

**AGENDA
HANOVER CITY COUNCIL
JULY 18, 2023**

**MAYOR
CHRIS KAUFFMAN**

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

- 1. Call to Order Regular City Council Work Session: 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.*
 - a. Approve Minutes of July 11, 2023 City Council Meeting (4)**
 - b. Approve Claims as Presented: (8)**

| | |
|--------------------|----------------------|
| ➤ Claims | \$ 134,157.24 |
| ➤ Payroll | \$ 0.00 |
| ➤ P/R taxes & Exp. | \$ 0.00 |
| ➤ Other Claims | <u>\$ 0.00</u> |
| ➤ Total Claims | <u>\$ 134,157.24</u> |
- 4. Resolution 07-18-23-64 – Rescheduling November Regular Council Meeting (69)**
- 5. Fire Relief Association Pension – Request to Ratify Increase – Resolution 07-18-23-65 (70)**
- 6. Draft Wright County Sheriff’s Contract (71)**
- 7. Code Enforcement Proposal from WSB (78)**
- 8. Reports**
- 9. Adjournment**

To: Mayor Kauffman & Members of the Hanover City Council
From: Jennifer Nash, City Administrator
Date: July 14, 2023
Re: Review of Tuesday, July 18, 2023 City Council Agenda

1. **Call to Order Regular City Council Work Session: 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: (8)**

| | |
|-------------------------------|-----------------------------|
| ➤ Claims | \$ 134,157.24 |
| ➤ Payroll | \$ 0.00 |
| ➤ P/R taxes & Exp. | \$ 0.00 |
| ➤ Other Claims | \$ 0.00 |
| ➤ Total Claims | <u>\$ 134,157.24</u> |
4. **Resolution 07-18-23-64 – Rescheduling November Meeting (69)**

The election administrator for Buffalo-Hanover-Montrose School District has informed City staff that the District has scheduled a special election for Tuesday, November 7, 2023. The regular Council meeting scheduled for that day will need to be rescheduled by law due to the election, and because BHM Schools uses City Hall as a polling location for their elections. Staff proposes Wednesday, November 8 at 7 pm in the attached resolution, but Council may choose to select a different date and/or time.
5. **Fire Relief Association Pension – Request to Ratify Increase - Resolution 07-18-23-65 (70)**

The pension organization for Hanover firefighters, FRA, is requesting City Council pass the attached resolution to ratify an increase in the amount of pay at retirement for years of service. Mayor Kauffman sits on the FRA Board and will lead this conversation with Council.
6. **Draft Wright County Sheriff’s Contract (71)**

The Wright County Sheriff’s Office has provided the attached draft contract for 2024 which is currently being discussed between the County and cities that contract with them for law enforcement. Staff will update Council at the meeting regarding discussions other cities are continuing to have with the County that may affect how the proposed revised contract continues to evolve.

7. Code Enforcement Proposal from WSB (78)

Staff has inquired with our engineering firm WSB as to whether their firm could provide contracted services to assist with regular code enforcement activities for the City. The attached is one option Council may choose to discuss for assistance with public nuisance complaints and community education on code requirements.

8. Reports

9. Adjournment

**CITY OF HANOVER
CITY COUNCIL MEETING
JULY 11, 2023 – DRAFT MINUTES**

Call to Order/Pledge of Allegiance:

Mayor Chris Kauffman called the regular meeting of Tuesday, July 11, 2023, to order at 7:01 p.m. Present were Mayor Chris Kauffman, Council Members MaryAnn Hallstein, Thomas Dierberger, and Mike Amery. Also present were City Attorney Jay Squires, City Planner Cindy Nash, City Administrator Jennifer Nash, Public Works Supervisor Jason Doboszinski and Accountant Jackie Heinz. Absent was Councilor Greg Zgutowicz. Guests present were David Boily, Wright County Sheriff Emmitt Kotaska, and Patty Yantes

Approval of Agenda:

MOTION by Hallstein to approve the agenda, seconded by Amery. **Motion carried unanimously.**

Consent Agenda:

Kauffman removed Resolution 07-11-23-59 – Approving Parking Lot Repairs at City Hall and FD for discussion.

Kauffman moved Resolution 07-11-23-63 – Accepting Donation of Utility Trailer from FRA to City for use by Public Works as item 7d.

MOTION by Amery to approve the amended consent agenda, seconded by Dierberger.

a. Approve Minutes of June 20, 2023 City Council Work Session Meeting

b. Approve Claims as Presented:

| | |
|-------------------|----------------------|
| ➤ Claims | \$ 461,776.48 |
| ➤ Payroll | \$ 47,284.65 |
| ➤ P/R taxes & Exp | \$ 17,113.12 |
| ➤ Other Claims | \$ <u>5,225.56</u> |
| ➤ Total Claims | \$ <u>531,399.81</u> |

c. Resolution 07-11-23-58 – Approving Temp Liquor License for Hanover Athletic

Resolution 07-11-23-59 – Approving Parking Lot Repairs at City Hall and FD

Kauffman inquired if all three areas need to be done, can we do the bad spots and overlay the lot. Doboszinski stated at city hall just up front by the building will be done, not the entire lot. Kauffman inquired if a sealcoat would be done, Doboszinski stated no. Amery inquired about the restriping. Doboszinski stated yes, public works will be doing the restriping. Kauffman requested staff get a quote from Pearson for sealcoat after asphalt repairs and before striping.

MOTION by Hallstein to approve Resolution 07-11-23-59, seconded by Dierberger. **Motion carried unanimously.**

Citizen’s Forum

None

Unfinished Business

None

New Business

Ordinance 2023-02 – Interim Cannabis Moratorium

Administrator Nash stated this is a proposed ordinance which is modeled after another city. The interim moratorium ordinance is permitted until 2025 when the State will have their new licensing systems set up for new cannabis allowances. This time will prohibit expanded uses for manufacture and sale of cannabis and hemp products and allow the City to work to set up zoning and other systems in reaction to the new law that may be appropriate for this community. Kauffman stated Wright County has lots of questions with no answers. Amery stated normally a moratorium is one year long, why is this longer. Squires stated that is under general moratorium language, the state allows us to extend it until the date stated under this specific new law. Amery stated he has talked with residents, great idea to place moratorium until City can review regulations. Hallstein stated this will make it easier for staff to answer questions since Hanover is in two counties. Squires stated there is plenty of time for communities and the State to sort things out for what the new law means, and then the City can choose how to proceed.

Kauffman opened a Public Hearing at 7:12pm to receive input on the proposed ordinance.

Yantes stated she doesn't see any Hanover businesses carrying cannabis, it will not be an issue in Hanover. Wright County Sheriff Kotaska stated he is not sure how it will affect how deputies conduct their jobs yet.

Kauffman closed the Public Hearing at 7:14 pm.

MOTION by Amery to approve Ordinance 2023-02 – Interim Cannabis Moratorium, seconded by Hallstein. **Motion carried unanimously.**

Park Board Item: Pet Waste Stations

Dierberger inquired if this is a problem in Hanover. Yantes stated she has noticed on her walking route, people will pick it up but not carry it, and there are no trash cans along her walking route. Hallstein stated this is a challenging item to enforce. Yantes stated she talked with Justin and the stations would supply bags. Kauffman stated the city of St. Michael had them and took them down due to juveniles wrecking them. Amery stated no other cities in Wright County pay for an outside contractor to maintain pet waste stations, public works maintains stations in other communities.

Hallstein stated Justin will pick up an area around the waste station, Heinz stated a 10' radius around the waste station. Amery inquired where the waste is disposed of Heinz stated in the city hall dumpster. Kauffman stated this isn't a big-time consumption for public works. Doboszanski stated we will ask Three Rivers Park District for trash cans along 19 on the Hennepin County side. Amery stated not picking up after your dog is against a city ordinance, if Wright County saw a resident doing this, what would they do. Wright County Sheriff Kotaska stated a complaint would need to be filed before they would respond. Hallstein stated there is a need for trash cans on the Hennepin County side of the trail. Amery stated there is an annual financial impact, if contracted we pay \$4,320 per year, if public works does it, cost would be \$2,005, that is significant savings per year.

Council discussion regarding locations, cost, and waste disposal.

Hallstein stated she is not opposed to the idea, items on public property always get vandalized versus items on private property.

Amery thanked Park Board for their input on the stations. Council consensus was to hold off on adding stations at least until staffing levels for public works can be brought up to normal levels.

Resolution 07-11-23-60 – Approving Variance for 11010 Lamont Avenue NE

Resolution 07-11-23-61 – Approving Site Plan for 11010 Lamont Avenue NE

Resolution 07-11-23-62 – Approving Site Improvement Agreement w/ Norseman

Planner C. Nash stated there are three items for Norseman Properties located in the industrial park. The building is currently 9.8’ from the rear year setback and the owner would like to construct an addition. The Planning Commission recommended approval of all items. Hallstein stated this makes sense, there were no questions from the planning commission and was approved quickly.

MOTION by Hallstein to approve Resolution 07-11-23-60, seconded by Amery. **Motion carried unanimously.**

MOTION by Hallstein to approve Resolution 07-11-23-61, seconded by Amery. **Motion carried unanimously.**

MOTION by Hallstein to approve Resolution 07-11-23-62, seconded by Amery. **Motion carried unanimously.**

Resolution 07-11-23-63 – Accepting Donation of Utility Trailer from FRA to City for use by Public Works

Kauffman inquired what does the FRA want to happen. J. Nash stated she attended a meeting with the FRA and clarified questions. Both public works and the fire department are city operations within the general fund. FRA is requesting \$2,800 be transferred from public works to fire department capital for future capital use for fire services. Kauffman asked Doboszinski if he wanted the trailer, will he use it and is it aluminum. Doboszinski stated yes, it’s aluminum, the trailer is big enough for the big lawn mower, is heavier duty and will be better utilized than the small one we have now.

MOTION by Amery to approve Resolution 07-11-23-63, seconded by Amery. **Motion carried unanimously.**

Reports

Doboszinski

- The Plow Truck is Scheduled to be Completed at the End of the Month
- The New Pick-Up Went to Crysteel to Get the Plow Put on It.
- Big Mower Should be Delivered Sometime this Month.

Dierberger

- Inquired About the Power Outages Hanover Has Been Having, J. Nash stated she contacted Xcel after a question from a council member and received a report. Outages are caused by a variety of things with squirrels being a common issue. The most recent outage in Hanover was from a vehicle hitting a pole. Other causes have included tree limbs on lines and storm-related equipment damage. The outages have nothing to do with power load. Xcel states they monitor

load capacities, and there will be a substation installed in Otsego in the next couple of years as many area communities are growing significantly.

Hallstein

- Planning Commission Meeting went well.
- Jim Schendel has been having theft issues at his business, as well as other businesses in the Industrial Park. Nash noted the Sheriff provided report. Not a wide-spread problem by deputies increasing patrol of the area. These thefts are being prosecuted – Sheriff’s Office continues to encourage business owners to do everything they can to make thefts more difficult for the criminals including things like fencing, lighting and cameras.
- MN Design Team Survey is going out, will be going over logistics.

Amery

- Thanked Hallstein for attending the Planning Commission Meeting in his absence.

J. Nash

- The August 1st Meeting will begin at 5:00 pm – earlier to be completed prior to Night to Unite events
- Will be Acquiring a Saddle Spinner at a Discounted Price from an Alzheimer's Fundraiser
- Both Full Time Positions Close this Week.

C. Nash

- River Landing Final Plat will be Recorded and then Work will Start.

Heinz

- Asked Council if the Harvest Festival could Use Old Public Works for the Festival, Council Consensus Yes
- Asked Council who Would Be in the Parade, Kauffman and Amery Will

Adjournment

A motion was made by Hallstein and seconded by Amery to **adjourn at 8:07 p.m.** All in favor. Motion carried.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Jennifer Nash, City Administrator

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Payments Batch 07-18-23 Claims

\$134,157.24

| | | | | | |
|------------------|--|--|----------------|--------------|--------------------|
| Refer | 4154 <i>Bakken, Daniel</i> | - | | | |
| Cash Payment | E 406-45200-440 Programs | Concert in the Park on 6/14/2023 | | | \$100.00 |
| Invoice | 6/21/2023 | | | | |
| Transaction Date | 7/11/2023 | Cash | 10100 | Total | \$100.00 |
| Refer | 4162 <i>BIREN, AMY</i> | <u>Ck# 004136E 7/18/2023</u> | | | |
| Cash Payment | E 100-41940-210 Operating Supplies (GE | Vinegar for Dishwasher | | | \$8.38 |
| Invoice | 7/11/2023 | | | | |
| Transaction Date | 7/12/2023 | Cash | 10100 | Total | \$8.38 |
| Refer | 4143 <i>CARSON, CLELLAND & SCHREDE</i> | - | | | |
| Cash Payment | E 100-41610-304 Legal Fees | Legal Support / Work - June 2023 | | | \$28.66 |
| Invoice 4036 | 6/29/2023 | | | | |
| Transaction Date | 7/7/2023 | Cash | 10100 | Total | \$28.66 |
| Refer | 4159 <i>CENTURY LINK</i> | - | | | |
| Cash Payment | E 100-42280-321 Telephone | Fire Station Landline - 6/28/2023 - 7/27/2023 | | | \$61.16 |
| Invoice | 6/28/2023 | | | | |
| Transaction Date | 7/12/2023 | Cash | 10100 | Total | \$61.16 |
| Refer | 4152 <i>CITY OF ST. MICHAEL</i> | <u>Ck# 004134E 7/18/2023</u> | | | |
| Cash Payment | E 602-49455-310 Other Professional Servi | SAC Fee - 997 Emmy Lane | | | \$5,952.00 |
| Invoice | | | | | |
| Cash Payment | E 602-49455-310 Other Professional Servi | SAC Fee - 1342 Oak Ridge Street | | | \$5,952.00 |
| Invoice | | | | | |
| Cash Payment | E 602-49455-310 Other Professional Servi | SAC Fee - 4586 Meadowlark Circle | | | \$5,952.00 |
| Invoice | | | | | |
| Cash Payment | E 602-49455-310 Other Professional Servi | SAC Fee - 4934 Meadowlark Circle | | | \$5,952.00 |
| Invoice | | | | | |
| Transaction Date | 7/7/2023 | Cash | 10100 | Total | \$23,808.00 |
| Refer | 4149 <i>COLLABORATIVE PLANNING LLC</i> | <u>Ck# 004132E 7/18/2023</u> | | | |
| Cash Payment | E 100-41910-310 Other Professional Servi | General Planning: June 2023 | | | \$1,590.00 |
| Invoice 2023-179 | 7/3/2023 | | | | |
| Cash Payment | E 100-41910-310 Other Professional Servi | Building Permits: June 2023 | | | \$1,950.00 |
| Invoice 2023-179 | 7/3/2023 | | | | |
| Cash Payment | E 818-41910-310 Other Professional Servi | Sunram - Final Plat: June 2023 | | | \$780.00 |
| Invoice 2023-180 | 7/3/2023 | | Project 208341 | | |
| Cash Payment | E 818-41910-310 Other Professional Servi | Roy C. Inc. - Site & Building Plan and Variance: June 2023 | | | \$390.00 |
| Invoice 2023-181 | 7/3/2023 | | Project 208348 | | |
| Cash Payment | E 818-41910-310 Other Professional Servi | River Inn / Downtown Subdivision - Final Plat: June 2023 | | | \$510.00 |
| Invoice 2023-182 | 7/3/2023 | | Project 208321 | | |
| Cash Payment | E 834-41910-310 Other Professional Servi | CRHW 6th Addition - Developers Agreement: June 2023 | | | \$60.00 |
| Invoice 2023-183 | 7/3/2023 | | | | |
| Cash Payment | E 818-41910-310 Other Professional Servi | Schnell Design - CUP: June 2023 | | | \$720.00 |
| Invoice 2023-184 | 7/3/2023 | | Project 208347 | | |
| Transaction Date | 7/7/2023 | Cash | 10100 | Total | \$6,000.00 |
| Refer | 4148 <i>COTTENS, INC.</i> | - | | | |
| Cash Payment | E 100-43000-220 Repair/Maint Supply (G | Pressure Washer: Hose End Fitting | | | \$17.04 |
| Invoice 354685 | 6/12/2023 | | | | |

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| Transaction Date | 7/7/2023 | Cash | 10100 | Total | \$17.04 |
| Refer | 4140 <i>FIELDSTONE FAMILY HOMES</i> | - | | | |
| Cash Payment | E 810-48200-810 Refunds & Reimburse | 9754 Jordan Avenue - Release of Building Permit Escrow | | | \$5,000.00 |
| Invoice | | | | | |
| Transaction Date | 7/7/2023 | Cash | 10100 | Total | \$5,000.00 |
| Refer | 4136 <i>FINKEN WATER SOLUTIONS</i> | Ck# 004130E 7/18/2023 | | | |
| Cash Payment | E 100-43000-215 Shop Supplies | Cust #400099: Cook & Cold Rental Cooler - July 2023 | | | \$8.00 |
| Invoice 1375107 | 7/1/2023 | | | | |
| Cash Payment | E 100-42280-220 Repair/Maint Supply (G | Cust #7576: Cook & Cold Rental Cooler - July 2023 | | | \$9.50 |
| Invoice 1375981 | 7/1/2023 | | | | |
| Transaction Date | 7/6/2023 | Cash | 10100 | Total | \$17.50 |
| Refer | 4133 <i>GUIDANCE POINT TECHNOLOGIE</i> | - | | | |
| Cash Payment | E 100-41600-310 Other Professional Servi | 6/29/2023 On-Site Service: No Internet After Power Outage | | | \$335.00 |
| Invoice 18482 | 7/1/2023 | | | | |
| Transaction Date | 7/6/2023 | Cash | 10100 | Total | \$335.00 |
| Refer | 4138 <i>HARDWARE HANK</i> | - | | | |
| Cash Payment | E 100-45200-220 Repair/Maint Supply (G | Irrigation Box Locks | | | \$33.00 |
| Invoice 26377 | 6/12/2023 | | | | |
| Cash Payment | E 100-45200-225 Landscaping Materials | Fertilizer | | | \$97.99 |
| Invoice 26377 | 6/12/2023 | | | | |
| Transaction Date | 7/6/2023 | Cash | 10100 | Total | \$130.99 |
| Refer | 4141 <i>Hernandez, Esmoralda</i> | - | | | |
| Cash Payment | E 100-48205-810 Refunds & Reimburse | Hall Damage Deposit Release - 7/1/2023 Event | | | \$350.00 |
| Invoice | | | | | |
| Transaction Date | 7/7/2023 | Cash | 10100 | Total | \$350.00 |
| Refer | 4163 <i>J P BROOKS, INC</i> | - | | | |
| Cash Payment | E 810-48200-810 Refunds & Reimburse | 768 Emmy Lane - Building Permit Escrow Release | | | \$5,000.00 |
| Invoice | | | | | |
| Cash Payment | E 810-48200-810 Refunds & Reimburse | 853 Emmy Lane - Building Permit Escrow Release | | | \$5,000.00 |
| Invoice | | | | | |
| Transaction Date | 7/12/2023 | Cash | 10100 | Total | \$10,000.00 |
| Refer | 4153 <i>JOINT POWERS WATER BOARD</i> | - | | | |
| Cash Payment | E 601-49410-310 Other Professional Servi | WAC Fee - 997 Emmy Lane | | | \$2,100.00 |
| Invoice | | | | | |
| Cash Payment | E 601-49410-310 Other Professional Servi | WAC Fee - 1342 Oak Ridge Street | | | \$2,100.00 |
| Invoice | | | | | |
| Cash Payment | E 601-49410-310 Other Professional Servi | WAC Fee - 4586 Meadowlark Circle | | | \$2,100.00 |
| Invoice | | | | | |
| Cash Payment | E 601-49410-310 Other Professional Servi | WAC Fee - 4934 Meadowlark Circle | | | \$2,100.00 |
| Invoice | | | | | |
| Transaction Date | 7/7/2023 | Cash | 10100 | Total | \$8,400.00 |
| Refer | 4142 <i>LOEFFLER, ELIZABETH</i> | - | | | |
| Cash Payment | E 100-48205-810 Refunds & Reimburse | Shelter Damage Deposit Release - 7/3/2023 Event | | | \$100.00 |
| Invoice | | | | | |

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|------------------|--|--|-------|--------------|-------------------|
| Transaction Date | 7/7/2023 | Cash | 10100 | Total | \$100.00 |
| Refer | 4161 <i>MC Tool & Safety</i> | - | | | |
| Cash Payment | E 100-42220-580 Other Equipment | Calibration Gas MSA Mix | | | \$208.38 |
| Invoice | 016790 6/26/2023 | | | | |
| Transaction Date | 7/12/2023 | Cash | 10100 | Total | \$208.38 |
| Refer | 4137 <i>MENARDS - BUFFALO</i> | - | | | |
| Cash Payment | E 100-43000-215 Shop Supplies | Paper Plates, C Batteries, Toilet Paper, Paper Towels | | | \$85.87 |
| Invoice | 87753 6/28/2023 | | | | |
| Cash Payment | E 100-43000-240 Small Tools and Minor E | 6" Measuring Wheel, 5/8" Barrel Lock, Utility Lock Key | | | \$83.97 |
| Invoice | 87753 6/28/2023 | | | | |
| Transaction Date | 7/6/2023 | Cash | 10100 | Total | \$169.84 |
| Refer | 4147 <i>METRO WEST INSPECTION SERVI</i> | - | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | Pmt 215-21 @ 553 Kayla Lane | | | \$193.61 |
| Invoice | 3740 6/29/2023 | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | Pmt 494-21 @ 11244 Freedom Way | | | \$1,393.48 |
| Invoice | 3740 6/29/2023 | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | Pmt 156-22 @ 9752 Jordan Avenue NE | | | \$1,724.58 |
| Invoice | 3740 6/29/2023 | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | Pmt 277-22 @ 735 Kadler Circle | | | \$33.25 |
| Invoice | 3740 6/29/2023 | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | Pmt 282-22 @ 621 Kayla Lane | | | \$255.11 |
| Invoice | 3740 6/29/2023 | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | Pmt 301-22 @ 860 Emmy Lane | | | \$1,305.52 |
| Invoice | 3740 6/29/2023 | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | Pmt 05-23 @ 892 Emmy Lane | | | \$1,119.68 |
| Invoice | 3740 6/29/2023 | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | Pmt 06-23 @ 908 Emmy Lane | | | \$1,188.93 |
| Invoice | 3740 6/29/2023 | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | Pmt 02-23 @ 1041 Emerald Street NE | | | \$190.56 |
| Invoice | 3740 6/29/2023 | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | Pmt 36-23 @ 1045 Emerald Street NE | | | \$29.75 |
| Invoice | 3740 6/29/2023 | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | Pmt 68-23 @ 688 Emmy Lane | | | \$53.64 |
| Invoice | 3740 6/29/2023 | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | Pmt 72-23 @ 1251 Rolling Oaks Drive | | | \$35.00 |
| Invoice | 3740 6/29/2023 | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | Pmt 98-23 @ 11386 Riverview Road NE | | | \$33.25 |
| Invoice | 3740 6/29/2023 | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | Pmt 106-23 @ 10617 106th Avenue North | | | \$29.75 |
| Invoice | 3740 6/29/2023 | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | Pmt 189-22 @ 11609 8th Street NE | | | \$88.50 |
| Invoice | 3740 6/29/2023 | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | Pmt 300-22 @ 881 Emmy Lane | | | \$1,603.13 |
| Invoice | 3740 6/29/2023 | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | Rental Inspection @ 11279 River Road | | | \$210.00 |
| Invoice | 3740 6/29/2023 | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | Rental Inspection @ 98 Mill Pond Trail | | | \$270.00 |
| Invoice | 3740 6/29/2023 | | | | |
| Transaction Date | 7/7/2023 | Cash | 10100 | Total | \$9,757.74 |

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|------------------------|--|---|-------|-------------------------|
| Refer | 4139 MN DEPT OF LABOR AND INDUST | Ck# 004131E 7/18/2023 | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | Confirmation #JUNE0530852023 - Surcharge | | \$4,066.08 |
| | | Fees for 2nd Qtr. 2023 | | |
| Invoice | 7/5/2023 | | | |
| Transaction Date | 7/7/2023 | Cash | 10100 | Total \$4,066.08 |
| Refer | 4131 MN PEIP | - | | |
| Cash Payment | G 100-21706 Medical/Dental Ins | Medical & Dental Premiums - August 2023 | | \$3,516.50 |
| Invoice 1296889 | 7/10/2023 | | | |
| Cash Payment | G 100-21707 Life Ins | Life Insurance - August 2023 | | \$47.36 |
| Invoice 1296889 | 7/10/2023 | | | |
| Transaction Date | 7/6/2023 | Cash | 10100 | Total \$3,563.86 |
| Refer | 4132 Oluwasegun, David | - | | |
| Cash Payment | E 100-48205-810 Refunds & Reimbursem | Hall Damage Deposit Release - 7/4/2023 Event | | \$200.00 |
| Invoice | | | | |
| Transaction Date | 7/6/2023 | Cash | 10100 | Total \$200.00 |
| Refer | 4146 POSTMASTER | - | | |
| Cash Payment | E 100-41570-322 Postage | Postage - 3rd Quarter Newsletter | | \$349.00 |
| Invoice | | | | |
| Transaction Date | 7/7/2023 | Cash | 10100 | Total \$349.00 |
| Refer | 4155 REPUBLIC SERVICES #894 | Ck# 004135E 7/18/2023 | | |
| Cash Payment | E 100-41940-384 Refuse/Garbage Dispos | Acct. #3-0894-3468325: General Trash - City Hall - July 2022 | | \$316.29 |
| Invoice 0894-006288951 | 6/30/2023 | | | |
| Cash Payment | E 100-41940-384 Refuse/Garbage Dispos | Acct. #3-0894-3468325: Organics Recycling - July 2022 | | \$244.59 |
| Invoice 0894-006288951 | 6/30/2023 | | | |
| Cash Payment | E 100-42280-220 Repair/Maint Supply (G | Acct. #3-0894-3468325: General Trash - Fire Station - July 2022 | | \$41.93 |
| Invoice 0894-006288951 | 6/30/2023 | | | |
| Cash Payment | E 100-43245-384 Refuse/Garbage Dispos | Acct. #3-0894-9894068: Recycling - June 2023 - 1,146 Carts | | \$5,271.60 |
| Invoice 0894-006284807 | 6/30/2023 | | | |
| Transaction Date | 7/11/2023 | Cash | 10100 | Total \$5,874.41 |
| Refer | 4151 RUPP ANDERSON SQUIRES & WA | - | | |
| Cash Payment | E 100-41610-304 Legal Fees | Miscellaneous: May 2023 | | \$176.50 |
| Invoice 17920 | 7/5/2023 | | | |
| Cash Payment | E 100-41610-304 Legal Fees | Photocopies: May 2023 | | \$18.80 |
| Invoice 17920 | 7/5/2023 | | | |
| Transaction Date | 7/7/2023 | Cash | 10100 | Total \$195.30 |
| Refer | 4150 THE HARTFORD | Ck# 004133E 7/18/2023 | | |
| Cash Payment | G 100-21707 Life Ins | STD & LTD - July 2023 | | \$194.95 |
| Invoice 720819970800 | 7/7/2023 | | | |
| Transaction Date | 7/7/2023 | Cash | 10100 | Total \$194.95 |
| Refer | 4158 Vargas, Maria | - | | |
| Cash Payment | E 100-48205-810 Refunds & Reimbursem | Hall Damage Deposit Release -7/7 - 7/8/2023 Event | | \$350.00 |
| Invoice | | | | |
| Transaction Date | 7/11/2023 | Cash | 10100 | Total \$350.00 |
| Refer | 4160 VERIZON | - | | |

HANOVER

Payments

07/12/23 3:14 PM

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Current Period: July 2023

| | | | | |
|------------------------|--|---|----------------|--------------------------|
| Cash Payment | E 100-42280-321 Telephone | iPad Data Plan - 6/3/2023 - 7/2/2023 | | \$50.84 |
| Invoice 9938689978 | 7/2/2023 | | | |
| Transaction Date | 7/12/2023 | Cash | 10100 | Total \$50.84 |
| Refer | 4157 <u>Weinhandl, Sheila</u> | - | | |
| Cash Payment | E 100-48205-810 Refunds & Reimburse | Shelter Damage Deposit Release - 7/8/2023 Event | | \$100.00 |
| Invoice | | | | |
| Transaction Date | 7/11/2023 | Cash | 10100 | Total \$100.00 |
| Refer | 4156 <u>Wright County Finance</u> | - | | |
| Cash Payment | E 100-42102-310 Other Professional Servi | WC Patrol Services - July 2023 | | \$10,554.58 |
| Invoice 200009104 | 7/10/2023 | | | |
| Transaction Date | 7/11/2023 | Cash | 10100 | Total \$10,554.58 |
| Refer | 4144 <u>WRIGHT COUNTY JOURNAL PRES</u> | - | | |
| Cash Payment | E 818-41970-351 Legal Notices Publishing | PHN: Matthew Schnell CUP | | \$29.00 |
| Invoice 8065401 | 6/15/2023 | | Project 208347 | |
| Cash Payment | E 818-41970-351 Legal Notices Publishing | PHN: Roy C. Inc. Variance | | \$29.00 |
| Invoice 8065402 | 6/15/2023 | | Project 208348 | |
| Cash Payment | E 100-41970-351 Legal Notices Publishing | Annual Disclosure of Tax Increment Districts for YE 12/31/2022 | | \$45.75 |
| Invoice 8065460 | 6/29/2023 | | | |
| Cash Payment | E 100-41970-351 Legal Notices Publishing | City Clerk Worker Ad | | \$132.94 |
| Invoice 8065456 | 6/25/2023 | | | |
| Cash Payment | E 100-41970-351 Legal Notices Publishing | Discount | | -\$10.23 |
| Invoice 8065456 | 6/25/2023 | | | |
| Transaction Date | 7/7/2023 | Cash | 10100 | Total \$226.46 |
| Refer | 4134 <u>WSB & ASSOCIATES, INC.</u> | <u>Ck# 004128E 7/18/2023</u> | | |
| Cash Payment | E 100-41950-303 Engineering Fees | General Engineering: May 2023 | | \$292.50 |
| Invoice 022012-5-0623 | 6/30/2023 | | | |
| Cash Payment | E 100-41950-303 Engineering Fees | Council Meetings: May 2023 | | \$40.00 |
| Invoice 022012-5-0623 | 6/30/2023 | | | |
| Cash Payment | E 818-41950-310 Other Professional Servi | Roy C Inc / Timco - Site Plan & Variance: May 2023 | | \$536.25 |
| Invoice 022012-5-0623 | 6/30/2023 | | Project 208348 | |
| Cash Payment | E 100-41950-303 Engineering Fees | ROW Permits: May 2023 | | \$195.00 |
| Invoice 022012-5-0623 | 6/30/2023 | | | |
| Cash Payment | E 100-41950-303 Engineering Fees | Building Permits: May 2023 | | \$2,701.25 |
| Invoice 022012-5-0623 | 6/30/2023 | | | |
| Cash Payment | E 418-43121-310 Other Professional Servi | 2023 Pavement Improvement Project: May 2023 | | \$9,890.00 |
| Invoice 021800-6-0623 | 6/30/2023 | | | |
| Cash Payment | E 818-41950-310 Other Professional Servi | I & S Group / Bridgewater Phase 2 - CUP, PUD, Site & Building Plans: May 2023 | | \$113.00 |
| Invoice 017804-18-0623 | 6/30/2023 | | Project 208294 | |
| Cash Payment | E 405-41950-303 Engineering Fees | Cardinal Park Sports Court: May 2023 | | \$4,149.00 |
| Invoice 021794-7-0623 | 6/30/2023 | | Project 208339 | |
| Cash Payment | E 832-41950-310 Other Professional Servi | CRHW 5th Addition - Developers Agreement: May 2023 | | \$678.00 |
| Invoice 017806-27-0623 | 6/30/2023 | | | |
| Cash Payment | E 834-41950-310 Other Professional Servi | CRHW 6th Addition - Developers Agreement: May 2023 | | \$9,016.75 |
| Invoice 019689-14-0623 | 6/30/2023 | | | |
| Cash Payment | E 418-43121-310 Other Professional Servi | CSAH 19 (CSAH 20 to North of 5th Street): May 2023 | | \$2,557.50 |
| Invoice 019152-20-0623 | 6/30/2023 | | Project 208300 | |

HANOVER

Payments

07/12/23 3:14 PM

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Current Period: July 2023

| | | |
|---------------------|--|--------------------------|
| Cash Payment | E 603-43150-310 Other Professional Servi MS4 Services: May 2023 | \$111.75 |
| Invoice | 013432-35-0623 6/30/2023 | |
| Cash Payment | E 818-41950-310 Other Professional Servi River Inn - Site Agreement: May 2023 | \$438.75 |
| Invoice | 019538-11-0623 6/30/2023 Project 208336 | |
| Cash Payment | E 818-41950-310 Other Professional Servi Sunram - Final Plat: May 2023 | \$1,012.00 |
| Invoice | 020628-12-0623 6/30/2023 Project 208341 | |
| Cash Payment | E 818-41950-310 Other Professional Servi Sunram - Final Plat: May 2023 | \$1,988.00 |
| Invoice | 020628-12-0623 6/30/2023 Project 208340 | |
| Cash Payment | E 829-41950-310 Other Professional Servi RiverTown Villas - Developers Agreement: May 2023 | \$226.00 |
| Invoice | 013676-50-0623 6/30/2023 | |
| Cash Payment | E 831-41950-310 Other Professional Servi Rivers Edge of Hanover - Developers Agreement: May 2023 | \$1,045.25 |
| Invoice | 016838-34-0623 6/30/2023 | |
| Cash Payment | E 835-41950-310 Other Professional Servi Rivers Edge 3rd Addition - Developers Agreement: May 2023 | \$5,454.50 |
| Invoice | 020959-5-0623 6/30/2023 | |
| Cash Payment | E 818-41950-310 Other Professional Servi Rivers Edge 4th Addition - Final Plat: May 2023 | \$195.00 |
| Invoice | 022350-3-0623 6/30/2023 Project 208342 | |
| Transaction Date | 7/6/2023 Cash 10100 | Total \$40,640.50 |
| Refer | 4135 <u>XCEL ENERGY</u> Ck# 004129E 7/18/2023 | |
| Cash Payment | E 100-43160-381 Electric Utilities Xcel Owned Street Lighting 6/3/2023 - 7/2/2023 | \$1,142.75 |
| Invoice | 834852348 7/3/2023 | |
| Cash Payment | E 100-43160-381 Electric Utilities City Owned Street Lighting 6/3/2023 - 7/2/2023 | \$1,418.64 |
| Invoice | 834852348 7/3/2023 | |
| Transaction Date | 7/6/2023 Cash 10100 | Total \$2,561.39 |
| Refer | 4145 <u>ZEP SALES & SERVICE</u> - | |
| Cash Payment | E 100-41940-210 Operating Supplies (GE 43x60 Black Bags, Toilet Paper, Hand Towels, Blue Sky Screens | \$737.18 |
| Invoice | 9008709683 6/27/2023 | |
| Transaction Date | 7/7/2023 Cash 10100 | Total \$737.18 |

HANOVER

Payments

07/12/23 3:14 PM

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Current Period: July 2023

Fund Summary

| | |
|-----------------------------------|--------------|
| | 10100 Cash |
| 100 GENERAL FUND | \$46,919.49 |
| 405 PARK DEDICATION FEE | \$4,149.00 |
| 406 CHARITABLE GAMBLING PROCEEDS | \$100.00 |
| 418 STREET CAPITAL PROJ FUND | \$12,447.50 |
| 601 WATER ENTERPRISE FUND | \$8,400.00 |
| 602 SEWER ENTERPRISE FUND | \$23,808.00 |
| 603 STORM WATER ENTERPRISE FUND | \$111.75 |
| 810 BUILDING PERMITS ESCROW FUND | \$15,000.00 |
| 818 MISC ESCROWS FUND | \$6,741.00 |
| 829 RIVER TOWN VILLAS DEVEL AGRMT | \$226.00 |
| 831 RIVERS EDGE DEVEL AGRMT | \$1,045.25 |
| 832 CROW RVR HTS 5TH DEVEL AGRMT | \$678.00 |
| 834 CROW RVR HTS 6TH DEVEL AGRMT | \$9,076.75 |
| 835 RIVERS EDGE 3 DEVEL AGRMT | \$5,454.50 |
| | <hr/> |
| | \$134,157.24 |

| | |
|--|--------------|
| Pre-Written Checks | \$83,171.21 |
| Checks to be Generated by the Computer | \$50,986.03 |
| Total | <hr/> |
| | \$134,157.24 |

HANOVER

07/12/23 4:03 PM

Page 1

***Check Summary Register©**

Batch: 07-18-23 Claims

| Name | Check Date | Check Amt | |
|--------------------------------------|---------------------|---------------------|--|
| 10100 Cash | | | |
| 4128e WSB & ASSOCIATES, INC. | 7/18/2023 | \$40,640.50 | General Engineering: May 2023 |
| 4129e XCEL ENERGY | 7/18/2023 | \$2,561.39 | Xcel Owned Street Lighting 6/3/2023 - 7/2/202 |
| 4130e FINKEN WATER SOLUTIONS | 7/18/2023 | \$17.50 | Cust #400099: Cook & Cold Rental Cooler - Jul |
| 4131e MN DEPT OF LABOR AND INDUS | 7/18/2023 | \$4,066.08 | Confirmation #JUNE0530852023 - Surcharge |
| 4132e Collaborative Planning LLC | 7/18/2023 | \$6,000.00 | General Planning: June 2023 |
| 4133e The Hartford | 7/18/2023 | \$194.95 | STD & LTD - July 2023 |
| 4134e CITY OF ST. MICHAEL | 7/18/2023 | \$23,808.00 | SAC Fee - 997 Emmy Lane |
| 4135e REPUBLIC SERVICES #894 | 7/18/2023 | \$5,874.41 | Acct. #3-0894-3468325: General Trash - City H |
| 4136e BIREN, AMY | 7/18/2023 | \$8.38 | Vinegar for Dishwasher |
| 37089 Bakken, Daniel | 7/18/2023 | \$100.00 | Concert in the Park on 6/14/2023 |
| 37090 CARSON, CLELLAND & SCHRED | 7/18/2023 | \$28.66 | Legal Support / Work - June 2023 |
| 37091 CENTURY LINK | 7/18/2023 | \$61.16 | Fire Station Landline - 6/28/2023 - 7/27/2023 |
| 37092 COTTENS, INC | 7/18/2023 | \$17.04 | Pressure Washer: Hose End Fitting |
| 37093 FIELDSTONE FAMILY HOMES | 7/18/2023 | \$5,000.00 | 9754 Jordan Avenue - Release of Building Per |
| 37094 Guidance Point Technologies | 7/18/2023 | \$335.00 | 6/29/2023 On-Site Service: No Internet After P |
| 37095 HARDWARE HANK | 7/18/2023 | \$130.99 | Irrigation Box Locks |
| 37096 Hernandez, Esmoralda | 7/18/2023 | \$350.00 | Hall Damage Deposit Release - 7/1/2023 Event |
| 37097 J P BROOKS, INC | 7/18/2023 | \$10,000.00 | 768 Emmy Lane - Building Permit Escrow Rele |
| 37098 JOINT POWERS WATER BOARD | 7/18/2023 | \$8,400.00 | WAC Fee - 997 Emmy Lane |
| 37099 LOEFFLER, ELIZABETH | 7/18/2023 | \$100.00 | Shelter Damage Deposit Release - 7/3/2023 E |
| 37100 MC Tool & Safety | 7/18/2023 | \$208.38 | Calibration Gas MSA Mix |
| 37101 MENARDS - BUFFALO | 7/18/2023 | \$169.84 | Paper Plates, C Batteries, Toilet Paper, Paper |
| 37102 METRO WEST INSPECTION SER | 7/18/2023 | \$9,757.74 | Pmt 156-22 @ 9752 Jordan Avenue NE |
| 37103 MN PEIP | 7/18/2023 | \$3,563.86 | Medical & Dental Premiums - August 2023 |
| 37104 Oluwasegun, David | 7/18/2023 | \$200.00 | Hall Damage Deposit Release - 7/4/2023 Event |
| 37105 POSTMASTER | 7/18/2023 | \$349.00 | Postage - 3rd Quarter Newsletter |
| 37106 Rupp Anderson Squires & Waldsp | 7/18/2023 | \$195.30 | Miscellaneous: May 2023 |
| 37107 Vargas, Maria | 7/18/2023 | \$350.00 | Hall Damage Deposit Release -7/7 - 7/8/2023 |
| 37108 Verizon Wireless | 7/18/2023 | \$50.84 | iPad Data Plan - 6/3/2023 - 7/2/2023 |
| 37109 Weinhandl, Sheila | 7/18/2023 | \$100.00 | Shelter Damage Deposit Release - 7/8/2023 E |
| 37110 Wright County Finance | 7/18/2023 | \$10,554.58 | WC Patrol Services - July 2023 |
| 37111 WRIGHT COUNTY JOURNAL PR | 7/18/2023 | \$226.46 | PHN: Matthew Schnell CUP |
| 37112 Acuity Specialty Products, Inc | 7/18/2023 | \$737.18 | 43x60 Black Bags, Toilet Paper, Hand Towels, |
| | Total Checks | \$134,157.24 | |

FILTER: (([Act Year]='2023' and [period] in (7))) and (Source in ('07-18-23 Claims'))

— CC&S —
ATTORNEYS AT LAW

Carson, Clelland, & Schreder
6300 Shingle Creek Parkway Suite 305
Minneapolis, MN - Minnesota 55430

Invoice #: 4036
Date: 06-29-2023

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

Matter Number: City of Hanover - Criminal - Prosecution

Criminal Paralegal - Services

| Date | Description | Quantity | Total |
|----------|--|----------|---------|
| 06-27-23 | 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. | 0.50 | \$18.75 |

Subtotal: \$18.75

Other - Expenses

| | | | |
|----------|------------------------------|------|--------|
| 06-01-23 | Monthly support fee for June | 1.00 | \$9.91 |
|----------|------------------------------|------|--------|

Subtotal: \$9.91

E# 100-41610-304
City Attorney
↳ Legal Fees

| | |
|---------------|---------|
| Subtotal | \$28.66 |
| Total | \$28.66 |
| Payment | \$0.00 |
| Balance Owing | \$28.66 |

Statement Account Summary

| Previous Balance | | New Charges | | Payments Received | | Total Amount Outstanding |
|------------------|---|-------------|---|-------------------|---|--------------------------|
| \$41.79 | + | \$28.66 | - | \$41.79 | = | \$28.66 |

JUL 01 2023

Total Client Balance \$28.66

Total Matter Balance \$28.66

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.

A handwritten signature in black ink, appearing to read 'J. Thames', is positioned above the printed name.

John J. Thames, City Attorney

4132

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 2023-179
DATE 07/03/2023

PROJECT
Planning and Zoning

| DATE | ACTIVITY | QTY | RATE | AMOUNT |
|------------|--|----------|--------|--------|
| | City of Hanover:Hanover General Planning:Hanover General Planning | | | |
| 06/01/2023 | Prepare for meetings. Meeting with developer. Meeting with Jennifer/Jenn. Meeting with property owner. Meeting with developer. | CMN 4:00 | 120.00 | 480.00 |
| 06/02/2023 | Phone conference with Jay re: final and prelim plat. Phone conference with Jenn. Phone conference with potential developer. | CMN 1:00 | 120.00 | 120.00 |
| 06/05/2023 | Phone conference with Bryan R. Phone conference with Jennifer. | CMN 0:30 | 120.00 | 60.00 |
| 06/06/2023 | Prepare for and attend City Council meeting. | CMN 3:15 | 120.00 | 390.00 |
| 06/07/2023 | Emails re: pit reclamation bond for Duinick. | CMN 0:15 | 120.00 | 30.00 |
| 06/08/2023 | Various emails and updates for webpage. Review fence permit, email to Amy. Review shed, email to Amy. | CMN 0:45 | 120.00 | 90.00 |
| 06/09/2023 | Draft memo on Schirmer, email to Jennifer. | CMN 0:45 | 120.00 | 90.00 |
| 06/14/2023 | Phone conference with JP Brooks. Phone conference with Jennifer. | CMN 0:30 | 120.00 | 60.00 |
| 06/15/2023 | Edit Schirmer memo, email to Jennifer. | CMN 0:15 | 120.00 | 30.00 |
| 06/16/2023 | Drafting letter to Reitzner. | CMN 0:30 | 120.00 | 60.00 |
| 06/17/2023 | Complete letter, email to Bryan. | CMN 0:15 | 120.00 | 30.00 |
| 06/20/2023 | Review agenda, emails with Amy. | CMN 0:15 | 120.00 | 30.00 |
| 06/26/2023 | Various emails re: Anderson property, review files. | CMN 0:30 | 120.00 | 60.00 |
| 06/27/2023 | Emails re: lift station. | CMN 0:15 | 120.00 | 30.00 |

| | | | | | |
|------------|--|--|------|--------|----------|
| 06/30/2023 | Email from Jennifer, phone conference with Jennifer. | CMN | 0:15 | 120.00 | 30.00 |
| | | SUBTOTAL - City of Hanover:Hanover General Planning:Hanover General Planning | | | 1,590.00 |
| | | City of Hanover:Zoning Administration/Building Permits | | | |
| 06/01/2023 | Draft memo re: Schirmers. | CMN | 1:00 | 120.00 | 120.00 |
| 06/02/2023 | Reviewing fence permit, various emails. | CMN | 0:15 | 120.00 | 30.00 |
| 06/05/2023 | Reviewing permits, email to Amy. | CMN | 0:30 | 120.00 | 60.00 |
| 06/06/2023 | Reviewing permits and FABs. Various emails. | CMN | 1:00 | 120.00 | 120.00 |
| 06/09/2023 | Various emails. | CMN | 0:15 | 120.00 | 30.00 |
| 06/12/2023 | Phone conference with Amy re: submittals, checklists. Emails with Amy re: damaged buildings. Reviewing FABs. | CMN | 2:00 | 120.00 | 240.00 |
| 06/13/2023 | Various emails. Reviewing deck permits. Review fence permit, phone conference with Justin. | CMN | 1:00 | 120.00 | 120.00 |
| 06/14/2023 | Email from Jennifer, review floodplain property, email to Jennifer. Review fence permit, various emails. Review several FGABS, various emails. | CMN | 1:30 | 120.00 | 180.00 |
| 06/15/2023 | Review permits. Phone conference with Amy. Phone conference with Amy. | CMN | 0:45 | 120.00 | 90.00 |
| 06/16/2023 | Various emails, review ABs. Draft letter to commercial property owner, emails with Jennifer. | CMN | 2:00 | 120.00 | 240.00 |
| 06/20/2023 | Review FGABS, various emails. Review permits. | CMN | 0:45 | 120.00 | 90.00 |
| 06/21/2023 | Reviewing FGABS, emails to Amy. Review screen porch, email to Amy, various emails. Reviewing new home permits. | CMN | 1:30 | 120.00 | 180.00 |
| 06/22/2023 | Review permits. Phone conference with Jenn. | CMN | 0:45 | 120.00 | 90.00 |
| 06/23/2023 | Review FGABS. Review new home permits. | CMN | 1:00 | 120.00 | 120.00 |
| 06/26/2023 | Reviewing FABs. Reviewing permits. Phone conference with Jenn. | CMN | 1:15 | 120.00 | 150.00 |
| 06/28/2023 | Review revised survey. Review garage, new home, and FGABS. | CMN | 0:30 | 120.00 | 60.00 |
| 06/29/2023 | Various emails. | CMN | 0:15 | 120.00 | 30.00 |
| | | SUBTOTAL - City of Hanover:Zoning | | | 1,950.00 |

Administration/Building Permits

| | |
|-------------|-------------------|
| SUBTOTAL | 3,540.00 |
| TAX | 0.00 |
| TOTAL | 3,540.00 |
| BALANCE DUE | \$3,540.00 |

E# 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 2023-180
DATE 07/03/2023

PROJECT
Sunram

Final Plat

| DATE | ACTIVITY | CMN | QTY | RATE | AMOUNT |
|------------|---|-----|------|--------|--------|
| 06/08/2023 | Update webpage info, email to Amy. | CMN | 0:15 | 120.00 | 30.00 |
| 06/11/2023 | Reviewing file, drafting LOI. | CMN | 1:00 | 120.00 | 120.00 |
| 06/13/2023 | Phone conference with Ryan. | CMN | 0:15 | 120.00 | 30.00 |
| 06/14/2023 | Drafting LOI, email to Jackie, email to Justin, email to Ryan/Lacey. Reviewing DA. Reviewing covenants/HOA status. Email from Ryan. Phone conference with Ryan. | CMN | 1:30 | 120.00 | 180.00 |
| 06/15/2023 | Email from Ryan, phone conference with Ryan. | CMN | 0:15 | 120.00 | 30.00 |
| 06/17/2023 | Emails re: engineers estimate. Emails with Ryan. | CMN | 0:15 | 120.00 | 30.00 |
| 06/18/2023 | Email from Ryan, email to Jenn/Justin. | CMN | 0:15 | 120.00 | 30.00 |
| 06/19/2023 | Email from Ryan. | CMN | 0:15 | 120.00 | 30.00 |
| 06/21/2023 | Phone conference with Jenn. | CMN | 0:15 | 120.00 | 30.00 |
| 06/25/2023 | Editing DA, LOI. | CMN | 0:30 | 120.00 | 60.00 |
| 06/27/2023 | Edit DA, edit LOI, email to Jay. Email to Ryan re: DA and LOC. Phone conference with Ryan. Various emails. | CMN | 1:30 | 120.00 | 180.00 |
| 06/28/2023 | Emails with Ryan. | CMN | 0:15 | 120.00 | 30.00 |

E# 818-41910-310

Misc. Escrows

*↳ Planning & Zoning
↳ Other Prof. Srvs.*

| | |
|----------|--------|
| SUBTOTAL | 780.00 |
| TAX | 0.00 |
| TOTAL | 780.00 |

BALANCE DUE

\$780.00

Project # 208341

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 2023-181
DATE 07/03/2023

PROJECT
Roy C. Inc

Site Plan & Variance

| DATE | ACTIVITY | CMN | QTY | RATE | AMOUNT |
|------------|--|-----|------|--------|--------|
| 06/11/2023 | Reviewing file, email to Amy, email to Justin. | CMN | 0:15 | 120.00 | 30.00 |
| 06/13/2023 | Draft legal notice, email to newspaper. Prepare mailer, email to Amy. Email to applicant. | CMN | 0:45 | 120.00 | 90.00 |
| 06/22/2023 | Prepare staff report, email to Amy. | CMN | 1:15 | 120.00 | 150.00 |
| 06/25/2023 | Email to applicant. | CMN | 0:15 | 120.00 | 30.00 |
| 06/26/2023 | Prepare for meeting, attend PC meeting. | CMN | 0:45 | 120.00 | 90.00 |

SUBTOTAL 390.00
TAX 0.00
TOTAL 390.00

BALANCE DUE

\$390.00

E# 818-41910-310

Misc. Escrows

*↳ Planning & Zoning
↳ Other Prof. Svcs.*

Project # 208348

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 2023-182
DATE 07/03/2023

PROJECT
RJT Addition

River Inn / Downtown Subdivision - Final Plat

| DATE | ACTIVITY | QTY | RATE | AMOUNT | |
|------------|--|-----|------|--------|--------|
| 06/01/2023 | Various emails. Drafting final plat extension resolution, drafting DA revision resolution, drafting memo, prepare for Council packets. | CMN | 1:15 | 120.00 | 150.00 |
| 06/02/2023 | Email to Jodi/Scott. | CMN | 0:15 | 120.00 | 30.00 |
| 06/13/2023 | Various emails. | CMN | 0:15 | 120.00 | 30.00 |
| 06/16/2023 | Email to Jackie re: wire. Draft LOI, email to Jodi/Rachel. | CMN | 0:45 | 120.00 | 90.00 |
| 06/19/2023 | Email from Rachel re: commitment. | CMN | 0:15 | 120.00 | 30.00 |
| 06/21/2023 | Emails with Jodi. | CMN | 0:15 | 120.00 | 30.00 |
| 06/26/2023 | Various emails. | CMN | 0:15 | 120.00 | 30.00 |
| 06/27/2023 | Emails from Scott and Jodi. Phone conference with Scott. | CMN | 0:15 | 120.00 | 30.00 |
| 06/29/2023 | Various emails, review title commitment, edit DA, review consents to plat, email to all. | CMN | 0:45 | 120.00 | 90.00 |

| | |
|----------|--------|
| SUBTOTAL | 510.00 |
| TAX | 0.00 |
| TOTAL | 510.00 |

BALANCE DUE **\$510.00**

E # 818-41910-310

Misc. Escrows

↳ Planning & Zoning
↳ Other Prof. Srvs.

Project # 208321

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 **2023-183**
DATE **07/03/2023**

PROJECT
CRHW 6th Addition

Developers Agreement

| DATE | ACTIVITY | QTY | RATE | AMOUNT |
|------------|-------------------------------|-----|-------------|--------|
| 06/02/2023 | Email to Stephen. | CMN | 0:15 120.00 | 30.00 |
| 06/16/2023 | Email to Jay, email from Jay. | CMN | 0:15 120.00 | 30.00 |

| | |
|----------|-------|
| SUBTOTAL | 60.00 |
| TAX | 0.00 |
| TOTAL | 60.00 |

BALANCE DUE

\$60.00

E# 834-41910-310

CRHW 6th Add. Devel. Agmt.

↳ 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 2023-184
 DATE 07/03/2023

PROJECT
 259 Jandel Schnell Design - CUP

| DATE | ACTIVITY | CMN | QTY | RATE | AMOUNT |
|------------|--|-----|------|--------|--------|
| 06/01/2023 | Phone conference with Jenn. | CMN | 0:15 | 120.00 | 30.00 |
| 06/02/2023 | Reviewing submittal, email to Amy. | CMN | 0:15 | 120.00 | 30.00 |
| 06/12/2023 | Review application, draft comment letter. Phone conference with Amy. | CMN | 0:45 | 120.00 | 90.00 |
| 06/13/2023 | Draft legal notice, email to newspaper. Reviewing application. Email to applicant. Prepare mailer, email to Amy. Emails re: home occupation. | CMN | 0:45 | 120.00 | 90.00 |
| 06/19/2023 | Phone conference with Matt. | CMN | 0:15 | 120.00 | 30.00 |
| 06/22/2023 | Various emails. Phone conference with Jenn. Review plans, prepare staff report. | CMN | 1:45 | 120.00 | 210.00 |
| 06/25/2023 | Email to Matt. | CMN | 0:15 | 120.00 | 30.00 |
| 06/26/2023 | Various emails. Prepare for meeting, attend PC meeting. | CMN | 1:45 | 120.00 | 210.00 |

| | |
|----------|--------|
| SUBTOTAL | 720.00 |
| TAX | 0.00 |
| TOTAL | 720.00 |

BALANCE DUE **\$720.00**

E# 818-41910-310

Misc. Escrows

↳ Planning & Zoning
 ↳ Other Prof. Srvs.

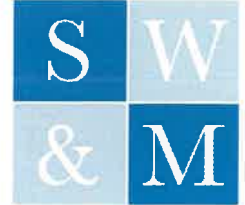
Project # 208347

Collaborative Planning

Month: June 2023

| Project Name: | Amount: |
|---|-------------|
| General Planning | \$ 3,540.00 |
| Tim Bellin - PUD Amendment | \$ - |
| CRHW 6th Addition - Developers Agreement | \$ 60.00 |
| HP Holdings - Final Plat | \$ - |
| River Inn / Downtown Subdivision - Final Plat | \$ 510.00 |
| Roy C. Inc. - Site & Building Plan | \$ 390.00 |
| Sunram - Final Plat | \$ 780.00 |
| CRHW 5th Addition - Developers Agreement | \$ - |
| Schnell Design - CUP | \$ 720.00 |
| Hilltop Coffee - Site & Building Plan | \$ - |
| Rivers Edge - 3rd Addition Developers Agreement | \$ - |
| Rivers Edge - 2nd Addition Vacation of Easement | \$ - |
| River Inn - Site Agreement | \$ - |
| Rivers Edge - 4th Addition Final Plat | \$ - |
| Rivers Edge of Hanover - Developers Agreement | \$ - |
| | <hr/> |
| | \$ 6,000.00 |

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



Office (612) 436-4300
Fax (612) 436-4340
Federal Tax ID 46-1641135

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

| | |
|---|-----------------|
| Statement as of: 5/31/2023 Statement Date: 7/5/2023 Statement No. 17920 | |
| Total Due This Statement: | \$195.30 |

| | |
|--------------------------------------|--------|
| 4011(1)-0001: Miscellaneous | 80.30 |
| 4011(3)-0001: Developer Paid (Misc.) | 115.00 |

| | |
|----------------------------------|-----------------|
| Total Fees and Expenses: | \$195.30 |
| Total Due This Statement: | \$195.30 |

A handwritten signature in purple ink, appearing to be 'JN', is written below the total due amount.

JUL 07 2023

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



Office (612) 436-4300
 Fax (612) 436-4340
 Federal Tax ID 46-1641135

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

Statement as of: 5/31/2023
 Statement Date: 7/5/2023
 Statement No. 17920

Total Now Due: \$195.30

*E# 100-41610-304
 City Attorney
 ↳ Legal Fees*

4011(1)-0001: Miscellaneous

| | | Hours | Rate | Amount |
|-----------------|---|-------|--------|---------|
| 05/16/2023 | JTS Mayor e-mail regarding legal holidays; review statute; send to mayor. | 0.30 | 205.00 | 61.50 |
| Sub-total Fees: | | | | \$61.50 |

4011(3)-0001: Developer Paid (Misc.)

| | | Hours | Rate | Amount |
|-----------------|--|-------|--------|----------|
| 05/23/2023 | JTS Jennifer e-mail regarding driveway easement issue; Cindy e-mail regarding intellectual property rights question. | 0.20 | 230.00 | 46.00 |
| 05/24/2023 | JTS E-mail to Cindy requirements opinion on intellectual property rights in plat; e-mail to Jennifer regarding options on driveway easement. | 0.30 | 230.00 | 69.00 |
| Sub-total Fees: | | | | \$115.00 |

Rate Summary

| | | |
|---------------------|---------------------------|---------------|
| Jay T. Squires | 0.50 hours at \$230.00/hr | 115.00 |
| Jay T. Squires | 0.30 hours at \$205.00/hr | 61.50 |
| Total hours: | 0.80 | 176.50 |

Expenses

| | Units | Price | Amount |
|-------------------------|-------|-------|--------|
| 05/01/2023 Photocopies. | 2.00 | 0.20 | 0.40 |
| 05/01/2023 Photocopies. | 20.00 | 0.20 | 4.00 |
| 05/01/2023 Photocopies. | 20.00 | 0.20 | 4.00 |
| 05/01/2023 Photocopies. | 3.00 | 0.20 | 0.60 |
| 05/01/2023 Photocopies. | 1.00 | 0.20 | 0.20 |
| 05/01/2023 Photocopies. | 21.00 | 0.20 | 4.20 |
| 05/01/2023 Photocopies. | 2.00 | 0.20 | 0.40 |
| 05/01/2023 Photocopies. | 21.00 | 0.20 | 4.20 |
| 05/01/2023 Photocopies. | 3.00 | 0.20 | 0.60 |

05/01/2023 Photocopies.

| | | | |
|---------------------|------|------|----------------|
| | 1.00 | 0.20 | 0.20 |
| Sub-total Expenses: | | | <u>\$18.80</u> |

Total Fees and Expenses: \$195.30

Total Now Due: \$195.30

I declare under the penalties of law that this account is just and correct and that no part of it has been paid.



Accounts Manager

4128



June 30, 2023

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

Re: May 2023 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

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



Project Budget Tracking

For the period 5/1/2023 - 5/31/2023

| Project Name | WSB Project # | Project Manager | Current Invoice | Fee Type | JTD Billed | Comments | Client Invoice Reviewer |
|---|---------------|--------------------|---------------------|---------------|------------|----------|-------------------------|
| HANO - 2023 General Engineering Services | R-022012-000 | Edison, Jennifer | 3,765.00 | Hourly | 20,669.42 | | Nash, Jennifer |
| HANO - 2023 Pavement Improvement Project | R-021800-000 | Edison, Jennifer | 9,890.00 | Not to Exceed | 31,829.00 | | Nash, Jennifer |
| HANO - Bridgewater at Hanover Phase 2 | R-017804-000 | Edison, Jennifer | 113.00 | Hourly | 8,143.25 | | Nash, Jennifer |
| HANO - Cardinal Park Pickleball Courts | R-021794-000 | Edison, Jennifer | 4,149.00 | Not to Exceed | 27,836.75 | | Nash, Jennifer |
| HANO - Crow River Heights West 5th | R-017806-000 | Edison, Jennifer | 678.00 | Hourly | 34,459.75 | | Nash, Jennifer |
| HANO - Crow River Heights West 8th Addition | R-019689-000 | Edison, Jennifer | 9,016.75 | Hourly | 25,547.50 | | Nash, Jennifer |
| HANO - CSAH 19 (CSAH 20 to North of 5th Street) | R-019152-000 | Plowman, Andrew | 2,557.50 | Not to Exceed | 162,183.64 | | Nash, Jennifer |
| HANO - MS4 Services | R-013432-000 | Martensson, Niklas | 111.75 | Hourly | 23,586.73 | | Nash, Jennifer |
| HANO - River Inn Expansion | R-019538-000 | Edison, Jennifer | 438.75 | Hourly | 6,760.00 | | Nash, Jennifer |
| HANO - River Road Development (Sunram) | R-020628-000 | Edison, Jennifer | 3,000.00 | Variety | 21,060.25 | | Nash, Jennifer |
| HANO - River Town Villas | R-013676-000 | Edison, Jennifer | 226.00 | Hourly | 51,128.75 | | Nash, Jennifer |
| HANO - Rivers Edge of Hanover | R-016838-000 | Edison, Jennifer | 1,045.25 | Hourly | 100,716.25 | | Nash, Jennifer |
| HANO - Rivers Edge of Hanover 3rd Addition | R-020959-000 | Edison, Jennifer | 5,454.50 | Hourly | 8,216.75 | | Nash, Jennifer |
| HANO - Rivers Edge of Hanover 4th Addition | R-022330-000 | Edison, Jennifer | 195.00 | Hourly | 3,530.50 | | Nash, Jennifer |
| Final Totals | | | \$ 40,640.50 | | | | |

JH

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55418



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

June 30, 2023
 Project/Invoice: R-022012-000 - 5 - 0623
 Reviewed by: Justin Messner
 Project Manager: Jennifer Edison

2023 General Engineering Services
Professional Services from May 1, 2023 to May 31, 2023

Phase 001 **General Engineering**
 Miscellaneous

| | | Hours | Rate | Amount |
|---|----------|-------|--------|-------------------|
| Edison, Jennifer | 5/4/2023 | .75 | 195.00 | 146.25 |
| asbuilts and reviewing topography to serve interest in development for property across from Bridges development | | | | |
| Edison, Jennifer | 5/4/2023 | .75 | 195.00 | 146.25 |
| ROY C inc addition, reviewing drainage in response to request from property owner to fill in the ditch and install storm pipe | | | | |
| Edison, Jennifer | 5/8/2023 | 2.00 | 195.00 | 390.00 |
| Norseman Properties Building Expansion investigation on asbuilts, grading plan and stormwater drainage | | | | |
| Totals | | 3.50 | | 682.50 |
| Total Labor | | | | 682.50 |

*Ray C. Inc.
 E# 818-41950-310
 536.25
 Project # 208348*

Total this Task ~~682.50~~ **682.50**

Meetings

| | | Hours | Rate | Amount |
|--|-----------|-------|--------|---------------|
| Edison, Jennifer | 5/16/2023 | .75 | 195.00 | 146.25 |
| Call with Jennifer on Hennepin County Cost sharing grant | | | | |
| Totals | | .75 | | 146.25 |
| Total Labor | | | | 146.25 |

Total this Task **\$146.25**

Council Meetings (\$40)

Unit Billing

Meetings/Council Meetings (\$40)

| | | | |
|--------------------|---------------------|--------------|--------------|
| 5/31/2023 | 1.0 Meeting @ 40.00 | 40.00 | 40.00 |
| Total Units | | 40.00 | 40.00 |

Total this Task **\$40.00**

Total this Phase **\$868.75**

Phase 002 **ROW Permits**
 Plan Review

| | | Hours | Rate | Amount | |
|--|-----------|-------|-------------------------|--------|-----------------|
| Edison, Jennifer | 5/2/2023 | .25 | 195.00 | 48.75 | |
| 11202 River Rd ROW permit | | | | | |
| Edison, Jennifer | 5/2/2023 | .50 | 195.00 | 97.50 | |
| 1238 Jansen | | | | | |
| Edison, Jennifer | 5/2/2023 | .50 | 195.00 | 97.50 | |
| 1342 Jansen, resubmittal | | | | | |
| Edison, Jennifer | 5/2/2023 | .25 | 195.00 | 48.75 | |
| 1347 Oak Ridge FAB | | | | | |
| Edison, Jennifer | 5/2/2023 | .25 | 195.00 | 48.75 | |
| 1358 Oak Ridge FAB | | | | | |
| Edison, Jennifer | 5/2/2023 | .25 | 195.00 | 48.75 | |
| 1373 Oak Ridge FAB | | | | | |
| Edison, Jennifer | 5/2/2023 | .25 | 195.00 | 48.75 | |
| 378 Emmy | | | | | |
| Edison, Jennifer | 5/2/2023 | .25 | 195.00 | 48.75 | |
| ROW permit for comcast for work south of the river | | | | | |
| Edison, Jennifer | 5/3/2023 | .25 | 195.00 | 48.75 | |
| 1010 River Rd | | | | | |
| Edison, Jennifer | 5/3/2023 | .25 | 195.00 | 48.75 | |
| 11441 5th St new build | | | | | |
| Edison, Jennifer | 5/3/2023 | .25 | 195.00 | 48.75 | |
| 564 Emmy Deck Permit | | | | | |
| Edison, Jennifer | 5/4/2023 | .50 | 195.00 | 97.50 | |
| 10701 Settlers | | | | | |
| Edison, Jennifer | 5/4/2023 | .25 | 195.00 | 48.75 | |
| 10703 Settlers | | | | | |
| Edison, Jennifer | 5/4/2023 | .25 | 195.00 | 48.75 | |
| 385 Emmy | | | | | |
| Edison, Jennifer | 5/30/2023 | .25 | 195.00 | 48.75 | |
| 10739 Settlers | | | | | |
| Edison, Jennifer | 5/30/2023 | .25 | 195.00 | 48.75 | |
| 11831 Whitetail | | | | | |
| Totals | | 4.75 | | 926.25 | |
| Total Labor | | | | | 926.25 |
| | | | Total this Task | | \$926.25 |
| | | | Total this Phase | | \$926.25 |

Phase 003 Building Permits
Plan Review

| | | Hours | Rate | Amount | |
|-------------------------|-----------|-------|--------|--------|--|
| Edison, Jennifer | 5/9/2023 | .25 | 195.00 | 48.75 | |
| 11444 5th Street NE FAB | | | | | |
| Edison, Jennifer | 5/12/2023 | .25 | 195.00 | 48.75 | |
| 1000 Emmy FAB | | | | | |
| Edison, Jennifer | 5/12/2023 | .25 | 195.00 | 48.75 | |
| 729 Mallard FAB | | | | | |

| Project | R-022012-000 | HANO - 2023 General Engineering Services | | | Invoice | 5 |
|--------------------|--|--|-------|--------|---------------------------|-------------------|
| Edison, Jennifer | 745 mallard FAB | 5/12/2023 | .25 | 195.00 | 48.75 | |
| Edison, Jennifer | FAB 757 Mallard | 5/12/2023 | .25 | 195.00 | 48.75 | |
| Edison, Jennifer | 1118 Jansen, FAB | 5/15/2023 | .50 | 195.00 | 97.50 | |
| Edison, Jennifer | 997 Emmy COS | 5/15/2023 | .25 | 195.00 | 48.75 | |
| Edison, Jennifer | 9780 Jordan, deck permit | 5/17/2023 | .25 | 195.00 | 48.75 | |
| Edison, Jennifer | 1214 Jansen | 5/18/2023 | 1.25 | 195.00 | 243.75 | |
| Edison, Jennifer | 1214 Jansen | 5/19/2023 | 1.25 | 195.00 | 243.75 | |
| Edison, Jennifer | 1214 Jansen | 5/22/2023 | .50 | 195.00 | 97.50 | |
| Edison, Jennifer | 1342 Oak Ridge St initial survey | 5/22/2023 | .25 | 195.00 | 48.75 | |
| Edison, Jennifer | 9727 Jordan, final survey | 5/22/2023 | .25 | 195.00 | 48.75 | |
| Edison, Jennifer | 9731 Jordan, final survey | 5/22/2023 | .25 | 195.00 | 48.75 | |
| Edison, Jennifer | Rivers Edge 3rd ROW permits Xcel and Centerpoint | 5/22/2023 | .50 | 195.00 | 97.50 | |
| Edison, Jennifer | 4586 Meadowlark, initial survey | 5/23/2023 | .50 | 195.00 | 97.50 | |
| Edison, Jennifer | 4934 Meadowlark initial survey | 5/23/2023 | .50 | 195.00 | 97.50 | |
| Edison, Jennifer | 9800 Jordan final grade survey | 5/23/2023 | .25 | 195.00 | 48.75 | |
| Edison, Jennifer | 387 Emmy FAB | 5/30/2023 | .25 | 195.00 | 48.75 | |
| Edison, Jennifer | 4586 Meadowlark | 5/30/2023 | .50 | 195.00 | 97.50 | |
| Edison, Jennifer | 9727 resubmittal | 5/30/2023 | .25 | 195.00 | 48.75 | |
| Edison, Jennifer | 4934 Meadowlark | 5/31/2023 | .25 | 195.00 | 48.75 | |
| Edison, Jennifer | 9781 Jasmine pool permit | 5/31/2023 | .50 | 195.00 | 97.50 | |
| Messner, Justin | 1419 Oak Ridge St - Rivers Edge 4th | 5/31/2023 | .50 | 235.00 | 117.50 | |
| Totals | | | 10.00 | | 1,970.00 | |
| Total Labor | | | | | | 1,970.00 |
| | | | | | Total this Task | \$1,970.00 |
| | | | | | Total this Phase | \$1,970.00 |
| | | | | | Total this Invoice | \$3,765.00 |

*E# 100-41950-303
 Engineer
 ↳ Engineering Fees*

Billings to Date

| | Current | Prior | Total |
|---------------|-----------------|------------------|------------------|
| Labor | 3,725.00 | 16,085.50 | 19,810.50 |
| Expense | 0.00 | 698.92 | 698.92 |
| Units | 40.00 | 120.00 | 160.00 |
| Totals | 3,765.00 | 16,904.42 | 20,669.42 |

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



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

June 30, 2023
 Project/Invoice: R-021800-000 - 6 - 0623
 Reviewed by: Justin Messner
 Project Manager: Jennifer Edison

2023 Pavement Improvement Project
Professional Services from May 1, 2023 to May 31, 2023

| Phase | 002 | Final Design | | | |
|--|-----|--------------------|--------------|------------------------|-------------------|
| Project Management | | | | | |
| | | | Hours | Rate | Amount |
| Edison, Jennifer | | 5/19/2023 | 3.50 | 195.00 | 682.50 |
| precon, project review, coordination | | | | | |
| Edison, Jennifer | | 5/24/2023 | 4.00 | 195.00 | 780.00 |
| weekly notice, mailing | | | | | |
| Gazdik, Stephen | | 5/23/2023 | 1.50 | 140.00 | 210.00 |
| Mailer Parcel GIS Mapping | | | | | |
| Gazdik, Stephen | | 5/24/2023 | .50 | 140.00 | 70.00 |
| Mailer Parcel GIS Mapping | | | | | |
| Rein, Amy | | 5/24/2023 | .50 | 102.00 | 51.00 |
| upload Hanover city specs and standard plates into Dropbox | | | | | |
| | | Totals | 10.00 | | 1,793.50 |
| | | Total Labor | | | 1,793.50 |
| | | | | Total this Task | \$1,793.50 |

Specifications & Bidding

| | | | Hours | Rate | Amount |
|---|--|--------------------|--------------|-------------|---------------|
| Buckley, Susan | | 5/5/2023 | 3.00 | 102.00 | 306.00 |
| 1. Enter bidders and bid data into OneOffice. 2. Prep draft NOA and Agreement incl. Exhibits for JEdison review. 3. Follow up re final for const P&S and OneOffice funding. 4. Final/PDF NOA and Agreement incl. Exhibits for emailing to the contractor. | | | | | |
| Buckley, Susan | | 5/16/2023 | .25 | 102.00 | 25.50 |
| JEdison re signed Agreement docs and NTP prep. | | | | | |
| Buckley, Susan | | 5/18/2023 | .75 | 102.00 | 76.50 |
| 1. Prep final for const spec. Upload final for const P&S to OneOffice. 2. Follow up w/JEdison re funding. 3. Set up funding in OneOffice. | | | | | |
| Edison, Jennifer | | 5/23/2023 | 2.50 | 195.00 | 487.50 |
| construction items | | | | | |
| Rein, Amy | | 5/18/2023 | .50 | 102.00 | 51.00 |
| award project in OneOffice | | | | | |
| | | Totals | 7.00 | | 946.50 |
| | | Total Labor | | | 946.50 |

| | | | | |
|---------|--------------|--|------------------------|-----------------|
| Project | R-021800-000 | HANO - 2023 Pavement Improvement Project | Invoice | 6 |
| | | | Total this Task | \$946.50 |

Meetings

| | | Hours | Rate | Amount |
|-----------------------------------|-----------|-------|-------------------------|-------------------|
| Hicks, Eric In Field Precon | 5/19/2023 | 4.00 | 136.00 | 544.00 |
| Totals | | 4.00 | | 544.00 |
| Total Labor | | | | 544.00 |
| | | | Total this Task | \$544.00 |
| | | | Total this Phase | \$3,284.00 |

Phase 003 Construction
Project Management

| | | Hours | Rate | Amount |
|--|-----------|-------|------------------------|-----------------|
| Buckley, Susan Prep draft NTP for JEdison review. | 5/30/2023 | .50 | 102.00 | 51.00 |
| Edison, Jennifer project management | 5/30/2023 | 1.50 | 195.00 | 292.50 |
| Totals | | 2.00 | | 343.50 |
| Total Labor | | | | 343.50 |
| | | | Total this Task | \$343.50 |

Construction Observation - Testing

| | | Hours | Rate | Amount |
|--|-----------|-------|------------------------|-------------------|
| Randall, Blair Concrete field testing | 5/30/2023 | 3.00 | 147.00 | 441.00 |
| Randall, Blair Concrete field testing, travel cylinder drop off | 5/31/2023 | 5.00 | 147.00 | 735.00 |
| Totals | | 8.00 | | 1,176.00 |
| Total Labor | | | | 1,176.00 |
| | | | Total this Task | \$1,176.00 |

Construction Observation - Inspection

| | | Hours | Rate | Amount |
|---|-----------|-------|--------|--------|
| Hicks, Eric In Field marked removals | 5/23/2023 | 7.00 | 136.00 | 952.00 |
| Hicks, Eric In Field Sawing c&g, removals | 5/24/2023 | 6.25 | 136.00 | 850.00 |
| Hicks, Eric In Field Sawing c&g, removals | 5/25/2023 | 5.00 | 136.00 | 680.00 |

| Project | R-021800-000 | HANO - 2023 Pavement Improvement Project | | | Invoice | 6 |
|-------------------------------|--------------|--|-------|--------|-------------------------|-------------------|
| Hicks, Eric | | 5/26/2023 | 6.50 | 136.00 | 884.00 | |
| In Field c&g removals | | | | | | |
| Hicks, Eric | | 5/30/2023 | 5.50 | 136.00 | 748.00 | |
| In Field concrete removals | | | | | | |
| Hicks, Eric | | 5/31/2023 | 5.00 | 136.00 | 680.00 | |
| In Field concrete removals | | | | | | |
| Totals | | | 35.25 | | 4,794.00 | |
| Total Labor | | | | | | 4,794.00 |
| | | | | | Total this Task | \$4,794.00 |
| | | | | | Total this Phase | \$6,313.50 |

| Phase | CMT | Construction Materials Testing | | | | |
|---------------------|-----|--------------------------------|---------------------|--|------------------------|----------------|
| Project Management | | | | | | |
| Unit Billing | | | | | | |
| Project Assistant | | | | | | |
| | | | 0.25 Hours @ 105.00 | | 26.25 | |
| | | 5/30/2023 | | | | |
| | | 5/31/2023 | 0.25 Hours @ 105.00 | | 26.25 | |
| | | Total Units | | | 52.50 | 52.50 |
| | | | | | Total this Task | \$52.50 |

| | | | | | | |
|---------------------------------|--|--------------------|-----------------------|--|-------------------------|-----------------|
| Material Lab Testing | | | | | | |
| Unit Billing | | | | | | |
| Compressive Strength - Cylinder | | | | | | |
| | | | 4.0 Cylinders @ 30.00 | | 120.00 | |
| | | 5/30/2023 | | | | |
| | | 5/31/2023 | 4.0 Cylinders @ 30.00 | | 120.00 | |
| | | Total Units | | | 240.00 | 240.00 |
| | | | | | Total this Task | \$240.00 |
| | | | | | Total this Phase | \$292.50 |

| Billing Limits | Current | Prior | To-Date |
|----------------|----------|-----------|---------------------------|
| Total Billings | 9,890.00 | 21,939.00 | 31,829.00 |
| Limit | | | 90,156.00 |
| Remaining | | | 58,327.00 |
| | | | Total this Invoice |
| | | | \$9,890.00 |

E# 418-43121-310
 Street Capital
 ↳ Paved Streets
 ↳ 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 30, 2023
 Project/Invoice: R-017804-000 - 18 - 0623
 Reviewed by: Justin Messner
 Project Manager: Jennifer Edison

Bridgewater at Hanover Phase 2
Professional Services from May 1, 2023 to May 31, 2023

Phase 002 Construction
 Environmental Compliance Inspection

| | Hours | Rate | Amount |
|------------------------------|-------|---------------------------|-----------------|
| Martensson, Niklas 5/10/2023 | 1.00 | 113.00 | 113.00 |
| NPDES Inspection and Report | | | |
| Totals | 1.00 | | 113.00 |
| Total Labor | | | 113.00 |
| | | Total this Task | \$113.00 |
| | | Total this Phase | \$113.00 |
| | | Total this Invoice | \$113.00 |

Billings to Date

| | Current | Prior | Total |
|---------------|---------------|-----------------|-----------------|
| Labor | 113.00 | 8,030.25 | 8,143.25 |
| Totals | 113.00 | 8,030.25 | 8,143.25 |

E# 818-41950-310

Misc. Escrows

↳ Engineer

↳ Other Prof. Svcs.

Project # 208294

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



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

June 30, 2023
 Project/Invoice: R-021794-000-7-0623
 Reviewed by: Justin Messner
 Project Manager: Jennifer Edison

Cardinal Park Pickleball Courts
Professional Services from May 1, 2023 to May 31, 2023

| Phase | 003 | Final Design | | | |
|---|--------------------|--------------|--------------|-------------------------|-----------------|
| Project Management | | | | | |
| | | | Hours | Rate | Amount |
| Amberg, Candace | | 5/8/2023 | .50 | 183.00 | 91.50 |
| PM | | | | | |
| | Totals | | .50 | | 91.50 |
| | Total Labor | | | | 91.50 |
| | | | | Total this Task | \$91.50 |
| Meetings | | | | | |
| | | | Hours | Rate | Amount |
| Amberg, Candace | | 5/2/2023 | 2.50 | 183.00 | 457.50 |
| prep and attend council mtg | | | | | |
| | Totals | | 2.50 | | 457.50 |
| | Total Labor | | | | 457.50 |
| | | | | Total this Task | \$457.50 |
| Specifications | | | | | |
| | | | Hours | Rate | Amount |
| Jakes, Monica | | 5/4/2023 | .50 | 102.00 | 51.00 |
| AGREEMENT AND AWARDED PROJECT IN QUEST. | | | | | |
| | Totals | | .50 | | 51.00 |
| | Total Labor | | | | 51.00 |
| | | | | Total this Task | \$51.00 |
| | | | | Total this Phase | \$600.00 |

| Phase | 005 | Construction Services | | | |
|--------------------|-----|-----------------------|--------------|-------------|---------------|
| Project Management | | | | | |
| | | | Hours | Rate | Amount |
| Amberg, Candace | | 5/15/2023 | .25 | 183.00 | 45.75 |

| Project | R-021794-000 | HANO - Cardinal Park Pickleball Courts | Invoice | 7 |
|---|--------------|--|------------------------|-----------------|
| PM | | | | |
| Amberg, Candace | 5/22/2023 | .25 | 183.00 | 45.75 |
| PM | | | | |
| Amberg, Candace | 5/25/2023 | .50 | 183.00 | 91.50 |
| deltek updates for CA | | | | |
| Reh, Taylor | 5/9/2023 | .50 | 111.00 | 55.50 |
| Project Management | | | | |
| Totals | | 1.50 | | 238.50 |
| Total Labor | | | | 238.50 |
| | | | Total this Task | \$238.50 |
| Meetings | | | | |
| | | Hours | Rate | Amount |
| Amberg, Candace | 5/19/2023 | 3.00 | 183.00 | 549.00 |
| precon mtg | | | | |
| Amberg, Candace | 5/23/2023 | .50 | 183.00 | 91.50 |
| notes out | | | | |
| Totals | | 3.50 | | 640.50 |
| Total Labor | | | | 640.50 |
| | | | Total this Task | \$640.50 |
| Administration | | | | |
| | | Hours | Rate | Amount |
| Amberg, Candace | 5/9/2023 | .50 | 183.00 | 91.50 |
| contractor coord | | | | |
| Amberg, Candace | 5/16/2023 | .50 | 183.00 | 91.50 |
| coord precon | | | | |
| Amberg, Candace | 5/23/2023 | .50 | 183.00 | 91.50 |
| site amenities | | | | |
| Amberg, Candace | 5/31/2023 | .50 | 183.00 | 91.50 |
| color selections; coord with contractor | | | | |
| Totals | | 2.00 | | 366.00 |
| Total Labor | | | | 366.00 |
| | | | Total this Task | \$366.00 |
| Submittals | | | | |
| | | Hours | Rate | Amount |
| Fallon, Kendra | 5/31/2023 | .75 | 160.00 | 120.00 |
| Shop Drawing Review | | | | |
| Totals | | .75 | | 120.00 |
| Total Labor | | | | 120.00 |
| | | | Total this Task | \$120.00 |
| Office Survey | | | | |

| | | Hours | Rate | Amount | |
|--------------------|-----------|-------|------------------------|--------|-----------------|
| Barich, James | 5/24/2023 | 1.50 | 152.00 | 228.00 | |
| Office Survey | | | | | |
| Barich, James | 5/25/2023 | .50 | 152.00 | 76.00 | |
| Office Survey | | | | | |
| Totals | | 2.00 | | 304.00 | |
| Total Labor | | | | | 304.00 |
| | | | Total this Task | | \$304.00 |

Field Survey 2-Person Crew

| | | Hours | Rate | Amount | |
|---------------------|-----------|-------|-------------------------|----------|-------------------|
| Fasching, Samuel | 5/30/2023 | 8.00 | 60.00 | 480.00 | |
| Survey with Jack V. | | | | | |
| Vogt, Richard | 5/30/2023 | 8.00 | 175.00 | 1,400.00 | |
| Jack-Sam | | | | | |
| Totals | | 16.00 | | 1,880.00 | |
| Total Labor | | | | | 1,880.00 |
| | | | Total this Task | | \$1,880.00 |
| | | | Total this Phase | | \$3,549.00 |

| Billing Limits | Current | Prior | To-Date |
|----------------|----------|---------------------------|-------------------|
| Total Billings | 4,149.00 | 23,687.75 | 27,836.75 |
| Limit | | | 52,700.00 |
| Remaining | | | 24,863.25 |
| | | Total this Invoice | \$4,149.00 |

E# 405-41950-303
 Park Dedication Fund
 ↳ Engineer
 ↳ Engineering Fees

Project # 208339

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



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

June 30, 2023
 Project/Invoice: R-017806-000-27-0623
 Reviewed by: Justin Messner
 Project Manager: Jennifer Edison

Crow River Heights West 5th *Developers Agreement*
Professional Services from May 1, 2023 to May 31, 2023

Phase 002 Construction
 Erosion Control Compliance Inspections

| | Hours | Rate | Amount |
|---|-------------|---------------------------|-----------------|
| Martensson, Niklas 5/10/2023 NPDES Inspection and Report | 1.50 | 113.00 | 169.50 |
| Martensson, Niklas 5/17/2023 NPDES Inspection and Report | 1.50 | 113.00 | 169.50 |
| Martensson, Niklas 5/24/2023 NPDES Inspection and Report | 1.50 | 113.00 | 169.50 |
| Martensson, Niklas 5/31/2023 NPDES Inspection and Report | 1.50 | 113.00 | 169.50 |
| Totals | 6.00 | | 678.00 |
| Total Labor | | | 678.00 |
| | | Total this Task | \$678.00 |
| | | Total this Phase | \$678.00 |
| | | Total this Invoice | \$678.00 |

Billings to Date

| | Current | Prior | Total |
|---------------|---------------|------------------|------------------|
| Labor | 678.00 | 33,781.75 | 34,459.75 |
| Totals | 678.00 | 33,781.75 | 34,459.75 |

*E# 832-41950-310
 CRHW 5th Add. Devel. Agmt.
 ↳ Engineering
 ↳ 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 30, 2023
 Project/Invoice: R-019689-000-14-0623
 Reviewed by: Justin Messner
 Project Manager: Jennifer Edison

Crow River Heights West 6th Addition *Developers Agreement*
Professional Services from May 1, 2023 to May 31, 2023

Phase 003 Construction
 Project Management

| | | Hours | Rate | Amount | |
|---|-----------|-------|------------------------|--------|-----------------|
| Edison, Jennifer | 5/17/2023 | 2.50 | 195.00 | 487.50 | |
| precon and project review | | | | | |
| Edison, Jennifer | 5/24/2023 | .50 | 195.00 | 97.50 | |
| construction | | | | | |
| Gwost, Shannon | 5/15/2023 | 1.00 | 158.00 | 158.00 | |
| CA | | | | | |
| Rein, Amy | 5/18/2023 | .75 | 102.00 | 76.50 | |
| set up project for construction inspection in OneOffice | | | | | |
| Totals | | 4.75 | | 819.50 | |
| Total Labor | | | | | 819.50 |
| | | | Total this Task | | \$819.50 |

Construction Inspection - Observation

| | | Hours | Rate | Amount |
|----------------------------------|-----------|-------|--------|----------|
| Hicks, Eric | 5/17/2023 | 3.00 | 136.00 | 408.00 |
| In Field | | | | |
| Precon | | | | |
| Hicks, Eric | 5/22/2023 | 12.00 | 136.00 | 1,632.00 |
| In Field | | | | |
| Watermain/Sanitary main | | | | |
| Hicks, Eric | 5/23/2023 | 7.50 | 136.00 | 1,020.00 |
| In Field | | | | |
| Sanitary main | | | | |
| Hicks, Eric | 5/24/2023 | 8.00 | 136.00 | 1,088.00 |
| In Field | | | | |
| Sanitary main | | | | |
| Hicks, Eric | 5/25/2023 | 7.50 | 136.00 | 1,020.00 |
| In Field | | | | |
| Sanitary main | | | | |
| Hicks, Eric | 5/26/2023 | 2.00 | 136.00 | 272.00 |
| In Field | | | | |
| Backfilling, farmed up wet areas | | | | |

| Project | R-019689-000 | HANO - Crow River Heights West 6th Addit | Invoice | 14 | |
|--------------------|--------------|--|---------|------------------------|-------------------|
| Hicks, Eric | | 5/30/2023 | 7.00 | 136.00 | 952.00 |
| In Field | | | | | |
| Sanitary main | | | | | |
| Hicks, Eric | | 5/31/2023 | 7.25 | 136.00 | 986.00 |
| In Field | | | | | |
| Sanitary main | | | | | |
| Totals | | | 54.25 | | 7,378.00 |
| Total Labor | | | | | 7,378.00 |
| | | | | Total this Task | \$7,378.00 |

Erosion Control Compliance Inspection

| | | Hours | Rate | Amount | |
|-----------------------------|-----------|-------|--------|---------------------------|-------------------|
| Martensson, Niklas | 5/10/2023 | 2.00 | 113.00 | 226.00 | |
| NPDES Inspection and Report | | | | | |
| Martensson, Niklas | 5/17/2023 | 1.75 | 113.00 | 197.75 | |
| NPDES Inspection and Report | | | | | |
| Martensson, Niklas | 5/24/2023 | 1.75 | 113.00 | 197.75 | |
| NPDES Inspection and Report | | | | | |
| Martensson, Niklas | 5/31/2023 | 1.75 | 113.00 | 197.75 | |
| NPDES Inspection and Report | | | | | |
| Totals | | 7.25 | | 819.25 | |
| Total Labor | | | | 819.25 | |
| | | | | Total this Task | \$819.25 |
| | | | | Total this Phase | \$9,016.75 |
| | | | | Total this Invoice | \$9,016.75 |

Billings to Date

| | Current | Prior | Total |
|---------------|-----------------|------------------|------------------|
| Labor | 9,016.75 | 16,530.75 | 25,547.50 |
| Totals | 9,016.75 | 16,530.75 | 25,547.50 |

E# 834-41950-310
 CRHW 6th Add. Devel. Agmt.
 ↳ 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 30, 2023
 Project/Invoice: R-019152-000 - 20-0623
 Reviewed by: Jennifer Edison
 Project Manager: Andrew Plowman

**CSAH 19 (CSAH 20 to North of 5th Street)
 Professional Services from May 1, 2023 to May 31, 2023**

| Phase | 001 | Phase 1 - Preliminary Design | | | |
|--------------------|--------------------|------------------------------|--------------|------------------------|-----------------|
| Project Management | | | | | |
| | | | Hours | Rate | Amount |
| Edison, Jennifer | | 5/3/2023 | 1.25 | 195.00 | 243.75 |
| monthly PM meeting | | | | | |
| Plowman, Andrew | | 5/26/2023 | 1.00 | 235.00 | 235.00 |
| design | | | | | |
| Plowman, Andrew | | 5/27/2023 | 2.00 | 235.00 | 470.00 |
| design | | | | | |
| | Totals | | 4.25 | | 948.75 |
| | Total Labor | | | | 948.75 |
| | | | | Total this Task | \$948.75 |

Roadway Concept Design

| | | | | | |
|-----------------------|--------------------|-----------|--------------|------------------------|-------------------|
| | | | Hours | Rate | Amount |
| Dahlberg, Jake | | 5/18/2023 | 1.50 | 123.00 | 184.50 |
| TYPICAL SECTIONS | | | | | |
| Dahlberg, Jake | | 5/19/2023 | 4.00 | 123.00 | 492.00 |
| TYPICAL SECTIONS. | | | | | |
| Dahlberg, Jake | | 5/22/2023 | 3.50 | 123.00 | 430.50 |
| utility coordination. | | | | | |
| Harwood, Alison | | 5/31/2023 | .25 | 183.00 | 45.75 |
| delineation PM | | | | | |
| Swanson, Miranda | | 5/22/2023 | 1.00 | 154.00 | 154.00 |
| Utilities. | | | | | |
| | Totals | | 10.25 | | 1,306.75 |
| | Total Labor | | | | 1,306.75 |
| | | | | Total this Task | \$1,306.75 |

Public Engagement and Business Owner Mee

| | | | | | |
|-----------------|--|----------|--------------|-------------|---------------|
| | | | Hours | Rate | Amount |
| Gazdik, Stephen | | 5/4/2023 | 1.00 | 140.00 | 140.00 |

| Project | R-019152-000 | HANO - CSAH 19 (CSAH 20 to North of 5th | Invoice | 20 |
|-----------------------|--------------|---|-------------------------|-------------------|
| Project Site Updating | | | | |
| Ware, Johnny | | 5/4/2023 | 1.00 | 108.00 |
| Website Update | | | | 108.00 |
| Ware, Johnny | | 5/8/2023 | .50 | 108.00 |
| Website Update | | | | 54.00 |
| Totals | | | 2.50 | 302.00 |
| Total Labor | | | | 302.00 |
| | | | Total this Task | \$302.00 |
| | | | Total this Phase | \$2,557.50 |

Billing Limits
 Total Billings
 Limit
 Remaining

| Current | Prior | To-Date |
|----------|------------|------------|
| 2,557.50 | 159,626.14 | 162,183.64 |
| | | 390,680.00 |
| | | 228,496.36 |

Total this Invoice \$2,557.50

E# 418-43121-310

Street Capital

↳ Paved Streets

↳ Other Prof. Svcs.

Project # 208300

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



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

June 30, 2023
 Project/Invoice: R-013432-000 - 35-0623
 Reviewed by: Kory Bonnell Roe
 Project Manager: Niklas Martensson

MS4 Services

Professional Services from May 1, 2023 to May 31, 2023

Phase 004 2023 MS4 Services
 Inspections, Inspection Training and MS4

| | | Hours | Rate | Amount | |
|--------------------|-----------|-------|-------------------------|--------|-----------------|
| Bonnell Roe, Kory | 5/12/2023 | .75 | 149.00 | 111.75 | |
| Q2 SWPPP Update | | | | | |
| Totals | | .75 | | 111.75 | |
| Total Labor | | | | | 111.75 |
| | | | Total this Task | | \$111.75 |
| | | | Total this Phase | | \$111.75 |

Billings to Date

| | Current | Prior | Total | |
|---------------|---------------|-----------------|---------------------------|-----------------|
| Labor | 111.75 | 1,723.25 | 1,835.00 | |
| Totals | 111.75 | 1,723.25 | 1,835.00 | |
| | | | Total this Invoice | \$111.75 |

*E# 603-43150-310
 Storm Water Ent. Fund
 ↳ Storm Drainage
 ↳ 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 30, 2023
 Project/Invoice: R-019538-000 - 11 - 0623
 Reviewed by: Justin Messner
 Project Manager: Jennifer Edison

River Inn Expansion *Site Agreement*
Professional Services from May 1, 2023 to May 31, 2023

Phase 001 Site Plan
 Project Management

| | | | Hours | Rate | Amount | |
|--------------------|-----------|--|-------|------------------------|--------|-----------------|
| Edison, Jennifer | 5/18/2023 | | .75 | 195.00 | 146.25 | |
| WAC/SAC charges | | | | | | |
| Edison, Jennifer | 5/19/2023 | | .75 | 195.00 | 146.25 | |
| WAC/SAC charges | | | | | | |
| Totals | | | 1.50 | | 292.50 | |
| Total Labor | | | | | | 292.50 |
| | | | | Total this Task | | \$292.50 |

Plan Review

| | | | Hours | Rate | Amount | |
|---|----------|--|-------|------------------------|--------|-----------------|
| Edison, Jennifer | 5/4/2023 | | .75 | 195.00 | 146.25 | |
| discussion with joint powers on WAC/SAC | | | | | | |
| Totals | | | .75 | | 146.25 | |
| Total Labor | | | | | | 146.25 |
| | | | | Total this Task | | \$146.25 |

Total this Phase \$438.75
Total this Invoice \$438.75

Billings to Date

| | Current | Prior | Total |
|---------------|---------------|-----------------|-----------------|
| Labor | 438.75 | 6,341.25 | 6,780.00 |
| Totals | 438.75 | 6,341.25 | 6,780.00 |

E# 818-41950-310

Project # 208336

Misc. Escrows

↳ 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 30, 2023
 Project/Invoice: R-020628-000 - 12 -0623
 Reviewed by: Justin Messner
 Project Manager: Jennifer Edison

River Road Development (Sunram)

Professional Services from May 1, 2023 to May 31, 2023

| Phase | 001 | Final Plat | <i>E# 818-41950-310</i> | | <i>Project # 208341</i> |
|-------------------------|------------------------|------------|----------------------------|--------|-------------------------|
| **Hourly phase** | | | | | |
| Project Management | | | | | |
| | | | <i>Misc. Escrows</i> | | |
| | | | <i>↳ Engineer</i> | | |
| | | | <i>↳ Other Prof. Svcs.</i> | | |
| | Edison, Jennifer | 5/25/2023 | Hours | Rate | Amount |
| | developers fees for DA | | 1.25 | 195.00 | 243.75 |
| | Totals | | 1.25 | | 243.75 |
| | Total Labor | | | | 243.75 |
| | | | Total this Task | | \$243.75 |

Plan Review

| | | | Hours | Rate | Amount |
|--|-----------|--|-------------------------|--------|-------------------|
| Edison, Jennifer | 5/9/2023 | | .50 | 195.00 | 97.50 |
| DA fee breakdown | | | | | |
| Edison, Jennifer | 5/10/2023 | | .75 | 195.00 | 146.25 |
| air release manhole detail for Otto for plan set | | | | | |
| Fallon, Kendra | 5/8/2023 | | 2.50 | 160.00 | 400.00 |
| Plan Review | | | | | |
| Keller, Kris | 5/8/2023 | | .75 | 166.00 | 124.50 |
| Plan Review/Discussions | | | | | |
| Totals | | | 4.50 | | 768.25 |
| Total Labor | | | | | 768.25 |
| | | | Total this Task | | \$768.25 |
| | | | Total this Phase | | \$1,012.00 |

Phase 002 Lift Station Design

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

Design

| | | | Hours | Rate | Amount |
|-----------------------|-----------|--|-------|--------|--------|
| Christensen, Jonathan | 5/19/2023 | | .50 | 166.00 | 83.00 |

| | | | | |
|---------|--------------|--|---------|----|
| Project | R-020628-000 | HANO - River Road Development (Sunram) | Invoice | 12 |
|---------|--------------|--|---------|----|

Plans

| | | | |
|--------------------|-----|------------------------|----------------|
| Totals | .50 | 83.00 | |
| Total Labor | | | 83.00 |
| | | Total this Task | \$83.00 |

Subconsultant: Barr

Consultants

Other Consultants

| | | | | |
|-----------|--------------------------|---------------------------|-----------------|-------------------|
| 5/31/2023 | Barr Engineering Company | Invoice No. 23861064.00-4 | 1,905.00 | |
| | Total Consultants | | 1,905.00 | 1,905.00 |
| | | Total this Task | | \$1,905.00 |

Billing Limits

| | Current | Prior | To-Date | |
|----------------|----------|---------------------------|-----------|-------------------|
| Total Billings | 1,988.00 | 9,957.25 | 11,945.25 | |
| Limit | | | 20,834.00 | |
| Remaining | | | 8,888.75 | |
| | | Total this Phase | | \$1,988.00 |
| | | Total this Invoice | | \$3,000.00 |

Billings to Date

| | Current | Prior | Total |
|---------------|-----------------|------------------|------------------|
| Labor | 1,095.00 | 15,562.25 | 16,657.25 |
| Consultant | 1,905.00 | 2,488.00 | 4,393.00 |
| Totals | 3,000.00 | 18,050.25 | 21,050.25 |

E# 818-41950-310

Project # 208340

Misc. Escrows

↳ Engineer

↳ Other Prof. Svcs.



INVOICE

Barr Engineering Co.
4300 MarketPointe Drive, Suite 200
Minneapolis, MN 55435
Phone: 952-832-2600; Fax: 952-832-2601
FEIN #: 41-0905995 Inc: 1966

Remittance address:
Lockbox 446104
PO Box 64825
St Paul, MN 55164-0825

Jon Christensen, PE
 WSB & Associates, Inc.
 Accounts Payable
 Suite 300
 701 Xenia Avenue South
 Minneapolis, MN 55416

May 26, 2023
 Invoice No: 23861064.00 - 4

| | |
|---------------------------|-------------------|
| Total this Invoice | \$1,905.00 |
|---------------------------|-------------------|

Project Name: Hanover, MN - River Lift Station Project
Project Budget: \$6,100 - Design \$5,600, Bid \$500
Barr Project #: 23861064.00
WSB Project No. 020628-000

Professional Services from April 22, 2023 to May 19, 2023

Job: 100 Hanover River Landing LS
 Task: 100 Design - \$5,600 Budget

Labor Charges

| | Hours | Rate | Amount |
|-----------------------|--------------|---------------------------|-------------------|
| Electrical Engineer | | | |
| Ziemer, Mark | .20 | 210.00 | 42.00 |
| Electrical Designer | | | |
| LaKose, Chad | 9.00 | 160.00 | 1,440.00 |
| Engineer / Scientist | | | |
| Oftelie, Neil | 2.70 | 140.00 | 378.00 |
| Support Service | | | |
| Young, Jayne-Anne | .30 | 150.00 | 45.00 |
| | 12.20 | | 1,905.00 |
| Subtotal Labor | | | 1,905.00 |
| | | Task Subtotal | \$1,905.00 |
| | | Job Subtotal | \$1,905.00 |
| | | Total this Invoice | \$1,905.00 |

| | Current | Prior | Total | Received | A/R Balance |
|-------------------------|-----------------|-----------------|-----------------|-----------------|--------------------|
| Invoiced to Date | 1,905.00 | 2,488.00 | 4,393.00 | 1,029.00 | 3,364.00 |

Outstanding Invoices

| Invoice | Date | Balance |
|----------------|-------------|-----------------|
| 3 | 4/27/2023 | 1,459.00 |
| Total | | 1,459.00 |

Thank you in advance for the prompt processing of this invoice. If you have any questions, please contact Mark Ziemer, your Barr project manager, at (952) 832-2973 or email at mziemer@barr.com.

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



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

June 30, 2023
 Project/Invoice: R-013676-000-50-0623
 Reviewed by: Justin Messner
 Project Manager: Jennifer Edison

River Town Villas *Developers Agreement*
Professional Services from May 1, 2023 to May 31, 2023

Phase 002 Construction
 Erosion Control Site Inspections

| | | Hours | Rate | Amount | |
|-----------------------------|-----------|-------|--------|---------------------------|-----------------|
| Martensson, Niklas | 5/10/2023 | 1.00 | 113.00 | 113.00 | |
| NPDES Inspection and Report | | | | | |
| Martensson, Niklas | 5/24/2023 | 1.00 | 113.00 | 113.00 | |
| NPDES Inspection and Report | | | | | |
| Totals | | 2.00 | | 226.00 | |
| Total Labor | | | | | 226.00 |
| | | | | Total this Task | \$226.00 |
| | | | | Total this Phase | \$226.00 |
| | | | | Total this Invoice | \$226.00 |

Billings to Date

| | Current | Prior | Total |
|---------------|---------------|------------------|------------------|
| Labor | 226.00 | 50,902.75 | 51,128.75 |
| Totals | 226.00 | 50,902.75 | 51,128.75 |

E# 829-41950-310
RiverTown Villas Devel. Agmt.
↳ 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 30, 2023
 Project/Invoice: R-016838-000 - 34 - 0623
 Reviewed by: Justin Messner
 Project Manager: Jennifer Edison

Rivers Edge of Hanover

Developers Agreement

Professional Services from May 1, 2023 to May 31, 2023

Phase 003 Construction
 Erosion Control Compliance Inspections

| | | Hours | Rate | Amount | |
|-----------------------------|-----------|-------|--------|---------------------------|-------------------|
| Martensson, Niklas | 5/3/2023 | 2.00 | 113.00 | 226.00 | |
| NPDES Inspection and Report | | | | | |
| Martensson, Niklas | 5/10/2023 | 2.00 | 113.00 | 226.00 | |
| NPDES Inspection and Report | | | | | |
| Martensson, Niklas | 5/17/2023 | 1.75 | 113.00 | 197.75 | |
| NPDES Inspection and Report | | | | | |
| Martensson, Niklas | 5/24/2023 | 1.75 | 113.00 | 197.75 | |
| NPDES Inspection and Report | | | | | |
| Martensson, Niklas | 5/31/2023 | 1.75 | 113.00 | 197.75 | |
| NPDES Inspection and Report | | | | | |
| Totals | | 9.25 | | 1,045.25 | |
| Total Labor | | | | | 1,045.25 |
| | | | | Total this Task | \$1,045.25 |
| | | | | Total this Phase | \$1,045.25 |
| | | | | Total this Invoice | \$1,045.25 |

Billings to Date

| | Current | Prior | Total |
|---------------|-----------------|------------------|-------------------|
| Labor | 1,045.25 | 99,671.00 | 100,716.25 |
| Totals | 1,045.25 | 99,671.00 | 100,716.25 |

E# 831-41950-310

Rivers Edge Developers Agmt.

↳ 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 30, 2023
 Project/Invoice: R-020959-000 - 5 - 0623
 Reviewed by: Justin Messner
 Project Manager: Jennifer Edison

Rivers Edge of Hanover 3rd Addition *Developers Agreement*
Professional Services from May 1, 2023 to May 31, 2023

Phase 002 Construction
 Project Management

| | | Hours | Rate | Amount | |
|---|-----------|-------|------------------------|--------|-----------------|
| Edison, Jennifer | 5/25/2023 | .50 | 195.00 | 97.50 | |
| construction coordination | | | | | |
| Edison, Jennifer | 5/30/2023 | 1.00 | 195.00 | 195.00 | |
| coordination on construction - irrigation service | | | | | |
| Totals | | 1.50 | | 292.50 | |
| Total Labor | | | | | 292.50 |
| | | | Total this Task | | \$292.50 |

Construction Observation - Inspection

| | | Hours | Rate | Amount | |
|--|-----------|-------|------------------------|----------|-------------------|
| Hicks, Eric | 5/25/2023 | 2.00 | 136.00 | 272.00 | |
| In Field Sanitary main | | | | | |
| Hicks, Eric | 5/26/2023 | 5.00 | 136.00 | 680.00 | |
| In Field Watermain | | | | | |
| Hicks, Eric | 5/30/2023 | 2.00 | 136.00 | 272.00 | |
| In Field Watermain,svcs | | | | | |
| Hicks, Eric | 5/31/2023 | 2.00 | 136.00 | 272.00 | |
| In Field Watermain,svcs | | | | | |
| Robasse, Gauge | 5/25/2023 | 12.50 | 104.00 | 1,300.00 | |
| Construction inspection installation of sanitary sewer | | | | | |
| Robasse, Gauge | 5/30/2023 | 11.00 | 104.00 | 1,144.00 | |
| Service instillation, water main instillation | | | | | |
| Robasse, Gauge | 5/31/2023 | 11.75 | 104.00 | 1,222.00 | |
| Service instillation, irrigation installation | | | | | |
| Totals | | 46.25 | | 5,162.00 | |
| Total Labor | | | | | 5,162.00 |
| | | | Total this Task | | \$5,162.00 |

| | | | | |
|---------|--------------|--|---------|---|
| Project | R-020959-000 | HANO - Rivers Edge of Hanover 3rd Additi | Invoice | 5 |
|---------|--------------|--|---------|---|

| | |
|-------------------------|-------------------|
| Total this Phase | \$5,454.50 |
|-------------------------|-------------------|

| | |
|---------------------------|-------------------|
| Total this Invoice | \$5,454.50 |
|---------------------------|-------------------|

Billings to Date

| | Current | Prior | Total |
|---------------|-----------------|-----------------|-----------------|
| Labor | 5,454.50 | 2,762.25 | 8,216.75 |
| Totals | 5,454.50 | 2,762.25 | 8,216.75 |

E# 835-41950-310

Rivers Edge 3rd Add. Devel. Agmt.

↳ 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 30, 2023
 Project/Invoice: R-022350-000-3-0623
 Reviewed by: Justin Messner
 Project Manager: Jennifer Edison

Rivers Edge of Hanover 4th Addition *Final Plat*
Professional Services from May 1, 2023 to May 31, 2023

Phase 001 Final Plat
 Plan Review

| | | Hours | Rate | Amount |
|--------------------|----------|-------|---------------------------|-----------------|
| Edison, Jennifer | 5/3/2023 | .50 | 195.00 | 97.50 |
| temp easement docs | | | | |
| Edison, Jennifer | 5/5/2023 | .50 | 195.00 | 97.50 |
| communications | | | | |
| Totals | | 1.00 | | 195.00 |
| Total Labor | | | | 195.00 |
| | | | Total this Task | \$195.00 |
| | | | Total this Phase | \$195.00 |
| | | | Total this Invoice | \$195.00 |

Billings to Date

| | Current | Prior | Total |
|---------------|---------------|-----------------|-----------------|
| Labor | 195.00 | 3,335.50 | 3,530.50 |
| Totals | 195.00 | 3,335.50 | 3,530.50 |

E# 818-41950-310

Misc. Escrows

↳ Engineer

↳ Other Prof. Srvs.

Project # 208342

HANOVER
Cash Balances
 July 2023

| Fund | Begin Month | GL Debits Month | GL Credits Month | Balance |
|------------------------------------|----------------|--------------------|---------------------|----------------|
| 100 GENERAL FUND | \$651,058.64 | \$10.23 | \$143,494.09 | \$507,574.78 |
| 104 AMERICAN RESCUE PLAN ACT FUND | \$384,393.84 | \$0.00 | \$0.00 | \$384,393.84 |
| 107 FIRE DEPT DONATIONS FUND | \$45,261.76 | \$0.00 | \$400.00 | \$44,861.76 |
| 201 EDA SPECIAL REVENUE FUND | \$158,527.51 | \$0.00 | \$119.87 | \$158,407.64 |
| 205 EDA BUSINESS INCENTIVE FUND | \$222,416.86 | \$0.00 | \$0.00 | \$222,416.86 |
| 311 2008A GO CIP REFUNDING BOND | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 312 2009A GO IMP REFUNDING BOND | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 314 2011A GO IMP CROSSOVER REF BD | \$489,135.48 | \$0.00 | \$0.00 | \$489,135.48 |
| 315 2016A GO CIP BOND | \$15,432.36 | \$0.00 | \$0.00 | \$15,432.36 |
| 401 GENERAL CAPITAL PROJECTS | \$555,361.01 | \$0.00 | \$0.00 | \$555,361.01 |
| 402 PARKS CAPITAL PROJECTS | \$162,441.76 | \$0.00 | \$0.00 | \$162,441.76 |
| 403 FIRE DEPT CAPITAL FUND | \$115,687.15 | \$0.00 | \$0.00 | \$115,687.15 |
| 404 HISTORICAL CAPITAL PROJ FUND | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 405 PARK DEDICATION FEE | \$1,091,224.38 | \$0.00 | \$4,149.00 | \$1,087,075.38 |
| 406 CHARITABLE GAMBLING PROCEEDS | \$34,495.93 | \$0.00 | \$2,600.00 | \$31,895.93 |
| 407 TIF REDEV DIST #1 | \$10,607.52 | \$0.00 | \$0.00 | \$10,607.52 |
| 409 MAHLER PIT - 15TH ST IMP FUND | \$130,999.22 | \$0.00 | \$0.00 | \$130,999.22 |
| 411 FACILITIES CAPITAL PROJ FUND | \$14,952.64 | \$0.00 | \$0.00 | \$14,952.64 |
| 417 EQUIPMENT CAPITAL FUND | \$186,894.80 | \$0.00 | \$0.00 | \$186,894.80 |
| 418 STREET CAPITAL PROJ FUND | \$1,283,837.78 | \$0.00 | \$331,966.38 | \$951,871.40 |
| 601 WATER ENTERPRISE FUND | \$1,104,970.44 | \$656.15 | \$12,671.08 | \$1,092,955.51 |
| 602 SEWER ENTERPRISE FUND | \$1,043,550.61 | \$0.00 | \$30,628.84 | \$1,012,921.77 |
| 603 STORM WATER ENTERPRISE FUND | \$298,599.64 | \$0.00 | \$111.75 | \$298,487.89 |
| 611 WATER CAPITAL IMP FUND | \$509,106.64 | \$0.00 | \$0.00 | \$509,106.64 |
| 612 SEWER CAPITAL IMP FUND | \$2,912,007.72 | \$0.00 | \$0.00 | \$2,912,007.72 |
| 613 STORM WATER CAPITAL IMP FUND | \$1,080,712.88 | \$0.00 | \$0.00 | \$1,080,712.88 |
| 701 RIVER ROAD CEMETERY | \$37,131.74 | \$0.00 | \$0.00 | \$37,131.74 |
| 702 CSAH 19 CEMETERY | \$29,150.00 | \$0.00 | \$0.00 | \$29,150.00 |
| 810 BUILDING PERMITS ESCROW FUND | \$480,091.00 | \$0.00 | \$45,000.00 | \$435,091.00 |
| 811 EROSION CONTROL ESCROW FUND | \$39,123.53 | \$0.00 | \$0.00 | \$39,123.53 |
| 815 LANDSCAPE ESCROW FUND | \$27,900.65 | \$0.00 | \$0.00 | \$27,900.65 |
| 817 INFRASTRUCTURE ESCROW FUND | \$14,500.00 | \$0.00 | \$0.00 | \$14,500.00 |
| 818 MISC ESCROWS FUND | \$187,683.66 | \$0.00 | \$49,509.00 | \$138,174.66 |
| 820 BRIDGES TOWNHOMES ESC FUND | \$3,765.09 | \$0.00 | \$0.00 | \$3,765.09 |
| 823 CROW RVR HTS WEST 3RD / BACKES | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 825 CROW RVR HTS FUT WEST PLAT/PUD | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 826 CROW RVR HTS 4TH ADD FINL PLAT | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 827 HANOVER COVE PRELIMINARY PLAT | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 828 CROW RVR HTS 4TH DEVEL AGRMT | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 829 RIVER TOWN VILLAS DEVEL AGRMT | \$20,963.83 | \$0.00 | \$226.00 | \$20,737.83 |
| 830 FEHN COMP 15TH ST DEVEL AGRMT | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

HANOVER

Cash Balances

July 2023

| Fund | Begin Month | GL Debits Month | GL Credits Month | Balance |
|----------------------------------|------------------------|--------------------|---------------------|------------------------|
| 831 RIVERS EDGE DEVEL AGRMT | \$6,864.36 | \$0.00 | \$1,045.25 | \$5,819.11 |
| 832 CROW RVR HTS 5TH DEVEL AGRMT | \$31,936.75 | \$0.00 | \$678.00 | \$31,258.75 |
| 833 RIVERS EDGE 2 DEVEL AGRMT | \$51,695.10 | \$0.00 | \$0.00 | \$51,695.10 |
| 834 CROW RVR HTS 6TH DEVEL AGRMT | \$85,093.15 | \$0.00 | \$9,076.75 | \$76,016.40 |
| 835 RIVERS EDGE 3 DEVEL AGRMT | \$24,432.34 | \$0.00 | \$5,454.50 | \$18,977.84 |
| 836 RIVERS EDGE 4 DEVEL AGRMT | \$90,000.00 | \$0.00 | \$0.00 | \$90,000.00 |
| 900 INTEREST | \$48,205.36 | \$0.00 | \$0.00 | \$48,205.36 |
| | <u>\$13,680,213.13</u> | <u>\$666.38</u> | <u>\$637,130.51</u> | <u>\$13,043,749.00</u> |

Revenue Budget Report - General Fund

| Source Alt Code | Account Descr | July 2023 Amt | 2023 YTD Amt | 2023 YTD Budget | 2023 YTD Balance | %YTD Budget | |
|--------------------------|---------------|-----------------------------|--------------|-----------------|------------------|----------------|---------|
| Fund 100 GENERAL FUND | | | | | | | |
| TAXES | R 100-31000 | Property Taxes - General | \$0.00 | \$0.00 | \$1,163,581.00 | \$1,163,581.00 | 0.00% |
| TAXES | R 100-31020 | Property Taxes - Fire | \$0.00 | \$0.00 | \$148,291.00 | \$148,291.00 | 0.00% |
| TAXES | R 100-31800 | Franchise Fees | \$0.00 | \$3,841.55 | \$15,000.00 | \$11,158.45 | 25.61% |
| Source Alt Code TAXES | | | \$0.00 | \$3,841.55 | \$1,326,872.00 | \$1,323,030.45 | 0.29% |
| SERVICE | R 100-34000 | Charges for Services | \$0.00 | \$6,604.00 | \$5,500.00 | -\$1,104.00 | 120.07% |
| SERVICE | R 100-34101 | City Hall Rent Revenue | \$0.00 | \$17,060.00 | \$13,000.00 | -\$4,060.00 | 131.23% |
| 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 | \$2,650.00 | \$5,000.00 | \$2,350.00 | 53.00% |
| SERVICE | R 100-34109 | Copies/Faxes | \$0.00 | \$0.00 | \$50.00 | \$50.00 | 0.00% |
| SERVICE | R 100-34206 | Other Public Safety Charges | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| SERVICE | R 100-34207 | Fire Protection Services | \$0.00 | \$53,880.52 | \$137,452.00 | \$83,571.48 | 39.20% |
| SERVICE | R 100-34403 | Recycling Rev/Reimb | \$0.00 | \$1,244.60 | \$9,300.00 | \$8,055.40 | 13.38% |
| SERVICE | R 100-34780 | Park Rental Fees | \$0.00 | \$1,885.95 | \$2,000.00 | \$114.05 | 94.30% |
| SERVICE | R 100-34940 | Cemetery Revenues | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Source Alt Code SERVICE | | | \$0.00 | \$83,675.07 | \$173,002.00 | \$89,326.93 | 48.37% |
| MISC | R 100-36100 | Special Assessments | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| MISC | R 100-36200 | Miscellaneous Revenues | \$0.00 | \$20.00 | \$100.00 | \$80.00 | 20.00% |
| MISC | R 100-36210 | Interest Earnings | \$0.00 | \$14,074.13 | \$0.00 | -\$14,074.13 | 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 | \$1,000.00 | \$0.00 | -\$1,000.00 | 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 | \$10,350.00 | \$10,000.00 | -\$350.00 | 103.50% |
| MISC | R 100-36260 | Refunds or Reimbursement | \$0.00 | \$41.49 | \$0.00 | -\$41.49 | 0.00% |
| MISC | R 100-36290 | Sale of Vehicles/Equipment | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 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% |
| Source Alt Code MISC | | | \$0.00 | \$25,485.62 | \$10,100.00 | -\$15,385.62 | 252.33% |
| LIC PERM | R 100-32110 | Alcoholic Beverages | \$0.00 | \$200.00 | \$6,870.00 | \$6,670.00 | 2.91% |
| LIC PERM | R 100-32180 | Other Bus. Licenses/Permits | \$0.00 | \$4,965.00 | \$1,000.00 | -\$3,965.00 | 496.50% |
| LIC PERM | R 100-32210 | Building Permits | \$0.00 | \$196,372.64 | \$195,711.00 | -\$661.64 | 100.34% |
| 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 | \$1,250.00 | \$1,500.00 | \$250.00 | 83.33% |
| LIC PERM | R 100-32270 | Rental Dwelling Licenses | \$0.00 | \$630.00 | \$0.00 | -\$630.00 | 0.00% |
| LIC PERM | R 100-32280 | Other Non-Business Lic/Per | \$0.00 | \$0.00 | \$50.00 | \$50.00 | 0.00% |
| Source Alt Code LIC PERM | | | \$0.00 | \$203,417.64 | \$205,131.00 | \$1,713.36 | 99.16% |
| INTGOVT | R 100-33400 | State Grants and Aids | \$0.00 | \$9,022.50 | \$0.00 | -\$9,022.50 | 0.00% |
| INTGOVT | R 100-33401 | Local Government Aid | \$0.00 | \$0.00 | \$128,790.00 | \$128,790.00 | 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 | \$48,326.00 | \$48,326.00 | 0.00% |
| INTGOVT | R 100-33426 | State Police Aid | \$0.00 | \$0.00 | \$6,904.00 | \$6,904.00 | 0.00% |
| INTGOVT | R 100-33610 | County Grants/Aid for Road | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Source Alt Code INTGOVT | | | \$0.00 | \$9,022.50 | \$185,020.00 | \$175,997.50 | 4.88% |
| FINES | R 100-35100 | Court Fines | \$0.00 | \$1,722.48 | \$3,000.00 | \$1,277.52 | 57.42% |
| Source Alt Code FINES | | | \$0.00 | \$1,722.48 | \$3,000.00 | \$1,277.52 | 57.42% |
| Fund 100 GENERAL FUND | | | \$0.00 | \$327,164.86 | \$1,903,125.00 | \$1,575,960.14 | 17.19% |

HANOVER
Revenue Budget Report - General Fund

| Source Alt Code | Account Descr | July 2023 Amt | 2023 YTD Amt | 2023 YTD Budget | 2023 YTD Balance | %YTD Budget |
|-----------------------|---------------|------------------|-----------------|--------------------|---------------------|----------------|
| | | \$0.00 | \$327,164.86 | \$1,903,125.00 | \$1,575,960.14 | 17.19% |

Expenditure Budget Report - General Fund

| Dept Abbrev | Account Descr | July 2023 Amt | 2023 YTD Amt | 2023 YTD Budget | 2023 YTD Balance | %YTD Budget |
|--|-----------------|-------------------------|-------------------|--------------------|---------------------|---------------------------|
| Fund 100 GENERAL FUND | | | | | | |
| Dept 41110 Council | | | | | | |
| COUNCIL | E 100-41110-111 | Committee Wages/Me | \$4,384.06 | \$4,384.06 | \$13,000.00 | \$8,615.94 33.72% |
| COUNCIL | E 100-41110-122 | FICA | \$271.81 | \$271.81 | \$806.00 | \$534.19 33.72% |
| COUNCIL | E 100-41110-123 | Medicare | \$63.57 | \$63.57 | \$189.00 | \$125.43 33.63% |
| COUNCIL | E 100-41110-208 | Training and Instructio | \$0.00 | \$15.00 | \$2,000.00 | \$1,985.00 0.75% |
| COUNCIL | E 100-41110-306 | Dues & Subscriptions | \$0.00 | \$4,347.00 | \$7,500.00 | \$3,153.00 57.96% |
| 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 | \$3,136.36 | \$59,997.00 | \$56,860.64 5.23% |
| Dept 41110 Council | | | \$4,719.44 | \$12,217.80 | \$85,492.00 | \$73,274.20 14.29% |
| Dept 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% |
| Dept 41330 Boards and Commissions | | | \$0.00 | \$0.00 | \$5,700.00 | \$5,700.00 0.00% |
| Dept 41400 City Administrator | | | | | | |
| CITYADM | E 100-41400-101 | Full-Time Employees R | \$3,560.00 | \$45,761.40 | \$93,432.00 | \$47,670.60 48.98% |
| CITYADM | E 100-41400-121 | PERA | \$267.00 | \$3,727.73 | \$7,007.00 | \$3,279.27 53.20% |
| CITYADM | E 100-41400-122 | FICA | \$208.32 | \$2,907.99 | \$5,793.00 | \$2,885.01 50.20% |
| CITYADM | E 100-41400-123 | Medicare | \$48.72 | \$680.09 | \$1,355.00 | \$674.91 50.19% |
| CITYADM | E 100-41400-134 | Employer Paid Life | \$28.20 | \$394.80 | \$821.00 | \$426.20 48.09% |
| CITYADM | E 100-41400-151 | Med/Dental Insurance | \$323.07 | \$4,522.98 | \$8,400.00 | \$3,877.02 53.85% |
| CITYADM | E 100-41400-208 | Training and Instructio | \$0.00 | \$1,220.00 | \$1,500.00 | \$280.00 81.33% |
| CITYADM | E 100-41400-306 | Dues & Subscriptions | \$0.00 | \$159.60 | \$500.00 | \$340.40 31.92% |
| Dept 41400 City Administrator | | | \$4,435.31 | \$59,374.59 | \$118,808.00 | \$59,433.41 49.98% |
| Dept 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 | \$0.00 | \$0.00 0.00% |
| ELECTION | E 100-41410-123 | Medicare | \$0.00 | \$0.00 | \$0.00 | \$0.00 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 | \$0.00 | \$0.00 | \$0.00 0.00% |
| ELECTION | E 100-41410-310 | Other Professional Ser | \$0.00 | \$35.38 | \$0.00 | -\$35.38 0.00% |
| ELECTION | E 100-41410-351 | Legal Notices Publishin | \$0.00 | \$0.00 | \$0.00 | \$0.00 0.00% |
| ELECTION | E 100-41410-400 | Repairs & Maint Cont (| \$0.00 | \$1,011.60 | \$3,000.00 | \$1,988.40 33.72% |
| ELECTION | E 100-41410-437 | Other Miscellaneous | \$0.00 | \$0.00 | \$0.00 | \$0.00 0.00% |
| Dept 41410 Elections | | | \$0.00 | \$1,046.98 | \$3,000.00 | \$1,953.02 34.90% |
| Dept 41430 Clerical Staff | | | | | | |
| CLERICAL | E 100-41430-101 | Full-Time Employees R | \$2,160.81 | \$27,849.99 | \$56,718.00 | \$28,868.01 49.10% |
| CLERICAL | E 100-41430-103 | Part-Time Employees | \$0.00 | \$0.00 | \$15,600.00 | \$15,600.00 0.00% |
| CLERICAL | E 100-41430-121 | PERA | \$162.06 | \$2,268.17 | \$4,254.00 | \$1,985.83 53.32% |
| CLERICAL | E 100-41430-122 | FICA | \$129.04 | \$1,806.01 | \$4,484.00 | \$2,677.99 40.28% |
| CLERICAL | E 100-41430-123 | Medicare | \$30.18 | \$422.39 | \$1,049.00 | \$626.61 40.27% |
| CLERICAL | E 100-41430-134 | Employer Paid Life | \$18.88 | \$264.32 | \$546.00 | \$281.68 48.41% |
| 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 | \$323.07 | \$4,522.98 | \$8,400.00 | \$3,877.02 53.85% |
| CLERICAL | E 100-41430-208 | Training and Instructio | \$0.00 | \$150.00 | \$500.00 | \$350.00 30.00% |
| CLERICAL | E 100-41430-306 | Dues & Subscriptions | \$0.00 | \$221.81 | \$100.00 | -\$121.81 221.81% |
| Dept 41430 Clerical Staff | | | \$2,824.04 | \$37,505.67 | \$91,651.00 | \$54,145.33 40.92% |
| Dept 41435 Staff Expenses | | | | | | |
| STAFFEXP | E 100-41435-260 | Uniforms | \$0.00 | \$0.00 | \$300.00 | \$300.00 0.00% |

HANOVER
Expenditure Budget Report - General Fund

| Dept Abbrev | Account Descr | July 2023 Amt | 2023 YTD Amt | 2023 YTD Budget | 2023 YTD Balance | %YTD Budget |
|---|---|---------------|--------------|-----------------|------------------|-------------|
| STAFFEXP | E 100-41435-310 Other Professional Ser | \$0.00 | \$150.00 | \$500.00 | \$350.00 | 30.00% |
| STAFFEXP | E 100-41435-331 Travel Expenses | \$34.06 | \$3,384.34 | \$2,000.00 | -\$1,384.34 | 169.22% |
| Dept 41435 Staff Expenses | | \$34.06 | \$3,534.34 | \$2,800.00 | -\$734.34 | 126.23% |
| Dept 41530 Accounting | | | | | | |
| ACCTING | E 100-41530-101 Full-Time Employees R | \$2,140.27 | \$27,456.71 | \$56,175.00 | \$28,718.29 | 48.88% |
| ACCTING | E 100-41530-121 PERA | \$160.52 | \$2,268.34 | \$4,213.00 | \$1,944.66 | 53.84% |
| ACCTING | E 100-41530-122 FICA | \$129.54 | \$1,830.42 | \$3,483.00 | \$1,652.58 | 52.55% |
| ACCTING | E 100-41530-123 Medicare | \$30.29 | \$428.01 | \$815.00 | \$386.99 | 52.52% |
| ACCTING | E 100-41530-134 Employer Paid Life | \$18.59 | \$263.54 | \$556.00 | \$292.46 | 47.40% |
| ACCTING | E 100-41530-151 Med/Dental Insurance | \$274.61 | \$3,893.00 | \$8,400.00 | \$4,507.00 | 46.35% |
| ACCTING | E 100-41530-208 Training and Instructio | \$0.00 | \$205.00 | \$1,000.00 | \$795.00 | 20.50% |
| ACCTING | E 100-41530-306 Dues & Subscriptions | \$0.00 | \$70.00 | \$200.00 | \$130.00 | 35.00% |
| ACCTING | E 100-41530-310 Other Professional Ser | \$0.00 | \$0.00 | \$435.00 | \$435.00 | 0.00% |
| Dept 41530 Accounting | | \$2,753.82 | \$36,415.02 | \$75,277.00 | \$38,861.98 | 48.37% |
| Dept 41540 Auditing | | | | | | |
| AUDITING | E 100-41540-301 Auditing and Acctg Ser | \$5,000.00 | \$23,150.00 | \$23,000.00 | -\$150.00 | 100.65% |
| Dept 41540 Auditing | | \$5,000.00 | \$23,150.00 | \$23,000.00 | -\$150.00 | 100.65% |
| Dept 41550 Assessing | | | | | | |
| ASSESS G | E 100-41550-310 Other Professional Ser | \$9,200.00 | \$35,226.67 | \$29,000.00 | -\$6,226.67 | 121.47% |
| Dept 41550 Assessing | | \$9,200.00 | \$35,226.67 | \$29,000.00 | -\$6,226.67 | 121.47% |
| Dept 41570 Purchasing | | | | | | |
| PURCHASE | E 100-41570-200 Office Supplies (GENE | \$367.68 | \$1,123.77 | \$3,500.00 | \$2,376.23 | 32.11% |
| PURCHASE | E 100-41570-205 Bank Fees | \$12.76 | \$158.02 | \$200.00 | \$41.98 | 79.01% |
| PURCHASE | E 100-41570-207 Computer Supplies | \$0.00 | \$2,980.52 | \$8,000.00 | \$5,019.48 | 37.26% |
| PURCHASE | E 100-41570-220 Repair/Maint Supply (| \$200.96 | \$3,183.28 | \$4,500.00 | \$1,316.72 | 70.74% |
| PURCHASE | E 100-41570-322 Postage | \$354.89 | \$680.30 | \$2,500.00 | \$1,819.70 | 27.21% |
| PURCHASE | E 100-41570-570 Office Equip and Furni | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Dept 41570 Purchasing | | \$936.29 | \$8,125.89 | \$18,700.00 | \$10,574.11 | 43.45% |
| Dept 41600 Computer | | | | | | |
| COMPUTER | E 100-41600-310 Other Professional Ser | \$647.25 | \$6,695.89 | \$10,000.00 | \$3,304.11 | 66.96% |
| Dept 41600 Computer | | \$647.25 | \$6,695.89 | \$10,000.00 | \$3,304.11 | 66.96% |
| Dept 41610 City Attorney | | | | | | |
| CITYATNY | E 100-41610-304 Legal Fees | \$223.96 | \$2,951.58 | \$20,000.00 | \$17,048.42 | 14.76% |
| Dept 41610 City Attorney | | \$223.96 | \$2,951.58 | \$20,000.00 | \$17,048.42 | 14.76% |
| Dept 41910 Planning and Zoning | | | | | | |
| PLANZONG | E 100-41910-310 Other Professional Ser | \$3,540.00 | \$12,540.00 | \$30,000.00 | \$17,460.00 | 41.80% |
| Dept 41910 Planning and Zoning | | \$3,540.00 | \$12,540.00 | \$30,000.00 | \$17,460.00 | 41.80% |
| Dept 41940 General Govt Buildings/Plant | | | | | | |
| GOVTBLDG | E 100-41940-210 Operating Supplies (G | \$745.56 | \$2,483.54 | \$2,500.00 | \$16.46 | 99.34% |
| GOVTBLDG | E 100-41940-220 Repair/Maint Supply (| \$0.00 | \$559.20 | \$6,000.00 | \$5,440.80 | 9.32% |
| GOVTBLDG | E 100-41940-306 Dues & Subscriptions | \$0.00 | \$775.00 | \$800.00 | \$25.00 | 96.88% |
| GOVTBLDG | E 100-41940-310 Other Professional Ser | \$1,895.00 | \$5,849.63 | \$7,500.00 | \$1,650.37 | 78.00% |
| GOVTBLDG | E 100-41940-321 Telephone | \$558.35 | \$3,184.40 | \$6,900.00 | \$3,715.60 | 46.15% |
| GOVTBLDG | E 100-41940-325 Taxes | \$0.00 | \$874.00 | \$300.00 | -\$574.00 | 291.33% |
| GOVTBLDG | E 100-41940-381 Electric Utilities | \$1,109.62 | \$3,728.43 | \$12,000.00 | \$8,271.57 | 31.07% |
| GOVTBLDG | E 100-41940-383 Gas Utilities | \$88.29 | \$3,131.18 | \$5,000.00 | \$1,868.82 | 62.62% |
| GOVTBLDG | E 100-41940-384 Refuse/Garbage Dispo | \$560.88 | \$4,124.18 | \$3,500.00 | -\$624.18 | 117.83% |
| 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 | \$1,050.00 | \$4,000.00 | \$2,950.00 | 26.25% |
| GOVTBLDG | E 100-41940-560 Furniture and Fixtures | \$0.00 | \$0.00 | \$2,000.00 | \$2,000.00 | 0.00% |

Expenditure Budget Report - General Fund

| Dept Abbrev | Account Descr | July 2023 Amt | 2023 YTD Amt | 2023 YTD Budget | 2023 YTD Balance | %YTD Budget |
|-------------|---|---------------|--------------|-----------------|------------------|-------------|
| GOVTBLDG | E 100-41940-580 Other Equipment | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Dept 41940 | General Govt Buildings/Plant | \$4,957.70 | \$25,759.56 | \$50,500.00 | \$24,740.44 | 51.01% |
| Dept 41950 | Engineer | | | | | |
| ENGINEER | E 100-41950-303 Engineering Fees | \$3,228.75 | \$16,607.50 | \$35,000.00 | \$18,392.50 | 47.45% |
| Dept 41950 | Engineer | \$3,228.75 | \$16,607.50 | \$35,000.00 | \$18,392.50 | 47.45% |
| Dept 41960 | Insurance | | | | | |
| INSURANCE | E 100-41960-150 Worker s Comp (GENE | \$0.00 | \$19,496.03 | \$16,500.00 | -\$2,996.03 | 118.16% |
| 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 | \$26,707.25 | \$27,000.00 | \$292.75 | 98.92% |
| Dept 41960 | Insurance | \$0.00 | \$46,203.28 | \$43,500.00 | -\$2,703.28 | 106.21% |
| Dept 41970 | Legal Publications | | | | | |
| LEGALPUB | E 100-41970-341 Employment | \$0.00 | \$670.75 | \$300.00 | -\$370.75 | 223.58% |
| LEGALPUB | E 100-41970-343 Other Advertising | \$0.00 | \$126.55 | \$100.00 | -\$26.55 | 126.55% |
| LEGALPUB | E 100-41970-351 Legal Notices Publishin | \$168.46 | \$310.55 | \$400.00 | \$89.45 | 77.64% |
| LEGALPUB | E 100-41970-354 Recording Fees | \$0.00 | \$0.00 | \$200.00 | \$200.00 | 0.00% |
| Dept 41970 | Legal Publications | \$168.46 | \$1,107.85 | \$1,000.00 | -\$107.85 | 110.79% |
| Dept 42000 | Public Safety (GENERAL) | | | | | |
| PUBSAFTY | E 100-42000-437 Other Miscellaneous | \$0.00 | \$20.45 | \$50.00 | \$29.55 | 40.90% |
| Dept 42000 | Public Safety (GENERAL) | \$0.00 | \$20.45 | \$50.00 | \$29.55 | 40.90% |
| Dept 42101 | Hennepin County Sheriff | | | | | |
| HCSHERIFF | E 100-42101-310 Other Professional Ser | \$0.00 | \$23,898.50 | \$95,594.00 | \$71,695.50 | 25.00% |
| Dept 42101 | Hennepin County Sheriff | \$0.00 | \$23,898.50 | \$95,594.00 | \$71,695.50 | 25.00% |
| Dept 42102 | Wright County Sheriff | | | | | |
| WCSHERIFF | E 100-42102-310 Other Professional Ser | \$10,554.58 | \$74,263.67 | \$126,655.00 | \$52,391.33 | 58.63% |
| Dept 42102 | Wright County Sheriff | \$10,554.58 | \$74,263.67 | \$126,655.00 | \$52,391.33 | 58.63% |
| Dept 42210 | Fire Dept Administration | | | | | |
| FIREADMIN | E 100-42210-101 Full-Time Employees R | \$929.61 | \$12,084.91 | \$24,131.00 | \$12,046.09 | 50.08% |
| FIREADMIN | E 100-42210-103 Part-Time Employees | \$18,982.00 | \$31,948.43 | \$100,000.00 | \$68,051.57 | 31.95% |
| FIREADMIN | E 100-42210-121 PERA | \$69.73 | \$906.44 | \$1,810.00 | \$903.56 | 50.08% |
| FIREADMIN | E 100-42210-122 FICA | \$1,231.57 | \$6,254.54 | \$7,696.00 | \$1,441.46 | 81.27% |
| FIREADMIN | E 100-42210-123 Medicare | \$288.06 | \$1,462.88 | \$1,800.00 | \$337.12 | 81.27% |
| FIREADMIN | E 100-42210-134 Employer Paid Life | \$7.91 | \$102.75 | \$0.00 | -\$102.75 | 0.00% |
| FIREADMIN | E 100-42210-142 Unemployment Benefit | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FIREADMIN | E 100-42210-150 Worker s Comp (GENE | \$0.00 | \$18,172.57 | \$10,000.00 | -\$8,172.57 | 181.73% |
| FIREADMIN | E 100-42210-151 Med/Dental Insurance | \$140.77 | \$1,827.69 | \$0.00 | -\$1,827.69 | 0.00% |
| FIREADMIN | E 100-42210-200 Office Supplies (GENE | \$0.00 | \$61.93 | \$400.00 | \$338.07 | 15.48% |
| FIREADMIN | E 100-42210-305 Medical and Dental Fe | \$0.00 | \$0.00 | \$8,500.00 | \$8,500.00 | 0.00% |
| FIREADMIN | E 100-42210-306 Dues & Subscriptions | \$0.00 | \$1,093.78 | \$1,000.00 | -\$93.78 | 109.38% |
| FIREADMIN | E 100-42210-361 General Liability Ins | \$0.00 | \$5,003.31 | \$5,000.00 | -\$3.31 | 100.07% |
| Dept 42210 | Fire Dept Administration | \$21,649.65 | \$78,919.23 | \$160,337.00 | \$81,417.77 | 49.22% |
| Dept 42220 | Fire Dept Equipment | | | | | |
| FIREEQUIP | E 100-42220-221 Equipment Parts | \$384.20 | \$4,979.61 | \$6,000.00 | \$1,020.39 | 82.99% |
| FIREEQUIP | E 100-42220-228 Medical Supplies | \$0.00 | \$422.78 | \$1,500.00 | \$1,077.22 | 28.19% |
| 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 | \$0.00 | \$276.20 | \$18,000.00 | \$17,723.80 | 1.53% |
| FIREEQUIP | E 100-42220-580 Other Equipment | \$208.38 | \$2,276.59 | \$5,000.00 | \$2,723.41 | 45.53% |
| Dept 42220 | Fire Dept Equipment | \$592.58 | \$7,955.18 | \$31,500.00 | \$23,544.82 | 25.25% |
| Dept 42240 | Fire Dept Training | | | | | |
| FIRETRNG | E 100-42240-208 Training and Instructio | \$8,730.00 | \$16,064.75 | \$7,500.00 | -\$8,564.75 | 214.20% |

HANOVER
Expenditure Budget Report - General Fund

| Dept Abbrev | Account Descr | July 2023 Amt | 2023 YTD Amt | 2023 YTD Budget | 2023 YTD Balance | %YTD Budget |
|--------------------------------------|---|---------------|--------------|-----------------|------------------|-------------|
| FIRETRNG | E 100-42240-310 Other Professional Ser | \$0.00 | \$1,758.24 | \$3,700.00 | \$1,941.76 | 47.52% |
| FIRETRNG | E 100-42240-331 Travel Expenses | \$0.00 | \$3,358.08 | \$1,500.00 | -\$1,858.08 | 223.87% |
| Dept 42240 Fire Dept Training | | \$8,730.00 | \$21,181.07 | \$12,700.00 | -\$8,481.07 | 166.78% |
| Dept 42260 Fire Vehicles | | | | | | |
| FIREVEH | E 100-42260-212 Motor Fuels | \$0.00 | \$979.70 | \$3,500.00 | \$2,520.30 | 27.99% |
| FIREVEH | E 100-42260-220 Repair/Maint Supply (| \$140.92 | \$1,441.32 | \$5,000.00 | \$3,558.68 | 28.83% |
| FIREVEH | E 100-42260-240 Small Tools and Minor | \$0.00 | \$0.00 | \$1,000.00 | \$1,000.00 | 0.00% |
| FIREVEH | E 100-42260-323 Radio Units | \$0.00 | \$0.00 | \$5,000.00 | \$5,000.00 | 0.00% |
| FIREVEH | E 100-42260-700 Transfers (GENERAL) | \$0.00 | \$0.00 | \$30,158.00 | \$30,158.00 | 0.00% |
| Dept 42260 Fire Vehicles | | \$140.92 | \$2,421.02 | \$44,658.00 | \$42,236.98 | 5.42% |
| Dept 42280 Fire Stations and Bldgs | | | | | | |
| FIREBLDG | E 100-42280-215 Shop Supplies | \$0.00 | \$445.97 | \$650.00 | \$204.03 | 68.61% |
| FIREBLDG | E 100-42280-220 Repair/Maint Supply (| \$51.43 | \$1,008.97 | \$5,000.00 | \$3,991.03 | 20.18% |
| FIREBLDG | E 100-42280-321 Telephone | \$112.00 | \$804.32 | \$1,500.00 | \$695.68 | 53.62% |
| FIREBLDG | E 100-42280-325 Taxes | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FIREBLDG | E 100-42280-381 Electric Utilities | \$240.05 | \$1,550.38 | \$4,500.00 | \$2,949.62 | 34.45% |
| FIREBLDG | E 100-42280-383 Gas Utilities | \$23.16 | \$2,282.18 | \$3,500.00 | \$1,217.82 | 65.21% |
| FIREBLDG | E 100-42280-520 Buildings and Structur | \$0.00 | \$84.30 | \$0.00 | -\$84.30 | 0.00% |
| Dept 42280 Fire Stations and Bldgs | | \$426.64 | \$6,176.12 | \$15,150.00 | \$8,973.88 | 40.77% |
| Dept 42290 Fire Relief Association | | | | | | |
| FIRERELIEF | E 100-42290-124 Fire Pension Contributi | \$0.00 | \$360.00 | \$48,326.00 | \$47,966.00 | 0.74% |
| FIRERELIEF | E 100-42290-125 Other Retirement Cont | \$0.00 | \$0.00 | \$14,798.00 | \$14,798.00 | 0.00% |
| FIRERELIEF | E 100-42290-301 Auditing and Acctg Ser | \$6,560.00 | \$6,560.00 | \$6,600.00 | \$40.00 | 99.39% |
| Dept 42290 Fire Relief Association | | \$6,560.00 | \$6,920.00 | \$69,724.00 | \$62,804.00 | 9.92% |
| Dept 42401 Building Inspection Admin | | | | | | |
| INSPADMN | E 100-42401-101 Full-Time Employees R | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| INSPADMN | E 100-42401-121 PERA | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| INSPADMN | E 100-42401-122 FICA | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| INSPADMN | E 100-42401-123 Medicare | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| INSPADMN | E 100-42401-134 Employer Paid Life | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| INSPADMN | E 100-42401-151 Med/Dental Insurance | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| INSPADMN | E 100-42401-310 Other Professional Ser | \$13,823.82 | \$71,714.16 | \$60,000.00 | -\$11,714.16 | 119.52% |
| Dept 42401 Building Inspection Admin | | \$13,823.82 | \$71,714.16 | \$60,000.00 | -\$11,714.16 | 119.52% |
| Dept 42700 Animal Control | | | | | | |
| ANIMCTRL | E 100-42700-310 Other Professional Ser | \$0.00 | \$0.00 | \$500.00 | \$500.00 | 0.00% |
| Dept 42700 Animal Control | | \$0.00 | \$0.00 | \$500.00 | \$500.00 | 0.00% |
| Dept 42800 Cemetery | | | | | | |
| CEMETERY | E 100-42800-310 Other Professional Ser | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Dept 42800 Cemetery | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Dept 43000 Public Works (GENERAL) | | | | | | |
| PUBWRKS | E 100-43000-101 Full-Time Employees R | \$4,449.44 | \$85,880.40 | \$153,800.00 | \$67,919.60 | 55.84% |
| PUBWRKS | E 100-43000-102 Full-Time Employees O | \$40.63 | \$264.19 | \$0.00 | -\$264.19 | 0.00% |
| PUBWRKS | E 100-43000-103 Part-Time Employees | \$0.00 | \$3,681.82 | \$18,000.00 | \$14,318.18 | 20.45% |
| PUBWRKS | E 100-43000-121 PERA | \$336.75 | \$6,136.49 | \$12,285.00 | \$6,148.51 | 49.95% |
| PUBWRKS | E 100-43000-122 FICA | \$263.88 | \$5,818.00 | \$11,296.00 | \$5,478.00 | 51.50% |
| PUBWRKS | E 100-43000-123 Medicare | \$61.71 | \$1,360.64 | \$2,724.00 | \$1,363.36 | 49.95% |
| PUBWRKS | E 100-43000-134 Employer Paid Life | \$38.25 | \$711.67 | \$1,608.00 | \$896.33 | 44.26% |
| 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 | \$692.30 | \$13,181.84 | \$28,000.00 | \$14,818.16 | 47.08% |
| PUBWRKS | E 100-43000-208 Training and Instructio | \$0.00 | \$2,715.47 | \$4,500.00 | \$1,784.53 | 60.34% |

HANOVER
Expenditure Budget Report - General Fund

| Dept Abbrev | Account Descr | July 2023 Amt | 2023 YTD Amt | 2023 YTD Budget | 2023 YTD Balance | %YTD Budget |
|------------------------------------|--|---------------|--------------|-----------------|------------------|-------------|
| PUBWRKS | E 100-43000-212 Motor Fuels | \$0.00 | \$9,626.14 | \$13,000.00 | \$3,373.86 | 74.05% |
| PUBWRKS | E 100-43000-215 Shop Supplies | \$93.87 | \$2,608.86 | \$7,500.00 | \$4,891.14 | 34.78% |
| PUBWRKS | E 100-43000-220 Repair/Maint Supply (| \$17.04 | \$7,677.50 | \$12,000.00 | \$4,322.50 | 63.98% |
| PUBWRKS | E 100-43000-226 Sign Repair Materials | \$0.00 | \$199.21 | \$1,500.00 | \$1,300.79 | 13.28% |
| PUBWRKS | E 100-43000-240 Small Tools and Minor | \$83.97 | \$84.76 | \$10,000.00 | \$9,915.24 | 0.85% |
| PUBWRKS | E 100-43000-260 Uniforms | \$0.00 | \$0.00 | \$3,000.00 | \$3,000.00 | 0.00% |
| PUBWRKS | E 100-43000-310 Other Professional Ser | \$4,546.90 | \$9,378.30 | \$22,500.00 | \$13,121.70 | 41.68% |
| PUBWRKS | E 100-43000-321 Telephone | \$355.36 | \$2,742.31 | \$6,500.00 | \$3,757.69 | 42.19% |
| PUBWRKS | E 100-43000-325 Taxes | \$0.00 | \$0.00 | \$200.00 | \$200.00 | 0.00% |
| PUBWRKS | E 100-43000-381 Electric Utilities | \$410.31 | \$2,193.09 | \$5,500.00 | \$3,306.91 | 39.87% |
| PUBWRKS | E 100-43000-383 Gas Utilities | \$70.54 | \$4,921.58 | \$5,500.00 | \$578.42 | 89.48% |
| PUBWRKS | E 100-43000-520 Buildings and Structur | \$0.00 | \$663.30 | \$2,000.00 | \$1,336.70 | 33.17% |
| Dept 43000 Public Works (GENERAL) | | \$11,460.95 | \$159,845.57 | \$321,413.00 | \$161,567.43 | 49.73% |
| Dept 43121 Paved Streets | | | | | | |
| PAVSTRS | E 100-43121-224 Street Maint Materials | \$71.19 | \$3,727.39 | \$50,000.00 | \$46,272.61 | 7.45% |
| Dept 43121 Paved Streets | | \$71.19 | \$3,727.39 | \$50,000.00 | \$46,272.61 | 7.45% |
| Dept 43122 Unpaved Streets | | | | | | |
| UNPAVSTS | E 100-43122-224 Street Maint Materials | \$3,992.96 | \$5,737.96 | \$15,000.00 | \$9,262.04 | 38.25% |
| Dept 43122 Unpaved Streets | | \$3,992.96 | \$5,737.96 | \$15,000.00 | \$9,262.04 | 38.25% |
| Dept 43125 Ice & Snow Removal | | | | | | |
| SNOWREMO | E 100-43125-224 Street Maint Materials | \$0.00 | \$8,275.53 | \$22,000.00 | \$13,724.47 | 37.62% |
| Dept 43125 Ice & Snow Removal | | \$0.00 | \$8,275.53 | \$22,000.00 | \$13,724.47 | 37.62% |
| Dept 43160 Street Lighting | | | | | | |
| STLGHTG | E 100-43160-381 Electric Utilities | \$2,699.24 | \$15,847.96 | \$27,000.00 | \$11,152.04 | 58.70% |
| Dept 43160 Street Lighting | | \$2,699.24 | \$15,847.96 | \$27,000.00 | \$11,152.04 | 58.70% |
| Dept 43240 Waste (refuse) Disposal | | | | | | |
| REFDISPO | E 100-43240-384 Refuse/Garbage Dispo | \$0.00 | \$1,433.78 | \$3,000.00 | \$1,566.22 | 47.79% |
| Dept 43240 Waste (refuse) Disposal | | \$0.00 | \$1,433.78 | \$3,000.00 | \$1,566.22 | 47.79% |
| Dept 43245 Recycling: Refuse | | | | | | |
| RECYCLING | E 100-43245-384 Refuse/Garbage Dispo | \$5,271.60 | \$31,629.60 | \$66,240.00 | \$34,610.40 | 47.75% |
| Dept 43245 Recycling: Refuse | | \$5,271.60 | \$31,629.60 | \$66,240.00 | \$34,610.40 | 47.75% |
| Dept 45186 Senior Center | | | | | | |
| SRCENTER | E 100-45186-437 Other Miscellaneous | \$2,820.50 | \$5,641.00 | \$11,929.00 | \$6,288.00 | 47.29% |
| Dept 45186 Senior Center | | \$2,820.50 | \$5,641.00 | \$11,929.00 | \$6,288.00 | 47.29% |
| Dept 45200 Parks (GENERAL) | | | | | | |
| PARKS | E 100-45200-212 Motor Fuels | \$0.00 | \$906.16 | \$2,000.00 | \$1,093.84 | 45.31% |
| PARKS | E 100-45200-220 Repair/Maint Supply (| \$58.00 | \$1,387.85 | \$6,000.00 | \$4,612.15 | 23.13% |
| PARKS | E 100-45200-225 Landscaping Materials | \$97.99 | \$1,171.02 | \$8,000.00 | \$6,828.98 | 14.64% |
| 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 | \$78.11 | \$700.80 | \$2,200.00 | \$1,499.20 | 31.85% |
| 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 | \$340.50 | \$681.00 | \$81,760.00 | \$81,079.00 | 0.83% |
| Dept 45200 Parks (GENERAL) | | \$574.60 | \$4,846.83 | \$99,960.00 | \$95,113.17 | 4.85% |
| Dept 45500 Libraries (GENERAL) | | | | | | |
| LIBRARY | E 100-45500-437 Other Miscellaneous | \$6,821.55 | \$13,643.10 | \$16,287.00 | \$2,643.90 | 83.77% |
| Dept 45500 Libraries (GENERAL) | | \$6,821.55 | \$13,643.10 | \$16,287.00 | \$2,643.90 | 83.77% |
| Dept 48205 Damage Deposit Refunds | | | | | | |
| DMGDEPRF | E 100-48205-810 Refunds & Reimburse | \$2,600.00 | \$7,300.00 | \$10,000.00 | \$2,700.00 | 73.00% |

Expenditure Budget Report - General Fund

| Dept Abbrev | Account Descr | July 2023 Amt | 2023 YTD Amt | 2023 YTD Budget | 2023 YTD Balance | %YTD Budget |
|----------------|--|---------------------|-----------------|--------------------|---------------------|----------------|
| Dept 48205 | Damage Deposit Refunds | \$2,600.00 | \$7,300.00 | \$10,000.00 | \$2,700.00 | 73.00% |
| Dept 49360 | Transfers Out | | | | | |
| TRANSFERS | E 100-49360-700 Transfers (GENERAL) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Dept 49360 | Transfers Out | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Dept 49800 | Transit (GENERAL) | | | | | |
| TRANSIT | E 100-49800-310 Other Professional Ser | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Dept 49800 | Transit (GENERAL) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Fund 100 | GENERAL FUND | \$141,459.86 | \$879,860.74 | \$1,903,125.00 | \$1,023,264.26 | 46.23% |

Expenditure Budget Report - General Fund

| Dept Abbrev | Account Descr | July 2023 Amt | 2023 YTD Amt | 2023 YTD Budget | 2023 YTD Balance | %YTD Budget |
|----------------|---------------|---------------------|-----------------|--------------------|---------------------|----------------|
| | | \$141,459.86 | \$879,860.74 | \$1,903,125.00 | \$1,023,264.26 | 46.23% |

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

RESOLUTION NO 07-18-23-64

RESCHEDULING THE NOVEMBER REGULAR COUNCIL MEETING

WHEREAS, Buffalo-Hanover-Montrose School District has informed the City they will be holding a special election on Tuesday, November 7, 2023; and

WHEREAS, the regular City Council meeting scheduled that day will need to be rescheduled by law and to allow the District to use the City Hall facility as a polling location.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Hanover, Minnesota, hereby reschedules their regular November meeting to Wednesday, November 8, 2023 at 7:00pm.

Adopted by the City Council this 18th day of July, 2023.

APPROVED BY:

ATTEST:

Chris Kauffman, Mayor

Jennifer Nash, City Administrator

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

RESOLUTION NO 07-18-23-65

APPROVING RATIFICATION OF FRA PENSION INCREASE

WHEREAS, the Hanover Fire Relief Association has requested the City Council to ratify an annual pension increase from \$2,650 to \$2,800; and

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the ratification of a Hanover Fire Relief Pension increase to an amount of \$2,800 per year of service, subject to the regulations of the Hanover Fire Relief Association By-Laws.

Adopted by the City Council this 18th day of July, 2023.

APPROVED BY:

ATTEST:

Chris Kauffman, Mayor

Jennifer Nash, City Administrator

LAW ENFORCEMENT CONTRACT

THIS AGREEMENT made and entered on this _____ day of _____, 2023, by and between the COUNTY OF WRIGHT and the WRIGHT COUNTY SHERIFF, hereinafter referred to as “County” and the **[Insert City Name]** hereinafter referred to as the “Municipality”.

WITNESSETH:

WHEREAS, the COUNTY has a statutory obligation to provide police services within Wright County; and

WHEREAS, the MUNICIPALITY has determined that it is in the best interests of the MUNICIPALITY to continue to contract with the COUNTY for law enforcement services, thereby allowing for the allocation of overhead and other administrative costs over a larger population; and

WHEREAS, the parties to this Agreement intend to contract for law enforcement services within the political boundaries of the MUNICIPALITY through the Wright County Sheriff; and

WHEREAS, the COUNTY is agreeable to rendering such services on the terms and conditions hereinafter set forth; and

WHEREAS, such contracts are authorized and provided for by the provision of Minnesota Statutes § 471.59 and Minnesota Statutes § 436.05;

NOW THEREFORE, pursuant to the terms of the aforesaid statutes, and in consideration of the mutual covenants herein contained, it is agreed as follows:

1. That the County by way of the Sheriff agrees to provide law enforcement services within the corporate limits of the Municipality to the extent and in the manner as hereinafter set forth:
 - a. Except as otherwise hereinafter specifically set forth, such services shall encompass only duties and functions of the type coming within the jurisdiction of the Wright County Sheriff pursuant to Minnesota Laws and Statutes.
 - b. Services purchased pursuant to this contract shall include enforcement of Minnesota State Statutes, including but not limited to the Traffic Code and the Criminal Code, as well as all local ordinances enacted in conformance therewith. Statutes and ordinances which prescribe enforcement by a different authority (i.e., the State Electrical Code, the Uniform Building Code) shall be excluded from this agreement. Ordinances pertaining exclusively to purely local city management matters (i.e., sewer and water collection) shall be excluded from this agreement. The Municipality shall be responsible for enforcement of the Municipal Zoning Code except that the Sheriff will enforce, only through the issuance of a citation, the nuisance ordinances conforming to State law; (i.e., junk cars and refuse) and traffic ordinances; (i.e., parking and erratic driving.)
2. The manner and standards of performance, the discipline of peace officers and employees, and other matters incident to the provision of services under this Agreement, and the control of personnel so employed, shall be subject solely to the control of the COUNTY. In the event of a dispute between the parties as to the extent of the duties and functions to be rendered hereunder, or the level or manner of performance of such service, the determination

thereof made by the Sheriff of the COUNTY shall be final and conclusive as between the parties hereto.

3. The COUNTY shall have full cooperation and assistance from the MUNICIPALITY, its officers, agents, and employees so as to facilitate the performance of this agreement. In order to facilitate a local presence of Sheriff's Deputies, the MUNICIPALITY shall, if requested by the COUNTY, provide a secure office for the Sheriff's Office Employees by having adequate space for two desks with chairs, limited public visibility, a local telephone line and an adequate internet connection with support as requested by the COUNTY. The MUNICIPALITY agrees to allow the COUNTY to install equipment or hardware necessary for the implementation and usage of squad or body worn cameras. The MUNICIPALITY shall allow a sign indicating the location of its Sheriff's substation with appropriate telephone numbers to be displayed on the exterior of the building.
4. That the COUNTY shall furnish and supply all necessary labor, supervision, equipment, communication facilities for dispatching, cost of jail detention, and all supplies necessary to maintain the level of service to be rendered herein.
5. All deputy sheriffs, clerks, and all other COUNTY personnel performing duties pursuant to this Agreement shall at all times be considered employees of the COUNTY for all purposes.
6. TERM
 - a. The COUNTY shall commence the provision of Law Enforcement Services on January 1, 2024, and this Agreement shall remain in effect for a period of one (1) year, unless earlier terminated by operation of law or pursuant to the terms of this Agreement.
 - b. This Agreement shall automatically renew for a period of one (1) year following the expiration of the initial one (1) year term and/or any renewal term.
 - c. Any Party may terminate this Agreement during or prior to the renewal term by providing notice by September 1st of each year. Notice of termination that is timely delivered shall be effective at the end of the initial or renewal term on December 31st. The Parties may voluntarily terminate this Agreement at any time by mutual agreement.
7. CONTRACTED HOURS AND COMPENSATION.
 - a. The minimum number of annual hours of service to be invoiced for licensed peace officers pursuant to this contract are [INSERT NUMBER] hours. The annual hours of service shall provide for 24-hour call and general service. The number of hours each month may vary due to special events, seasonal adjustments and the availability of the County's employees. The COUNTY shall notify the MUNICIPALITY in writing eighteen months prior any change in the minimum number of hours for any subsequent renewal term. In determining the minimum number of hours, the County Sheriff may consider the following factors of population, traffic, commercial districts, calls for service or input from the MUNICIPALITY.
 - b. The Municipality agrees to pay to the County the sum of \$105.00 per hour for law enforcement services during the calendar year 2024. The hourly rate for the Law Enforcement Services in future years will be established by the COUNTY. Any increase

in the hourly rate must be provided to the MUNICIPALITY no later than August 15 of each year.

- c. The MUNICIPALITY agrees to pay to the COUNTY a lump sum of law enforcement assessment of _____ for law enforcement services and retention during the 2024 calendar year. The lump sum law enforcement assessment shall be payable in two payments on _____, 2024 and _____, 2024. Upon the request of the County Sheriff, the parties agree to renegotiate in good faith any further lump sum law enforcement assessments in the event economic conditions for law enforcement hinder the effective hiring and retention of Deputy Sheriff employees.
 - d. The COUNTY shall bill the MUNICIPALITY on a quarterly basis for the provision of Law Enforcement Services under this Agreement. The MUNICIPALITY shall pay the amount required in accordance with the Prompt Payment of Local Government Bills statute, Minnesota Statutes § 471.425, as amended.
8. The County shall provide for all costs and prosecution efforts with the respect to violations of Minnesota State Statutes charged by the Sheriff in the performance of this agreement. County prosecution services do not include building code, electrical code, or any municipal ordinance violations. All fines arising from such prosecutions shall accrue to the COUNTY. Violations of building codes, electrical codes, and municipal ordinances excluded from enforcement by this agreement shall be prosecuted by the MUNICIPALITY at its expense. All fines arising from the city directed prosecutions shall accrue to the MUNICIPALITY unless otherwise provided by law.
9. Pursuant to law, the Wright County Finance Director shall remit to the MUNICIPALITY its share of all fines collected. The Municipality shall return to the County within 30 days all fine money attributable to prosecutions initiated by the Sheriff in accord with Paragraph 8 of this contract. The MUNICIPALITY shall keep and retain any fine money submitted by the Wright County Finance Director attributable to prosecutions initiated by the MUNICIPALITY.

10. LIABILITY

- A. During the initial and any renewal terms of this Agreement the COUNTY shall maintain general, automotive, and workers compensation coverage through the Minnesota Counties Intergovernmental Trust at the coverage limits provided.
- B. Except as otherwise provided herein, the MUNICIPALITY shall not assume any liability for the direct payment of any salaries, wages, or other compensation to any of the COUNTY'S employees providing Law Enforcement Services to the MUNICIPALITY under this Agreement and the COUNTY hereby assumes said liabilities.
- C. Except as otherwise provided herein, the MUNICIPALITY shall not be liable for compensation or indemnity to any of the COUNTY'S employees for injury or sickness arising out of their employment with the COUNTY and/or provision of the Law Enforcement Services to the MUNICIPALITY, and the COUNTY agrees to defend, indemnify and hold the MUNICIPALITY harmless against any such claims.
- D. To the fullest extent permitted by law, the COUNTY agrees to defend, indemnify and hold harmless the MUNICIPALITY, and its employees, officials and agents from and

against all claims, actions, damages, losses and expenses, including reasonable attorney fees, arising out of the COUNTY'S negligence or the COUNTY'S performance or failure to perform its obligations under this Agreement, except as set forth below. The parties agree this indemnity obligation shall survive the completion or termination of this Agreement.

- E. To the fullest extent permitted by law, the MUNICIPALITY agrees to defend, indemnify and hold harmless the COUNTY, and its employees, officials and agents from and against all claims, actions, damages, losses and expenses, including reasonable attorney fees, arising out of the MUNICIPALITY'S negligence or the MUNICIPALITY'S performance or failure to perform its obligations under this Agreement. The parties agree this indemnity obligation shall survive the completion or termination of this Agreement.
- F. The MUNICIPALITY agrees to defend, indemnify and hold harmless the COUNTY, and its employees, officials and agents, for any claims related to the interpretation of or challenges to the validity of the MUNICIPALITY'S ordinances and building code enforcement.
- G. Nothing in this Agreement shall constitute a waiver of the statutory limits on liability set forth in Minnesota Statutes, Chapter 466 or a waiver of any available immunities or defenses. Nothing herein shall be construed to provide insurance coverage or indemnification to an employee, official or agent of any Party for any act or omission for which the employee, official or agent is guilty of malfeasance in office, willful neglect of duty or bad faith. It is further understood that Minnesota Statutes, section 471.59, subd. 1a applies to this Agreement. To the full extent permitted by law, actions by the parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the parties that they shall be deemed a "single governmental unit" for the purposes of liability, all as set forth in Minnesota Statutes, section 471.59, subd. 1a(a); provided further that for purposes of that statute, each party to this Agreement expressly declines responsibility for the acts or omissions of the other party. For purposes of determining total liability damages, the parties are considered a single governmental unit and the total liability shall not exceed the limits on governmental liability for a single governmental unit as specified in Minnesota Statutes, section 3.736 or section 466.04.

11. GENERAL PROVISIONS.

- A. Entire Agreement. This Agreement supersedes any prior or contemporaneous representations or agreements, whether written or oral, between the Parties and contains the entire agreement.
- B. Assignment. The COUNTY may not assign this Agreement to any other person unless written consent is obtained from the MUNICIPALITY.
- C. Amendments. Except as to the provisions for contracted hours and compensation under paragraph 7, any modification or amendment to this Agreement shall require a written agreement signed by both Parties.

- D. Nondiscrimination. In the hiring of employees to perform work under this Agreement, the COUNTY shall not discriminate against any person by reason of any characteristic or classification protected by state or federal law.

- E. Governing Law. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota. All proceedings related to this Agreement shall be venued in Wright County, Minnesota.

- F. Waiver. The waiver by either party of any breach or failure to comply with any provision of this Agreement by the other Party shall not be construed as, or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.

- G. Notices. All notices and other communications pursuant to this Agreement must be in writing and must be given by registered or certified mail, postage prepaid, or delivered by hand at the addresses set forth below:

Notice to County: Wright County Sheriff
 Wright County Law Enforcement Center
 3800 Braddock Avenue N.E.
 Buffalo, MN 55313

and

 Wright County Administrator
 Wright County Government Center
 3650 Braddock Avenue N.E.
 Buffalo, MN 55313

Notice to City: _____

- H. Savings Clause. If a court finds any portion of this Agreement to be contrary to law, invalid, or unenforceable, the remainder of the Agreement will remain in full force and effect.

- I. Counterparts. This Agreement may be signed in counterparts, each of which shall be deemed an original, and which taken together shall be deemed to be one and the same document.

IN WITNESS WHEREOF, The MUNICIPALITY, by resolution duly adopted by its governing body, caused this agreement to be signed by its Mayor and attested by its Clerk; and the County of Wright, by the County Board of Commissioners, has caused this agreement to be signed by the Chairman, County Administrator, and by the Wright County Sheriff, effective on the day and year first above written.

[THIS SPACE WAS INTENTIONALLY LEFT BLANK – SIGNATURE PAGE TO FOLLOW]

Dated: _____

COUNTY OF _____, MINNESOTA

By: _____
Its Board Chair

By: _____
Its County Administrator

and

By: _____
Its County Sheriff

IN WITNESS WHEREOF, the MUNICIPALITY has caused this Agreement to be signed by its Mayor and City Clerk.

Dated: _____

CITY OF _____, MINNESOTA

By: _____
Its Mayor

and

By: _____
Its City Clerk



Special Assessment: \$8,446.15

2023 Hours: 1,460

Total Amount: \$126,655.00

2024 Hours: 1,464

Total Amount: \$153,720.00

Total Difference: \$27,065.00



June 12, 2023

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

Re: WSB Code Enforcement Services

Dear Ms. Nash

I wanted to follow up on our recent phone conversation about providing code enforcement services for the community of Hanover. As always, the amount of time allocated, and the start and end date, are flexible. I am submitting a proposal, but we can discuss any modifications based upon your views about what Hanover's code enforcement needs may be. Additionally, we understand that this is a new undertaking and the number of hours allocated or the in-office days of the week can be modified throughout the work period.

We are proposing Tara Kohl to provide Code Enforcement services for Hanover. We are suggesting Tara provide in-office services at Hanover one day a week or two half days to assist in enforcement duties. This would allow Tara to review sites and document violations on the ground and in a timely manner. Tara will also provide administration of all code enforcement tasks, including setting up files, writing letters, sending out second or third notices and can also assist the City in nuisance abatement for tall grass. Some of the administrative work will be done at the WSB offices if there is work needed outside of scheduled office hours.

WSB can also assist the City of Hanover in setting up a code enforcement program. We can devise a policy for Council approval and provide templates of appropriate letters and follow up notices. I have contacted our GIS group and they indicated that an enforcement module can be set up for Hanover in datafi that would download inspection information directly into GIS. If you are interested in a demonstration of that service, please let me know and I can get it arranged.

WSB is committed to providing outstanding services at a great value. Tara's primary work will be code enforcement at the community. She can also assist with any other planning functions, including review of building permits, as directed by the City Administrator. Tara's billing rate is \$95/hour. Should Tara be unable to work on a specific day; WSB has several other staff qualified to help out at a similar billing rate. WSB does not bill the City for miscellaneous costs including mileage, copying, mailings or printing.

We look forward to the opportunity to provide enhanced Code Enforcement services for Hanover. If you have any questions or comments about our offering, please feel free to call me at 612.670.2790 or email me at klindquist@wsbeng.com.

Sincerely,

Kim Lindquist, AICP
CPED Director

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



Tara Kohl



GRADUATE COMMUNITY PLANNER

Tara has experience working in multiple communities providing day-to-day planning services as well as assisting with long-range projects. She specializes in zoning regulation and ordinance development for new and old concepts, providing research and suggestions to assist in the decision-making process. Tara also has experience with research and data analysis to identify trends for multiple comprehensive plans to aid in the creation of long-term goals. When not working on long-range projects she analyzes new development applications to ensure compliance with zoning standards and compatibility with the comprehensive plan.

SERVICE GROUP:
Community Planning & Economic Development

EDUCATION:
Bachelor's Planning & Community Development, Saint Cloud State University, 2019

MEMBERSHIPS:
American Planning Association

Land Use Application Review and Research/Data Analysis

CLIENT: VARIOUS

PROJECT DURATION: APR 2022 - CURRENT

Tara currently helps with research and data analysis for various planning projects and reviews land use applications for private and municipal clients. She provides an in-depth analysis of land use applications and verifies the application's compliance with zoning standards and compatibility with the comprehensive plan. Tara enjoys being involved in the development process from the beginning.

Howard Lake Comprehensive Plan | Howard Lake, MN

CLIENT: CITY OF HOWARD LAKE

PROJECT DURATION: JAN 2023 - CURRENT

Tara is assisting with planning, research, and data analysis tasks. She is providing research and data analysis to identify trends and update the City's demographic narrative for the 2040 Comprehensive Plan. She is analyzing community engagement initiatives and demographic trends for the plan. Tara enjoys working with the community to develop their long-term goals.

Planned Unit Development Zoning Ordinance Update | Albertville, MN

CLIENT: CITY OF ALBERTVILLE

PROJECT DURATION: JUN 2022 - MAY 2023

Tara assisted with updating the zoning ordinance for the City of Albertville, MN. She conducted research of previously approved planned unit developments within the city and created an ordinance summarizing the approved zoning standards in each district. Her ordinance will simplify the process for future developments in current planned unit development districts. Tara enjoys making the zoning process more accessible and user friendly.