

**AGENDA  
HANOVER CITY COUNCIL WORK SESSION MEETING  
JULY 16, 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 July 2, 2024 City Council Meeting (3)**
  - b. Approve Claims as Presented: (6)**

➤ Claims	\$ 126,285.36
➤ Payroll	\$ 11,673.49
➤ P/R taxes & Exp.	\$ 4,178.83
➤ Other Claims	<u>\$ 2,713.01</u>
➤ Total Claims	<u>\$ 144,850.69</u>
  - c. Resolution 07-16-24-64 Approving Donations to the Fire Department (45)**
- 4. Discussion - 2025 Preliminary General Fund Budget Development (46)**
- 5. Reports**
- 6. Adjournment**

**To:** Mayor Kauffman & Members of the Hanover City Council  
**From:** Jennifer Nash, City Administrator  
**Date:** July 10, 2024  
**Re:** Review of Tuesday, July 16, 2024 City Council Agenda

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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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  - b. **Approve Claims as Presented: (6)**

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➤ Other Claims	<u>\$ 2,713.01</u>
➤ Total Claims	<u>\$ 144,850.69</u>
  - c. **Resolution 07-16-24-64 Approving Donations to the Fire Department (45)**
4. **Discussion - 2025 Preliminary General Fund Budget Development (46)**  
*Brief staff report is attached. Staff has made good progress on the draft general fund budget for next year including conversations with department heads. More information will be available for Council discussion at this work session meeting.*
5. **Reports**
6. **Adjournment**

**CITY OF HANOVER  
CITY COUNCIL MEETING  
JULY 2, 2024**

**Call to Order:**

Mayor Chris Kauffman called the Council Meeting of Tuesday, July 2, 2024, to order at 7:00 p.m. Present were Mayor Chris Kauffman, Council Members Mike Amery, and Thomas Dierberger, Members Absent were MaryAnn Hallstein and Greg Zgutowicz. Also Present were City Administrator Jennifer Nash, City Clerk Jenny Peterson, City Attorney Jay Squires. Public Attendance: Deputy Broekema, Mike Gesellchen, Jackie Heinz, Butch Cox and Kathryn Lokken-Cox.

**Approval of Agenda:**

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

**Consent Agenda:**

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

- a. **Approve Minutes of June 18, 2024, Work Session Meetings**
- b. **Approve Claims as Presented:**
  - **Claims**                   \$ 163,960.64
  - **Payroll**                   \$ 17,940.35
  - **P/R taxes & Exp.**       \$ 8,887.15
  - **Other Claims**           \$ 3,034.90
  - **Total Claims**           \$ 193,823.04
- c. **Resolution 07-02-24-59 – Appointing 2024 Election Judges and Wage Increases**
- d. **Resolution 07-02-24-60 – Approving Temporary Intoxicating Liquor License**

**Motion carried unanimously.**

**Citizen’s Forum**

Jackie Heinz presented the Hanover Harvest Festival fireworks permit to the Council.

**A motion was made by Amery and seconded by Dierberger to approve the Hanover Harvest Festival Fireworks Permit. Motion carried.**

Heinz also inquired about mosquito control at the park before Harvest Festival. The Committee would like to split the cost with the city for the application which is approximately \$180 each entity. Mayor Kauffman will look into prior year services and discuss with the Harvest Festival Committee regarding the application and cost share.

## **Unfinished Business**

### **New Business**

**a. Resolution 07-02-24-61 – Approving CUP for Accessory Structure at 298 Jandel Ave**

Nash presented the staff report to the Council.

**A motion was made by Amery and seconded by Dierberger to approve Resolution 07-02-24-61 subject to the conditions listed. Motion Carried.**

**b. Resolution 07-02-24-62 – Approving 2023 Year End Transfer**

Nash presented the staff report to the Council. Discussion ensued regarding capital fund balances, park dedication funds and future projects.

**A Motion was made by Kauffman and seconded by Amery to approve Resolution 07-02-24-62 year-end transfers as amended of \$28,445 to the Fire Department Capital Fund, \$350,000 to Street Capital Fund, and \$100,000 to Park Capital Fund from the General Operating fund. Motion Carried.**

**c. Resolution 07-02-24-63 – Approving Printer for Newsletters**

Nash presented the staff report to the Council.

**A Motion was made by Amery and seconded by Dierberger to approve Resolution 07-02-24-63 approving a printer for quarterly newsletters. Motion carried.**

### **Reports**

- Dierberger the ASR is moving forward.
- Amery planning commission had a great discussion on changing our zoning.
- Amery went to Concert in the Park, great turnout, vendor's busy, Shane Martin was great and no bugs.
- Nash – highway is underway, there was a deputy directing evening traffic. Input was mixed with some wondering if this helped or hurt traffic. Council is fine with trying without deputy to see how traffic works. Nash relayed had inquired about temporary signal light, and response from engineers were they are normally installed with a detoured project versus a through traffic construction project.
- Peterson stated the Park Board will be working with WSB to establish a trail from the Rivers Edge development into Pheasant Run park.

**Adjournment**

**A motion was made by Amery and seconded by Dierberger to adjourn the meeting at 7:30 p.m. All in favor. Motion carried.**

APPROVED BY:

\_\_\_\_\_  
Chris Kauffman, Mayor

ATTEST:

\_\_\_\_\_  
Jenny Peterson, City Clerk/Asst to the City Administrator

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# HANOVER

## Payments



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Current Period: July 2024

**Payments Batch 071624 Claims**

\$126,285.36

Refer	157 ALEX AIR APPARATUS, INC	-			
Cash Payment	E 100-42220-221 Equipment Parts	Annual SCBA - Total Care Package Testing		\$2,962.44	
Invoice	8371 6/7/2024				
Transaction Date	7/9/2024	Cash	10100	<b>Total</b>	\$2,962.44 ✓
Refer	158 ASPEN MILLS	-			
Cash Payment	E 100-42220-260 Uniforms	Uniform - Cavanaugh		\$131.75	
Invoice	335173 6/25/2024				
Cash Payment	E 100-42220-260 Uniforms	Uniform - Frenz		\$152.91	
Invoice	335174 6/25/2024				
Transaction Date	7/9/2024	Cash	10100	<b>Total</b>	\$284.66 ✓
Refer	159 AT&T MOBILITY	Ck# 004536E 7/16/2024			
Cash Payment	E 100-43000-321 Telephone	PW Cell Phones - 05/26 - 06/25		\$139.16	
Invoice	X07032024 6/25/2024				
Transaction Date	7/9/2024	Cash	10100	<b>Total</b>	\$139.16 ✓
Refer	160 BEAUDRY OIL & PROPANE	-			
Cash Payment	E 100-43000-212 Motor Fuels	305 Gallons Unleaded		\$899.45	
Invoice	2661208 6/19/2024				
Cash Payment	E 100-43000-212 Motor Fuels	282.2 Gallons Diesel		\$795.52	
Invoice	2661207 6/19/2024				
Transaction Date	7/9/2024	Cash	10100	<b>Total</b>	\$1,694.97 ✓
Refer	161 BURSCHVILLE CONSTRUCTION	-			
Cash Payment	E 100-43122-224 Street Maint Materials	06/05/24 grading & rolling gravel roads and 06/11/24 grading PW rear parking lot		\$1,350.00	
Invoice	5145 6/21/2024				
Transaction Date	7/9/2024	Cash	10100	<b>Total</b>	\$1,350.00 ✓
Refer	162 CARSON, CLELLAND & SCHREDE	-			
Cash Payment	E 100-41610-304 Legal Fees	Legal Services - June 2024		\$63.84	
Invoice	5786 6/28/2024				
Transaction Date	7/9/2024	Cash	10100	<b>Total</b>	\$63.84 ✓
Refer	163 CENTERPOINT ENERGY	Ck# 004537E 7/16/2024			
Cash Payment	E 100-43000-383 Gas Utilities	Acct No 10801925-8 - PW Gas utilities 06/27 - 07/29		\$81.09	
Invoice					
Transaction Date	7/9/2024	Cash	10100	<b>Total</b>	\$81.09 ✓
Refer	164 CENTERPOINT ENERGY	Ck# 004538E 7/16/2024			
Cash Payment	E 100-42280-383 Gas Utilities	Acct 5774149-8 Fire Station Gas Utilities 06/24 - 07/29		\$29.30	
Invoice					
Transaction Date	7/9/2024	Cash	10100	<b>Total</b>	\$29.30 ✓
Refer	165 CENTERPOINT ENERGY	Ck# 004539E 7/16/2024			
Cash Payment	E 100-41940-383 Gas Utilities	Acct 5783209-9 City Hall Gas Utilities 06/27 - 07/29		\$43.24	
Invoice					
Transaction Date	7/9/2024	Cash	10100	<b>Total</b>	\$43.24 ✓
Refer	166 CENTURY LINK	-			
Cash Payment	E 100-42280-321 Telephone	Fire Station Landline - 06/28 - 07/27		\$69.00	
Invoice					

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## Payments

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Transaction Date	7/9/2024	Cash	10100	Total	\$69.00	✓
Refer	167 CINTAS			Ck# 004540E 7/16/2024		
Cash Payment	E 100-41940-310	Other Professional Servi	City Hall Medical Supplies		\$49.63	
Invoice	5218872076	7/2/2024				
Cash Payment	E 100-43000-215	Shop Supplies	PW Medical Supplies		\$20.92	
Invoice	5218872076	7/2/2024				
Transaction Date	7/9/2024	Cash	10100	Total	\$70.55	✓
Refer	168 CLASSIC CLEANING COMPANY, LL					
Cash Payment	E 100-41940-310	Other Professional Servi	Monthly Cleaning June 2024		\$325.00	
Invoice	36498	6/30/2024				
Cash Payment	E 100-41940-310	Other Professional Servi	Hall Special Cleanings - June 1,8,15,16,22,29		\$660.00	
Invoice	36498	6/30/2024				
Cash Payment	E 100-41940-310	Other Professional Servi	Shelter Special Cleanings - June 7,8,15,22,23,29,30		\$700.00	
Invoice	36498	6/30/2024				
Transaction Date	7/9/2024	Cash	10100	Total	\$1,685.00	✓
Refer	169 COMCAST					
Cash Payment	E 100-41940-321	Telephone	CH: Digital Voice & Internet 07/05 - 08/04		\$247.88	
Invoice		6/25/2024				
Transaction Date	7/9/2024	Cash	10100	Total	\$247.88	✓
Refer	170 Dehmer, Janel					
Cash Payment	E 100-48205-810	Refunds & Reimburse	Damage Deposit Return - 06/29/24 Event		\$100.00	
Invoice		7/1/2024				
Transaction Date	7/9/2024	Cash	10100	Total	\$100.00	✓
Refer	171 DWS PORTABLE SPARK & ARC					
Cash Payment	E 107-42220-580	Other Equipment	Container project		\$2,835.00	
Invoice	1003	6/23/2024				
Transaction Date	7/9/2024	Cash	10100	Total	\$2,835.00	✓
Refer	172 ELAN FINANCIAL SERVICES					
Cash Payment	E 100-42210-306	Dues & Subscriptions	Active 911 - Annual ActiveAlert Subscription		\$519.75	
Invoice		6/26/2024				
Transaction Date	7/9/2024	Cash	10100	Total	\$519.75	✓
Refer	173 FINKEN WATER SOLUTIONS			Ck# 004541E 7/16/2024		
Cash Payment	E 100-43000-215	Shop Supplies	Bottled Water Service - 07/01/24 -07/31/24		\$8.00	
Invoice	1432928	7/1/2024				
Transaction Date	7/9/2024	Cash	10100	Total	\$8.00	✓
Refer	174 Garcia, Elizabeth					
Cash Payment	E 100-48205-810	Refunds & Reimburse	Damage Deposit Return - 07/06/24 Event		\$350.00	
Invoice		7/8/2024				
Transaction Date	7/9/2024	Cash	10100	Total	\$350.00	✓
Refer	175 GRAINGER			Ck# 004542E 7/16/2024		
Cash Payment	E 100-45200-580	Other Equipment	Historical Bridge - epoxy adhesive for boards		\$106.86	
Invoice	9164361512	6/26/2024				
Transaction Date	7/9/2024	Cash	10100	Total	\$106.86	✓
Refer	176 Handler, Michael					
Cash Payment	E 406-45200-440	Programs	July 17th Concert in the Park Performance		\$850.00	
Invoice		7/17/2024				
Transaction Date	7/9/2024	Cash	10100	Total	\$850.00	✓

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## Payments

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Refer	177 <u>HARDWARE HANK</u>			
Cash Payment	E 100-45200-220	Repair/Maint Supply (G	Sprinkler Repair Supplies	\$22.94
Invoice	92820	6/11/2024		
Cash Payment	E 100-43000-215	Shop Supplies	Tarp and straps	\$34.39
Invoice	94807	6/20/2024		
Transaction Date	7/9/2024	Cash	10100	<b>Total</b> \$57.33 ✓
Refer	179 <u>HENNEPIN COUNTY SHERIFF SER</u>			
Cash Payment	E 100-42101-310	Other Professional Servi	2nd Quarter 2024 Patrol Services	\$24,495.25
Invoice	1000228581	6/28/2024		
Transaction Date	7/9/2024	Cash	10100	<b>Total</b> \$24,495.25 ✓
Refer	178 <u>HERBST, CHRIS OR JENNIFER</u>			
Cash Payment	E 100-48205-810	Refunds & Reimbusem	Damage Deposit Return - June 20, 2024 Event	\$100.00
Invoice		7/1/2024		
Transaction Date	7/9/2024	Cash	10100	<b>Total</b> \$100.00 ✓
Refer	180 <u>Innovative Office Solutions LLC</u>			
Cash Payment	E 100-41570-200	Office Supplies (GENER	Keyboard	\$12.62
Invoice	4571724	6/26/2024		
Cash Payment	E 100-43121-224	Street Maint Materials	Paper for street crack filling	\$124.64
Invoice	4571724	6/26/2024		
Transaction Date	7/9/2024	Cash	10100	<b>Total</b> \$137.26 ✓
Refer	188 <u>MENARDS - MAPLE GROVE</u>			
Cash Payment	E 100-43000-212	Motor Fuels	Diesel Exhaust Fluid	\$18.96
Invoice	33224	6/6/2024		
Cash Payment	E 100-43000-260	Uniforms	Cargo Shorts	\$19.99
Invoice	33224	6/6/2024		
Cash Payment	E 100-45200-220	Repair/Maint Supply (G	Sprinkler System Storage Box/Cover/House	\$239.94
Invoice	33224	6/6/2024		
Transaction Date	7/9/2024	Cash	10100	<b>Total</b> \$278.89 ✓
Refer	181 <u>MN FIRE SERVICE CERTIFICATIO</u>			
Cash Payment	E 100-42240-208	Training and Instruction	Firefighter I Certification Exam - Cavanaugh, Frenz	\$252.00
Invoice	12858	6/12/2024		
Cash Payment	E 100-42240-208	Training and Instruction	Has Mat Operations - Cavanaugh, Frenz	\$357.00
Invoice	12858	6/12/2024		
Cash Payment	E 100-42240-208	Training and Instruction	Firefighter II Certification Exam - Cavanaugh, Frenz	\$252.00
Invoice	12858	6/12/2024		
Transaction Date	7/9/2024	Cash	10100	<b>Total</b> \$861.00 ✓
Refer	189 <u>MN PEIP</u>			
Cash Payment	G 100-21706	Medical/Dental Ins	Medical / Dental Insurance - August 2024	\$3,222.27
Invoice	1413116	7/10/2024		
Cash Payment	G 100-21707	Life Ins	Life Insurance - August 2024	\$56.68
Invoice	1413116	7/10/2024		
Transaction Date	7/9/2024	Cash	10100	<b>Total</b> \$3,278.95 ✓
Refer	182 <u>NORTHLAND TRUST</u>			
Cash Payment	E 315-47000-611	Bond Interest	Ck# 004543E 7/16/2024 2016 A GO CIP Bond - Interest	\$16,635.00
Invoice				
Transaction Date	7/9/2024	Cash	10100	<b>Total</b> \$16,635.00 ✓
Refer	183 <u>NORTHWEST LANDSCAPE</u>			



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Cash Payment	E 100-45200-220	Repair/Maint Supply (G	Sprinkler System Repair		\$267.50	
Invoice	539329	6/19/2024				
Cash Payment	E 100-45200-220	Repair/Maint Supply (G	Sprinkler System Repair		\$332.50	
Invoice	539352	6/25/2024				
Transaction Date	7/9/2024	Cash	10100	<b>Total</b>	\$600.00	✓
Refer	184	REPUBLIC SERVICES #894	Ck# 004544E	7/16/2024		
Cash Payment	E 100-43245-384	Refuse/Garbage Dispos	Account 3-0894-9894068	Recycling June 2024	\$6,123.18	
Invoice	0894-006747756	6/30/2024				
Transaction Date	7/9/2024	Cash	10100	<b>Total</b>	\$6,123.18	✓
Refer	185	REPUBLIC SERVICES #894	Ck# 004545E	7/16/2024		
Cash Payment	E 100-41940-384	Refuse/Garbage Dispos	Account 3-0894-348325	City Hall Garbage - July 2024	\$344.45	
Invoice	0894-006740541	6/30/2024				
Cash Payment	E 100-41940-384	Refuse/Garbage Dispos	Account 3-0894-348325	City Hall Organic Recycling - July 2024	\$315.92	
Invoice	0894-006740541	6/30/2024				
Cash Payment	E 100-42280-220	Repair/Maint Supply (G	Account 3-0894-3468325	Fire Station Garbage - July 2024	\$46.71	
Invoice	0894-006740541	6/30/2024				
Cash Payment	E 100-43000-384	Refuse/Garbage Dispos	Account 3-0894-3468325	Public Works Gabage - July 2024	\$170.54	
Invoice	0894-006740541	6/30/2024				
Transaction Date	7/9/2024	Cash	10100	<b>Total</b>	\$877.62	✓
Refer	186	RTS MECHANICAL, LLC				
Cash Payment	E 100-41940-220	Repair/Maint Supply (G	PW - Wall mounted Exhaust fan shaking - cleared nest and dead bird out to fix problem.		\$351.00	
Invoice	4334	7/1/2024				
Transaction Date	7/9/2024	Cash	10100	<b>Total</b>	\$351.00	✓
Refer	191	RUSSELL SECURITY RESOURCE I	Ck# 004546E	7/16/2024		
Cash Payment	E 100-41940-520	Buildings and Structures	Key Fobs and Cards		\$224.00	
Invoice	A48989	7/9/2024				
Cash Payment	E 100-42280-220	Repair/Maint Supply (G	Key Fobs and Cards		\$224.00	
Invoice	A48989	7/9/2024				
Transaction Date	7/9/2024	Cash	10100	<b>Total</b>	\$448.00	✓
Refer	187	Sign Solutions USA LLC				
Cash Payment	E 100-43000-226	Sign Repair Materials	Weight Limit 9 Ton signs		\$86.86	
Invoice	412501	7/2/2024				
Transaction Date	7/9/2024	Cash	10100	<b>Total</b>	\$86.86	✓
Refer	190	SQUIRES, WALDSPURGER & MAC				
Cash Payment	E 100-41610-304	Legal Fees	Miscellaneous Fees and Meetings		\$678.00	
Invoice	169	6/26/2024				
Cash Payment	E 818-41610-310	Other Professional Servi	Hilltop Bar Project		\$305.50	
Invoice	169	6/26/2024		Project 208281		
Cash Payment	E 818-41610-310	Other Professional Servi	Highlands and Vistas		\$235.00	
Invoice	169	6/26/2024		Project 208360		
Cash Payment	E 818-41610-310	Other Professional Servi	Manley - highlands vistas		\$1,292.50	
Invoice	169	6/26/2024		Project 208355		
Transaction Date	7/9/2024	Cash	10100	<b>Total</b>	\$2,511.00	✓
Refer	193	THE HARTFORD	Ck# 004547E	7/16/2024		
Cash Payment	G 100-21707	Life Ins	LTD & STD Insurance - July 2024		\$207.11	
Invoice	720813066022					

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Transaction Date	7/9/2024	Cash	10100	<b>Total</b>	\$207.11	✓
Refer	194 VAULT HEALTH	<u>Ck# 004548E 7/16/2024</u>				
Cash Payment	E 100-42000-437 Other Miscellaneous	Peddler License Background Check - Amundson, Daniel			\$20.45	
Invoice	FL00637641 7/2/2024					
Transaction Date	7/9/2024	Cash	10100	<b>Total</b>	\$20.45	✓
Refer	195 VEOLIA WATER NORTH AMERICA					
Cash Payment	E 601-43252-310 Other Professional Servi	Water Service - August 2024			\$4,617.60	
Invoice	900162779 7/1/2024					
Cash Payment	E 602-43252-310 Other Professional Servi	Sewer Service - August 2024			\$6,687.40	
Invoice	900162779 7/1/2024					
Transaction Date	7/9/2024	Cash	10100	<b>Total</b>	\$11,305.00	✓
Refer	196 WESTSIDE WHOLESALE TIRE & S	<u>Ck# 004549E 7/16/2024</u>				
Cash Payment	E 100-43000-220 Repair/Maint Supply (G	Skid Steer Tire Repair			\$43.00	
Invoice	946969 7/2/2024					
Transaction Date	7/9/2024	Cash	10100	<b>Total</b>	\$43.00	✓
Refer	197 Wortman, Janel					
Cash Payment	E 100-42240-208 Training and Instruction	Reimbursement - CPR Class for EMR Recert			\$50.00	
Invoice	6/25/2024					
Transaction Date	7/9/2024	Cash	10100	<b>Total</b>	\$50.00	✓
Refer	198 Wright County Finance					
Cash Payment	E 100-42102-310 Other Professional Servi	WC Patrol Services - July 2024			\$12,810.00	
Invoice	200015585 7/3/2024					
Cash Payment	E 100-42102-310 Other Professional Servi	WC Patrol Fines - June 2024			\$159.98	
Invoice	200015584 7/3/2024					
Transaction Date	7/9/2024	Cash	10100	<b>Total</b>	\$12,969.98	✓
Refer	199 WRIGHT COUNTY JOURNAL PRES					
Cash Payment	E 100-41970-341 Employment	Admin Assistant Listing			\$184.13	
Invoice	8067584 6/2/2024					
Cash Payment	E 100-41970-341 Employment	Finance Manager Listing			\$135.03	
Invoice	8067585 6/2/2024					
Cash Payment	E 100-41970-341 Employment	Discount on Listings			-\$37.97	
Invoice						
Cash Payment	E 818-41970-351 Legal Notices Publishing	Public Hearing Notice - 298 Jandel Ave NE CUP			\$33.75	
Invoice	8067722 6/13/2024	Project 208361				
Cash Payment	E 818-41970-351 Legal Notices Publishing	Ordinance Amendment 2024-02			\$48.75	
Invoice	8067769 6/27/2024	Project 208352				
Transaction Date	7/9/2024	Cash	10100	<b>Total</b>	\$363.69	✓
Refer	200 WRIGHT-HENNEPIN COOPERATIV	<u>Ck# 004550E 7/16/2024</u>				
Cash Payment	E 100-45200-381 Electric Utilities	Eagle View Park			\$20.21	
Invoice	35031403342 6/20/2024					
Cash Payment	E 100-43000-310 Other Professional Servi	PW Fire Panel Monitoring and Inspection			\$52.90	
Invoice	35031403342 6/20/2024					
Transaction Date	7/9/2024	Cash	10100	<b>Total</b>	\$73.11	✓
Refer	201 WSB & ASSOCIATES, INC.	<u>Ck# 004551E 7/16/2024</u>				
Cash Payment	E 100-41950-303 Engineering Fees	General Engineering and Meeting Services - May 2024			\$1,972.50	
Invoice	R-023770-000-5 6/28/2024					

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## Payments

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**Current Period: July 2024**

Cash Payment	E 601-41950-310	Other Professional Servi	Lead Service Line - May 2024		\$1,269.00
Invoice	R-023770-000-5	6/28/2024			
Cash Payment	E 100-42401-310	Other Professional Servi	ROW and Building Permit - May 2024		\$1,705.00
Invoice	R-023770-000-5	6/28/2024			
Cash Payment	E 832-41950-310	Other Professional Servi	CRHW 5th - May 2024		\$531.00
Invoice	R-017806-000-38	6/28/2024			
Cash Payment	E 834-41950-310	Other Professional Servi	CRHW 6th - May 2024		\$649.00
Invoice	R-019689-000-26	6/28/2024			
Cash Payment	E 418-43121-310	Other Professional Servi	CSAH 19 - May 2024		\$15,685.94
Invoice	R-019152-000-31	6/28/2024		Project 208300	
Cash Payment	E 603-43150-310	Other Professional Servi	MS4 Services - May 2024		\$1,995.00
Invoice	R-013432-000-44	6/28/2024			
Cash Payment	E 818-41950-310	Other Professional Servi	River Road Development (Sunram) - May 2024		\$414.00
Invoice	R-020628-000-24	6/28/2024		Project 208341	
Cash Payment	E 829-41950-310	Other Professional Servi	River Town Villas - May 2024		\$265.50
Invoice	R-013676-000-62	6/28/2024			
Cash Payment	E 838-41950-310	Other Professional Servi	Rivers Edge 5th - May 2024		\$3,959.00
Invoice	R-023612-000-6	6/28/2024			
Cash Payment	E 818-41950-310	Other Professional Servi	Manley Highlands / Vistas - May 2024		\$2,090.00
Invoice	R-020629-000-11	6/28/2024		Project 208355	
Cash Payment	E 818-41950-310	Other Professional Servi	Highlands and Vistas - May 2024		\$385.00
Invoice	R-020629-000-11	6/28/2024		Project 208360	
Transaction Date	7/9/2024	Cash	10100	<b>Total</b>	<b>\$30,920.94</b> ✓

### Fund Summary

	10100 Cash
100 GENERAL FUND	\$65,501.42
107 FIRE DEPT DONATIONS FUND	\$2,835.00
315 2016A GO CIP BOND	\$16,635.00
406 CHARITABLE GAMBLING PROCEEDS	\$850.00
418 STREET CAPITAL PROJ FUND	\$15,685.94
601 WATER ENTERPRISE FUND	\$5,886.60
602 SEWER ENTERPRISE FUND	\$6,687.40
603 STORM WATER ENTERPRISE FUND	\$1,995.00
818 MISC ESCROWS FUND	\$4,804.50
829 RIVER TOWN VILLAS DEVEL AGRMT	\$265.50
832 CROW RVR HTS 5TH DEVEL AGRMT	\$531.00
834 CROW RVR HTS 6TH DEVEL AGRMT	\$649.00
838 RIVERS EDGE 5 DEVEL AGRMT	\$3,959.00
	\$126,285.36

Pre-Written Checks	\$55,826.61
Checks to be Generated by the Computer	\$70,458.75
Total	\$126,285.36

**\*Check Summary Register©**

Batch: 071624 Claims

Name	Check Date	Check Amt	
<b>10100 Cash</b>			
4536e AT&T MOBILITY	7/16/2024	\$139.16	PW Cell Phones - 05/26 - 06/25
4537e CENTERPOINT ENERGY	7/16/2024	\$81.09	Acct No 10801925-8 - PW Gas utilities 06/27 -
4538e CENTERPOINT ENERGY	7/16/2024	\$29.30	Acct 5774149-8 Fire Station Gas Utilities 06/24
4539e CENTERPOINT ENERGY	7/16/2024	\$43.24	Acct 5783209-9 City Hall Gas Utilities 06/27 - 0
4540e Cintas Corp.	7/16/2024	\$70.55	City Hall Medical Supplies
4541e FINKEN WATER SOLUTIONS	7/16/2024	\$8.00	Bottled Water Service - 07/01/24 -07/31/24
4542e GRAINGER	7/16/2024	\$106.86	Historical Bridge - epoxy adhesive for boards
4543e Northland Trust Services	7/16/2024	\$16,635.00	2016 A GO CIP Bond - Interest
4544e REPUBLIC SERVICES #894	7/16/2024	\$6,123.18	Account 3-0894-9894068 Recycling June 2024
4545e REPUBLIC SERVICES #894	7/16/2024	\$877.62	Account 3-0894-348325 City Hall Garbage - Jul
4546e RUSSELL SECURITY RESOURC	7/16/2024	\$448.00	Key Fobs and Cards
4547e The Hartford	7/16/2024	\$207.11	LTD & STD Insurance - July 2024
4548e Vault Health	7/16/2024	\$20.45	Peddler License Background Check - Amunds
4549e WESTSIDE WHOLESALE TIRE &	7/16/2024	\$43.00	Skid Steer Tire Repair
4550e Wright-Hennepin Coop Electric	7/16/2024	\$73.11	Eagle View Park
4551e WSB & ASSOCIATES, INC.	7/16/2024	\$30,920.94	General Engineering and Meeting Services - M
37762 ALEX AIR APPARATUS, INC	7/16/2024	\$2,962.44	Annual SCBA - Total Care Package Testing
37763 ASPEN MILLS	7/16/2024	\$284.66	Uniform - Cavanaugh
37764 BEAUDRY OIL & PROPANE	7/16/2024	\$1,694.97	305 Gallons Unleaded
37765 BURSCHVILLE CONSTRUCTION	7/16/2024	\$1,350.00	06/05/24 grading & rolling gravel roads and 06/
37766 CARSON, CLELLAND & SCHRED	7/16/2024	\$63.84	Legal Services - June 2024
37767 CENTURY LINK	7/16/2024	\$69.00	Fire Station Landline - 06/28 - 07/27
37768 CLASSIC CLEANING COMPANY	7/16/2024	\$1,685.00	Monthly Cleaning June 2024
37769 COMCAST	7/16/2024	\$247.88	CH: Digital Voice & Internet 07/05 - 08/04
37770 Dehmer, Janel	7/16/2024	\$100.00	Damage Deposit Return - 06/29/24 Event
37771 DWS PORTABLE SPARK & ARC	7/16/2024	\$2,835.00	Container project
37772 ELAN FINANCIAL SERVICES	7/16/2024	\$519.75	Active 911 - Annual ActiveAlert Subscription
37773 Garcia, Elizabeth	7/16/2024	\$350.00	Damage Deposit Return - 07/06/24 Event
37774 Handler, Michael	7/16/2024	\$850.00	July 17th Concert in the Park Performance
37775 HARDWARE HANK	7/16/2024	\$57.33	Sprinkler Repair Supplies
37776 HENNEPIN COUNTY SHERIFF S	7/16/2024	\$24,495.25	2nd Quarter 2024 Patrol Services
37777 HERBST, CHRIS OR JENNIFER	7/16/2024	\$100.00	Damage Deposit Return - June 20, 2024 Event
37778 Innovative Office Solutions LL	7/16/2024	\$137.26	Keyboard
37779 MENARDS - MAPLE GROVE	7/16/2024	\$278.89	Diesel Exhaust Fluid
37780 MFSCB	7/16/2024	\$861.00	Firefighter I Certification Exam - Cavanaugh, Fr
37781 MN PEIP	7/16/2024	\$3,278.95	Medical / Dental Insurance - August 2024
37782 NORTHWEST LANDSCAPE	7/16/2024	\$600.00	Sprinkler System Repair
37783 Ronald L. Spande	7/16/2024	\$351.00	PW - Wall mounted Exhaust fan shaking - clea
37784 Sign Solutions USA LLC	7/16/2024	\$86.86	Weight Limit 9 Ton signs
37785 Squires & Waldspurger & Mace	7/16/2024	\$2,511.00	Miscellaneous Fees and Meetings
37786 Veolia Water North America	7/16/2024	\$11,305.00	Water Service - August 2024
37787 Wortman, Janel	7/16/2024	\$50.00	Reimbursement - CPR Class for EMR Recert
37788 Wright County Finance	7/16/2024	\$12,969.98	WC Patrol Services - July 2024
37789 WRIGHT COUNTY JOURNAL PR	7/16/2024	\$363.69	Admin Assistant Listing
<b>Total Checks</b>		<b>\$126,285.36</b>	

FILTER: ((([Act Year]='2024' and [period] in (7))) and (Source in ('071624 Claims')))

4551

JUL 0 1 2024



June 28, 2024

Ms. Jennifer Nash  
City of Hanover  
11250 5<sup>th</sup> Street NE  
Hanover, MN 55341

Re: May 2024 Invoices

Dear Ms. Nash:

Enclosed please find a list of the current invoices for professional engineering services during the month of May 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

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## Project Budget Tracking

For the period 5/1/2024 - 5/31/2024

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	\$ 4,946.50	Hourly	\$ 14,683.50		Nash, Jennifer
HANO - Crow River Heights West 5th	R-017806-000	Edison, Jennifer	\$ 531.00	Hourly	\$ 38,708.50		Nash, Jennifer
HANO - Crow River Heights West 6th Addition	R-018689-000	Edison, Jennifer	\$ 649.00	Hourly	\$ 110,513.50		Nash, Jennifer
HANO - CSAH 19 (CSAH 20 to North of 5th Street)	R-019152-000	Plowman, Andrew	\$ 15,685.94	Net to Exceed	\$ 398,861.58		Nash, Jennifer
HANO - MS4 Services	R-013432-000	Martensson, Niklas	\$ 1,995.00	Hourly	\$ 33,680.90		Nash, Jennifer
HANO - River Road Development (Sunram)	R-020628-000	Edison, Jennifer	\$ 414.00	Variety	\$ 101,932.00		Nash, Jennifer
HANO - River Town Villas	R-013676-000	Edison, Jennifer	\$ 265.50	Hourly	\$ 55,349.50		Nash, Jennifer
HANO - Rivers Edge of Hanover 5th Addition	R-023612-000	Edison, Jennifer	\$ 3,959.00	Hourly	\$ 19,607.75		Nash, Jennifer
HANO - The Highlands and Vistas	R-020629-000	Edison, Jennifer	\$ 2,475.00	Hourly	\$ 15,646.00		Nash, Jennifer
<b>Final Totals</b>			<b>\$ 30,920.94</b>				

601-41950-310

\$1269

100-41950-303

\$1972.50

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SUITE 300  
MINNEAPOLIS, MN  
55416

100-42401-310  
\$1705



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

June 28, 2024  
Project/Invoice: R-023770-000 - 5  
Reviewed by: Justin Messner  
Project Manager: Jennifer Edison

2024 General Engineering Services  
Professional Services from May 1, 2024 to May 31, 2024

Phase 001 General Engineering  
Project Management

		Hours	Rate	Amount	
Edison, Jennifer	5/6/2024	.75	220.00	165.00	
erosion control review for complaints on 9813 Jordan					
Edison, Jennifer	5/21/2024	1.00	220.00	220.00	
call with John Seifert and Justin Babcock on lead service coordination in Hanover					
Edison, Jennifer	5/22/2024	.50	220.00	110.00	
Lead service line replacement					
Elfstrand, Erika	5/3/2024	1.00	118.00	118.00	
MS4 investigation for City complaint at 9815 Jordan					
Elfstrand, Erika	5/7/2024	.50	118.00	59.00	
MS4 rainfall compliant check 9815 Jordan					
Elfstrand, Erika	5/8/2024	.25	118.00	29.50	
MS4 report email 9815 Jordan					
Totals		4.00		701.50	
Total Labor					701.50
				Total this Task	\$701.50

Miscellaneous

		Hours	Rate	Amount
Babcock, Justin	5/15/2024	.50	131.00	65.50
LSL				
Edison, Jennifer	5/1/2024	1.50	220.00	330.00
meeting at Steve Voss's house to look at his drainage				
Edison, Jennifer	5/8/2024	.75	220.00	165.00
answering resident drainage questions				
Edison, Jennifer	5/9/2024	.75	220.00	165.00
answering resident drainage questions				
Edison, Jennifer	5/29/2024	.50	220.00	110.00
drainage questions at 9779 Jeremiah Ct - call with Wright County Soil and Water Conservation to discuss drainage in backyard				
Edison, Jennifer	5/30/2024	.75	220.00	165.00
communication updates for the City on projects				

Project	R-023770-000	HANO - 2024 General Engineering Services	Invoice	5
Gazdik, Stephen	5/23/2024	1.00	158.00	158.00
<b>Lead Service Line Inventory</b>				
Osmek, Courtney	5/21/2024	4.00	82.00	328.00
Mapping sump locations				
Osmek, Courtney	5/22/2024	3.50	82.00	287.00
Mapping sump locations				
Xayana, Crystal	5/22/2024	.50	85.00	42.50
<b>LSL postcard design</b>				
Xayana, Crystal	5/23/2024	.50	85.00	42.50
<b>LSL postcard design</b>				
Xayana, Crystal	5/28/2024	.50	85.00	42.50
<b>Lead service line (LSL) postcard</b>				
Totals		14.75		1,901.00
<b>Total Labor</b>				<b>1,901.00</b>
<b>Total this Task</b>				<b>\$1,901.00</b>
 Meetings				
<b>Hours      Rate      Amount</b>				
Babcock, Justin	5/22/2024	.50	131.00	65.50
<b>Updates meeting LSL</b>				
Totals		.50		65.50
<b>Total Labor</b>				<b>65.50</b>
<b>Total this Task</b>				<b>\$65.50</b>
 Council Meetings (\$40)				
<b>Unit Billing</b>				
Meetings/Council Meetings (\$40)				
5/31/2024		1.0 Meeting @ 40.00		40.00
<b>Total Units</b>				<b>40.00</b>
<b>Total this Task</b>				<b>\$40.00</b>
 GIS Mapping				
<b>Hours      Rate      Amount</b>				
Fuchs, Justin	5/31/2024	.50	119.00	59.50
Datafi GIS utility updates				
Gazdik, Stephen	5/7/2024	1.00	158.00	158.00
GIS Mapping (Fire Coverage Map)				
Gazdik, Stephen	5/29/2024	2.00	158.00	316.00
<b>Lead Service Line Inventory GIS Mapping</b>				
Totals		3.50		533.50
<b>Total Labor</b>				<b>533.50</b>
<b>Total this Task</b>				<b>\$533.50</b>
<b>Total this Phase</b>				<b>\$3,241.50</b>

Phase            002            ROW Permits  
Plan Review



Project	R-023770-000	HANO - 2024 General Engineering Services	Invoice	5
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		Hours	Rate	Amount	
Edison, Jennifer	5/22/2024	.25	220.00	55.00	100-42401-310 Bldg Insp Other
1259 Irvine					
Edison, Jennifer	5/23/2024	.25	220.00	55.00	
Rivers Edge 5th					
Edison, Jennifer	5/24/2024	.50	220.00	110.00	
CSah 19 Improvements					
Edison, Jennifer	5/29/2024	.25	220.00	55.00	
354 Emmy					
Totals		1.25		275.00	
<b>Total Labor</b>					<b>275.00</b>
			<b>Total this Task</b>		<b>\$275.00</b>
			<b>Total this Phase</b>		<b>\$275.00</b>

Phase	003	Building Permits
Plan Review		

100-42401-310


		Hours	Rate	Amount
Edison, Jennifer	5/1/2024	.25	220.00	55.00
11663 5th Street				
Edison, Jennifer	5/1/2024	.25	220.00	55.00
11687 5th Street				
Edison, Jennifer	5/2/2024	.25	220.00	55.00
11583 5th Street				
Edison, Jennifer	5/2/2024	.25	220.00	55.00
1649 Emmy				
Edison, Jennifer	5/2/2024	.25	220.00	55.00
543 Mallard				
Edison, Jennifer	5/2/2024	.25	220.00	55.00
948 Emmy				
Edison, Jennifer	5/3/2024	.25	220.00	55.00
11639 5th Street				
Edison, Jennifer	5/3/2024	.25	220.00	55.00
1744 Oak Ridge				
Edison, Jennifer	5/3/2024	.25	220.00	55.00
1833 Oak Ridge				
Edison, Jennifer	5/3/2024	.25	220.00	55.00
1850 Oak Ridge				
Edison, Jennifer	5/7/2024	.25	220.00	55.00
1228 Deerpath Drive				
Edison, Jennifer	5/7/2024	.25	220.00	55.00
1761 Oak Ridge Street				
Edison, Jennifer	5/7/2024	.25	220.00	55.00
371 Emmy				
Edison, Jennifer	5/13/2024	.25	220.00	55.00
363 Emmy				
Edison, Jennifer	5/14/2024	.75	220.00	165.00
11531 River Road				

Project	R-023770-000	HANO - 2024 General Engineering Services			Invoice	5
Edison, Jennifer	1782 Oak Ridge	5/15/2024	.25	220.00	55.00	
Edison, Jennifer	11517 5th street	5/16/2024	.25	220.00	55.00	
Edison, Jennifer	11624 5th street	5/17/2024	.25	220.00	55.00	
Edison, Jennifer	11798 5th Street	5/17/2024	.25	220.00	55.00	
Edison, Jennifer	374 Emmy	5/20/2024	.25	220.00	55.00	
Edison, Jennifer	543 Mallard	5/20/2024	.25	220.00	55.00	
Edison, Jennifer	11531 River Road	5/29/2024	.50	220.00	110.00	
Edison, Jennifer	9777 Jasmine	5/31/2024	.25	220.00	55.00	
Totals				6.50	1,430.00	
<b>Total Labor</b>						<b>1,430.00</b>
					<b>Total this Task</b>	<b>\$1,430.00</b>
					<b>Total this Phase</b>	<b>\$1,430.00</b>
					<b>Total this Invoice</b>	<b><u><u>\$4,946.50</u></u></b>

**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Labor	4,906.50	9,657.00	14,563.50
Units	40.00	80.00	120.00
<b>Totals</b>	<b>4,946.50</b>	<b>9,737.00</b>	<b>14,683.50</b>

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 55416

832-41950-310  
 CRHW 5th  
 Engineer  
 other Prof Svc  


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

June 28, 2024  
 Project/Invoice: R-017806-000 - 38  
 Reviewed by: Justin Messner  
 Project Manager: Jennifer Edison

Crow River Heights West 5th  
Professional Services from May 1, 2024 to May 31, 2024

Phase 002 Construction  
 Erosion Control Compliance Inspections

			Hours	Rate	Amount
Elfstrand, Erika	5/6/2024		.25	118.00	29.50
MS4 emails					
Elfstrand, Erika	5/7/2024		.50	118.00	59.00
MS4 rainfall					
Elfstrand, Erika	5/8/2024		.25	118.00	29.50
MS4 report email					
Elfstrand, Erika	5/22/2024		1.00	118.00	118.00
MS4 rainfall site inspection					
Elfstrand, Erika	5/23/2024		.50	118.00	59.00
MS4 report					
Elfstrand, Erika	5/28/2024		2.00	118.00	236.00
MS4 weekly inspection					
Totals			4.50		531.00
<b>Total Labor</b>					<b>531.00</b>
				<b>Total this Task</b>	<b>\$531.00</b>
				<b>Total this Phase</b>	<b>\$531.00</b>
				<b>Total this Invoice</b>	<b><u>\$531.00</u></b>

**Billings to Date**

	Current	Prior	Total
Labor	531.00	38,177.50	38,708.50
<b>Totals</b>	<b>531.00</b>	<b>38,177.50</b>	<b>38,708.50</b>

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

701 XENIA AVENUE S  
 SUITE 300  
 MINNEAPOLIS, MN  
 55416

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

June 28, 2024  
 Project/Invoice: R-019689-000 - 26  
 Reviewed by: Justin Messner  
 Project Manager: Jennifer Edison

Crow River Heights West 6th Addition  
**Professional Services from May 1, 2024 to May 31, 2024**

Phase 003 Construction  
 Erosion Control Compliance Inspection

		Hours	Rate	Amount	
Elfstrand, Erika	5/3/2024	1.00	118.00	118.00	
MS4 weekly					
Elfstrand, Erika	5/6/2024	.25	118.00	29.50	
MS4 emails					
Elfstrand, Erika	5/7/2024	1.00	118.00	118.00	
MS4 rainfall					
Elfstrand, Erika	5/8/2024	.25	118.00	29.50	
MS4 report email					
Elfstrand, Erika	5/14/2024	1.50	118.00	177.00	
MS4 site check					
Elfstrand, Erika	5/22/2024	1.00	118.00	118.00	
MS4 rainfall and weekly site inspection					
Elfstrand, Erika	5/23/2024	.50	118.00	59.00	
MS4 report					
	<b>Totals</b>	<b>5.50</b>		<b>649.00</b>	
	<b>Total Labor</b>				<b>649.00</b>
			<b>Total this Task</b>		<b>\$649.00</b>
			<b>Total this Phase</b>		<b>\$649.00</b>
			<b>Total this Invoice</b>		<b>\$649.00</b>

**Billings to Date**

	Current	Prior	Total
Labor	649.00	109,864.50	110,513.50
<b>Totals</b>	<b>649.00</b>	<b>109,864.50</b>	<b>110,513.50</b>

701 XENIA AVENUE S  
 SUITE 300  
 MINNEAPOLIS, MN  
 55416

418-43121-310  
 Street Capital  
 Paved Streets  
 Other Prof Svcs  
 wsb  
 Proj 208300

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

June 28, 2024  
 Project/Invoice: R-019152-000 - 31  
 Reviewed by: Jennifer Edison  
 Project Manager: Andrew Plowman

CSAH 19 (CSAH 20 to North of 5th Street)  
Professional Services from May 1, 2024 to May 31, 2024

Phase 001 Phase 1 - Preliminary Design  
 Roadway Concept Design

		Hours	Rate	Amount	
Kochmann, Charles	5/7/2024	2.00	194.00	388.00	
Roadway Design					
Totals		2.00		388.00	
<b>Total Labor</b>					<b>388.00</b>
			<b>Total this Task</b>		<b>\$388.00</b>

Public Engagement and Business Owner Meetings

		Hours	Rate	Amount	
Earp, Ryan	5/31/2024	2.50	220.00	550.00	
coordination of Hanover website updates					
Gazdik, Stephen	5/29/2024	2.00	158.00	316.00	
Project Site Updating					
Gazdik, Stephen	5/31/2024	2.50	158.00	395.00	
Project Site Updating, Swipe GIS Mapping					
Kazmierczak, Chevelle	5/21/2024	.50	115.00	57.50	
Website update					
Kazmierczak, Chevelle	5/29/2024	2.50	115.00	287.50	
Website updates + Fix URL					
Kazmierczak, Chevelle	5/30/2024	1.00	115.00	115.00	
Website + Fix URL					
Kazmierczak, Chevelle	5/31/2024	1.00	115.00	115.00	
Website updates & fix URL					
Totals		12.00		1,836.00	
<b>Total Labor</b>					<b>1,836.00</b>
			<b>Total this Task</b>		<b>\$1,836.00</b>

Office Survey

		Hours	Rate	Amount
Lawrenz, Trevor	5/7/2024	6.00	180.00	1,080.00

Project	R-019152-000	HANO - CSAH 19 (CSAH 20 to North of 5th	Invoice	31	
staking comps					
Vogt, Richard		5/7/2024	1.00	159.00	159.00
Jack only comps					
Totals			7.00		1,239.00
<b>Total Labor</b>					<b>1,239.00</b>
<b>Total this Task</b>					<b>\$1,239.00</b>

Field Survey 2-Person Crew

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Fasching, Samuel		5/8/2024	7.00	64.00	448.00	
Survey with Jack V.						
Fasching, Samuel		5/16/2024	5.00	64.00	320.00	
Survey with Jack V.						
Vogt, Richard		5/8/2024	7.00	186.00	1,302.00	
Jack-Sam, staking for utilities						
Vogt, Richard		5/16/2024	5.00	186.00	930.00	
Jack-Sam, Control setting						
Totals			24.00		3,000.00	
<b>Total Labor</b>						<b>3,000.00</b>
<b>Total this Task</b>						<b>\$3,000.00</b>
<b>Total this Phase</b>						<b>\$6,463.00</b>

Phase 002 Phase 2 - Final Design  
Project Management

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Edison, Jennifer		5/23/2024	1.25	220.00	275.00	
construction coordination						
Rein, Amy		5/2/2024	1.50	123.00	184.50	
prepare Addendum No. 2 and upload to Quest						
Rein, Amy		5/3/2024	1.25	123.00	153.75	
prepare Addendum No. 3 & upload to Quest						
Rein, Amy		5/6/2024	.50	123.00	61.50	
set up draft Bid Tab, Bid Tab Summary, and Letter of Recommendation						
Rein, Amy		5/9/2024	1.25	123.00	153.75	
prepare Agreement, Exhibits, and Notice of Award and email to Contractor						
Rein, Amy		5/13/2024	1.50	123.00	184.50	
enter bidders and bids into OneOffice; set up funding						
Rein, Amy		5/14/2024	1.00	123.00	123.00	
create PDF of plans w/addendums; create PDF of project manual w/addendums & upload to OneOffice/Dropbox						
Totals			8.25		1,136.00	
<b>Total Labor</b>						<b>1,136.00</b>
<b>Total this Task</b>						<b>\$1,136.00</b>

Final Design

Project	R-019152-000	HANO - CSAH 19 (CSAH 20 to North of 5th	Invoice	31
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		Hours	Rate	Amount	
Deick, Garrett	5/6/2024	2.75	176.00	484.00	
Utility coordination / correspondence					
Deick, Garrett	5/7/2024	3.50	176.00	616.00	
Utility coordination, comcast meeting, scheduling survey					
Deick, Garrett	5/13/2024	1.50	176.00	264.00	
Misc. utility coordination, correspondence					
Deick, Garrett	5/15/2024	.75	176.00	132.00	
Centerpoint Energy utility coordination/ plan review					
Deick, Garrett	5/17/2024	1.00	176.00	176.00	
Utility Coordination, CenterPoint Energy correspondence					
Deick, Garrett	5/20/2024	2.50	176.00	440.00	
Misc utility coordination, Comcast, CenterPoint, Xcel, Lumen, Zayo plan review and correspondence					
Deick, Garrett	5/21/2024	2.00	176.00	352.00	
Misc. utility coordination, correspondence with Comcast, Xcel, Lumen, relocation plan review					
Deick, Garrett	5/22/2024	1.50	176.00	264.00	
Misc. utility coordination, correspondence with Comcast, Xcel, Lumen, relocation plan review					
Deick, Garrett	5/23/2024	1.50	176.00	264.00	
Misc. utility coordination, correspondence with Comcast, Xcel, Lumen, relocation plan review					
Deick, Garrett	5/29/2024	1.25	176.00	220.00	
Misc utility correspondence and review					
Fitzpatrick, Mallori	5/1/2024	1.50	176.00	264.00	
SIGNING/STRIPING REVISIONS					
Heupel, Zachary	5/1/2024	4.00	139.00	556.00	
Drainage plan sheets					
Heupel, Zachary	5/3/2024	1.50	139.00	208.50	
Drainage plan sheets					
Heupel, Zachary	5/6/2024	2.00	139.00	278.00	
drainage plans					
Heupel, Zachary	5/7/2024	1.00	139.00	139.00	
drainage plans					
Heupel, Zachary	5/8/2024	1.00	139.00	139.00	
drainage plans					
Seiberlich, Erik	5/6/2024	1.00	220.00	220.00	
Bidding questions					
VanderBrug, Marcus	5/1/2024	5.50	176.00	968.00	
Addendum Revisions					
VanderBrug, Marcus	5/3/2024	1.00	176.00	176.00	
Addendum Revisions					
VanderBrug, Marcus	5/14/2024	2.00	176.00	352.00	
Updated Wetland Exhibit					
Totals		38.75		6,512.50	
<b>Total Labor</b>					<b>6,512.50</b>
				<b>Total this Task</b>	<b>\$6,512.50</b>

Permits/Approvals

Project	R-019152-000	HANO - CSAH 19 (CSAH 20 to North of 5th	Invoice	31
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		Hours	Rate	Amount	
Edison, Jennifer	5/7/2024	1.00	220.00	220.00	
bid opening, final bidding docs to the City					
Harwood, Alison	5/20/2024	.50	207.00	103.50	
Permits					
Simonson, Dustin	5/20/2024	2.00	114.00	228.00	
Wetland impact permits					
Simonson, Dustin	5/28/2024	2.00	114.00	228.00	
Wetland Impact Permitting					
Simonson, Dustin	5/29/2024	2.00	114.00	228.00	
Wetland Impact Permitting					
Simonson, Dustin	5/30/2024	1.00	114.00	114.00	
Wetland Impact Permitting					
Totals		8.50		1,121.50	
<b>Total Labor</b>					<b>1,121.50</b>
					<b>Total this Task \$1,121.50</b>
					<b>Total this Phase \$8,770.00</b>

Phase	EXP	Expenses		
<b>Expenses</b>				
<b>Reimbursable Expenses</b>				
<b>Fees</b>				
4/18/2024	Bonnell Roe, Kory	NPDES	400.00	
4/18/2024	Bonnell Roe, Kory	NPDES	8.60	
<b>Misc Reimbursable Expense</b>				
4/4/2024	Stangohr, Valerie	Domain for Project Website	44.34	
	<b>Total Reimbursables</b>		<b>452.94</b>	<b>452.94</b>
			<b>Total this Task</b>	<b>\$452.94</b>
			<b>Total this Phase</b>	<b>\$452.94</b>

<b>Billing Limits</b>	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings	15,685.94	383,175.64	398,861.58
Limit			662,878.00
Remaining			264,016.42
			<b>Total this Invoice</b>
			<u><u>\$15,685.94</u></u>



**Subject: Payment Confirmation for Online Applications**

**EXTERNAL EMAIL**

**\*\*\* PLEASE DO NOT RESPOND TO THIS EMAIL \*\*\***

Thank you for your payment.

This email is to confirm your payment submitted on Apr-18-2024 for Online Applications.

Confirmation Number: MNPPCA000091064

Payment Amount: \$400.00

Service Fee: \$8.60

Total Amount: \$408.60

Scheduled Payment Date: Apr-18-2024

Amount Due: \$400.00

Payer Name: Tyler Bache

Credit Card Number: \*5378

Credit Card Type: MC

Approval Code: 047032

Merchant: MN Pollution Control Agency

Website: <http://www.pca.state.mn.us/>

If you have questions about this payment or need assistance, please view the payment online at N/A , or call Custoi

Thank you for using the Minnesota PCA electronic payment system.

U.S. BANCORP made the following annotations

CONTACT US 24/7 1-480-505-8877

# Receipt

No 3016784544

**DATE:**

4/4/2024

**CUSTOMER #:**

452345950

**BILL TO:**

Valerie Stangohr  
701 Xenia Ave S,  
Minneapolis, Minnesota 55416,  
United States  
WSB  
+1.9204930151

**PAYMENT:**

MasterCard \*\*\*\* 0815 \$44.34

**Previous Balance** \$44.34

**Received Payment** (\$44.34)

**Balance Due (USD)** \$0.00

Term	Product	Amount
2 yrs	.COM Domain Renewal HANOVER19.com <sup>1</sup>	\$43.98


<b>Subtotal</b>	<b>\$43.98</b>
Taxes	\$0.00
Fees	\$0.36
<b>Total (USD)</b>	<b>\$44.34</b>

REFERENCE

Taxes	\$0.00
GoDaddy.com, LLC 2155 E GoDaddy Way, Tempe, Arizona 85284, United States	\$0.00
Fees	\$0.36
1. ICANN	\$0.36
HANOVER19.com	\$0.36

[Universal Terms of Service](#)

701 XENIA AVENUE S  
 SUITE 300  
 MINNEAPOLIS, MN  
 55416

603-43150-310  
 Storm water  
 Storm Drainage  
 other Prof Svcs  


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

June 28, 2024  
 Project/Invoice: R-013432-000 - 44  
 Reviewed by: Justin Messner  
 Project Manager: Niklas Martensson

MS4 Services  
**Professional Services from May 1, 2024 to May 31, 2024**

Phase 005 2024 MS4 Services  
 Inspections, Inspection Training and MS4

		Hours	Rate	Amount	
Bonnell Roe, Kory	5/1/2024	1.75	184.00	322.00	
SWPPP MS4					
Bonnell Roe, Kory	5/3/2024	.75	184.00	138.00	
SWPPP (audit preparation)					
Bonnell Roe, Kory	5/7/2024	2.50	184.00	460.00	
MS4 Audit					
Bonnell Roe, Kory	5/8/2024	1.50	184.00	276.00	
Resident Violation MS4					
Bonnell Roe, Kory	5/20/2024	1.25	184.00	230.00	
Audit check in meeting preparation and SWPPP checklist					
Bonnell Roe, Kory	5/21/2024	1.00	184.00	184.00	
audit check in meeting prep and meeting					
Fallon, Kendra	5/21/2024	.25	180.00	45.00	
MS4 SW Questions					
Haug, Rebecca	5/3/2024	.50	170.00	85.00	
Haug, Rebecca	5/8/2024	.50	170.00	85.00	
Haug, Rebecca	5/21/2024	1.00	170.00	170.00	
<b>Totals</b>		<b>11.00</b>		<b>1,995.00</b>	
<b>Total Labor</b>					<b>1,995.00</b>
			<b>Total this Task</b>		<b>\$1,995.00</b>
			<b>Total this Phase</b>		<b>\$1,995.00</b>

**Billings to Date**

	Current	Prior	Total	
Labor	1,995.00	3,724.50	5,719.50	
<b>Totals</b>	<b>1,995.00</b>	<b>3,724.50</b>	<b>5,719.50</b>	
			<b>Total this Invoice</b>	<b><u><u>\$1,995.00</u></u></b>

701 XENIA AVENUE S  
 SUITE 300  
 MINNEAPOLIS, MN  
 55416

818-41950-310  
 MSC Escrow  
 Engineer  
 Other Prof



Proj 208341

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

June 28, 2024  
 Project/Invoice: R-020628-000 - 24  
 Reviewed by: Justin Messner  
 Project Manager: Jennifer Edison

River Road Development (Sunram)  
**Professional Services from May 1, 2024 to May 31, 2024**

Phase 003 Construction Services  
**\*\*Not-to-exceed phase\*\***

Project Management

		Hours	Rate	Amount	
Christensen, Jonathan	5/9/2024	.50	179.00	89.50	
PM					
Totals		.50		89.50	
<b>Total Labor</b>					<b>89.50</b>
			<b>Total this Task</b>		<b>\$89.50</b>

Environmental Compliance Inspections

		Hours	Rate	Amount	
Elfstrand, Erika	5/7/2024	1.00	118.00	118.00	
MS4 rainfall					
Elfstrand, Erika	5/8/2024	.25	118.00	29.50	
MS4 report email					
Elfstrand, Erika	5/22/2024	1.00	118.00	118.00	
MS4 rainfall site inspection					
Elfstrand, Erika	5/23/2024	.50	118.00	59.00	
MS4 report					
Totals		2.75		324.50	
<b>Total Labor</b>					<b>324.50</b>
			<b>Total this Task</b>		<b>\$324.50</b>

**Billing Limits**

	Current	Prior	To-Date	
Total Billings	414.00	74,946.50	75,360.50	
Limit			85,000.00	
Remaining			9,639.50	
			<b>Total this Phase</b>	<b>\$414.00</b>
			<b>Total this Invoice</b>	<b>\$414.00</b>

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Project	R-020628-000	HANO - River Road Development (Sunram)	Invoice	24
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**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Labor	414.00	94,661.00	95,075.00
Consultant	0.00	6,857.00	6,857.00
<b>Totals</b>	<b>414.00</b>	<b>101,518.00</b>	<b>101,932.00</b>

829-41950-310  
 River Town Villas  
 Engineer  
 Office Prof Svcs



701 XENIA AVENUE S  
 SUITE 300  
 MINNEAPOLIS, MN  
 55416

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

June 28, 2024  
 Project/Invoice: R-013676-000 - 62  
 Reviewed by: Justin Messner  
 Project Manager: Jennifer Edison

River Town Villas  
**Professional Services from May 1, 2024 to May 31, 2024**

Phase	002	Construction			
Erosion Control Site Inspections					
			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Elfstrand, Erika		5/7/2024	.50	118.00	59.00
MS4 rainfall					
Elfstrand, Erika		5/8/2024	.25	118.00	29.50
MS4 report email					
Elfstrand, Erika		5/22/2024	1.00	118.00	118.00
MS4 rainfall site inspection					
Elfstrand, Erika		5/23/2024	.50	118.00	59.00
MS4 report					
	<b>Totals</b>		<b>2.25</b>		<b>265.50</b>
	<b>Total Labor</b>				<b>265.50</b>
				<b>Total this Task</b>	<b>\$265.50</b>
				<b>Total this Phase</b>	<b>\$265.50</b>
				<b>Total this Invoice</b>	<b>\$265.50</b>

**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Labor	265.50	55,084.00	55,349.50
<b>Totals</b>	<b>265.50</b>	<b>55,084.00</b>	<b>55,349.50</b>

701 XENIA AVENUE S  
 SUITE 300  
 MINNEAPOLIS, MN  
 55416

838-41950-310  
 Rivers Edge 5th  
 Engineer  
 Other  
 wsb

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

June 28, 2024  
 Project/Invoice: R-023612-000 - 6  
 Reviewed by: Justin Messner  
 Project Manager: Jennifer Edison

Rivers Edge of Hanover 5th Addition  
**Professional Services from May 1, 2024 to May 31, 2024**

Phase 002 Construction Services  
 Erosion Control Compliance Inspections

		Hours	Rate	Amount	
Elfstrand, Erika	5/3/2024	1.00	118.00	118.00	
MS4 weekly					
Elfstrand, Erika	5/6/2024	.25	118.00	29.50	
MS4 emails					
Elfstrand, Erika	5/7/2024	1.00	118.00	118.00	
MS4 rainfall					
Elfstrand, Erika	5/8/2024	.25	118.00	29.50	
MS4 report email					
Elfstrand, Erika	5/14/2024	1.50	118.00	177.00	
MS4 site check					
Elfstrand, Erika	5/22/2024	1.00	118.00	118.00	
MS4 rainfall and weekly site inspection					
Elfstrand, Erika	5/23/2024	.50	118.00	59.00	
MS4 report					
Elfstrand, Erika	5/28/2024	2.00	118.00	236.00	
MS4 weekly inspection					
Totals		7.50		885.00	
<b>Total Labor</b>					<b>885.00</b>
			<b>Total this Task</b>		<b>\$885.00</b>

Construction Observation - Inspection

		Hours	Rate	Amount
Gothier, Donna	5/7/2024	8.00	118.00	944.00
review plans then inspection concrete curb				
Gothier, Donna	5/8/2024	5.00	118.00	590.00
inspection-concrete curb pour				
Gothier, Donna	5/14/2024	3.00	118.00	354.00
Tolerancing for paving				
Gothier, Donna	5/17/2024	3.00	118.00	354.00
Raising Iron/Mandrel Test				
Rothfork, Taylor	5/15/2024	6.50	128.00	832.00



Project	R-023612-000	HANO - Rivers Edge of Hanover 5th Additi	Invoice	6
MPM bit paving base lift				
	Totals	25.50	3,074.00	
	<b>Total Labor</b>			<b>3,074.00</b>
			<b>Total this Task</b>	<b>\$3,074.00</b>
			<b>Total this Phase</b>	<b>\$3,959.00</b>
			<b>Total this Invoice</b>	<b><u>\$3,959.00</u></b>

**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Labor	3,959.00	15,648.75	19,607.75
<b>Totals</b>	<b>3,959.00</b>	<b>15,648.75</b>	<b>19,607.75</b>

818-4950-310  
 MISC Escrow  
 Engineer

701 XENIA AVENUE S  
 SUITE 300  
 MINNEAPOLIS, MN  
 55416



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

June 28, 2024  
 Project/Invoice: R-020629-000 - 11  
 Reviewed by: Justin Messner  
 Project Manager: Jennifer Edison

The Highlands and Vistas  
**Professional Services from May 1, 2024 to May 31, 2024**

Phase 001 Final Plat  
 Project Management

		Hours	Rate	Amount
Edison, Jennifer	5/6/2024	1.25	220.00	275.00
grading permit items				
Edison, Jennifer	5/7/2024	1.00	220.00	220.00
grading permit, developer questions				
Edison, Jennifer	5/8/2024	.50	220.00	110.00
grading permit, developer questions				
Edison, Jennifer	5/9/2024	.75	220.00	165.00
grading permit, developer questions				
Edison, Jennifer	5/10/2024	1.00	220.00	220.00
grading permit, developer questions				
Edison, Jennifer	5/13/2024	1.00	220.00	220.00
coordination for grading agreement				
Edison, Jennifer	5/14/2024	1.00	220.00	220.00
coordination for grading agreement				
Edison, Jennifer	5/15/2024	2.00	220.00	440.00
precon				
Edison, Jennifer	5/16/2024	1.00	220.00	220.00
coordination for grading agreement				
Edison, Jennifer	5/17/2024	1.00	220.00	220.00
coordination for grading agreement				
Edison, Jennifer	5/29/2024	.75	220.00	165.00
call with Cindy				
<b>Totals</b>		11.25		2,475.00
<b>Total Labor</b>				2,475.00

Proj 208355  
 \$ 2090

Proj # 208360  
 \$ 385

**Total this Task** \$2,475.00  
**Total this Phase** \$2,475.00  
**Total this Invoice** \$2,475.00

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Project	R-020629-000	HANO - The Highlands and Vistas	Invoice	11
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**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Labor	2,475.00	13,171.00	15,646.00
<b>Totals</b>	<b>2,475.00</b>	<b>13,171.00</b>	<b>15,646.00</b>

**HANOVER**  
**\*Cash Balances**  
Cash Account: 10100  
July 2024

Fund	2024 Begin Balance	Receipts	Disbursements	Transfers	Journal Entries	Payroll JEs	Balance	
<b>10100 - Cash</b>								
100 - GENERAL FUND	\$1,666,363.83	\$296,894.29	(\$798,901.28)	0	(\$70,147.50)	(\$188,530.31)	\$905,679.03	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	\$1,740.00	(\$10,354.81)	0	\$489.09		\$47,043.24	In Balance
201 - EDA SPECIAL REVENUE FUND	\$196,635.65	\$80.62	(\$1,500.00)	0	(\$7,799.44)	(\$8,724.85)	\$178,691.98	In Balance
205 - EDA BUSINESS INCENTIVE FUN	\$244,738.23	\$15,197.24		0	\$2,271.95		\$262,207.42	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		(\$16,635.00)	0	(\$86,968.66)		\$24,011.18	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	\$6,345.00		0	\$1,708.58		\$195,914.25	In Balance
403 - FIRE DEPT CAPITAL FUND	\$142,340.67	\$11,462.26		0	(\$12,698.26)		\$141,104.67	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	\$7,830.19	(\$6,109.04)	0	(\$8,187.62)		\$33,243.04	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		(\$93,883.16)	0	(\$11,829.83)		\$799,313.47	In Balance
601 - WATER ENTERPRISE FUND	\$1,342,115.50	\$181,114.49	(\$126,848.49)	0	(\$16,617.61)	(\$2,908.30)	\$1,376,855.59	In Balance
602 - SEWER ENTERPRISE FUND	\$1,175,373.79	\$443,932.64	(\$388,513.58)	0	(\$63,555.22)	(\$2,908.16)	\$1,164,329.47	In Balance
603 - STORM WATER ENTERPRISE F	\$326,246.16	\$35,275.40	(\$6,159.50)	0	\$694.62		\$356,056.68	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  
July 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	(\$30,000.00)	0			\$460,001.00	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	(\$72,303.25)	0	\$50,685.83		\$70,098.93	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		(\$2,226.50)	0	(\$250.16)		\$17,293.74	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		(\$1,587.00)	0	\$734.20		\$27,933.96	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		(\$7,448.50)	0	(\$5,161.75)		(\$8,563.43)	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	(\$16,560.75)	0	\$166.74		\$38,605.99	In Balance
900 - INTEREST	\$0.00	\$111,403.55		0	(\$127,728.60)		(\$16,325.05)	In Balance
	\$14,716,297.40	\$1,651,504.58	(\$1,612,007.83)	\$0.00	(\$372,662.49)	(\$203,071.62)	\$14,180,060.04	

Revenue Budget Report - General Fund

Source Alt Code	Account Descr	July 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 YTD Balance	%YTD Budget
<b>100 GENERAL FUND</b>						
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%
<b>TAXES</b>		<b>\$0.00</b>	<b>\$2,468.76</b>	<b>\$1,590,972.00</b>	<b>\$1,588,503.24</b>	<b>0.16%</b>
SERVICE	R 100-34000 Charges for Services	\$0.00	\$5,958.20	\$5,500.00	-\$458.20	108.33%
SERVICE	R 100-34101 City Hall Rent Revenue	\$0.00	\$14,750.00	\$20,000.00	\$5,250.00	73.75%
SERVICE	R 100-34107 Assessment Search Fees	\$0.00	\$350.00	\$700.00	\$350.00	50.00%
SERVICE	R 100-34108 Administrative Fees	\$0.00	\$1,950.00	\$5,000.00	\$3,050.00	39.00%
SERVICE	R 100-34109 Copies/Faxes	\$0.00	\$16.00	\$25.00	\$9.00	64.00%
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	\$0.00	\$57,609.54	\$151,061.00	\$93,451.46	38.14%
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	\$1,383.03	\$2,500.00	\$1,116.97	55.32%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>SERVICE</b>		<b>\$0.00</b>	<b>\$84,223.77</b>	<b>\$194,086.00</b>	<b>\$109,862.23</b>	<b>43.40%</b>
MISC	R 100-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$0.00	\$6,051.83	\$100.00	-\$5,951.83	6051.83%
MISC	R 100-36210 Interest Earnings	\$0.00	\$14,674.87	\$0.00	-\$14,674.87	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	\$14,000.00	\$15,000.00	\$1,000.00	93.33%
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%
<b>MISC</b>		<b>\$0.00</b>	<b>\$43,420.60</b>	<b>\$15,100.00</b>	<b>-\$28,320.60</b>	<b>287.55%</b>
LIC PERM	R 100-32110 Alcoholic Beverages	\$0.00	\$6,885.00	\$6,870.00	-\$15.00	100.22%
LIC PERM	R 100-32180 Other Bus. Licenses/Permits	\$0.00	\$2,665.00	\$1,000.00	-\$1,665.00	266.50%
LIC PERM	R 100-32210 Building Permits	\$0.00	\$159,169.38	\$200,000.00	\$40,830.62	79.58%
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	\$0.00	\$14.00	\$50.00	\$36.00	28.00%
<b>LIC PERM</b>		<b>\$0.00</b>	<b>\$168,733.38</b>	<b>\$209,170.00</b>	<b>\$40,436.62</b>	<b>80.67%</b>
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%
<b>INTGOVT</b>		<b>\$0.00</b>	<b>\$2,790.00</b>	<b>\$249,476.00</b>	<b>\$246,686.00</b>	<b>1.12%</b>
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%
<b>FINES</b>		<b>\$0.00</b>	<b>\$3,075.07</b>	<b>\$3,300.00</b>	<b>\$224.93</b>	<b>93.18%</b>
<b>100 GENERAL FUND</b>		<b>\$0.00</b>	<b>\$304,711.58</b>	<b>\$2,262,104.00</b>	<b>\$1,957,392.42</b>	<b>13.47%</b>

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	July 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	\$51,146.18	\$99,643.00	\$48,496.82	51.33%
CITYADM	E 100-41400-121 PERA	\$289.29	\$4,207.79	\$7,473.00	\$3,265.21	56.31%
CITYADM	E 100-41400-122 FICA	\$221.58	\$3,230.98	\$6,178.00	\$2,947.02	52.30%
CITYADM	E 100-41400-123 Medicare	\$51.82	\$755.59	\$1,445.00	\$689.41	52.29%
CITYADM	E 100-41400-134 Employer Paid Life	\$31.53	\$447.58	\$865.00	\$417.42	51.74%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$355.51	\$5,149.53	\$9,240.00	\$4,090.47	55.73%
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	\$67,716.65	\$128,844.00	\$61,127.35	52.56%
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	\$1,353.20	\$31,212.99	\$68,603.00	\$37,390.01	45.50%
CLERICAL	E 100-41430-103 Part-Time Employees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CLERICAL	E 100-41430-121 PERA	\$101.49	\$2,340.09	\$5,145.00	\$2,804.91	45.48%
CLERICAL	E 100-41430-122 FICA	\$78.03	\$2,043.02	\$4,253.00	\$2,209.98	48.04%
CLERICAL	E 100-41430-123 Medicare	\$18.25	\$477.79	\$995.00	\$517.21	48.02%
CLERICAL	E 100-41430-134 Employer Paid Life	\$11.12	\$265.83	\$570.00	\$304.17	46.64%
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	\$161.52	\$4,248.61	\$8,400.00	\$4,151.39	50.58%
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	\$50.00	\$50.00	\$100.00	\$50.00	50.00%
41430 Clerical Staff		\$1,773.61	\$41,364.33	\$91,566.00	\$50,201.67	45.17%
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	July 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	\$0.00	\$1,870.23	\$3,500.00	\$1,629.77	53.44%
41435	Staff Expenses	\$0.00	\$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	\$2,756.25	\$14,455.00	\$5,435.00	-\$9,020.00	265.96%
41530	Accounting	\$2,756.25	\$14,455.00	\$81,464.00	\$67,009.00	17.74%
41540	Auditing					
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$0.00	\$18,150.00	\$23,500.00	\$5,350.00	77.23%
41540	Auditing	\$0.00	\$18,150.00	\$23,500.00	\$5,350.00	77.23%
41550	Assessing					
ASSESS G	E 100-41550-310 Other Professional Ser	\$9,800.00	\$35,725.60	\$40,000.00	\$4,274.40	89.31%
41550	Assessing	\$9,800.00	\$35,725.60	\$40,000.00	\$4,274.40	89.31%
41570	Purchasing					
PURCHASE	E 100-41570-200 Office Supplies (GENE	\$223.42	\$1,042.11	\$4,500.00	\$3,457.89	23.16%
PURCHASE	E 100-41570-205 Bank Fees	\$0.00	\$113.30	\$400.00	\$286.70	28.33%
PURCHASE	E 100-41570-207 Computer Supplies	\$0.00	\$3,659.98	\$8,000.00	\$4,340.02	45.75%
PURCHASE	E 100-41570-220 Repair/Maint Supply (	\$229.60	\$3,951.71	\$7,000.00	\$3,048.29	56.45%
PURCHASE	E 100-41570-322 Postage	\$0.00	\$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	\$453.02	\$9,927.61	\$23,400.00	\$13,472.39	42.43%
41600	Computer					
COMPUTER	E 100-41600-310 Other Professional Ser	\$260.00	\$3,057.33	\$10,000.00	\$6,942.67	30.57%
41600	Computer	\$260.00	\$3,057.33	\$10,000.00	\$6,942.67	30.57%
41610	City Attorney					
CITYATNY	E 100-41610-304 Legal Fees	\$741.84	\$7,485.77	\$20,000.00	\$12,514.23	37.43%
41610	City Attorney	\$741.84	\$7,485.77	\$20,000.00	\$12,514.23	37.43%
41910	Planning and Zoning					
PLANZONG	E 100-41910-310 Other Professional Ser	\$0.00	\$3,717.00	\$30,000.00	\$26,283.00	12.39%
41910	Planning and Zoning	\$0.00	\$3,717.00	\$30,000.00	\$26,283.00	12.39%
41940	General Govt Buildings/Plant					
GOVTBLDG	E 100-41940-210 Operating Supplies (G	\$0.00	\$2,170.66	\$6,000.00	\$3,829.34	36.18%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (	\$840.32	\$6,681.66	\$8,000.00	\$1,318.34	83.52%
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	\$1,734.63	\$5,744.63	\$15,000.00	\$9,255.37	38.30%
GOVTBLDG	E 100-41940-321 Telephone	\$521.02	\$4,119.83	\$6,900.00	\$2,780.17	59.71%
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	\$845.34	\$2,766.55	\$15,000.00	\$12,233.45	18.44%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$43.24	\$2,055.57	\$7,000.00	\$4,944.43	29.37%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispo	\$660.37	\$3,756.38	\$7,200.00	\$3,443.62	52.17%
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	\$224.00	\$224.00	\$14,000.00	\$13,776.00	1.60%
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	July 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	\$4,868.92	\$31,309.28	\$83,900.00	\$52,590.72	37.32%
41950	Engineer					
ENGINEER	E 100-41950-303 Engineering Fees	\$1,972.50	\$5,861.20	\$35,000.00	\$29,138.80	16.75%
41950	Engineer	\$1,972.50	\$5,861.20	\$35,000.00	\$29,138.80	16.75%
41960	Insurance					
INSURANCE	E 100-41960-150 Worker s Comp (GENE	\$0.00	\$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	\$0.00	\$28,487.37	\$31,000.00	\$2,512.63	91.89%
41960	Insurance	\$0.00	\$45,784.89	\$51,000.00	\$5,215.11	89.77%
41970	Legal Publications					
LEGALPUB	E 100-41970-341 Employment	\$886.05	\$1,921.88	\$1,000.00	-\$921.88	192.19%
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	\$886.05	\$2,205.88	\$2,100.00	-\$105.88	105.04%
42000	Public Safety (GENERAL)					
PUBSAFTY	E 100-42000-437 Other Miscellaneous	\$20.45	\$41.90	\$50.00	\$8.10	83.80%
42000	Public Safety (GENERAL)	\$20.45	\$41.90	\$50.00	\$8.10	83.80%
42101	Hennepin County Sheriff					
HCSHERIFF	E 100-42101-310 Other Professional Ser	\$24,495.25	\$48,990.50	\$97,981.00	\$48,990.50	50.00%
42101	Hennepin County Sheriff	\$24,495.25	\$48,990.50	\$97,981.00	\$48,990.50	50.00%
42102	Wright County Sheriff					
WCSHERIFF	E 100-42102-310 Other Professional Ser	\$12,969.98	\$95,676.19	\$162,167.00	\$66,490.81	59.00%
42102	Wright County Sheriff	\$12,969.98	\$95,676.19	\$162,167.00	\$66,490.81	59.00%
42210	Fire Dept Administration					
FIREADMIN	E 100-42210-101 Full-Time Employees R	\$1,026.12	\$11,336.92	\$26,304.00	\$14,967.08	43.10%
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	\$877.58	\$1,973.00	\$1,095.42	44.48%
FIREADMIN	E 100-42210-122 FICA	\$59.45	\$3,633.63	\$8,451.00	\$4,817.37	43.00%
FIREADMIN	E 100-42210-123 Medicare	\$13.90	\$849.80	\$1,976.00	\$1,126.20	43.01%
FIREADMIN	E 100-42210-134 Employer Paid Life	\$7.36	\$84.29	\$154.00	\$69.71	54.73%
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	\$0.00	\$14,885.88	\$20,000.00	\$5,114.12	74.43%
FIREADMIN	E 100-42210-151 Med/Dental Insurance	\$178.10	\$1,979.51	\$3,660.00	\$1,680.49	54.08%
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	\$0.00	\$2,347.00	\$12,000.00	\$9,653.00	19.56%
FIREADMIN	E 100-42210-306 Dues & Subscriptions	\$519.75	\$619.75	\$1,200.00	\$580.25	51.65%
FIREADMIN	E 100-42210-361 General Liability Ins	\$0.00	\$5,448.15	\$5,100.00	-\$348.15	106.83%
42210	Fire Dept Administration	\$1,881.64	\$66,374.57	\$191,218.00	\$124,843.43	34.71%
42220	Fire Dept Equipment					
FIREEQUIP	E 100-42220-221 Equipment Parts	\$2,962.44	\$3,180.40	\$6,000.00	\$2,819.60	53.01%
FIREEQUIP	E 100-42220-228 Medical Supplies	\$0.00	\$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	\$284.66	\$4,956.14	\$18,000.00	\$13,043.86	27.53%
FIREEQUIP	E 100-42220-580 Other Equipment	\$0.00	\$3,512.84	\$5,000.00	\$1,487.16	70.26%
42220	Fire Dept Equipment	\$3,247.10	\$12,707.10	\$31,500.00	\$18,792.90	40.34%
42240	Fire Dept Training					
FIRETRNG	E 100-42240-208 Training and Instructio	\$911.00	\$7,577.31	\$9,500.00	\$1,922.69	79.76%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	July 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 YTD Balance	%YTD Budget
FIRETRNG	E 100-42240-310 Other Professional Ser	\$43.11	\$927.81	\$4,000.00	\$3,072.19	23.20%
FIRETRNG	E 100-42240-331 Travel Expenses	\$0.00	\$63.29	\$3,500.00	\$3,436.71	1.81%
42240	Fire Dept Training	\$954.11	\$8,568.41	\$17,000.00	\$8,431.59	50.40%
42260	Fire Vehicles					
FIREVEH	E 100-42260-212 Motor Fuels	\$0.00	\$1,425.14	\$5,000.00	\$3,574.86	28.50%
FIREVEH	E 100-42260-220 Repair/Maint Supply (	\$0.00	\$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	\$0.00	\$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	\$0.00	\$10,051.40	\$49,158.00	\$39,106.60	20.45%
42280	Fire Stations and Bldgs					
FIREBLDG	E 100-42280-215 Shop Supplies	\$0.00	\$663.71	\$650.00	-\$13.71	102.11%
FIREBLDG	E 100-42280-220 Repair/Maint Supply (	\$270.71	\$1,396.57	\$5,000.00	\$3,603.43	27.93%
FIREBLDG	E 100-42280-321 Telephone	\$69.00	\$708.51	\$1,500.00	\$791.49	47.23%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$299.96	\$1,190.45	\$5,500.00	\$4,309.55	21.64%
FIREBLDG	E 100-42280-383 Gas Utilities	\$29.30	\$1,580.84	\$4,500.00	\$2,919.16	35.13%
FIREBLDG	E 100-42280-520 Buildings and Structur	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
42280	Fire Stations and Bldgs	\$668.97	\$5,540.08	\$17,150.00	\$11,609.92	32.30%
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	\$0.00	\$21,997.13	\$39,262.00	\$17,264.87	56.03%
INSPADMN	E 100-42401-121 PERA	\$0.00	\$1,163.00	\$2,945.00	\$1,782.00	39.49%
INSPADMN	E 100-42401-122 FICA	\$0.00	\$1,320.44	\$2,434.00	\$1,113.56	54.25%
INSPADMN	E 100-42401-123 Medicare	\$0.00	\$308.83	\$569.00	\$260.17	54.28%
INSPADMN	E 100-42401-134 Employer Paid Life	\$0.00	\$148.62	\$372.00	\$223.38	39.95%
INSPADMN	E 100-42401-151 Med/Dental Insurance	\$0.00	\$2,480.12	\$5,460.00	\$2,979.88	45.42%
INSPADMN	E 100-42401-310 Other Professional Ser	\$15,789.40	\$69,517.31	\$94,000.00	\$24,482.69	73.95%
42401	Building Inspection Admin	\$15,789.40	\$96,935.45	\$145,042.00	\$48,106.55	66.83%
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	\$83,760.93	\$168,296.00	\$84,535.07	49.77%
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	\$1,935.00	\$6,245.00	\$17,760.00	\$11,515.00	35.16%
PUBWRKS	E 100-43000-121 PERA	\$534.71	\$6,059.11	\$13,372.00	\$7,312.89	45.31%
PUBWRKS	E 100-43000-122 FICA	\$551.96	\$5,733.81	\$11,054.00	\$5,320.19	51.87%
PUBWRKS	E 100-43000-123 Medicare	\$129.09	\$1,340.98	\$2,585.00	\$1,244.02	51.88%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$94.51	\$769.19	\$1,593.00	\$823.81	48.29%
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	\$1,614.27	\$14,963.54	\$26,400.00	\$11,436.46	56.68%
PUBWRKS	E 100-43000-208 Training and Instructio	\$0.00	\$350.00	\$4,500.00	\$4,150.00	7.22%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	July 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 YTD Balance	%YTD Budget
PUBWRKS	E 100-43000-212 Motor Fuels	\$1,713.93	\$8,696.59	\$16,000.00	\$7,303.41	54.35%
PUBWRKS	E 100-43000-215 Shop Supplies	\$63.31	\$2,832.35	\$10,000.00	\$7,167.65	28.32%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (	\$1,005.10	\$15,348.59	\$15,000.00	-\$348.59	102.32%
PUBWRKS	E 100-43000-226 Sign Repair Materials	\$86.86	\$1,012.31	\$1,500.00	\$487.69	67.49%
PUBWRKS	E 100-43000-240 Small Tools and Minor	\$603.96	\$1,738.03	\$10,000.00	\$8,261.97	17.38%
PUBWRKS	E 100-43000-260 Uniforms	\$744.74	\$1,567.47	\$3,000.00	\$1,432.53	52.25%
PUBWRKS	E 100-43000-310 Other Professional Ser	\$4,552.90	\$9,317.40	\$118,000.00	\$108,682.60	7.90%
PUBWRKS	E 100-43000-321 Telephone	\$469.11	\$2,427.79	\$6,500.00	\$4,072.21	37.35%
PUBWRKS	E 100-43000-325 Taxes	\$0.00	\$67.00	\$200.00	\$133.00	33.50%
PUBWRKS	E 100-43000-381 Electric Utilities	\$365.55	\$1,851.65	\$8,000.00	\$6,148.35	23.15%
PUBWRKS	E 100-43000-383 Gas Utilities	\$81.09	\$3,485.82	\$9,000.00	\$5,514.18	38.73%
PUBWRKS	E 100-43000-384 Refuse/Garbage Dispo	\$170.54	\$1,225.64	\$0.00	-\$1,225.64	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)	\$21,846.07	\$169,386.84	\$444,760.00	\$275,373.16	38.09%
43121	Paved Streets					
PAVSTRTS	E 100-43121-224 Street Maint Materials	\$9,634.98	\$33,699.48	\$50,000.00	\$16,300.52	67.40%
43121	Paved Streets	\$9,634.98	\$33,699.48	\$50,000.00	\$16,300.52	67.40%
43122	Unpaved Streets					
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$1,350.00	\$3,200.00	\$20,000.00	\$16,800.00	16.00%
43122	Unpaved Streets	\$1,350.00	\$3,200.00	\$20,000.00	\$16,800.00	16.00%
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	\$119.12	\$11,034.92	\$40,000.00	\$28,965.08	27.59%
43160	Street Lighting	\$119.12	\$11,034.92	\$40,000.00	\$28,965.08	27.59%
43240	Waste (refuse) Disposal					
REFDISPO	E 100-43240-384 Refuse/Garbage Dispo	\$0.00	\$175.00	\$5,000.00	\$4,825.00	3.50%
43240	Waste (refuse) Disposal	\$0.00	\$175.00	\$5,000.00	\$4,825.00	3.50%
43245	Recycling: Refuse					
RECYCLING	E 100-43245-384 Refuse/Garbage Dispo	\$6,123.18	\$37,105.64	\$83,000.00	\$45,894.36	44.71%
43245	Recycling: Refuse	\$6,123.18	\$37,105.64	\$83,000.00	\$45,894.36	44.71%
45186	Senior Center					
SRCENTER	E 100-45186-437 Other Miscellaneous	\$2,740.66	\$5,481.32	\$12,000.00	\$6,518.68	45.68%
45186	Senior Center	\$2,740.66	\$5,481.32	\$12,000.00	\$6,518.68	45.68%
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 (	\$1,708.99	\$4,236.80	\$10,000.00	\$5,763.20	42.37%
PARKS	E 100-45200-225 Landscaping Materials	\$2,239.49	\$5,488.48	\$15,000.00	\$9,511.52	36.59%
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	\$62.91	\$525.55	\$3,000.00	\$2,474.45	17.52%
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	\$477.08	\$1,223.22	\$3,000.00	\$1,776.78	40.77%
45200	Parks (GENERAL)	\$4,488.47	\$12,692.50	\$38,000.00	\$25,307.50	33.40%
45500	Libraries (GENERAL)					
LIBRARY	E 100-45500-437 Other Miscellaneous	\$7,002.49	\$14,004.98	\$17,100.00	\$3,095.02	81.90%
45500	Libraries (GENERAL)	\$7,002.49	\$14,004.98	\$17,100.00	\$3,095.02	81.90%
48205	Damage Deposit Refunds					

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	July 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 YTD Balance	%YTD Budget
DMGDEPRF	E 100-48205-810 Refunds & Reimburse	\$1,450.00	\$9,352.50	\$15,000.00	\$5,647.50	62.35%
48205	Damage Deposit Refunds	\$1,450.00	\$9,352.50	\$15,000.00	\$5,647.50	62.35%
49360	Transfers Out					
TRANSFERS	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	\$143,101.03	\$934,767.30	\$2,262,104.00	\$1,327,336.70	41.32%

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

**RESOLUTION NO 07-16-24-64**

**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 the Hanover Fire Department from the following:

- Evan & Nicole Vik – pool fill \$260.00
- Chad Smith Ride for Life – traffic control \$250.00

**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 16<sup>th</sup> day of July, 2024.

APPROVED BY:

ATTEST:

\_\_\_\_\_  
Chris Kauffman, Mayor

\_\_\_\_\_  
Jennifer Nash, City Administrator



## MEMORANDUM

**To:** Mayor Chris Kauffman and Council Members  
**From:** Jennifer Nash, City Administrator  
**Date:** July 10, 2024  
**RE:** 2025 Preliminary Budget Development

Staff is making good progress on a first draft of the general fund preliminary budget for 2025 with direction from Council thus far along with known budgetary items. We hope to have a good draft ready for Council's discussion and feedback at the work session meeting on Tuesday, July 16<sup>th</sup>. Along with that draft, we will prepare some summary information to track assumptions made, revenues, expenditures, items that are unknown at this time, and discussion items staff would like additional feedback on.

The preliminary general fund budget for 2025 needs to be adopted by September 2024. This preliminary budget will provide the maximum levy number that will be included in notices going out to households later in the fall. Final budget is adopted in December and that levy can go down from preliminary but not up.

**Recommendation:**

Council will be asked to review the first draft provided at the meeting and discuss to provide additional direction for future drafts.