

**AGENDA
HANOVER CITY COUNCIL WORK SESSION MEETING
JUNE 18, 2024**

**MAYOR
CHRIS KAUFFMAN**

**COUNCIL
MIKE AMERY
MARYANN HALLSTEIN
THOMAS DIERBERGER
GREG ZGUTOWICZ**

- 1. Call to Order City Council Work Session Meeting**
- 2. Approval of Agenda**
- 3. Consent Agenda Items:** *Items on the consent agenda are generally procedural, non-controversial and/or have been previously discussed by the City Council. These items do not require further discussion at the meeting and are passed by one motion of the Council. Additional information is included for each item within the agenda packet, and Council members may move items to the regular agenda for further discussion as needed.*
 - a. Approve Minutes of June 4, 2024 City Council Meeting (3)**
 - b. Approve Claims as Presented: (7)**

➤ Claims	\$ 179,455.52
➤ Payroll	\$ 11,479.75
➤ P/R taxes & Exp.	\$ 4,404.23
➤ Other Claims	<u>\$ 3,209.65</u>
➤ Total Claims	<u>\$ 198,549.15</u>
 - c. Resolution 06-18-24-58 – Accepting Donations for Fire Dept (70)**
- 4. Staffing Update & Budget Discussion**
- 5. Reports**
- 6. Adjournment**

To: Mayor Kauffman & Members of the Hanover City Council
From: Jennifer Nash, City Administrator
Date: June 14, 2024
Re: Review of Tuesday, June 18, 2024 City Council Agenda

1. Call to Order Regular City Council Work Session Meeting: 7:00 p.m.

2. Approval of Agenda

3. Consent Agenda Items: *Items on the consent agenda are generally procedural, non-controversial and/or have been previously discussed by the City Council. These items do not require further discussion at the meeting and are passed by one motion of the Council. Additional information is included for each item within the agenda packet, and Council members may move items to the regular agenda for further discussion as needed.*

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c. Resolution 06-18-24-58 – Accepting Donations for Fire Dept (70)

4. Staffing Update & Budget Update

Interviews have begun for the administrative assistant and finance positions to fill vacancies at City Hall. Both positions closed on Friday, June 7th with the admin asst position receiving 37 applications and the finance position receiving 9 applications. Staff plans to update Council on status at this work session. We would also like to touch base on current 2024 budget and any policy guidance from Council so far ahead of 2025 budget preparations which will begin shortly. The YTD Revenue and Expenditure budget reports included with the claims packet provides background for where the City is so far in fiscal year 2024, and staff can elaborate and answers any questions from Council on this during the work session discussion.

5. Reports

6. Adjournment

**CITY OF HANOVER
CITY COUNCIL MEETING
JUNE 4, 2024**

Call to Order:

Mayor Chris Kauffman called the Council Meeting of Tuesday, June 4, 2024, to order at 7:00 p.m. Present were Mayor Chris Kauffman, Council Members Mike Amery, Thomas Dierberger, and Greg Zgutowicz. Members Absent was: MaryAnn Hallstein. Also Present were City Administrator Jennifer Nash, City Clerk Jenny Peterson, City Attorney Jay Squires, and City Planner Cindy Nash. Public Attendance: Megan Rogers, Steve Schirmers, Jessica Helm, Laurel Prairie, Deputy Broekema, Mike Gesellchen and Chad Pettit.

Approval of Agenda:

Mayor Kauffman would like to move 6a 2024 Audit Presentation after citizens forum.

A motion was made by Amery and seconded by Dierberger to approve the agenda as amended. All in favor. Motion carried.

Consent Agenda:

Council member Amery would like to pull item “F” Resolution 06-04-24-55 from the consent agenda, move to 5c, move Lee Items to 5a and Shirmer 5b.

A motion was made by Amery and seconded by Dierberger to approve the consent agenda as amended.

- a. **Approve Minutes of May 21, 2024, Work Session Meetings**
- b. **Approve Claims as Presented:**
 - **Claims** **\$ 167,969.13**
 - **Payroll** **\$ 12,654.79**
 - **P/R taxes & Exp.** **\$ 4,737.51**
 - **Other Claims** **\$ 3,269.43**
 - **Total Claims** **\$ 188,630.86**
- c. **Resolution 06-04-24-50 – Approving Annual Liquor License Renewals**
- d. **Resolution 06-04-24-56 – Approving Agreement for Trailer for Concert Events**
- e. **Resolution 06-04-24-57 – Approving Hennepin County Assessor’s Agreement**

Motion carried unanimously.

Citizen’s Forum

Jessica Helm, 11232 Freedom Way, spoke regarding Agenda Item 5a. Lee Items Ms. Helm stated she is disheartened and feels the project is going to be disruptive with the traffic, light pollution and does not feel it will be safe for the neighborhood.

Laural Prairie also spoke regarding the Lee project. She stated she does not want apartments or industrial businesses behind their homes.

New Business

a. 2023 Audit Presentation – Bergan KDV/Creative Planning

Nancy Schulzetenberg presented an overview of the 2023 Annual Audit. There were no compliance findings, however there were audit findings regarding lack of segregation of duties. The lack of segregation is the same as last year and not uncommon for small communities.

Unfinished Business

a. Lee Items: Applications for Rezoning and Comp Plan Amendment

- i. Resolution 06-04-24-53 – Denying Comp Plan Amendment**
- ii. Resolution 06-04-24-54 – Denying Proposed Ordinance Amendment**

City Planner Nash stated that this is a continuation of Mr. Lee’s request from the May 21, 2024, meeting where the Council asked 1) Mr. Lee for an extension of time to make decision on applications under MINN STAT. 15.99 and 2) Discuss with City Attorney whether conditions can be made specific to this property.

City Planner Nash stated the resolutions that were in the packet need to have the dates updated within the resolutions.

Discussion ensued regarding the process and timing of possible zoning ordinance amendments that could apply to this property, conditional use permit process, other uses for the property as it is currently zoned and if it were to be rezoned, the proposed plan for the request but that the property owner can utilize the property for any use permitted in the zoning district, and timeline for applicant to come back with this request.

Mr. Lee stated he grew up in Hanover and started a lawn care business 19 years ago. Mr. Lee described his plan which would include a locking secure gate, lighting facing down, he would utilize one of the units for his business, the units would be set up for contractors to store their supplies, not for retail and all the parking would be in front of each service/garage door. Mr. Lee stated this facility would help to solve the issue with Home Occupations in the city. Mr. Lee is looking to rezone to I-2 because it will save the majority of trees for a buffer.

Concerns regarding the project were discussed and since Mr. Lee has not applied for a concept plan review, at this time we do not know if his proposed concept would meet zoning requirements and we cannot provide guidance for an ordinance amendment when there is no draft that has not been discussed with the Planning commission.

Attorney Squires asked the applicant “Mr. Lee the applications that are before the council for a comp plan amendment and a rezoning, and that I understand that you are agreeing to waive the application of MN State Statute 15.99, the 60-day rule, indefinitely, as to these applications subject to your right to

withdraw the waiver on 45 days written notice provided to the City. Is this agreeable to you?” Mr. Lee responded, “Yes.”

A motion was made by Amery and seconded by Zgutowicz to table Resolution 06-04-24-53 – Denying Comp Plan Amendment. All in favor. Motion carried.

A motion was made by Amery and seconded by Zgutowicz to table Resolution 06-04-24-53 – Denying Proposed Ordinance Amendment. All in favor. Motion carried.

b. Schirmer Items: Applications for Rezoning, Comp Plan Amed., and Concept Plan

- i. **Resolution 06-04-24-51 – Approving Comprehensive Plan Amendment**
- ii. **Adopting Ordinance 2024-02 – Amending Zoning Map**

Planner Nash gave an overview of the agenda packet. Planner Nash stated that since the May 21st meeting, the Developer has updated the concept plan predominantly to adjust lot sizes based on the discussion that occurred at the May 21st City Council meeting. Planner Nash stated the Planning Commission recommended that the plan include 80-foot-wide single-family lots that are in conformance with the R-1 performance standards in the zoning ordinance along with 55-foot-wide villa lots. Planner Nash has updated Resolution 06-04-24-51 Comp Plan Amendment and Resolution 06-04-24-52 Ordinance 2024-02.

Ms. Rogers is representing the applicant and explained the overall concept plan.

Discussion ensued regarding the size of the lots, if the applicant has discussed with the City of Saint Michael regarding the plan, type of housing within the development and rezoning property for residential development versus commercial development.

A motion was made by Zgutowicz and seconded by Dierberger to pass Resolution 06-04-24-51 – Approving Comprehensive Plan Amendment with the changes. All in favor. Motion carried.

A motion was made by Zgutowicz and seconded by Dierberger to pass Resolution 06-04-24-52 - Ordinance Amendment 2024-02 – Amending Zoning Map with the recommended changes.

Zgutowicz, Dierberger and Kauffman voted Aye. Amery voted nye. Motion carried.

c. Resolution 06-04-24-55 – Approving Extension of Final Plat for Highlands/Vistas

Administrator Nash stated the city previously approved the preliminary and final plat at the March 19, 2024, City Council meeting. The Final Plat resolution required that the final plat and development agreement be recorded by June 17, 2024. The applicant has requested an extension of the application due to unanticipated circumstances; the seller of the property has been unable to close, and it is currently not known when they will be able to complete the sales transaction to the Developer.

Council members inquired about where the applicant was in the property closing process. The applicant's attorney, Ms. Rogers, stated that there are complications with the closing process, but the applicant is still moving forward.

A motion was made by Amery and seconded by Dierberger to approve Resolution 06-04-24-55 Extension of Final Plat for Highlands/Vistas through August 7, 2024. All in favor. Motion carried.

Reports

- Mayor Kauffman recognized the Hanover Fire Department.

Motion to recognize with gratitude the heroic efforts of Hanover Fire Department members in responding to the incident on the Crow River on Sunday, June 2nd with specific recognition to Firefighter Ben Sanderson, Captain Ben Scherer, and Captain Adam Lange.

Mayor Kauffman presented a sample of a Retired Reserve Firefighter Policy. He stated that Chief Malewicki would like to start this program in Hanover to open up availability for daytime hours.

- J. Nash presented the joint powers update. Finance Manager/Accounting Specialist and Administrative Assistant application deadline closes on Friday. The County Road 19 preconstruction meeting is scheduled for Wednesday June 5th.
- Amery inquired about the cars for sale parked on the berm on County Road 19.
- Dierberger asked if the trailers at the Miller property are going to be in the way of the Highway 19 project.
- Zgutowicz stated that the zoo mobile event was a tremendous success.

Adjournment

A motion was made by Amery and seconded by Zgutowicz to adjourn the meeting at 9:15 p.m. All in favor. Motion carried.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Jenny Peterson, City Clerk/Asst to the City Administrator

HANOVER

Payments

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Payments Batch 061824 PAY

\$179,455.52

Refer	114 ALEX AIR APPARATUS, INC	-			
Cash Payment	E 100-42220-580 Other Equipment	Annual compressor Service - Breathing Air		\$1,053.46	
Invoice	8361 6/3/2024				
Transaction Date	6/12/2024	Cash	10100	Total	\$1,053.46 ✓
Refer	77 AT&T MOBILITY	Ck# 004503E 6/18/2024			
Cash Payment	E 100-43000-321 Telephone	PW Cell Phones - 04/26/24 - 05/25/24		\$113.31	
Invoice	X06032024 5/25/2024				
Transaction Date	6/11/2024	Cash	10100	Total	\$113.31 ✓
Refer	78 BANYON DATA SYSTEMS	-			
Cash Payment	E 100-41570-207 Computer Supplies	Banyon Support Services 2024		\$1,875.00	
Invoice	165302 6/1/2024				
Transaction Date	6/11/2024	Cash	10100	Total	\$1,875.00 ✓
Refer	79 Bartlett, Kimberly	-			
Cash Payment	E 100-48205-810 Refunds & Reimburse	Damage Deposit Return - 6/8/24 Event		\$350.00	
Invoice	6/10/2024				
Transaction Date	6/11/2024	Cash	10100	Total	\$350.00 ✓
Refer	80 BEAUDRY OIL & PROPANE	-			
Cash Payment	E 100-43000-212 Motor Fuels	301.60 Gallons - Unleaded		\$933.45	
Invoice	2644064 5/28/2024				
Transaction Date	6/11/2024	Cash	10100	Total	\$933.45 ✓
Refer	81 CARSON, CLELLAND & SCHREDE	-			
Cash Payment	E 100-41610-304 Legal Fees	Legal Services - May 2024		\$36.97	
Invoice	5652 5/31/2024				
Transaction Date	6/11/2024	Cash	10100	Total	\$36.97 ✓
Refer	82 CENTERPOINT ENERGY	Ck# 004504E 6/18/2024			
Cash Payment	E 100-42280-383 Gas Utilities	Acct 5774149-8: Fire Hall Gas Utilities		\$56.56	
Invoice	5/30/2024	05/28/24 - 06/30/24			
Transaction Date	6/11/2024	Cash	10100	Total	\$56.56 ✓
Refer	83 CENTERPOINT ENERGY	Ck# 004505E 6/18/2024			
Cash Payment	E 100-41940-383 Gas Utilities	Acct 5783209-9: City Hall Gas Utilites		\$86.61	
Invoice		05/28/24 - 06/30/24			
Transaction Date	6/11/2024	Cash	10100	Total	\$86.61 ✓
Refer	84 CENTERPOINT ENERGY	Ck# 004506E 6/18/2024			
Cash Payment	E 100-43000-383 Gas Utilities	Acct 10801925-8 Public Works Gas Utilities		\$115.90	
Invoice		05/28/24 - 06/30/24			
Transaction Date	6/11/2024	Cash	10100	Total	\$115.90 ✓
Refer	85 CENTRAL HYDRAULICS, INC.	Ck# 004507E 6/18/2024			
Cash Payment	E 100-45200-220 Repair/Maint Supply (G	Parts for Infield groomer		\$55.62	
Invoice	618912 5/29/2024				
Transaction Date	6/11/2024	Cash	10100	Total	\$55.62 ✓
Refer	115 CENTURY LINK	-			
Cash Payment	E 100-42280-321 Telephone	Fire Station Landline - May 2024		\$69.00	
Invoice	5/28/2024				

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Transaction Date	6/12/2024	Cash	10100	Total	\$69.00 ✓
Refer	86 CINTAS			<u>Ck# 004508E 6/18/2024</u>	
Cash Payment	E 100-41940-310	Other Professional Servi	City Hall Medical Supplies		\$20.92
Invoice	5214521823	6/4/2024			
Cash Payment	E 100-43000-215	Shop Supplies	Public Works Medical Supplies		\$65.36
Invoice	5214521823	6/4/2024			
Transaction Date	6/11/2024	Cash	10100	Total	\$86.28 ✓
Refer	87 CLASSIC CLEANING COMPANY, LL				
Cash Payment	E 100-41940-310	Other Professional Servi	City Hall Monthly Cleaning - May 2024		\$325.00
Invoice	36342	5/31/2024			
Cash Payment	E 100-41940-310	Other Professional Servi	Special Cleanings - 5/3,5/4,5/5,5/12,5/18,5/26		\$660.00
Invoice	36342	5/31/2024			
Transaction Date	6/11/2024	Cash	10100	Total	\$985.00 ✓
Refer	88 Claytons Appliance Repair				
Cash Payment	E 100-41940-220	Repair/Maint Supply (G	Replaced Pilot on RHS Oven		\$428.80
Invoice	66356-STOVE	5/23/2024			
Transaction Date	6/11/2024	Cash	10100	Total	\$428.80 ✓
Refer	89 COLLABORATIVE PLANNING LLC			<u>Ck# 004509E 6/18/2024</u>	
Cash Payment	E 100-41910-310	Other Professional Servi	General Planning - May 2024		\$630.00
Invoice	2024-167	6/6/2024			
Cash Payment	E 100-42401-310	Other Professional Servi	Permits - May 2024		\$882.00
Invoice	2024-167	6/6/2024			
Cash Payment	E 838-41910-310	Other Professional Servi	Rivers Edge 5th FP - May 2024		\$31.50
Invoice	2024-174	6/6/2024			
Cash Payment	E 818-41910-310	Other Professional Servi	Roy C Inc - Site Improvments - May 2024		\$63.00
Invoice	2024-173	6/6/2024	Project 208348		
Cash Payment	E 818-41910-310	Other Professional Servi	Schirmer CPA and Concept - May 2024		\$2,236.50
Invoice	2024-171	6/6/2024	Project 208352		
Cash Payment	E 100-41910-310	Other Professional Servi	Sign Variance Hanover Elem - May 2024		\$31.50
Invoice	2024-178	6/6/2024			
Cash Payment	E 818-41910-310	Other Professional Servi	298 Jandel Accessory - May 2024		\$63.00
Invoice	2024-172	6/6/2024	Project 208361		
Cash Payment	E 818-41910-310	Other Professional Servi	Brian Lee 5th ST Rezoning - May 2024		\$1,323.00
Invoice	2024-169	6/6/2024	Project 208359		
Cash Payment	E 818-41910-310	Other Professional Servi	Anderson - Manley - May 2024		\$1,260.00
Invoice	2024-168	6/6/2024	Project 208355		
Cash Payment	E 834-41910-310	Other Professional Servi	CRHW 6th - May 2024		\$63.00
Invoice	2024-175	6/6/2024			
Cash Payment	E 818-41910-310	Other Professional Servi	CRHW 7th Final Plat - May 2024		\$31.50
Invoice	2024-176	6/6/2024	Project 208358		
Cash Payment	E 818-41910-310	Other Professional Servi	Highlands and Vistas - May 2024		\$2,142.00
Invoice	2024-177	6/6/2024	Project 208360		
Cash Payment	E 818-41910-310	Other Professional Servi	Hilltop - May 2024		\$441.00
Invoice	2024-170	6/6/2024	Project 208281		
Transaction Date	6/11/2024	Cash	10100	Total	\$9,198.00 ✓
Refer	90 COMCAST				
Cash Payment	E 100-41940-321	Telephone	CH: Digital Voice & Internet 06/05/24 - 07/04/24		\$254.88
Invoice		5/25/2024			
Transaction Date	6/11/2024	Cash	10100	Total	\$254.88 ✓
Refer	118 Countryside Diesel				

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Cash Payment	E 100-42260-220	Repair/Maint Supply (G	Engine 1 PTO Pump Replacement Labor		\$795.08
Invoice W17846	6/6/2024				
Transaction Date	6/12/2024	Cash	10100	Total	\$795.08 ✓
Refer	117	CUSTOM FIRE APPARATUS	-		
Cash Payment	E 100-42260-220	Repair/Maint Supply (G	New PTO Pump		\$2,452.88
Invoice 23333	5/23/2024				
Transaction Date	6/12/2024	Cash	10100	Total	\$2,452.88 ✓
Refer	119	ELAN FINANCIAL SERVICES	-		
Cash Payment	E 100-42260-212	Motor Fuels	Kwik Trip - Non Ox Gas		\$13.06
Invoice	5/28/2024				
Cash Payment	E 100-42220-580	Other Equipment	Walmart - Water and Gatorade		\$51.45
Invoice	5/28/2024				
Cash Payment	E 100-42280-220	Repair/Maint Supply (G	Menards - Shop Vac, 2 boxes of rags		\$176.17
Invoice	5/28/2024				
Cash Payment	E 100-41570-205	Bank Fees	Bank Fees		\$47.97
Invoice	5/28/2024				
Transaction Date	6/12/2024	Cash	10100	Total	\$288.65 ✓
Refer	91	ELITE SANITATION	-		
Cash Payment	E 100-45200-580	Other Equipment	Portable Toilet Services - 04/28 - 05/25/24		\$353.15
Invoice 30606	5/31/2024				
Transaction Date	6/11/2024	Cash	10100	Total	\$353.15 ✓
Refer	92	FINKEN WATER SOLUTIONS	Ck# 004510E 6/18/2024		
Cash Payment	E 100-43000-215	Shop Supplies	Bottled Water Services - 06/01/24 - 06/30/24		\$26.45
Invoice	6/1/2024				
Transaction Date	6/11/2024	Cash	10100	Total	\$26.45 ✓
Refer	120	Groves, Lindsey	Ck# 004516E 6/18/2024		
Cash Payment	E 100-42220-228	Medical Supplies	LLUSA - New Medical Bag reimbursement		\$267.93
Invoice	6/11/2024				
Transaction Date	6/12/2024	Cash	10100	Total	\$267.93 ✓
Refer	93	HARDWARE HANK	-		
Cash Payment	E 100-45200-220	Repair/Maint Supply (G	3/4X3 Nipple, 3/4 elbow, 3/4 adapter		\$11.97
Invoice 84217	5/8/2024				
Cash Payment	E 100-45200-220	Repair/Maint Supply (G	elbow, couplings, pvc cement, hacksaw blades		\$53.93
Invoice 84234	5/8/2024				
Cash Payment	E 100-45200-220	Repair/Maint Supply (G	couplings and sanitary tee		\$32.96
Invoice 84270	5/8/2024				
Cash Payment	E 100-45200-220	Repair/Maint Supply (G	Push mower repair - air/fuel filter and spark plug		\$21.48
Invoice 86022	5/14/2024				
Cash Payment	E 100-45200-220	Repair/Maint Supply (G	Edger Repair - new blade		\$29.99
Invoice 86071	5/14/2024				
Cash Payment	E 100-45200-220	Repair/Maint Supply (G	Tire plug for mower		\$6.69
Invoice 90843	5/31/2024				
Transaction Date	6/11/2024	Cash	10100	Total	\$157.02 ✓
Refer	95	Innovative Office Solutions LLC	-		
Cash Payment	E 100-41570-200	Office Supplies (GENER	Mesh wall file holders - PW		\$34.24
Invoice 4552784	5/31/2024				
Transaction Date	6/11/2024	Cash	10100	Total	\$34.24 ✓
Refer	94	J P BROOKS, INC	-		

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Cash Payment	E 810-48200-810 Refunds & Reimburse	Building Permit Escrow Release - 975 Emmy			\$5,000.00
Invoice	6/6/2024				
Transaction Date	6/11/2024	Cash	10100	Total	\$5,000.00 ✓
Refer	96 LEAGUE OF MN CITIES INS. TRUS				
Cash Payment	E 100-42210-150 Worker s Comp (GENE	Work Comp - Firefighters 06/01/2024 - 12/31/2024			\$14,885.88
Invoice	6/4/2024				
Cash Payment	E 100-41960-150 Worker s Comp (GENE	Work Comp -Clerical / Office 06/01/2024 - 12/31/2024			\$1,868.62
Invoice	6/4/2024				
Cash Payment	E 100-41960-150 Worker s Comp (GENE	Work Comp -Public Works 06/01/2024 - 12/31/2024			\$15,351.33
Invoice	6/4/2024				
Cash Payment	E 100-41960-150 Worker s Comp (GENE	Work Comp - Boards/Elected Officials 06/01/2024 - 12/31/2024			\$77.57
Invoice	6/4/2024				
Cash Payment	G 100-15500 Prepaid Items	Work Comp - Firefighters 01/01/25 - 05/31/2025			\$9,923.92
Invoice	6/4/2024				
Cash Payment	G 100-15500 Prepaid Items	Work Comp -Clerical/Office 01/01/25 - 05/31/2025			\$1,245.74
Invoice	6/4/2024				
Cash Payment	G 100-15500 Prepaid Items	Work Comp - Public Works 01/01/25 - 05/31/2025			\$10,234.22
Invoice	6/4/2024				
Cash Payment	G 100-15500 Prepaid Items	Work Comp - Boards/Elected Officials 01/01/25 - 05/31/2025			\$51.72
Invoice	6/4/2024				
Transaction Date	6/11/2024	Cash	10100	Total	\$53,639.00 ✓
Refer	121 MALEWICKI, DAVID	Ck# 004517E 6/18/2024			
Cash Payment	E 100-42240-208 Training and Instruction	Menards - 5 sheets of 4x8 osb for burn (FD cc did not work)			\$93.31
Invoice	6/11/2024				
Transaction Date	6/12/2024	Cash	10100	Total	\$93.31 ✓
Refer	97 MENARDS - BUFFALO				
Cash Payment	E 100-45200-225 Landscaping Materials	Flower Planting			\$182.83
Invoice 8028	5/21/2024				
Cash Payment	E 100-43000-220 Repair/Maint Supply (G	Wash Bay Repair			\$5.28
Invoice 8028	5/21/2024				
Cash Payment	E 100-41940-220 Repair/Maint Supply (G	Trash Bags			\$8.97
Invoice 8028	5/21/2024				
Cash Payment	E 100-45200-220 Repair/Maint Supply (G	Settlers Park Sprinkler Repair			\$65.52
Invoice 8062	5/21/2024				
Cash Payment	E 100-43000-240 Small Tools and Minor E	spray unit			\$95.19
Invoice 8062	5/21/2024				
Cash Payment	E 100-43000-220 Repair/Maint Supply (G	Shop Supplies			\$72.69
Invoice 8062	5/21/2024				
Cash Payment	E 100-45200-580 Other Equipment	Bridge screws			\$94.74
Invoice 8221	5/23/2024				
Cash Payment	E 100-45200-225 Landscaping Materials	Flower planting			\$59.90
Invoice 8211	5/23/2024				
Cash Payment	E 100-41940-220 Repair/Maint Supply (G	shop supplies - bounty and charmin			\$48.66
Invoice 8211	5/23/2024				

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Cash Payment	E 100-43000-240	Small Tools and Minor E	Storage bins		\$13.94
Invoice 8211	5/23/2024				
Cash Payment	E 100-45200-220	Repair/Maint Supply (G	Sprinkler repairs		\$46.39
Invoice 7034	5/7/2024				
Cash Payment	E 100-41940-220	Repair/Maint Supply (G	Cleaning Supplies		\$46.47
Invoice 7034	5/7/2024				
Cash Payment	E 100-45200-580	Other Equipment	Sprinkler Repair Parts		\$97.14
Invoice 7629	5/15/2024				
Cash Payment	E 100-41940-220	Repair/Maint Supply (G	Restock Supplies		\$59.48
Invoice 7629	5/15/2024				
Cash Payment	E 100-45200-220	Repair/Maint Supply (G	extreme mount tape and tarp		\$20.06
Invoice 7632	5/15/2024				
Cash Payment	E 100-41940-210	Operating Supplies (GE	Lighters for Kitchen Oven		\$9.98
Invoice 7632	5/15/2024				
Cash Payment	E 100-45200-220	Repair/Maint Supply (G	Spray Paint		\$35.88
Invoice 8536	5/28/2024				
Cash Payment	E 100-41940-220	Repair/Maint Supply (G	bracket and hanging basket		\$29.96
Invoice 8536	5/28/2024				
Cash Payment	E 100-43000-220	Repair/Maint Supply (G	Terro Ant killer		\$10.96
Invoice 8682	5/30/2024				
Cash Payment	E 100-43000-240	Small Tools and Minor E	Shop Vac		\$99.99
Invoice 8682	5/30/2024				
Cash Payment	E 100-45200-225	Landscaping Materials	Bridge supplies		\$11.89
Invoice 9102	6/5/2024				
Cash Payment	E 100-43000-240	Small Tools and Minor E	Extension cords, taping knife and scraper		\$93.43
Invoice 9102	6/5/2024				
Transaction Date	6/11/2024	Cash	10100	Total	\$1,209.35 ✓
Refer	98 MN PEIP				
Cash Payment	G 100-21706	Medical/Dental Ins	Medical/Dental Insurance - July 2024		\$5,384.83
Invoice 1405034	6/10/2024				
Cash Payment	G 100-21707	Life Ins	Life Insurance - July 2024		\$92.68
Invoice 1405034	6/10/2024				
Transaction Date	6/11/2024	Cash	10100	Total	\$5,477.51 ✓
Refer	99 NAPA Auto Parts				
Cash Payment	E 100-45200-580	Other Equipment	Push lawn mower - spark plug		\$3.93
Invoice 389399	5/14/2024				
Transaction Date	6/11/2024	Cash	10100	Total	\$3.93 ✓
Refer	116 Occup. Health Cntrs. Of MN PC		Ck# 004515E 6/18/2024		
Cash Payment	E 100-42210-305	Medical and Dental Fee	A. Clarke - Firefighter Exam		\$724.00
Invoice 103988920	5/20/2024				
Transaction Date	6/12/2024	Cash	10100	Total	\$724.00 ✓
Refer	100 PAJARI, JESSICA				
Cash Payment	E 100-48205-810	Refunds & Reimburse	Damage Deposit Return - 06/07/24 Event		\$100.00
Invoice	6/10/2024				
Transaction Date	6/11/2024	Cash	10100	Total	\$100.00 ✓
Refer	101 PEARSON BROS., INC.				
Cash Payment	E 100-43121-224	Street Maint Materials	City Hall Parking Lot Seal Coat		\$23,450.00
Invoice 6034	6/5/2024				
Transaction Date	6/11/2024	Cash	10100	Total	\$23,450.00 ✓
Refer	102 Perez Estrada, Angie				

HANOVER

Payments

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Current Period: June 2024

Cash Payment	E 100-48205-810 Refunds & Reimburse	Damage Deposit Return - 06/01/24 Event			\$1,000.00
Invoice		6/3/2024			
Transaction Date	6/11/2024	Cash	10100	Total	\$1,000.00 ✓
Refer	103 Reinders				
Cash Payment	E 100-45200-225 Landscaping Materials	Grass Seed and Fertilizer			\$1,366.00
Invoice	3401996-00	5/15/2024			
Transaction Date	6/11/2024	Cash	10100	Total	\$1,366.00 ✓
Refer	104 REPUBLIC SERVICES #894	Ck# 004511E 6/18/2024			
Cash Payment	E 100-41940-384 Refuse/Garbage Dispos	Acct 3-0894-3468325: General Trash City Hall June 2024			\$359.91
Invoice	0894-006701709	5/31/2024			
Cash Payment	E 100-41940-384 Refuse/Garbage Dispos	Acct 3-0894-3468325: Organics Recycling June 2024			\$307.79
Invoice	0894-006701709	5/31/2024			
Cash Payment	E 100-42280-220 Repair/Maint Supply (G	Acct 3-0894-3468325: Fire Station Trash June 2024			\$47.25
Invoice	0894-006701709	5/31/2024			
Cash Payment	E 100-43000-384 Refuse/Garbage Dispos	Acct 3-0894-3468325: Public Works Trash June 2024			\$172.42
Invoice	0894-006701709	5/31/2024			
Transaction Date	6/11/2024	Cash	10100	Total	\$887.37 ✓
Refer	105 REPUBLIC SERVICES #894	Ck# 004512E 6/18/2024			
Cash Payment	E 100-43245-384 Refuse/Garbage Dispos	Account 3-0894-9894068: Recycling May 2024 - 1281 Carts			\$6,123.18
Invoice	0894-006699091	5/31/2024			
Transaction Date	6/11/2024	Cash	10100	Total	\$6,123.18 ✓
Refer	106 Sipple, Angie				
Cash Payment	E 100-48205-810 Refunds & Reimburse	Damage Deposit Return - 06/08/24 Event			\$100.00
Invoice		6/10/2024			
Transaction Date	6/11/2024	Cash	10100	Total	\$100.00 ✓
Refer	107 SQUIRES, WALDSPURGER & MAC				
Cash Payment	E 100-41610-304 Legal Fees	Miscellaneous - April 2024			\$1,446.40
Invoice	19813	5/28/2024			
Cash Payment	E 818-41610-310 Other Professional Servi	Anderson / Hightlands Vistas - April 2024			\$258.50
Invoice	19814	5/28/2024			
					Project 208355
Cash Payment	E 820-41610-310 Other Professional Servi	Lakeland Construction escrow - April 2024			\$329.00
Invoice	19814	5/28/2024			
Cash Payment	E 818-41610-310 Other Professional Servi	Highlands and Vistas On Crow River - April 2024			\$1,739.00
Invoice	19815	5/28/2024			
					Project 208355
Transaction Date	6/11/2024	Cash	10100	Total	\$3,772.90 ✓
Refer	122 Stimulus Package				
Cash Payment	E 406-45200-440 Programs	June 12, 2024 Concert in the Park Performance			\$1,200.00
Invoice		6/11/2024			
Transaction Date	6/12/2024	Cash	10100	Total	\$1,200.00 ✓
Refer	108 VEOLIA WATER NORTH AMERICA				
Cash Payment	E 601-43252-310 Other Professional Servi	Water Services - July 2024			\$4,617.60
Invoice	9000157548	6/1/2024			
Cash Payment	E 602-43252-310 Other Professional Servi	Wastewater Services - July 2024			\$6,687.40
Invoice	9000157548	6/1/2024			
Transaction Date	6/11/2024	Cash	10100	Total	\$11,305.00 ✓

HANOVER Payments

06/12/24 8:19 AM
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Current Period: June 2024

Refer	123 VERIZON	-			
Cash Payment	E 100-42280-321 Telephone				\$50.84
Invoice	9965669914	6/2/2024			
Transaction Date	6/12/2024	Cash	10100	Total	\$50.84 ✓
Refer	109 Wright County Finance	-			
Cash Payment	E 100-42102-310 Other Professional Servi	WC Patrol Services - June 2024			\$12,810.00
Invoice	200015230	6/5/2024			
Cash Payment	E 100-42102-310 Other Professional Servi	WC Patrol Fines - May 2024			\$166.65
Invoice	200015231	6/5/2024			
Transaction Date	6/11/2024	Cash	10100	Total	\$12,976.65 ✓
Refer	110 WRIGHT COUNTY JOURNAL PRES	-			
Cash Payment	E 100-41970-341 Employment	Finance Manager Listing			\$143.98
Invoice	8057470	5/5/2024			
Transaction Date	6/11/2024	Cash	10100	Total	\$143.98 ✓
Refer	111 WSB & ASSOCIATES, INC.	<u>Ck# 004513E 6/18/2024</u>			
Cash Payment	E 100-41950-303 Engineering Fees	General Engineering - April 2024			\$165.00
Invoice	R-023770-000-4	6/4/2024			
Cash Payment	E 601-41950-310 Other Professional Servi	Lead Service Line Inventory - April 2024			\$1,575.75
Invoice	R-023770-000-4	6/4/2024			
Cash Payment	E 100-41950-303 Engineering Fees	Miscellaneous, Meetings GIS Mapping - April 2024			\$775.00
Invoice	R-023770-000-4	6/4/2024			
Cash Payment	E 100-42401-310 Other Professional Servi	ROW Permits - April 2024			\$220.00
Invoice	R-023770-000-4	6/4/2024			
Cash Payment	E 100-42401-310 Other Professional Servi	Building Permits - April 2024			\$1,045.00
Invoice	R-023770-000-4	6/4/2024			
Cash Payment	E 603-43150-310 Other Professional Servi	MS4 - April 2024			\$440.00
Invoice	R-023770-000-4	6/4/2024			
Cash Payment	E 832-41950-310 Other Professional Servi	Crow River Heights West 5th - April 2024			\$590.00
Invoice	R-017806-000-37	6/4/2024			
Cash Payment	E 834-41950-310 Other Professional Servi	Crow River Heights West 6th - April 2024			\$1,590.50
Invoice	R-019689-000-25	6/4/2024			
Cash Payment	E 818-41950-310 Other Professional Servi	Hilltop Renovation - April 2024			\$440.00
Invoice	R-016500-000-16	6/4/2024		Project 208281	
Cash Payment	E 603-43150-310 Other Professional Servi	MS4 Services - April 2024			\$3,064.50
Invoice	R-013432-000-43	6/4/2024			
Cash Payment	E 818-41950-310 Other Professional Servi	Sunram - Construction Services - April 2024			\$767.00
Invoice	R-020628-000-23	6/4/2024		Project 208341	
Cash Payment	E 829-41950-310 Other Professional Servi	River Town Villas - April 2024			\$708.00
Invoice	R-013676-000-61	6/4/2024			
Cash Payment	E 836-41950-310 Other Professional Servi	Rivers Edge 4th - April 2024			\$2,950.00
Invoice	R-022350-000-14	6/4/2024			
Cash Payment	E 838-41950-310 Other Professional Servi	Rivers Edge 5th - April 2024			\$12,084.75
Invoice	R-023612-000-5	6/4/2024			
Cash Payment	E 818-41950-310 Other Professional Servi	The Highlands and Vistas - April 2024			\$1,705.00
Invoice	R-020629-000-10	6/4/2024			
Transaction Date	6/11/2024	Cash	10100	Total	\$28,120.50 ✓
Refer	112 XCEL ENERGY	<u>Ck# 004514E 6/18/2024</u>			
Cash Payment	E 100-43160-381 Electric Utilities	Street Lighting - 05/03/24 - 06/02/24			\$2,637.76
Invoice	879852500	6/3/2024			
Transaction Date	6/11/2024	Cash	10100	Total	\$2,637.76 ✓

HANOVER

Payments

06/12/24 8:19 AM

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Current Period: June 2024

Fund Summary

	10100 Cash
100 GENERAL FUND	\$126,054.02
406 CHARITABLE GAMBLING PROCEEDS	\$1,200.00
601 WATER ENTERPRISE FUND	\$6,193.35
602 SEWER ENTERPRISE FUND	\$6,687.40
603 STORM WATER ENTERPRISE FUND	\$3,504.50
810 BUILDING PERMITS ESCROW FUND	\$5,000.00
818 MISC ESCROWS FUND	\$12,469.50
820 BRIDGES TOWNHOMES ESC FUND	\$329.00
829 RIVER TOWN VILLAS DEVEL AGRMT	\$708.00
832 CROW RVR HTS 5TH DEVEL AGRMT	\$590.00
834 CROW RVR HTS 6TH DEVEL AGRMT	\$1,653.50
836 RIVERS EDGE 4 DEVEL AGRMT	\$2,950.00
838 RIVERS EDGE 5 DEVEL AGRMT	\$12,116.25
	<hr/>
	\$179,455.52

Pre-Written Checks	\$48,592.78
Checks to be Generated by the Computer	\$130,862.74
Total	<hr/>
	\$179,455.52

HANOVER

06/12/24 9:12 AM

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*Check Summary Register©

Batch: 061824 PAY

Name	Check Date	Check Amt	
10100 Cash			
4503e	AT&T MOBILITY	6/18/2024	\$113.31 PW Cell Phones - 04/26/24 - 05/25/24
4504e	CENTERPOINT ENERGY	6/18/2024	\$56.56 Acct 5774149-8: Fire Hall Gas Utilities 05/28/2
4505e	CENTERPOINT ENERGY	6/18/2024	\$86.61 Acct 5783209-9: City Hall Gas Utilites 05/28/24
4506e	CENTERPOINT ENERGY	6/18/2024	\$115.90 Acct 10801925-8 Public Works Gas Utilities 05
4507e	CENTRAL HYDRAULICS, INC.	6/18/2024	\$55.62 Parts for Infield groomer
4508e	Cintas Corp.	6/18/2024	\$86.28 City Hall Medical Supplies
4509e	Collaborative Planning LLC	6/18/2024	\$9,198.00 General Planning - May 2024
4510e	FINKEN WATER SOLUTIONS	6/18/2024	\$26.45 Bottled Water Services - 06/01/24 - 06/30/24
4511e	REPUBLIC SERVICES #894	6/18/2024	\$887.37 Acct 3-0894-3468325: General Trash City Hall
4512e	REPUBLIC SERVICES #894	6/18/2024	\$6,123.18 Account 3-0894-9894068: Recycling May 2024
4513e	WSB & ASSOCIATES, INC.	6/18/2024	\$28,120.50 General Engineering - April 2024
4514e	XCEL ENERGY	6/18/2024	\$2,637.76 Street Lighting - 05/03/24 - 06/02/24
4515e	Occup. Health Cntrs. Of MN PC	6/18/2024	\$724.00 A. Clarke - Firefighter Exam
4516e	Groves, Lindsey	6/18/2024	\$267.93 LLUSA - New Medical Bag reimbursement
4517e	MALEWICKI, DAVID	6/18/2024	\$93.31 Menards - 5 sheets of 4x8 osb for burn (FD cc
37703	ALEX AIR APPARATUS, INC	6/18/2024	\$1,053.46 Annual compressor Service - Breathing Air
37704	BANYON DATA SYSTEMS	6/18/2024	\$1,875.00 Banyon Support Services 2024
37705	Bartlett, Kimberly	6/18/2024	\$350.00 Damage Deposit Return - 6/8/24 Event
37706	BEAUDRY OIL & PROPANE	6/18/2024	\$933.45 301.60 Gallons - Unleaded
37707	CARSON, CLELLAND & SCHRED	6/18/2024	\$36.97 Legal Services - May 2024
37708	CENTURY LINK	6/18/2024	\$69.00 Fire Station Landline - May 2024
37709	CLASSIC CLEANING COMPANY	6/18/2024	\$985.00 City Hall Monthly Cleaning - May 2024
37710	Claytons Appliance Repair	6/18/2024	\$428.80 Replaced Pilot on RHS Oven
37711	COMCAST	6/18/2024	\$254.88 CH: Digital Voice & Internet 06/05/24 - 07/04/2
37712	Countryside Diesel	6/18/2024	\$795.08 Engine 1 PTO Pump Replacement Labor
37713	CUSTOM FIRE APPARATUS	6/18/2024	\$2,452.88 New PTO Pump
37714	ELAN FINANCIAL SERVICES	6/18/2024	\$288.65 Kwik Trip - Non Ox Gas
37715	ELITE SANITATION	6/18/2024	\$353.15 Portable Toilet Services - 04/28 - 05/25/24
37716	HARDWARE HANK	6/18/2024	\$157.02 Tire plug for mower
37717	Innovative Office Solutions LL	6/18/2024	\$34.24 Mesh wall file holders - PW
37718	J P BROOKS, INC	6/18/2024	\$5,000.00 Building Permit Escrow Release - 975 Emmy
37719	LEAGUE OF MN CITIES INS. TRU	6/18/2024	\$53,639.00 Work Comp - Firefighters 06/01/2024 - 12/31/2
37720	MENARDS - BUFFALO	6/18/2024	\$1,209.35 Flower Planting
37721	MN PEIP	6/18/2024	\$5,477.51 Medical/Dental Insurance - July 2024
37722	NAPA Auto Parts	6/18/2024	\$3.93 Push lawn mower - spark plug
37723	PAJARI, JESSICA	6/18/2024	\$100.00 Damage Deposit Return - 06/07/24 Event
37724	PEARSON BROS., INC.	6/18/2024	\$23,450.00 City Hall Parking Lot Seal Coat
37725	Perez Estrada, Angie	6/18/2024	\$1,000.00 Damage Deposit Return - 06/01/24 Event
37726	Reinders	6/18/2024	\$1,366.00 Grass Seed and Fertilizer
37727	Sipple, Angie	6/18/2024	\$100.00 Damage Deposit Return - 06/08/24 Event
37728	Squires & Waldspurger & Mace	6/18/2024	\$3,772.90 Miscellaneous - April 2024
37729	Stimulus Package	6/18/2024	\$1,200.00 June 12, 2024 Concert in the Park Performanc
37730	Veolia Water North America	6/18/2024	\$11,305.00 Water Services - July 2024
37731	Verizon Wireless	6/18/2024	\$50.84
37732	Wright County Finance	6/18/2024	\$12,976.65 WC Patrol Services - June 2024
37733	WRIGHT COUNTY JOURNAL PR	6/18/2024	\$143.98 Finance Manager Listing
Total Checks			\$179,455.52

FILTER: ((([Act Year]='2024' and [period] in (6))) and (Source in ('061824 PAY')))

— CC&S —
ATTORNEYS AT LAW

JUN 05 2024

Carson, Clelland, & Schreder
6160 Summit Drive, Suite 345
Minneapolis, Minnesota 55430

100-41610-304
City Attorney
Legal Fees

Invoice #: 5652
Date: 05-31-2024

City of Hanover
City Administrator
11250 5th Street NE
Hanover, MN 55341

Matter Number: City of Hanover - Criminal - Prosecution

Criminal Prosecution - Services

Date	Description	Quantity	Total
05-23-24	Attend Brookdale zoom payables calendar	0.20	\$20.00
Subtotal:			\$20.00

Criminal Paralegal - Services

Date	Description	Quantity	Total
05-29-24	Open criminal files, preparation of criminal complaints; preparation of cases for court calendars, including court and jury trials; contact and notice to witnesses for trial testimony, prepare outgoing discovery requests, complete incoming discovery requests for monthly period.	0.25	\$9.38
Subtotal:			\$9.38

Other - Expenses

05-01-24	Monthly Support Fee for May	1.00	\$7.59
Subtotal:			\$7.59

Subtotal	\$36.97
Total	\$36.97
Payment	\$0.00
Balance Owing	\$36.97

Statement Account Summary

Previous Balance		New Charges		Payments Received		Total Amount Outstanding
\$15.09	+	\$36.97	-	\$15.09	=	\$36.97

Total Client Balance \$36.97

Total Matter Balance \$36.97

I hereby declare under the penalties of perjury that the foregoing statement for legal services is just and correct and that no part thereof has been paid.

WE'VE MOVED! PLEASE NOTE OUR NEW ADDRESS AND UPDATE YOUR SYSTEMS ACCORDINGLY



John J. Thames, City Attorney

Collaborative Planning
Month: May 2024

Project Name:	Amount:
General Planning	\$ 661.50
Building Permits	\$ 882.00
298 Jandel CUP	\$ 63.00
Brian Lee - 5th St Rezoning/CPA	\$ 1,323.00
JP Brooks / Schirmers - Amendments	
Sunram - Concept Plan North Side of CR 20	
JP Brooks / Schirmers - Concept Plan	\$ 2,236.50
Anderson - Manley	\$ 1,260.00
Highlands and Vistas	\$ 2,142.00
River Inn - RJT Addition	
Sunram - Developers Agreement	
CRHW 5th Addition - Developers Agreement	
CRHW 6th Addition	\$ 63.00
CRHW 7th Addition	\$ 31.50
Roy C. Inc. - Site Plan and Variance	\$ 63.00
Hilltop Coffee - Site & Building Plan	\$ 441.00
Rivers Edge - 3rd Addition Developers Agreement	
Rivers Edge - 2nd Addition Vacation of Easement	
Rivers Edge - 5th Addition Final Plat	\$ 31.50
Rivers Edge - 4th Addition Developers Agreement	
Rivers Edge of Hanover - Developers Agreement	\$ -
	<hr/>
	\$ 9,198.00

4509 E

Collaborative Planning, LLC

PO Box 251
Hamel, MN 55340
763-473-0569

INVOICE

BILL TO
City of Hanover
PO Box 278
Hanover, MN 55341

INVOICE 2024-167
DATE 06/06/2024

PROJECT
Planning and Zoning Admin

DATE	ACTIVITY	QTY	RATE	AMOUNT
	City of Hanover:Hanover General Planning:Hanover General Planning			
		100-41910-310 Planning/zoning other Prof Svcs		
05/06/2024	Email to Amy re: PC meeting. Phone conference with Amy.	0:15	126.00	31.50
05/16/2024	Emails with Jenny re: escrows.	0:15	126.00	31.50
05/17/2024	Email to Jay re: CPA vote count question. Email from resident, pulling information and drafting response.	1:30	126.00	189.00
05/20/2024	Phone conference with Jennifer. Emails re: additional zoning classifications.	0:15	126.00	31.50
05/21/2024	Email to Jay re: CPA vote. Research info and prepare answers re: Hamblin Orchard, email to Jennifer.	0:15	126.00	31.50
05/22/2024	Emails re: Centra.	0:15	126.00	31.50
05/23/2024	Email from Jenny, quick glance at draft ordinances, email questions to Jenny.	0:15	126.00	31.50
05/24/2024	Email to Jennifer. Prepare email re: shared driveways, email to owners. Emails with Centra.	0:45	126.00	94.50
05/28/2024	Email from Jennifer, review PBI historical info, emails with Jennifer. Phone conference with Jennifer re: agenda, industrial, etc. Various emails.	1:00	126.00	126.00
05/31/2024	Email from developer re: possible subdivision, email from Jennifer, review sketches, email to developer.	0:15	126.00	31.50
	SUBTOTAL - City of Hanover:Hanover			630.00

JUN 06 2024

General
Planning:Hanover
General Planning

City of
Hanover:Zoning
Administration/Buil
ding Permits

05/01/2024	Review FABs, emails to Amy. Review new home permits, emails to Amy.	CMN	0:30	126.00	63.00
05/02/2024	Email from Amy, review for buildable lot, email to Amy.	CMN	0:15	126.00	31.50
05/03/2024	Review FAB surveys, email to Amy.	CMN	0:30	126.00	63.00
05/07/2024	Emails with Amy re: building permit/drain. Review new home permit, email to Amy. Review FABs/GABs, emails with Amy.	CMN	0:30	126.00	63.00
05/08/2024	Review FAB, emails re: permits.	CMN	0:15	126.00	31.50
05/09/2024	Approve FAB, email to Amy.	CMN	0:15	126.00	31.50
05/13/2024	Review deck permit, email to Amy.	CMN	0:15	126.00	31.50
05/14/2024	Review new home permit, email to Amy.	CMN	0:15	126.00	31.50
05/17/2024	Review FABs, emails to Amy.	CMN	0:15	126.00	31.50
05/19/2024	Review Big Bore plans, email to Amy/Jenny re: SIPA/escrow.	CMN	0:15	126.00	31.50
05/20/2024	Phone conference with Amy re: building permit application. Phone conference with Amy re: Hilltop building permit. Draft response to shared driveway, email to Jennifer. Review updated survey, email to Amy. Emails re: Big Bore patio.	CMN	1:30	126.00	189.00
05/21/2024	Review FGAB, email to Amy. Review FGAB, email to Amy.	CMN	0:15	126.00	31.50
05/23/2024	Emails re: Big Bore patio. Phone conference with Amy re: Hilltop, review emails. Review Big Bore plans, email to staff.	CMN	0:45	126.00	94.50
05/28/2024	Review FAB, email to Amy. Email from Amy, review list of items, email to Amy.	CMN	0:30	126.00	63.00
05/29/2024	Emails re: Big Bore permit. Emails re: other permits.	CMN	0:15	126.00	31.50
05/31/2024	Review FGAB, email to Amy. Phone conference with Amy re: permits.	CMN	0:30	126.00	63.00

SUBTOTAL - City
of Hanover:Zoning
Administration/Buil
ding Permits

100-42401-310
Bldg Insp
Other Prof Svcs
882.00

I DECLARE UNDER PENALTY OF LAW THAT THIS ACCOUNT CLAIM AND DEMAND IS TRUE, CORRECT AND THAT NO PART HAS BEEN PAID.

SUBTOTAL

1,512.00

TAX

0.00

TOTAL	1,512.00
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BALANCE DUE	\$1,512.00
-------------	-------------------

838-41910-310
Rivers Edge 5th
Planning/Zoning
Other Prof Svc

Collaborative Planning, LLC

PO Box 251
Hamel, MN 55340
763-473-0569

INVOICE

BILL TO
City of Hanover
PO Box 278
Hanover, MN 55341

1
INVOICE 2024-174
DATE 06/06/2024

PROJECT
Rivers Edge 5th FP

DATE	ACTIVITY	QTY	RATE	AMOUNT
05/01/2024	Email from Jenny, email to Jenny. Review files. Email to Jenn (JP Brooks).	CMN	0:15 126.00	31.50

I DECLARE UNDER PENALTY OF LAW THAT THIS ACCOUNT CLAIM AND DEMAND IS TRUE, CORRECT AND THAT NO PART HAS BEEN PAID.

SUBTOTAL	31.50
TAX	0.00
TOTAL	31.50
BALANCE DUE	\$31.50

JUN 06 2024

Collaborative Planning, LLC

PO Box 251
Hamel, MN 55340
763-473-0569

818-41910-310
MISC escrow
Planning/Zoning
Other Prof Svcs

INVOICE

BILL TO
City of Hanover
PO Box 278
Hanover, MN 55341

Project 208348

INVOICE 2024-173
DATE 06/06/2024

PROJECT
Roy C. Inc - Site Improvements

DATE	ACTIVITY	QTY	RATE	AMOUNT
05/12/2024	Email to Amy re: status of project. Review escrows, email to Jenny.	CMN	0:15 126.00	31.50
05/13/2024	Email from Jenny. Emails with Amy.	CMN	0:15 126.00	31.50

I DECLARE UNDER PENALTY OF LAW THAT THIS ACCOUNT CLAIM AND DEMAND IS TRUE, CORRECT AND THAT NO PART HAS BEEN PAID.

SUBTOTAL	63.00
TAX	0.00
TOTAL	63.00
BALANCE DUE	\$63.00

JUN 06 2024

Collaborative Planning, LLC

PO Box 251
Hamel, MN 55340
763-473-0569

818-41910-310
Misc escrow,
Planning/Zoning
Other Prof Svcs

INVOICE

BILL TO
City of Hanover
PO Box 278
Hanover, MN 55341

Project #208352

INVOICE 2024-171
DATE 06/06/2024

PROJECT
Schirmer CPA and Concept

DATE	ACTIVITY	CMN	QTY	RATE	AMOUNT
05/02/2024	Email to Art re: Council packet info.	CMN	0:15	126.00	31.50
05/07/2024	Phone conference with Art. Phone conference with Jennifer. Prepare for and attend Council meeting.	CMN	2:45	126.00	346.50
05/08/2024	Phone conference with Art. Phone conference with Jennifer. Phone conference with Art.	CMN	1:00	126.00	126.00
05/10/2024	Phone conference with Art.	CMN	0:15	126.00	31.50
05/13/2024	Phone conference with Art.	CMN	0:15	126.00	31.50
05/15/2024	Email from Art, review revised submission, email to Art.	CMN	0:15	126.00	31.50
05/16/2024	Draft resolution, update memo, prepare council packet items, email to staff.	CMN	1:30	126.00	189.00
05/17/2024	Emails with Jennifer re: Maxfield study question. Email to Art re: Council packet info.	CMN	0:15	126.00	31.50
05/21/2024	Teams meeting with Jay and Jennifer. Phone conference with Art. Phone conference with Jennifer, phone conference with Jay, email to Jennifer. Phone conference with Jenn. Separate resolutions, email to Art. Prepare for meeting, attend City Council meeting.	CMN	3:45	126.00	472.50
05/22/2024	Email from Art, email to Art. Phone conference with Art, email to staff. Email from Art, review concept, email to staff. Phone conference with Amy.	CMN	0:45	126.00	94.50
05/23/2024	Draft memo, prepare PC packet, email to Amy. Phone conference with Art. Email to Art/Megan.	CMN	1:30	126.00	189.00
05/29/2024	Email from Megan, review letter. Phone conference with Art. Prepare for and attend PC meeting.	CMN	3:15	126.00	409.50
05/30/2024	Update resolutions, update staff report, prepare item for Council packet. Phone	CMN	1:45	126.00	220.50

JUN 06 2024

conference with Jennifer. Email from Art,
email to Art, phone conference with Art.

05/31/2024 Email to Art and Megan re: agenda. CMN 0:15 126.00 31.50

I DECLARE UNDER PENALTY OF LAW THAT THIS ACCOUNT CLAIM AND
DEMAND IS TRUE, CORRECT AND THAT NO PART HAS BEEN PAID.

SUBTOTAL 2,236.50

TAX 0.00

TOTAL 2,236.50

BALANCE DUE **\$2,236.50**

100-41910-310
Planning/Zoning
other Prof Svcs

Collaborative Planning, LLC

PO Box 251
Hamel, MN 55340
763-473-0569

INVOICE

BILL TO
City of Hanover
PO Box 278
Hanover, MN 55341

INVOICE 2024-178
DATE 06/06/2024

PROJECT
Sign Variance Hanover Elem.

DATE	ACTIVITY	QTY	RATE	AMOUNT
05/17/2024	Email from school district, review application, email to Amy, email from Amy.	CMN 0:15	126.00	31.50

I DECLARE UNDER PENALTY OF LAW THAT THIS ACCOUNT CLAIM AND DEMAND IS TRUE, CORRECT AND THAT NO PART HAS BEEN PAID.

SUBTOTAL	31.50
TAX	0.00
TOTAL	31.50
BALANCE DUE	\$31.50

JUN 06 2024

818-41910-310
Misc Escrow
Planning/Zoning
Other Prof Svcs

Collaborative Planning, LLC

PO Box 251
Hamel, MN 55340
763-473-0569

Project # 208361

INVOICE

BILL TO
City of Hanover
PO Box 278
Hanover, MN 55341

INVOICE 2024-172
DATE 06/06/2024

PROJECT
298 Jandel Accessory

DATE	ACTIVITY	QTY	RATE	AMOUNT
05/31/2024	Review application submittal, phone conference with Amy. Email to Jenn re: review.	CMN	0:30 126.00	63.00

I DECLARE UNDER PENALTY OF LAW THAT THIS ACCOUNT CLAIM AND DEMAND IS TRUE, CORRECT AND THAT NO PART HAS BEEN PAID.

SUBTOTAL	63.00
TAX	0.00
TOTAL	63.00
BALANCE DUE	\$63.00

JUN 06 2024

818-41910-310
 Misc Escrow
 Planning/Zoning
 Other Prof Svcs

Collaborative Planning, LLC

PO Box 251
 Hamel, MN 55340
 763-473-0569

INVOICE

BILL TO
 City of Hanover
 PO Box 278
 Hanover, MN 55341

Project # 208359

INVOICE 2024-169
 DATE 06/06/2024

PROJECT
 Brian Lee 5th St Rezoning

DATE	ACTIVITY	CMN	QTY	RATE	AMOUNT
05/02/2024	Email to Brian re: Council packet info.	CMN	0:15	126.00	31.50
05/07/2024	Email to Jennifer re: public comment, email to Laurel. Prepare for and attend Council meeting.	CMN	1:45	126.00	220.50
05/08/2024	Phone conference with Brian re: possible options. Phone conference with Jennifer.	CMN	1:00	126.00	126.00
05/14/2024	Phone conference with Brian. Phone conference with Jennifer. Phone conference with Brian. Phone conference with Jennifer.	CMN	1:00	126.00	126.00
05/16/2024	Draft resolution, update memo, prepare council packet items, email to staff.	CMN	1:30	126.00	189.00
05/17/2024	Email to Brian re: Council packet info.	CMN	0:15	126.00	31.50
05/21/2024	Teams meeting with Jay and Jennifer. Prepare for meeting, attend City Council meeting.	CMN	2:00	126.00	252.00
05/22/2024	Email to Brian.	CMN	0:15	126.00	31.50
05/23/2024	Teams meeting with Jennifer and Jay.	CMN	0:15	126.00	31.50
05/28/2024	Phone conference with Brian. Phone conference with Jennifer. Email from Jennifer. Emails re: resident comments on application.	CMN	0:45	126.00	94.50
05/30/2024	Update resolutions, update staff report, prepare item for Council packet. Phone conference with Jennifer.	CMN	1:15	126.00	157.50
05/31/2024	Email to Brian re: agenda packet.	CMN	0:15	126.00	31.50

I DECLARE UNDER PENALTY OF LAW THAT THIS ACCOUNT CLAIM AND DEMAND IS TRUE, CORRECT AND THAT NO PART HAS BEEN PAID.

SUBTOTAL	1,323.00
TAX	0.00
TOTAL	1,323.00

JUN 06 2024

BALANCE DUE

\$1,323.00

818-41910-310
 MISC escrow
 planning/zoning
 other Prof Svcs

Collaborative Planning, LLC

PO Box 251
 Hamel, MN 55340
 763-473-0569

INVOICE

BILL TO
 City of Hanover
 PO Box 278
 Hanover, MN 55341

Project # 208355

INVOICE 2024-168
 DATE 06/06/2024

PROJECT
 Anderson - Manley

DATE	ACTIVITY	QTY	RATE	AMOUNT	
05/06/2024	Email to staff re: grading agreement. Email from Jennifer. email to Kurt. Phone conference with Jennifer. Phone conference with Kurt. Various emails. Editing grading agreement, email to Kurt. Emails re: LOC, reviewing.	CMN	3:15	126.00	409.50
05/07/2024	Emails with Kurt re: LOC, consent agenda/grading agreement. Phone conference with Jennifer. Emails re: signing of minutes. Edit grading agreement, draft memo, draft resolution, prepare for Council packet, email to Jennifer. Emails with staff. Emails with developer/realtor. Various emails, update grading resolution. Prepare for Council meeting. Attend Council meeting.	CMN	4:45	126.00	598.50
05/08/2024	Phone conference with Jennifer, various emails re: grading agreement, preparing items for recording. Phone conference with Jenn re: precon.	CMN	1:00	126.00	126.00
05/09/2024	Emails re: pre-con.	CMN	0:15	126.00	31.50
05/10/2024	Emails re: financial security.	CMN	0:15	126.00	31.50
05/12/2024	Reviewing emails.	CMN	0:15	126.00	31.50
05/13/2024	Phone conference with Aaron.	CMN	0:15	126.00	31.50

I DECLARE UNDER PENALTY OF LAW THAT THIS ACCOUNT CLAIM AND DEMAND IS TRUE, CORRECT AND THAT NO PART HAS BEEN PAID.

SUBTOTAL	1,260.00
TAX	0.00
TOTAL	1,260.00

BALANCE DUE **\$1,260.00**

JUN 06 2024

834-41910-310
 CRHW 6th
 Planning/zoning
 Other ProfSuss

Collaborative Planning, LLC

PO Box 251
 Hamel, MN 55340
 763-473-0569

INVOICE

BILL TO
 City of Hanover
 PO Box 278
 Hanover, MN 55341

INVOICE 2024-175
DATE 06/06/2024

PROJECT
 CRHW 6th

DATE	ACTIVITY	CMN	QTY	RATE	AMOUNT
05/28/2024	Phone conference with Steve re: signs.	CMN	0:15	126.00	31.50
05/31/2024	Emails re: signage/marketing.	CMN	0:15	126.00	31.50

I DECLARE UNDER PENALTY OF LAW THAT THIS ACCOUNT CLAIM AND DEMAND IS TRUE, CORRECT AND THAT NO PART HAS BEEN PAID.

SUBTOTAL	63.00
TAX	0.00
TOTAL	63.00
BALANCE DUE	\$63.00

JUN 06 2024

81841910-310
misc escrow
Planning/Zoning
Other Prof Svcs

Collaborative Planning, LLC

PO Box 251
Hamel, MN 55340
763-473-0569

Project# 208358

INVOICE

BILL TO
City of Hanover
PO Box 278
Hanover, MN 55341

INVOICE 2024-176
DATE 06/06/2024

PROJECT
CRHW 7th Addition - Final Plat

DATE	ACTIVITY	QTY	RATE	AMOUNT
05/01/2024	Emails with Amy re: updated final plat for addressing.	CMN	0:15 126.00	31.50

I DECLARE UNDER PENALTY OF LAW THAT THIS ACCOUNT CLAIM AND DEMAND IS TRUE, CORRECT AND THAT NO PART HAS BEEN PAID.

SUBTOTAL	31.50
TAX	0.00
TOTAL	31.50
BALANCE DUE	\$31.50

JUN 06 2024

818-41910-310
 Misc escrow
 Planning / zoning
 Other Prof Svc

Collaborative Planning, LLC

PO Box 251
 Hamel, MN 55340
 763-473-0569

INVOICE

BILL TO
 City of Hanover
 PO Box 278
 Hanover, MN 55341

Project # 208360

INVOICE 2024-177
 DATE 06/06/2024

PROJECT
 Highlands and Vistas

DATE	ACTIVITY	QTY	RATE	AMOUNT	
05/13/2024	Email to Kurt re: DA. Phone conference with Jennifer. Email from Jennifer, review payoff info. Phone conference with Aaron. Phone conference with Jennifer.	CMN	1:00	126.00	126.00
05/14/2024	Various emails. Phone conference with Jennifer. Phone conference with Jenny re: escrows. Phone conference with Jenn re: precon. Phone conference with Jennifer. Emails with Kurt re: DA redline, review "redline", email to Kurt re: need more detail on proposed changes. Email to staff re: signed grading resolution. Email re: updated LOC language needed to review. Emails re: escrow and grading agreement.	CMN	3:00	126.00	378.00
05/15/2024	Email from Kurt, review draft LOC, email to Jay. Email to Denise re: city documents. Email to Jenny re: escrow accounts/checks. Email to Jenn re: precon. Phone conference with Jenn. Email from Jay, email to Kurt re: LOC. Email from Aaron re: NPDES notice of coverage. Phone conference with Denise. Phone conference with Jenn re: pre-con. Email from Megan, email from Jay, email to Jay, email to Jay.	CMN	4:45	126.00	598.50
05/16/2024	Phone conference with Jenn re: recap of precon, other items. Email from Kurt re: status of grading. Phone conference with Jennifer. Phone conference with Jenn re: recap of precon. Phone conference with Jenny re: escrow payment application, emails with Kurt re: fees. Draft checklist, email to all. Phone conference with Megan. Email to Jay re: attorney call. Phone conference with Jenn. Emails re: insurance certificate.	CMN	3:15	126.00	409.50
05/17/2024	Email to Kurt re: insurance certificate. Teams meeting with Jay/Jennifer/Jenn. Edit Grading	CMN	2:15	126.00	283.50

JUN 06 2024

	Agreement, edit grading checklist, email to Megan/Kurt.					
05/20/2024	Emails with Denise. Emails re: LOC.	CMN	0:15	126.00		31.50
05/22/2024	Emails with staff.	CMN	0:15	126.00		31.50
05/23/2024	Phone conference with Kurt, emails with Kurt re: extension of time to record plat.	CMN	0:15	126.00		31.50
05/29/2024	Emails re: lien payoff. Teams meeting with Jennifer and Jay.	CMN	0:30	126.00		63.00
05/30/2024	Draft memo, draft resolution, assemble Council packet. Emails with Jennifer. Phone conference with Jennifer.	CMN	1:15	126.00		157.50
05/31/2024	Email to Kurt re: agenda packet.	CMN	0:15	126.00		31.50

I DECLARE UNDER PENALTY OF LAW THAT THIS ACCOUNT CLAIM AND DEMAND IS TRUE, CORRECT AND THAT NO PART HAS BEEN PAID.

SUBTOTAL	2,142.00
TAX	0.00
TOTAL	2,142.00
BALANCE DUE	\$2,142.00

818-41910-310
 misc escrow
 Planning/zoning
 other Prof Sucs

Collaborative Planning, LLC

PO Box 251
 Hamel, MN 55340
 763-473-0569

INVOICE

BILL TO
 City of Hanover
 PO Box 278
 Hanover, MN 55341

Project # 208281

INVOICE 2024-170
 DATE 06/06/2024

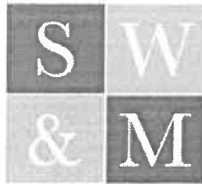
PROJECT
 Hilltop

DATE	ACTIVITY	QTY	RATE	AMOUNT
05/02/2024	Email to Megan and Ann re: Council packet info.	CMN	0:15 126.00	31.50
05/07/2024	Email to Jay. Preparing for Council meeting. Attend Council meeting.	CMN	1:00 126.00	126.00
05/09/2024	Emails re: SIPA.	CMN	0:15 126.00	31.50
05/13/2024	Review edits on SIPA from Jay, email to Jay.	CMN	0:15 126.00	31.50
05/16/2024	Prepare resolution and memo, edit SIPA, prepare for Council packets, email to staff.	CMN	1:30 126.00	189.00
05/17/2024	Email to Megan/Ann re: Council packet info.	CMN	0:15 126.00	31.50

I DECLARE UNDER PENALTY OF LAW THAT THIS ACCOUNT CLAIM AND DEMAND IS TRUE, CORRECT AND THAT NO PART HAS BEEN PAID.

SUBTOTAL	441.00
TAX	0.00
TOTAL	441.00
BALANCE DUE	\$441.00

JUN 06 2024



Squires, Waldspurger, & Mace P.A.

333 South Seventh Street,
Suite 2800
Minneapolis, MN 55402

Jennifer Nash
City of Hanover
11250 5th St NE
Hanover, MN 55341

Issue Date : 5/28/2024
Consolidated Bill # : 00115

Consolidated Summary

Bill #	Matter	Fees	Expenses	Balance Due
19813	4011-0001 - City of Hanover: Miscellaneous 4011(1)-0001	\$1,428.00	\$18.40	\$1,446.40
19814	4011-0073 - City of Hanover: Developer Paid (Misc.) 4011(3)-0001	\$587.50	\$0.00	\$587.50
19815	4011-0091 - City of Hanover: Highlands and Vistas On Crow River 4011(3)-0030	\$1,739.00	\$0.00	\$1,739.00
		\$3,754.50	\$18.40	\$3,772.90

MAY 30 2024

Squires, Waldspurger, & Mace P.A.
 333 South Seventh Street, Suite 2800
 Minneapolis, MN 55402



Bill to:

Jennifer Nash
 City of Hanover
 11250 5th St NE
 Hanover, MN 55341

Invoice # : 19813
Date : 5/28/2024
Due Date : Upon Receipt
TOTAL DUE : \$1,446.40
Matter #: 4011-0001
 Miscellaneous

100-41610-304
 Legal fees
 Attorney

INVOICE

For professional services through 4/30/2024

Fees

Date	Staff	Description	Hours	Rate	Amount
4/2/2024	JTS	review agenda; email to Jennifer regarding meeting; review reply	0.30	\$210.00	\$63.00
4/3/2024	MJE	Review and propose revisions to Personnel Policy; Review and analyze ESST law and DOLI guidance on various ESST scenarios to ensure City compliance with ESST requirements; Draft email to City Administrator Nash regarding proposed changes to Personnel Policy	6.30	\$210.00	\$1,323.00
4/22/2024	JTS	Jennifer email regarding SESAC license; reply	0.10	\$210.00	\$21.00
4/26/2024	JTS	email from Jennifer regarding outlot issue and failure of developer to deed outlot; reply	0.10	\$210.00	\$21.00
Fees Subtotal			6.80		\$1,428.00

Expenses

Date	Description	Amount
4/30/2024	Online Legal Research - Westlaw	\$18.40
Expenses Subtotal		\$18.40

STATEMENT TOTAL \$1,446.40

We appreciate your prompt payment
 Tel: 612-436-4300 | www.raswlaw.com

TIMEKEEPER SUMMARY

<u>Initials</u>	<u>Timekeeper</u>	<u>Title</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
JTS	Jay Squires	Partner	0.50	\$210.00	\$105.00
MJE	Mike Ervin	Partner	6.30	\$210.00	\$1,323.00

Squires, Waldspurger, & Mace P.A.
 333 South Seventh Street, Suite 2800
 Minneapolis, MN 55402



Bill to:

Jennifer Nash
 City of Hanover
 11250 5th St NE
 Hanover, MN 55341

Invoice #: 19814
 Date: 5/28/2024
 Due Date: Upon Receipt
 TOTAL DUE: \$587.50
 Matter #: 4011-0073
 Developer Paid (Misc.)

INVOICE

For professional services through 4/30/2024

Fees

Date	Staff	Description	Hours	Rate	Amount
4/11/2024	JTS	review Highlands and Vistas agreement and donation proposal; emails with Cindy regarding same <i>proj # 208355</i>	0.90	\$235.00	\$211.50
4/18/2024	JTS	Jenny email regarding old escrow; review escrow; review and analyze unclaimed property act and obligations of city; email to Jenny	1.20	\$235.00	\$282.00
4/19/2024	JTS	email to Jenny reg old escrow	0.20	\$235.00	\$47.00
4/25/2024	JTS	email from Cindy reg Anderson property;; reply; schedule meeting <i>proj # 208355</i>	0.20	\$235.00	\$47.00
Fees Subtotal			2.50		\$587.50
STATEMENT TOTAL					\$587.50

We appreciate your prompt payment
 Tel: 612-436-4300 | www.raswlaw.com

TIMEKEEPER SUMMARY

Initials	Timekeeper	Title	Hours	Rate	Amount
JTS	Jay Squires	Partner	2.50	\$235.00	\$587.50

818-41610-310

\$258.50

Project 208355

820-41610-310

\$329

Squires, Waldspurger, & Mace P.A.
 333 South Seventh Street, Suite 2800
 Minneapolis, MN 55402



Bill to:

Jennifer Nash
 City of Hanover
 11250 5th St NE
 Hanover, MN 55341

Invoice #: 19815

Date: 5/28/2024

Due Date: Upon Receipt

TOTAL DUE: \$1,739.00

Matter #: 4011-0091

Highlands and Vistas On Crow River

INVOICE

For professional services through 4/30/2024

Project # 208355
 818-41610-310
 misc escrow
 City Attorney
 other Prof Svc

Fees

Date	Staff	Description	Hours	Rate	Amount
4/8/2024	JTS	Cindy emails; review DA; comments on same	1.90	\$235.00	\$446.50
4/11/2024	JTS	call with Cindy reg donation issue	0.40	\$235.00	\$94.00
4/11/2024	JTS	Call with Cindy and Jennifer regarding DA and plat issues	0.40	\$235.00	\$94.00
4/26/2024	JTS	review materials and prepare for call with Cindy and Jennifer regarding outstanding issues with development and discussions concerning DA; participate in discussion	0.70	\$235.00	\$164.50
4/29/2024	JTS	Review varied documents and emails regarding status of discussions and approvals and Developer requests to deviate from same; review Developer "summary" of issues; review Cindy draft response; comment on same	2.10	\$235.00	\$493.50
4/30/2024	JTS	review and analyze early work agreement; review emails; review draft DA; revise early work agreement; email to clients regarding same	1.90	\$235.00	\$446.50
Fees Subtotal			7.40		\$1,739.00

STATEMENT TOTAL \$1,739.00

We appreciate your prompt payment
 Tel: 612-436-4300 | www.raswlaw.com

TIMEKEEPER SUMMARY

Initials	Timekeeper	Title	Hours	Rate	Amount
JTS	Jay Squires	Partner	7.40	\$235.00	\$1,739.00

4513E



June 4, 2024

JUN 05 2024

Ms. Jennifer Nash
City of Hanover
11250 5th Street NE
Hanover, MN 55341

Re: April 2024 Invoices

Dear Ms. Nash:

Enclosed please find a list of the current invoices for professional engineering services during the month of April for the City of Hanover.

If you have any questions, please contact me at (651) 286-8465.

Sincerely,

WSB

Justin Messner
Principal

Enclosure(s)

nf

701 XENIA AVENUE S | SUITE 300 | MINNEAPOLIS, MN 55416 | 763.541.4800 | WSBENG.COM



Project Budget Tracking

For the period 4/1/2024 - 4/30/2024

Project Name	WSB Project #	Project Manager	Current Invoice	Fee Type	JTD Billed	Comments	Client Invoice Reviewer
HANO - 2024 General Engineering Services	R-023770-000	Edison, Jennifer	\$ 4,220.75	Hourly	\$ 9,737.00		Nash, Jennifer
HANO - Crow River Heights West 5th	R-017806-000	Edison, Jennifer	\$ 590.00	Hourly	\$ 38,177.50		Nash, Jennifer
HANO - Crow River Heights West 6th Addition	R-019689-000	Edison, Jennifer	\$ 1,590.50	Hourly	\$ 109,864.50		Nash, Jennifer
HANO - Hilltop Renovation	R-016500-000	Edison, Jennifer	\$ 440.00	Hourly	\$ 10,648.75		Nash, Jennifer
HANO - MS4 Services	R-013432-000	Martensson, Niklas	\$ 3,064.50	Hourly	\$ 31,685.90		Nash, Jennifer
HANO - River Road Development (Sunram)	R-020628-000	Edison, Jennifer	\$ 767.00	Variety	\$ 101,518.00		Nash, Jennifer
HANO - River Town Villas	R-013676-000	Edison, Jennifer	\$ 708.00	Hourly	\$ 55,084.00		Nash, Jennifer
HANO - Rivers Edge of Hanover 4th Addition	R-022350-000	Edison, Jennifer	\$ 2,950.00	Hourly	\$ 68,641.00		Nash, Jennifer
HANO - Rivers Edge of Hanover 5th Addition	R-023612-000	Edison, Jennifer	\$ 12,084.75	Hourly	\$ 15,648.75		Nash, Jennifer
HANO - The Highlands and Vistas	R-020629-000	Edison, Jennifer	\$ 1,705.00	Hourly	\$ 13,171.00		Nash, Jennifer
Final Totals			\$ 28,120.50				

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



City of Hanover
 Attn: Jennifer Nash
 11250 5th Street NE
 Hanover, MN 55341

June 4, 2024
 Project/Invoice: R-023770-000 - 4
 Reviewed by: Justin Messner
 Project Manager: Jennifer Edison

2024 General Engineering Services
Professional Services from April 1, 2024 to April 30, 2024

Phase	001	General Engineering	Hours	Rate	Amount
Project Management					
			<i>100-41950-303 Engineer Engineer fees</i>		
Edison, Jennifer		4/12/2024	.75	220.00	165.00
project info to the city for audit					
Totals			.75		165.00
Total Labor					165.00
Total this Task					\$165.00

Miscellaneous

			Hours	Rate	Amount	
Babcock, Justin		4/24/2024	2.25	131.00	294.75	<i>601-41950-310</i>
Lead Service Line Inventory						
Edison, Jennifer		4/22/2024	.25	220.00	55.00	<i>\$1575.75</i>
resident drainage concerns						
Edison, Jennifer		4/25/2024	.50	220.00	110.00	<i>Water Ent Engineer Other Prof Svcs</i>
resident drainage concerns						
Edison, Jennifer		4/26/2024	.50	220.00	110.00	
resident drainage concerns						
Kaatz, Taylor		4/18/2024	4.00	149.00	596.00	
Lead Service Line Inventory						
Kaatz, Taylor		4/19/2024	2.00	149.00	298.00	<i>\$275</i>
Lead Service Line Inventory						
Kaatz, Taylor		4/30/2024	1.00	149.00	149.00	<i>100-41950-303 Engineer Engineer fees</i>
Lead Service Line Inventory						
Moberg, Erik		4/30/2024	.75	72.00	54.00	
Lead Service Line Inventory						
Pittman, Bryan		4/17/2024	1.00	184.00	184.00	
Lead Service Line Inventory						
Totals			12.25		1,850.75	
Total Labor					1,850.75	
Total this Task					\$1,850.75	

Meetings

		Hours	Rate	Amount	
Edison, Jennifer	4/8/2024	1.00	220.00	220.00	603-43150-310 Storm Water Storm Drainage Other Prof Svc ↑ 440.00
MS4 check in with Rebecca and Jennifer					
Edison, Jennifer	4/24/2024	1.00	220.00	220.00	
MS4 meeting with Kory and Jennifer					
Totals		2.00		440.00	
Total Labor					440.00
				Total this Task	\$440.00

Council Meetings (\$40)
Unit Billing

Meetings/Council Meetings (\$40)					100-41910-303
4/30/2024		1.0 Meeting @ 40.00		40.00	
Total Units				40.00	40.00
				Total this Task	\$40.00

GIS Mapping

		Hours	Rate	Amount	
Pittman, Bryan	4/2/2024	2.50	184.00	460.00	100-41910.303
SWAMP and GIS preparation and training at the City					
Totals		2.50		460.00	
Total Labor					460.00
				Total this Task	\$460.00
				Total this Phase	\$2,955.75

Phase	002	ROW Permits				
Plan Review						100-42401-310 Building Inspections ↳ Other Prof Svc
			Hours	Rate	Amount	
Edison, Jennifer	4/4/2024	Rivers Edge 5th	.50	220.00	110.00	
Edison, Jennifer	4/10/2024	9745 Jordan	.25	220.00	55.00	
Edison, Jennifer	4/29/2024	10260 Kaitlin	.25	220.00	55.00	
Totals			1.00		220.00	
Total Labor						220.00
				Total this Task		\$220.00
				Total this Phase		\$220.00

Phase	003	Building Permits				
Plan Review						100-42401-310 Building Inspections Other Prof Svc

		Hours	Rate	Amount
Edison, Jennifer	4/3/2024	.50	220.00	110.00
1744 Oak Ridge St				
Edison, Jennifer	4/3/2024	.25	220.00	55.00
1833 oak ridge st				
Edison, Jennifer	4/10/2024	.50	220.00	110.00
11484 5th Street				
Edison, Jennifer	4/10/2024	.25	220.00	55.00
11798 5th street				
Edison, Jennifer	4/12/2024	.25	220.00	55.00
11624 5th street				
Edison, Jennifer	4/12/2024	.25	220.00	55.00
594 Mallard				
Edison, Jennifer	4/15/2024	.25	220.00	55.00
1622 Oak Ridge				
Edison, Jennifer	4/16/2024	.25	220.00	55.00
1683 Oak Ridge				
Edison, Jennifer	4/17/2024	.25	220.00	55.00
342 Emmy				
Edison, Jennifer	4/22/2024	.25	220.00	55.00
11723 5th Street				
Edison, Jennifer	4/22/2024	.25	220.00	55.00
1727 Oak Ridge				
Edison, Jennifer	4/22/2024	.25	220.00	55.00
1922 Oak Ridge				
Edison, Jennifer	4/29/2024	.25	220.00	55.00
11603 5th Street				
Edison, Jennifer	4/29/2024	.25	220.00	55.00
11608 5th Street				
Edison, Jennifer	4/29/2024	.25	220.00	55.00
11672 5th Street				
Edison, Jennifer	4/29/2024	.25	220.00	55.00
1419 Oak Ridge				
Edison, Jennifer	4/29/2024	.25	220.00	55.00
1487 Oak Ridge				
Totals		4.75		1,045.00
Total Labor				1,045.00
			Total this Task	\$1,045.00
			Total this Phase	\$1,045.00
			Total this Invoice	<u>\$4,220.75</u>

Billings to Date

	Current	Prior	Total
Labor	4,180.75	5,476.25	9,657.00
Units	40.00	40.00	80.00
Totals	4,220.75	5,516.25	9,737.00

832-41950-310
 CRHW 5th
 Engineer
 Other Prof Svcs

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



City of Hanover
 Attn: Jennifer Nash
 11250 5th Street NE
 Hanover, MN 55341

June 4, 2024
 Project/Invoice: R-017806-000 - 37
 Reviewed by: Justin Messner
 Project Manager: Jennifer Edison

Crow River Heights West 5th
Professional Services from April 1, 2024 to April 30, 2024

Phase 002 Construction
 Erosion Control Compliance Inspections

			Hours	Rate	Amount	
Elfstrand, Erika	4/4/2024		1.00	118.00	118.00	
MS4						
Elfstrand, Erika	4/5/2024		.50	118.00	59.00	
MS4						
Elfstrand, Erika	4/8/2024		.75	118.00	88.50	
MS4						
Elfstrand, Erika	4/9/2024		.50	118.00	59.00	
MS4						
Elfstrand, Erika	4/17/2024		1.00	118.00	118.00	
MS4						
Elfstrand, Erika	4/29/2024		1.00	118.00	118.00	
MS4 rainfall check						
Elfstrand, Erika	4/30/2024		.25	118.00	29.50	
MS4 rainfall report						
Totals			5.00		590.00	
Total Labor						590.00
				Total this Task		\$590.00
				Total this Phase		\$590.00
				Total this Invoice		\$590.00

Billings to Date

	Current	Prior	Total
Labor	590.00	37,587.50	38,177.50
Totals	590.00	37,587.50	38,177.50

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416

834-41950-310
 CRHW 6th
 Engineer
 Other Prof Svcs
 wsb

City of Hanover
 Attn: Jennifer Nash
 11250 5th Street NE
 Hanover, MN 55341

June 4, 2024
 Project/Invoice: R-019689-000 - 25
 Reviewed by: Justin Messner
 Project Manager: Jennifer Edison

**Crow River Heights West 6th Addition
 Professional Services from April 1, 2024 to April 30, 2024**

Phase	003	Construction				
Project Management						
			Hours	Rate	Amount	
Edison, Jennifer		4/23/2024	1.00	220.00	220.00	
draniage issues						
Edison, Jennifer		4/24/2024	1.00	220.00	220.00	
drainage issues and street settlement						
		Totals	2.00		440.00	
		Total Labor				440.00
				Total this Task		\$440.00

Erosion Control Compliance Inspection

			Hours	Rate	Amount	
Elfstrand, Erika		4/4/2024	1.00	118.00	118.00	
MS4						
Elfstrand, Erika		4/5/2024	.50	118.00	59.00	
MS4						
Elfstrand, Erika		4/8/2024	.75	118.00	88.50	
MS4						
Elfstrand, Erika		4/9/2024	.75	118.00	88.50	
MS4						
Elfstrand, Erika		4/11/2024	1.50	118.00	177.00	
MS4						
Elfstrand, Erika		4/17/2024	1.00	118.00	118.00	
MS4						
Elfstrand, Erika		4/19/2024	1.50	118.00	177.00	
MS4						
Elfstrand, Erika		4/25/2024	1.50	118.00	177.00	
MS4						
Elfstrand, Erika		4/29/2024	1.00	118.00	118.00	
MS4 rainfall check						
Elfstrand, Erika		4/30/2024	.25	118.00	29.50	
MS4 rainfall report						
		Totals	9.75		1,150.50	
		Total Labor				1,150.50

Project	R-019689-000	HANO - Crow River Heights West 6th Addit	Invoice	25
			Total this Task	\$1,150.50
			Total this Phase	\$1,590.50
			Total this Invoice	<u>\$1,590.50</u>

Billings to Date

	Current	Prior	Total
Labor	1,590.50	108,274.00	109,864.50
Totals	1,590.50	108,274.00	109,864.50

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416

818-41950-31C
 Misc escrow
 Engineer
 Other Prof Sv



Proj # 208281

City of Hanover
 Attn: Jennifer Nash
 11250 5th Street NE
 Hanover, MN 55341

June 4, 2024
 Project/Invoice: R-016500-000 - 16
 Reviewed by: Justin Messner
 Project Manager: Jennifer Edison

Hilltop Renovation
Professional Services from April 1, 2024 to April 30, 2024


Phase 001 Plan Review
 Plan Review

		Hours	Rate	Amount
Edison, Jennifer hilltop	4/5/2024	2.00	220.00	440.00
Totals		2.00		440.00
Total Labor				440.00
			Total this Task	\$440.00
			Total this Phase	\$440.00
			Total this Invoice	<u>\$440.00</u>

Billings to Date

	Current	Prior	Total
Labor	440.00	10,208.75	10,648.75
Totals	440.00	10,208.75	10,648.75

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416

603-43150-310
 Stormwater Ent Fund
 Storm Drainage
 other Prof Svcs


City of Hanover
 Attn: Jennifer Nash
 11250 5th Street NE
 Hanover, MN 55341

June 4, 2024
 Project/Invoice: R-013432-000 - 43
 Reviewed by: Justin Messner
 Project Manager: Niklas Martensson

MS4 Services

Professional Services from April 1, 2024 to April 30, 2024

Phase 005 2024 MS4 Services
 Inspections, Inspection Training and MS4

		Hours	Rate	Amount	
Bonnell Roe, Kory	4/10/2024	2.25	170.00	382.50	
Hanover MPCA Audit Review					
Bonnell Roe, Kory	4/25/2024	1.50	170.00	255.00	
MS4 Updates, Quarterly Meeting, Audit Prep					
Bonnell Roe, Kory	4/26/2024	1.75	170.00	297.50	
MS4 Audit Preparations					
Bonnell Roe, Kory	4/29/2024	2.50	170.00	425.00	
Audit Preparation					
Edison, Jennifer	4/2/2024	1.25	220.00	275.00	
documentation for MS4 audit					
Haug, Rebecca	4/2/2024	1.00	170.00	170.00	
Haug, Rebecca	4/3/2024	.25	170.00	42.50	
Haug, Rebecca	4/5/2024	.50	170.00	85.00	
Haug, Rebecca	4/8/2024	1.50	170.00	255.00	
Haug, Rebecca	4/11/2024	.50	170.00	85.00	
Haug, Rebecca	4/30/2024	1.00	170.00	170.00	
Jakes, Monica	4/24/2024	4.00	123.00	492.00	
PRINT AND PDF MS4 BINDER FOR KORY BONNEL					
Reh, Taylor	4/18/2024	.50	130.00	65.00	
Project Management					
Reh, Taylor	4/24/2024	.50	130.00	65.00	
Project Management					
Totals		19.00		3,064.50	
Total Labor					3,064.50
					Total this Task
					\$3,064.50
					Total this Phase
					\$3,064.50

Billings to Date

	Current	Prior	Total
Labor	3,064.50	660.00	3,724.50
Totals	3,064.50	660.00	3,724.50

Project.	R-013432-000	HANO - MS4 Services	Invoice	43
			Total this Invoice	<u><u>\$3,064.50</u></u>

818-41950-310
 misc escrow
 Engineer
 other Prof Svcs

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416

Proj # 208341 Wsb

City of Hanover
 Attn: Jennifer Nash
 11250 5th Street NE
 Hanover, MN 55341

June 4, 2024
 Project/Invoice: R-020628-000 - 23
 Reviewed by: Justin Messner
 Project Manager: Jennifer Edison

River Road Development (Sunram)
Professional Services from April 1, 2024 to April 30, 2024

Phase 003 Construction Services

****Not-to-exceed phase****

Environmental Compliance Inspections

		Hours	Rate	Amount	
Elfstrand, Erika MS4	4/8/2024	.75	118.00	88.50	
Elfstrand, Erika MS4	4/9/2024	.50	118.00	59.00	
Elfstrand, Erika MS4	4/17/2024	1.00	118.00	118.00	
Elfstrand, Erika Monthly MS4 site check	4/22/2024	3.00	118.00	354.00	
Elfstrand, Erika MS4 rainfall check	4/29/2024	1.00	118.00	118.00	
Elfstrand, Erika MS4 rainfall report	4/30/2024	.25	118.00	29.50	
Totals		6.50		767.00	
Total Labor					767.00
			Total this Task		\$767.00

Billing Limits	Current	Prior	To-Date	
Total Billings	767.00	74,179.50	74,946.50	
Limit			85,000.00	
Remaining			10,053.50	
		Total this Phase		\$767.00
		Total this Invoice		\$767.00

Billings to Date	Current	Prior	Total
Labor	767.00	93,894.00	94,661.00
Consultant	0.00	6,857.00	6,857.00
Totals	767.00	100,751.00	101,518.00

829-41950-310
 River Town Villas
 Engineer
 Other Prof Sucs
 wsb

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416

City of Hanover
 Attn: Jennifer Nash
 11250 5th Street NE
 Hanover, MN 55341

June 4, 2024
 Project/Invoice: R-013676-000 - 61
 Reviewed by: Justin Messner
 Project Manager: Jennifer Edison

River Town Villas
Professional Services from April 1, 2024 to April 30, 2024

Phase 002 Construction
 Erosion Control Site Inspections

		Hours	Rate	Amount	
Elfstrand, Erika MS4	4/4/2024	1.00	118.00	118.00	
Elfstrand, Erika MS4	4/5/2024	.50	118.00	59.00	
Elfstrand, Erika MS4	4/8/2024	.75	118.00	88.50	
Elfstrand, Erika MS4	4/9/2024	.50	118.00	59.00	
Elfstrand, Erika MS4	4/17/2024	1.00	118.00	118.00	
Elfstrand, Erika MS4	4/19/2024	1.00	118.00	118.00	
Elfstrand, Erika MS4 rainfall check	4/29/2024	1.00	118.00	118.00	
Elfstrand, Erika MS4 rainfall report	4/30/2024	.25	118.00	29.50	
Totals		6.00		708.00	
Total Labor					708.00
			Total this Task		\$708.00
			Total this Phase		\$708.00
			Total this Invoice		\$708.00

Billings to Date

	Current	Prior	Total
Labor	708.00	54,376.00	55,084.00
Totals	708.00	54,376.00	55,084.00

836-41950-310
 Rivers Edge 4th
 Engineer
 Other Prof Svcs
 wsb

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416

City of Hanover
 Attn: Jennifer Nash
 11250 5th Street NE
 Hanover, MN 55341

June 4, 2024
 Project/Invoice: R-022350-000 - 14
 Reviewed by: Justin Messner
 Project Manager: Jennifer Edison

Rivers Edge of Hanover 4th Addition
Professional Services from April 1, 2024 to April 30, 2024

Phase	001	Final Plat			
Plan Review					
			Hours	Rate	Amount
Bertram, Maria		4/16/2024	1.00	118.00	118.00
PROJECT HOURS					
Bertram, Maria		4/19/2024	.50	118.00	59.00
Project hours					
		Totals	1.50		177.00
		Total Labor			177.00
				Total this Task	\$177.00
				Total this Phase	\$177.00

Phase	002	Construction Services			
Construction Observation - Inspection					
			Hours	Rate	Amount
Bertram, Maria		4/22/2024	5.00	118.00	590.00
Project hours					
Bertram, Maria		4/23/2024	7.00	118.00	826.00
Project hours					
Bertram, Maria		4/24/2024	11.50	118.00	1,357.00
Project hours					
		Totals	23.50		2,773.00
		Total Labor			2,773.00
				Total this Task	\$2,773.00
				Total this Phase	\$2,773.00
				Total this Invoice	<u>\$2,950.00</u>

Billings to Date

	Current	Prior	Total
Labor	2,950.00	65,691.00	68,641.00
Totals	2,950.00	65,691.00	68,641.00

838-4950-310
 Rivers Edge 5th
 Engineers
 Other ProfSucs
 wsb

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416

City of Hanover
 Attn: Jennifer Nash
 11250 5th Street NE
 Hanover, MN 55341

June 4, 2024
 Project/Invoice: R-023612-000 - 5
 Reviewed by: Justin Messner
 Project Manager: Jennifer Edison

Rivers Edge of Hanover 5th Addition
Professional Services from April 1, 2024 to April 30, 2024

Phase	001	Final Plat				
Project Management						
				Hours	Rate	Amount
Edison, Jennifer		4/3/2024		2.00	220.00	440.00
construction coordination						
Totals				2.00		440.00
Total Labor						440.00
					Total this Task	\$440.00
					Total this Phase	\$440.00

Phase	002	Construction Services				
Project Management						
				Hours	Rate	Amount
Buckley, Susan		4/5/2024		.50	140.00	70.00
Upload P&S to OneOffice.						
Casey, Dylan		4/11/2024		1.25	163.00	203.75
PMO						
Edison, Jennifer		4/24/2024		.50	220.00	110.00
construction						
Edison, Jennifer		4/25/2024		.50	220.00	110.00
construction						
Totals				2.75		493.75
Total Labor						493.75
					Total this Task	\$493.75

Erosion Control Compliance Inspections

				Hours	Rate	Amount
Elfstrand, Erika		4/4/2024		1.00	118.00	118.00
MS4						
Elfstrand, Erika		4/5/2024		.50	118.00	59.00

Project	R-023612-000	HANO - Rivers Edge of Hanover 5th Additi	Invoice	5
MS4				
Elfstrand, Erika	4/8/2024	.75	118.00	88.50
MS4				
Elfstrand, Erika	4/9/2024	.75	118.00	88.50
MS4				
Elfstrand, Erika	4/11/2024	1.50	118.00	177.00
MS4				
Elfstrand, Erika	4/17/2024	1.00	118.00	118.00
MS4				
Elfstrand, Erika	4/19/2024	1.50	118.00	177.00
MS4				
Elfstrand, Erika	4/25/2024	1.50	118.00	177.00
MS4				
Elfstrand, Erika	4/29/2024	1.00	118.00	118.00
MS4 rainfall check				
Elfstrand, Erika	4/30/2024	.25	118.00	29.50
MS4 rainfall report				
Totals		9.75		1,150.50
Total Labor				1,150.50
			Total this Task	\$1,150.50

Construction Observation - Inspection

		Hours	Rate	Amount
Bertram, Maria	4/9/2024	11.50	118.00	1,357.00
Project hours				
Bertram, Maria	4/10/2024	10.50	118.00	1,239.00
Project hours				
Bertram, Maria	4/11/2024	10.25	118.00	1,209.50
Project hours				
Bertram, Maria	4/12/2024	7.00	118.00	826.00
Projecthours				
Bertram, Maria	4/15/2024	8.50	118.00	1,003.00
project hours				
Bertram, Maria	4/16/2024	1.50	118.00	177.00
project hours				
Bertram, Maria	4/17/2024	3.00	118.00	354.00
PROJECT HOURS				
Bertram, Maria	4/18/2024	9.00	118.00	1,062.00
Project hours				
Bertram, Maria	4/19/2024	6.00	118.00	708.00
Project hours				
Bertram, Maria	4/22/2024	5.50	118.00	649.00
Project hours				
Bertram, Maria	4/23/2024	4.00	118.00	472.00
Project hour				
Bertram, Maria	4/25/2024	4.50	118.00	531.00
Project hours				
Bertram, Maria	4/26/2024	3.50	118.00	413.00

Project	R-023612-000	HANO - Rivers Edge of Hanover 5th Additi	Invoice	5
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Project hours

Totals	84.75	10,000.50	
Total Labor			10,000.50
		Total this Task	\$10,000.50
		Total this Phase	\$11,644.75
		Total this Invoice	<u><u>\$12,084.75</u></u>

Billings to Date

	Current	Prior	Total
Labor	12,084.75	3,564.00	15,648.75
Totals	12,084.75	3,564.00	15,648.75

818-41950-310

MISC escrow

Engineer
Other Prof Svs

wsb

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416

Project 208355

City of Hanover
Attn: Jennifer Nash
11250 5th Street NE
Hanover, MN 55341

June 4, 2024
Project/Invoice: R-020629-000 - 10
Reviewed by: Justin Messner
Project Manager: Jennifer Edison

The Highlands and Vistas
Professional Services from April 1, 2024 to April 30, 2024

Phase 001 Final Plat
Project Management

		Hours	Rate	Amount	
Edison, Jennifer	4/17/2024	1.50	220.00	330.00	
final submittal review					
Edison, Jennifer	4/29/2024	.75	220.00	165.00	
call with Aaron Carrel on comments					
Totals		2.25		495.00	
Total Labor					495.00
			Total this Task		\$495.00

Plan Review

		Hours	Rate	Amount	
Edison, Jennifer	4/15/2024	1.50	220.00	330.00	
comments and coordination					
Edison, Jennifer	4/15/2024	1.00	220.00	220.00	
final fees for DA					
Edison, Jennifer	4/23/2024	1.00	220.00	220.00	
DA discussion, final plat					
Edison, Jennifer	4/25/2024	1.00	220.00	220.00	
DA discussion, final plat					
Edison, Jennifer	4/26/2024	1.00	220.00	220.00	
DA discussion, final plat					
Totals		5.50		1,210.00	
Total Labor					1,210.00
			Total this Task		\$1,210.00
			Total this Phase		\$1,705.00
			Total this Invoice		\$1,705.00

Project	R-020629-000	HANO - The Highlands and Vistas	Invoice	10
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Billings to Date

	Current	Prior	Total
Labor	1,705.00	11,466.00	13,171.00
Totals	1,705.00	11,466.00	13,171.00

HANOVER
***Cash Balances**
Cash Account: 10100
June 2024

Fund	2024 Begin Balance	Receipts	Disbursements	Transfers	Journal Entries	Payroll JEs	Balance	
10100 - Cash								
100 - GENERAL FUND	\$1,666,363.83	\$269,252.19	(\$653,381.75)	0	(\$70,147.50)	(\$161,316.75)	\$1,050,770.02	In Balance
104 - AMERICAN RESCUE PLAN ACT	\$396,170.19			0	\$3,603.14		\$399,773.33	In Balance
105 - PUBLIC SAFETY AID	\$157,975.00			0			\$157,975.00	In Balance
107 - FIRE DEPT DONATIONS FUND	\$55,168.96	\$1,450.00	(\$7,519.81)	0	\$489.09		\$49,588.24	In Balance
201 - EDA SPECIAL REVENUE FUND	\$196,635.65	\$80.62	(\$1,500.00)	0	(\$7,799.44)	(\$7,284.67)	\$180,132.16	In Balance
205 - EDA BUSINESS INCENTIVE FUN	\$244,738.23	\$12,664.37		0	\$2,271.95		\$259,674.55	In Balance
311 - 2008A GO CIP REFUNDING BON	\$0.00			0			\$0.00	In Balance
312 - 2009A GO IMP REFUNDING BON	\$0.00			0			\$0.00	In Balance
313 - 2010 GO EQUIPMENT CERTIFIC	\$0.00			0			\$0.00	In Balance
314 - 2011A GO IMP CROSSOVER RE	\$504,120.72			0	\$4,584.94		\$508,705.66	In Balance
315 - 2016A GO CIP BOND	\$127,614.84			0	(\$86,968.66)		\$40,646.18	In Balance
401 - GENERAL CAPITAL PROJECTS	\$606,148.07	\$546.98	(\$19,765.00)	0	\$5,514.53		\$592,444.58	In Balance
402 - PARKS CAPITAL PROJECTS	\$187,860.67			0	\$1,708.58		\$189,569.25	In Balance
403 - FIRE DEPT CAPITAL FUND	\$142,340.67	\$9,067.20		0	(\$12,698.26)		\$138,709.61	In Balance
404 - HISTORICAL CAPITAL PROJ FU	\$0.00			0			\$0.00	In Balance
405 - PARK DEDICATION FEE	\$841,975.25	\$101,432.00	(\$1,208.00)	0	\$7,815.60		\$950,014.85	In Balance
406 - CHARITABLE GAMBLING PROC	\$39,709.51	\$5,085.14	(\$3,759.04)	0	(\$8,187.62)		\$32,847.99	In Balance
407 - TIF REDEV DIST #1	\$18,024.38			0	(\$6,178.73)		\$11,845.65	In Balance
409 - MAHLER PIT - 15TH ST IMP FUN	\$141,964.21	\$26,149.30		0	\$1,528.98		\$169,642.49	In Balance
411 - FACILITIES CAPITAL PROJ FUN	\$15,384.13			0	\$139.92		\$15,524.05	In Balance
417 - EQUIPMENT CAPITAL FUND	\$41,309.99			0	\$375.71		\$41,685.70	In Balance
418 - STREET CAPITAL PROJ FUND	\$905,026.46		(\$78,197.22)	0	(\$11,829.83)		\$814,999.41	In Balance
601 - WATER ENTERPRISE FUND	\$1,342,115.50	\$181,114.49	(\$111,721.89)	0	(\$16,617.61)	(\$2,428.24)	\$1,392,462.25	In Balance
602 - SEWER ENTERPRISE FUND	\$1,175,373.79	\$443,932.64	(\$299,809.76)	0	(\$63,555.22)	(\$2,428.12)	\$1,253,513.33	In Balance
603 - STORM WATER ENTERPRISE F	\$326,246.16	\$35,275.40	(\$4,164.50)	0	\$694.62		\$358,051.68	In Balance
611 - WATER CAPITAL IMP FUND	\$551,783.62	\$30,318.00		0	\$5,110.35		\$587,211.97	In Balance
612 - SEWER CAPITAL IMP FUND	\$3,065,233.35	\$76,229.00		0	\$28,109.18		\$3,169,571.53	In Balance
613 - STORM WATER CAPITAL IMP F	\$1,285,146.38	\$31,245.59		0	\$11,783.04		\$1,328,175.01	In Balance
701 - RIVER ROAD CEMETERY	\$36,999.43			0			\$36,999.43	In Balance
702 - CSAH 19 CEMETERY	\$29,026.00	\$1,000.00		0			\$30,026.00	In Balance
804 - SCHENDELS FIELD ESC FUND	\$0.00			0			\$0.00	In Balance

HANOVER
***Cash Balances**
Cash Account: 10100
June 2024

Fund	2024 Begin Balance	Receipts	Disbursements	Transfers	Journal Entries	Payroll JEs	Balance	
809 - BRIDGES AT HANOVER ESC FU	\$0.00			0			\$0.00	In Balance
810 - BUILDING PERMITS ESCROW F	\$335,001.00	\$155,000.00	(\$20,000.00)	0			\$470,001.00	In Balance
811 - EROSION CONTROL ESCROW F	\$24,123.53			0			\$24,123.53	In Balance
815 - LANDSCAPE ESCROW FUND	\$17,900.65			0			\$17,900.65	In Balance
817 - INFRASTRUCTURE ESCROW F	\$9,500.00			0			\$9,500.00	In Balance
818 - MISC ESCROWS FUND	\$28,408.32	\$63,308.03	(\$67,498.75)	0	\$50,685.83		\$74,903.43	In Balance
820 - BRIDGES TOWNHOMES ESC F	\$3,880.44		(\$329.00)	0	\$35.29		\$3,586.73	In Balance
821 - QUAIL PASS 2ND ADD ESCROW	\$0.00			0			\$0.00	In Balance
823 - CROW RVR HTS WEST 3RD / B	\$0.00			0			\$0.00	In Balance
824 - CROW RVR HTS WEST 3RD PH	\$0.00			0			\$0.00	In Balance
825 - CROW RVR HTS FUT WEST PL	\$0.00			0			\$0.00	In Balance
826 - CROW RVR HTS 4TH ADD FINL	\$0.00			0			\$0.00	In Balance
827 - HANOVER COVE PRELIMINARY	\$0.00			0			\$0.00	In Balance
828 - CROW RVR HTS 4TH DEVEL AG	\$0.00			0			\$0.00	In Balance
829 - RIVER TOWN VILLAS DEVEL AG	\$19,770.40		(\$1,961.00)	0	(\$250.16)		\$17,559.24	In Balance
830 - FEHN COMP 15TH ST DEVEL A	\$0.00			0			\$0.00	In Balance
831 - RIVERS EDGE DEVEL AGRMT	\$38.22		(\$38.22)	0	\$0.35		\$0.35	In Balance
832 - CROW RVR HTS 5TH DEVEL AG	\$28,786.76		(\$1,056.00)	0	\$734.20		\$28,464.96	In Balance
833 - RIVERS EDGE 2 DEVEL AGRMT	\$8,156.38		(\$952.00)	0	(\$2,173.04)		\$5,031.34	In Balance
834 - CROW RVR HTS 6TH DEVEL AG	\$4,046.82		(\$6,799.50)	0	(\$5,161.75)		(\$7,914.43)	In Balance
835 - RIVERS EDGE 3 DEVEL AGRMT	\$11,375.11		(\$3,324.25)	0	\$97.74		\$8,148.60	In Balance
836 - RIVERS EDGE 4 DEVEL AGRMT	\$39,551.51		(\$5,894.00)	0	(\$6,878.68)		\$26,778.83	In Balance
837 - RIVER LANDING DEVEL AGRMT	\$85,303.27		(\$1,466.50)	0	(\$71,937.17)		\$11,899.60	In Balance
838 - RIVERS EDGE 5 DEVEL AGRMT	\$0.00	\$55,000.00	(\$12,601.75)	0	\$166.74		\$42,564.99	In Balance
900 - INTEREST	\$0.00	\$111,403.55		0	(\$127,728.60)		(\$16,325.05)	In Balance
	\$14,716,297.40	\$1,609,554.50	(\$1,302,947.94)	\$0.00	(\$372,662.49)	(\$173,457.78)	\$14,476,783.69	

Revenue Budget Report - General Fund

Source Alt Code	Account Descr	June 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 YTD Balance	%YTD Budget
100 GENERAL FUND						
TAXES	R 100-31000 Property Taxes - General	\$0.00	\$0.00	\$1,397,508.00	\$1,397,508.00	0.00%
TAXES	R 100-31020 Property Taxes - Fire	\$0.00	\$0.00	\$178,464.00	\$178,464.00	0.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$2,468.76	\$15,000.00	\$12,531.24	16.46%
TAXES		\$0.00	\$2,468.76	\$1,590,972.00	\$1,588,503.24	0.16%
SERVICE	R 100-34000 Charges for Services	\$396.20	\$5,958.20	\$5,500.00	-\$458.20	108.33%
SERVICE	R 100-34101 City Hall Rent Revenue	\$0.00	\$12,650.00	\$20,000.00	\$7,350.00	63.25%
SERVICE	R 100-34107 Assessment Search Fees	\$25.00	\$325.00	\$700.00	\$375.00	46.43%
SERVICE	R 100-34108 Administrative Fees	\$650.00	\$1,950.00	\$5,000.00	\$3,050.00	39.00%
SERVICE	R 100-34109 Copies/Faxes	\$5.25	\$14.00	\$25.00	\$11.00	56.00%
SERVICE	R 100-34206 Other Public Safety Charges	\$0.00	\$708.00	\$0.00	-\$708.00	0.00%
SERVICE	R 100-34207 Fire Protection Services	\$16,767.19	\$45,571.97	\$151,061.00	\$105,489.03	30.17%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$0.00	\$1,499.00	\$9,300.00	\$7,801.00	16.12%
SERVICE	R 100-34780 Park Rental Fees	\$0.00	\$1,243.33	\$2,500.00	\$1,256.67	49.73%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SERVICE		\$17,843.64	\$69,919.50	\$194,086.00	\$124,166.50	36.03%
MISC	R 100-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$5.00	\$6,051.83	\$100.00	-\$5,951.83	6051.83%
MISC	R 100-36210 Interest Earnings	\$0.00	\$14,671.82	\$0.00	-\$14,671.82	0.00%
MISC	R 100-36215 Investment Income/Loss	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36230 Contributions and Donation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36235 Insurance Dividends	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36250 Damage Deposits	\$0.00	\$11,200.00	\$15,000.00	\$3,800.00	74.67%
MISC	R 100-36260 Refunds or Reimbursement	\$0.00	\$4,591.80	\$0.00	-\$4,591.80	0.00%
MISC	R 100-36290 Sale of Vehicles/Equipment	\$0.00	\$4,102.10	\$0.00	-\$4,102.10	0.00%
MISC	R 100-39101 Sales of General Fixed Asse	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC		\$5.00	\$40,617.55	\$15,100.00	-\$25,517.55	268.99%
LIC PERM	R 100-32110 Alcoholic Beverages	\$0.00	\$50.00	\$6,870.00	\$6,820.00	0.73%
LIC PERM	R 100-32180 Other Bus. Licenses/Permits	\$350.00	\$2,055.00	\$1,000.00	-\$1,055.00	205.50%
LIC PERM	R 100-32210 Building Permits	\$19,334.96	\$156,090.90	\$200,000.00	\$43,909.10	78.05%
LIC PERM	R 100-32240 Animal Licenses	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LIC PERM	R 100-32260 Solid Waste Hauler Licenses	\$0.00	\$0.00	\$1,250.00	\$1,250.00	0.00%
LIC PERM	R 100-32270 Rental Dwelling Licenses	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LIC PERM	R 100-32280 Other Non-Business Lic/Per	\$8.00	\$13.00	\$50.00	\$37.00	26.00%
LIC PERM		\$19,692.96	\$158,208.90	\$209,170.00	\$50,961.10	75.64%
INTGOVT	R 100-33400 State Grants and Aids	\$0.00	\$2,790.00	\$30,000.00	\$27,210.00	9.30%
INTGOVT	R 100-33401 Local Government Aid	\$0.00	\$0.00	\$161,376.00	\$161,376.00	0.00%
INTGOVT	R 100-33410 MV Credit	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
INTGOVT	R 100-33420 PERA Aid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT	R 100-33422 State Fire Aid	\$0.00	\$0.00	\$50,000.00	\$50,000.00	0.00%
INTGOVT	R 100-33426 State Police Aid	\$0.00	\$0.00	\$7,100.00	\$7,100.00	0.00%
INTGOVT	R 100-33610 County Grants/Aid for Road	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT		\$0.00	\$2,790.00	\$249,476.00	\$246,686.00	1.12%
FINES	R 100-35000 Fines and Forfeits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FINES	R 100-35100 Court Fines	\$0.00	\$3,075.07	\$3,300.00	\$224.93	93.18%
FINES		\$0.00	\$3,075.07	\$3,300.00	\$224.93	93.18%
100 GENERAL FUND		\$37,541.60	\$277,079.78	\$2,262,104.00	\$1,985,024.22	12.25%

Revenue Budget Report - General Fund

Source Alt Code	Account Descr	June 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 YTD Balance	%YTD Budget
		\$37,541.60	\$277,079.78	\$2,262,104.00	\$1,985,024.22	12.25%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	June 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 YTD Balance	%YTD Budget
100 GENERAL FUND						
41110 Council						
COUNCIL	E 100-41110-111 Committee Wages/Me	\$0.00	\$0.00	\$13,000.00	\$13,000.00	0.00%
COUNCIL	E 100-41110-122 FICA	\$0.00	\$0.00	\$806.00	\$806.00	0.00%
COUNCIL	E 100-41110-123 Medicare	\$0.00	\$0.00	\$189.00	\$189.00	0.00%
COUNCIL	E 100-41110-208 Training and Instructio	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
COUNCIL	E 100-41110-306 Dues & Subscriptions	\$0.00	\$500.00	\$7,500.00	\$7,000.00	6.67%
COUNCIL	E 100-41110-331 Travel Expenses	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$0.00	\$60.00	\$60,000.00	\$59,940.00	0.10%
41110 Council		\$0.00	\$560.00	\$85,495.00	\$84,935.00	0.66%
41330 Boards and Commissions						
BRDCOMM	E 100-41330-111 Committee Wages/Me	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
BRDCOMM	E 100-41330-208 Training and Instructio	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
BRDCOMM	E 100-41330-331 Travel Expenses	\$0.00	\$0.00	\$200.00	\$200.00	0.00%
41330 Boards and Commissions		\$0.00	\$0.00	\$5,700.00	\$5,700.00	0.00%
41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$3,857.24	\$43,431.70	\$99,643.00	\$56,211.30	43.59%
CITYADM	E 100-41400-121 PERA	\$289.29	\$3,629.21	\$7,473.00	\$3,843.79	48.56%
CITYADM	E 100-41400-122 FICA	\$221.58	\$2,787.82	\$6,178.00	\$3,390.18	45.12%
CITYADM	E 100-41400-123 Medicare	\$51.82	\$651.95	\$1,445.00	\$793.05	45.12%
CITYADM	E 100-41400-134 Employer Paid Life	\$31.53	\$384.52	\$865.00	\$480.48	44.45%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$355.51	\$4,438.51	\$9,240.00	\$4,801.49	48.04%
CITYADM	E 100-41400-208 Training and Instructio	\$0.00	\$2,719.00	\$3,500.00	\$781.00	77.69%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$0.00	\$60.00	\$500.00	\$440.00	12.00%
41400 City Administrator		\$4,806.97	\$58,102.71	\$128,844.00	\$70,741.29	45.10%
41410 Elections						
ELECTION	E 100-41410-101 Full-Time Employees R	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELECTION	E 100-41410-122 FICA	\$0.00	\$0.00	\$372.00	\$372.00	0.00%
ELECTION	E 100-41410-123 Medicare	\$0.00	\$0.00	\$87.00	\$87.00	0.00%
ELECTION	E 100-41410-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELECTION	E 100-41410-200 Office Supplies (GENE	\$0.00	\$490.07	\$1,000.00	\$509.93	49.01%
ELECTION	E 100-41410-310 Other Professional Ser	\$0.00	\$1,880.54	\$6,000.00	\$4,119.46	31.34%
ELECTION	E 100-41410-351 Legal Notices Publishin	\$0.00	\$30.00	\$150.00	\$120.00	20.00%
ELECTION	E 100-41410-400 Repairs & Maint Cont (\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
ELECTION	E 100-41410-437 Other Miscellaneous	\$0.00	\$115.24	\$3,000.00	\$2,884.76	3.84%
41410 Elections		\$0.00	\$2,515.85	\$13,609.00	\$11,093.15	18.49%
41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$2,186.65	\$24,838.91	\$68,603.00	\$43,764.09	36.21%
CLERICAL	E 100-41430-103 Part-Time Employees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CLERICAL	E 100-41430-121 PERA	\$164.00	\$2,124.15	\$5,145.00	\$3,020.85	41.29%
CLERICAL	E 100-41430-122 FICA	\$127.76	\$1,663.46	\$4,253.00	\$2,589.54	39.11%
CLERICAL	E 100-41430-123 Medicare	\$29.88	\$389.03	\$995.00	\$605.97	39.10%
CLERICAL	E 100-41430-134 Employer Paid Life	\$18.38	\$236.33	\$570.00	\$333.67	41.46%
CLERICAL	E 100-41430-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CLERICAL	E 100-41430-151 Med/Dental Insurance	\$274.66	\$3,725.09	\$8,400.00	\$4,674.91	44.35%
CLERICAL	E 100-41430-208 Training and Instructio	\$0.00	\$726.00	\$3,500.00	\$2,774.00	20.74%
CLERICAL	E 100-41430-306 Dues & Subscriptions	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
41430 Clerical Staff		\$2,801.33	\$33,702.97	\$91,566.00	\$57,863.03	36.81%
41435 Staff Expenses						
STAFFEXP	E 100-41435-260 Uniforms	\$0.00	\$0.00	\$400.00	\$400.00	0.00%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	June 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 YTD Balance	%YTD Budget
STAFFEXP	E 100-41435-310 Other Professional Ser	\$0.00	\$41.90	\$500.00	\$458.10	8.38%
STAFFEXP	E 100-41435-331 Travel Expenses	\$819.76	\$1,870.23	\$3,500.00	\$1,629.77	53.44%
41435	Staff Expenses	\$819.76	\$1,912.13	\$4,400.00	\$2,487.87	43.46%
41530	Accounting					
ACCTING	E 100-41530-101 Full-Time Employees R	\$0.00	\$0.00	\$58,362.00	\$58,362.00	0.00%
ACCTING	E 100-41530-121 PERA	\$0.00	\$0.00	\$4,377.00	\$4,377.00	0.00%
ACCTING	E 100-41530-122 FICA	\$0.00	\$0.00	\$3,618.00	\$3,618.00	0.00%
ACCTING	E 100-41530-123 Medicare	\$0.00	\$0.00	\$846.00	\$846.00	0.00%
ACCTING	E 100-41530-134 Employer Paid Life	\$0.00	\$0.00	\$486.00	\$486.00	0.00%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$0.00	\$0.00	\$7,140.00	\$7,140.00	0.00%
ACCTING	E 100-41530-208 Training and Instructio	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
ACCTING	E 100-41530-306 Dues & Subscriptions	\$0.00	\$0.00	\$200.00	\$200.00	0.00%
ACCTING	E 100-41530-310 Other Professional Ser	\$4,165.00	\$11,698.75	\$5,435.00	-\$6,263.75	215.25%
41530	Accounting	\$4,165.00	\$11,698.75	\$81,464.00	\$69,765.25	14.36%
41540	Auditing					
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$18,000.00	\$18,150.00	\$23,500.00	\$5,350.00	77.23%
41540	Auditing	\$18,000.00	\$18,150.00	\$23,500.00	\$5,350.00	77.23%
41550	Assessing					
ASSESS G	E 100-41550-310 Other Professional Ser	\$25,545.00	\$25,925.60	\$40,000.00	\$14,074.40	64.81%
41550	Assessing	\$25,545.00	\$25,925.60	\$40,000.00	\$14,074.40	64.81%
41570	Purchasing					
PURCHASE	E 100-41570-200 Office Supplies (GENE	\$110.15	\$818.69	\$4,500.00	\$3,681.31	18.19%
PURCHASE	E 100-41570-205 Bank Fees	\$47.97	\$113.30	\$400.00	\$286.70	28.33%
PURCHASE	E 100-41570-207 Computer Supplies	\$1,875.00	\$3,659.98	\$8,000.00	\$4,340.02	45.75%
PURCHASE	E 100-41570-220 Repair/Maint Supply (\$229.60	\$3,722.11	\$7,000.00	\$3,277.89	53.17%
PURCHASE	E 100-41570-322 Postage	\$208.37	\$1,160.51	\$3,500.00	\$2,339.49	33.16%
PURCHASE	E 100-41570-570 Office Equip and Furni	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
41570	Purchasing	\$2,471.09	\$9,474.59	\$23,400.00	\$13,925.41	40.49%
41600	Computer					
COMPUTER	E 100-41600-310 Other Professional Ser	\$365.00	\$2,797.33	\$10,000.00	\$7,202.67	27.97%
41600	Computer	\$365.00	\$2,797.33	\$10,000.00	\$7,202.67	27.97%
41610	City Attorney					
CITYATNY	E 100-41610-304 Legal Fees	\$1,483.37	\$6,743.93	\$20,000.00	\$13,256.07	33.72%
41610	City Attorney	\$1,483.37	\$6,743.93	\$20,000.00	\$13,256.07	33.72%
41910	Planning and Zoning					
PLANZONG	E 100-41910-310 Other Professional Ser	\$661.50	\$3,717.00	\$30,000.00	\$26,283.00	12.39%
41910	Planning and Zoning	\$661.50	\$3,717.00	\$30,000.00	\$26,283.00	12.39%
41940	General Govt Buildings/Plant					
GOVTBLDG	E 100-41940-210 Operating Supplies (G	\$9.98	\$2,170.66	\$6,000.00	\$3,829.34	36.18%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (\$622.34	\$5,841.34	\$8,000.00	\$2,158.66	73.02%
GOVTBLDG	E 100-41940-306 Dues & Subscriptions	\$0.00	\$750.00	\$800.00	\$50.00	93.75%
GOVTBLDG	E 100-41940-310 Other Professional Ser	\$1,005.92	\$4,010.00	\$15,000.00	\$10,990.00	26.73%
GOVTBLDG	E 100-41940-321 Telephone	\$593.02	\$3,598.81	\$6,900.00	\$3,301.19	52.16%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$3,040.00	\$1,000.00	-\$2,040.00	304.00%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$687.47	\$1,921.21	\$15,000.00	\$13,078.79	12.81%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$86.61	\$2,012.33	\$7,000.00	\$4,987.67	28.75%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispo	\$667.70	\$3,096.01	\$7,200.00	\$4,103.99	43.00%
GOVTBLDG	E 100-41940-415 Other Equipment Rent	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
GOVTBLDG	E 100-41940-520 Buildings and Structur	\$0.00	\$0.00	\$14,000.00	\$14,000.00	0.00%
GOVTBLDG	E 100-41940-560 Furniture and Fixtures	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	June 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 YTD Balance	%YTD Budget
GOVTBLDG	E 100-41940-580 Other Equipment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
41940	General Govt Buildings/Plant	\$3,673.04	\$26,440.36	\$83,900.00	\$57,459.64	31.51%
41950	Engineer					
ENGINEER	E 100-41950-303 Engineering Fees	\$940.00	\$3,888.70	\$35,000.00	\$31,111.30	11.11%
41950	Engineer	\$940.00	\$3,888.70	\$35,000.00	\$31,111.30	11.11%
41960	Insurance					
INSURANCE	E 100-41960-150 Worker s Comp (GENE	\$17,297.52	\$17,297.52	\$20,000.00	\$2,702.48	86.49%
INSURANCE	E 100-41960-152 Worker s Comp Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE	E 100-41960-361 General Liability Ins	\$28,487.37	\$28,487.37	\$31,000.00	\$2,512.63	91.89%
41960	Insurance	\$45,784.89	\$45,784.89	\$51,000.00	\$5,215.11	89.77%
41970	Legal Publications					
LEGALPUB	E 100-41970-341 Employment	\$509.08	\$1,035.83	\$1,000.00	-\$35.83	103.58%
LEGALPUB	E 100-41970-343 Other Advertising	\$0.00	\$59.00	\$200.00	\$141.00	29.50%
LEGALPUB	E 100-41970-351 Legal Notices Publishin	\$0.00	\$225.00	\$600.00	\$375.00	37.50%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
41970	Legal Publications	\$509.08	\$1,319.83	\$2,100.00	\$780.17	62.85%
42000	Public Safety (GENERAL)					
PUBSAFTY	E 100-42000-437 Other Miscellaneous	\$0.00	\$21.45	\$50.00	\$28.55	42.90%
42000	Public Safety (GENERAL)	\$0.00	\$21.45	\$50.00	\$28.55	42.90%
42101	Hennepin County Sheriff					
HCSHERIFF	E 100-42101-310 Other Professional Ser	\$0.00	\$24,495.25	\$97,981.00	\$73,485.75	25.00%
42101	Hennepin County Sheriff	\$0.00	\$24,495.25	\$97,981.00	\$73,485.75	25.00%
42102	Wright County Sheriff					
WCSHERIFF	E 100-42102-310 Other Professional Ser	\$12,976.65	\$82,706.21	\$162,167.00	\$79,460.79	51.00%
42102	Wright County Sheriff	\$12,976.65	\$82,706.21	\$162,167.00	\$79,460.79	51.00%
42210	Fire Dept Administration					
FIREADMIN	E 100-42210-101 Full-Time Employees R	\$1,026.12	\$9,284.68	\$26,304.00	\$17,019.32	35.30%
FIREADMIN	E 100-42210-103 Part-Time Employees	\$0.00	\$24,016.00	\$110,000.00	\$85,984.00	21.83%
FIREADMIN	E 100-42210-121 PERA	\$76.96	\$723.66	\$1,973.00	\$1,249.34	36.68%
FIREADMIN	E 100-42210-122 FICA	\$59.45	\$3,514.73	\$8,451.00	\$4,936.27	41.59%
FIREADMIN	E 100-42210-123 Medicare	\$13.90	\$822.00	\$1,976.00	\$1,154.00	41.60%
FIREADMIN	E 100-42210-134 Employer Paid Life	\$7.36	\$69.57	\$154.00	\$84.43	45.18%
FIREADMIN	E 100-42210-142 Unemployment Benefit	\$0.00	\$224.11	\$0.00	-\$224.11	0.00%
FIREADMIN	E 100-42210-150 Worker s Comp (GENE	\$14,885.88	\$14,885.88	\$20,000.00	\$5,114.12	74.43%
FIREADMIN	E 100-42210-151 Med/Dental Insurance	\$178.10	\$1,623.31	\$3,660.00	\$2,036.69	44.35%
FIREADMIN	E 100-42210-200 Office Supplies (GENE	\$0.00	\$71.95	\$400.00	\$328.05	17.99%
FIREADMIN	E 100-42210-305 Medical and Dental Fe	\$724.00	\$2,347.00	\$12,000.00	\$9,653.00	19.56%
FIREADMIN	E 100-42210-306 Dues & Subscriptions	\$0.00	\$100.00	\$1,200.00	\$1,100.00	8.33%
FIREADMIN	E 100-42210-361 General Liability Ins	\$5,448.15	\$5,448.15	\$5,100.00	-\$348.15	106.83%
42210	Fire Dept Administration	\$22,419.92	\$63,131.04	\$191,218.00	\$128,086.96	33.02%
42220	Fire Dept Equipment					
FIREEQUIP	E 100-42220-221 Equipment Parts	\$0.00	\$217.96	\$6,000.00	\$5,782.04	3.63%
FIREEQUIP	E 100-42220-228 Medical Supplies	\$485.44	\$1,057.72	\$1,500.00	\$442.28	70.51%
FIREEQUIP	E 100-42220-240 Small Tools and Minor	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
FIREEQUIP	E 100-42220-260 Uniforms	\$25.87	\$4,671.48	\$18,000.00	\$13,328.52	25.95%
FIREEQUIP	E 100-42220-580 Other Equipment	\$1,774.76	\$3,512.84	\$5,000.00	\$1,487.16	70.26%
42220	Fire Dept Equipment	\$2,286.07	\$9,460.00	\$31,500.00	\$22,040.00	30.03%
42240	Fire Dept Training					
FIRETRNG	E 100-42240-208 Training and Instructio	\$621.31	\$6,666.31	\$9,500.00	\$2,833.69	70.87%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	June 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 YTD Balance	%YTD Budget
FIRETRNG	E 100-42240-310 Other Professional Ser	\$0.00	\$884.70	\$4,000.00	\$3,115.30	22.12%
FIRETRNG	E 100-42240-331 Travel Expenses	\$0.00	\$63.29	\$3,500.00	\$3,436.71	1.81%
42240	Fire Dept Training	\$621.31	\$7,614.30	\$17,000.00	\$9,385.70	44.79%
42260	Fire Vehicles					
FIREVEH	E 100-42260-212 Motor Fuels	\$13.06	\$1,425.14	\$5,000.00	\$3,574.86	28.50%
FIREVEH	E 100-42260-220 Repair/Maint Supply (\$3,247.96	\$3,453.92	\$7,000.00	\$3,546.08	49.34%
FIREVEH	E 100-42260-240 Small Tools and Minor	\$0.00	\$407.34	\$1,000.00	\$592.66	40.73%
FIREVEH	E 100-42260-323 Radio Units	\$40.00	\$4,765.00	\$6,000.00	\$1,235.00	79.42%
FIREVEH	E 100-42260-700 Transfers (GENERAL)	\$0.00	\$0.00	\$30,158.00	\$30,158.00	0.00%
42260	Fire Vehicles	\$3,301.02	\$10,051.40	\$49,158.00	\$39,106.60	20.45%
42280	Fire Stations and Bldgs					
FIREBLDG	E 100-42280-215 Shop Supplies	\$142.26	\$663.71	\$650.00	-\$13.71	102.11%
FIREBLDG	E 100-42280-220 Repair/Maint Supply (\$223.42	\$1,125.86	\$5,000.00	\$3,874.14	22.52%
FIREBLDG	E 100-42280-321 Telephone	\$233.68	\$639.51	\$1,500.00	\$860.49	42.63%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$299.82	\$890.49	\$5,500.00	\$4,609.51	16.19%
FIREBLDG	E 100-42280-383 Gas Utilities	\$56.56	\$1,551.54	\$4,500.00	\$2,948.46	34.48%
FIREBLDG	E 100-42280-520 Buildings and Structur	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
42280	Fire Stations and Bldgs	\$955.74	\$4,871.11	\$17,150.00	\$12,278.89	28.40%
42290	Fire Relief Association					
FIRERELIEF	E 100-42290-124 Fire Pension Contributi	\$0.00	\$2,000.00	\$50,000.00	\$48,000.00	4.00%
FIRERELIEF	E 100-42290-125 Other Retirement Cont	\$0.00	\$0.00	\$16,500.00	\$16,500.00	0.00%
FIRERELIEF	E 100-42290-301 Auditing and Acctg Ser	\$0.00	\$0.00	\$7,000.00	\$7,000.00	0.00%
42290	Fire Relief Association	\$0.00	\$2,000.00	\$73,500.00	\$71,500.00	2.72%
42401	Building Inspection Admin					
INSPADMN	E 100-42401-101 Full-Time Employees R	\$1,547.83	\$15,185.73	\$39,262.00	\$24,076.27	38.68%
INSPADMN	E 100-42401-121 PERA	\$116.09	\$1,138.93	\$2,945.00	\$1,806.07	38.67%
INSPADMN	E 100-42401-122 FICA	\$92.36	\$905.34	\$2,434.00	\$1,528.66	37.20%
INSPADMN	E 100-42401-123 Medicare	\$21.60	\$211.74	\$569.00	\$357.26	37.21%
INSPADMN	E 100-42401-134 Employer Paid Life	\$13.47	\$135.15	\$372.00	\$236.85	36.33%
INSPADMN	E 100-42401-151 Med/Dental Insurance	\$210.13	\$2,107.81	\$5,460.00	\$3,352.19	38.60%
INSPADMN	E 100-42401-310 Other Professional Ser	\$12,153.74	\$53,727.91	\$94,000.00	\$40,272.09	57.16%
42401	Building Inspection Admin	\$14,155.22	\$73,412.61	\$145,042.00	\$71,629.39	50.61%
42700	Animal Control					
ANIMCTRL	E 100-42700-310 Other Professional Ser	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
42700	Animal Control	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
42800	Cemetery					
CEMETERY	E 100-42800-310 Other Professional Ser	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
42800	Cemetery	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
43000	Public Works (GENERAL)					
PUBWRKS	E 100-43000-101 Full-Time Employees R	\$7,129.44	\$69,502.05	\$168,296.00	\$98,793.95	41.30%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$0.00	\$208.64	\$0.00	-\$208.64	0.00%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$0.00	\$2,450.00	\$17,760.00	\$15,310.00	13.80%
PUBWRKS	E 100-43000-121 PERA	\$534.71	\$4,989.69	\$13,372.00	\$8,382.31	37.31%
PUBWRKS	E 100-43000-122 FICA	\$420.61	\$4,634.54	\$11,054.00	\$6,419.46	41.93%
PUBWRKS	E 100-43000-123 Medicare	\$98.37	\$1,083.89	\$2,585.00	\$1,501.11	41.93%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$44.51	\$580.17	\$1,593.00	\$1,012.83	36.42%
PUBWRKS	E 100-43000-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PUBWRKS	E 100-43000-151 Med/Dental Insurance	\$1,636.10	\$11,735.00	\$26,400.00	\$14,665.00	44.45%
PUBWRKS	E 100-43000-208 Training and Instructio	\$0.00	\$350.00	\$4,500.00	\$4,150.00	7.66%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	June 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 YTD Balance	%YTD Budget
PUBWRKS	E 100-43000-212 Motor Fuels	\$933.45	\$6,982.66	\$16,000.00	\$9,017.34	43.64%
PUBWRKS	E 100-43000-215 Shop Supplies	\$91.81	\$2,769.04	\$10,000.00	\$7,230.96	27.69%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (\$197.58	\$14,343.49	\$15,000.00	\$656.51	95.62%
PUBWRKS	E 100-43000-226 Sign Repair Materials	\$527.49	\$925.45	\$1,500.00	\$574.55	61.70%
PUBWRKS	E 100-43000-240 Small Tools and Minor	\$302.55	\$1,134.07	\$10,000.00	\$8,865.93	11.34%
PUBWRKS	E 100-43000-260 Uniforms	\$0.00	\$822.73	\$3,000.00	\$2,177.27	27.42%
PUBWRKS	E 100-43000-310 Other Professional Ser	\$52.90	\$4,764.50	\$118,000.00	\$113,235.50	4.04%
PUBWRKS	E 100-43000-321 Telephone	\$443.26	\$1,958.68	\$6,500.00	\$4,541.32	30.13%
PUBWRKS	E 100-43000-325 Taxes	\$0.00	\$67.00	\$200.00	\$133.00	33.50%
PUBWRKS	E 100-43000-381 Electric Utilities	\$372.38	\$1,486.10	\$8,000.00	\$6,513.90	18.58%
PUBWRKS	E 100-43000-383 Gas Utilities	\$115.90	\$3,404.73	\$9,000.00	\$5,595.27	37.83%
PUBWRKS	E 100-43000-384 Refuse/Garbage Dispo	\$172.42	\$1,055.10	\$0.00	-\$1,055.10	0.00%
PUBWRKS	E 100-43000-520 Buildings and Structur	\$0.00	\$385.00	\$2,000.00	\$1,615.00	19.25%
43000	Public Works (GENERAL)	\$13,073.48	\$135,632.53	\$444,760.00	\$309,127.47	30.50%
43121	Paved Streets					
PAVSTRTS	E 100-43121-224 Street Maint Materials	\$23,450.00	\$24,064.50	\$50,000.00	\$25,935.50	48.13%
43121	Paved Streets	\$23,450.00	\$24,064.50	\$50,000.00	\$25,935.50	48.13%
43122	Unpaved Streets					
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$1,850.00	\$1,850.00	\$20,000.00	\$18,150.00	9.25%
43122	Unpaved Streets	\$1,850.00	\$1,850.00	\$20,000.00	\$18,150.00	9.25%
43125	Ice & Snow Removal					
SNOWREMO	E 100-43125-224 Street Maint Materials	\$0.00	\$0.00	\$22,000.00	\$22,000.00	0.00%
43125	Ice & Snow Removal	\$0.00	\$0.00	\$22,000.00	\$22,000.00	0.00%
43160	Street Lighting					
STLGHTG	E 100-43160-381 Electric Utilities	\$2,762.00	\$10,915.80	\$40,000.00	\$29,084.20	27.29%
43160	Street Lighting	\$2,762.00	\$10,915.80	\$40,000.00	\$29,084.20	27.29%
43240	Waste (refuse) Disposal					
REFDISPO	E 100-43240-384 Refuse/Garbage Dispo	\$175.00	\$175.00	\$5,000.00	\$4,825.00	3.50%
43240	Waste (refuse) Disposal	\$175.00	\$175.00	\$5,000.00	\$4,825.00	3.50%
43245	Recycling: Refuse					
RECYCLING	E 100-43245-384 Refuse/Garbage Dispo	\$6,299.18	\$30,982.46	\$83,000.00	\$52,017.54	37.33%
43245	Recycling: Refuse	\$6,299.18	\$30,982.46	\$83,000.00	\$52,017.54	37.33%
45186	Senior Center					
SRCENTER	E 100-45186-437 Other Miscellaneous	\$0.00	\$2,740.66	\$12,000.00	\$9,259.34	22.84%
45186	Senior Center	\$0.00	\$2,740.66	\$12,000.00	\$9,259.34	22.84%
45200	Parks (GENERAL)					
PARKS	E 100-45200-212 Motor Fuels	\$0.00	\$1,218.45	\$7,000.00	\$5,781.55	17.41%
PARKS	E 100-45200-220 Repair/Maint Supply (\$1,217.61	\$2,527.81	\$10,000.00	\$7,472.19	25.28%
PARKS	E 100-45200-225 Landscaping Materials	\$1,620.62	\$3,248.99	\$15,000.00	\$11,751.01	21.66%
PARKS	E 100-45200-310 Other Professional Ser	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PARKS	E 100-45200-381 Electric Utilities	\$321.41	\$462.64	\$3,000.00	\$2,537.36	15.42%
PARKS	E 100-45200-400 Repairs & Maint Cont (\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PARKS	E 100-45200-440 Programs	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PARKS	E 100-45200-580 Other Equipment	\$569.56	\$746.14	\$3,000.00	\$2,253.86	24.87%
45200	Parks (GENERAL)	\$3,729.20	\$8,204.03	\$38,000.00	\$29,795.97	21.59%
45500	Libraries (GENERAL)					
LIBRARY	E 100-45500-437 Other Miscellaneous	\$0.00	\$7,002.49	\$17,100.00	\$10,097.51	40.95%
45500	Libraries (GENERAL)	\$0.00	\$7,002.49	\$17,100.00	\$10,097.51	40.95%
48205	Damage Deposit Refunds					

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	June 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 YTD Balance	%YTD Budget
DMGDEPRF	E 100-48205-810 Refunds & Reimburse	\$2,600.00	\$7,902.50	\$15,000.00	\$7,097.50	52.68%
48205	Damage Deposit Refunds	\$2,600.00	\$7,902.50	\$15,000.00	\$7,097.50	52.68%
49360	Transfers Out					
TRNSFRS	E 100-49360-700 Transfers (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
49360	Transfers Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
49800	Transit (GENERAL)					
TRANSIT	E 100-49800-310 Other Professional Ser	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
49800	Transit (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
100	GENERAL FUND	\$222,680.82	\$759,967.98	\$2,262,104.00	\$1,502,136.02	33.60%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	June 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 YTD Balance	%YTD Budget
		\$222,680.82	\$759,967.98	\$2,262,104.00	\$1,502,136.02	33.60%

**CITY OF HANOVER
COUNTIES OF WRIGHT AND HENNEPIN
STATE OF MINNESOTA**

RESOLUTION NO 06-18-24-58

APPROVING DONATION TO THE HANOVER FIRE DEPARTMENT

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby accepts the donations for pool fills performed by the Hanover Fire Department from the following:

- Tony Stammeyer, 11156 14th St NE - \$250.00
- Karl Kiputh, Retire FF - \$40.00

BE IT FURTHER RESOVLED, that the City of Hanover expresses its appreciation for the donations for the Hanover Fire Department.

Adopted by the City Council this 18th day of June, 2024.

APPROVED BY:

ATTEST:

Chris Kauffman, Mayor

Jennifer Nash, City Administrator