

**AGENDA
HANOVER CITY COUNCIL WORK SESSION MEETING
SEPTEMBER 17, 2024**

**MAYOR
CHRIS KAUFFMAN**

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

- 1. Call to Order City Council Work Session Meeting**
- 2. Approval of Agenda**
- 3. Consent Agenda Items:** *Items on the consent agenda are generally procedural, non-controversial and/or have been previously discussed by the City Council. These items do not require further discussion at the meeting and are passed by one motion of the Council. Additional information is included for each item within the agenda packet, and Council members may move items to the regular agenda for further discussion as needed.*
 - a. Approve Minutes of September 3, 2024 City Council Meeting (3)**
 - b. Approve Claims as Presented: (6)**

➤ Claims	\$ 147,334.57
➤ Payroll	\$ 14,279.55
➤ P/R taxes & Exp.	\$ 5,155.95
➤ Other Claims	<u>\$ 3549.82</u>
➤ Total Claims	<u>\$ 170,319.89</u>
 - c. Resolution 09-17-24-82 – Accepting Donation for Fire Dept (56)**
 - d. Resolution 09-17-24-83 – Approving Debt Service Levy for 2025 (57)**
- 4. Public Works Items: Snowplow Policy Review and Hall Facility Stove Update (58)**
- 5. Quarterly Newsletter – Updated Format Review (to be handed out)**
- 6. Reports**
- 7. Adjournment**

To: Mayor Kauffman & Members of the Hanover City Council
From: Jennifer Nash, City Administrator
Date: September 12, 2024
Re: Review of Tuesday, September 17, 2024 City Council Agenda

1. **Call to Order Regular City Council Work Session Meeting: 7:00 p.m.**
2. **Approval of Agenda**
3. **Consent Agenda Items:** *Items on the consent agenda are generally procedural, non-controversial and/or have been previously discussed by the City Council. These items do not require further discussion at the meeting and are passed by one motion of the Council. Additional information is included for each item within the agenda packet, and Council members may move items to the regular agenda for further discussion as needed.*
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 - c. **Resolution 09-17-24-82 – Accepting Donation for Fire Dept (56)**
 - d. **Resolution 09-17-24-83 – Approving Debt Service Levy for 2025 (57)**
4. **Public Works Items: Snowplow Policy Review and Hall Facility Stove Update (58)**

Public Works Supervisor Brunn will be present at the meeting to discuss the snowplow policy and the department’s planning for the upcoming winter season. Plow routes maps are being updated to also reflect new roads since the attached image was created. Brunn will also update Council on the stove at the hall facility.
5. **Quarterly Newsletter – Updated Format Review (to be handed out)**

Administrative Assistant Russell has been working on an updated format for the City’s quarterly newsletter. A draft will be handed out at the meeting for review and feedback from Council ahead of distribution by mail and online in early October.
6. **Reports**
7. **Adjournment**

**CITY OF HANOVER
CITY COUNCIL MEETING
SEPTEMBER 3, 2024**

Call to Order:

Mayor Chris Kauffman called the Council Meeting of Tuesday, September 3, 2024, to order at 7:00 p.m. Present were Mayor Chris Kauffman, Council Members Mike Amery, Thomas Dierberger, MaryAnn Hallstein, and Greg Zgutowicz. Also Present were City Administrator Jennifer Nash, City Clerk Jenny Peterson, City Attorney Jay Squires, City Engineer Jenn Edison, City Planner Cindy Nash, Accountant/Deputy Clerk Sara Hamann. Public Attendance: Deputy Brockema, Brian Thompson, Mike Gesellchen, Tim Bellin, Brian Wellesten, Chad Holen, Stephen Gardiner, Josh Metzger, Kevin Conway and Cory Wojacek.

Approval of Agenda:

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

Consent Agenda:

A motion was made by Hallstein and seconded by Zgutowicz to approve the consent agenda as amended.

- a. Approve Minutes of August 20, 2024, Work Session Meeting**
- b. Approve Claims as Presented:**
 - **Claims** **\$ 150,984.97**
 - **Payroll** **\$ 15,162.40**
 - **P/R taxes & Exp.** **\$ 5,377.17**
 - **Other Claims** **\$ 3,523.83**
 - **Total Claims** **\$ 175,048.37**
- c. Resolution 09-03-24-80 – Approving Personnel Items**
- d. Resolution 09-03-24-73 – Approving Donations**
- e. Resolution 09-03-27-77 – Approving Hennepin County Sheriff Contract for 2025-2026**
- f. Resolution 09-03-24-78 – Accepting Partial Public Improvements – River Landing**
- g. Park Board Recommendations – Pheasant Run Park Design Services and Budget**
- h. Resolution 09-03-24-79 – Approving Mill Pond Lift Station Upgrades**

Motion carried unanimously.

Citizen’s Forum

Public Hearing

- a. Resolution 09-03-24-75 – Vacation of Easement – 315 Mallard**
City Engineer Nash and City Planner Edison presented the staff report.

Mayor Kauffman called the hearing to open. No public comment. Mayor Kauffman closed the public hearing.

A motion was made by Amery and seconded by Zgutowicz to approve Resolution 09-03-24-75 vacation of drainage easement at 315 Mallard. Motion carried unanimously.

New Business

a. Resolution 09-03-24-74 – Variance for 1328 Jansen Ave NE

City Planner Nash presented the staff report. Council Member Amery stated the Planning Commission was unanimously in favor of allowing this variance.

A motion was made by Amery and seconded by Dierberger to approve Resolution 09-03-24-74 variance for the garage at 1328 Jansen Ave SE. Motion carried unanimously.

b. Resolution 09-03-24-76 – CRHW 7th Addition Development Agreement

City Planner Nash presented the staff report.

Discussion ensued regarding the Developers Agreement, house plans, lot count and timeline for construction beginning.

A motion was made by Amery and seconded by Hallstein to approve Resolution 09-03-24-76 Development agreement for a project known as Crow River Heights West Seventh Addition. Motion carried unanimously.

c. Resolution 09-03-24-81 – Adopting 2025 Preliminary Budget and Levy

City Administrator Nash presented the staff report.

Discussion ensued regarding stormwater, one additional staff member requested primarily for planning duties responding to increased need, division of duties within the budget for salaries of employees and the levy percentage. Tax rate is proposed to decrease slightly from 2024 rate.

A motion was made by Hallstein and seconded by Amery to approve the 2025 Preliminary Budget and Levy as presented. Motion carried unanimously.

d. Schedule November General Election Canvass Meeting

City Clerk Peterson presented the staff report.

Discussion ensued regarding different dates and consensus of the Council is to move the November meeting from the 6th to November 12th at 7 pm for the regular council meeting and canvass election results.

Reports

a. Clean Up Day Recap

City Clerk Peterson presented the staff report.

- Amery – Planning Commission stated that a new homeowner came and complained about their builder and will return to future meetings. Discussion ensued regarding the obligations of the builders and homeowners.
- Hallstein – inquired about financial investments. Administrator Nash explained staff and Ehlers consultant have worked to maximize our investments.
- Edison – gave council a CR 19/Beebe Lake Rd intersection update.
- Dierberger – no update
- Zgutowicz – there are currently 2 park board openings and there were a couple of individuals at the last meeting that may be interested in the positions.
- Nash – sale of City-owned right-of-way to Wright County needed for County Road 19 project will come to future Council meeting.
- C. Nash – JP Brooks has submitted an application for the Schirmer property and will be presented at the September Planning Commission meeting.

Adjournment

A motion was made by Amery and seconded by Dierberger to adjourn the meeting at 8:24 p.m. All in favor. Motion carried.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Jenny Peterson, City Clerk/Asst to the City Administrator

HANOVER
Payments

Current Period: September 2024

Payments Batch 091724PAY \$147,334.57

Refer 368 ALLINA HEALTH SYSTEM Ck# 004631E 9/17/2024
Cash Payment E 100-43000-310 Other Professional Servi HEARTSAFE PKG \$150.00
Invoice
Transaction Date 9/10/2024 Cash 10100 Total \$150.00

Refer 369 AT&T MOBILITY Ck# 004632E 9/17/2024
Cash Payment E 100-43000-321 Telephone PW TELEPHONE 7/26 8/5/24 \$139.20
Invoice
Transaction Date 9/10/2024 Cash 10100 Total \$139.20

Refer 370 BEAUDRY OIL & PROPANE
Cash Payment E 100-43000-212 Motor Fuels PW MOTOR FUEL DIESEL \$674.14
Invoice 2703664 8/30/2024
Cash Payment E 100-43000-212 Motor Fuels PW MOTOR FUEL UNLEADED \$796.42
Invoice 2703665 8/30/2024
Transaction Date 9/10/2024 Cash 10100 Total \$1,470.56

Refer 404 BERGANKDV
Cash Payment E 100-42290-301 Auditing and Acctg Servi 2023 Financial Audit Fire Relief \$6,725.00
Invoice 1235895 9/10/2024
Transaction Date 9/11/2024 Cash 10100 Total \$6,725.00

Refer 371 CARROT-TOP INDUSTRIES INC.
Cash Payment E 100-41940-580 Other Equipment 10 US FLAGS - PARKS \$423.89
Invoice 133031 8/14/2024
Transaction Date 9/10/2024 Cash 10100 Total \$423.89

Refer 372 CARSON, CLELLAND & SCHREDE
Cash Payment E 100-41610-304 Legal Fees CITY ATTORNEY FEE - AUG 2024 \$418.18
Invoice 6083 8/29/2024
Transaction Date 9/10/2024 Cash 10100 Total \$418.18

Refer 373 CENTERPOINT ENERGY Ck# 004633E 9/10/2024
Cash Payment E 100-43000-383 Gas Utilities ACCT 10801925-8 PW GAS UTILITY 7/26 - 8/27/24 \$79.56
Invoice
Cash Payment E 100-41940-383 Gas Utilities ACCT 5783209-9 CITY HALL GAS UTILITY 7/26 - 8/27/24 \$41.64
Invoice
Cash Payment E 100-42280-383 Gas Utilities ACCT 5774149-8 FIRE DEPT GAS UTILITY 7/26 - 8/27/24 \$27.61
Invoice
Transaction Date 9/10/2024 Cash 10100 Total \$148.81

Refer 401 CENTURY LINK
Cash Payment E 100-42280-321 Telephone Firestation telephone 8/28 - 9/27/24 \$71.53
Invoice 8/28/2024
Transaction Date 9/10/2024 Cash 10100 Total \$71.53

Refer 374 CITY OF ST. MICHAEL Ck# 004634E 9/17/2024
Cash Payment E 602-43252-310 Other Professional Servi 3RD QTR LIFT STATION FLOWS \$57,612.42
Invoice
Cash Payment E 100-43000-310 Other Professional Servi 3RD QTR COMPOST & BRUSH FACILITY \$4,500.00
Invoice
Cash Payment E 100-45500-437 Other Miscellaneous 3RD QTR LIBRARY OPERATIONS \$1,502.49
Invoice

Payments

Current Period: September 2024

Cash Payment	E 100-45186-437	Other Miscellaneous	3RD QTR SENIOR CENTER OPERATIONS		\$2,740.66
Invoice					
Transaction Date	9/10/2024	Cash	10100	Total	\$66,355.57
Refer	375 CLASSIC CLEANING COMPANY, LL				
Cash Payment	E 100-41940-310	Other Professional Servi	AUG 2024 MONTHLY CLEANING CHARGE		\$325.00
Invoice 36746 8/31/2024					
Cash Payment	E 100-41940-310	Other Professional Servi	HALL RENTAL CLEANING 8/17 & 8/24		\$220.00
Invoice 36746 8/31/2024					
Cash Payment	E 100-41940-310	Other Professional Servi	SHELTER CLEANING 8/10		\$100.00
Invoice 36746 8/31/2024					
Transaction Date	9/10/2024	Cash	10100	Total	\$645.00
Refer	376 COLLABORATIVE PLANNING LLC Ck# 004635E 9/17/2024				
Cash Payment	E 818-41910-310	Other Professional Servi	JANSEN GARAGE VARIANCE - AUG 2024		\$630.00
Invoice 2024-241 Project 208362					
Cash Payment	E 818-41910-310	Other Professional Servi	315 MALLARD VACATION OF EASEMENT - AUG 2024		\$472.50
Invoice 2024-242 Project 208363					
Cash Payment	E 818-41910-310	Other Professional Servi	BRIAN LEE 5TH ST REZONING - AUG 2024		\$882.00
Invoice 2024-243 Project 208359					
Cash Payment	E 818-41910-310	Other Professional Servi	CRHW 7TH ADDITION - AUG 2024		\$945.00
Invoice 2024-244 Project 208358					
Cash Payment	E 818-41910-310	Other Professional Servi	HIGHLANDS AND VISTAS - AUG 2024		\$189.00
Invoice 2024-245 Project 208360					
Cash Payment	E 818-41910-310	Other Professional Servi	SCHIRMER CPA AND CONCEPT - AUG 2024		\$63.00
Invoice 2024-246 Project 208352					
Cash Payment	E 818-41910-310	Other Professional Servi	OAKVIEW RDIGE PRELIM PLAT - AUG 2024		\$157.50
Invoice 2024-247 Project 208364					
Cash Payment	E 100-41910-310	Other Professional Servi	P & Z GENERAL PLANNING		\$1,134.00
Invoice 2024-240					
Cash Payment	E 100-42401-310	Other Professional Servi	ZONING ADMIN BLDG PERMITS		\$1,165.50
Invoice 2024-240					
Transaction Date	9/10/2024	Cash	10100	Total	\$5,638.50
Refer	377 COMCAST				
Cash Payment	E 100-41940-321	Telephone	ACCT # 8772105620005724 CITY HALL INTERNET & PHONE 9/5 - 01/4		\$263.28
Invoice 8/25/2024					
Transaction Date	9/10/2024	Cash	10100	Total	\$263.28
Refer	378 EnDisys				
Cash Payment	E 100-43121-224	Street Maint Materials	PW PUMP REBUILD AND FILTER REPLACEMENT PARTS FOR LINELAZER		\$1,524.83
Invoice 180852 8/23/2024					
Transaction Date	9/10/2024	Cash	10100	Total	\$1,524.83
Refer	379 FINKEN WATER SOLUTIONS Ck# 004636E 9/17/2024				
Cash Payment	E 100-43000-215	Shop Supplies	CUST 0400099 COOK & COLD WATER COOLER RENTAL SEPT 2024		\$55.70
Invoice					
Transaction Date	9/10/2024	Cash	10100	Total	\$55.70
Refer	380 HAMANN, SARA Ck# 004637E 9/17/2024				
Cash Payment	E 100-41435-331	Travel Expenses	SARA - LMC TRAINING ST PAUL - ROUND TRIP		\$104.52
Invoice					

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Payments

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Current Period: September 2024

Transaction Date	9/10/2024	Cash	10100	Total	\$104.52
Refer	381 HARDWARE HANK				
Cash Payment	E 100-45200-220	Repair/Maint Supply (G	HOSE SHUT OFF PART PW		\$6.99
Invoice	8/31/2024				
Cash Payment	E 100-45200-220	Repair/Maint Supply (G	BUSHING MOWER PW		\$1.29
Invoice	8/31/2024				
Transaction Date	9/10/2024	Cash	10100	Total	\$8.28
Refer	382 Innovative Office Solutions LLC				
Cash Payment	E 100-41570-200	Office Supplies (GENER	OFFICE SUPPLIES FOR CITY HALL - DUSTERS AND ENVELOPES		\$11.28
Invoice 4630852	9/5/2024				
Cash Payment	E 100-41570-200	Office Supplies (GENER	OFFICE SUPPLIES FOR CITY HALL - POUCHES AND FOLDERS		\$22.16
Invoice 4628430	9/5/2024				
Transaction Date	9/10/2024	Cash	10100	Total	\$33.44
Refer	383 LANO EQUIPMENT - LORETTO				
Cash Payment	E 100-45200-220	Repair/Maint Supply (G	PW ZERO TURN MOWER BLADES		\$79.47
Invoice 03-1100809	9/3/2024				
Transaction Date	9/10/2024	Cash	10100	Total	\$79.47
Refer	384 Lawson Products				
Cash Payment	E 100-43000-215	Shop Supplies	PW - RESTOCK SUPPLIES, CABLE TIES, HEX CAP SCREWS, WASHERS, CABINET, SEAL WIRE TERMINAL AND CONNECTORS		\$223.54
Invoice 9311790412	8/23/2024				
Transaction Date	9/10/2024	Cash	10100	Total	\$223.54
Refer	391 LEHTOLA, MARIA				
Cash Payment	E 100-48205-810	Refunds & Reimburse	SHELTER DAMAGE DEPOSIT EVENT 9/8/24		\$100.00
Invoice	9/17/2024				
Transaction Date	9/10/2024	Cash	10100	Total	\$100.00
Refer	385 MENARDS - BUFFALO				
Cash Payment	E 100-43000-215	Shop Supplies	SHELTER AIR FRESHENERS		\$14.44
Invoice 14877	9/3/2024				
Cash Payment	E 100-45200-220	Repair/Maint Supply (G	PW PUSH MOWER PARTS - WHEELS AND BOLTS		\$74.94
Invoice 14877	9/3/2024				
Transaction Date	9/10/2024	Cash	10100	Total	\$89.38
Refer	386 MN PEIP				
Cash Payment	G 100-21707	Life Ins	LIFE INSURANCE - OCT 2024		\$101.68
Invoice 1429356	9/10/2024				
Cash Payment	G 100-21706	Medical/Dental Ins	MEDICAL/DENTAL - OCT 2024		\$8,277.23
Invoice 1429356	9/10/2024				
Transaction Date	9/10/2024	Cash	10100	Total	\$8,378.91
Refer	387 NAPA Auto Parts				
Cash Payment	E 100-45200-220	Repair/Maint Supply (G	TIRE PATCH KIT FOR MOWER		\$34.62
Invoice 400699	9/4/2024				
Transaction Date	9/10/2024	Cash	10100	Total	\$34.62
Refer	407 Nash, Jennifer Ck# 004643E 9/17/2024				

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Current Period: September 2024

Cash Payment	E 100-41435-331	Travel Expenses	MILEAGE PRIMARY ELECTION FOOD PICKUP & WRIGHT COUNTY, WC ADMIN MEETING	\$37.52
Invoice				
Cash Payment	E 100-41940-321	Telephone	MONTHLY CELL PHONE REIMB - SEPT 2024	\$65.00
Invoice				
Transaction Date	9/11/2024	Cash	10100	Total \$102.52
Refer	388 OPG-3, INC			
Cash Payment	G 100-15500	Prepaid Items	PREPAID PRORATED LASERFSICHE ADDITION 1/1 - 9/30/25	\$121.05
Invoice 8131 8/20/2024				
Cash Payment	E 100-41570-207	Computer Supplies	LASERFISCHE SOFTWARE ADDITIONS & LABOR - ADDEED LICENSE RANDY & SARA	\$967.08
Invoice 8131 8/20/2024				
Transaction Date	9/10/2024	Cash	10100	Total \$1,088.13
Refer	389 PTM DOCUMENT SYSTEMS			
Cash Payment	E 100-41570-200	Office Supplies (GENER	PURCHASING - TAX FORMS	\$245.14
Invoice 89695 8/29/2024				
Transaction Date	9/10/2024	Cash	10100	Total \$245.14
Refer	390 REPUBLIC SERVICES #894 Ck# 004638E 9/17/2024			
Cash Payment	E 100-41940-384	Refuse/Garbage Dispos	ACCT 3-0894-3468325 CITY HALL GARBAGE AUG 2024	\$344.28
Invoice				
Cash Payment	E 100-41940-384	Refuse/Garbage Dispos	ACCT 3-089-3468325 CITY HALL ORGANIC GARBAGE AUG 2024	\$315.75
Invoice				
Cash Payment	E 100-42280-220	Repair/Maint Supply (G	ACCT 3-0894-3468325 FIRE DEPT GARBAGE AUG 2024	\$46.68
Invoice				
Cash Payment	E 100-43000-384	Refuse/Garbage Dispos	ACCT 3-0894-3468325 PW GARBAGE AUG 2024	\$170.46
Invoice				
Transaction Date	9/10/2024	Cash	10100	Total \$877.17
Refer	408 REPUBLIC SERVICES #894 Ck# 004644E 9/17/2024			
Cash Payment	E 100-43245-384	Refuse/Garbage Dispos	Account 3-0894-9894068 Recycling Aug 2024	\$6,123.18
Invoice				
Transaction Date	9/11/2024	Cash	10100	Total \$6,123.18
Refer	392 RUSSELL, RANDY			
Cash Payment	E 100-41435-331	Travel Expenses	LMC TRAINING ST PAUL ROUND TRIP	\$104.52
Invoice 9/17/2024				
Transaction Date	9/10/2024	Cash	10100	Total \$104.52
Refer	393 SHERWIN-WILLIAMS			
Cash Payment	E 100-43121-224	Street Maint Materials	PW PAVEMENT PAINTING	\$86.48
Invoice 7625-0 8/27/2024				
Cash Payment	E 100-43121-224	Street Maint Materials	PW BEADS FOR PAVEMENT PAINT	\$55.24
Invoice 6954-5 8/27/2024				
Cash Payment	E 100-43121-224	Street Maint Materials	PW TRAFFICE PAINT	\$214.93
Invoice 6827-5 8/27/2024				
Transaction Date	9/10/2024	Cash	10100	Total \$356.65
Refer	403 Sign Solutions USA LLC			

Payments

Current Period: September 2024

Cash Payment	E 100-43000-226	Sign Repair Materials	PW Telespar sign posts		\$210.12
Invoice	412932	7/29/2024			
Transaction Date	9/10/2024	Cash	10100	Total	\$210.12
Refer	395	THE HARTFORD	Ck# 004639E	9/17/2024	
Cash Payment	G 100-21707	Life Ins	STD & LTD INSURANCE SEPT 2024		\$278.20
Invoice					
Transaction Date	9/10/2024	Cash	10100	Total	\$278.20
Refer	394	TOWN & COUNTRY FENCE			
Cash Payment	E 402-45200-310	Other Professional Servi	50% PYMT FOR GALV HOOD ON AREA 3 BACKSTOP - YOUTH BALL REQUEST DONATED FROM HAA		\$3,172.50
Invoice	156896	9/4/2024			
Transaction Date	9/10/2024	Cash	10100	Total	\$3,172.50
Refer	396	VAULT HEALTH	Ck# 004640E	9/17/2024	
Cash Payment	E 100-41940-310	Other Professional Servi	PEDDLERS PERMIT - MAX GARRETT		\$18.45
Invoice	644835	9/4/2024			
Cash Payment	E 100-41435-310	Other Professional Servi	BACKGROUND CHECK - RANDY		\$14.33
Invoice	644835	9/4/2024			
Transaction Date	9/10/2024	Cash	10100	Total	\$32.78
Refer	405	VERIZON			
Cash Payment	E 100-42280-321	Telephone	Ipad data plan 8/3 - 9/2/24		\$50.84
Invoice	9972927970	9/2/2024			
Transaction Date	9/11/2024	Cash	10100	Total	\$50.84
Refer	398	Williams, Magdalalene			
Cash Payment	E 100-48205-810	Refunds & Reimburse	SHELTER DEPOSIT EVENT 8/31/24		\$100.00
Invoice		9/17/2024			
Transaction Date	9/10/2024	Cash	10100	Total	\$100.00
Refer	397	Wright County Finance			
Cash Payment	E 100-42102-310	Other Professional Servi	WC PATROL SERVICES SEPT 2024		\$12,810.00
Invoice	200017052	9/4/2024			
Cash Payment	E 100-42102-310	Other Professional Servi	WC PATROL FINES SEPT 2024		\$146.65
Invoice	200017053	9/4/2024			
Transaction Date	9/10/2024	Cash	10100	Total	\$12,956.65
Refer	399	WRIGHT COUNTY JOURNAL PRES			
Cash Payment	E 100-41970-351	Legal Notices Publishing	ANNUAL DISCLOSURE OF TAX INCREMENT		\$43.31
Invoice	8087908	8/31/2024			
Cash Payment	E 818-41970-351	Legal Notices Publishing	PUBLIC HEARING VARIANCE 1328 JANSEN AVE SE		\$30.00
Invoice	8087989	8/31/2024	Project 208362		
Cash Payment	E 100-41970-351	Legal Notices Publishing	ZONING AND INDUSTRIAL USES & PERFORMANCE STANDARDS		\$61.88
Invoice	8087993	8/31/2024			
Cash Payment	E 818-41970-351	Legal Notices Publishing	DRAINAGE UTILITY EASEMENT RIVERS EDGE		\$75.00
Invoice	8088037	8/31/2024	Project 208363		
Transaction Date	9/10/2024	Cash	10100	Total	\$210.19
Refer	400	WSB & ASSOCIATES, INC.	Ck# 004641E	9/10/2024	
Cash Payment	E 100-41950-303	Engineering Fees	Gen Engineering Svs July 2024		\$1,375.00
Invoice	R-023770-000-7				

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Current Period: September 2024

Cash Payment	E 402-41950-303 Engineering Fees	Parks Engineering Svs July 2024	\$414.00
	Invoice R-023770-000-7		
Cash Payment	E 100-42401-310 Other Professional Servi	ROW permits July 2024	\$165.00
	Invoice R-023770-000-7		
Cash Payment	E 100-42401-310 Other Professional Servi	Bldg inspections July 2024	\$5,170.00
	Invoice R-023770-000-7		
Cash Payment	E 601-41950-310 Other Professional Servi	Water Enterprise & Reimb Expenses July 2024	\$1,570.50
	Invoice R-023770-000-7		
Cash Payment	E 418-43121-310 Other Professional Servi	2024 Pavement Management July 2024	\$5,020.60
	Invoice R-025605-000-2		
Cash Payment	E 834-41950-310 Other Professional Servi	Crow River Heights West 6th Engineering Svcs	\$1,556.50
	Invoice R-019689-000-28		
Cash Payment	E 418-43121-310 Other Professional Servi	CSAH 19 - July 2024	\$1,705.00
	Invoice R-019152-000-33		
Cash Payment	E 818-41950-310 Other Professional Servi	Hilltop Reno - July 2024	\$1,172.25
	Invoice R-016500-000-18		
Cash Payment	E 603-43150-310 Other Professional Servi	MS4 Services - July 2024	\$718.00
	Invoice R-013432-000-46		
Cash Payment	E 837-41950-310 Other Professional Servi	River Rd Development - July 2024	\$4,140.50
	Invoice R-020628-000-26		
Cash Payment	E 829-41950-310 Other Professional Servi	River Town Villas - July 2024	\$695.25
	Invoice R-013676-000-64		
Cash Payment	E 838-41950-310 Other Professional Servi	Rivers Edge 5th Addition - July 2024	\$2,019.50
	Invoice R-023612-000-8		

Transaction Date	9/10/2024	Cash	10100	Total	\$25,722.10
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Refer	402 XCEL ENERGY	Ck# 004642E 9/10/2024	
Cash Payment	E 100-43160-381 Electric Utilities	Acct 51-6505410-2 street lighting 8/3 - 9/2/24	\$2,621.67
	Invoice 892648653		

Transaction Date	9/10/2024	Cash	10100	Total	\$2,621.67
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Fund Summary

	10100 Cash
100 GENERAL FUND	\$64,093.55
402 PARKS CAPITAL PROJECTS	\$3,586.50
418 STREET CAPITAL PROJ FUND	\$6,725.60
601 WATER ENTERPRISE FUND	\$1,570.50
602 SEWER ENTERPRISE FUND	\$57,612.42
603 STORM WATER ENTERPRISE FUND	\$718.00
818 MISC ESCROWS FUND	\$4,616.25
829 RIVER TOWN VILLAS DEVEL AGRMT	\$695.25
834 CROW RVR HTS 6TH DEVEL AGRMT	\$1,556.50
837 RIVER LANDING DEVEL AGRMT	\$4,140.50
838 RIVERS EDGE 5 DEVEL AGRMT	\$2,019.50
	\$147,334.57

Pre-Written Checks	\$108,349.92
Checks to be Generated by the Computer	\$38,984.65
Total	\$147,334.57

***Check Summary Register©**

Batch: 091724PAY

Name	Check Date	Check Amt	
10100 Cash			
4631e ALLINA HEALTH SYSTEM	9/17/2024	\$150.00	HEARTSAFE PKG
4632e AT&T MOBILITY	9/17/2024	\$139.20	PW TELEPHONE 7/26 8/5/24
4633e CENTERPOINT ENERGY	9/10/2024	\$148.81	ACCT 10801925-8 PW GAS UTILITY 7/26 - 8/
4634e CITY OF ST. MICHAEL	9/17/2024	\$66,355.57	3RD QTR LIFT STATION FLOWS
4635e Collaborative Planning LLC	9/17/2024	\$5,638.50	JANSEN GARAGE VARIANCE - AUG 2024
4636e FINKEN WATER SOLUTIONS	9/17/2024	\$55.70	CUST 0400099 COOK & COLD WATER COO
4637e HAMANN, SARA	9/17/2024	\$104.52	SARA - LMC TRAINING ST PAUL - ROUND T
4638e REPUBLIC SERVICES #894	9/17/2024	\$877.17	ACCT 3-0894-3468325 CITY HALL GARBAGE
4639e The Hartford	9/17/2024	\$278.20	STD & LTD INSURANCE SEPT 2024
4640e Vault Health	9/17/2024	\$32.78	PEDDLERS PERMIT - MAX GARRETT
4641e WSB & ASSOCIATES, INC.	9/10/2024	\$25,722.10	Gen Engineering Svs July 2024
4642e XCEL ENERGY	9/10/2024	\$2,621.67	Acct 51-6505410-2 street lighting 8/3 - 9/2/24
4643e Nash, Jennifer	9/17/2024	\$102.52	MILEAGE PRIMARY ELECTION FOOD PICK
4644e REPUBLIC SERVICES #894	9/17/2024	\$6,123.18	Account 3-0894-9894068 Recycling Aug 2024
37921 BEAUDRY OIL & PROPANE	9/17/2024	\$1,470.56	PW MOTOR FUEL DIESEL
37922 BERGAN KDV	9/17/2024	\$6,725.00	2023 Financial Audit Fire Relief
37923 CARROT-TOP INDUSTRIES INC.	9/17/2024	\$423.89	10 US FLAGS - PARKS
37924 CARSON, CLELLAND & SCHRED	9/17/2024	\$418.18	CITY ATTORNEY FEE - AUG 2024
37925 CENTURY LINK	9/17/2024	\$71.53	Firestation telephone 8/28 - 9/27/24
37926 CLASSIC CLEANING COMPANY	9/17/2024	\$645.00	AUG 2024 MONTHLY CLEANING CHARGE
37927 COMCAST	9/17/2024	\$263.28	ACCT # 8772105620005724 CITY HALL INTE
37928 EnDisys	9/17/2024	\$1,524.83	PW PUMP REBUILD AND FILTER REPLACE
37929 HARDWARE HANK	9/17/2024	\$8.28	HOSE SHUT OFF PART PW
37930 Innovative Office Solutions LL	9/17/2024	\$33.44	OFFICE SUPPLIES FOR CITY HALL - DUSTE
37931 LANO EQUIPMENT - LORETTO	9/17/2024	\$79.47	PW ZERO TURN MOWER BLADES
37932 Lawson Products	9/17/2024	\$223.54	PW - RESTOCK SUPPLIES, CABLE TIES, HE
37933 LEHTOLA, MARIA	9/17/2024	\$100.00	SHELTER DAMAGE DEPOSIT EVENT 9/8/24
37934 MENARDS - BUFFALO	9/17/2024	\$89.38	SHELTER AIR FRESHENERS
37935 MN PEIP	9/17/2024	\$8,378.91	LIFE INSURANCE - OCT 2024
37936 NAPA Auto Parts	9/17/2024	\$34.62	TIRE PATCH KIT FOR MOWER
37937 OPG-3, INC	9/17/2024	\$1,088.13	PREPAID PRORATED LASERFSICHE ADDTI
37938 PTM DOCUMENT SYSTEMS	9/17/2024	\$245.14	PURCHASING - TAX FORMS
37939 RUSSELL, RANDY	9/17/2024	\$104.52	LMC TRAINING ST PAUL ROUND TRIP
37940 SHERWIN-WILLIAMS	9/17/2024	\$356.65	PW PAVEMENT PAINTING
37941 Sign Solutions USA LLC	9/17/2024	\$210.12	PW Telespar sign posts
37942 TOWN & COUNTRY FENCE	9/17/2024	\$3,172.50	50% PYMT FOR GALV HOOD ON AREA 3 BA
37943 Verizon Wireless	9/17/2024	\$50.84	lpad data plan 8/3 - 9/2/24
37944 Williams, Magdalalene	9/17/2024	\$100.00	SHELTER DEPOSIT EVENT 8/31/24
37945 Wright County Finance	9/17/2024	\$12,956.65	WC PATROL SERVICES SEPT 2024
37946 WRIGHT COUNTY JOURNAL PR	9/17/2024	\$210.19	ANNUAL DISCLOSURE OF TAX INCREMENT
	Total Checks	\$147,334.57	

Collaborative Planning

Month: Aug 2024

Project Name:	Amount:
General Planning	\$ 1,134.00
Building Permits	\$ 1,165.50
298 Jandel CUP	
Brian Lee - 5th St Rezoning/CPA	\$ 882.00
1328 Jensen Garage Variance	\$ 630.00
JP Brooks / Schirmers - Amendments	
Sunram - Concept Plan North Side of CR 20	
JP Brooks / Schirmers - Concept Plan	
Anderson - Manley	
Highlands and Vistas	\$ 189.00
River Inn - RJT Addition	
Sunram - Developers Agreement	
CRHW 5th Addition - Developers Agreement	
CRHW 6th Addition	
CRHW 7th Addition	\$ 945.00
Roy C. Inc. - Site Plan and Variance	
Hilltop Coffee - Site & Building Plan	
315 Mallard Vacation	\$ 472.50
Schirmer CPA	\$ 63.00
Oakview Ridge Prelim Plat	\$ 157.50
Rivers Edge - 3rd Addition Developers Agreement	
Rivers Edge - 2nd Addition Vacation of Easement	
Rivers Edge - 5th Addition Final Plat	
Rivers Edge - 4th Addition Developers Agreement	
Rivers Edge of Hanover - Developers Agreement	\$ -
	<hr/>
	\$ 5,638.50

4635 E

Collaborative Planning, LLC

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

INVOICE

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

INVOICE 2024-240
DATE 09/10/2024

PROJECT
Planning and Zoning Admin

100-41910-310

P+Z
other
proj
SRS

DATE	ACTIVITY	QTY	RATE	AMOUNT
	City of Hanover: Hanover General Planning: Hanover General Planning			
08/01/2024	Phone conference with Jenny re: packet, various emails.	0:15	126.00	31.50
08/06/2024	Emails with realtor re: accessory structure. Emails with Randy re: accessory structure. Prepare for and attend City Council meeting.	1:30	126.00	189.00
08/07/2024	Email from Tim re: sign, email to Jennifer, prepare notice and mailer items, email to Jenny. Prepare ordinance as adopted for signature, prepare summary ordinance, email to Jenny.	1:15	126.00	157.50
08/08/2024	Emails with potential resident re: chickens/covenants. Emails with potential developer.	0:15	126.00	31.50
08/21/2024	Emails with Jennifer re: possible subdivision. Emails re: agenda for PC, phone conference with Jennifer. Email re: possible development, phone conference with Jennifer, email to developer. Phone conference with Jenn re: long range sewer planning.	1:45	126.00	220.50
08/22/2024	Prepare for and attend Teams meeting with developer, various emails. Review draft PC packet, emails with Randy.	1:00	126.00	126.00
08/23/2024	Emails re: wet drainage ditch.	0:15	126.00	31.50
08/26/2024	Email from Jennifer, phone conference with Jennifer. Site visits to complaint sites.	1:00	126.00	126.00
08/27/2024	Email from Jenny, email to resident re: greenhouse/geothermal, emails with Randy. Email from Paul re: RR split. Phone conference with Jennifer. Phone conference	1:30	126.00	189.00

08/26/2024	Emails re: building permit. Review pool permit, email to Randy. Various emails.	CMN	0:30	126.00	63.00
08/27/2024	Emails re: permits. Review lighting plan, emails with Randy.	CMN	0:30	126.00	63.00
08/28/2024	Email from Randy, review deck permit, email to Randy. Emails re; permits. Review GAB.	CMN	0:15	126.00	31.50
08/30/2024	Emails re: sign permit.	CMN	0:15	126.00	31.50

SUBTOTAL - City of Hanover: Zoning Administration/Building Permits

1,165.50

100-42401-310

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

SUBTOTAL	2,299.50
TAX	0.00
TOTAL	2,299.50
BALANCE DUE	\$2,299.50

Collaborative Planning, LLC

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

INVOICE

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

INVOICE 2024-241
DATE 09/10/2024

Proj # 2008362

818-4910-310 MFL escrow

PROJECT
1328 Jansen Garage Variance

DATE	ACTIVITY	QTY	RATE	AMOUNT	
08/01/2024	Email to Tim re: revised survey, email from Tim. Email from Greg, review survey, email to Jenny. Email to Jenn re: engineer review. Email to DNR re: DNR review.	CMN	0:45	126.00	94.50
08/04/2024	Draft public hearing notice, email to newspaper. Email to Jenny re: fees/escrow. Draft mailer materials.	CMN	0:30	126.00	63.00
08/05/2024	Email from Jenny, email to Tim re: fee/escrow payment.	CMN	0:15	126.00	31.50
08/06/2024	Email to Jenny.	CMN	0:15	126.00	31.50
08/07/2024	Prepare mailing materials, email to Jenny.	CMN	0:15	126.00	31.50
08/18/2024	Email to Jenn.	CMN	0:15	126.00	31.50
08/19/2024	Emails re: plan revisions needed.	CMN	0:15	126.00	31.50
08/22/2024	Email from Jenn. Draft memo, prepare item for packet, email to Randy.	CMN	0:30	126.00	63.00
08/26/2024	Prepare for and attend meeting.	CMN	1:30	126.00	189.00
08/27/2024	Draft resolution, update memo.	CMN	0:30	126.00	63.00

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

SUBTOTAL	630.00
TAX	0.00
TOTAL	630.00
BALANCE DUE	\$630.00

Collaborative Planning, LLC

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

INVOICE

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

INVOICE 2024-242
 DATE 09/10/2024

PROJECT
 315 Mallard Vacation

Proj# 208363
818-44910-310
M362000
A2 other pot 805

DATE	ACTIVITY	CMN	QTY	RATE	AMOUNT
08/02/2024	Various emails, phone conference with Jenny. Emails re: vacation of easement petition, review submission.	CMN	0:45	126.00	94.50
08/04/2024	Review emails, review documents, email to Dan, emails with Tracy and Jenny.	CMN	0:30	126.00	63.00
08/07/2024	Emails with Jenny. Email to Dan.	CMN	0:15	126.00	31.50
08/08/2024	Prepare public notice, email to newspaper. Prepare affidavits and mailing info, email to Jenny. Email update to Tracy. Email Jenn for review comments.	CMN	0:45	126.00	94.50
08/18/2024	Email from Mary, email to Jenny.	CMN	0:15	126.00	31.50
08/19/2024	Email from Jenny, email to Mary. Email from Mary, review proof, email to Mary.	CMN	0:15	126.00	31.50
08/27/2024	Preparing resolution, notice of completion and staff report. Phone conference with Jennifer. Email to Jennifer/Jenny.	CMN	1:00	126.00	126.00

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

SUBTOTAL	472.50
TAX	0.00
TOTAL	472.50
BALANCE DUE	\$472.50

Collaborative Planning, LLC

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

INVOICE

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

INVOICE 2024-243
DATE 09/10/2024

Proj # 208359
818-419110-310 MFL @ ELROW

PROJECT
Brian Lee 5th St Rezoning

DATE	ACTIVITY	CMN	QTY	RATE	AMOUNT
08/01/2024	Prepare resolution, update memo, prepare item for Council packet.	CMN	1:15	126.00	157.50
08/02/2024	Phone conference with Brian, email to Brian.	CMN	0:15	126.00	31.50
08/06/2024	Prepare for and attend City Council meeting.	CMN	1:00	126.00	126.00
08/07/2024	Edit ordinance, email to Jenny.	CMN	0:15	126.00	31.50
08/08/2024	Prepare for Council packet, edit resolutions, edit staff report, email to Jenny.	CMN	0:45	126.00	94.50
08/18/2024	Email from Jennifer re: public comment.	CMN	0:15	126.00	31.50
08/19/2024	Teams meeting with Jennifer and Jay.	CMN	0:15	126.00	31.50
08/20/2024	Email from Jennifer, review public comment. Prepare for and attend City Council meeting.	CMN	3:00	126.00	378.00

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

SUBTOTAL	882.00
TAX	0.00
TOTAL	882.00
BALANCE DUE	\$882.00

Collaborative Planning, LLC

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

INVOICE

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

INVOICE 2024-244
 DATE 09/10/2024

PROJECT
 CRHW 7th Addition

*Proj# 208358 818-4410-310
 MTS
 BROWN #2 other projects*

DATE	ACTIVITY	QTY	RATE	AMOUNT
08/03/2024	Email from Stephen, email to Stephen re: transferring plats. Email to Jennifer/Jenn. Email to Stephen.	CMN	0:30 126.00	63.00
08/04/2024	Email to Jay re: change of developer/process.	CMN	0:15 126.00	31.50
08/06/2024	Conference with Jay, email to Stephen.	CMN	0:15 126.00	31.50
08/15/2024	Emails with Stephen.	CMN	0:15 126.00	31.50
08/19/2024	Review file, attend Teams meeting. Phone conference with Jenn.	CMN	1:00 126.00	126.00
08/20/2024	Various emails.	CMN	0:15 126.00	31.50
08/21/2024	Various emails. Drafting DA, email to Jay. Email re: escrows, review, phone conference with Jenny. Email to Steven	CMN	2:00 126.00	252.00
08/22/2024	Email from Jenn. Email from Zach, receive plan revisions, email to Randy. Emails re: DA.	CMN	0:30 126.00	63.00
08/26/2024	Email from Jay, review DA, email to Jay/Jenn. Email from Stephen, review list of items, email to Jenn.	CMN	0:30 126.00	63.00
08/27/2024	Phone conference with Jenn. Phone conference with Jennifer. Review/edit DA, email to all. Email to Forestar re: escrows. Phone conference with Kevin Conway. Phone conference with Kevin, email to staff. Draft resolution and memo, prepare for Council packet, email to Jennifer/Jenn.	CMN	2:00 126.00	252.00

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

SUBTOTAL	945.00
TAX	0.00
TOTAL	945.00
BALANCE DUE	\$945.00

Collaborative Planning, LLC

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

INVOICE

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

INVOICE 2024-245
DATE 09/10/2024

*818-41910-310
Proj # 20831e0*

*Mize escrow
P+Z other
profs*

PROJECT
Highlands and Vistas

DATE	ACTIVITY	QTY	RATE	AMOUNT
08/01/2024	Email to Jay, email from Jay, email to Jennifer for Council packet.	CMN	0:15 126.00	31.50
08/02/2024	Email to Megan re: agenda and memo.	CMN	0:15 126.00	31.50
08/06/2024	Prepare for and attend City Council meeting.	CMN	1:00 126.00	126.00

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

SUBTOTAL	189.00
TAX	0.00
TOTAL	189.00

BALANCE DUE **\$189.00**

Collaborative Planning, LLC

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

INVOICE

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

INVOICE 2024-246
DATE 09/10/2024

PROJECT
Schirmer CPA and Concept

*Proj # 208352
818-4910-310
MISC
ESCROW*

DATE	ACTIVITY	QTY	RATE	AMOUNT
08/03/2024	Various emails re: prelim plat submittal.	CMN	0:15 126.00	31.50
08/06/2024	Emails re: wetlands.	CMN	0:15 126.00	31.50

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

SUBTOTAL	63.00
TAX	0.00
TOTAL	63.00
BALANCE DUE	\$63.00

Collaborative Planning, LLC

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

INVOICE

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

INVOICE 2024-247
DATE 09/10/2024

*Proj# 208264
818-4910-310
MIRL view
at 2/20/2024*

PROJECT
Oakview Ridge Prelim Plat

DATE	ACTIVITY	CMN	QTY	RATE	AMOUNT
08/21/2024	Email from Jennifer, intake plan submittal.	CMN	0:15	126.00	31.50
08/22/2024	Email from Erin. Reviewing application submission. Email to Jenn. Various emails.	CMN	0:45	126.00	94.50
08/23/2024	Phone conference with Christian. Email to Jenn.	CMN	0:15	126.00	31.50

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

SUBTOTAL	157.50
TAX	0.00
TOTAL	157.50
BALANCE DUE	\$157.50

SEP 06 2024



August 29, 2024

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

Re: July 2024 Invoices

Dear Ms. Nash:

Enclosed please find a list of the current invoices for professional engineering services during the month of July 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 7/1/2024 - 7/31/2024

Project Name	WSB Project #	Project Manager	Current Invoice	Fee Type	JTD Billed	Comments	Client Invoice Reviewer
HANO - 2024 General Engineering Services	R-023770-000	Edison, Jennifer	\$ 8,694.50	Hourly	\$ 27,062.61		Nash, Jennifer
HANO - 2024 Pavement Management Work Plan	R-025605-000	Indihar, Matthew	\$ 5,020.60	Not to Exceed	\$ 7,923.35		Nash, Jennifer
HANO - Crow River Heights West 6th Addition	R-019689-000	Edison, Jennifer	\$ 1,556.50	Hourly	\$ 113,360.50		Nash, Jennifer
HANO - CSAH 19 (CSAH 20 to North of 5th Street)	R-019152-000	Plowman, Andrew	\$ 1,705.00	Not to Exceed	\$ 419,176.83		Nash, Jennifer
HANO - Hilltop Renovation	R-016500-000	Edison, Jennifer	\$ 1,172.25	Hourly	\$ 11,986.00		Nash, Jennifer
HANO - MS4 Services	R-013432-000	Bonnell Roe, Kory	\$ 718.00	Hourly	\$ 34,897.90		Nash, Jennifer
HANO - River Road Development (Sunram)	R-020628-000	Edison, Jennifer	\$ 4,140.50	Variety	\$ 109,530.00		Nash, Jennifer
HANO - River Town Villas	R-013676-000	Edison, Jennifer	\$ 695.25	Hourly	\$ 56,647.25		Nash, Jennifer
HANO - Rivers Edge of Hanover 5th Addition	R-023612-000	Edison, Jennifer	\$ 2,019.50	Hourly	\$ 23,857.75		Nash, Jennifer
Final Totals			\$ 25,722.10				

LEHE

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416



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

August 29, 2024
Project/Invoice: R-023770-000 - 7
Reviewed by: Justin Messner
Project Manager: Jennifer Edison

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

100-41950-303

Phase 001 General Engineering
Project Management

Engineer
Eng Fees

		Hours	Rate	Amount	
Edison, Jennifer	7/22/2024	1.50	220.00	330.00	
meeting with Chris Anderson on seeding					
Edison, Jennifer	7/23/2024	.75	220.00	165.00	
reviewing seed mixes for Chris Peterson property, two calls with sunram, meeting with Erika on seed mix, email to Chris					
Edison, Jennifer	7/24/2024	.75	220.00	165.00	
calls to Jennifer and Nick Preisler on trucks route complaints					
Edison, Jennifer	7/25/2024	.75	220.00	165.00	
followup with nick and email to Jennifer on truck routes in HAnover due to complaints					
Edison, Jennifer	7/26/2024	2.50	220.00	550.00	
truck hauling routes conflict resolution					
Totals		6.25		1,375.00	
Total Labor					1,375.00
				Total this Task	\$1,375.00

Plan Review

		Hours	Rate	Amount	
Amberg, Candace	7/12/2024	1.00	207.00	207.00	
Pheasant Run Trail Graphic & Est					
Totals		1.00		207.00	
Total Labor					207.00
				Total this Task	\$207.00

402-41950-310
-303

Miscellaneous

		Hours	Rate	Amount
Edison, Jennifer	7/11/2024	1.50	220.00	330.00
Chris Peterson landscaping review, calls to contractor, call with erosion control inspector, reviewing past coordination documentation				

601-41900-310

Project	R-023770-000	HANO - 2024 General Engineering Services	Invoice	7
Edison, Jennifer	7/12/2024	1.25	220.00	275.00
Resident seeding questions, call with JP brooks, call with erosion control specialist, reviewing photos and communications on seeding				
McElmurry, Davis	7/9/2024	1.00	64.00	64.00
Edits to mailer for lead service line post card				
McElmurry, Davis	7/10/2024	.25	64.00	16.00
Edits to mailer for lead service line post card				
McElmurry, Davis	7/12/2024	.25	64.00	16.00
Edits to mailer for lead service line post card				
McElmurry, Davis	7/15/2024	.25	64.00	16.00
Edits to mailer for lead service line post card				
McElmurry, Davis	7/16/2024	.25	64.00	16.00
Edits to mailer for lead service line post card				
Mills Ford, Noel	7/5/2024	.25	115.00	28.75
Second lead service line postcard				
Mills Ford, Noel	7/17/2024	.25	115.00	28.75
Second LSL postcard				
Moberg, Erik	7/1/2024	2.50	72.00	180.00
LSL Address Inventory				
Totals		7.75		970.50
Total Labor				970.50
			Total this Task	\$970.50

Water Enterprise

Meetings

		Hours	Rate	Amount
Amberg, Candace	7/31/2024	1.00	207.00	207.00
memo and graphic for council mtg				
Totals		1.00		207.00
Total Labor				207.00
			Total this Task	\$207.00

402-41950-310
303

GIS Mapping

		Hours	Rate	Amount
Gazdik, Stephen	7/2/2024	.50	158.00	79.00
GIS LSL Inventory				
Gazdik, Stephen	7/3/2024	.50	158.00	79.00
GIS LSL Inventory				
Karp, Joseph	7/30/2024	.50	72.00	36.00
LSL GIS entry				
Totals		1.50		194.00
Total Labor				194.00
			Total this Task	\$194.00
			Total this Phase	\$2,953.50

Water Enterprise

Phase 002 ROW Permits
Plan Review

Project	R-023770-000	HANO - 2024 General Engineering Services	Invoice	7
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		Hours	Rate	Amount	
Edison, Jennifer	7/1/2024	.25	220.00	55.00	
10435 6th street					
Edison, Jennifer	7/1/2024	.25	220.00	55.00	
9883 Jordan					
Edison, Jennifer	7/17/2024	.25	220.00	55.00	
1597 oak ridge					
Totals		.75		165.00	
Total Labor					165.00
					Total this Task \$165.00
					Total this Phase \$165.00

100-42401-310
Big Inspections -> alter prot. S/S

Phase	003	Building Permits
Plan Review		

		Hours	Rate	Amount
Edison, Jennifer	7/1/2024	.25	220.00	55.00
342 Emmy				
Edison, Jennifer	7/1/2024	.50	220.00	110.00
366 Emmy				
Edison, Jennifer	7/1/2024	.50	220.00	110.00
594 Mallard				
Edison, Jennifer	7/8/2024	.50	220.00	110.00
289 Emmy				
Edison, Jennifer	7/11/2024	.50	220.00	110.00
11801 5th Street				
Edison, Jennifer	7/11/2024	.25	220.00	55.00
1649 Oak Ridge				
Edison, Jennifer	7/11/2024	.50	220.00	110.00
1683 Oak Ridge				
Edison, Jennifer	7/11/2024	.25	220.00	55.00
1978 Oak Ridge				
Edison, Jennifer	7/11/2024	.25	220.00	55.00
672 Mallard				
Edison, Jennifer	7/12/2024	.50	220.00	110.00
315 Mallard				
Edison, Jennifer	7/12/2024	.25	220.00	55.00
646 Mallard				
Edison, Jennifer	7/17/2024	.50	220.00	110.00
11400 5th Street				
Edison, Jennifer	7/17/2024	.25	220.00	55.00
11608 5th Street				
Edison, Jennifer	7/17/2024	.75	220.00	165.00
315 Mallard				
Edison, Jennifer	7/17/2024	.50	220.00	110.00
315 Mallard backyard grading				
Edison, Jennifer	7/17/2024	.75	220.00	165.00
672 Mallard				

Project	R-023770-000	HANO - 2024 General Engineering Services	Invoice	7	
Edison, Jennifer		7/18/2024	.50	220.00	110.00
11595 5th Street					
Edison, Jennifer		7/18/2024	.25	220.00	55.00
11742 5th Street					
Edison, Jennifer		7/18/2024	.25	220.00	55.00
11781 5th street					
Edison, Jennifer		7/18/2024	.25	220.00	55.00
1724 Oak Ridge					
Edison, Jennifer		7/18/2024	.50	220.00	110.00
315 Mallard backyard drainage					
Edison, Jennifer		7/18/2024	.50	220.00	110.00
733 Mallard - seeding on berm issues					
Edison, Jennifer		7/18/2024	.75	220.00	165.00
9772 Jordan					
Edison, Jennifer		7/19/2024	.25	220.00	55.00
11436 5th Street					
Edison, Jennifer		7/19/2024	.25	220.00	55.00
11576 5th Street					
Edison, Jennifer		7/19/2024	.25	220.00	55.00
11759 5th Street					
Edison, Jennifer		7/19/2024	1.50	220.00	330.00
315 Mallard backyard drainage					
Edison, Jennifer		7/19/2024	1.50	220.00	330.00
315 Mallard, questions on building a deck in the draiange and utility easement					
Edison, Jennifer		7/19/2024	.75	220.00	165.00
4934 Meadowlark					
Edison, Jennifer		7/19/2024	1.50	220.00	330.00
733 Mallard - seeding on berm issues					
Edison, Jennifer		7/23/2024	.25	220.00	55.00
11484 5th Street					
Edison, Jennifer		7/23/2024	.25	220.00	55.00
11501 5th Street					
Edison, Jennifer		7/23/2024	.25	220.00	55.00
11517 5th Street					
Edison, Jennifer		7/23/2024	.25	220.00	55.00
11583 5th Street					
Edison, Jennifer		7/23/2024	.50	220.00	110.00
11603 5th Street					
Edison, Jennifer		7/23/2024	.25	220.00	55.00
11770 5th STreet					
Edison, Jennifer		7/23/2024	.50	220.00	110.00
1487 Oak Ridge fence permit					
Edison, Jennifer		7/23/2024	.50	220.00	110.00
1633 Oak Ridge					
Edison, Jennifer		7/23/2024	.50	220.00	110.00
1782 Oak Ridge					
Edison, Jennifer		7/23/2024	.25	220.00	55.00
1922 Oak Ridge					
Edison, Jennifer		7/23/2024	.25	220.00	55.00
9722 Jordan					

Project	R-023770-000	HANO - 2024 General Engineering Services			Invoice	7
Edison, Jennifer	1761 Oak Ridge	7/24/2024	.25	220.00	55.00	
Edison, Jennifer	1551 Oak Ridge	7/27/2024	.25	220.00	55.00	
Edison, Jennifer	1597 Oak Ridge	7/27/2024	.25	220.00	55.00	
Edison, Jennifer	1850 Oak Ridge	7/27/2024	.50	220.00	110.00	
Edison, Jennifer	11477 5th Street	7/29/2024	.50	220.00	110.00	
Edison, Jennifer	11663 5th street	7/29/2024	.25	220.00	55.00	
Edison, Jennifer	11672 5th Street	7/29/2024	.25	220.00	55.00	
Edison, Jennifer	11687 5th Street	7/29/2024	.25	220.00	55.00	
Edison, Jennifer	11723 5th Street	7/29/2024	.25	220.00	55.00	
Edison, Jennifer	543 Mallard	7/29/2024	.25	220.00	55.00	
Edison, Jennifer	11608 5th street	7/30/2024	.25	220.00	55.00	
Edison, Jennifer	1446 Oak Ridge deck permit	7/30/2024	.25	220.00	55.00	
Edison, Jennifer	1487 Oak Ridge deck permit	7/30/2024	.25	220.00	55.00	
Totals			23.50		5,170.00	
Total Labor						5,170.00

Total this Task **\$5,170.00**

*100-42401-30
blimy inspections → other pool
SB*

Total this Phase **\$5,170.00**

Phase EXP Expenses

Expenses

Reimbursable Expenses

Postage & Delivery

7/31/2024 First Impression Group Postage -1st Class Stamp 67.89

Misc Reimbursable Expense

7/31/2024 First Impression Group Invoice No. 159274 338.11

Total Reimbursables **406.00** **406.00**

Total this Task **\$406.00**

Total this Phase **\$406.00**

Total this Invoice **\$8,694.50**

*60-41950-310
water enterprises*

Billings to Date

	Current	Prior	Total
Labor	8,288.50	17,935.25	26,223.75
Expense	406.00	312.86	718.86

Project	R-023770-000	HANO - 2024 General Engineering Services			Invoice	7
Units		0.00	120.00	120.00		
Totals		8,694.50	18,368.11	27,062.61		



First Impression Group
2999 Ames Crossing # 100
Eagan, MN 55121
651.683.1125

INVOICE

Invoice Number: 159274P
 Invoice Date: 7/16/24
 Due Date: upon receipt
 Salesperson: Ty Exsted
 Purchase Order:

Bill To: #5179 WSB & Associates – Hanover post card mailing postage
 Attn: Project 023770-000 (Noel Mills Ford)

Quantity Mailed	Job Number	Description	Amount
93	159274	1 st Class Stamp	\$67.89

Water Enterprise

Invoice Total: =====
 \$ 67.89

(IF PAID BY CREDIT CARD, ADD 3% TRANSACTION FEE)

Terms: DUE UPON RECEIPT



FIRST IMPRESSION
GROUP

Invoice

First Impression has moved! Our new address is:
2999 Ames Crossing Road, Suite 100, Eagan, MN 55121-2498

Bill To	Customer Information
WSB & ASSOCIATES 701 Xenia Ave S Suite 300 Minneapolis, MN 55416-1030 Attn: Noel Ford Mills	Account: 5179 Invoice Number: 159274 Invoice Date: 7/22/2024 PO Number: Noel Mills Ford

Terms		Sales Rep		Payment Due
Net 30 Days		Ty Exsted		8/21/2024
Job Number	Description	Qty Shipped	Price	Total Price
159274	Project #023770-000 Hanover postcard, print & mail	105	\$308.00	\$308.00

First Impression Group
 2999 Ames Crossing Road, Suite 100 Eagan, MN 55121-2498
 Main: 651-683-1125
 Email: AR@1igprint.com
 Website: 1igprint.com
 Open Monday-Friday: 8AM-5PM(CST)

Water Enterprise

Net Value	\$308.00
Discount	\$0.00
Freight	\$0.00
Postage & Handling	\$0.00
Tax Value	\$30.11
Prepayment	\$0.00
Total Due	\$338.11

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



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

August 29, 2024
 Project/Invoice: R-025605-000 - 2
 Reviewed by: Justin Messner
 Project Manager: Matthew Indihar

2024 Pavement Management Work Plan
Professional Services from July 1, 2024 to July 31, 2024

Phase 001 2024 Pavement Management Work Plan
 Data Management

		Hours	Rate	Amount	
Henderson, Matthew	7/8/2024	.50	139.00	69.50	
status update on data processing/tracking progress					
Totals		.50		69.50	
Total Labor					69.50
				Total this Task	\$69.50

Detailed Inspections of City Pavement

		Hours	Rate	Amount	
Berggren, John	7/1/2024	8.00	110.00	880.00	
Pavement inspection					
Berggren, John	7/2/2024	4.00	110.00	440.00	
Pavement inspection					
Hemmesch, Linus	7/1/2024	6.00	103.00	618.00	
trails in Hanover					
Indihar, Matthew	7/16/2024	2.00	194.00	388.00	
Data collection					
Totals		20.00		2,326.00	
Total Labor					2,326.00
				Total this Task	\$2,326.00
				Total this Phase	\$2,395.50

street capital paved streets Prof's
 418-4321-310

Phase EXP Expenses

Expenses

Reimbursable Expenses

Misc Reimbursable Expense					
7/25/2024	Hemmesch, Linus	Oil for UTV		19.60	
7/26/2024	Hemmesch, Linus	Gas for UTV		18.00	
Total Reimbursables				37.60	37.60
				Total this Task	\$37.60

Project	R-025605-000	HANO - 2024 Pavement Management Work Pla	Invoice	2
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Total this Phase	\$37.60
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Phase S01 Subconsultant - CYVL

Subconsultant - CYVL

Consultants

Other Consultants

7/31/2024	Cyvl, Inc	Invoice No. WSB07312024-HnvrRwMN	2,587.50
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Total Consultants	2,587.50	2,587.50
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Total this Task	\$2,587.50
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Total this Phase	\$2,587.50
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Billing Limits

	Current	Prior	To-Date
Total Billings	5,020.60	2,902.75	7,923.35
Limit			18,294.00
Remaining			10,370.65

Total this Invoice	\$5,020.60
---------------------------	-------------------



SPEEDWAY 0004449-Maple Grove,
13820 Grove Dr 55311-4408
(763)420-7131 7/25/2024 8:39:54 AM
Trans# 3408337 Reg: 1

Cara J.

2 SPEEDWAY 10W30 QT SINGLE 17.98

Sub. Total:	\$17.98
Tax:	\$1.62
Total:	\$19.60

Cash	\$20.00
Change	\$0.40

Now Hiring!
Apply at Speedway.com/careers
or text SPEEDWAY to 25000
www.speedway.com

MAPLE SQUARE FUEL &
XXXXXXXXXX9001
13400 GROVE DRIVE
Maple Grove, MN
55311
07/24/2024 705523036
09:33:38 AM

XXXXXXXXXXXX7857
Debit
INVOICE 039704
AUTH 073391

PUMP# 8

Regular 5.2050
PRICE/GAL \$3.459

FUEL TOTAL \$ 18.00

TOTAL = \$ 18.00

DEBIT \$ 18.00

Customer-activated Purchase/Capture
Sequence Number 13427

Chip Read

US DEBIT

Mode: Issuer

AID: A0000000980040

TUR: 8000048000

IAD: 0601120360000

YSI: 6800

ARC: 00

TC: 210154E222670F91

APPROVED 073391

Verified by PIN

763-494-4091

Wash Attendant Has Wash Code

Cyvl, Inc.
76 School Street
Somerville, MA 02143 US
accounting@cyvl.ai



INVOICE

BILL TO

Matthew Indihar
WSB
701 Xenia Avenue S
Suite 300
Minneapolis, MN 55416 USA

025605 Hanover pavement management

INVOICE # WSB07312024-
HnvrRwMN
DATE 07/31/2024
DUE DATE 08/30/2024
TERMS Net 30

	DESCRIPTION	QTY	RATE	AMOUNT
Cyvl Core (Pavements)	Pavement Management Hanover Roadways, MN - 22.5 Miles	22.50	115.00	2,587.50

Please remit payment via ACH/Wire to:
JPMorgan Chase Bank
CHECKING 307506482
ABA 021000021

BALANCE DUE

\$2,587.50

Send any remittance information to accounting@cyvl.ai.

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



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

August 29, 2024
 Project/Invoice: R-019689-000 - 28
 Reviewed by: Justin Messner
 Project Manager: Jennifer Edison

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

Phase 003 Construction
 Erosion Control Compliance Inspection

*834-41950-310
 CR HW 6th
 Engineer
 prof
 ES*

		Hours	Rate	Amount
Bonnell Roe, Kory	7/29/2024	2.00	184.00	368.00
Post Rain				
Elfstrand, Erika	7/1/2024	2.00	118.00	236.00
Weekly inspection				
Elfstrand, Erika	7/9/2024	.50	118.00	59.00
Extract and email 7.8.24 Crow River Heights 6 rainfall inspection				
Elfstrand, Erika	7/11/2024	1.50	118.00	177.00
7.11.24 Crow River Heights 6 weekly inspection				
Elfstrand, Erika	7/16/2024	.25	118.00	29.50
Emailed ESC report				
Elfstrand, Erika	7/18/2024	2.00	118.00	236.00
7.18.24 Crow River 6 weekly				
Elfstrand, Erika	7/25/2024	2.00	118.00	236.00
7.25.24 Crow River Heights 6 weekly				
Gezel, Maxwell	7/15/2024	1.00	95.00	95.00
7.15.2024 Environmental Compliance Rain Inspection				
Gleckler, Jack	7/9/2024	1.00	120.00	120.00
ESC Rainfall Inspection				
Totals		12.25		1,556.50
Total Labor				1,556.50

Total this Task \$1,556.50

Total this Phase \$1,556.50

Total this Invoice \$1,556.50

Billings to Date

	Current	Prior	Total
Labor	1,556.50	111,804.00	113,360.50
Totals	1,556.50	111,804.00	113,360.50

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



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

August 29, 2024
 Project/Invoice: R-019152-000 - 33
 Reviewed by: Jennifer Edison
 Project Manager: Andrew Plowman

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

*↓ NA on estimate sheet
 418-43121-310*

Phase 003 Phase 3 - Construction Services
 Construction Observation - Inspection

		Hours	Rate	Amount
Hicks, Eric	7/1/2024	2.00	155.00	310.00
In Field				
Milled bit edges				
Hicks, Eric	7/2/2024	2.00	155.00	310.00
In Field				
CL5 turn lanes				
Hicks, Eric	7/9/2024	2.00	155.00	310.00
In Field				
Paved base				
Hicks, Eric	7/18/2024	5.00	155.00	775.00
In Field				
Paved turn lanes wear				
Totals		11.00		1,705.00
Total Labor				1,705.00

*Streetcapital
 Paved
 Streets
 projects
 Proj 208300*

Total this Task \$1,705.00
Total this Phase \$1,705.00

Billing Limits	Current	Prior	To-Date
Total Billings	1,705.00	417,471.83	419,176.83
Limit			662,878.00
Remaining			243,701.17

Total this Invoice \$1,705.00

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



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

August 29, 2024
 Project/Invoice: R-016500-000 - 18
 Reviewed by: Justin Messner
 Project Manager: Jennifer Edison

Hilltop Renovation
Professional Services from July 1, 2024 to July 31, 2024

Phase 001 Plan Review
 Project Management

818-419190-310
MP Escrow
Engineer
Profsvs
Proj 208281

		Hours	Rate	Amount	
Edison, Jennifer	7/25/2024	2.00	220.00	440.00	
call with Ann, setting up precon meeting, coordination for construction					
Edison, Jennifer	7/26/2024	1.50	220.00	330.00	
preconstruction meeting and construction coordination					
Hicks, Eric	7/30/2024	2.00	155.00	310.00	
In Field Water/Sewer connect to main					
Rein, Amy	7/29/2024	.75	123.00	92.25	
research plans for on site inspector					
Totals		6.25		1,172.25	
Total Labor					1,172.25
				Total this Task	\$1,172.25
				Total this Phase	\$1,172.25
				Total this Invoice	<u><u>\$1,172.25</u></u>

Billings to Date

	Current	Prior	Total
Labor	1,172.25	10,813.75	11,986.00
Totals	1,172.25	10,813.75	11,986.00

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



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

August 29, 2024
 Project/Invoice: R-013432-000 - 46
 Reviewed by: Justin Messner
 Project Manager: Kory Bonnell Roe

MS4 Services
Professional Services from July 1, 2024 to July 31, 2024

603-43150-320

Phase 005 2024 MS4 Services
 Inspections, Inspection Training and MS4

Stormwater
 Storm
 Drainage
 Other
 Prof
 Eds

	Hours	Rate	Amount	
Bonnell Roe, Kory 7/31/2024 MPCA Audit prep and quarterlies	3.25	184.00	598.00	
Gleckler, Jack 7/17/2024 MS4 Public Education and Outreach	1.00	120.00	120.00	
Totals	4.25		718.00	
Total Labor				718.00
		Total this Task		\$718.00
		Total this Phase		\$718.00

Billings to Date

	Current	Prior	Total	
Labor	718.00	6,218.50	6,936.50	
Totals	718.00	6,218.50	6,936.50	
			Total this Invoice	\$718.00

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



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

August 29, 2024
 Project/Invoice: R-020628-000 - 26
 Reviewed by: Justin Messner
 Project Manager: Jennifer Edison

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

Proj# 208344

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

837 818-4950-310

Environmental Compliance Inspections

*MBC
 as crew
 Engineer
 other
 prof
 SVS*

		Hours	Rate	Amount
Bonnell Roe, Kory	7/29/2024	2.00	184.00	368.00
NPDES				
Elfstrand, Erika	7/9/2024	.50	118.00	59.00
Extract and email 7.8.24 River Landing rainfall inspection				
Elfstrand, Erika	7/11/2024	.50	118.00	59.00
Investigate complaints for PE at 10886 River Road				
Elfstrand, Erika	7/16/2024	.25	118.00	29.50
Emailed ESC report				
Gezel, Maxwell	7/15/2024	1.00	95.00	95.00
7.15.2024 Environmental Compliance Rain Inspection				
Gleckler, Jack	7/9/2024	1.00	120.00	120.00
ESC Rainfall Inspection				
Totals		5.25		730.50

Total Labor

730.50

Total this Task

\$730.50

Construction Observation - Inspection

		Hours	Rate	Amount
Hicks, Eric	7/1/2024	3.00	155.00	465.00
In Field				
Milled bit edges				
Hicks, Eric	7/2/2024	3.00	155.00	465.00
In Field				
CL5 turn lanes				
Hicks, Eric	7/8/2024	1.00	155.00	155.00
In Field				
Prepaving meeting				
Hicks, Eric	7/9/2024	4.00	155.00	620.00
In Field				
Paved base				

Project	R-020628-000	HANO - River Road Development (Sunram)			Invoice	26
Hicks, Eric		7/16/2024	2.00	155.00	310.00	
In Field						
Milling edges/brooming						
Hicks, Eric		7/18/2024	5.00	155.00	775.00	
In Field						
Paved turn lanes wear						
Hicks, Eric		7/31/2024	4.00	155.00	620.00	
In Field						
Milled rumble strips/patched.						
Totals			22.00		3,410.00	
Total Labor						3,410.00
					Total this Task	\$3,410.00
Billing Limits			Current	Prior	To-Date	
Total Billings			4,140.50	78,818.00	82,958.50	
Limit					85,000.00	
Remaining					2,041.50	
					Total this Phase	\$4,140.50
					Total this Invoice	\$4,140.50

Billings to Date

	Current	Prior	Total
Labor	4,140.50	98,532.50	102,673.00
Consultant	0.00	6,857.00	6,857.00
Totals	4,140.50	105,389.50	109,530.00

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



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

August 29, 2024
 Project/Invoice: R-013676-000 - 64
 Reviewed by: Justin Messner
 Project Manager: Jennifer Edison

River Town Villas
Professional Services from July 1, 2024 to July 31, 2024

*829-41950-310
 River town villa
 Engineer
 prof SUB*

Phase 002 Construction
 Erosion Control Site Inspections

		Hours	Rate	Amount	
Bonnell Roe, Kory	7/29/2024	2.00	184.00	368.00	
Post Rain					
Elfstrand, Erika	7/9/2024	.50	118.00	59.00	
Extract and email 7.8.24 River Town Villas rainfall inspection					
Elfstrand, Erika	7/16/2024	.25	118.00	29.50	
Emailed ESC report					
Gezel, Maxwell	7/15/2024	1.25	95.00	118.75	
7.15.2024 Environmental Compliance Rain Inspection					
Gleckler, Jack	7/9/2024	1.00	120.00	120.00	
ESC Rainfall Inspection					
Totals		5.00		695.25	
Total Labor					695.25
			Total this Task		\$695.25
			Total this Phase		\$695.25
			Total this Invoice		\$695.25

Billings to Date

	Current	Prior	Total
Labor	695.25	55,952.00	56,647.25
Totals	695.25	55,952.00	56,647.25

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



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

August 29, 2024
 Project/Invoice: R-023612-000 - 8
 Reviewed by: Justin Messner
 Project Manager: Jennifer Edison

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

838-4950-310

Phase	002	Construction Services				
Project Management						
			Hours	Rate	Amount	
Edison, Jennifer		7/11/2024	1.50	220.00	330.00	
LOC reduction request						
Edison, Jennifer		7/12/2024	.50	220.00	110.00	
question on seeding						
		Totals	2.00		440.00	
		Total Labor				440.00
						Total this Task
						\$440.00

Rivers Edge 5th
 Engineer
 prof svcs

Erosion Control Compliance Inspections

			Hours	Rate	Amount	
Bonnell Roe, Kory		7/29/2024	2.00	184.00	368.00	
Post Rain						
Elfstrand, Erika		7/1/2024	2.00	118.00	236.00	
Weekly inspection						
Elfstrand, Erika		7/9/2024	.50	118.00	59.00	
Extract and email 7.8.24 Rivers Edge rainfall inspection						
Elfstrand, Erika		7/11/2024	1.50	118.00	177.00	
7.11.24 Rivers Edge weekly inspection						
Elfstrand, Erika		7/16/2024	.25	118.00	29.50	
Emailed ESC report						
Elfstrand, Erika		7/18/2024	2.00	118.00	236.00	
7.18.24 Rivers Edge weekly						
Elfstrand, Erika		7/25/2024	2.00	118.00	236.00	
7.25.24 Rivers Edge Weekly						
Elfstrand, Erika		7/26/2024	1.00	118.00	118.00	
Respond to emails with photos of fixes needed on Riverview RD						
Gleckler, Jack		7/9/2024	1.00	120.00	120.00	
ESC Rainfall Inspection						
		Totals	12.25		1,579.50	
		Total Labor				1,579.50
						Total this Task
						\$1,579.50

Project	R-023612-000	HANO - Rivers Edge of Hanover 5th Additi	Invoice	8
			Total this Phase	\$2,019.50
			Total this Invoice	<u>\$2,019.50</u>

Billings to Date

	Current	Prior	Total
Labor	2,019.50	21,838.25	23,857.75
Totals	2,019.50	21,838.25	23,857.75

HANOVER
Cash Balances
September 2024

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$1,254,687.74	\$43,883.78	\$116,483.58	\$1,182,087.94
104 AMERICAN RESCUE PLAN ACT FUND	\$19,809.83	\$0.00	\$0.00	\$19,809.83
105 PUBLIC SAFETY AID	\$159,274.80	\$0.00	\$0.00	\$159,274.80
107 FIRE DEPT DONATIONS FUND	\$48,257.11	\$0.00	\$0.00	\$48,257.11
201 EDA SPECIAL REVENUE FUND	\$210,608.22	\$0.00	\$720.09	\$209,888.13
205 EDA BUSINESS INCENTIVE FUND	\$268,206.45	\$2,532.87	\$0.00	\$270,739.32
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	\$512,891.24	\$0.00	\$0.00	\$512,891.24
315 2016A GO CIP BOND	\$78,711.31	\$0.00	\$0.00	\$78,711.31
401 GENERAL CAPITAL PROJECTS	\$596,044.89	\$0.00	\$0.00	\$596,044.89
402 PARKS CAPITAL PROJECTS	\$310,025.69	\$0.00	\$3,586.50	\$306,439.19
403 FIRE DEPT CAPITAL FUND	\$192,047.62	\$5,731.14	\$0.00	\$197,778.76
404 HISTORICAL CAPITAL PROJ FUND	\$0.00	\$0.00	\$0.00	\$0.00
405 PARK DEDICATION FEE	\$942,494.77	\$0.00	\$0.00	\$942,494.77
406 CHARITABLE GAMBLING PROCEEDS	\$36,900.58	\$0.00	\$0.00	\$36,900.58
407 TIF REDEV DIST #1	\$17,011.23	\$0.00	\$0.00	\$17,011.23
409 MAHLER PIT - 15TH ST IMP FUND	\$175,534.29	\$0.00	\$0.00	\$175,534.29
411 FACILITIES CAPITAL PROJ FUND	\$20,665.49	\$0.00	\$0.00	\$20,665.49
417 EQUIPMENT CAPITAL FUND	\$72,110.97	\$0.00	\$0.00	\$72,110.97
418 STREET CAPITAL PROJ FUND	\$1,179,084.66	\$0.00	\$6,725.60	\$1,172,359.06
601 WATER ENTERPRISE FUND	\$1,418,324.54	\$27,289.66	\$1,810.53	\$1,443,803.67
602 SEWER ENTERPRISE FUND	\$1,273,451.96	\$64,046.12	\$62,146.38	\$1,275,351.70
603 STORM WATER ENTERPRISE FUND	\$366,836.96	\$4,264.98	\$1,356.50	\$369,745.44
611 WATER CAPITAL IMP FUND	\$592,839.13	\$0.00	\$0.00	\$592,839.13
612 SEWER CAPITAL IMP FUND	\$3,195,650.47	\$0.00	\$0.00	\$3,195,650.47
613 STORM WATER CAPITAL IMP FUND	\$1,339,103.11	\$0.00	\$0.00	\$1,339,103.11
701 RIVER ROAD CEMETERY	\$36,999.43	\$0.00	\$0.00	\$36,999.43
702 CSAH 19 CEMETERY	\$30,026.00	\$0.00	\$0.00	\$30,026.00
810 BUILDING PERMITS ESCROW FUND	\$345,001.00	\$15,000.00	\$115,000.00	\$245,001.00
811 EROSION CONTROL ESCROW FUND	\$24,123.53	\$0.00	\$0.00	\$24,123.53
815 LANDSCAPE ESCROW FUND	\$17,900.65	\$0.00	\$0.00	\$17,900.65
817 INFRASTRUCTURE ESCROW FUND	\$9,500.00	\$0.00	\$0.00	\$9,500.00
818 MISC ESCROWS FUND	\$99,548.28	\$0.00	\$5,907.75	\$93,640.53
820 BRIDGES TOWNHOMES ESC FUND	\$3,618.05	\$0.00	\$0.00	\$3,618.05
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	\$16,839.60	\$0.00	\$695.25	\$16,144.35

HANOVER

Cash Balances

September 2024

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
830 FEHN COMP 15TH ST DEVEL AGRMT	\$0.00	\$0.00	\$0.00	\$0.00
831 RIVERS EDGE DEVEL AGRMT	\$0.35	\$0.00	\$0.00	\$0.35
832 CROW RVR HTS 5TH DEVEL AGRMT	\$0.00	\$0.00	\$0.00	\$0.00
833 RIVERS EDGE 2 DEVEL AGRMT	\$5,072.74	\$0.00	\$0.00	\$5,072.74
834 CROW RVR HTS 6TH DEVEL AGRMT	-\$9,853.93	\$0.00	\$1,556.50	-\$11,410.43
835 RIVERS EDGE 3 DEVEL AGRMT	\$8,215.65	\$0.00	\$0.00	\$8,215.65
836 RIVERS EDGE 4 DEVEL AGRMT	\$26,300.35	\$0.00	\$0.00	\$26,300.35
837 RIVER LANDING DEVEL AGRMT	\$11,997.51	\$0.00	\$4,140.50	\$7,857.01
838 RIVERS EDGE 5 DEVEL AGRMT	\$36,792.43	\$0.00	\$2,019.50	\$34,772.93
900 INTEREST	\$131,120.52	\$0.00	\$0.00	\$131,120.52
	\$15,073,775.22	\$162,748.55	\$322,148.68	\$14,914,375.09

Revenue Budget Report - General Fund

Source Alt Code	Account Descr	September 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 YTD Balance	%YTD Budget
100 GENERAL FUND						
TAXES	R 100-31000 Property Taxes - General	\$0.00	\$757,357.30	\$1,397,508.00	\$640,150.70	54.19%
TAXES	R 100-31020 Property Taxes - Fire	\$0.00	\$89,232.00	\$178,464.00	\$89,232.00	50.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$5,987.73	\$15,000.00	\$9,012.27	39.92%
TAXES		\$0.00	\$852,577.03	\$1,590,972.00	\$738,394.97	53.59%
SERVICE	R 100-34000 Charges for Services	\$0.00	\$5,958.20	\$5,500.00	-\$458.20	108.33%
SERVICE	R 100-34101 City Hall Rent Revenue	\$1,000.00	\$20,150.00	\$20,000.00	-\$150.00	100.75%
SERVICE	R 100-34107 Assessment Search Fees	\$25.00	\$400.00	\$700.00	\$300.00	57.14%
SERVICE	R 100-34108 Administrative Fees	\$0.00	\$2,762.00	\$5,000.00	\$2,238.00	55.24%
SERVICE	R 100-34109 Copies/Faxes	\$0.00	\$16.00	\$25.00	\$9.00	64.00%
SERVICE	R 100-34206 Other Public Safety Charges	\$0.00	\$708.00	\$0.00	-\$708.00	0.00%
SERVICE	R 100-34207 Fire Protection Services	\$28,804.76	\$104,335.51	\$151,061.00	\$46,725.49	69.07%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$0.00	\$4,946.31	\$9,300.00	\$4,353.69	53.19%
SERVICE	R 100-34780 Park Rental Fees	\$429.40	\$2,686.66	\$2,500.00	-\$186.66	107.47%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SERVICE		\$30,259.16	\$141,962.68	\$194,086.00	\$52,123.32	73.14%
MISC	R 100-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$0.00	\$6,062.12	\$100.00	-\$5,962.12	6062.12%
MISC	R 100-36210 Interest Earnings	\$0.00	\$26,735.49	\$0.00	-\$26,735.49	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	\$250.00	\$0.00	-\$250.00	0.00%
MISC	R 100-36235 Insurance Dividends	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36250 Damage Deposits	\$1,360.00	\$20,560.00	\$15,000.00	-\$5,560.00	137.07%
MISC	R 100-36260 Refunds or Reimbursement	\$0.00	\$6,514.78	\$0.00	-\$6,514.78	0.00%
MISC	R 100-36290 Sale of Vehicles/Equipment	\$0.00	\$4,107.10	\$0.00	-\$4,107.10	0.00%
MISC	R 100-39101 Sales of General Fixed Asse	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC		\$1,360.00	\$64,229.49	\$15,100.00	-\$49,129.49	425.36%
LIC PERM	R 100-32110 Alcoholic Beverages	\$0.00	\$6,935.00	\$6,870.00	-\$65.00	100.95%
LIC PERM	R 100-32180 Other Bus. Licenses/Permits	\$353.00	\$5,417.00	\$1,000.00	-\$4,417.00	541.70%
LIC PERM	R 100-32210 Building Permits	\$11,792.14	\$197,714.09	\$200,000.00	\$2,285.91	98.86%
LIC PERM	R 100-32240 Animal Licenses	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LIC PERM	R 100-32260 Solid Waste Hauler Licenses	\$0.00	\$0.00	\$1,250.00	\$1,250.00	0.00%
LIC PERM	R 100-32270 Rental Dwelling Licenses	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LIC PERM	R 100-32280 Other Non-Business Lic/Per	\$0.00	\$18.00	\$50.00	\$32.00	36.00%
LIC PERM		\$12,145.14	\$210,084.09	\$209,170.00	-\$914.09	100.44%
INTGOVT	R 100-33400 State Grants and Aids	\$0.00	\$50,869.00	\$30,000.00	-\$20,869.00	169.56%
INTGOVT	R 100-33401 Local Government Aid	\$0.00	\$80,688.00	\$161,376.00	\$80,688.00	50.00%
INTGOVT	R 100-33410 MV Credit	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
INTGOVT	R 100-33420 PERA Aid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT	R 100-33422 State Fire Aid	\$0.00	\$0.00	\$50,000.00	\$50,000.00	0.00%
INTGOVT	R 100-33426 State Police Aid	\$0.00	\$0.00	\$7,100.00	\$7,100.00	0.00%
INTGOVT	R 100-33610 County Grants/Aid for Road	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT		\$0.00	\$131,557.00	\$249,476.00	\$117,919.00	52.73%
FINES	R 100-35000 Fines and Forfeits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FINES	R 100-35100 Court Fines	\$0.00	\$4,451.66	\$3,300.00	-\$1,151.66	134.90%
FINES		\$0.00	\$4,451.66	\$3,300.00	-\$1,151.66	134.90%
100 GENERAL FUND		\$43,764.30	\$1,404,861.95	\$2,262,104.00	\$857,242.05	62.10%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	September 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 YTD Balance	%YTD Budget
100 GENERAL FUND						
41110 Council						
COUNCIL	E 100-41110-111 Committee Wages/Me	\$0.00	\$4,675.00	\$13,000.00	\$8,325.00	35.96%
COUNCIL	E 100-41110-122 FICA	\$0.00	\$289.85	\$806.00	\$516.15	35.96%
COUNCIL	E 100-41110-123 Medicare	\$0.00	\$67.79	\$189.00	\$121.21	35.87%
COUNCIL	E 100-41110-208 Training and Instructio	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
COUNCIL	E 100-41110-306 Dues & Subscriptions	\$300.00	\$800.00	\$7,500.00	\$6,700.00	10.67%
COUNCIL	E 100-41110-331 Travel Expenses	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$0.00	\$60.00	\$60,000.00	\$59,940.00	0.10%
41110 Council		\$300.00	\$5,892.64	\$85,495.00	\$79,602.36	6.89%
41330 Boards and Commissions						
BRDCOMM	E 100-41330-111 Committee Wages/Me	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
BRDCOMM	E 100-41330-208 Training and Instructio	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
BRDCOMM	E 100-41330-331 Travel Expenses	\$0.00	\$0.00	\$200.00	\$200.00	0.00%
41330 Boards and Commissions		\$0.00	\$0.00	\$5,700.00	\$5,700.00	0.00%
41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$3,857.24	\$70,432.38	\$99,643.00	\$29,210.62	70.68%
CITYADM	E 100-41400-121 PERA	\$289.29	\$5,654.24	\$7,473.00	\$1,818.76	75.66%
CITYADM	E 100-41400-122 FICA	\$221.58	\$4,338.88	\$6,178.00	\$1,839.12	70.23%
CITYADM	E 100-41400-123 Medicare	\$51.82	\$1,014.69	\$1,445.00	\$430.31	70.22%
CITYADM	E 100-41400-134 Employer Paid Life	\$31.53	\$605.23	\$865.00	\$259.77	69.97%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$355.51	\$6,927.08	\$9,240.00	\$2,312.92	74.97%
CITYADM	E 100-41400-208 Training and Instructio	\$0.00	\$2,719.00	\$3,500.00	\$781.00	77.69%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$0.00	\$60.00	\$500.00	\$440.00	12.00%
41400 City Administrator		\$4,806.97	\$91,751.50	\$128,844.00	\$37,092.50	71.21%
41410 Elections						
ELECTION	E 100-41410-101 Full-Time Employees R	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELECTION	E 100-41410-122 FICA	\$0.00	\$0.00	\$372.00	\$372.00	0.00%
ELECTION	E 100-41410-123 Medicare	\$0.00	\$0.00	\$87.00	\$87.00	0.00%
ELECTION	E 100-41410-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELECTION	E 100-41410-200 Office Supplies (GENE	\$530.24	\$1,074.35	\$1,000.00	-\$74.35	107.44%
ELECTION	E 100-41410-310 Other Professional Ser	\$0.00	\$4,503.54	\$6,000.00	\$1,496.46	75.06%
ELECTION	E 100-41410-351 Legal Notices Publishin	\$0.00	\$91.88	\$150.00	\$58.12	61.25%
ELECTION	E 100-41410-400 Repairs & Maint Cont (\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
ELECTION	E 100-41410-437 Other Miscellaneous	\$0.00	\$115.24	\$3,000.00	\$2,884.76	3.84%
41410 Elections		\$530.24	\$5,785.01	\$13,609.00	\$7,823.99	42.51%
41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$2,460.09	\$40,603.31	\$68,603.00	\$27,999.69	59.19%
CLERICAL	E 100-41430-103 Part-Time Employees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CLERICAL	E 100-41430-121 PERA	\$184.50	\$3,040.66	\$5,145.00	\$2,104.34	59.10%
CLERICAL	E 100-41430-122 FICA	\$144.20	\$2,589.24	\$4,253.00	\$1,663.76	60.88%
CLERICAL	E 100-41430-123 Medicare	\$33.72	\$605.53	\$995.00	\$389.47	60.86%
CLERICAL	E 100-41430-134 Employer Paid Life	\$11.12	\$321.43	\$570.00	\$248.57	56.39%
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	\$189.40	\$5,111.98	\$8,400.00	\$3,288.02	60.86%
CLERICAL	E 100-41430-208 Training and Instructio	\$0.00	\$976.00	\$3,500.00	\$2,524.00	27.89%
CLERICAL	E 100-41430-306 Dues & Subscriptions	\$360.00	\$410.00	\$100.00	-\$310.00	410.00%
CLERICAL	E 100-41430-310 Other Professional Ser	\$0.00	\$2,821.22	\$0.00	-\$2,821.22	0.00%
41430 Clerical Staff		\$3,383.03	\$56,479.37	\$91,566.00	\$35,086.63	61.68%
41435 Staff Expenses						

HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	September 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 YTD Balance	%YTD Budget
STAFFEXP	E 100-41435-260 Uniforms	\$0.00	\$0.00	\$400.00	\$400.00	0.00%
STAFFEXP	E 100-41435-310 Other Professional Ser	\$14.33	\$74.47	\$500.00	\$425.53	14.89%
STAFFEXP	E 100-41435-331 Travel Expenses	\$325.89	\$2,261.78	\$3,500.00	\$1,238.22	64.62%
41435	Staff Expenses	\$340.22	\$2,336.25	\$4,400.00	\$2,063.75	53.10%
41530	Accounting					
ACCTING	E 100-41530-101 Full-Time Employees R	\$2,178.72	\$4,357.44	\$58,362.00	\$54,004.56	7.47%
ACCTING	E 100-41530-121 PERA	\$163.41	\$326.81	\$4,377.00	\$4,050.19	7.47%
ACCTING	E 100-41530-122 FICA	\$121.19	\$242.37	\$3,618.00	\$3,375.63	6.70%
ACCTING	E 100-41530-123 Medicare	\$28.34	\$56.68	\$846.00	\$789.32	6.70%
ACCTING	E 100-41530-134 Employer Paid Life	\$0.00	\$0.00	\$486.00	\$486.00	0.00%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$0.00	\$0.00	\$7,140.00	\$7,140.00	0.00%
ACCTING	E 100-41530-208 Training and Instructio	\$8.00	\$258.00	\$1,000.00	\$742.00	25.80%
ACCTING	E 100-41530-306 Dues & Subscriptions	\$0.00	\$0.00	\$200.00	\$200.00	0.00%
ACCTING	E 100-41530-310 Other Professional Ser	\$0.00	\$18,243.75	\$5,435.00	-\$12,808.75	335.67%
41530	Accounting	\$2,499.66	\$23,485.05	\$81,464.00	\$57,978.95	28.83%
41540	Auditing					
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$0.00	\$18,150.00	\$23,500.00	\$5,350.00	77.23%
41540	Auditing	\$0.00	\$18,150.00	\$23,500.00	\$5,350.00	77.23%
41550	Assessing					
ASSESS G	E 100-41550-310 Other Professional Ser	\$0.00	\$35,725.60	\$40,000.00	\$4,274.40	89.31%
41550	Assessing	\$0.00	\$35,725.60	\$40,000.00	\$4,274.40	89.31%
41570	Purchasing					
PURCHASE	E 100-41570-200 Office Supplies (GENE	\$587.73	\$1,950.82	\$4,500.00	\$2,549.18	43.35%
PURCHASE	E 100-41570-205 Bank Fees	\$0.00	\$146.64	\$400.00	\$253.36	36.66%
PURCHASE	E 100-41570-207 Computer Supplies	\$967.08	\$4,977.25	\$8,000.00	\$3,022.75	62.22%
PURCHASE	E 100-41570-220 Repair/Maint Supply (\$262.55	\$5,063.44	\$7,000.00	\$1,936.56	72.33%
PURCHASE	E 100-41570-322 Postage	\$0.00	\$1,500.51	\$3,500.00	\$1,999.49	42.87%
PURCHASE	E 100-41570-570 Office Equip and Furni	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
41570	Purchasing	\$1,817.36	\$13,638.66	\$23,400.00	\$9,761.34	58.28%
41600	Computer					
COMPUTER	E 100-41600-310 Other Professional Ser	\$600.00	\$4,932.32	\$10,000.00	\$5,067.68	49.32%
41600	Computer	\$600.00	\$4,932.32	\$10,000.00	\$5,067.68	49.32%
41610	City Attorney					
CITYATNY	E 100-41610-304 Legal Fees	\$418.18	\$8,497.95	\$20,000.00	\$11,502.05	42.49%
41610	City Attorney	\$418.18	\$8,497.95	\$20,000.00	\$11,502.05	42.49%
41910	Planning and Zoning					
PLANZONG	E 100-41910-310 Other Professional Ser	\$3,181.50	\$8,599.50	\$30,000.00	\$21,400.50	28.67%
41910	Planning and Zoning	\$3,181.50	\$8,599.50	\$30,000.00	\$21,400.50	28.67%
41940	General Govt Buildings/Plant					
GOVTBLDG	E 100-41940-210 Operating Supplies (G	\$0.00	\$3,205.17	\$6,000.00	\$2,794.83	53.42%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (\$218.75	\$9,738.02	\$8,000.00	-\$1,738.02	121.73%
GOVTBLDG	E 100-41940-306 Dues & Subscriptions	\$0.00	\$750.00	\$800.00	\$50.00	93.75%
GOVTBLDG	E 100-41940-310 Other Professional Ser	\$696.83	\$7,608.35	\$15,000.00	\$7,391.65	50.72%
GOVTBLDG	E 100-41940-321 Telephone	\$602.04	\$5,438.09	\$6,900.00	\$1,461.91	78.81%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$3,040.00	\$1,000.00	-\$2,040.00	304.00%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$1,998.28	\$6,171.00	\$15,000.00	\$8,829.00	41.14%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$41.64	\$2,137.67	\$7,000.00	\$4,862.33	30.54%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispo	\$660.03	\$5,140.41	\$7,200.00	\$2,059.59	71.39%
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	\$10,050.81	\$14,000.00	\$3,949.19	71.79%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	September 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 YTD Balance	%YTD Budget
GOVTBLDG	E 100-41940-560 Furniture and Fixtures	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
GOVTBLDG	E 100-41940-580 Other Equipment	\$423.89	\$423.89	\$0.00	-\$423.89	0.00%
41940	General Govt Buildings/Plant	\$4,641.46	\$53,703.41	\$83,900.00	\$30,196.59	64.01%
41950	Engineer					
ENGINEER	E 100-41950-303 Engineering Fees	\$1,375.00	\$7,879.20	\$35,000.00	\$27,120.80	22.51%
41950	Engineer	\$1,375.00	\$7,879.20	\$35,000.00	\$27,120.80	22.51%
41960	Insurance					
INSURANCE	E 100-41960-150 Worker s Comp (GENE	\$0.00	\$17,297.52	\$20,000.00	\$2,702.48	86.49%
INSURANCE	E 100-41960-152 Worker s Comp Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE	E 100-41960-361 General Liability Ins	\$0.00	\$28,487.37	\$31,000.00	\$2,512.63	91.89%
41960	Insurance	\$0.00	\$45,784.89	\$51,000.00	\$5,215.11	89.77%
41970	Legal Publications					
LEGALPUB	E 100-41970-341 Employment	\$0.00	\$1,921.88	\$1,000.00	-\$921.88	192.19%
LEGALPUB	E 100-41970-343 Other Advertising	\$78.60	\$137.60	\$200.00	\$62.40	68.80%
LEGALPUB	E 100-41970-351 Legal Notices Publishin	\$105.19	\$362.07	\$600.00	\$237.93	60.35%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
41970	Legal Publications	\$183.79	\$2,421.55	\$2,100.00	-\$321.55	115.31%
42000	Public Safety (GENERAL)					
PUBSAFTY	E 100-42000-437 Other Miscellaneous	\$0.00	\$143.87	\$50.00	-\$93.87	287.74%
42000	Public Safety (GENERAL)	\$0.00	\$143.87	\$50.00	-\$93.87	287.74%
42101	Hennepin County Sheriff					
HCSHERIFF	E 100-42101-310 Other Professional Ser	\$0.00	\$48,990.50	\$97,981.00	\$48,990.50	50.00%
42101	Hennepin County Sheriff	\$0.00	\$48,990.50	\$97,981.00	\$48,990.50	50.00%
42102	Wright County Sheriff					
WCSHERIFF	E 100-42102-310 Other Professional Ser	\$12,956.65	\$121,512.83	\$162,167.00	\$40,654.17	74.93%
42102	Wright County Sheriff	\$12,956.65	\$121,512.83	\$162,167.00	\$40,654.17	74.93%
42210	Fire Dept Administration					
FIREADMIN	E 100-42210-101 Full-Time Employees R	\$1,063.24	\$16,504.64	\$26,304.00	\$9,799.36	62.75%
FIREADMIN	E 100-42210-103 Part-Time Employees	\$0.00	\$43,274.50	\$110,000.00	\$66,725.50	39.34%
FIREADMIN	E 100-42210-121 PERA	\$79.74	\$1,265.16	\$1,973.00	\$707.84	64.12%
FIREADMIN	E 100-42210-122 FICA	\$61.75	\$5,127.23	\$8,451.00	\$3,323.77	60.67%
FIREADMIN	E 100-42210-123 Medicare	\$14.44	\$1,199.10	\$1,976.00	\$776.90	60.68%
FIREADMIN	E 100-42210-134 Employer Paid Life	\$7.36	\$121.09	\$154.00	\$32.91	78.63%
FIREADMIN	E 100-42210-142 Unemployment Benefit	\$0.00	\$224.11	\$0.00	-\$224.11	0.00%
FIREADMIN	E 100-42210-150 Worker s Comp (GENE	\$0.00	\$14,885.88	\$20,000.00	\$5,114.12	74.43%
FIREADMIN	E 100-42210-151 Med/Dental Insurance	\$178.11	\$2,870.02	\$3,660.00	\$789.98	78.42%
FIREADMIN	E 100-42210-200 Office Supplies (GENE	\$0.00	\$71.95	\$400.00	\$328.05	17.99%
FIREADMIN	E 100-42210-305 Medical and Dental Fe	\$0.00	\$2,347.00	\$12,000.00	\$9,653.00	19.56%
FIREADMIN	E 100-42210-306 Dues & Subscriptions	\$0.00	\$619.75	\$1,200.00	\$580.25	51.65%
FIREADMIN	E 100-42210-361 General Liability Ins	\$0.00	\$5,448.15	\$5,100.00	-\$348.15	106.83%
42210	Fire Dept Administration	\$1,404.64	\$93,958.58	\$191,218.00	\$97,259.42	49.14%
42220	Fire Dept Equipment					
FIREEQUIP	E 100-42220-221 Equipment Parts	\$3,620.00	\$6,800.40	\$6,000.00	-\$800.40	113.34%
FIREEQUIP	E 100-42220-228 Medical Supplies	\$0.00	\$1,057.72	\$1,500.00	\$442.28	70.51%
FIREEQUIP	E 100-42220-240 Small Tools and Minor	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
FIREEQUIP	E 100-42220-260 Uniforms	\$0.00	\$5,044.55	\$18,000.00	\$12,955.45	28.03%
FIREEQUIP	E 100-42220-580 Other Equipment	\$80.00	\$3,774.41	\$5,000.00	\$1,225.59	75.49%
42220	Fire Dept Equipment	\$3,700.00	\$16,677.08	\$31,500.00	\$14,822.92	52.94%
42240	Fire Dept Training					

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	September 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 YTD Balance	%YTD Budget
FIRETRNG	E 100-42240-208 Training and Instructio	\$0.00	\$7,777.31	\$9,500.00	\$1,722.69	81.87%
FIRETRNG	E 100-42240-310 Other Professional Ser	\$0.00	\$3,310.81	\$4,000.00	\$689.19	82.77%
FIRETRNG	E 100-42240-331 Travel Expenses	\$0.00	\$63.29	\$3,500.00	\$3,436.71	1.81%
42240	Fire Dept Training	\$0.00	\$11,151.41	\$17,000.00	\$5,848.59	65.60%
42260	Fire Vehicles					
FIREVEH	E 100-42260-212 Motor Fuels	\$12.69	\$1,645.51	\$5,000.00	\$3,354.49	32.91%
FIREVEH	E 100-42260-220 Repair/Maint Supply (\$8.59	\$3,465.00	\$7,000.00	\$3,535.00	49.50%
FIREVEH	E 100-42260-240 Small Tools and Minor	\$0.00	\$407.34	\$1,000.00	\$592.66	40.73%
FIREVEH	E 100-42260-323 Radio Units	\$0.00	\$4,765.00	\$6,000.00	\$1,235.00	79.42%
FIREVEH	E 100-42260-700 Transfers (GENERAL)	\$0.00	\$0.00	\$30,158.00	\$30,158.00	0.00%
42260	Fire Vehicles	\$21.28	\$10,282.85	\$49,158.00	\$38,875.15	20.92%
42280	Fire Stations and Bldgs					
FIREBLDG	E 100-42280-215 Shop Supplies	\$0.00	\$663.71	\$650.00	-\$13.71	102.11%
FIREBLDG	E 100-42280-220 Repair/Maint Supply (\$46.68	\$1,490.17	\$5,000.00	\$3,509.83	29.80%
FIREBLDG	E 100-42280-321 Telephone	\$193.90	\$1,004.09	\$1,500.00	\$495.91	66.94%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$423.97	\$2,005.85	\$5,500.00	\$3,494.15	36.47%
FIREBLDG	E 100-42280-383 Gas Utilities	\$27.61	\$1,634.98	\$4,500.00	\$2,865.02	36.33%
FIREBLDG	E 100-42280-520 Buildings and Structur	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
42280	Fire Stations and Bldgs	\$692.16	\$6,798.80	\$17,150.00	\$10,351.20	39.64%
42290	Fire Relief Association					
FIRERELIEF	E 100-42290-124 Fire Pension Contributi	\$0.00	\$2,000.00	\$50,000.00	\$48,000.00	4.00%
FIRERELIEF	E 100-42290-125 Other Retirement Cont	\$0.00	\$8,250.00	\$16,500.00	\$8,250.00	50.00%
FIRERELIEF	E 100-42290-301 Auditing and Acctg Ser	\$6,725.00	\$6,725.00	\$7,000.00	\$275.00	96.07%
42290	Fire Relief Association	\$6,725.00	\$16,975.00	\$73,500.00	\$56,525.00	23.10%
42401	Building Inspection Admin					
INSPADMN	E 100-42401-101 Full-Time Employees R	\$1,341.59	\$25,442.77	\$39,262.00	\$13,819.23	64.80%
INSPADMN	E 100-42401-121 PERA	\$100.62	\$1,414.55	\$2,945.00	\$1,530.45	48.03%
INSPADMN	E 100-42401-122 FICA	\$83.18	\$1,530.86	\$2,434.00	\$903.14	62.89%
INSPADMN	E 100-42401-123 Medicare	\$19.46	\$358.05	\$569.00	\$210.95	62.93%
INSPADMN	E 100-42401-134 Employer Paid Life	\$0.00	\$148.62	\$372.00	\$223.38	39.95%
INSPADMN	E 100-42401-151 Med/Dental Insurance	\$51.80	\$2,583.71	\$5,460.00	\$2,876.29	47.32%
INSPADMN	E 100-42401-310 Other Professional Ser	\$17,074.84	\$109,325.08	\$94,000.00	-\$15,325.08	116.30%
42401	Building Inspection Admin	\$18,671.49	\$140,803.64	\$145,042.00	\$4,238.36	97.08%
42700	Animal Control					
ANIMCTRL	E 100-42700-310 Other Professional Ser	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
42700	Animal Control	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
42800	Cemetery					
CEMETERY	E 100-42800-310 Other Professional Ser	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
42800	Cemetery	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
43000	Public Works (GENERAL)					
PUBWRKS	E 100-43000-101 Full-Time Employees R	\$7,277.92	\$120,372.51	\$168,296.00	\$47,923.49	71.52%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$0.00	\$208.64	\$0.00	-\$208.64	0.00%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$1,005.00	\$14,990.00	\$17,760.00	\$2,770.00	84.40%
PUBWRKS	E 100-43000-121 PERA	\$545.85	\$8,804.99	\$13,372.00	\$4,567.01	65.85%
PUBWRKS	E 100-43000-122 FICA	\$503.51	\$8,495.75	\$11,054.00	\$2,558.25	76.86%
PUBWRKS	E 100-43000-123 Medicare	\$117.75	\$1,986.91	\$2,585.00	\$598.09	76.86%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$94.51	\$1,241.74	\$1,593.00	\$351.26	77.95%
PUBWRKS	E 100-43000-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PUBWRKS	E 100-43000-151 Med/Dental Insurance	\$1,614.26	\$23,034.88	\$26,400.00	\$3,365.12	87.33%

HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	September 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 YTD Balance	%YTD Budget
PUBWRKS	E 100-43000-208 Training and Instructio	\$0.00	\$350.00	\$4,500.00	\$4,150.00	7.78%
PUBWRKS	E 100-43000-212 Motor Fuels	\$1,470.56	\$12,734.40	\$16,000.00	\$3,265.60	79.59%
PUBWRKS	E 100-43000-215 Shop Supplies	\$550.13	\$4,274.83	\$10,000.00	\$5,725.17	42.75%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (\$240.63	\$21,344.43	\$15,000.00	-\$6,344.43	142.30%
PUBWRKS	E 100-43000-226 Sign Repair Materials	\$210.12	\$1,222.43	\$1,500.00	\$277.57	81.50%
PUBWRKS	E 100-43000-240 Small Tools and Minor	\$358.80	\$4,351.29	\$10,000.00	\$5,648.71	43.51%
PUBWRKS	E 100-43000-260 Uniforms	\$0.00	\$1,588.76	\$3,000.00	\$1,411.24	52.96%
PUBWRKS	E 100-43000-310 Other Professional Ser	\$4,702.90	\$14,528.20	\$118,000.00	\$103,471.80	12.31%
PUBWRKS	E 100-43000-321 Telephone	\$470.58	\$3,368.31	\$6,500.00	\$3,131.69	51.82%
PUBWRKS	E 100-43000-325 Taxes	\$0.00	\$67.00	\$200.00	\$133.00	33.50%
PUBWRKS	E 100-43000-381 Electric Utilities	\$0.00	\$1,851.65	\$8,000.00	\$6,148.35	23.15%
PUBWRKS	E 100-43000-383 Gas Utilities	\$79.56	\$3,644.94	\$9,000.00	\$5,355.06	40.50%
PUBWRKS	E 100-43000-384 Refuse/Garbage Dispo	\$170.46	\$1,699.27	\$0.00	-\$1,699.27	0.00%
PUBWRKS	E 100-43000-520 Buildings and Structur	\$0.00	\$385.00	\$2,000.00	\$1,615.00	19.25%
43000	Public Works (GENERAL)	\$19,412.54	\$250,545.93	\$444,760.00	\$194,214.07	56.33%
43121	Paved Streets					
PAVSTRTS	E 100-43121-224 Street Maint Materials	\$2,771.13	\$41,962.76	\$50,000.00	\$8,037.24	83.93%
43121	Paved Streets	\$2,771.13	\$41,962.76	\$50,000.00	\$8,037.24	83.93%
43122	Unpaved Streets					
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$900.00	\$4,100.00	\$20,000.00	\$15,900.00	20.50%
43122	Unpaved Streets	\$900.00	\$4,100.00	\$20,000.00	\$15,900.00	20.50%
43125	Ice & Snow Removal					
SNOWREMO	E 100-43125-224 Street Maint Materials	\$0.00	\$0.00	\$22,000.00	\$22,000.00	0.00%
43125	Ice & Snow Removal	\$0.00	\$0.00	\$22,000.00	\$22,000.00	0.00%
43160	Street Lighting					
STLGHTG	E 100-43160-381 Electric Utilities	\$3,161.51	\$19,816.42	\$40,000.00	\$20,183.58	49.54%
43160	Street Lighting	\$3,161.51	\$19,816.42	\$40,000.00	\$20,183.58	49.54%
43240	Waste (refuse) Disposal					
REFDISPO	E 100-43240-384 Refuse/Garbage Dispo	\$0.00	\$2,953.79	\$5,000.00	\$2,046.21	59.08%
43240	Waste (refuse) Disposal	\$0.00	\$2,953.79	\$5,000.00	\$2,046.21	59.08%
43245	Recycling: Refuse					
RECYCLING	E 100-43245-384 Refuse/Garbage Dispo	\$6,123.18	\$49,352.00	\$83,000.00	\$33,648.00	59.46%
43245	Recycling: Refuse	\$6,123.18	\$49,352.00	\$83,000.00	\$33,648.00	59.46%
45186	Senior Center					
SRCENTER	E 100-45186-437 Other Miscellaneous	\$2,740.66	\$8,221.98	\$12,000.00	\$3,778.02	68.52%
45186	Senior Center	\$2,740.66	\$8,221.98	\$12,000.00	\$3,778.02	68.52%
45200	Parks (GENERAL)					
PARKS	E 100-45200-212 Motor Fuels	\$0.00	\$1,952.55	\$7,000.00	\$5,047.45	27.89%
PARKS	E 100-45200-220 Repair/Maint Supply (\$416.02	\$4,952.51	\$10,000.00	\$5,047.49	49.53%
PARKS	E 100-45200-225 Landscaping Materials	\$1,074.25	\$8,945.08	\$15,000.00	\$6,054.92	59.63%
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	\$66.48	\$660.06	\$3,000.00	\$2,339.94	22.00%
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	\$586.22	\$2,867.16	\$3,000.00	\$132.84	95.57%
45200	Parks (GENERAL)	\$2,142.97	\$19,377.36	\$38,000.00	\$18,622.64	50.99%
45500	Libraries (GENERAL)					
LIBRARY	E 100-45500-437 Other Miscellaneous	\$1,502.49	\$15,507.47	\$17,100.00	\$1,592.53	90.69%
45500	Libraries (GENERAL)	\$1,502.49	\$15,507.47	\$17,100.00	\$1,592.53	90.59%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	September 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 YTD Balance	%YTD Budget
48205	Damage Deposit Refunds					
DMGDEPRF	E 100-48205-810 Refunds & Reimburse	\$3,300.00	\$15,202.50	\$15,000.00	-\$202.50	101.35%
48205	Damage Deposit Refunds	\$3,300.00	\$15,202.50	\$15,000.00	-\$202.50	101.35%
49360	Transfers Out					
TRANSFERS	E 100-49360-700 Transfers (GENERAL)	\$0.00	\$478,445.00	\$0.00	-\$478,445.00	0.00%
49360	Transfers Out	\$0.00	\$478,445.00	\$0.00	-\$478,445.00	0.00%
49800	Transit (GENERAL)					
TRANSIT	E 100-49800-310 Other Professional Ser	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
49800	Transit (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
100	GENERAL FUND	\$110,303.11	\$1,757,842.67	\$2,262,104.00	\$504,261.33	77.71%

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

RESOLUTION NO 09-17-24-82

APPROVING DONATION TO THE HANOVER FIRE DEPARTMENT

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

- Crow River Thunder – Motorcycle Ride Traffic Control - \$200.00

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

Adopted by the City Council this 17th day of September, 2024.

APPROVED BY:

ATTEST:

Chris Kauffman, Mayor

Jennifer Nash, City Administrator

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

RESOLUTION NO 09-17-24-83

APPROVING DEBT SERVICE LEVY

WHEREAS, the City Council of the City of Hanover approved preliminary budget and levy for 2025 at their meeting on September 3, 2024; and

WHEREAS, this approval included debt service levy of \$100,000 for the City’s one existing bond – Series 2016A originally issued for funds needed for construction of the public works facility; and

WHEREAS, Wright County taxing officials have informed staff of a procedural need to pass a resolution noting reduction in debt service levy below amount listed on original bond payment schedule.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves debt service levy of \$100,000 for 2025 for Series 2016A payment obligation which is below the original \$106,229 debt levy pledged for 2025 at time of bond sale. This lowered amount is due to the debt service fund having excess funds on hand to make the 2025 payment from previous collections and interest earnings.

Adopted by the City Council this 17th day of September, 2024.

APPROVED BY:

ATTEST:

Chris Kauffman, Mayor

Jennifer Nash, City Administrator

CITY OF HANOVER
WRIGHT / HENNEPIN COUNTIES
STATE OF MINNESOTA

SNOWPLOWING POLICY

AMENDED BY:
Res No 02-02-21-05

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800.01 INTRODUCTION

The City of Hanover believes it is in the best interest of the residents for the city to assume basic responsibility for control of snow and ice on city streets. Reasonable ice and snow control is necessary for routine travel and emergency services. The city will provide such control in a safe and cost effective manner, keeping in mind safety, budget, personnel, and environmental concerns. The city will use city employees, equipment, and/or private contractors to provide this service.

800.02 OPERATIONS

The Public Works Supervisor, as appointed by the City Council, along with City staff shall determine when snow and ice control operations shall begin. Criteria for commencing operations are as follows:

- A. Snow accumulation with continual snowfall;
- B. Drifting of snow that causes problems for travel;
- C. Icing and/or freezing rains affecting travel; and
- D. Time of snowfall in relationship to heavy use of streets.

Snowplowing operations will be conducted at a time determined which allows effective and efficient removal of snow and ice from the roadways. Public safety will be a factor in determining the best time to conduct snowplowing operations.

800.03 SUSPENSION OF PLOWING OPERATIONS

Snow and ice control operations will be conducted only when weather conditions do not endanger the safety of city employees and equipment. Factors that may delay snow and ice control operations include: severe cold, significant winds, and limited visibility. Operations may also be terminated as deemed necessary to allow personnel adequate time for rest.

800.04 LEVEL OF SERVICE

The intent of this policy is to provide safe winter driving conditions appropriate for the type of travel necessary on City streets. The level of service described herein shall be considered a guideline with the understanding that immediately after a storm, the level of service provided may be less than described and may vary in the City depending on storm conditions and other circumstances.

Streets shall be plowed and/or salted/sanded to allow intersections and curves to be as safe as conditions allow. The city will use sand, salt, and other chemicals when there are hazardous ice or slippery conditions. The city is concerned about the effect of such chemicals on the environment and will limit its use for that reason.

During light to normal snowfall, streets shall be plowed to their full width as soon after the initial pass as possible. During heavier snowfalls, the streets shall be widened as the storm intensity lessens. After the storm passes, clean-up operations shall begin to clear intersections and snow

storage areas along corners and road right-of-ways. It is the City’s intent to complete the initial plowing and widening operations within twenty four (24) hours of cessation of the storm. It is the City’s intent that cleanup operations be completed within twenty four (24) hours for light snow fall and within seventy two (72) hours for heavy snowfalls. Extreme weather conditions (i.e. blizzards/high winds, ice/rain, or other unusual weather events) may require additional time to complete operations.

800.05 PLOW ROUTES – PRIORITIES

The City has classified city streets based on the street function, traffic volume and importance to the safety and welfare of the community.

- A. First Priority: Major collector roads and Hanover Fire Hall;
- B. Second Priority: Streets providing access to commercial businesses and high density neighborhoods, as well as the City Hall parking lot;
- C. Third Priority: Low volume residential streets and opening cul-de-sacs;
- D. Fourth Priority: Other City parking lots, curb-to-curb snow removal, clean-up of cul-de-sacs; and
- E. Fifth Priority: Recreational Trails

Depending on weather conditions, roads with steep hills and curves shall be placed at a higher priority to ensure the safety of the public.

800.06 PARKING RESTRICTIONS

On-street parking is not compatible with efficient snow plowing operations. The City of Hanover does have an overnight parking and restricted parking during snowfall & blowing snow ordinance which will be enforced.

SEC. 5.03 D. “It is unlawful to park or leave standing any vehicle on any street between the hours of 2:00 a.m. and 6:00 a.m. every day from November 1 to April 1 of the following year.

SEC. 5.03 E. “No person shall park or leave a motorized vehicle on any street within the City during or after a Snowfall or Blowing Snow until the snow has been cleared from curb to curb.”

Violators of this ordinance will be ticketed and/or towed at the discretion of snowplow operators or the sheriff department.

800.07 SNOW STORAGE

Ongoing snow and ice control efforts require the use of City owned right-of-ways and easements for storage of plowed snow. Depending on the volume of snow, storage within the right-of-way could create sight obstruction at intersections because it is impossible financially and practically to remove all snow from intersection corners.

800.08 SIDEWALKS

The City will maintain the public sidewalks that are not abutting private property. If the sidewalk abuts private property it shall be the owners or tenants responsibility to remove such snow and/or ice within twenty-four (24) hours after such snow and/or ice has ceased to be deposited. (See Section 5.04 of the Hanover City Code) Violators of this ordinance will receive an Administrative Penalty citation.

800.09 TRAILS

The City annually budgets a sum of money for winter maintenance of public trails. Taking into consideration the financial and personnel resources available to the City, it is the policy of the City to remove snow and ice from the most frequently used trails in accordance with the standards set forth in this section.

The following standards are adopted for providing winter maintenance to designated trails:

- A. The designated trails are normally plowed when the measured snowfall depth exceeds two inches;
- B. Snow removal should commence approximately twenty four (24) hours from the end of any snowfall with an accumulated depth exceeding two inches;
- C. The designated trails should be cleared as thoroughly as possible but need not be cleared of all ice and snow, nor need they be maintained to bare pavement;
- D. Chemical agents and sand should not be used in the snow removal process; and
- E. Snow removal should normally be done by City of Hanover employees or its agents.

800.10 PROPERTY DAMAGE

Snowplowing operations can cause property damage in spite of proper care and precautions taken. The City of Hanover practices the following property damage policy:

- A. Mailboxes and mailbox posts, which meet current USPS regulations, physically hit by a plow will be repaired or replaced at the expense of the contractor or City. Cost of replacement shall not exceed \$40.00.
- B. Damage caused by the weight of the snow is not the responsibility of the City or contractor.
- C. Boulevard damage is the responsibility of the resident and will not be repaired by the City or contractor
- D. Damage caused to private improvements within the right of way is the responsibility of the property owner.

Therefore, the City will assume no responsibility for damage to underground lawn sprinkling

systems, exterior lighting systems, and similar landscaping installed in the public right-of-way.

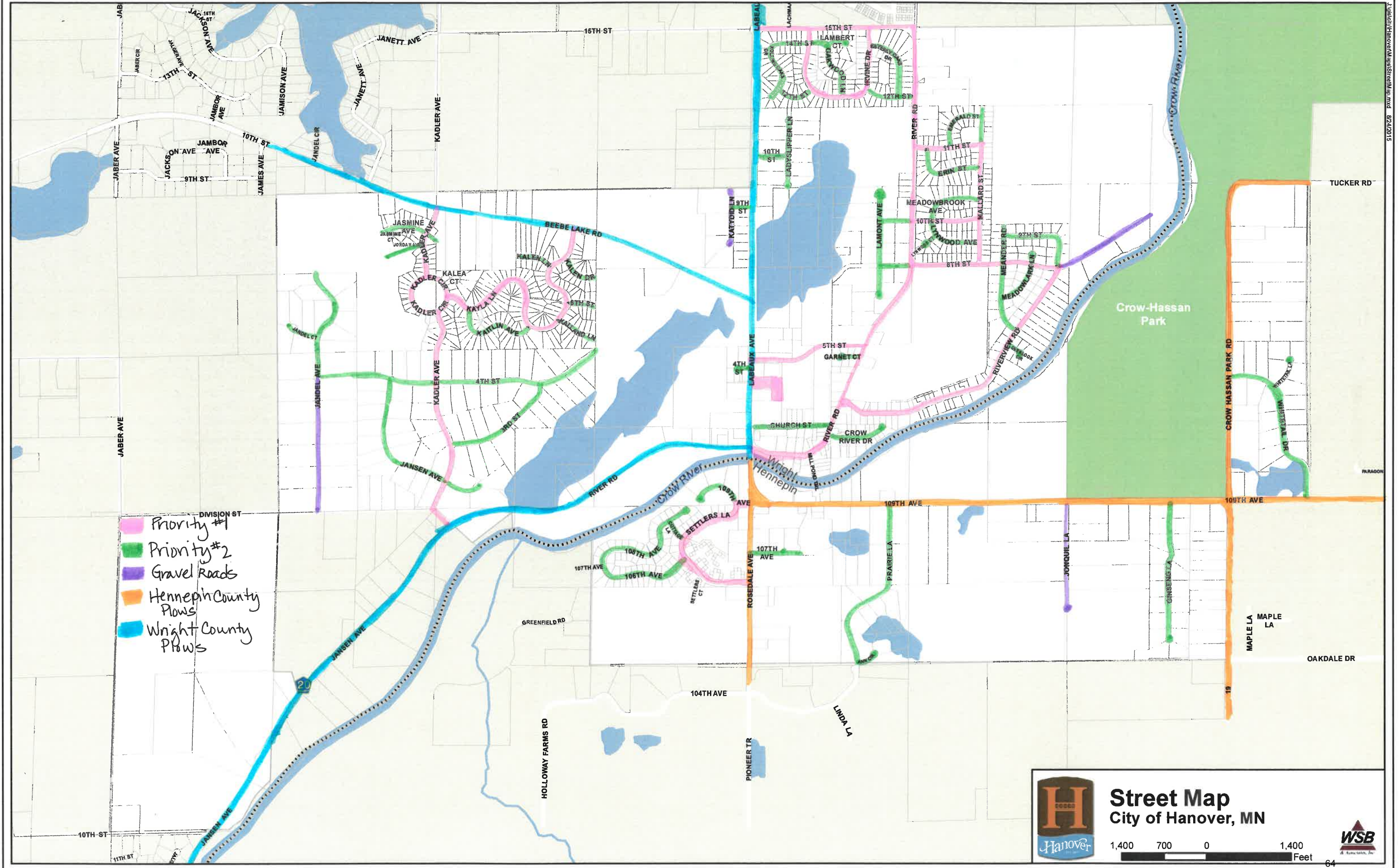
800.11 RESPONSIBILITY OF RESIDENTS

Snow storms create numerous problems. Residents have certain responsibilities in minimizing these problems. Therefore, the following is requested from residents:

- A. Keep updated on current and predicted weather conditions;
- B. Be aware of the snow removal equipment. Please, **DO NOT CROWD THE PLOW**;
- C. Expect snow removal equipment to back up frequently;
- D. Obey the overnight parking and the restricted parking during snowfall & blowing snow ordinance by not parking vehicles on City streets during the prohibited hours;
- E. Be patient – plowing and sanding takes time;
- F. **DO NOT** plow, push or blow snow onto or across the street;
- G. Clean snow from around mailboxes, newspaper delivery tubes and fire hydrants;
- H. Group mailboxes when possible;
- I. Place garbage and recycling containers away from the edge of the road. Keep garbage and recycling containers off the street during snow events;
- J. Decorative rock, landscaping items, lawn sprinkler heads, fences or other obstructions are not allowed in the right-of-way. These items need to be removed as they are viewed as a hazard;
- K. Residents should be aware that they may need to clear their driveways several times until their street has been plowed to its full width.

800.12 COMPLAINTS

Complaints regarding snow and ice control or damage shall be taken during normal office hours. They will be handled in accordance with the City's procedure for handling complaints. It is the City's intent to treat all residents uniformly and to ensure that the provisions of this policy are complied with.



- Priority #1
- Priority #2
- Gravel Roads
- Hennepin County Plows
- Wright County Plows



Street Map
City of Hanover, MN

