,000	1.10%	03/19/20	09/19/25	24	2	9/30/2023	207,920		
FM	702108 MO	60 MO - FM CD#702108 1.00% APY	130,000	1.00%	10/21/2020	10/21/2025	25	4	9/30/2023	133,878		
FM	702127 MO	60 MO - FM CD#702127 0.75% APY	250,000	0.75%	3/3/2021	3/3/2026	30	4	9/30/2023	254,877		
FM	702128 MO	60 MO - FM CD#702128 0.75% APY	250,000	0.75%	3/3/2021	3/3/2026	30	4	9/30/2023	254,877	19-30 Mo	1,761,667
NLND	300185-LM	EVERGREEN BK GROUP OAK BO	140,000	3.85%	01/27/23	07/27/26	34	12	9/30/2023	143,660		
NLND	564759-RS	MANUFACTURERS & TRADERS TR	245,000	4.00%	01/20/23	01/20/27	40	2	9/30/2023	251,853	31-42 Mo	395,513
NLND	14042T-FN	CAPITAL ONE BK USA NATL	100,000	2.80%	04/14/22	04/20/27	43	2	9/30/2023	104,170		
NLND	61768E-JR	MORGAN STANLEY PRIVATE BK N	113,000	3.25%	05/19/22	05/19/27	44	2	9/30/2023	118,117		
NLND	254673L-3B	DISCOVER BK GREENWOOD	100,000	3.40%	07/06/22	07/06/27	46	2	9/30/2023	104,276	43-54 Mo	326,562
NLND	3130ASN9	FEDERAL HOME LN BKS	200,000	4.20%	07/27/22	07/27/29	70	2	9/30/2023	210,114		
NLND	31330AT-C	FEDERAL HOME LN BKS	245,000	5.30%	10/12/22	10/12/29	73	2	9/30/2023	257,836	67-78 Mo	467,950
			8,037,487.80							8,248,970		8,248,970

These are the summarized totals of the detail shown above which is used for the average weighted yield calculation and the % of portfolio by Institution calculation.

Orig Value	Curr Value	Orig Value	Curr Value		
CB / Money Markets		CD's / Bonds		Total Cur Value	
495,944	503,530	680,000	695,675	1,199,204	F/M
58,718	61,718	1,991,286	2,079,927	2,141,645	Northland
4,162,253	4,233,705	649,287	674,416	4,908,121	RRSB
4,716,915	4,798,953	3,320,573	3,450,018	8,248,970	Subtotal
				8,248,970	TOTAL

This is the supporting work / table view for the average weighted yield.

3.90%	Average Weighted Yield - CD's & Bonds
1.74%	Average Weighted Yield - Checkbook & Money Markets
2.56%	AVERAGE WEIGHTED YIELD - COMBINED
5.54%	Goal of Average Weighted Yield is to exceed Average return on 3 m

And the supporting work / table view for the % of portfolio by institution chart.

% Of Portfolio by Institution - Orig Value	
14.63%	F/M Community Bank
25.51%	Northland
59.86%	Root River State Bank

% of Portfolio by time to Maturity - Cur Value	
59.59%	0 - 6 Months
4.63%	7 - 18 Months
21.36%	19 - 30 Months
4.79%	31 - 42 Months
3.96%	43 - 54 Months
0.00%	55 - 66 Months
5.67%	67 - 78 Months
0.00%	79 - 90 Months
0.00%	91 - 102 Months
0.00%	103 - 114 Months
0.00%	115 - 126 Months
100.00%	

A detailed listing of annualized revenue and expense activity is included on the following pages for your reference. If you have any questions or would like additional information let me know. Thank you.



City of Chatfield
Budget YTD Rev-Exp

Current Period: September 2023

V. Category Key:

Varies > 10% than budget positively R>85% E<65%	Varies > 10% than budget negatively R<65% E>85%	Within 10% of Budget neutral 65-85%
--	--	--

Exported from Banyon to .csv & Annualized
Adjusted to 25 % | 50% | **75%**- Tax Settlements, Special Asessments, Annual Exp Payments
151-Workers Comp, 328-General Services Charge, 360-Insurance, 450-Capital Goods, 7XX Transfers

positive variance	negative variance	neutral
2023 Budget	2023 ANN LZD SEP YTD Amt	ANN LZD % of Budget SEP 2023
Formatting Key:		Variance Category SEP
Calculation Cell		Input Cell

Fund 100 GENERAL FUND					
		2023 Budget	ANN LZD AMT	ANN LZD %	V. Category
Revenues		\$3,104,725.00	\$2,653,936.88	85%	neutral
Expenditures		\$3,102,108.72	\$2,310,969.88	74%	neutral
Dept 41000 General Revenue		2023 Budget	ANN LZD AMT	ANN LZD %	V. Category
R 100-41000-31010	Current Ad Valorem Taxes	\$1,890,372	\$1,417,779	75%	neutral
R 100-41000-31020	Delinquent Ad Valorem Taxes	\$0	\$0	0%	neutral
R 100-41000-31900	Penalties and Interest DelTax	\$0	\$0	0%	neutral
R 100-41000-33401	Local Government Aid	\$866,853	\$650,140	75%	neutral
R 100-41000-33402	Market Value Credit	\$0	\$0	0%	neutral
R 100-41000-33405	PERA Aid	\$1,677	\$1,258	75%	neutral
R 100-41000-34020	General Services Charge	\$128,792	\$96,594	75%	neutral
R 100-41000-36210	Interest Earnings	\$12,000	\$9,000	75%	neutral
R 100-41000-37940	Cash Over	\$0	\$0	0.00%	neutral
R 100-41000-39201	Transfer In <i>Closed ARPA</i>	\$0	\$309,159	0.00%	positive variance
Dept 41000 General Revenue		\$2,899,694.00	\$2,483,929.95	86%	positive variance
E 100-41000-431	Cash Short	\$0	\$0	0.00%	neutral
E 100-41000-700	Transfers (GENERAL) <i>Close EZ Fab / FC Decert Early</i>	\$0	\$170	0.00%	neutral
E 100-41000-721	T.O. - Library Fund	\$193,401	\$145,051	75%	neutral
E 100-41000-723	T.O. - Ambulance Fund	\$79,500	\$59,625	75%	neutral
E 100-41000-726	T.O. - EDA	\$76,230	\$57,173	75%	neutral
E 100-41000-734	T.O.Fire	\$70,117	\$52,588	75%	neutral
E 100-41000-750	T.O. - 2016A (335)	\$0	\$0	75%	neutral
E 100-41000-756	T.O. - Center for the Arts	\$90,000	\$67,500	75%	neutral
E 100-41000-762	T.O. - CCTV	\$17,000	\$12,750	75%	neutral
E 100-41000-766	T.O - 2022B PWFAC (344)	\$65,000	\$48,750	75%	neutral
Dept 41000 General Revenue		\$591,248	\$443,606	75%	neutral

Dept 41100 Legislative		2023 Budget	ANN LZD AMT	ANN LZD %	V. Category
R 100-41100-34100	Filing Fee	\$0	\$0	0.00%	neutral
R 100-41100-36260	Insurance Dividend <i>Typically December</i>	\$0	\$0	0.00%	neutral
R 100-41100-39550	Refunds Rebates <i>US Bank Card</i>	\$0	\$77	0.00%	positive variance
R 100-41100-39560	Reimbursement	\$0	\$0	0.00%	neutral
Dept 41100 Legislative		\$0	\$77	0%	neutral
E 100-41100-103	Part-Time Employees	\$24,000	\$18,806	78%	neutral
E 100-41100-121	PERA	\$1,200	\$416	35%	positive variance
E 100-41100-122	FICA	\$1,488	\$650	44%	positive variance
E 100-41100-125	Medicare	\$348	\$273	78%	neutral
E 100-41100-151	Worker s Comp Insurance Prem	\$150	\$90	60%	positive variance
E 100-41100-152	Clothing	\$0	\$0	0.00%	neutral



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Annual Exp Payments
151-Workers Comp, 328-General Services Charge, 360-Insurance, 450-
Capital Goods, 7XX Transfers**

		2023 Budget	2023 ANNLZD SEP YTD Amt	ANNLZD % of Budget SEP 2023	Variance Category SEP
		Formatting Key: Calculation Cell		Input Cell	
E 100-41100-200	Office Supplies (GENERAL) <i>Business Cards / Signature Stamp</i>	\$100	\$112	112%	negative variance
E 100-41100-205	Service Incentives/Rewards	\$600	\$39	6%	positive variance
E 100-41100-208	Training and Instruction	\$0	\$0	0.00%	neutral
E 100-41100-212	Vehicle Operating Supplies	\$200	\$47	24%	positive variance
E 100-41100-240	Small Tools and Minor Equip <i>Office Signs ipad</i>	\$8,000	\$869	11%	positive variance
E 100-41100-304	Legal Fees <i>Suhler</i>	\$10,000	\$6,310	75%	neutral
E 100-41100-309	Conference Expense	\$2,500	\$1,649	66%	neutral
E 100-41100-310	Other Professional Services <i>DDA Exctv Srch</i>	\$7,000	\$17,925	256%	negative variance
E 100-41100-322	Postage	\$0	\$0	0.00%	neutral
E 100-41100-331	Travel Expenses	\$250	\$132	53%	neutral
E 100-41100-350	Print/Binding (GENERAL) <i>Code of Ordinances Supplement</i>	\$0	\$918	#DIV/0!	negative variance
E 100-41100-360	Insurance (GENERAL)	\$2,000	\$1,038	52%	positive variance
E 100-41100-430	Miscellaneous (GENERAL) <i>COTW, Parade Candy & City Pins</i>	\$1,000	\$1,079	108%	negative variance
E 100-41100-433	Dues and Subscriptions <i>RAEDI, SMIF, SEMLM</i>	\$13,000	\$9,492	73%	neutral
E 100-41100-435	Licences, Permits and Fees <i>E-mail</i>	\$720	\$484.00	67.22%	neutral
E 100-41100-711	T.O.- Reserve Fund	\$0	\$0.00	0.00%	neutral
Dept 41100 Legislative		\$72,556	\$60,331	83%	neutral

Dept 41200 Historical Society	2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
E 100-41200-450 Capital Goods Charge	\$900	\$675	75%	neutral
Dept 41200 Historical Society	\$900	\$675	75%	neutral

Dept 41410 Elections	2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
R 100-41410-36200 Miscellaneous Revenues	\$0	\$0	0.00%	neutral
R 100-41410-39550 Refunds Rebates <i>US Bank</i>	\$0	\$9	#DIV/0!	positive variance
R 100-41410-39560 Reimbursement	\$0	\$0	0.00%	neutral
Dept 41410 Elections	\$0	\$9	#DIV/0!	positive variance
E 100-41410-103 Part-Time Employees	\$4,500	\$0	0.00%	positive variance
E 100-41410-122 FICA	\$0	\$0	0.00%	neutral
E 100-41410-125 Medicare	\$0	\$0	0.00%	neutral
E 100-41410-151 Worker s Comp Insurance Prem	\$0	\$0	0.00%	neutral
E 100-41410-210 Operating Supplies (GENERAL)	\$600	\$0	0.00%	positive variance
E 100-41410-310 Other Professional Services	\$650	\$0	0.00%	positive variance
E 100-41410-322 Postage	\$0	\$0	0.00%	neutral
E 100-41410-331 Travel Expenses	\$350	\$0	0.00%	positive variance
E 100-41410-350 Print/Binding (GENERAL)	\$350	\$0	0.00%	positive variance
E 100-41410-430 Miscellaneous (GENERAL)	\$0	\$0	0.00%	neutral
Dept 41410 Elections	\$6,450	\$0	0%	positive variance

Dept 41500 City Clerk	2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
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		positive variance	negative variance	neutral	
	2023 Budget	2023 ANNLZD SEP YTD Amt	ANNLZD % of Budget SEP 2023	Variance Category SEP	
Formatting Key:		Calculation Cell	Input Cell		
R 100-41500-32000 Licenses and Permits <i>Transient Merch Permit</i>	\$0	\$400.00	#DIV/0!	positive variance	
R 100-41500-32110 Alcoholic Beverages	\$12,000	\$4,875	41%	neutral	
R 100-41500-34000 Charges for Services	\$75	\$22	30%	negative variance	
R 100-41500-34301 Administration Fees <i>Returned Payment Fees</i>	\$0	\$150	#DIV/0!	positive variance	
R 100-41500-36201 Sale Of Merchandise	\$0	\$0	0.00%	neutral	
R 100-41500-36260 Insurance Dividend <i>Typically December</i>	\$500	\$250	50%	neutral	
R 100-41500-39550 Refunds Rebates <i>US Bank Card Rebate</i>	\$0	\$62.22	#DIV/0!	positive variance	
R 100-41500-39560 Reimbursement <i>School Granicus</i>	\$5,000	\$2,621	52.41%	neutral	
Dept 41500 City Clerk		\$17,575	\$8,380	48%	neutral
E 100-41500-101 Full-Time Employees Regular	\$305,000	\$243,660	80%	neutral	
E 100-41500-103 Part-Time Employees	\$25,000	\$18,977	76%	neutral	
E 100-41500-121 PERA	\$24,750	\$19,694	80%	neutral	
E 100-41500-122 FICA	\$20,460	\$15,785	77%	neutral	
E 100-41500-125 Medicare	\$4,785	\$3,692	77%	neutral	
E 100-41500-131 Employer Paid Health	\$33,600	\$23,042	69%	neutral	
E 100-41500-134 Employer Paid Life	\$100	\$70	70%	neutral	
E 100-41500-136 Employer Paid H.S.A.	\$15,000	\$9,563	64%	neutral	
E 100-41500-151 Worker s Comp Insurance Prem	\$2,200	\$1,889	86%	negative variance	
E 100-41500-152 Clothing	\$1,000	\$750	75%	neutral	
E 100-41500-200 Office Supplies (GENERAL)	\$3,750	\$389	10%	positive variance	
E 100-41500-208 Training and Instruction	\$3,700	\$1,499	41%	positive variance	
E 100-41500-210 Operating Supplies (GENERAL)	\$4,100	\$2,524	62%	positive variance	
E 100-41500-212 Vehicle Operating Supplies	\$600	\$367	61%	positive variance	
E 100-41500-240 Small Tools and Minor Equip	\$2,200	\$640	29%	positive variance	
E 100-41500-301 Auditing and Acctg Services	\$13,000	\$8,344	64%	positive variance	
E 100-41500-309 Conference Expense	\$7,000	\$4,107	59%	positive variance	
E 100-41500-310 Other Professional Services <i>FC Asmt, Int Bkg, Cobra Admin</i>	\$6,500	\$5,339	82%	neutral	
E 100-41500-320 Communications (GENERAL) <i>Webex</i>	\$3,350	\$1,955	58%	positive variance	
E 100-41500-321 Telephone	\$6,500	\$3,084	47%	positive variance	
E 100-41500-322 Postage	\$1,900	\$248	13%	positive variance	
E 100-41500-323 Administration Expense <i>CC Processing Fees</i>	\$0	\$5	#DIV/0!	negative variance	
E 100-41500-331 Travel Expenses	\$200	\$0	0%	positive variance	
E 100-41500-350 Print/Binding (GENERAL) <i>Ord. Help Wanted</i>	\$2,000	\$1,686	84%	neutral	
E 100-41500-360 Insurance (GENERAL)	\$5,500	\$4,149	75%	neutral	
E 100-41500-364 Claims Deductible	\$0	\$0	0.00%	neutral	
E 100-41500-403 Prev. Maint. Agreements	\$14,000	\$11,911	85%	neutral	
E 100-41500-404 Repairs/Maint Equipment	\$3,000	\$1,744	58%	positive variance	
E 100-41500-430 Miscellaneous (GENERAL)	\$500	\$0	0.00%	positive variance	
E 100-41500-433 Dues and Subscriptions	\$2,300	\$1,278	56%	positive variance	



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2023 Budget	2023 ANNLZD SEP YTD Amt	ANNLZD % of Budget SEP 2023	Variance Category SEP
Formatting Key:		Calculation Cell	Input Cell
	positive variance	negative variance	neutral
	\$2,015	51%	positive variance
	\$0	\$4	#DIV/0!
	\$20,000	\$15,000	75%
	\$17,100	\$12,825	75%
	\$3,100	\$2,325	75%
	\$0	\$0	0.00%
	\$556,110	\$418,557	75%
			neutral

E 100-41500-435 Licences, Permits and Fees	\$3,915	\$2,015	51%	positive variance
E 100-41500-437 Sales Tax - Purchases <i>MN Rev Charges for Services</i>	\$0	\$4	#DIV/0!	negative variance
E 100-41500-438 Internet Expenses <i>Granicus</i>	\$20,000	\$15,000	75%	neutral
E 100-41500-711 T.O.- Reserve Fund	\$17,100	\$12,825	75%	neutral
E 100-41500-727 T.O. - Shared Tech	\$3,100	\$2,325	75%	neutral
E 100-41500-810 Refund	\$0	\$0	0.00%	neutral
	\$556,110	\$418,557	75%	neutral

Dept 41910 Planning and Zoning	2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
R 100-41910-32220 Variance CUP Plat Address Fees	\$1,000	\$0	0.00%	negative variance
R 100-41910-36260 Insurance Dividend	\$500	\$0	0.00%	negative variance
R 100-41910-39550 Refunds Rebates	\$0	\$0	0.00%	neutral
Dept 41910 Planning and Zoning	\$1,500	\$0	0%	negative variance
E 100-41910-208 Training and Instruction	\$0	\$0	0.00%	neutral
E 100-41910-303 Engineering Fees	\$0	\$0	0.00%	neutral
E 100-41910-310 Other Professional Services <i>Widseth through 09/08/2023</i>	\$62,500	\$51,535	82%	neutral
E 100-41910-312 Recording Fees	\$300	\$0	0.00%	positive variance
E 100-41910-322 Postage	\$500	\$106	21%	positive variance
E 100-41910-323 Administration Expense	\$0	\$0	0.00%	neutral
E 100-41910-331 Travel Expenses	\$0	\$0	0.00%	neutral
E 100-41910-350 Print/Binding (GENERAL)	\$500	\$250	50%	positive variance
E 100-41910-360 Insurance (GENERAL)	\$3,900	\$3,139	80%	neutral
E 100-41910-403 Prev. Maint. Agreements <i>MIT Allocation</i>	\$2,500	\$1,780	71%	neutral
E 100-41910-404 Repairs/Maint Equipment <i>Copier Allocation</i>	\$500	\$323	65%	neutral
E 100-41910-430 Miscellaneous (GENERAL)	\$0	\$0	0.00%	neutral
E 100-41910-435 Licences, Permits and Fees	\$120	\$79	66%	neutral
E 100-41910-700 Transfers (GENERAL)	\$0	\$0	0.00%	neutral
Dept 41910 Planning and Zoning	\$70,820	\$57,212	81%	neutral

Dept 41940 Municipal Building - LOC 02	2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
R 100-41940-34101 Rent Revenue	\$0	\$0	0.00%	neutral
R 100-41940-36201 Sale Of Merchandise	\$0	\$0	0.00%	neutral
R 100-41940-36260 Insurance Dividend <i>Typically December</i>	\$300	\$225	75%	neutral
R 100-41940-39550 Refunds Rebates	\$0	\$0	0.00%	neutral
Dept 41940 Municipal Building - LOC 02	\$300	\$225	75%	neutral
E 100-41940-210 Operating Supplies (GENERAL) <i>Light Bulbs</i>	\$2,500	\$2,061	82%	neutral
E 100-41940-240 Small Tools and Minor Equip	\$500	\$0	0.00%	positive variance
E 100-41940-302 Contracted Help <i>Transition budget 302 to 403</i>	\$15,000	\$7,583	51%	positive variance
E 100-41940-310 Other Professional Services	\$1,000	\$0	0.00%	positive variance
E 100-41940-360 Insurance (GENERAL)	\$8,000	\$6,620	83%	neutral



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	2023 Budget	2023 ANNLZD SEP YTD Amt	ANNLZD % of Budget SEP 2023	Variance Category SEP
Formatting Key:		Calculation Cell	Input Cell	
E 100-41940-380 Utility Services (GENERAL)	\$9,000	\$8,361	93%	negative variance
E 100-41940-384 Refuse/Garbage Disposal	\$700	\$457	65%	neutral
E 100-41940-401 Repairs/Maint Buildings	\$15,000	\$9,655	64%	positive variance
E 100-41940-403 Prev. Maint. Agreements <i>Transition budget 302 to 403</i>	\$500	\$2,609	522%	negative variance
E 100-41940-430 Miscellaneous (GENERAL)	\$0	\$0	0.00%	neutral
E 100-41940-437 Sales Tax - Purchases	\$0	\$0	0.00%	neutral
E 100-41940-730 T.O. Muni Bldg	\$28,500	\$21,375	75%	neutral
Dept 41940 Municipal Building - LOC 02	\$80,700	\$58,722	73%	neutral

Dept 42110 Police Administration	2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
R 100-42110-33140 Grants	\$0	\$0	0.00%	neutral
R 100-42110-33400 State Grants and Aids	\$50,000	\$40,835	82%	neutral
R 100-42110-33414 Insurance Claims <i>Offset exp 404</i>	\$0	\$0	0.00%	neutral
R 100-42110-33416 Training Reimbursement	\$7,000	\$4,856	69%	neutral
R 100-42110-34200 Public Safety Charges for Srvs	\$250	\$170	68%	neutral
R 100-42110-34201 Confiscation/Forfeitures	\$0	\$0	0.00%	neutral
R 100-42110-35100 Court Fines	\$3,000	\$2,666	89%	positive variance
R 100-42110-35102 Parking Fines / Admin Fines	\$2,500	\$925	37%	negative variance
R 100-42110-36201 Sale Of Merchandise <i>Abandon Vehicles</i>	\$0	\$0	0.00%	neutral
R 100-42110-36230 Donations <i>Use 801 - Reclassed in July</i>	\$0	\$0	0.00%	neutral
R 100-42110-36260 Insurance Dividend <i>Typically December</i>	\$1,000	\$750	75%	neutral
R 100-42110-39550 Refunds Rebates <i>US Bank Card</i>	\$0	\$39	#DIV/0!	positive variance
R 100-42110-39560 Reimbursement <i>Peace Officer Reimbursement</i>	\$0	\$0	0.00%	neutral
Dept 42110 Police Administration	\$63,750.00	\$50,241.19	79%	neutral
E 100-42110-101 Full-Time Employees Regular	\$398,680	\$304,310	76%	neutral
E 100-42110-103 Part-Time Employees	\$18,000	\$11,764	65%	neutral
E 100-42110-121 PERA	\$73,752	\$51,651	70%	neutral
E 100-42110-122 FICA	\$0	\$1,517	#DIV/0!	negative variance
E 100-42110-125 Medicare	\$6,042	\$4,227	70%	neutral
E 100-42110-131 Employer Paid Health	\$60,000	\$42,225	70%	neutral
E 100-42110-134 Employer Paid Life	\$125	\$87	70%	neutral
E 100-42110-135 FSA Admin Fees (Emp Ben/TASC)	\$300	\$0	0%	positive variance
E 100-42110-136 Employer Paid H.S.A.	\$9,000	\$4,000	44%	positive variance
E 100-42110-140 Unemployment Comp (GENERAL)	\$0	\$343	#DIV/0!	negative variance
E 100-42110-151 Worker s Comp Insurance Prem	\$35,000	\$30,972	88%	negative variance
E 100-42110-152 Clothing	\$2,000	\$1,673	84%	neutral
E 100-42110-153 Uniform Allowance	\$4,250	\$2,590	61%	positive variance
E 100-42110-171 Innoculations	\$100	\$0	0.00%	positive variance
E 100-42110-200 Office Supplies (GENERAL)	\$1,000	\$179	18%	positive variance



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	2023 Budget	2023 ANNLZD SEP YTD Amt	ANNLZD % of Budget SEP 2023	Variance Category SEP
Formatting Key:	Calculation Cell	Input Cell		
E 100-42110-208 Training and Instruction	\$4,000	\$1,274	32%	positive variance
E 100-42110-210 Operating Supplies (GENERAL)	\$2,000	\$1,575	79%	neutral
E 100-42110-211 Program Expenses <i>DARE</i>	\$1,200	\$916	76%	neutral
E 100-42110-212 Vehicle Operating Supplies	\$8,000	\$5,952	74%	neutral
E 100-42110-218 Confiscation/Forfeitures Purch	\$500	\$344	69%	neutral
E 100-42110-240 Small Tools and Minor Equip	\$3,000	\$225	7%	positive variance
E 100-42110-302 Contracted Help <i>Make inactive? = PT Sal</i>	\$500	\$0	0%	neutral=PT Sal
E 100-42110-304 Legal Fees <i>Novotny billed through July</i>	\$8,500	\$1,532	18%	positive variance
E 100-42110-309 Conference Expense	\$0	\$0	0.00%	neutral
E 100-42110-310 Other Professional Services <i>Pre-employment Expenses</i>	\$750	\$608	81%	neutral
E 100-42110-311 Towing/Wrecker Fees	\$500	\$0	0%	positive variance
E 100-42110-320 Communications (GENERAL) <i>Annual CJDN (BCA) & AT&T</i>	\$700	\$843	120%	negative variance
E 100-42110-321 Telephone	\$6,500	\$4,198	65%	neutral
E 100-42110-322 Postage	\$400	\$207	52%	positive variance
E 100-42110-323 Administration Expense <i>Online Payments</i>	\$0	\$10	#DIV/0!	negative variance
E 100-42110-331 Travel Expenses <i>PD uses for conferences (not 309)</i>	\$1,500	\$0	0%	positive variance
E 100-42110-350 Print/Binding (GENERAL)	\$300	\$99	33%	positive variance
E 100-42110-360 Insurance (GENERAL)	\$18,500	\$12,952	70%	neutral
E 100-42110-364 Claims Deductible	\$500	\$0	0%	positive variance
E 100-42110-380 Utility Services (GENERAL)	\$6,500	\$5,680	87%	negative variance
E 100-42110-403 Prev. Maint. Agreements	\$10,200	\$7,118	70%	neutral
E 100-42110-404 Repairs/Maint Equipment <i>LETG 435 vs. 404</i>	\$10,000	\$5,123	51%	positive variance
E 100-42110-430 Miscellaneous (GENERAL)	\$0	\$0	0.00%	neutral
E 100-42110-433 Dues and Subscriptions <i>IACP, civil air MN Chiefs</i>	\$0	\$752	#DIV/0!	negative variance
E 100-42110-435 Licences, Permits and Fees <i>LETG 435 vs. 404</i>	\$3,600	\$5,271	146%	negative variance
E 100-42110-437 Sales Tax - Purchases <i>MN Rev - Charges for Services</i>	\$50	\$10	20%	positive variance
E 100-42110-438 Internet Expenses <i>Mediacom Allocation</i>	\$1,200	\$929	77%	neutral
E 100-42110-727 T.O. - Shared Tech	\$1,405	\$1,054	75%	neutral
E 100-42110-729 T.O.- Res - Police Cap Goods	\$35,700	\$26,775	75%	neutral
Dept 42110 Police Administration	\$734,254	\$538,984	73%	neutral

Dept 42400 Building Inspection (GENERAL)	2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
R 100-42400-32210 Bldg Prmt	\$8,000	\$10,916	136%	positive variance
R 100-42400-32212 Bldg Prmt Srchg Fee	\$2,000	\$669	33%	negative variance
R 100-42400-32230 Plmbg Permits	\$400	\$408	102%	positive variance
R 100-42400-32231 Plmbg Permit Srchg Fee	\$75	\$12	16%	negative variance
R 100-42400-32270 Mech Prmt	\$1,000	\$948	95%	positive variance
R 100-42400-32271 Mech Prmt Srchg Fee	\$50	\$22	44%	negative variance
R 100-42400-34104 Plan Review/Check Fee	\$5,000	\$1,656	33%	negative variance



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Adjusted to 25 % | 50% | 75%- Tax Settlements, Special Asessments, Annual Exp Payments
151-Workers Comp, 328-General Services Charge, 360-Insurance, 450-Capital Goods, 7XX Transfers

	2023 Budget	2023 ANNLDZ SEP YTD Amt	ANNLDZ % of Budget SEP 2023	Variance Category SEP
Formatting Key:		Calculation Cell	Input Cell	
R 100-42400-39550 Refunds Rebates * US Bank Card	\$0	\$47	#DIV/0!	positive variance
Dept 42400 Building Inspection (GENERAL)	\$16,525.00	\$14,678.22	89%	positive variance
E 100-42400-323 Administration Expense Online Payments	\$0	\$246	#DIV/0!	negative variance
E 100-42400-434 Surcharge Fee Retroactive 2021 & 2022	\$2,500	\$1,928	77%	neutral
E 100-42400-440 Building Inspections	\$21,000	\$7,949	38%	positive variance
E 100-42400-441 Plan Review	\$2,600	\$568	22%	positive variance
E 100-42400-810 Refund	\$0	\$0	0.00%	neutral
Dept 42400 Building Inspection (GENERAL)	\$26,100	\$10,691	41%	positive variance

Dept 42500 Civil Defense	2023 Budget	ANNLDZ AMT	ANNLDZ %	V. Category
E 100-42500-404 Repairs/Maint Equipment	\$450	\$0.00	0.00%	positive variance
E 100-42500-711 T.O.- Reserve Fund	\$2,000	\$1,500	75%	neutral
Dept 42500 Civil Defense	\$2,450	\$1,500	61%	positive variance

Dept 42700 Animal Control - LOC 01	2023 Budget	ANNLDZ AMT	ANNLDZ %	V. Category
R 100-42700-32240 Animal Licenses	\$1,300	\$1,229	95%	positive variance
R 100-42700-34109 Animal Shelter Fee	\$0	\$0	0.00%	neutral
R 100-42700-35104 Animal Fines	\$0	\$0	0.00%	neutral
R 100-42700-39550 Refunds Rebates	\$0	\$2	0.00%	neutral
Dept 42700 Animal Control - LOC 01	\$1,300.00	\$1,231	95%	positive variance
E 100-42700-210 Operating Supplies (GENERAL)	\$150	\$89	60%	positive variance
E 100-42700-310 Other Professional Services	\$200	\$0	0.00%	positive variance
E 100-42700-323 Administration Expense	\$0	\$14	0.00%	negative variance
E 100-42700-350 Print/Binding (GENERAL)	\$200	\$0	0.00%	positive variance
E 100-42700-404 Repairs/Maint Equipment	\$200	\$0	0.00%	positive variance
E 100-42700-430 Miscellaneous (GENERAL)	\$0	\$0	0.00%	neutral
Dept 42700 Animal Control - LOC 01	\$750	\$104	14%	positive variance

Dept 43100 Street Maintenance	2023 Budget	ANNLDZ AMT	ANNLDZ %	V. Category
R 100-43100-33414 Insurance Claims 100-43100-404 SL Exp Offset	\$0	\$2,815	#DIV/0!	positive variance
R 100-43100-34000 Charges for Services MMB Swnow Removal	\$3,000	\$2,229	74%	neutral
R 100-43100-34112 County Road Maintenance Fee OC	\$2,200	\$1,943	88%	positive variance
R 100-43100-34302 Parking Meters Chargers EV Charger	\$0	\$263	0.00%	positive variance
R 100-43100-36200 Miscellaneous Revenues	\$0	\$0	0.00%	neutral
R 100-43100-36201 Sale Of Merchandise	\$0	\$0	0.00%	neutral
R 100-43100-36230 Donations	\$0	\$0	0.00%	neutral
R 100-43100-36260 Insurance Dividend Usually December	\$1,500	\$1,125	75%	neutral
R 100-43100-39101 Sales of General Fixed Assets	\$0	\$0	0.00%	neutral
R 100-43100-39550 Refunds Rebates US Bank Card	\$0	\$191	0.00%	positive variance
R 100-43100-39560 Reimbursement	\$0	\$0	0.00%	neutral



City of Chatfield
Budget YTD Rev-Exp

Current Period: September 2023

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2023 Budget	2023 ANNLZD SEP YTD Amt	ANNLZD % of Budget SEP 2023	Variance Category SEP
	positive variance	negative variance	neutral
	Calculation Cell	Input Cell	

Off setting Insurance Repair Expense		pt 43100 Street Maintenance	\$6,700.00	\$8,565.53	128%	positive variance
E 100-43100-101	Full-Time Employees Regular		\$107,717	\$72,879	68%	neutral
E 100-43100-103	Part-Time Employees	Seasonal	\$12,000	\$10,722	89%	negative variance
E 100-43100-121	PERA		\$8,079	\$5,466	68%	neutral
E 100-43100-122	FICA		\$7,422	\$5,322	72%	neutral
E 100-43100-125	Medicare		\$1,736	\$1,245	72%	neutral
E 100-43100-131	Employer Paid Health		\$16,400	\$5,261	32%	positive variance
E 100-43100-134	Employer Paid Life		\$30	\$23	77%	neutral
E 100-43100-136	Employer Paid H.S.A.		\$3,000	\$2,250	75%	neutral
E 100-43100-151	Worker s Comp Insurance Prem		\$3,500	\$5,435	155%	negative variance
E 100-43100-152	Clothing		\$900	\$458	51%	positive variance
E 100-43100-200	Office Supplies (GENERAL)	Toner	\$200	\$698	349%	negative variance
E 100-43100-208	Training and Instruction		\$900	\$160	18%	positive variance
E 100-43100-210	Operating Supplies (GENERAL)		\$21,000	\$7,986	38%	positive variance
E 100-43100-212	Vehicle Operating Supplies		\$16,000	\$9,385	59%	positive variance
E 100-43100-240	Small Tools and Minor Equip	Chain Saw, Tool Set, Tool Chest	\$6,000	\$5,836	97%	negative variance
E 100-43100-303	Engineering Fees -	checking Widseth General Services	\$20,000	\$939	5%	positive variance
E 100-43100-304	Legal Fees		\$0	\$0	0.00%	neutral
E 100-43100-310	Other Professional Services	Vault Health Annuul Subs	\$1,000	\$693	69%	neutral
E 100-43100-320	Communications (GENERAL)	Inactivate? Not used since 2012	\$700	\$0	0.00%	positive variance
E 100-43100-321	Telephone	Tel System Alloc + Stipend	\$1,200	\$1,842	153%	negative variance
E 100-43100-322	Postage		\$200	\$90	45%	positive variance
E 100-43100-331	Travel Expenses	Non conference travel	\$100	\$0	0%	positive variance
E 100-43100-350	Print/Binding (GENERAL)	Equipment For Sale	\$150	\$128	85%	neutral
E 100-43100-360	Insurance (GENERAL)		\$10,500	\$8,788	84%	neutral
E 100-43100-364	Claims Deductible		\$0	\$0	0.00%	neutral
E 100-43100-380	Utility Services (GENERAL)		\$40,000	\$37,252	93%	negative variance
E 100-43100-384	Refuse/Garbage Disposal		\$75	\$0	0%	positive variance
E 100-43100-401	Repairs/Maint Buildings		\$1,500	\$59	4%	positive variance
E 100-43100-403	Prev. Maint. Agreements	GSS & New Line - Bckflw & Gntr	\$0	\$375	#DIV/0!	negative variance
E 100-43100-404	Repairs/Maint Equipment - Insurance Claim	Bobcat Ext Wrrnty, RDO Snwpsr	\$18,000	\$17,905	99%	negative variance
E 100-43100-406	Street-Grdng/Chlrd/Crckflg	Seasonal	\$25,000	\$22,857	91%	negative variance
E 100-43100-410	Snow Removal		\$3,000	\$3,998	133%	negative variance
E 100-43100-411	Tree Maintenance	Seasonal	\$9,000	\$7,147	50%	neutral
E 100-43100-430	Miscellaneous (GENERAL)		\$1,500	\$25	2%	positive variance
E 100-43100-433	Dues and Subscriptions		\$0	\$0	0.00%	neutral
E 100-43100-435	Licences, Permits and Fees	ESRI - GIS & MS Lic	\$800	\$486	61%	positive variance
E 100-43100-437	Sales Tax - Purchases	MN REV - Charges for Services	\$0	\$237	#DIV/0!	negative variance
E 100-43100-438	Internet Expenses	Not used since 2020 CL @ oldshop	\$600	\$0	0.00%	positive variance



City of Chatfield
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Annual Exp Payments
151-Workers Comp, 328-General Services Charge, 360-Insurance, 450-
Capital Goods, 7XX Transfers

2023 Budget	2023 ANNLZD SEP YTD Amt	ANNLZD % of Budget SEP 2023	Variance Category SEP	
Formatting Key:		Calculation Cell	Input Cell	
E 100-43100-727 T.O. - Shared Tech	\$515	\$386	75%	neutral
E 100-43100-731 T.O. Vehicles/Equip	\$67,500	\$50,625	75%	neutral
E 100-43100-732 T.O. Sidewalk	\$25,750	\$19,313	75%	neutral
E 100-43100-736 T.O. Overlay	\$30,000	\$22,500	75%	neutral
E 100-43100-744 T.O. - Chip Sealing	\$42,000	\$31,500	75%	neutral
E 100-43100-753 T.O. - Storm Sewer	\$36,000	\$27,000	75%	neutral
E 100-43100-760 T.O. - SIGNS	\$1,000	\$750	75%	neutral
Dept 43100 Street Maintenance	\$540,974	\$388,019	72%	neutral

Dept 45120 Summer Recreation	2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
E 100-45120-430 Miscellaneous (GENERAL)	\$4,300	\$3,225	75%	neutral
	\$4,300	\$3,225	75%	neutral

Dept 45124 Swimming Pools - LOC 08	2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
R 100-45124-33417 Training Revenue	\$0	\$0	0.00%	neutral
R 100-45124-34000 Charges for Services <i>Seasonal</i>	\$2,200	\$2,485	113%	positive variance
R 100-45124-34720 Memberships <i>Seasonal</i>	\$42,000	\$33,514	80%	neutral
R 100-45124-34722 Admissions <i>Seasonal</i>	\$15,000	\$12,618	84%	neutral
R 100-45124-34723 Lesson Fees (NonTax) <i>Seasonal</i>	\$16,000	\$17,413	109%	positive variance
R 100-45124-36201 Sale Of Merchandise <i>Seasonal</i>	\$6,000	\$6,516	109%	positive variance
R 100-45124-36230 Donations	\$0	\$0	0.00%	neutral
R 100-45124-36260 Insurance Dividend <i>Usualay December</i>	\$2,000	\$1,500	75%	neutral
R 100-45124-37171 OC Transit Tax <i>Inactivate?</i>	\$0	\$0	0.00%	neutral
R 100-45124-37370 Sales Tax	\$4,000	\$3,907	98%	neutral
R 100-45124-37940 Cash Over	\$0	\$0	0.00%	neutral
R 100-45124-39550 Refunds Rebates <i>US Bank</i>	\$0	\$62	0.00%	positive variance
R 100-45124-39560 Reimbursement	\$0	\$0	0.00%	neutral
R 100-45124-90000 UNDISTRIBUTED RECEIPT <i>Offset by lessons / admissions / n</i>	\$0	(\$2,161)	#DIV/0!	neutral
Dept 45124 Swimming Pools - LOC 08	\$87,200.00	\$75,853.50	87%	positive variance
E 100-45124-103 Part-Time Employees <i>Seasonal</i>	\$80,000	\$65,527	82%	neutral
E 100-45124-122 FICA <i>Seasonal</i>	\$4,960	\$4,063	82%	neutral
E 100-45124-125 Medicare <i>Seasonal</i>	\$1,160	\$950	82%	neutral
E 100-45124-140 Unemployment Comp (GENERAL)	\$0	\$0.00	0.00%	neutral
E 100-45124-151 Worker s Comp Insurance Prem	\$5,500	\$4,554	83%	neutral
E 100-45124-152 Clothing <i>Seasonal</i>	\$1,500	\$1,109	74%	neutral
E 100-45124-208 Training and Instruction	\$4,500	\$3,172.50	71%	neutral
E 100-45124-210 Operating Supplies (GENERAL) <i>Seasonal</i>	\$15,000	\$12,763.88	85%	neutral
E 100-45124-240 Small Tools and Minor Equip <i>Seasonal</i>	\$1,500	\$984.85	65.66%	neutral
E 100-45124-310 Other Professional Services <i>Inactivate - Not used since 2020</i>	\$285	\$0.00	0.00%	neutral



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		2023 Budget	2023 ANNLZD SEP YTD Amt	ANNLZD % of Budget SEP 2023	Variance Category SEP
		Formatting Key: Calculation Cell		Input Cell	
E 100-45124-322	Postage Seasonal	\$100	\$0.00	0.00%	positive variance
E 100-45124-323	Administration Expense Seasonal - Priority Payment Systems	\$2,500	\$2,008.71	80.35%	neutral
E 100-45124-331	Travel Expenses Seasonal	\$0	\$0.00	0.00%	neutral
E 100-45124-350	Print/Binding (GENERAL) Seasonal	\$300	\$64.00	21.33%	positive variance
E 100-45124-360	Insurance (GENERAL)	\$13,000	\$9,977	77%	neutral
E 100-45124-364	Claims Deductible	\$0	\$0.00	0.00%	neutral
E 100-45124-380	Utility Services (GENERAL) Seasonal	\$27,000	\$20,914.98	77.46%	neutral
E 100-45124-401	Repairs/Maint Buildings	\$1,000	\$0.00	0.00%	positive variance
E 100-45124-403	Prev. Maint. Agreements Seasonal - Lawn & Sprinkler Care	\$1,000	\$1,191.75	119.18%	negative variance
E 100-45124-404	Repairs/Maint Equipment Rebuild Pumps	\$1,000	\$2,050.81	205.08%	negative variance
E 100-45124-430	Miscellaneous (GENERAL)	\$500	\$0.00	0.00%	positive variance
E 100-45124-431	Cash Short	\$0	\$1.00	#DIV/0!	neutral
E 100-45124-433	Dues and Subscriptions MyRec	\$3,200	\$2,554	80%	neutral
E 100-45124-435	Licences, Permits and Fees	\$1,500	\$1,145	76%	neutral
E 100-45124-437	Sales Tax - Purchases MN Rev - Adm & Mmbrshps	\$4,200	\$4,104	98%	negative variance
E 100-45124-450	Capital Goods Charge	\$2,500	\$1,875	75%	neutral
E 100-45124-490	Donations to Civic Org s Summer Rdg Prog Donation	\$0	\$340.00	#DIV/0!	negative variance
E 100-45124-810	Refund	\$0	\$0.00	0.00%	neutral
Dept 45124 Swimming Pools - LOC 08		\$172,205	\$139,349	81%	neutral

Dept 45180 Band	2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
E 100-45180-326 School Band Concerts	\$480	\$360	75%	neutral
E 100-45180-327 Brass Band Concerts	\$1,120	\$840	75%	neutral
Dept 45180 Band	\$1,600	\$1,200	75%	neutral

Dept 45200 Parks (GENERAL) - LOC 01/04	2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
R 100-45200-33400 State Grants and Aids	\$0	\$0	0.00%	neutral
R 100-45200-34745 Camping Fee - LOC 04 Seasonal - Closing 2023	\$1,200	\$555	46%	negative variance
R 100-45200-36201 Sale Of Merchandise Inactivate - Last Used 2017	\$0	\$0	0.00%	neutral
R 100-45200-36260 Insurance Dividend Usually December	\$750	\$563	75%	neutral
R 100-45200-39101 Sales of General Fixed Assets Inactivate - Use 801	\$0	\$0	#DIV/0!	neutral
R 100-45200-39550 Refunds Rebates	\$0	\$9	0.00%	neutral
R 100-45200-39560 Reimbursement	\$0	\$0	0.00%	neutral
Dept 45200 Parks (GENERAL) - LOC 01/04	\$1,950.00	\$1,126.91	58%	negative variance
E 100-45200-101 Full-Time Employees Regular	\$63,000	\$49,323	78%	neutral
E 100-45200-103 Part-Time Employees Seasonal	\$15,000	\$9,631	64%	positive variance
E 100-45200-121 PERA	\$4,725	\$3,699	78%	neutral
E 100-45200-122 FICA	\$4,836	\$3,512	73%	neutral
E 100-45200-125 Medicare	\$1,131	\$821	73%	neutral
E 100-45200-131 Employer Paid Health	\$7,700	\$5,261	68%	neutral



**City of Chatfield
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	2023 Budget	2023 ANNLZD SEP YTD Amt	ANNLZD % of Budget SEP 2023	Variance Category SEP
Formatting Key:	Calculation Cell	Input Cell		
E 100-45200-134 Employer Paid Life	\$30	\$23	77%	neutral
E 100-45200-136 Employer Paid H.S.A.	\$3,000	\$2,250	75%	neutral
E 100-45200-140 Unemployment Comp (GENERAL)	\$0	\$1,566	#DIV/0!	negative variance
E 100-45200-151 Worker s Comp Insurance Prem	\$6,000	\$4,894	82%	neutral
E 100-45200-152 Clothing	\$700	\$23	3%	positive variance
E 100-45200-208 Training and Instruction Arborist WS	\$200	\$346	173%	negative variance
E 100-45200-210 Operating Supplies (GENERAL)	\$3,000	\$2,247	75%	neutral
E 100-45200-212 Vehicle Operating Supplies	\$7,000	\$4,400	63%	positive variance
E 100-45200-240 Small Tools and Minor Equip	\$2,000	\$2,005	100%	negative variance
E 100-45200-302 Contracted Help 302 403	\$4,000	\$320	8%	positive variance
E 100-45200-303 Engineering Fees	\$1,000	\$0	0%	positive variance
E 100-45200-304 Legal Fees	\$0	\$0	0.00%	neutral
E 100-45200-310 Other Professional Services FSS Drug Screen	\$0	\$122	0.00%	negative variance
E 100-45200-321 Telephone System Alloc & Stipend	\$600	\$802	134%	negative variance
E 100-45200-323 Administration Expense Website payment fees	\$0	\$8	0.00%	negative variance
E 100-45200-331 Travel Expenses Non conference travel	\$100	\$107	107%	negative variance
E 100-45200-350 Print/Binding (GENERAL)	\$100	\$0	0.00%	positive variance
E 100-45200-360 Insurance (GENERAL)	\$8,000	\$4,820	60%	positive variance
E 100-45200-364 Claims Deductible	\$0	\$0	0.00%	neutral
E 100-45200-380 Utility Services (GENERAL)	\$14,000	\$17,245	123%	negative variance
E 100-45200-384 Refuse/Garbage Disposal	\$2,100	\$2,797	133%	negative variance
E 100-45200-403 Prev. Maint. Agreements	\$0	\$0	0.00%	neutral
E 100-45200-404 Repairs/Maint Equipment	\$7,500	\$6,023	80%	neutral
E 100-45200-430 Miscellaneous (GENERAL) Bluff Country Hiking Club Support	\$2,000	\$1,500	75%	neutral
E 100-45200-433 Dues and Subscriptions Greater MN Parks Dues	\$0	\$165	#DIV/0!	negative variance
E 100-45200-435 Licences, Permits and Fees	\$240	\$158	66%	neutral
E 100-45200-436 Sales Tax MN Rev - Camp Site Revenue	\$300	\$40	13%	positive variance
E 100-45200-438 Internet Expense New Line item PW Facility	\$0.00	\$136.48	#DIV/0!	negative variance
E 100-45200-739 T.O. Parks	\$45,000	\$33,750	75%	neutral
Dept 45200 Parks (GENERAL) - LOC 01/04	\$203,262	\$157,994	78%	neutral

Dept 46323 Heritage Preservation Comm	2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
R 100-46323-33400 State Grants and Aids	\$500	\$0	0.00%	negative variance
R 100-46323-39550 Refunds Rebates	\$0	\$0	0.00%	neutral
Dept 46323 Heritage Preservation Comm	\$500.00	\$0.00	0%	negative variance
E 100-46323-200 Office Supplies (GENERAL)	\$0	\$0	0.00%	neutral
E 100-46323-309 Conference Expense	\$0	\$0	0.00%	neutral
E 100-46323-310 Other Professional Services	\$14,000	\$10,500	75%	neutral
E 100-46323-331 Travel Expenses *Non Conference Travel	\$0	\$0	0.00%	neutral



City of Chatfield
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Formatting Key:		Calculation Cell	Input Cell
		positive variance	negative variance
		neutral	

E 100-46323-430 Miscellaneous (GENERAL)	\$200	\$107	53%	positive variance
E 100-46323-433 Dues and Subscriptions	\$130	\$30	23%	positive variance
E 100-46323-435 Licences, Permits and Fees	\$0	\$0	0.00%	neutral
E 100-46323-453 Grants	\$0	\$0	0.00%	neutral
Dept 46323 Heritage Preservation Comm	\$14,330	\$10,637	74%	neutral

Dept 46630 Community Dev - LOC 07		2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
R 100-46630-31911 Lodging Tax	<i>New Process-Offsetting expense</i>	\$500	\$2,326	465%	positive variance
R 100-46630-34101 Rent Revenue	<i>Schoenfelder</i>	\$7,000	\$6,919	99%	positive variance
R 100-46630-36100 Special Assessments		\$231	\$173	75%	neutral
R 100-46630-36200 Miscellaneous Revenues		\$0	\$0	0.00%	neutral
R 100-46630-36230 Donations	<i>Flower Baskets Donation</i>	\$0	\$200	0.00%	positive variance
R 100-46630-39550 Refunds Rebates		\$0	\$0	0.00%	neutral
Dept 46630 Community Dev - LOC 07		\$7,731.00	\$9,618.37	124%	positive variar

E 100-46630-212 Vehicle Operating Supplies		\$200	\$0	0%	positive variance
E 100-46630-300 Promotional Expense	<i>Alliance Lodging Tax-Offsetting Rev</i>	\$0	\$3,940	#DIV/0!	negative variance
E 100-46630-310 Other Professional Services	<i>Polco</i>	\$15,000	\$11,250.00	75%	neutral
E 100-46630-321 Telephone	<i>Tourist Center-Alliance Published #</i>	\$1,700	\$1,392	82%	neutral
E 100-46630-350 Print/Binding (GENERAL)		\$0	\$0	0.00%	neutral
E 100-46630-360 Insurance (GENERAL)		\$0	\$0	0.00%	neutral
E 100-46630-430 Miscellaneous (GENERAL)	<i>Public Nuisance Abtmnt</i>	\$1,500	\$0	0%	positive variance
E 100-46630-433 Dues and Subscriptions		\$0	\$0	0.00%	neutral
E 100-46630-457 Property Tax		\$2,600	\$2,007	77%	neutral
E 100-46630-490 Donations to Civic Org s		\$0	\$0	0.00%	neutral
E 100-46630-700 Transfers (GENERAL)	<i>To 801-45200-39219 Float</i>	\$2,100	\$1,575	75%	neutral
Dept 46630 Community Dev - LOC 07		\$23,100	\$20,165	87%	negative variance

Fund 211 LIBRARY		2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
Revenues		\$294,745.00	\$232,502.30	79%	neutral
Expenditures		\$294,745.27	\$209,288.77	71%	neutral
Dept 45500 Libraries (GENERAL)		2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
R 211-45500-33600 County Contracts		\$92,894	\$75,190	81%	neutral
R 211-45500-34000 Charges for Services		\$700	\$1,044	149%	positive variance
R 211-45500-35103 Library Fines		\$250	\$272	109%	positive variance
R 211-45500-36200 Miscellaneous Revenues		\$0	\$0	0.00%	neutral
R 211-45500-36201 Sale Of Merchandise		\$200	\$320	160%	positive variance
R 211-45500-36202 Nontax-Sale of Merch-Gift Card		\$5,000	\$5,019	100%	positive variance
R 211-45500-36210 Interest Earnings		\$1,000	\$750	75%	neutral
R 211-45500-36230 Donations		\$1,000	\$4,473	447%	positive variance
R 211-45500-36260 Insurance Dividend	Usually December	\$200	\$150	75%	neutral



**City of Chatfield
Budget YTD Rev-Exp**

Current Period: September 2023

V. Category Key:

Varies > 10% than budget positively R>85% E<65%	Varies > 10% than budget negatively R<65% E>85%	Within 10% of Budget neutral 65-85%
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**Exported from Banyon to .csv & Annualized
Adjusted to 25 % | 50% | 75%- Tax Settlements, Special Asessments,
Annual Exp Payments
151-Workers Comp, 328-General Services Charge, 360-Insurance, 450-
Capital Goods, 7XX Transfers**

		positive variance	negative variance	neutral	
	2023 Budget	2023 ANNLZD SEP YTD Amt	ANNLZD % of Budget SEP 2023	Variance Category SEP	
	Formatting Key:	Calculation Cell	Input Cell		
R 211-45500-39201 Transfer In	\$193,401	\$145,051	75%	neutral	
R 211-45500-39225 T.I. - Library Endowment Fund	\$0	\$0	0.00%	neutral	
R 211-45500-39550 Refunds Rebates <i>US Bank Card</i>	\$100	\$234	234%	positive variance	
Dept 45500 Libraries (GENERAL)		\$294,745.00	\$232,502.30	79%	neutral
E 211-45500-101 Full-Time Employees Regular	\$132,418	\$101,327	77%	neutral	
E 211-45500-103 Part-Time Employees	\$25,894	\$11,688	45%	positive variance	
E 211-45500-121 PERA	\$11,873	\$8,388	71%	neutral	
E 211-45500-122 FICA	\$9,815	\$6,560	67%	neutral	
E 211-45500-125 Medicare	\$2,296	\$1,534	67%	neutral	
E 211-45500-131 Employer Paid Health	\$25,573	\$14,934	58%	positive variance	
E 211-45500-134 Employer Paid Life	\$62	\$46	74%	neutral	
E 211-45500-136 Employer Paid H.S.A.	\$9,000	\$6,750	75%	neutral	
E 211-45500-140 Unemployment Comp (GENERAL)	\$0	\$1,036	#DIV/0!	negative variance	
E 211-45500-151 Worker s Comp Insurance Prem	\$1,000	\$948	95%	negative variance	
E 211-45500-200 Office Supplies (GENERAL)	\$2,000	\$1,183	59%	positive variance	
E 211-45500-211 Program Expenses <i>Summer Reading - Seasonal</i>	\$3,000	\$5,692	190%	negative variance	
E 211-45500-240 Small Tools and Minor Equip	\$1,500	\$7	0%	positive variance	
E 211-45500-321 Telephone	\$3,150	\$2,508	80%	neutral	
E 211-45500-322 Postage	\$150	\$81	54%	positive variance	
E 211-45500-331 Travel Expenses <i>*Non-Conference Travel</i>	\$650	\$12	2%	positive variance	
E 211-45500-332 Continuing Education	\$1,750	\$0	0%	positive variance	
E 211-45500-350 Print/Binding (GENERAL)	\$0	\$0	0%	neutral	
E 211-45500-360 Insurance (GENERAL)	\$9,944	\$7,943	80%	neutral	
E 211-45500-380 Utility Services (GENERAL)	\$7,000	\$5,875	84%	neutral	
E 211-45500-401 Repairs/Maint Buildings <i>Faucets & Therm. Sargents, Roof Insp</i>	\$1,400	\$3,680	263%	negative variance	
E 211-45500-404 Repairs/Maint Equipment	\$9,500	\$6,145	65%	neutral	
E 211-45500-414 Automated Operations	\$12,000	\$5,659	47%	positive variance	
E 211-45500-416 Cleaning Service	\$1,000	\$1,595	159%	negative variance	
E 211-45500-430 Miscellaneous (GENERAL)	\$100	\$0	0%	positive variance	
E 211-45500-433 Dues and Subscriptions <i>Website Hosting</i>	\$1,020	\$1,018	100%	negative variance	
E 211-45500-437 Sales Tax - Purchases <i>2022 Annual MN Rev</i>	\$100	\$104	104%	negative variance	
E 211-45500-438 Internet Expenses <i>SELCO Hosting Website</i>	\$50	\$46	93%	positive variance	
E 211-45500-560 Cap. Outlay-Furn. & Fix	\$1,500	\$0	0%	positive variance	
E 211-45500-590 Cap. Outlay-Books	\$12,000	\$9,061	76%	neutral	
E 211-45500-591 Cap. Outlay-Magazines	\$1,000	\$612	61%	neutral	
E 211-45500-593 Cap. Outlay-Non Print Mat	\$6,000	\$3,356	56%	positive variance	
E 211-45500-700 Transfers (GENERAL)	\$2,000	\$1,500	75%	neutral	
Dept 45500 Libraries (GENERAL)		\$294,745	\$209,289	71%	neutral



City of Chatfield
Budget YTD Rev-Exp

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Exported from Banyon to .csv & Annualized
Adjusted to 25 % | 50% | **75%**- Tax Settlements, Special Asessments, Annual Exp Payments
151-Workers Comp, 328-General Services Charge, 360-Insurance, 450-Capital Goods, 7XX Transfers

	positive variance	negative variance	neutral
2023 Budget	2023 ANNLZD SEP YTD Amt	ANNLZD % of Budget SEP 2023	Variance Category SEP
Formatting Key:		Calculation Cell	Input Cell

Fund 220 FIRE - OPERATIONS FUND	2023 Budget	ANNLZD AMT	ANNLZD %	V. Category	
Revenues	\$148,234.00	\$111,360.63	75%	neutral	
Expenditures	\$142,638.50	\$106,473.57	75%	neutral	
Dept 42280 Fire Department *2012=220/221	2023 Budget	ANNLZD AMT	ANNLZD %	V. Category	
R 220-42280-33180 Federal Grants - ARP	\$0	\$0	0%	neutral	
R 220-42280-33400 State Grants and Aids	\$0	\$0	0%	neutral	
R 220-42280-33414 Insurance Claims	\$0	\$0	0%	neutral	
R 220-42280-33430 Township Contracts	\$70,117	\$51,798	74%	neutral	
R 220-42280-34000 Charges for Services	\$8,000	\$6,750	84%	neutral	
R 220-42280-36200 Miscellaneous Revenues	\$0	\$0	0%	neutral	
R 220-42280-36201 Sale Of Merchandise	\$0	\$0	0%	neutral	
R 220-42280-36210 Interest Earnings	\$0	\$0	0%	neutral	
R 220-42280-36260 Insurance Dividend	Usually December	\$0	#DIV/0!	neutral	
R 220-42280-39201 Transfer In	\$70,117	\$52,588	75%	neutral	
R 220-42280-39550 Refunds Rebates	US Bank	\$0	\$225	#DIV/0!	positive variance
R 220-42280-39560 Reimbursement	MMB - Basic Fire Trng Reimb	\$0	\$0	0%	neutral
Dept 42280 Fire Department *2012=220/221	\$148,234.00	\$111,360.63	75%	neutral	
E 220-42280-103 Part-Time Employees	\$29,000	\$24,919	86%	negative variance	
E 220-42280-121 PERA	SVP - 10% Rural Township Contracts	\$1,798	\$5,180	288%	negative variance
E 220-42280-122 FICA	\$2,900	\$1,545	53%	positive variance	
E 220-42280-125 Medicare	\$421	\$361	86%	negative variance	
E 220-42280-140 Unemployment Comp (GENERAL)	\$0	\$0	0%	neutral	
E 220-42280-151 Worker s Comp Insurance Prem	\$18,000	\$8,707	48%	positive variance	
E 220-42280-152 Clothing	\$2,000	\$2,543	127%	negative variance	
E 220-42280-171 Innoculations	\$750	\$0	0%	positive variance	
E 220-42280-208 Training and Instruction	\$3,000	\$222	7%	positive variance	
E 220-42280-210 Operating Supplies (GENERAL)	\$2,000	\$2,645	132%	negative variance	
E 220-42280-212 Vehicle Operating Supplies	\$1,800	\$1,640	91%	negative variance	
E 220-42280-240 Small Tools and Minor Equip	\$4,000	\$3,507	88%	negative variance	
E 220-42280-309 Conference Expense	\$500	\$0	0%	positive variance	
E 220-42280-313 Mutual Aid	\$0	\$0	0%	neutral	
E 220-42280-321 Telephone	\$500	\$791	158%	negative variance	
E 220-42280-322 Postage	\$100	\$45	45%	positive variance	
E 220-42280-323 Administration Expense	Online Payment Trasaction Fees	\$0	\$44	#DIV/0!	negative variance
E 220-42280-328 General Services Charge	\$2,980	\$2,235	75%	neutral	
E 220-42280-331 Travel Expenses	*Non Conference Mileage	\$150	\$186	124%	negative variance
E 220-42280-350 Print/Binding (GENERAL)	\$0	\$0	0%	neutral	
E 220-42280-360 Insurance (GENERAL)	\$4,700	\$3,830	81%	neutral	



**City of Chatfield
Budget YTD Rev-Exp**

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Annual Exp Payments
151-Workers Comp, 328-General Services Charge, 360-Insurance, 450-
Capital Goods, 7XX Transfers**

2023 Budget	2023 ANNLZD SEP YTD Amt	ANNLZD % of Budget SEP 2023	Variance Category SEP
Formatting Key:		Calculation Cell	Input Cell

	2023 Budget	2023 ANNLZD SEP YTD Amt	ANNLZD % of Budget SEP 2023	Variance Category SEP
E 220-42280-364 Claims Deductible	\$0	\$0	0%	neutral
E 220-42280-380 Utility Services (GENERAL)	\$9,000	\$6,561	73%	neutral
E 220-42280-401 Repairs/Maint Buildings	\$2,000	\$785	39%	positive variance
E 220-42280-403 Prev. Maint. Agreements	\$0	\$0	0%	neutral
E 220-42280-404 Repairs/Maint Equipment	\$8,000	\$4,526	57%	neutral
E 220-42280-430 Miscellaneous (GENERAL)	\$100	\$0	0%	positive variance
E 220-42280-433 Dues and Subscriptions	\$1,000	\$570	57%	positive variance
E 220-42280-435 Licences, Permits and Fees	\$240	\$158	66%	neutral
E 220-42280-438 Internet Expenses	\$400	\$0	0%	positive variance
E 220-42280-727 T.O. - Shared Tech	\$800	\$600	75%	neutral
E 220-42280-734 T.O.Fire	\$46,500	\$34,875	75%	neutral
Dept 42280 Fire Department *2012=220/221	\$142,639	\$106,474	75%	neutral

Fund 230 AMBULANCE - OPERATIONS FUND	2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
Revenues	\$368,250	\$311,639	85%	neutral
Expenditures	\$375,623	\$286,052	76%	neutral
Dept 42270 Ambulance	2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
R 230-42270-33100 Federal Grants and Aids	\$0	\$0	0%	neutral
R 230-42270-33400 State Grants and Aids	\$0	\$1,000	0%	positive variance
R 230-42270-33414 Insurance Claims	\$0	\$0	0%	neutral
R 230-42270-33416 Training Reimbursement	\$4,000	\$2,750	69%	neutral
R 230-42270-33417 Training Revenue	\$18,000	\$4,800	27%	negative variance
R 230-42270-33430 Township Contracts	\$62,000	\$43,368	70%	neutral
R 230-42270-33600 County Contracts	\$4,500	\$3,375	75%	neutral
R 230-42270-34000 Charges for Services	\$200,000	\$196,636	98%	positive variance
R 230-42270-34205 Accrued Charges For Services	\$0	\$0	0%	neutral
R 230-42270-36200 Miscellaneous Revenues	\$250	\$0	0%	negative variance
R 230-42270-36201 Sale Of Merchandise	\$0	\$0	0%	neutral
R 230-42270-36210 Interest Earnings	\$0	\$0	0%	neutral
R 230-42270-36260 Insurance Dividend	\$0	\$0	0%	neutral
R 230-42270-39201 Transfer In	\$79,500	\$59,625	75%	neutral
R 230-42270-39550 Refunds Rebates	\$0	\$85	#DIV/0!	positive variance
R 230-42270-39560 Reimbursement	\$0	\$0	0%	neutral
Dept 42270 Ambulance	\$368,250.00	\$311,638.88	85%	neutral
E 230-42270-101 Full-Time Employees Regular	\$110,000	\$83,913	76%	neutral
E 230-42270-103 Part-Time Employees	\$55,000	\$40,938	74%	neutral
E 230-42270-121 PERA	\$13,000	\$11,058	85%	neutral
E 230-42270-122 FICA	\$10,230	\$7,371	72%	neutral



**City of Chatfield
Budget YTD Rev-Exp**

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Annual Exp Payments
151-Workers Comp, 328-General Services Charge, 360-Insurance, 450-
Capital Goods, 7XX Transfers**

		positive variance	negative variance	neutral	
	2023 Budget	2023 ANNLZD SEP YTD Amt	ANNLZD % of Budget SEP 2023	Variance Category SEP	
	Formatting Key:		Calculation Cell	Input Cell	
E 230-42270-125 Medicare	\$2,393	\$1,724	72%	neutral	
E 230-42270-131 Employer Paid Health	\$17,000	\$14,955	88%	negative variance	
E 230-42270-134 Employer Paid Life	\$50	\$40	81%	neutral	
E 230-42270-136 Employer Paid H.S.A.	\$8,000	\$6,187	77%	neutral	
E 230-42270-140 Unemployment Comp (GENERAL)	\$0	\$0	0%	neutral	
E 230-42270-151 Worker s Comp Insurance Prem	\$10,000	\$7,126	71%	neutral	
E 230-42270-152 Clothing	\$2,750	\$784	29%	positive variance	
E 230-42270-171 Innoculations	\$200	\$0	0%	positive variance	
E 230-42270-200 Office Supplies (GENERAL)	\$1,000	\$0	0%	positive variance	
E 230-42270-205 Service Incentives/Rewards	\$1,200	\$829	69%	neutral	
E 230-42270-208 Training and Instruction	\$5,500	\$2,302	42%	positive variance	
E 230-42270-209 Training Institution	\$6,000	\$2,497	42%	positive variance	
E 230-42270-210 Operating Supplies (GENERAL)	\$11,000	\$9,118	83%	neutral	
E 230-42270-212 Vehicle Operating Supplies	\$5,000	\$3,006	60%	positive variance	
E 230-42270-240 Small Tools and Minor Equip	\$1,000	\$0	0%	positive variance	
E 230-42270-304 Legal Fees	\$0	\$0	0%	neutral	
E 230-42270-305 Safety <i>Annual Reg Safety</i>	\$1,200	\$936	78%	neutral	
E 230-42270-321 Telephone	\$4,000	\$3,029	76%	neutral	
E 230-42270-322 Postage	\$200	\$106	53%	positive variance	
E 230-42270-323 Administration Expense <i>*Online payment transaction fees</i>	\$500	\$152	30%	positive variance	
E 230-42270-328 General Services Charge <i>*TO 100-41000-34020</i>	\$15,150	\$11,363	75%	neutral	
E 230-42270-331 Travel Expenses <i>*Non-Conference Travel</i>	\$0	\$0	0%	neutral	
E 230-42270-340 Advertising <i>Promo - Pens - Suckers</i>	\$500	\$271	54%	positive variance	
E 230-42270-350 Print/Binding (GENERAL)	\$0	\$0	0%	neutral	
E 230-42270-360 Insurance (GENERAL)	\$800	\$581	73%	neutral	
E 230-42270-364 Claims Deductible	\$1,000	\$0	0%	positive variance	
E 230-42270-380 Utility Services (GENERAL)	\$5,000	\$5,680	114%	negative variance	
E 230-42270-403 Prev. Maint. Agreements <i>Stryker & Marco</i>	\$14,000	\$15,617	112%	negative variance	
E 230-42270-404 Repairs/Maint Equipment	\$3,500	\$2,272	65%	neutral	
E 230-42270-415 Medical Services <i>Mayo Intercepts offset by Charges for</i>	\$5,000	\$4,881	98%	negative variance	
E 230-42270-430 Miscellaneous (GENERAL)	\$0	\$0	0%	neutral	
E 230-42270-433 Dues and Subscriptions <i>Aladtec, Consortium, Active 911</i>	\$3,500	\$4,933	141%	negative variance	
E 230-42270-435 Licences, Permits and Fees	\$12,000	\$7,812	65%	neutral	
E 230-42270-438 Internet Expenses	\$1,300	\$932	72%	neutral	
E 230-42270-700 Transfers (GENERAL)	\$46,000	\$34,500	75%	neutral	
E 230-42270-727 T.O. - Shared Tech	\$1,150	\$863	75%	neutral	
E 230-42270-810 Refund	\$1,500	\$276	18%	positive variance	
Dept 42270 Ambulance		\$375,623	\$286,052	76%	neutral



City of Chatfield
Budget YTD Rev-Exp

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151-Workers Comp, 328-General Services Charge, 360-Insurance, 450-Capital Goods, 7XX Transfers

	positive variance	negative variance	neutral
2023 Budget	2023 ANNLZD SEP YTD Amt	ANNLZD % of Budget SEP 2023	Variance Category SEP
Formatting Key:		Calculation Cell	Input Cell

Fund 240 EDA	2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
Fund 240 EDA Revenues	\$79,330	\$59,500	75%	neutral
Expenditures	\$79,730	\$64,263	81%	neutral
Dept 46500 Economic Dev (GENERAL) LOC 01	2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
R 240-46500-34301 Administration Fees <i>Loan Orig & TIF</i>	\$2,600	\$1,950	75%	neutral
R 240-46500-36200 Miscellaneous Revenues	\$0	\$0	0%	neutral
R 240-46500-36210 Interest Earnings	\$500	\$375	75%	neutral
R 240-46500-36230 Donations	\$0	\$0	0%	neutral
R 240-46500-39201 Transfer In	\$76,230	\$57,173	75%	neutral
R 240-46500-39550 Refunds Rebates <i>US Bank</i>	\$0	\$2	#DIV/0!	positive variance
R 240-46500-39560 Reimbursement	\$0	\$0	0%	neutral
Dept 46500 Economic Dev (GENERAL) LOC 01	\$79,330.00	\$59,499.55	75%	neutral
E 240-46500-208 Training and Instruction	\$0	\$0	0%	neutral
E 240-46500-240 Small Tools and Minor Equip	\$0	\$0	0%	neutral
E 240-46500-300 Promotional Expense <i>Chatfield Alliance</i>	\$26,690	\$20,018	75%	neutral
E 240-46500-303 Engineering Fees	\$0	\$0	0%	neutral
E 240-46500-304 Legal Fees	\$0	\$0	0%	neutral
E 240-46500-310 Other Professional Services	\$49,000	\$36,446	74%	neutral
E 240-46500-322 Postage	\$150	\$45	30%	positive variance
E 240-46500-331 Travel Expenses <i>Non conference travel</i>	\$0	\$0	0%	neutral
E 240-46500-350 Print/Binding (GENERAL)	\$250	\$160	64%	positive variance
E 240-46500-403 Prev. Maint. Agreements <i>Managed IT Allocation</i>	\$2,500	\$1,780	71%	neutral
E 240-46500-404 Repairs/Maint Equipment	\$500	\$323	65%	neutral
E 240-46500-430 Miscellaneous (GENERAL) <i>50% Fifty Two Fitness Dist Set Up</i>	\$0	\$5,113	#DIV/0!	negative variance
E 240-46500-433 Dues and Subscriptions	\$0	\$0	0%	neutral
E 240-46500-435 Licences, Permits and Fees	\$240	\$79	33%	positive variance
E 240-46500-500 Cap. Outlay-GENERAL	\$0	\$0	0%	neutral
E 240-46500-700 Transfers (GENERAL)	\$0	\$0	0%	neutral
E 240-46500-727 T.O. - Shared Tech	\$400	\$300	75%	neutral
Dept 46500 Economic Dev (GENERAL) LOC 01	\$79,730	\$64,263	81%	neutral

Fund 250 CCA - OPERATIONS FUND	2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
Revenues	\$92,300	\$69,226	75%	neutral
Expenditures	\$84,000	\$51,503	61%	positive variance
Dept 46630 Community Dev - LOC 07	2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
R 250-46630-33414 Insurance Claims	\$0	\$0	0%	neutral
R 250-46630-36200 Miscellaneous Revenues	\$0	\$0	0%	neutral
R 250-46630-36210 Interest Earnings	\$300	\$225	75%	neutral
R 250-46630-36230 Donations	\$0	\$0	0%	neutral



City of Chatfield
Budget YTD Rev-Exp

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2023 Budget	2023 ANNLZD SEP YTD Amt	ANNLZD % of Budget SEP 2023	Variance Category SEP
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Formatting Key: Calculation Cell Input Cell

R 250-46630-36260 Insurance Dividend <i>Usually December</i>	\$2,000	\$1,500	75%	neutral
R 250-46630-39201 Transfer In	\$90,000	\$67,500	75%	neutral
R 250-46630-39550 Refunds Rebates	\$0	\$1	0%	neutral
R 250-46630-39560 Reimbursement	\$0	\$0	0%	neutral
Fund 250 CCA - OPERATIONS FUND	\$92,300.00	\$69,226.30	75%	neutral
E 250-46630-310 Other Professional Services	\$24,000	\$18,000	75%	neutral
E 250-46630-360 Insurance (GENERAL)	\$25,000	\$20,525	82%	neutral
E 250-46630-404 Repairs/Maint Equipment	\$25,000	\$5,140	21%	positive variance
E 250-46630-430 Miscellaneous (GENERAL) <i>Obama Picture Frame</i>	\$0	\$338	#DIV/0!	negative variance
E 250-46630-700 Transfers (GENERAL)	\$10,000	\$7,500	75%	neutral
Fund 250 CCA - OPERATIONS FUND	\$84,000	\$51,503	61%	positive variar

Fund 601 WATER - OPERATIONS FUND		2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
Revenues		\$457,300	\$374,909	82%	neutral
Expenditures		\$484,105	\$404,373	84%	negative variance
Dept 49400 Water Utilities (GENERAL)		2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
R 601-49400-31020 Delinquent Ad Valorem Taxes		\$0	\$0	0%	neutral
R 601-49400-33400 State Grants and Aids <i>Well Sealing</i>		\$9,000	\$0	0%	negative variance
R 601-49400-33414 Insurance Claims		\$0	\$0	0%	neutral
R 601-49400-34000 Charges for Services		\$4,700	\$3,454	73%	neutral
R 601-49400-36100 Special Assessments <i>Delinquent Bills - County Sttlmnt</i>		\$8,000	\$6,000	75%	neutral
R 601-49400-36103 State Mandated Testing Fee		\$9,500	\$7,834	82%	neutral
R 601-49400-36201 Sale Of Merchandise		\$0	\$0	0%	neutral
R 601-49400-36210 Interest Earnings		\$5,000	\$3,750	75%	neutral
R 601-49400-36260 Insurance Dividend		\$0	\$0	0%	neutral
R 601-49400-36291 Receipt of Investment		\$0	\$0	0%	neutral
R 601-49400-37100 Water Sales		\$403,000	\$333,384	83%	neutral
R 601-49400-37101 Water Sales / Bulk		\$1,500	\$1,276	85%	neutral
R 601-49400-37160 Water Penalty		\$1,500	\$1,313	88%	positive variance
R 601-49400-37170 Sales Tax		\$2,900	\$2,492	86%	positive variance
R 601-49400-37171 OC Transit Tax		\$0	\$45	#DIV/0!	positive variance
R 601-49400-37172 FC Transit Tax		\$0	\$134	#DIV/0!	positive variance
R 601-49400-37250 Connection (Ind) Fee		\$11,200	\$4,200	38%	negative variance
R 601-49400-37251 Access (Dev) Charge		\$0	\$8,310	#DIV/0!	positive variance
R 601-49400-39201 Transfer In		\$0	\$0	0%	neutral
R 601-49400-39550 Refunds Rebates <i>HomeServe USA US Bank CPS Mtr</i>		\$1,000	\$2,276	228%	positive variance
R 601-49400-39560 Reimbursement		\$0	\$0	#DIV/0!	neutral
R 601-49400-90000 UNDISTRIBUTED RECEIPT <i>UB Overpayment</i>		\$0	\$440	#DIV/0!	positive variance
Dept 49400 Water Utilities (GENERAL)		\$457,300.00	\$374,909.00	82%	neutral



City of Chatfield
Budget YTD Rev-Exp

Current Period: September 2023

V. Category Key:

Varies > 10% than budget positively R>85% E<65%	Varies > 10% than budget negatively R<65% E>85%	Within 10% of Budget neutral 65-85%
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	positive variance	negative variance	neutral
2023 Budget	2023 ANNLZD SEP YTD Amt	ANNLZD % of Budget SEP 2023	Variance Category SEP

Exported from Banyon to .csv & Annualized
Adjusted to 25 % | 50% | **75%**- Tax Settlements, Special Aseessments, Annual Exp Payments
151-Workers Comp, 328-General Services Charge, 360-Insurance, 450-Capital Goods, 7XX Transfers

Formatting Key: Calculation Cell Input Cell

E 601-49400-101 Full-Time Employees Regular		\$75,000	\$64,307	86%	negative variance
E 601-49400-121 PERA		\$5,625	\$4,823	86%	negative variance
E 601-49400-122 FICA		\$4,650	\$3,941	85%	neutral
E 601-49400-125 Medicare		\$1,088	\$922	85%	neutral
E 601-49400-131 Employer Paid Health		\$6,800	\$5,261	77%	neutral
E 601-49400-134 Employer Paid Life		\$30	\$23	77%	neutral
E 601-49400-136 Employer Paid H.S.A.		\$3,000	\$2,250	75%	neutral
E 601-49400-151 Worker s Comp Insurance Prem		\$3,000	\$2,290	76%	neutral
E 601-49400-152 Clothing		\$700	\$334	48%	positive variance
E 601-49400-200 Office Supplies (GENERAL)		\$0	\$0	0%	neutral
E 601-49400-208 Training and Instruction		\$600	\$50	8%	positive variance
E 601-49400-210 Operating Supplies (GENERAL)		\$5,000	\$5,493	110%	negative variance
E 601-49400-212 Vehicle Operating Supplies		\$3,000	\$1,591	53%	positive variance
E 601-49400-240 Small Tools and Minor Equip		\$4,000	\$3,527	88%	negative variance
E 601-49400-301 Auditing and Acctg Services		\$5,500	\$4,172	76%	neutral
E 601-49400-303 Engineering Fees	RECLASS 601 ENG FEES TO 2022A	\$5,000	(\$10,961)	-219%	positive variance
E 601-49400-304 Legal Fees		\$0	\$0	0%	neutral
E 601-49400-310 Other Professional Services	GIS / Korterra / Gopher State	\$3,200	\$2,115	66%	neutral
E 601-49400-321 Telephone		\$2,500	\$1,797	72%	neutral
E 601-49400-322 Postage		\$1,500	\$1,267	84%	neutral
E 601-49400-323 Administration Expense	Online Payments	\$2,000	\$2,888	144%	negative variance
E 601-49400-328 General Services Charge		\$45,226	\$33,920	75%	neutral
E 601-49400-331 Travel Expenses	Non conference mileage	\$200	\$0	0%	positive variance
E 601-49400-350 Print/Binding (GENERAL)		\$750	\$0	0%	positive variance
E 601-49400-360 Insurance (GENERAL)	New Public Works Facility	\$4,500	\$7,557	168%	negative variance
E 601-49400-364 Claims Deductible		\$0	\$0	0%	neutral
E 601-49400-380 Utility Services (GENERAL)		\$22,000	\$16,937	77%	neutral
E 601-49400-386 Well Testing Fees		\$12,000	\$9,068	76%	neutral
E 601-49400-401 Repairs/Maint Buildings	Adv Dstrbtg - Turbine Oil - Concret	\$1,200	\$1,616	135%	negative variance
E 601-49400-403 Prev. Maint. Agreements	Managed IT Alloc - Roof Insp	\$5,075	\$4,853	96%	negative variance
E 601-49400-404 Repairs/Maint Equipment	Booster Station & Reimb Frzn Mtr	\$15,000	\$17,371	116%	negative variance
E 601-49400-405 Depreciation (GENERAL)		\$0	\$0	0%	neutral
E 601-49400-430 Miscellaneous (GENERAL)		\$0	\$0	0%	neutral
E 601-49400-433 Dues and Subscriptions		\$550	\$397	72%	neutral
E 601-49400-435 Licences, Permits and Fees		\$743	\$1,382	186%	negative variance
E 601-49400-437 Sales Tax - Purchases	MN Rev - Qtrly Wtr & Wtr Twr Lease	\$2,500	\$2,713	109%	negative variance
E 601-49400-438 Internet Expenses	3 Collectors	\$700	\$1,125	161%	negative variance
E 601-49400-500 Cap. Outlay-GENERAL		\$0	\$0	0%	neutral
E 601-49400-700 Transfers (GENERAL)		\$0	\$0	0%	neutral



**City of Chatfield
Budget YTD Rev-Exp**

Current Period: September 2023

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**Exported from Banyon to .csv & Annualized
Adjusted to 25 % | 50% | 75%- Tax Settlements, Special Asessments,
Annual Exp Payments
151-Workers Comp, 328-General Services Charge, 360-Insurance, 450-
Capital Goods, 7XX Transfers**

	2023 Budget	2023 ANNLZD SEP YTD Amt	ANNLZD % of Budget SEP 2023	Variance Category SEP
		positive variance	negative variance	neutral
Formatting Key:		Calculation Cell	Input Cell	
E 601-49400-711 T.O.- Reserve Fund	\$0	\$0	0%	neutral
E 601-49400-716 T.O. - 2008A/2012A (329/332)	\$90,000	\$67,500	75%	neutral
E 601-49400-717 T.O. - 2014A (334)	\$22,572	\$16,929	75%	neutral
E 601-49400-727 T.O. - Shared Tech	\$5,200	\$3,900	75%	neutral
E 601-49400-761 T.O. - 2016B (336)	\$24,599	\$18,449	75%	neutral
E 601-49400-764 T.O. - 2017B (339)	\$15,000	\$11,250	75%	neutral
E 601-49400-765 T.O. - 2022A WTR STRM (343) <i>Auditor moved 2022 xfer to 2023</i>	\$84,097	\$93,316	111%	negative variance
E 601-49400-767 T.O. - 2023A GRND PRSPCT		\$0	0%	neutral
E 601-49400-810 Refund	\$0	\$0	0%	neutral
Dept 49400 Water Utilities (GENERAL)	\$484,105	\$404,373	84%	neutral

Fund 602 SEWER - OPERATIONS FUND	2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
Revenues	\$1,013,200	\$769,641	76%	neutral
Expenditures	\$1,023,301	\$724,909	71%	positive variance
Dept 49450 Sewer (GENERAL)	2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
R 602-49450-31020 Delinquent Ad Valorem Taxes	\$0	\$0	0%	neutral
R 602-49450-33414 Insurance Claims	\$0	\$0	0%	neutral
R 602-49450-34000 Charges for Services <i>Wykoff - Sewer Vack Truck</i>	\$0	\$525	#DIV/0!	positive variance
R 602-49450-36100 Special Assessments <i>Delinquent Bills - County Sttlmnt</i>	\$30,000	\$22,500	75%	neutral
R 602-49450-36200 Miscellaneous Revenues	\$0	\$0	0%	neutral
R 602-49450-36210 Interest Earnings	\$10,000	\$7,500	75%	neutral
R 602-49450-36260 Insurance Dividend <i>Usually December</i>	\$0	\$0	0%	neutral
R 602-49450-36280 Pass Through Account	\$0	\$0	0%	neutral
R 602-49450-37200 Sewer Sales	\$950,000	\$724,992	76%	neutral
R 602-49450-37201 Debt Service Fee	\$0	\$115	#DIV/0!	positive variance
R 602-49450-37202 Infiltration Fee	\$0	\$4	#DIV/0!	positive variance
R 602-49450-37250 Connection (Ind) Fee	\$18,200	\$4,200	23%	negative variance
R 602-49450-37251 Access (Dev) Charge	\$0	\$5,540	#DIV/0!	positive variance
R 602-49450-37260 Swr Penalty	\$5,000	\$3,216	64%	negative variance
R 602-49450-39102 Compens-Gain/Loss Fixed Assets	\$0	\$0	0%	neutral
R 602-49450-39201 Transfer In	\$0	\$0	0%	neutral
R 602-49450-39550 Refunds Rebates <i>HomeServe & US Bank</i>	\$0	\$1,049	#DIV/0!	positive variance
R 602-49450-39560 Reimbursement	\$0	\$0	0%	neutral
Dept 49450 Sewer (GENERAL)	\$1,013,200.00	\$769,641.11	76%	neutral
E 602-49450-101 Full-Time Employees Regular	\$140,000	\$111,536	80%	neutral
E 602-49450-121 PERA	\$10,500	\$8,365	80%	neutral
E 602-49450-122 FICA	\$8,680	\$6,886	79%	neutral
E 602-49450-125 Medicare	\$2,030	\$1,610	79%	neutral
E 602-49450-131 Employer Paid Health	\$18,000	\$12,304	68%	neutral



City of Chatfield
Budget YTD Rev-Exp

Current Period: September 2023

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Annual Exp Payments
151-Workers Comp, 328-General Services Charge, 360-Insurance, 450-Capital Goods, 7XX Transfers

	2023 Budget	2023 ANNLZD SEP YTD Amt	ANNLZD % of Budget SEP 2023	Variance Category SEP
Formatting Key:	Calculation Cell	Input Cell		
E 602-49450-134 Employer Paid Life	\$60	\$46	77%	neutral
E 602-49450-136 Employer Paid H.S.A.	\$6,000	\$4,500	75%	neutral
E 602-49450-151 Worker s Comp Insurance Prem	\$5,800	\$5,111	88%	negative variance
E 602-49450-152 Clothing	\$1,400	\$46	3%	positive variance
E 602-49450-200 Office Supplies (GENERAL)	\$250	\$0	0%	positive variance
E 602-49450-208 Training and Instruction <i>MWOA Conf / Exam Refresher</i>	\$1,750	\$1,931	110%	negative variance
E 602-49450-210 Operating Supplies (GENERAL)	\$5,000	\$1,386	28%	positive variance
E 602-49450-212 Vehicle Operating Supplies	\$2,000	\$2,000	100%	negative variance
E 602-49450-216 Lab Supplies	\$1,000	\$276	28%	positive variance
E 602-49450-217 Testing	\$7,500	\$6,331	84%	neutral
E 602-49450-240 Small Tools and Minor Equip	\$5,000	\$0	0%	positive variance
E 602-49450-301 Auditing and Acctg Services	\$6,000	\$4,172	70%	neutral
E 602-49450-303 Engineering Fees	\$5,000	\$0	0%	positive variance
E 602-49450-304 Legal Fees	\$0	\$0	0%	neutral
E 602-49450-310 Other Professional Services <i>Widseth GIS</i>	\$2,400	\$1,874	78%	neutral
E 602-49450-321 Telephone	\$2,400	\$1,002	42%	positive variance
E 602-49450-322 Postage	\$4,000	\$3,387	85%	neutral
E 602-49450-323 Administration Expense <i>*Online payment transaction fees</i>	\$9,000	\$8,396	93%	negative variance
E 602-49450-328 General Services Charge	\$45,226	\$33,920	75%	neutral
E 602-49450-331 Travel Expenses <i>Non conference mileage</i>	\$300	\$0	0%	positive variance
E 602-49450-350 Print/Binding (GENERAL)	\$200	\$0	0%	positive variance
E 602-49450-360 Insurance (GENERAL)	\$20,000	\$15,711	79%	neutral
E 602-49450-364 Claims Deductible	\$0	\$0	0%	neutral
E 602-49450-380 Utility Services (GENERAL)	\$60,000	\$37,712	63%	positive variance
E 602-49450-384 Refuse/Garbage Disposal	\$1,500	\$962	64%	positive variance
E 602-49450-400 Sewer Main Camera & Cleaning	\$2,000	\$0	0%	positive variance
E 602-49450-401 Repairs/Maint Buildings	\$4,000	\$1,560	39%	positive variance
E 602-49450-403 Prev. Maint. Agreements <i>Generator Marco Badger Schwick</i>	\$5,075	\$5,638	111%	negative variance
E 602-49450-404 Repairs/Maint Equipment	\$30,000	\$18,665	62%	positive variance
E 602-49450-405 Depreciation (GENERAL)	\$0	\$0	0%	neutral
E 602-49450-407 Rep/Maint Manholes & Swr Lines	\$8,000	\$762	10%	positive variance
E 602-49450-430 Miscellaneous (GENERAL)	\$500	\$0	0%	positive variance
E 602-49450-433 Dues and Subscriptions	\$600	\$588	98%	negative variance
E 602-49450-435 Licences, Permits and Fees	\$2,900	\$1,952	67%	neutral
E 602-49450-438 Internet Expenses <i>HBC 3 Locations</i>	\$1,000	\$1,905	190%	negative variance
E 602-49450-500 Cap. Outlay-GENERAL	\$32,394	\$0	0%	positive variance
E 602-49450-700 Transfers (GENERAL)	\$0	\$0	0%	neutral
E 602-49450-711 T.O.- Reserve Fund <i>*TO 801-43100-39221 STREET EQUI</i>	\$4,296	\$3,222	75%	neutral
E 602-49450-717 T.O.- 2014A (334) <i>*TO 334-47000-39201 #334 2014A Ju</i>	\$20,741	\$15,556	75%	neutral



City of Chatfield
Budget YTD Rev-Exp

Current Period: September 2023

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151-Workers Comp, 328-General Services Charge, 360-Insurance, 450-Capital Goods, 7XX Transfers

2023 Budget	2023 ANNLZD SEP YTD Amt	ANNLZD % of Budget SEP 2023	Variance Category SEP
Formatting Key:		Calculation Cell	Input Cell
E 602-49450-727 T.O. - Shared Tech *TO 801-49950-39204	\$5,200	\$3,900	75% neutral
E 602-49450-750 T.O. - 2016A (335) TO 335-47331-39201 #335 2016A	\$495,000	\$371,250	75% neutral
E 602-49450-757 T.O. - Sewer - Back Up (622) *TO 622-49450-39201	\$1,000	\$750	75% neutral
E 602-49450-761 T.O. - 2016B (336) *TO 336-47000-39201 #336 2016B	\$24,599	\$18,449	75% neutral
E 602-49450-764 T.O. - 2017B (339) *TO 339-47000-39201#339 2017B	\$15,000	\$11,250	75% neutral
E 602-49450-810 Refund	\$0	\$0	0% neutral
E 602-49450-811 Pass Through Account	\$0	\$0	0% neutral
Dept 49450 Sewer (GENERAL)	\$1,023,301	\$724,909	71% neutral

Fund 603 REFUSE (GARBAGE) FUND	2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
Revenues	\$243,500	\$220,702	91%	neutral
Expenditures	\$258,370	\$199,883	77%	neutral
Dept 49500 Refuse/Garbage (GENERAL)	2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
R 603-49500-36100 Special Assessments Delinquent Bills - County Sttlmnt	\$10,000	\$7,500	75%	neutral
R 603-49500-36200 Miscellaneous Revenues	\$0	\$0	0%	neutral
R 603-49500-36210 Interest Earnings	\$800	\$600	75%	neutral
R 603-49500-37300 Refuse Charges	\$142,000	\$125,344	88%	positive variance
R 603-49500-37310 Recycling Charge	\$77,000	\$76,154	99%	positive variance
R 603-49500-37360 Penalties	\$1,200	\$699	58%	negative variance
R 603-49500-37361 Recycling Penalties	\$0	\$0	0%	neutral
R 603-49500-37370 Sales Tax	\$12,500	\$10,405	83%	positive variance
R 603-49500-39550 Refunds Rebates	\$0	\$0	0%	neutral
Dept 49500 Refuse/Garbage (GENERAL)	\$243,500.00	\$220,701.79	91%	neutral
E 603-49500-210 Operating Supplies (GENERAL)	\$650	\$309	48%	positive variance
E 603-49500-240 Small Tools and Minor Equip	\$275	\$0	0%	positive variance
E 603-49500-322 Postage	\$1,500	\$1,035	69%	neutral
E 603-49500-323 Administration Expense Online Payments Transaction Fees	\$2,500	\$2,629	105%	negative variance
E 603-49500-325 Community Clean Up Cont	\$17,000	\$11,769	69%	neutral
E 603-49500-328 General Services Charge	\$17,070	\$12,803	75%	neutral
E 603-49500-350 Print/Binding (GENERAL)	\$0	\$0	0%	neutral
E 603-49500-384 Refuse/Garbage Disposal	\$195,000	\$153,523	79%	neutral
E 603-49500-403 Prev. Maint. Agreements	\$5,075	\$3,559	70%	neutral
E 603-49500-404 Repairs/Maint Equipment	\$1,300	\$592	46%	positive variance
E 603-49500-430 Miscellaneous (GENERAL)	\$0	\$0	0%	neutral
E 603-49500-435 Licences, Permits and Fees Banyon Allocation	\$300	\$210	70%	neutral
E 603-49500-436 Sales Tax MN Rev - Garbage Tax	\$12,500	\$9,555	76%	neutral
E 603-49500-727 T.O. - Shared Tech	\$5,200	\$3,900	75%	neutral
E 603-49500-810 Refund	\$0	\$0	0%	neutral
Dept 49500 Refuse/Garbage (GENERAL)	\$258,370	\$199,883	77%	neutral



City of Chatfield
Budget YTD Rev-Exp

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151-Workers Comp, 328-General Services Charge, 360-Insurance, 450-
Capital Goods, 7XX Transfers

V. Category Key:

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positive variance	negative variance	neutral	
2023 Budget	2023 ANNLDZ SEP YTD Amt	ANNLDZ % of Budget SEP 2023	Variance Category SEP
Formatting Key:	Calculation Cell	Input Cell	

Fund 614 CABLE ACCESS - OPERATIONS FUND	2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
Revenues	\$72,350	\$45,644	63%	neutral
Expenditures	\$73,650	\$36,986	50%	positive variance
Dept 49840 Cable TV (GENERAL) - LOC 09	2023 Budget	ANNLZD AMT	ANNLZD %	V. Category
R 614-49840-31915 Franchise Fees	\$27,500	\$20,625	75%	neutral
R 614-49840-33120 Sponsorship Fees <i>Fall Campaign</i>	\$12,000	\$400	3%	negative variance
R 614-49840-33414 Insurance Claims	\$0	\$0	0%	neutral
R 614-49840-36201 Sale Of Merchandise	\$250	\$576	231%	positive variance
R 614-49840-36210 Interest Earnings	\$0	\$0	0%	neutral
R 614-49840-36230 Donations <i>Chatfield Public Schools</i>	\$15,600	\$11,250	72%	neutral
R 614-49840-36260 Insurance Dividend	\$0	\$0	0%	neutral
R 614-49840-37370 Sales Tax <i>MN Rev Sale of Merch</i>	\$0	\$43	#DIV/0!	positive variance
R 614-49840-39201 Transfer In	\$17,000	\$12,750	75%	neutral
R 614-49840-39550 Refunds Rebates	\$0	\$0	0%	neutral
Dept 49840 Cable TV (GENERAL) - LOC 09	\$72,350.00	\$45,644.00	63%	negative varia
E 614-49840-151 Worker s Comp Insurance Prem	\$0	\$0	0%	neutral
E 614-49840-205 Service Incentives/Rewards <i>Clothing - 2022&2023</i>	\$250	\$548	219%	negative variance
E 614-49840-210 Operating Supplies (GENERAL)	\$500	\$254	51%	positive variance
E 614-49840-212 Vehicle Operating Supplies	\$500	\$0	0%	positive variance
E 614-49840-240 Small Tools and Minor Equip <i>Annual Chatfield Public School Bill</i>	\$0	\$3,030	#DIV/0!	negative variance
E 614-49840-300 Promotional Expense	\$0	\$0	0%	neutral
E 614-49840-302 Contracted Help	\$60,000	\$24,488	41%	positive variance
E 614-49840-309 Conference Expense	\$350	\$0	0%	positive variance
E 614-49840-322 Postage	\$100	\$45	45%	positive variance
E 614-49840-323 Administration Expense <i>CC Fees</i>	\$0	\$0	0%	neutral
E 614-49840-324 Reimbursement	\$0	\$0	0%	neutral
E 614-49840-328 General Services Charge	\$3,140	\$2,355	75%	neutral
E 614-49840-331 Travel Expenses <i>Annual Tournament Travel</i>	\$1,500	\$1,133	76%	neutral
E 614-49840-350 Print/Binding (GENERAL)	\$0	\$0	0%	neutral
E 614-49840-360 Insurance (GENERAL)	\$200	\$125	63%	positive variance
E 614-49840-404 Repairs/Maint Equipment	\$250	\$0	0%	positive variance
E 614-49840-430 Miscellaneous (GENERAL)	\$0	\$0	0%	neutral
E 614-49840-433 Dues and Subscriptions	\$200	\$150	75%	neutral
E 614-49840-435 Licences, Permits and Fees	\$240	\$0	0%	positive variance
E 614-49840-437 Sales Tax - Purchases <i>MN Rev Sale of Merch</i>	\$0	\$44	#DIV/0!	negative variance
E 614-49840-711 T.O.- Reserve Fund	\$6,000	\$4,500	75%	neutral
E 614-49840-727 T.O. - Shared Tech	\$420	\$315	75%	neutral
Dept 49840 Cable TV (GENERAL) - LOC 09	\$73,650	\$36,986	50%	positive variance

Hi Rocky,

With mixed feelings, I am writing to let you know that I will be retiring from the Chatfield Ambulance Service on November 1, 2023.

I am deeply grateful for the opportunity to spend the last 20 years working with a great team of EMTs.

Though I am sad to go, I am looking forward to the freedom of not being on call, and sleeping all night long. I'm excited to be able to spend more time with my family and traveling.

It's been quite a journey as an EMT, and I've enjoyed being a member of this crew and helping the people of this community.

I wish you and the crew the very best.

Thank you for all you do.

Leslie Tannahill
NREMT

Contract for Professional Services

This contract is made and entered into by Community and Economic Development Associates, a Minnesota nonprofit corporation exempt from income tax as an organization operated for charitable purposes within the meaning of Internal Revenue Code section 501(c)(3), hereafter “CEDA”, and the Economic Development Authority of the City of Chatfield, an agency or affiliate of a political subdivision of the State of Minnesota, hereafter “the Authority”, to define the terms by which CEDA shall provide technical and management expertise services to the Authority.

I. Agreement scope and purpose. The Authority hereby retains CEDA to perform to its benefit the services described in paragraph II, to the end of the Authority more effectively accomplishing:

- * Prevention and/or combat of community and neighborhood deterioration and revitalization of deteriorated neighborhoods;
- * Attraction and/or retention of businesses that would not, but for the assistance provided, choose to locate/remain in the area;
- * The securing of businesses who will be required to provide jobs for unemployed and underemployed residents of the community; and
- * The expansion of business opportunities for minority entrepreneurs and other entrepreneurs that are viable business opportunities to enhance the well being of the community and/or for businesses who are unable to obtain financing from conventional sources

II. Services to be provided by CEDA. CEDA agrees to provide technical and management expertise in the form of staff and materials to the Authority. Staff’s services, and associated materials, will be provided in order to facilitate and support the accomplishment of the Authority’s undertakings to the ends described in the preceding paragraph. CEDA’s staff and materials shall be made available toward efforts in the following specific arenas of the Authority’s needs and operations:

- * Accessing of grantor funding for the Authority’s economic development programming
- * Providing loan packaging services for the Authority’s business assistance programs
- * Administering local, regional and state revolving loan funds, if appropriate
- * Drafting the Authority’s Economic Development Annual Work Plan(s)
- * Planning, facilitating, and/or directly conducting the Authority’s community and business development projects, including as necessary, staffing those projects as directed by the Authority in consultation with CEDA. These efforts shall include (but are not limited to), the following:
 - * seeking city and county involvement
 - * developing relationships and partnerships to enhance the Authority’s goals
 - * preparing economic development guidelines
 - * promoting the use of local assets to support and promote value-added processes and unique based businesses
- * Assisting with local surveys related to business and industry, community, and land and buildings
- * Assisting with the Authority’s economic development marketing efforts and coordination through website development and maintenance
- * Coordinating and hosting forums in which the Authority’s economic development programming are open for the public’s review

III. Obligations of the Authority.

- A. The Authority shall reimburse CEDA for staff time provided at the rate of \$51,023 not to exceed annually. This is based on an average of sixteen hours per week.
- B. Materials, conferences, meetings and the like shall be paid for on a unit basis agreed to by the Authority in writing prior to the provision of the materials.

C. The Authority shall be responsible to provide payment to CEDA within 30 days of the submission of each invoice provided by CEDA.

IV. Obligations of CEDA.

A. CEDA is performing services as an independent contractor. Accordingly, the provision of staff by CEDA to provide technical and management expertise to the Authority under this Agreement neither creates a release of CEDA staff to employment at the Authority nor makes such staff subject to supervision by the Authority.

B. CEDA has no authority or right, express or implied, to assume or create any obligation or responsibility on behalf of the Authority or to bind the Authority in any manner. CEDA will not represent the contrary, either expressly or implicitly, to anyone.

C. CEDA is solely responsible for payroll tax responsibilities related to each of its staff persons whose time is provided under this Agreement and shall acquire and maintain necessary insurance related to their efforts under this Agreement, including carrying workers' compensation insurance coverage at all times. CEDA shall supply the Authority with certification of such coverage.

D. CEDA shall be responsible to invoice the Authority for staff time and materials provided under this Agreement on a periodic basis, no less frequently than quarterly.

V. Period/Termination. The term of this Agreement is one year, commencing January 1, 2024. The Agreement may be terminated earlier in its term upon 30 days' written notice by CEDA to the Authority or by the Authority to CEDA. Upon termination, the Authority shall be liable to pay CEDA for services performed at \$51,023 per year and materials provided under this Agreement prior to and through the effective date of termination, unless otherwise specifically agreed by the parties in writing.

VI. Construction of Agreement. This Agreement is to be performed and construed under Minnesota law, and supersedes any and all prior agreements and contains the entire agreement of the parties.

CITY OF CHATFIELD

By _____

Its _____

Date _____

By _____

Its City Clerk

Date _____

COMMUNITY AND ECONOMIC DEVELOPMENT ASSOCIATES

By 

Its CEO/President

Date October 17, 2023

RESOLUTION 2023-19
A RESOLUTION ACCEPTING A DONATION TO THE CITY.

WHEREAS, the City of Chatfield is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 et seq. for the benefit of its citizens and is specifically authorized to accept gifts.

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the city:

<u>Chatfield Fire Fighters Activities Assn</u>	<u>\$10,000</u>
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WHEREAS, the terms or conditions of the donations, if any, are as follows:

To be used for Fire Truck/Equipment needs

WHEREAS, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donations offered.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CHATFIELD, MINNESOTA AS FOLLOWS:

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Passed by the City Council of Chatfield, Minnesota this 23rd day of October, 2023.

Mayor

Attested:

City Clerk

INTEROFFICE MEMORANDUM

TO: PUBLIC WORKS COMMITTEE
FROM: STEVEN SCHLICHTER
SUBJECT: **Vactor Replacement Parts**
DATE: 10/3/2023

Action Requested: Replace worn parts on Vactor sewer cleaning truck.

Background: I have a quote attached from MACQUEEN for worn parts on our Vactor truck that needs to be replaced. We have noticed the 600 foot jetting hose is getting quite a few abrasions on it. Those are weak spots that could burst at any time with it being under high pressure when in use. Along with the new hose we would be replacing the leader hose that is connected to the end of the 600 foot hose that takes most of the wear. We are also looking at replacing the 8 inch vac pipe. This is getting worn very thin and already has some holes in it. I would recommend replacing these parts for the quote price of \$3204.88. This would be paid out of the maintenance and repair of equipment fund 602-49450-404.

Thank you for your time,
Steven Schlichter
WWTF Superintendent



**MACQUEEN
EQUIPMENT**



**MACQUEEN
EMERGENCY**

MacQueen Equipment

1125 7th Street E

St Paul, MN 55106

651-645-5726 • 800-832-6417

Ship To: SAME AS BELOW

Invoice To: CITY OF CHATFIELD
21 Se 2Nd St
Chatfield MN 55923

Branch 01 - ST PAUL MN		
Date 09/27/2023	Time 7:10:41 (O)	Page 1
Account No CHATF001	Phone No 5078673810	Est No 01 008481
Ship Via	Purchase Order VACTOR	
Tax ID No		
	Salesperson 159	

ESTIMATE EXPIRY DATE: 10/27/2023

PARTS ESTIMATE - NOT AN INVOICE

Part#	Description	U	Qty	Price	Amount
25268-30 IS ON A STOCK ORDER CURRENTLY, TAKE ABOUT 1-2 WEEK TO GET TO YOU.					
25268-30	NOZZLE,CATCH BA		1	320.74	320.74
48783S6-30	PIRANHA 1"X600'		1	2709.88	2709.88
LH1X20	20' LEADER HOSE		1	174.26	174.26

Subtotal: 3204.88

Tax: .00

TOTAL: 3204.88

Authorization: _____



Memorandum

To: City Council

From: Michele Peterson

Approve Maintenance Worker Position Offer

After interviewing four excellent candidates for this position, we would like to recommend approval of an offer of employment to John Pfursich. This position would begin at a grade 4, step 1 within the 2023 Pay Grid.