

**AGENDA
HANOVER CITY COUNCIL
DECEMBER 3, 2024**

**MAYOR
CHRIS KAUFFMAN**

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

- 1. Call to Order/Pledge of Allegiance: 7:00 p.m.**
- 2. Approval of Agenda**
- 3. Consent Agenda Items:**
 - a. Approve Minutes of November 19, 2024 Council Work Session Meeting (4)**
 - b. Approve Claims as Presented: (6)**

➤ Claims	\$ 107,595.39
➤ Payroll	\$ 13,741.95
➤ P/R taxes & Exp	\$ 5,213.04
➤ Other Claims	<u>\$ 3,633.04</u>
➤ Total Claims	<u>\$ 130,183.42</u>
 - c. Res 12-03-24-104 – Approving 2025 Solid Waste Hauler Licenses (21)**
 - d. Res 12-03-24-105 - Selecting Write-In Counting Process for Local Offices (22)**
 - e. Res 12-03-24-106 – Designating 2025 Election Polling Location (23)**
 - f. Res 12-03-24-107 – Approving Personnel Actions (24)**
 - g. Res 12-03-24-110 – Approving Maintenance Agreement with St. Michael (28)**
 - h. Res 12-03-24-111 – Accepting Donation (31)**
 - i. Res 12-03-24-112 – Declaring 1998 Fire Vehicle Surplus and Authorizing Auction (32)**
- 4. Citizen’s Forum**
- 5. Public Hearings**
 - a. 2024 Truth in Taxation Presentation and Public Comment (33)**
- 6. New Business**
 - a. Res 12-03-24-108 – Adopting 2025 Final Budget & Levy (51)**
 - b. Res 12-03-24-109 – Approving Veolia Budget (69)**
 - c. Ordinance 2024-08 – Amending Zoning Ordinance to Add Place of Worship (71)**
- 7. Reports**
- 8. Adjournment**

To: Mayor Kauffman & Members of the Hanover City Council
From: Jennifer Nash, City Administrator
Date: November 27, 2024
Re: Review of Tuesday, December 3, 2024 City Council Agenda

1. Call to Order/Pledge of Allegiance: 7:00 pm

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 November 19, 2024 Council Work Session Meeting (4)

b. Approve Claims as Presented: (6)

➤ Claims	\$ 107,595.39
➤ Payroll	\$ 13,741.95
➤ P/R taxes & Exp	\$ 5,213.04
➤ Other Claims	\$ 3,633.04
➤ Total Claims	<u>\$ 130,183.42</u>

c. Res 12-03-24-104 – Approving 2025 Solid Waste Hauler Licenses (21)

d. Res 12-03-24-105 - Selecting Write-In Counting Process for Local Offices (22)

e. Res 12-03-24-106 – Designating 2025 Election Polling Location (23)

f. Res 12-03-24-107 – Approving Personnel Actions (24)

g. Res 12-03-24-110 – Approving Maintenance Agreement with St. Michael (28)

h. Res 12-03-24-111 – Accepting Donation (31)

i. Res 12-03-24-112 – Declaring 1998 Fire Vehicle Surplus and Authorizing Auction (32)

4. Citizen’s Forum

5. Public Hearings

a. 2024 Truth in Taxation Presentation and Public Comment (33)

Enclosed is a presentation for the annual truth in taxation public comment period. Residents will be provided an opportunity to ask questions or give comments on the 2025 budget and levy prior to adoption.

6. New Business

a. Res 12-03-24-108 – Adopting 2025 Final Budget & Levy (51)

Enclosed are a resolution and documents approving the 2025 Final Budget & Levy. The cover memo describes preliminary budget and updates. The City tax rate is projected to decrease in 2025 with this budget.

b. Res 12-03-24-109 – Approving Veolia Budget (69)

Veolia manages the City’s water and sewer utilities. Enclosed is a resolution approving Veolia’s operations and maintenance budget for 2024.

c. Ordinance 2024-08 – Amending Zoning Ordinance to Add Place of Worship (71)

Planning Commission discusses appropriate locations within the City’s zoning ordinance to permit places of worship as a use. Attached is a staff report and proposed ordinance adding that language as recommended by Planning Commission.

7. Reports

8. Adjournment

**CITY OF HANOVER
CITY COUNCIL WORK SESSION MEETING
NOVEMBER 19, 2024**

Call to Order:

Mayor Chris Kauffman called the Council Work Session Meeting of Tuesday, November 19, 2024 to order at 7:00 p.m. Present were Mayor Chris Kauffman, Council Members Mike Amery, MaryAnn Hallstein, Greg Zgutowicz, and Tom Dierberger. Also present were City Administrator Jennifer Nash, City Engineer Jenn Edison, City Planner Cindy Nash, Lucinda Spanier, Megan Rogers, Steve Schirmers and Sara Farthing.

Approval of Agenda:

Administrator Nash requested addition of a consent agenda item approving a Laserfiche system project for AP check streamlining as proposed by OPG-3.

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

Consent Agenda:

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

a. Approve Minutes of November 12, 2024 City Council Meeting

b. Approve Claims as Presented:

➤ Claims	\$ 40,914.47
➤ Payroll	\$ 0.00
➤ P/R taxes & Exp.	\$ 0.00
➤ Other Claims	\$ 0.00
➤ Total Claims	<u>\$ 40,914.47</u>

c. Resolution 11-19-24-103 – Approving Personnel Actions

d. Motion to Approve OPG-3 Proposal for Laserfiche AP Check Processing

All in favor. Motion carried.

Public Hearing

a. Resolution 11-19-24-101 – Certifying Special Assessments

Administrator Nash introduced the annual process to hold public hearing ahead of assessing unpaid bills to tax rolls. She noted utilities staff from Veolia continue to work with all the customers on the list to get as many paid ahead of final certification as possible, so this list would be amended if anyone pays their bill ahead of that certification due by December 2nd.

Mayor Kauffman opened the public hearing to receive input on the list of unpaid utility bills proposed to be certified. There was no one present at the time of the meeting for this hearing opportunity. A motion was made by Amery and seconded by Hallstein to close the public hearing. All in favor. Motion carried.

A motion was made by Hallstein and seconded by Zgutowicz to pass Resolution 11-19-24-101 – Certifying Special Assessments. All in favor. Motion carried.

Oakview Ridge Subdivision

a. Resolution 11-19-24-101 – Approving PUD for Oakview Ridge

b. Resolution 11-19-24-102 – Approving Preliminary Plat for Oakview Ridge

Planner Nash introduced the staff report regarding the Planned Unit Development and Preliminary Plat for Oakview Ridge. Lucinda Spanier presented the history and current proposal which includes reducing the lot count from 134 to 90 lots after multiple versions brought back after feedback. In the current proposal, there are two lots at 70 ft due to location abutting the city border, and all of the 55 ft lots back up to Beebe Lake Road.

Discussion ensued regarding setbacks, topography, product types, ponding, landscaping, garage sizes and height restrictions. Gretchen Barrett expressed concerns about the size of the lots backing up to Beebe Lake Road potentially creating a row-home type of look from the roadway, and lack of definition of “villa” in City ordinances. After discussion, Spanier suggested lots 2-10 backing up to Beebe Lake Road could be widened from 55 feet to 60 feet with 10-foot setbacks and a 2nd tree required for landscaping in rear yard on those lots.

A motion was made by Kauffman and seconded by Dierberger to approve Resolution 11-19-24-101 – Approving PUD for Oakview Ridge with updates discussed above for lots 2-10 included as requirements within the resolution. Yes votes by Kauffman, Dierberger, Amery and Hallstein. No vote by Zgutowicz. Vote is 4-1. Motion carried.

A motion was made by Kauffman and seconded by Dierberger to approve Resolution 11-19-24-102 – Approving Preliminary Plat for Oakview Ridge. Yes votes by Kauffman, Dierberger, Amery and Hallstein. No vote by Zgutowicz. Vote is 4-1. Motion carried.

Request for Proposals (RFP) – City Website Development

Administrator Nash presented the staff report and RFP to the Council. Dierberger requested to extend timelines to allow more response time for companies responding. Staff will make these adjustments.

A motion was made by Dierberger and seconded by Hallstein to approve the Request For Proposal (RFP) – City Website Development with extended timelines for response. All in favor. Motion carried.

Goals Setting Session Proposal for 2025

Administrator Nash introduced the proposal for a two-session approach that would start with a staff workshop led by facilitator Phil Kern, and then take that input into a Council workshop.

A motion was made by Amery and seconded by Zgutowicz to approve the 2025 Hanover Strategic Leadership Proposal from facilitator Phil Kern and authorize the City Administrator to execute the agreement on the City’s behalf. All in favor. Motion carried.

Adjournment

A motion was made by Amery and seconded by Zgutowicz to adjourn at 9:43 p.m. All in favor. Motion carried.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Jennifer Nash, City Administrator

HANOVER

11/26/24 11:03 AM

Payments

Page 1

804

Current Period: December 2024

Payments Batch 120324 PAY

\$107,595.39

Refer 635 ADDY, NICOLE

Cash Payment E 100-48205-810 Refunds & Reimburse Hall deposit less fees of \$292.50 due to staff member clean on 11/18/24 \$707.50

Invoice

Transaction Date 11/19/2024 Cash 10100 **Total** \$707.50 ✓

Refer 625 BERGANKDV

Cash Payment E 100-41540-301 Auditing and Acctg Servi Final billing for the 2023 audit of the financial statements \$5,500.00

Invoice 1235893 9/10/2024

Transaction Date 11/19/2024 Cash 10100 **Total** \$5,500.00 ✓

Refer 626 CINTAS

Ck# 004733E 12/3/2024

Cash Payment E 100-43000-215 Shop Supplies PW supplies safety cabinet - Inv 5240482702 \$69.50

Invoice

Cash Payment E 100-41940-310 Other Professional Servi City Hall supplies cabinet in kitcen - Inv 5240482702 \$56.08

Invoice

Transaction Date 11/19/2024 Cash 10100 **Total** \$125.58 ✓

Refer 652 CITY OF ST. MICHAEL

Ck# 004747E 12/3/2024

Cash Payment E 602-43252-310 Other Professional Servi 4TH QTR LIFT STATION FLOWS \$57,612.42

Invoice

Cash Payment E 100-43000-310 Other Professional Servi 4TH QTR COMPOST & BRUSH \$4,500.00

Invoice

Cash Payment E 602-43252-310 Other Professional Servi 4TH QTR ADMIN COSTS PER SEWER CONNECT ANDUSE AGRT \$1,500.00

Invoice

Transaction Date 11/26/2024 Cash 10100 **Total** \$63,612.42 ✓

Refer 647 COMCAST

Cash Payment E 100-43000-321 Telephone PW TELEPHONE 11/23 - 12/22/24 ACCT 8772105620019030 \$249.60

Invoice 11/18/2024

Transaction Date 11/26/2024 Cash 10100 **Total** \$249.60 ✓

Refer 632 CRYSTEEL TRUCK EQUIPMENT

Cash Payment E 100-43000-580 Other Equipment Sprayer on plow for Brine \$10,550.00

Invoice F52699 11/14/2024

Transaction Date 11/19/2024 Cash 10100 **Total** \$10,550.00 ✓

Refer 627 GEVEKO MARKINGS INC.

Ck# 004734E 12/3/2024

Cash Payment E 100-43121-224 Street Maint Materials High Iron Manhole protector kits for PW \$1,225.41

Invoice

Transaction Date 11/19/2024 Cash 10100 **Total** \$1,225.41 ✓

Refer 641 GUIDANCE POINT TECHNOLOGIE

Cash Payment E 100-41600-310 Other Professional Servi Service call to fix Sara's dock, assistance with Randy for email access for Council \$220.00

Invoice

Transaction Date 11/21/2024 Cash 10100 **Total** \$220.00 ✓

Refer 628 HANOVER FIRE RELIEF ASSOCIAT

Cash Payment E 100-42290-125 Other Retirement Contri 2nd Half of 2024 City Contribution to FRA \$8,250.00

Invoice 12/3/2024

Transaction Date 11/19/2024 Cash 10100 **Total** \$8,250.00 ✓

HANOVER

Payments

11/26/24 11:03 AM

Page 2

Current Period: December 2024

Refer	646 Innovative Office Solutions LLC			
Cash Payment	E 100-41570-200	Office Supplies (GENER	DESK CALENDARS	\$7.12
Invoice	4703871	11/26/2024		
Transaction Date	11/26/2024	Cash	10100	Total \$7.12 ✓
Refer	650 LANO EQUIPMENT - LORETTO			
Cash Payment	E 100-45200-220	Repair/Maint Supply (G	TORN BELT ON ZERO TURN	\$127.99
Invoice	03-1119668	11/20/2024		
Transaction Date	11/26/2024	Cash	10100	Total \$127.99 ✓
Refer	639 MARCO TECHNOLOGIES, LLC	Ck# 004743E	12/3/2024	
Cash Payment	E 100-41570-220	Repair/Maint Supply (G	Contract base charge for 11/20 - 12/19/24	\$262.55
Invoice				
Transaction Date	11/20/2024	Cash	10100	Total \$262.55 ✓
Refer	629 MENARDS - BUFFALO			
Cash Payment	E 100-43000-215	Shop Supplies	PW shop supplies - batteries and dustpan	\$69.44
Invoice	18942			
Cash Payment	E 100-43000-226	Sign Repair Materials	PW service cart, step drill bits	\$102.96
Invoice	18891			
Cash Payment	E 100-43000-240	Small Tools and Minor E	PW 1" drill bit and step drill bit set	\$39.97
Invoice	18893			
Cash Payment	E 100-43000-240	Small Tools and Minor E	PW step drill bits, steel racking beam, steel end frame	\$377.80
Invoice	18364			
Cash Payment	E 100-43000-215	Shop Supplies	PW paper towels, flashlights, litezal headlights	\$102.56
Invoice	18170			
Cash Payment	E 100-45200-220	Repair/Maint Supply (G	PW 3 piece tool holder and drill bits	\$67.90
Invoice	19210			
Cash Payment	E 100-45200-220	Repair/Maint Supply (G	PW tripod sprinkler, outlets, trigger nozzle, LED replacements, hydroflex hoses	\$197.28
Invoice	19330			
Transaction Date	11/19/2024	Cash	10100	Total \$957.91 ✓
Refer	638 MODERN CONSTRUCTION			
Cash Payment	E 815-48200-810	Refunds & Reimburse	697 JANSEN AVE - release of landscape escrow - chk reissue #37312	\$2,000.00
Invoice		12/3/2024		
Cash Payment	E 811-48200-810	Refunds & Reimburse	697 JANSEN AVE - release of erosion escrow - chk reissue #37312	\$2,000.00
Invoice		12/3/2024		
Cash Payment	E 817-48200-810	Refunds & Reimburse	697 JANSEN AVE - release of infrastructure escrow - chk reissue #37312	\$1,000.00
Invoice		12/3/2024		
Transaction Date	11/19/2024	Cash	10100	Total \$5,000.00 ✓
Refer	631 NAPA Auto Parts			
Cash Payment	E 100-43000-220	Repair/Maint Supply (G	Sweeper oil for PW	\$43.44
Invoice	407412	11/12/2024		
Cash Payment	E 100-43000-220	Repair/Maint Supply (G	Dual pole sockets and plug for PW	\$97.98
Invoice	571508	11/13/2024		
Cash Payment	E 100-43000-220	Repair/Maint Supply (G	return of 1 dual pole socket and 1 pole plug, purchased roll of tape	-\$84.99
Invoice	571710	11/14/2024		
Cash Payment	E 100-43000-220	Repair/Maint Supply (G	dielectric grease for PW	\$21.99
Invoice	571677	11/14/2024		

HANOVER

11/26/24 11:03 AM

Page 3

Payments

Current Period: December 2024

Cash Payment	E 100-43000-220	Repair/Maint Supply (G	rear and front disc brakes for PW		\$81.26	
Invoice	407699		11/15/2024			
Cash Payment	E 100-45200-220	Repair/Maint Supply (G	Toro ground master for PW		\$29.16	
Invoice	408199		11/20/2024			
Transaction Date	11/19/2024	Cash	10100	Total	\$188.84	✓
Refer	643 Nash, Jennifer		Ck# 004745E 12/3/2024			
Cash Payment	E 100-41435-331	Travel Expenses	mileage to meetings in Albertville & Buffalo, uniform pick up Waverly		\$53.60	
Invoice						
Cash Payment	E 100-41940-321	Telephone	Dec cell phone reimb		\$65.00	
Invoice						
Transaction Date	11/25/2024	Cash	10100	Total	\$118.60	✓
Refer	640 OPG-3, INC					
Cash Payment	E 100-41600-310	Other Professional Servi	Laser Fische Prof Svcs Project		\$2,460.00	
Invoice	8374		11/20/2024			
Transaction Date	11/20/2024	Cash	10100	Total	\$2,460.00	✓
Refer	633 Pratt, Charlene					
Cash Payment	E 100-48205-810	Refunds & Reimburse	Hall rental canceled for 11/29-11/30/24		\$1,300.00	
Invoice						
Transaction Date	11/19/2024	Cash	10100	Total	\$1,300.00	✓
Refer	644 ROCKFORD TOWNSHIP					
Cash Payment	E 100-43122-224	Street Maint Materials	DUST CONTROL 2024 - DIVISION ST E 812.5 GALLONS		\$942.50	
Invoice	626		11/20/2024			
Transaction Date	11/25/2024	Cash	10100	Total	\$942.50	✓
Refer	634 Safe-Fast Inc					
Cash Payment	E 100-43000-215	Shop Supplies	spare safety vest for PW - qty 2 small		\$21.90	
Invoice	295713		8/28/2024			
Cash Payment	E 100-43000-215	Shop Supplies	spare safety vests for PW - qty 2 medium		\$21.90	
Invoice	295713		8/28/1994			
Cash Payment	E 100-43000-215	Shop Supplies	rubber gloves and 5 mesh shirts fpr PW		\$130.90	
Invoice	294845		8/9/2024			
Transaction Date	11/19/2024	Cash	10100	Total	\$174.70	✓
Refer	651 Sign Solutions USA LLC					
Cash Payment	E 100-43000-226	Sign Repair Materials	2 - 30" X 9" SIGNS		\$52.72	
Invoice	414917		11/18/2024			
Transaction Date	11/26/2024	Cash	10100	Total	\$52.72	✓
Refer	649 Sweeper Services LLC					
Cash Payment	E 603-43000-221	Equipment Parts	STORM WATER SWEEPER FIX		\$826.80	
Invoice	24118		11/19/2024			
Transaction Date	11/26/2024	Cash	10100	Total	\$826.80	✓
Refer	645 VIKING SEWER & DARIN CLEANIN					
Cash Payment	E 100-41940-210	Operating Supplies (GE	SEWER BACK UP IN DRAINS IN KITCHEN & BATHROOMS		\$245.00	
Invoice	993401388		11/8/2024			
Transaction Date	11/26/2024	Cash	10100	Total	\$245.00	✓
Refer	648 WRIGHT-HENNEPIN COOPERATIV		Ck# 004746E 12/3/2024			

HANOVER

11/26/24 11:03 AM

Page 4

Payments

Current Period: December 2024

Cash Payment	E 100-45200-381	Electric Utilities	ACCT 150-1680-9998 PARKS ELECTRIC UTILITY	\$20.72
Invoice				
Cash Payment	E 100-45200-381	Electric Utilities	ACCT 150-1470-4100 EAGLE VIEW PARK ELECTRIC UTILITY	\$19.11
Invoice				
Cash Payment	E 100-43000-310	Other Professional Servi	ACCT 150-1693-1160 PW ELECTRIC UTILITY	\$52.90
Invoice				
Transaction Date	11/26/2024	Cash	10100	Total \$92.73
Refer	637 XCEL ENERGY		Ck# 004736E 12/3/2024	
Cash Payment	E 100-42280-381	Electric Utilities	Acct 51-8918630-5 Fire Dept 10/6 - 11/4/24	\$297.01
Invoice				
Cash Payment	E 100-41940-381	Electric Utilities	Acct 51-8918630-5 City Hall 10/6 - 11/4/24	\$562.22
Invoice				
Cash Payment	E 100-45200-381	Electric Utilities	Acct 51-8918630-5 Bridge Lights 10/6 - 10/4/24	\$26.13
Invoice				
Cash Payment	E 100-43160-381	Electric Utilities	Acct 51-8918630-5 209 laBeaux Ave 10/6 11/4/24	\$34.75
Invoice				
Cash Payment	E 100-45200-381	Electric Utilities	Acct 51-8918630-5 Cardinal Park 10/6 - 11/4/24	\$10.28
Invoice				
Cash Payment	E 100-45200-381	Electric Utilities	Acct 51-8918630-5 1033 Mallard St NE 10/6 - 11/4/24	\$8.60
Invoice				
Cash Payment	E 100-43160-381	Electric Utilities	Acct 51- 8918630-5 11149 5th St NE 10/6 - 11/4/24	\$385.81
Invoice				
Cash Payment	E 100-43160-381	Electric Utilities	Acct 51-8918630-5 Auto Protect LGT 10/6 11/4/24	\$9.66
Invoice				
Cash Payment	E 100-43160-381	Electric Utilities	Acct 51-6505410-2 Street Lighting 10/3 11/2/24	\$2,662.07
Invoice				
Transaction Date	11/19/2024	Cash	10100	Total \$3,996.53
Refer	636 ZEP SALES & SERVICE		Ck# 004735E 12/3/2024	
Cash Payment	E 100-41940-210	Operating Supplies (GE	black and clear garbage bags for City Hall	\$307.69
Invoice	9010504849	11/15/2024		
Cash Payment	E 100-41940-210	Operating Supplies (GE	PH perfect cleaner	\$93.20
Invoice	9010522353	11/20/2024		
Transaction Date	11/19/2024	Cash	10100	Total \$400.89

Fund Summary

	10100 Cash
100 GENERAL FUND	\$42,656.17
602 SEWER ENTERPRISE FUND	\$59,112.42
603 STORM WATER ENTERPRISE FUND	\$826.80
811 EROSION CONTROL ESCROW FUND	\$2,000.00
815 LANDSCAPE ESCROW FUND	\$2,000.00
817 INFRASTRUCTURE ESCROW FUND	\$1,000.00
	<u>\$107,595.39</u>

Pre-Written Checks	\$69,834.71
Checks to be Generated by the Computer	\$37,760.68
Total	\$107,595.39

HANOVER

11/26/24 1:35 PM

Page 1

***Check Summary Register©**

Batch: 120324 PAY

Name	Check Date	Check Amt	
10100 Cash			
4733e Cintas Corp.	12/3/2024	\$125.58	PW supplies safety cabinet - Inv 5240482702
4734e GEVEKO MARKINGS INC.	12/3/2024	\$1,225.41	High Iron Manhole protector kits for PW
4735e Acuity Specialty Products, Inc	12/3/2024	\$400.89	black and clear garbage bags for City Hall
4736e XCEL ENERGY	12/3/2024	\$3,996.53	Acct 51-8918630-5 Fire Dept 10/6 - 11/4/24
4743e MARCO	12/3/2024	\$262.55	Contract base charge for 11/20 - 12/19/24
4745e Nash, Jennifer	12/3/2024	\$118.60	mileage to meetings in Albertville & Buffalo, uni
4746e Wright-Hennepin Coop Electric	12/3/2024	\$92.73	ACCT 150-1680-9998 PARKS ELECTRIC UTI
4747e CITY OF ST. MICHAEL	12/3/2024	\$63,612.42	4TH QTR LIFT STATION FLOWS
38099 ADDY, NICOLE	12/3/2024	\$707.50	Hall deposit less fees of \$292.50 due to staff m
38100 BERGAN KDV	12/3/2024	\$5,500.00	Final billing for the 2023 audit of the financial st
38101 COMCAST	12/3/2024	\$249.60	PW TELEPHONE 11/23 - 12/22/24 ACCT 877
38102 CRYSTEEL TRUCK EQUIPMENT	12/3/2024	\$10,550.00	Sprayer on plow for Brine
38103 Guidance Point Technologies	12/3/2024	\$220.00	Service call to fix Sara's dock, assistance with
38104 HANOVER FIRE RELIEF ASSOC	12/3/2024	\$8,250.00	2nd Half of 2024 City Contribution to FRA
38105 Innovative Office Solutions LL	12/3/2024	\$7.12	DESK CALENDARS
38106 LANO EQUIPMENT - LORETTO	12/3/2024	\$127.99	TORN BELT ON ZERO TURN
38107 MENARDS - BUFFALO	12/3/2024	\$957.91	PW shop supplies - batteries and dustpan
38108 MODERN CONSTRUCTION OF M	12/3/2024	\$5,000.00	697 JANSEN AVE - release of landscape escr
38109 NAPA Auto Parts	12/3/2024	\$188.84	Sweeper oil for PW
38110 OPG-3, INC	12/3/2024	\$2,460.00	Laser Fische Prof Svcs Project
38111 Pratt, Charlene	12/3/2024	\$1,300.00	Hall rental canceled for 11/29-11/30/24
38112 Rockford Township	12/3/2024	\$942.50	DUST CONTROL 2024 - DIVISION ST E 812.5
38113 Safe-Fast Inc	12/3/2024	\$174.70	spare safety vest for PW - qty 2 small
38114 Sign Solutions USA LLC	12/3/2024	\$52.72	2 - 30" X 9" SIGNS
38115 Sweeper Services LLC	12/3/2024	\$826.80	STORM WATER SWEEPER FIX
38116 VIKING SEWER & DARIN CLEANI	12/3/2024	\$245.00	SEWER BACK UP IN DRAINS IN KITCHEN &
	Total Checks	\$107,595.39	

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

Fund	2024 Begin Balance	Receipts	Disbursements	Transfers	Journal Entries	Payroll JEs	Balance	
-								
100 - GENERAL FUND	\$0.00			0			\$0.00	In Balance
107 - FIRE DEPT DONATIONS FUND	\$0.00			0			\$0.00	In Balance
205 - EDA BUSINESS INCENTIVE FUN	\$0.00			0			\$0.00	In Balance
409 - MAHLER PIT - 15TH ST IMP FUN	\$0.00			0			\$0.00	In Balance
418 - STREET CAPITAL PROJ FUND	\$0.00			0			\$0.00	In Balance
601 - WATER ENTERPRISE FUND	\$0.00			0			\$0.00	In Balance
602 - SEWER ENTERPRISE FUND	\$0.00			0			\$0.00	In Balance
603 - STORM WATER ENTERPRISE F	\$0.00			0			\$0.00	In Balance
818 - MISC ESCROWS FUND	\$0.00			0			\$0.00	In Balance
10100 - Cash								
100 - GENERAL FUND	\$1,666,363.83	\$1,567,909.55	(\$1,434,150.36)	0	(\$508,351.80)	(\$355,399.97)	\$936,371.25	In Balance
104 - AMERICAN RESCUE PLAN ACT	\$396,170.19		(\$383,252.80)	0	\$10,059.09		\$22,976.48	In Balance
105 - PUBLIC SAFETY AID	\$157,975.00			0	\$4,717.84		\$162,692.84	In Balance
107 - FIRE DEPT DONATIONS FUND	\$55,168.96	\$8,150.00	(\$17,652.81)	0	\$1,927.84		\$47,593.99	In Balance
201 - EDA SPECIAL REVENUE FUND	\$196,635.65	\$33,312.20	(\$1,500.00)	0	(\$1,671.29)	(\$16,588.98)	\$210,187.58	In Balance
205 - EDA BUSINESS INCENTIVE FUN	\$244,738.23	\$26,661.59		0	\$10,160.95		\$281,560.77	In Balance
311 - 2008A GO CIP REFUNDING BON	\$0.00			0			\$0.00	In Balance
312 - 2009A GO IMP REFUNDING BON	\$0.00			0			\$0.00	In Balance
313 - 2010 GO EQUIPMENT CERTIFIC	\$0.00			0			\$0.00	In Balance
314 - 2011A GO IMP CROSSOVER RE	\$504,120.72			0	\$19,777.16		\$523,897.88	In Balance
315 - 2016A GO CIP BOND	\$127,614.84	\$54,217.00	(\$16,635.00)	0	(\$84,796.39)		\$80,400.45	In Balance
401 - GENERAL CAPITAL PROJECTS	\$606,148.07	\$1,880.57	(\$21,039.27)	0	\$53,356.62		\$640,345.99	In Balance
402 - PARKS CAPITAL PROJECTS	\$187,860.67	\$18,845.00	(\$12,483.00)	0	\$109,947.51		\$304,170.18	In Balance
403 - FIRE DEPT CAPITAL FUND	\$142,340.67	\$38,513.10		0	(\$9,071.13)		\$171,782.64	In Balance
404 - HISTORICAL CAPITAL PROJ FU	\$0.00			0			\$0.00	In Balance
405 - PARK DEDICATION FEE	\$841,975.25	\$251,944.00	(\$16,544.71)	0	\$37,044.53		\$1,114,419.07	In Balance
406 - CHARITABLE GAMBLING PROC	\$39,709.51	\$19,567.77	(\$7,753.32)	0	(\$7,108.65)		\$44,415.31	In Balance
407 - TIF REDEV DIST #1	\$18,024.38	\$5,054.25		0	(\$5,702.34)		\$17,376.29	In Balance
409 - MAHLER PIT - 15TH ST IMP FUN	\$141,964.21	\$30,645.30		0	\$6,691.74		\$179,301.25	In Balance
411 - FACILITIES CAPITAL PROJ FUN	\$15,384.13	\$5,000.00		0	\$724.84		\$21,108.97	In Balance
417 - EQUIPMENT CAPITAL FUND	\$41,309.99	\$30,000.00		0	\$2,348.48		\$73,658.47	In Balance

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

Fund	2024 Begin Balance	Receipts	Disbursements	Transfers	Journal Entries	Payroll JEs	Balance	
418 - STREET CAPITAL PROJ FUND	\$905,026.46	\$4,322,879.61	(\$1,168,718.57)	0	\$430,384.81		\$4,489,572.31	In Balance
601 - WATER ENTERPRISE FUND	\$1,342,115.50	\$360,206.85	(\$240,601.73)	0	\$24,985.56	(\$5,529.67)	\$1,481,176.51	In Balance
602 - SEWER ENTERPRISE FUND	\$1,175,373.79	\$827,320.81	(\$740,446.19)	0	(\$26,901.07)	(\$5,529.44)	\$1,229,817.90	In Balance
603 - STORM WATER ENTERPRISE F	\$326,246.16	\$55,798.95	(\$14,568.67)	0	\$11,401.49		\$378,877.93	In Balance
611 - WATER CAPITAL IMP FUND	\$551,783.62	\$76,099.46		0	\$22,988.18		\$650,871.26	In Balance
612 - SEWER CAPITAL IMP FUND	\$3,065,233.35	\$189,343.00		0	\$123,575.88		\$3,378,152.23	In Balance
613 - STORM WATER CAPITAL IMP F	\$1,285,146.38	\$101,655.97		0	\$51,951.94		\$1,438,754.29	In Balance
701 - RIVER ROAD CEMETERY	\$36,999.43			0			\$36,999.43	In Balance
702 - CSAH 19 CEMETERY	\$29,026.00	\$1,000.00		0			\$30,026.00	In Balance
804 - SCHENDELS FIELD ESC FUND	\$0.00			0			\$0.00	In Balance
809 - BRIDGES AT HANOVER ESC FU	\$0.00			0			\$0.00	In Balance
810 - BUILDING PERMITS ESCROW F	\$335,001.00	\$245,000.00	(\$360,659.46)	0			\$219,341.54	In Balance
811 - EROSION CONTROL ESCROW F	\$24,123.53		\$0.00	0			\$24,123.53	In Balance
815 - LANDSCAPE ESCROW FUND	\$17,900.65		\$0.00	0			\$17,900.65	In Balance
817 - INFRASTRUCTURE ESCROW F	\$9,500.00		\$0.00	0			\$9,500.00	In Balance
818 - MISC ESCROWS FUND	\$28,408.32	\$113,500.06	(\$101,890.06)	0	\$50,685.83		\$90,704.15	In Balance
820 - BRIDGES TOWNHOMES ESC FU	\$3,880.44		(\$329.00)	0	\$144.25		\$3,695.69	In Balance
821 - QUAIL PASS 2ND ADD ESCROW	\$0.00			0			\$0.00	In Balance
823 - CROW RVR HTS WEST 3RD / BA	\$0.00			0			\$0.00	In Balance
824 - CROW RVR HTS WEST 3RD PH	\$0.00			0			\$0.00	In Balance
825 - CROW RVR HTS FUT WEST PLA	\$0.00			0			\$0.00	In Balance
826 - CROW RVR HTS 4TH ADD FINL	\$0.00			0			\$0.00	In Balance
827 - HANOVER COVE PRELIMINARY	\$0.00			0			\$0.00	In Balance
828 - CROW RVR HTS 4TH DEVEL AG	\$0.00			0			\$0.00	In Balance
829 - RIVER TOWN VILLAS DEVEL AG	\$19,770.40		(\$4,962.50)	0	\$258.91		\$15,066.81	In Balance
830 - FEHN COMP 15TH ST DEVEL AG	\$0.00			0			\$0.00	In Balance
831 - RIVERS EDGE DEVEL AGRMT	\$38.22		(\$38.22)	0	\$0.36		\$0.36	In Balance
832 - CROW RVR HTS 5TH DEVEL AG	\$28,786.76		(\$29,758.40)	0	\$1,173.16		\$201.52	In Balance
833 - RIVERS EDGE 2 DEVEL AGRMT	\$8,156.38		(\$952.00)	0	(\$2,022.78)		\$5,181.60	In Balance
834 - CROW RVR HTS 6TH DEVEL AG	\$4,046.82	\$18,567.93	(\$14,313.50)	0	(\$5,161.75)		\$3,139.50	In Balance
835 - RIVERS EDGE 3 DEVEL AGRMT	\$11,375.11		(\$3,556.75)	0	\$341.10		\$8,159.46	In Balance
836 - RIVERS EDGE 4 DEVEL AGRMT	\$39,551.51		(\$6,609.00)	0	(\$6,072.64)		\$26,869.87	In Balance

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

Fund	2024 Begin Balance	Receipts	Disbursements	Transfers	Journal Entries	Payroll JEs	Balance	
837 - RIVER LANDING DEVEL AGRMT	\$85,303.27		(\$7,259.25)	0	(\$71,611.41)		\$6,432.61	In Balance
838 - RIVERS EDGE 5 DEVEL AGRMT	\$0.00	\$55,000.00	(\$22,980.25)	0	\$1,374.75		\$33,394.50	In Balance
839 - CROW RVR HTS 7TH DEVEL AG	\$0.00	\$175,000.00	(\$1,438.00)	0	\$1,251.83		\$174,813.83	In Balance
900 - INTEREST	\$0.00	\$620,988.90		0	(\$620,988.90)		\$0.00	In Balance
	<u>\$14,716,297.40</u>	<u>\$9,254,061.87</u>	<u>(\$4,630,092.82)</u>	<u>\$0.00</u>	<u>(\$372,185.50)</u>	<u>(\$383,048.06)</u>	<u>\$18,585,032.89</u>	

Revenue Budget Report - General Fund

Source Alt Code	Account Descr	December 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	\$9,232.42	\$15,000.00	\$5,767.58	61.55%
TAXES		\$0.00	\$855,821.72	\$1,590,972.00	\$735,150.28	53.79%
SERVICE	R 100-34000 Charges for Services	\$0.00	\$5,958.20	\$5,500.00	-\$458.20	108.33%
SERVICE	R 100-34101 City Hall Rent Revenue	\$0.00	\$26,200.00	\$20,000.00	-\$6,200.00	131.00%
SERVICE	R 100-34107 Assessment Search Fees	\$0.00	\$650.00	\$700.00	\$50.00	92.86%
SERVICE	R 100-34108 Administrative Fees	\$0.00	\$2,963.00	\$5,000.00	\$2,037.00	59.26%
SERVICE	R 100-34109 Copies/Faxes	\$0.00	\$16.00	\$25.00	\$9.00	64.00%
SERVICE	R 100-34206 Other Public Safety Charges	\$0.00	\$708.00	\$0.00	-\$708.00	0.00%
SERVICE	R 100-34207 Fire Protection Services	\$0.00	\$104,335.51	\$151,061.00	\$46,725.49	69.07%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$0.00	\$6,146.71	\$9,300.00	\$3,153.29	66.09%
SERVICE	R 100-34780 Park Rental Fees	\$0.00	\$2,686.66	\$2,500.00	-\$186.66	107.47%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$950.00	\$0.00	-\$950.00	0.00%
SERVICE		\$0.00	\$150,614.08	\$194,086.00	\$43,471.92	77.60%
MISC	R 100-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$0.00	\$8,169.82	\$100.00	-\$8,069.82	8169.82%
MISC	R 100-36210 Interest Earnings	\$0.00	\$54,393.47	\$0.00	-\$54,393.47	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	\$887.00	\$0.00	-\$887.00	0.00%
MISC	R 100-36250 Damage Deposits	\$0.00	\$25,200.00	\$15,000.00	-\$10,200.00	168.00%
MISC	R 100-36260 Refunds or Reimbursement	\$0.00	\$16,219.78	\$0.00	-\$16,219.78	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		\$0.00	\$109,227.17	\$15,100.00	-\$94,127.17	723.36%
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	\$0.00	\$6,882.06	\$1,000.00	-\$5,882.06	688.21%
LIC PERM	R 100-32210 Building Permits	\$0.00	\$271,705.24	\$200,000.00	-\$71,705.24	135.85%
LIC PERM	R 100-32240 Animal Licenses	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LIC PERM	R 100-32260 Solid Waste Hauler Licenses	\$0.00	\$1,000.00	\$1,250.00	\$250.00	80.00%
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		\$0.00	\$286,540.30	\$209,170.00	-\$77,370.30	136.99%
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	\$75,461.57	\$50,000.00	-\$25,461.57	150.92%
INTGOVT	R 100-33426 State Police Aid	\$0.00	\$8,899.03	\$7,100.00	-\$1,799.03	125.34%
INTGOVT	R 100-33610 County Grants/Aid for Road	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT		\$0.00	\$215,917.60	\$249,476.00	\$33,558.40	86.55%
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	\$6,235.38	\$3,300.00	-\$2,935.38	188.95%
FINES		\$0.00	\$6,235.38	\$3,300.00	-\$2,935.38	188.95%
100 GENERAL FUND		\$0.00	\$1,624,356.25	\$2,262,104.00	\$637,747.75	71.81%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	December 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	\$0.00	\$2,568.00	\$7,500.00	\$4,932.00	34.24%
COUNCIL	E 100-41110-331 Travel Expenses	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$0.00	\$60.00	\$60,000.00	\$59,940.00	0.10%
41110 Council		\$0.00	\$7,660.64	\$85,495.00	\$77,834.36	8.96%
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	\$0.00	\$92,702.20	\$99,643.00	\$6,940.80	93.03%
CITYADM	E 100-41400-121 PERA	\$0.00	\$7,120.35	\$7,473.00	\$352.65	95.28%
CITYADM	E 100-41400-122 FICA	\$0.00	\$5,631.77	\$6,178.00	\$546.23	91.16%
CITYADM	E 100-41400-123 Medicare	\$0.00	\$1,317.05	\$1,445.00	\$127.95	91.15%
CITYADM	E 100-41400-134 Employer Paid Life	\$0.00	\$762.87	\$865.00	\$102.13	88.19%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$0.00	\$8,704.63	\$9,240.00	\$535.37	94.21%
CITYADM	E 100-41400-208 Training and Instructio	\$0.00	\$2,919.00	\$3,500.00	\$581.00	83.40%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$0.00	\$81.80	\$500.00	\$418.20	16.36%
41400 City Administrator		\$0.00	\$119,239.67	\$128,844.00	\$9,604.33	92.55%
41410 Elections						
ELECTION	E 100-41410-101 Full-Time Employees R	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELECTION	E 100-41410-122 FICA	\$0.00	\$0.00	\$372.00	\$372.00	0.00%
ELECTION	E 100-41410-123 Medicare	\$0.00	\$0.00	\$87.00	\$87.00	0.00%
ELECTION	E 100-41410-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELECTION	E 100-41410-200 Office Supplies (GENE	\$0.00	\$1,074.35	\$1,000.00	-\$74.35	107.44%
ELECTION	E 100-41410-310 Other Professional Ser	\$0.00	\$7,469.54	\$6,000.00	-\$1,469.54	124.49%
ELECTION	E 100-41410-351 Legal Notices Publishin	\$0.00	\$118.13	\$150.00	\$31.87	78.75%
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	\$205.87	\$3,000.00	\$2,794.13	6.86%
41410 Elections		\$0.00	\$8,867.89	\$13,609.00	\$4,741.11	65.16%
41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$0.00	\$53,036.54	\$68,603.00	\$15,566.46	77.31%
CLERICAL	E 100-41430-103 Part-Time Employees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CLERICAL	E 100-41430-121 PERA	\$0.00	\$3,973.15	\$5,145.00	\$1,171.85	77.22%
CLERICAL	E 100-41430-122 FICA	\$0.00	\$3,318.49	\$4,253.00	\$934.51	78.03%
CLERICAL	E 100-41430-123 Medicare	\$0.00	\$776.10	\$995.00	\$218.90	78.00%
CLERICAL	E 100-41430-134 Employer Paid Life	\$0.00	\$377.03	\$570.00	\$192.97	66.15%
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	\$0.00	\$6,059.02	\$8,400.00	\$2,340.98	72.13%
CLERICAL	E 100-41430-208 Training and Instructio	\$0.00	\$1,026.00	\$3,500.00	\$2,474.00	29.31%
CLERICAL	E 100-41430-306 Dues & Subscriptions	\$0.00	\$431.80	\$100.00	-\$331.80	431.80%
CLERICAL	E 100-41430-310 Other Professional Ser	\$0.00	\$5,179.41	\$0.00	-\$5,179.41	0.00%
41430 Clerical Staff		\$0.00	\$74,177.54	\$91,566.00	\$17,388.46	81.01%
41435 Staff Expenses						

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	December 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 YTD Balance	%YTD Budget
STAFFEXP	E 100-41435-260 Uniforms	\$0.00	\$358.00	\$400.00	\$42.00	89.50%
STAFFEXP	E 100-41435-310 Other Professional Ser	\$0.00	\$779.42	\$500.00	-\$279.42	155.88%
STAFFEXP	E 100-41435-331 Travel Expenses	\$53.60	\$2,707.80	\$3,500.00	\$792.20	77.37%
41435	Staff Expenses	\$53.60	\$3,845.22	\$4,400.00	\$554.78	87.39%
41530	Accounting					
ACCTING	E 100-41530-101 Full-Time Employees R	\$0.00	\$15,251.04	\$58,362.00	\$43,110.96	26.13%
ACCTING	E 100-41530-121 PERA	\$0.00	\$1,143.83	\$4,377.00	\$3,233.17	26.13%
ACCTING	E 100-41530-122 FICA	\$0.00	\$848.30	\$3,618.00	\$2,769.70	23.45%
ACCTING	E 100-41530-123 Medicare	\$0.00	\$198.37	\$846.00	\$647.63	23.45%
ACCTING	E 100-41530-134 Employer Paid Life	\$0.00	\$0.00	\$486.00	\$486.00	0.00%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$0.00	\$0.00	\$7,140.00	\$7,140.00	0.00%
ACCTING	E 100-41530-208 Training and Instructio	\$0.00	\$258.00	\$1,000.00	\$742.00	25.80%
ACCTING	E 100-41530-306 Dues & Subscriptions	\$0.00	-\$30.00	\$200.00	\$230.00	-15.00%
ACCTING	E 100-41530-310 Other Professional Ser	\$0.00	\$24,430.00	\$5,435.00	-\$18,995.00	449.49%
41530	Accounting	\$0.00	\$42,099.54	\$81,464.00	\$39,364.46	51.68%
41540	Auditing					
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$5,500.00	\$23,650.00	\$23,500.00	-\$150.00	100.64%
41540	Auditing	\$5,500.00	\$23,650.00	\$23,500.00	-\$150.00	100.64%
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	\$7.12	\$2,509.09	\$4,500.00	\$1,990.91	55.76%
PURCHASE	E 100-41570-205 Bank Fees	\$0.00	\$209.47	\$400.00	\$190.53	52.37%
PURCHASE	E 100-41570-207 Computer Supplies	\$0.00	\$5,042.25	\$8,000.00	\$2,957.75	63.03%
PURCHASE	E 100-41570-220 Repair/Maint Supply (\$262.55	\$5,851.09	\$7,000.00	\$1,148.91	83.59%
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	\$269.67	\$15,112.41	\$23,400.00	\$8,287.59	64.58%
41600	Computer					
COMPUTER	E 100-41600-310 Other Professional Ser	\$2,680.00	\$12,092.11	\$10,000.00	-\$2,092.11	120.92%
41600	Computer	\$2,680.00	\$12,092.11	\$10,000.00	-\$2,092.11	120.92%
41610	City Attorney					
CITYATNY	E 100-41610-304 Legal Fees	\$0.00	\$11,152.63	\$20,000.00	\$8,847.37	55.76%
41610	City Attorney	\$0.00	\$11,152.63	\$20,000.00	\$8,847.37	55.76%
41910	Planning and Zoning					
PLANZONG	E 100-41910-310 Other Professional Ser	\$0.00	\$13,482.00	\$30,000.00	\$16,518.00	44.94%
41910	Planning and Zoning	\$0.00	\$13,482.00	\$30,000.00	\$16,518.00	44.94%
41940	General Govt Buildings/Plant					
GOVTBLDG	E 100-41940-210 Operating Supplies (G	\$645.89	\$4,081.76	\$6,000.00	\$1,918.24	68.03%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (\$0.00	\$11,497.72	\$8,000.00	-\$3,497.72	143.72%
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	\$56.08	\$8,610.71	\$15,000.00	\$6,389.29	57.40%
GOVTBLDG	E 100-41940-321 Telephone	\$65.00	\$6,707.91	\$6,900.00	\$192.09	97.22%
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	\$562.22	\$9,599.85	\$15,000.00	\$5,400.15	64.00%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$0.00	\$2,405.89	\$7,000.00	\$4,594.11	34.37%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispo	\$0.00	\$6,451.64	\$7,200.00	\$748.36	89.61%
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	December 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 YTD Balance	%YTD Budget
GOVTBLDG	E 100-41940-560 Furniture and Fixtures	\$0.00	\$99.99	\$3,000.00	\$2,900.01	3.33%
GOVTBLDG	E 100-41940-580 Other Equipment	\$0.00	\$423.89	\$0.00	-\$423.89	0.00%
41940	General Govt Buildings/Plant	\$1,329.19	\$63,720.17	\$83,900.00	\$20,179.83	75.95%
41950	Engineer					
ENGINEER	E 100-41950-303 Engineering Fees	\$0.00	\$8,069.20	\$35,000.00	\$26,930.80	23.05%
41950	Engineer	\$0.00	\$8,069.20	\$35,000.00	\$26,930.80	23.05%
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	\$0.00	\$137.60	\$200.00	\$62.40	68.80%
LEGALPUB	E 100-41970-351 Legal Notices Publishin	\$0.00	\$433.32	\$600.00	\$166.68	72.22%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
41970	Legal Publications	\$0.00	\$2,492.80	\$2,100.00	-\$392.80	118.70%
42000	Public Safety (GENERAL)					
PUBSAFTY	E 100-42000-437 Other Miscellaneous	\$0.00	\$177.86	\$50.00	-\$127.86	355.72%
42000	Public Safety (GENERAL)	\$0.00	\$177.86	\$50.00	-\$127.86	355.72%
42101	Hennepin County Sheriff					
HCSHERIFF	E 100-42101-310 Other Professional Ser	\$0.00	\$73,485.75	\$97,981.00	\$24,495.25	75.00%
42101	Hennepin County Sheriff	\$0.00	\$73,485.75	\$97,981.00	\$24,495.25	75.00%
42102	Wright County Sheriff					
WCSHERIFF	E 100-42102-310 Other Professional Ser	\$0.00	\$152,335.76	\$162,167.00	\$9,831.24	93.94%
42102	Wright County Sheriff	\$0.00	\$152,335.76	\$162,167.00	\$9,831.24	93.94%
42210	Fire Dept Administration					
FIREADMIN	E 100-42210-101 Full-Time Employees R	\$0.00	\$21,767.88	\$26,304.00	\$4,536.12	82.76%
FIREADMIN	E 100-42210-103 Part-Time Employees	\$0.00	\$70,004.36	\$110,000.00	\$39,995.64	63.64%
FIREADMIN	E 100-42210-121 PERA	\$0.00	\$1,659.90	\$1,973.00	\$313.10	84.13%
FIREADMIN	E 100-42210-122 FICA	\$0.00	\$7,089.93	\$8,451.00	\$1,361.07	83.89%
FIREADMIN	E 100-42210-123 Medicare	\$0.00	\$1,658.12	\$1,976.00	\$317.88	83.91%
FIREADMIN	E 100-42210-134 Employer Paid Life	\$0.00	\$157.89	\$154.00	-\$3.89	102.53%
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	\$0.00	\$3,760.52	\$3,660.00	-\$100.52	102.75%
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	\$5,251.00	\$12,000.00	\$6,749.00	43.76%
FIREADMIN	E 100-42210-306 Dues & Subscriptions	\$0.00	\$909.75	\$1,200.00	\$290.25	75.81%
FIREADMIN	E 100-42210-361 General Liability Ins	\$0.00	\$5,448.15	\$5,100.00	-\$348.15	106.83%
42210	Fire Dept Administration	\$0.00	\$132,889.44	\$191,218.00	\$58,328.56	69.50%
42220	Fire Dept Equipment					
FIREEQUIP	E 100-42220-221 Equipment Parts	\$0.00	\$6,816.04	\$6,000.00	-\$816.04	113.60%
FIREEQUIP	E 100-42220-228 Medical Supplies	\$0.00	\$1,502.47	\$1,500.00	-\$2.47	100.16%
FIREEQUIP	E 100-42220-240 Small Tools and Minor	\$0.00	\$37.95	\$1,000.00	\$962.05	3.80%
FIREEQUIP	E 100-42220-260 Uniforms	\$0.00	\$5,861.60	\$18,000.00	\$12,138.40	32.56%
FIREEQUIP	E 100-42220-580 Other Equipment	\$0.00	\$3,774.41	\$5,000.00	\$1,225.59	75.49%
42220	Fire Dept Equipment	\$0.00	\$17,992.47	\$31,500.00	\$13,507.53	57.12%
42240	Fire Dept Training					

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	December 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 YTD Balance	%YTD Budget
FIRETRNG	E 100-42240-208 Training and Instructio	\$0.00	\$9,189.81	\$9,500.00	\$310.19	96.73%
FIRETRNG	E 100-42240-310 Other Professional Ser	\$0.00	\$3,410.57	\$4,000.00	\$589.43	85.26%
FIRETRNG	E 100-42240-331 Travel Expenses	\$0.00	\$303.77	\$3,500.00	\$3,196.23	8.68%
42240	Fire Dept Training	\$0.00	\$12,904.15	\$17,000.00	\$4,095.85	75.91%
42260	Fire Vehicles					
FIREVEH	E 100-42260-212 Motor Fuels	\$0.00	\$2,450.64	\$5,000.00	\$2,549.36	49.01%
FIREVEH	E 100-42260-220 Repair/Maint Supply (\$0.00	\$15,792.33	\$7,000.00	-\$8,792.33	225.60%
FIREVEH	E 100-42260-240 Small Tools and Minor	\$0.00	\$481.29	\$1,000.00	\$518.71	48.13%
FIREVEH	E 100-42260-323 Radio Units	\$0.00	\$4,765.00	\$6,000.00	\$1,235.00	79.42%
FIREVEH	E 100-42260-700 Transfers (GENERAL)	\$0.00	\$0.00	\$30,158.00	\$30,158.00	0.00%
42260	Fire Vehicles	\$0.00	\$23,489.26	\$49,158.00	\$25,668.74	47.78%
42280	Fire Stations and Bldgs					
FIREBLDG	E 100-42280-215 Shop Supplies	\$0.00	\$695.62	\$650.00	-\$45.62	107.02%
FIREBLDG	E 100-42280-220 Repair/Maint Supply (\$0.00	\$1,867.06	\$5,000.00	\$3,132.94	37.34%
FIREBLDG	E 100-42280-321 Telephone	\$0.00	\$1,159.79	\$1,500.00	\$340.21	77.32%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$297.01	\$3,063.99	\$5,500.00	\$2,436.01	55.71%
FIREBLDG	E 100-42280-383 Gas Utilities	\$0.00	\$1,672.31	\$4,500.00	\$2,827.69	37.16%
FIREBLDG	E 100-42280-520 Buildings and Structur	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
42280	Fire Stations and Bldgs	\$297.01	\$8,458.77	\$17,150.00	\$8,691.23	49.32%
42290	Fire Relief Association					
FIRERELIEF	E 100-42290-124 Fire Pension Contributi	\$0.00	\$77,461.57	\$50,000.00	-\$27,461.57	154.92%
FIRERELIEF	E 100-42290-125 Other Retirement Cont	\$8,250.00	\$16,500.00	\$16,500.00	\$0.00	100.00%
FIRERELIEF	E 100-42290-301 Auditing and Acctg Ser	\$0.00	\$6,725.00	\$7,000.00	\$275.00	96.07%
42290	Fire Relief Association	\$8,250.00	\$100,686.57	\$73,500.00	-\$27,186.57	136.99%
42401	Building Inspection Admin					
INSPADMN	E 100-42401-101 Full-Time Employees R	\$0.00	\$32,150.76	\$39,262.00	\$7,111.24	81.89%
INSPADMN	E 100-42401-121 PERA	\$0.00	\$1,917.65	\$2,945.00	\$1,027.35	65.12%
INSPADMN	E 100-42401-122 FICA	\$0.00	\$1,946.76	\$2,434.00	\$487.24	79.98%
INSPADMN	E 100-42401-123 Medicare	\$0.00	\$455.31	\$569.00	\$113.69	80.02%
INSPADMN	E 100-42401-134 Employer Paid Life	\$0.00	\$148.62	\$372.00	\$223.38	39.95%
INSPADMN	E 100-42401-151 Med/Dental Insurance	\$0.00	\$2,842.67	\$5,460.00	\$2,617.33	52.06%
INSPADMN	E 100-42401-310 Other Professional Ser	\$0.00	\$144,649.78	\$94,000.00	-\$50,649.78	153.88%
42401	Building Inspection Admin	\$0.00	\$184,111.55	\$145,042.00	-\$39,069.55	126.94%
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	\$0.00	\$156,671.60	\$168,296.00	\$11,624.40	93.09%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$0.00	\$208.64	\$0.00	-\$208.64	0.00%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$0.00	\$14,990.00	\$17,760.00	\$2,770.00	84.40%
PUBWRKS	E 100-43000-121 PERA	\$0.00	\$11,527.45	\$13,372.00	\$1,844.55	86.21%
PUBWRKS	E 100-43000-122 FICA	\$0.00	\$10,696.15	\$11,054.00	\$357.85	96.76%
PUBWRKS	E 100-43000-123 Medicare	\$0.00	\$2,501.53	\$2,585.00	\$83.47	96.77%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$0.00	\$1,714.29	\$1,593.00	-\$121.29	107.61%
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	\$0.00	\$31,106.23	\$26,400.00	-\$4,706.23	117.88%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	December 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	\$0.00	\$13,174.47	\$16,000.00	\$2,825.53	82.34%
PUBWRKS	E 100-43000-215 Shop Supplies	\$416.20	\$5,846.54	\$10,000.00	\$4,153.46	58.47%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (\$159.68	\$22,314.79	\$15,000.00	-\$7,314.79	148.77%
PUBWRKS	E 100-43000-226 Sign Repair Materials	\$155.68	\$1,378.11	\$1,500.00	\$121.89	91.87%
PUBWRKS	E 100-43000-240 Small Tools and Minor	\$417.77	\$4,769.06	\$10,000.00	\$5,230.94	47.69%
PUBWRKS	E 100-43000-260 Uniforms	\$0.00	\$2,067.76	\$3,000.00	\$932.24	68.93%
PUBWRKS	E 100-43000-310 Other Professional Ser	\$4,552.90	\$21,820.00	\$118,000.00	\$96,180.00	18.49%
PUBWRKS	E 100-43000-321 Telephone	\$249.60	\$4,809.70	\$6,500.00	\$1,690.30	74.00%
PUBWRKS	E 100-43000-325 Taxes	\$0.00	\$89.50	\$200.00	\$110.50	44.75%
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	\$0.00	\$3,770.01	\$9,000.00	\$5,229.99	41.89%
PUBWRKS	E 100-43000-384 Refuse/Garbage Dispo	\$0.00	\$1,956.24	\$0.00	-\$1,956.24	0.00%
PUBWRKS	E 100-43000-520 Buildings and Structur	\$0.00	\$385.00	\$2,000.00	\$1,615.00	19.25%
PUBWRKS	E 100-43000-580 Other Equipment	\$10,550.00	\$17,000.32	\$0.00	-\$17,000.32	0.00%
43000	Public Works (GENERAL)	\$16,501.83	\$330,999.04	\$444,760.00	\$113,760.96	74.42%
43121	Paved Streets					
PAVSTRTS	E 100-43121-224 Street Maint Materials	\$1,225.41	\$43,188.17	\$50,000.00	\$6,811.83	86.38%
43121	Paved Streets	\$1,225.41	\$43,188.17	\$50,000.00	\$6,811.83	86.38%
43122	Unpaved Streets					
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$942.50	\$5,042.50	\$20,000.00	\$14,957.50	25.21%
43122	Unpaved Streets	\$942.50	\$5,042.50	\$20,000.00	\$14,957.50	25.21%
43125	Ice & Snow Removal					
SNOWREMO	E 100-43125-224 Street Maint Materials	\$0.00	\$932.01	\$22,000.00	\$21,067.99	4.24%
43125	Ice & Snow Removal	\$0.00	\$932.01	\$22,000.00	\$21,067.99	4.24%
43160	Street Lighting					
STLGHTG	E 100-43160-381 Electric Utilities	\$3,092.29	\$26,718.70	\$40,000.00	\$13,281.30	66.80%
43160	Street Lighting	\$3,092.29	\$26,718.70	\$40,000.00	\$13,281.30	66.80%
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	\$0.00	\$61,598.36	\$83,000.00	\$21,401.64	74.21%
43245	Recycling: Refuse	\$0.00	\$61,598.36	\$83,000.00	\$21,401.64	74.21%
45186	Senior Center					
SRCENTER	E 100-45186-437 Other Miscellaneous	\$0.00	\$8,221.98	\$12,000.00	\$3,778.02	68.52%
45186	Senior Center	\$0.00	\$8,221.98	\$12,000.00	\$3,778.02	68.52%
45200	Parks (GENERAL)					
PARKS	E 100-45200-212 Motor Fuels	\$0.00	\$3,525.34	\$7,000.00	\$3,474.66	50.36%
PARKS	E 100-45200-220 Repair/Maint Supply (\$422.33	\$6,535.16	\$10,000.00	\$3,464.84	65.35%
PARKS	E 100-45200-225 Landscaping Materials	\$0.00	\$9,541.48	\$15,000.00	\$5,458.52	63.61%
PARKS	E 100-45200-310 Other Professional Ser	\$0.00	\$232.90	\$0.00	-\$232.90	0.00%
PARKS	E 100-45200-381 Electric Utilities	\$84.84	\$880.45	\$3,000.00	\$2,119.55	29.35%
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	\$0.00	\$5,368.91	\$3,000.00	-\$2,368.91	178.96%
45200	Parks (GENERAL)	\$507.17	\$26,084.24	\$38,000.00	\$11,915.76	68.64%
45500	Libraries (GENERAL)					
LIBRARY	E 100-45500-437 Other Miscellaneous	\$0.00	\$15,507.47	\$17,100.00	\$1,592.53	90.69%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	December 2024 Amt	2024 YTD Amt	2024 YTD Budget	2024 YTD Balance	%YTD Budget
45500	Libraries (GENERAL)	\$0.00	\$15,507.47	\$17,100.00	\$1,592.53	90.69%
48205	Damage Deposit Refunds					
	DMGDEPRF E 100-48205-810 Refunds & Reimburse	\$2,007.50	\$23,335.00	\$15,000.00	-\$8,335.00	155.57%
48205	Damage Deposit Refunds	\$2,007.50	\$23,335.00	\$15,000.00	-\$8,335.00	155.57%
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	\$42,656.17	\$2,216,730.15	\$2,262,104.00	\$45,373.85	97.99%

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

RESOLUTION NO 12-03-24-104

APPROVING 2025 SOLID WASTE HAULER LICENSES

WHEREAS, the City issues annual Solid Waste Hauler Licenses; and

WHEREAS, the City’s Ordinance allows six licenses; and

WHEREAS, six applications were received for 2025.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Hanover, Minnesota, hereby issues a Solid Waste Hauler License to the following companies:

- ACE Solid Waste, Inc.
- Curbside Waste, Inc.
- LRS of MN
- Randy’s Sanitation, Inc.
- Republic Services
- Waste Management

Adopted by the City Council this 3rd day of December 2024.

APPROVED BY:

ATTEST:

Chris Kauffman, Mayor

Jennifer Nash, City Administrator

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

RESOLUTION NO 12-03-24-105

RESOLUTION FOR COUNTING WRITE-IN VOTES FOR LOCAL ELECTIVE OFFICE

WHEREAS, pursuant to Minnesota State Statute 204B.09, subdivision 3 allows for the governing body of a statutory or home rule charter city to adopt a resolution governing the counting of write-in votes for local elective office.

WHEREAS, the current write-in vote counting process is overly time consuming and unnecessary. It does not result in a change in election results unless a single write-in candidate receives the most votes for an office.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Hanover, Minnesota, hereby requires that write-in votes for an individual candidate will only be individually recorded if the total number of write-in votes for that office is equal to or greater than the fewest number of non-write-in votes for a ballot candidate.

Adopted by the City Council this 3rd day of December 2024.

APPROVED BY:

ATTEST:

Chris Kauffman, Mayor

Jennifer Nash, City Administrator

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

RESOLUTION NO 12-03-24-106

DESIGNATING 2025 ELECTION POLLING PLACE

WHEREAS, pursuant to Minnesota State Statute 204B.16, cities are required to designate polling places by December 31st of each year.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Hanover, Minnesota, hereby designates Hanover City Hall, 11250 5th St. NE, as the official polling place for Precincts 1 and 2 for 2025 Elections.

Adopted by the City Council this 3rd day of December, 2024.

APPROVED BY:

ATTEST:

Chris Kauffman, Mayor

Jennifer Nash, City Administrator



MEMORANDUM

To: Council Members
From: Personnel Committee Members Chris Kauffman and Greg Zgutowicz
CC: City Administrator Jennifer Nash
Date: November 27, 2024
RE: Personnel Items – Market Review and Resignation

Background

Personnel Committee has reviewed some items and is now bringing recommendations to the full Council for adoption as described below.

Market Review - Wage Scale Adoption for 2025

Council established a wage scale for all City employees in 2022/2023 following analysis of position scoring under pay equity laws and comparison with benchmark communities established at that time. Below are those benchmark communities established by Council in 2022:

- Arlington
- Albertville
- Carver
- Dayton
- Delano
- Glencoe
- Jordan
- LeSueur
- Montrose
- Mayer
- Rockford
- Norwood Young America
- Watertown
- Winsted

Personnel Committee reviewed wage ranges and actual pay rates for comparable positions in the benchmark communities listed above. Recent hiring to fill vacant position demonstrated the uncompetitiveness of the low end of the City's pay ranges within the market for employees. This was also shown when reviewing benchmark data where the low end of the City's scale were lower than benchmarks. While all but one staff position were found to be within appropriate compensation rate for their respective roles, review of ranges did find that the available range for positions did not leave enough room for those positions to continue to grow over time within remaining available steps with continuing successful job performance. Personnel Committee is recommending adjustment to the City's wage scale to ensure those missing growth steps are available for staff who are performing well for the community. Below are features of the recommended pay scale adjustment following review of comparable benchmark communities:

- Remove first 2 uncompetitive steps on the scale (make future postings more attractive; any staff on the removed steps would start at the new step 1 on that grade on January 1)
- Add two steps instead to the end of the scale (encourage ongoing growth and longevity)
- Move Maintenance positions up a grade from 2-3 to 3-4
- Renumber staff on grade and step positions consistent with minimum 5% wage adjustment – area average adjustment at new year for 2025 budget is around 4%, so Hanover's 5% will help make up for falling behind some (all staff and personnel files to receive documentation of new grade/step)

Staff Resignation

Administrative Assistant Randy Russell will be moving to Montana to be closer to family so has resigned his position effective December 13, 2024. Personnel Committee will be discussing options for posting the position soon.

Financial Impact

The draft final budget for 2025 includes this scale adjustment.

Recommendation:

Personnel Committee recommends passing Resolution 12-03-24-107 – Approving Personnel Actions

Attachments

- Resolution 12-03-24-107 – Approving Personnel Actions
 - o 2025 Wage Scale

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

RESOLUTION NO 12-03-24-107

APPROVING PERSONNEL ACTIONS

WHEREAS, Personnel Committee has completed review of their every-other-year market study for staff wages and recommends alteration to the wage scale described below; and

WHEREAS, a resignation has been received from a staff member; and

WHEREAS, the City Administrator and Personnel Committee recommend approval of the actions below.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota hereby authorizes personnel actions listed below:

- Adoption of the attached 2025 wage scale to begin January 1, 2025 with the following features adjusting to market conditions:
 - 5% scale adjustment
 - Add two available steps to top for continuing competitiveness with years of service and remove bottom two uncompetitive steps (any staff on bottom two steps would move up to new step 1 on that grade at January 1)
 - Move Maintenance Worker position up one grade from grades 2-3 to now become grades 3-4
 - Renumber positions to maintain 2024 wage with 5% adjustment at January 1, 2025
- Accept the resignation of Administrative Assistant Randy Russell effective December 13, 2024

Adopted by the City Council this 3rd day of December, 2024.

APPROVED BY:

ATTEST:

Chris Kauffman, Mayor

Jennifer Nash, City Administrator

City of Hanover

Salary Plan Grades & Steps - 2025 Wages (Recommended Updates for January 1)

Range Steps								
	3.000%	3.000%	3.000%	3.000%	3.000%	3.000%	3.000%	3.000%
Grade	1	2	3	4	5	6	7	8
1	\$26.58	\$27.37	\$28.19	\$29.04	\$29.91	\$30.81	\$31.73	\$32.68
2	\$27.90	\$28.74	\$29.60	\$30.49	\$31.41	\$32.35	\$33.32	\$34.32
3	\$28.74	\$29.60	\$30.49	\$31.41	\$32.35	\$33.32	\$34.32	\$35.35
4	\$29.89	\$30.79	\$31.71	\$32.66	\$33.64	\$34.65	\$35.69	\$36.76
5	\$33.48	\$34.48	\$35.52	\$36.58	\$37.68	\$38.81	\$39.97	\$41.17
6	\$36.16	\$37.24	\$38.36	\$39.51	\$40.69	\$41.92	\$43.17	\$44.47
7	\$39.41	\$40.59	\$41.81	\$43.06	\$44.36	\$45.69	\$47.06	\$48.47
8	\$42.96	\$44.25	\$45.57	\$46.94	\$48.35	\$49.80	\$51.29	\$52.83
9	\$46.82	\$48.23	\$49.67	\$51.17	\$52.70	\$54.28	\$55.91	\$57.59
10	\$52.44	\$54.02	\$55.64	\$57.31	\$59.02	\$60.79	\$62.62	\$64.50
11	\$57.16	\$58.88	\$60.64	\$62.46	\$64.34	\$66.27	\$68.25	\$70.30
12	\$62.88	\$64.76	\$66.71	\$68.71	\$70.77	\$72.89	\$75.08	\$77.33
13	\$67.91	\$69.95	\$72.04	\$74.21	\$76.43	\$78.72	\$81.09	\$83.52
14	\$71.30	\$73.44	\$75.65	\$77.92	\$80.25	\$82.66	\$85.14	\$87.69
15	\$74.87	\$77.12	\$79.43	\$81.81	\$84.27	\$86.79	\$89.40	\$92.08

Proposed Changes Shown

Move Maintenance positions up a grade from 2-3 to 3-4

Add two steps to the end of the scale - more motivation & longevity

Remove first 2 uncompetitive steps (staff on those old steps would be moved to new step one - 2 staff members affected)

Adopt new pay scale to include renumbering of individual staff's placement on Grade/Step w/minimum 5% raise

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

RESOLUTION NO 12-03-24-110

APPROVING MAINTENANCE AGREEMENT WITH CITY OF ST. MICHAEL

WHEREAS, the City of Hanover recently approved preliminary plat for a new subdivision to be called Oakview Ridge; and

WHEREAS, the proposed Oakview Ridge neighborhood would span area in both City of Hanover and City of St. Michael; and

WHEREAS, the attached agreement would establish relationship whereby Hanover City staff would provide for maintenance of the smaller portions of City of St. Michael street connecting from Hanover streets with reimbursement from St. Michael until such time that development from the north on the St. Michael side permits their staff to access directly in that way; and

WHEREAS, St. Michael Council and staff have expressed interest in formalizing this agreement between the communities ahead of their approval of preliminary plat; and

WHEREAS, the Hanover City Attorney and city staff have review the proposed agreement and believe it to be a fair arrangement between the communities.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Hanover, Minnesota, hereby approves maintenance agreement between the City of St. Michael and the City of Hanover for the Oakview Ridge proposed neighborhood.

Adopted by the City Council this 3rd day of December, 2024.

APPROVED BY:

ATTEST:

Chris Kauffman, Mayor

Jennifer Nash, City Administrator

**MAINTENANCE AGREEMENT
OAKVIEW RIDGE SUBDIVISION**

This Maintenance Agreement (“Agreement”) is made between the **City of Hanover**, a Minnesota municipal corporation (“Hanover”) and the **City of St. Michael**, a Minnesota municipal corporation (“St. Michael”).

Recitals and Statement of Purpose

WHEREAS, a developer is proposing Oakview Ridge subdivision (“Subdivision”) which incorporates property located in the cities of Hanover and St. Michael;

WHEREAS, there are three proposed streets in the Subdivision that would cross city borders and require coordination of winter maintenance, such as snow plowing and salting (Winter Maintenance”);

WHEREAS, the Subdivision is not currently located adjacent to any existing development in St. Michael;

WHEREAS, St. Michael finds it would be premature to approve the portion of the Subdivision located in the City of St. Michael if St. Michael is required to perform Winter Maintenance of said streets (“Streets”), as it would require snow plows to drive through the Hanover portion of the Subdivision, resulting in operational inefficiencies and additional wear and tear on Hanover infrastructure;

WHEREAS, once development occurs to the north of the Subdivision, St. Michael would then have continuous street connections allowing efficient Winter Maintenance of the Streets;

WHEREAS, Hanover and St. Michael find the proposed Subdivision design to be acceptable and wish to work together to allow Hanover to provide temporary Winter Maintenance of the Streets until such time that St. Michael can access the Streets from the north;

Terms

Winter Maintenance. Hanover shall agree to provide Winter Maintenance as is standard on other Hanover streets once Streets are constructed;

Costs. St. Michael shall pay Hanover for Winter Maintenance on **January 15st** of each year, based on a per lot cost calculation, which will be:

Hanover’s annual Winter Maintenance budget

divided by

the number of parcels in Hanover

times

the number of lots in the St. Michael portion of the Subdivision

Hanover shall notify St. Michael of any changes in cost for following years by June 30 of each calendar year.

Agreement Period. The temporary Winter Maintenance would be in effect until such time that new streets are constructed in St. Michael which abut the north property line of the Subdivision, unless St. Michael provides Hanover notice of termination by July 31 in any given year for the following calendar year.

Primary Contacts

The following individuals will be the primary contacts between Hanover and St. Michael.

City of Hanover
City Administrator
11250 5th Street NE
Hanover, MN 55341
763-497-3777
cityadmin@ci.hanover.mn.us

CITY OF HANOVER

City of St. Michael
Steve Bot, City Administrator
11800 Town Center Dr NE
St. Michael, MN 55376
763-497-2041
steveb@stmichaelmn.gov

CITY OF ST. MICHAEL

By: _____

Jennifer Nash, City Administrator

By: _____

Steven Bot, City Administrator

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

RESOLUTION NO 12-03-24-111

ACCEPTING DONATIONS

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

- Kent and Pamela Baker – \$350 for Ice Rink Flooding

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 on this 3rd day of December 2024.

APPROVED BY:

ATTEST:

Chris Kauffman, Mayor

Jennifer Nash, City Administrator

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

RESOLUTION NO 12-03-24-112

DECLARING FIRE TRUCK SURPLUS AND AUTHORIZING SALE AT AUCTION

WHEREAS, certain property is no longer needed for use by the City of Hanover; and

WHEREAS, this property has no practical use for public service for this organization and the property should be declared as surplus and offered for sale and/or disposal as directed by state statute and/or City ordinance; and

WHEREAS, the property listed below is recommended to be designated as surplus by City staff:

- 1998 Freightliner Rescue Truck

WHEREAS, the City has previously selected online auction through the State’s surplus auction as a method to sell unwanted items and has seen success with the process and proceeds; and

WHEREAS, Council previously authorized this posting in October 2023 with a higher reserve price requested by the Fire Department, and that price was not met leaving the vehicle unsold.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby declares the property above surplus and authorizes City staff to dispose of said property by auction, with the proceeds of such sales being disbursed as according to law.

BE IT ALSO RESOLVED that the City Administrator is authorized to proceed with this sale and the Council is agreeable to the reserve price requested by Fire Department staff of no less than \$40,000 for the sale price for the vehicle.

Adopted by the City Council this 3rd day of December, 2024.

APPROVED BY:

ATTEST:

Chris Kauffman, Mayor

Jennifer Nash, City Administrator



City of Hanover

*2024 Truth in
Taxation Public
Meeting*

December 3, 2024

Truth in Taxation - Public Meeting

Purpose

Held prior to approval of the final budget and levy for the upcoming tax year.

Provide the public with information about the proposed levy and budget.

Give the public an opportunity to ask questions.

Nine Factors that Influence the Total Tax Levy

- Property Market Value
- Tax Capacity
- Property Class Rates
- State Aid
- County Budget/Tax Levy
- School Operating Levy
- School District Voter Approved Debt Obligations
- City Budget/Tax Levy
- Special State Laws; *for example, homestead credits*

How Property Tax System Works

- Assessor sets proposed property values as of January 1 for the following year taxes. Values are based on comparable sales.
- These values are sent to the County Auditor. Auditor then sends property-specific notices to property owners notifying of the value change. Included in the notice is the information about the Board of Review meeting.
- City Council conducts Board of Review meeting in April of each year; this is when residents can question their proposed values.
- Values are then finalized and set for calculating the taxes.
- City and other jurisdictions adopt levy and budgets in December. Tax rates are calculated by County based on the levies adopted by each jurisdiction.

New Residential Construction

Increase in permitting activity 2021-Present = Community Growth

Year	New Single Family	New Townhome/Villa	New Multi-Family	Total New Dwelling Units
2012	13			13
2013	44			44
2014	30			30
2015	18	3		21
2016	28	2	24	54
2017	7	1		8
2018	10	2		12
2019	14	3		17
2020	20	2		22
2021	63	10	24	97
2022	63	15		78
2023	82	2		84
2024	42	9		51 so far*

Hanover Households Data – Estimated Population Increase Since April 2023

(State Demographer + New Construction Building Permits x Average Household Size in Comp Plan)

**New construction permits issued in 2024 as of November 27, 2024*

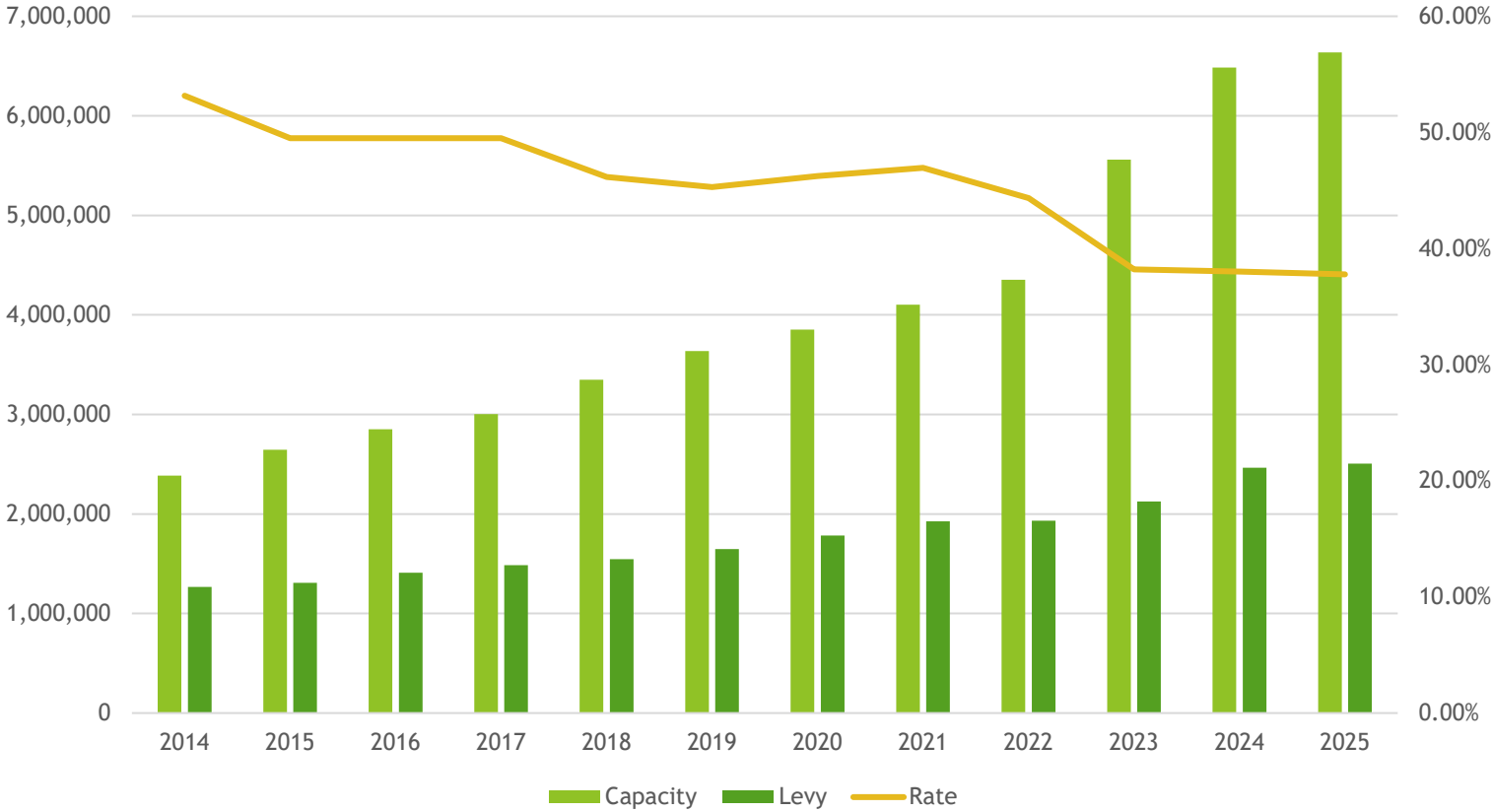
	New Residential Units (Building Permits)	Average Hanover Est. Household size - 3 residents	Estimated Population Increase	Total Population Estimate
April 2023 Households (starting number)	-----	-----	-----	4,089
2023	84	X3	252	4,341
2024	51*	X3	153	4,494

RESIDENTIAL GROWTH - NEW CONSTRUCTION

Effects of Growth on Budget

- ▶ Reduced tax rate for past 4 years in a row, down about 16% over the last twelve years - 53.58% in 2013 to 37.78% proposed for 2025
- ▶ More people and households needing services, but also more households to share in overall needs - need to adjust and balance
- ▶ Increase in levy required to meet needs for larger and still growing population, but Council has held tax rate steady or reduced for last 4 years

Tax Capacity, Tax Levy and Tax Rate Comparison



Notable 2025 Levy Impact Items

- ▶ One New Staff Position - Starting Spring 2025
 - ▶ Planning and Development Coordinator
 - ▶ assist with active development coordination
 - ▶ improve response times & service levels for zoning/permitting items
 - ▶ code enforcement response
 - ▶ take backlog of work off consultants and management for items that don't require their expertise at higher rate

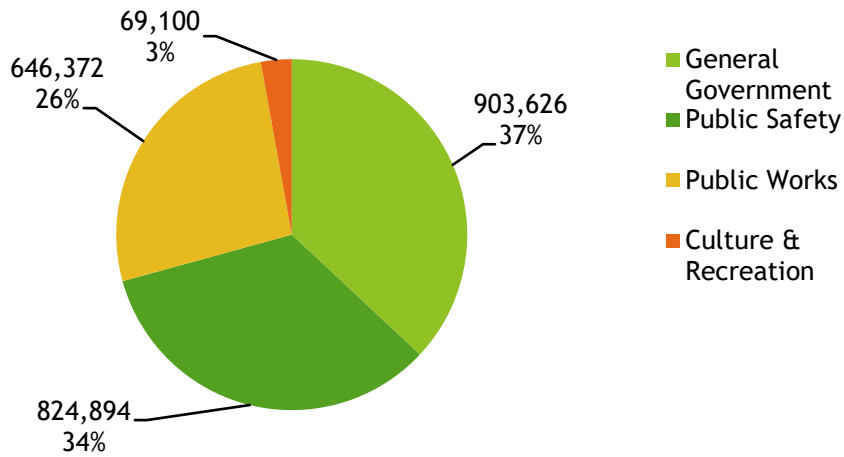
Breakdown of 2025 Preliminary Property Tax Levy

	<u>2024</u>	<u>2025</u>
General Fund Levy	\$1,397,508	\$1,514,389
Fire Protection Levy	\$178,464	\$187,281
Debt Services Levy	\$108,434	\$100,000
<u>Capital Improvement Levy</u>	<u>\$780,508</u>	<u>\$704,998</u>
<u>Total City Levy</u>	<u>\$2,464,914</u>	<u>\$2,506,668</u>
EDA	\$63,452	\$65,716
<u>Total Hanover Property Tax Levy</u>	<u>\$2,528,366</u>	<u>\$2,572,384</u>

Change 2024 to 2025: \$44,018

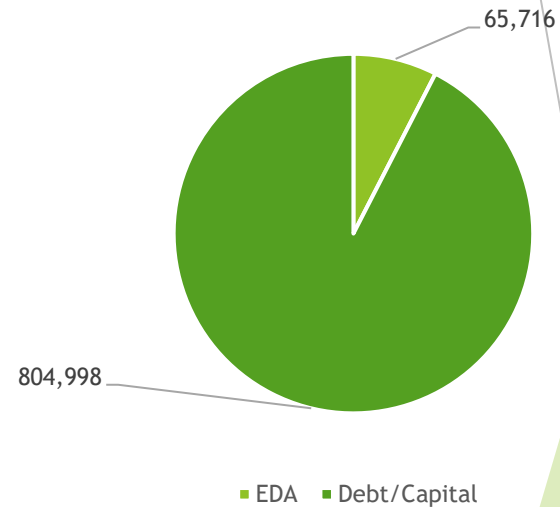
General Fund Expenditures & Other Property Tax Funded Activities

General Fund Expenditures



General Fund Budget
\$2,443,992

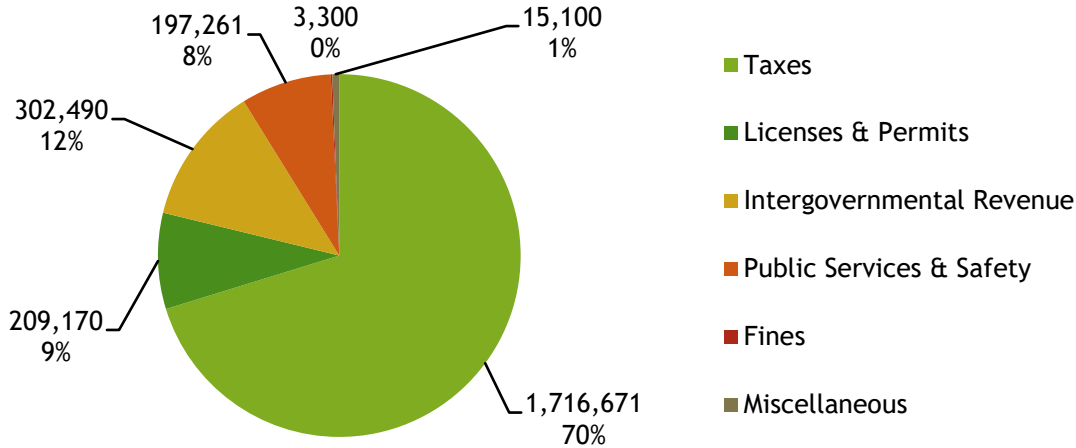
Other Tax Supported Expenditures



Other Services
\$870,714

General Fund Revenue by Source Type

General Fund Revenue



Property Value Tax Statement

Hennepin County

2024 Home Value = \$506,400

2025 Home Value = \$500,800

2024 Actual **Total** Tax = \$5,901.72

2025 Proposed **Total** Tax = \$5,951.42

2024 Actual **City** Tax = \$1,929.26

2025 Proposed **City** Tax = \$1,908.42

City's Percent of Total Tax = 32.06%

*Information provided by Hennepin County

Property Value Tax Statement

Wright County

2024 Home Value = \$410,423

2025 Home Value = \$429,148

2024 Actual **Total** Tax = \$4,634.00

2025 Proposed Total Tax = \$4,750.00

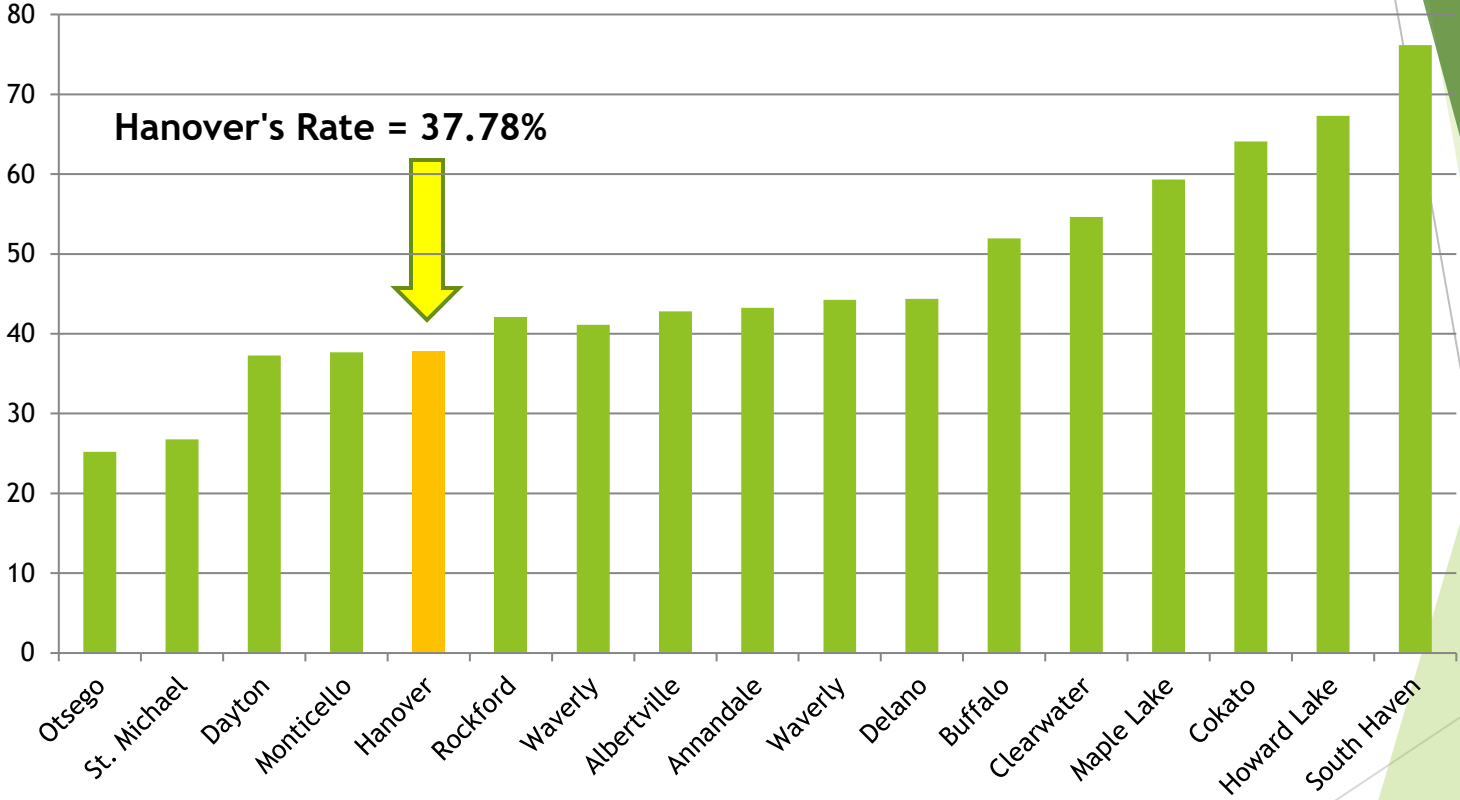
2024 Actual **City** Tax = \$1,593.58

2025 Proposed **City** Tax = \$1,611.10

City's Percent of Total Tax = 33.9%

*Information provided by Wright County

Hanover's 2025 Tax Rate Compared to Other Wright County Cities (proposed)



**data received from Wright County
(Hanover's updated to current proposed 2025 rate)*

Are City Taxes a Good Value?

Some of the services you get for your City Tax Dollars:

- Police Patrol, Crime Lab, and Other Police Services
- Criminal Prosecution
- Fire and Emergency Medical Response
- Street Maintenance/Improvement, Snowplowing and other street services
- Parks, Trails, and Recreation
- Single-sort Curbside Recycling
- Planning & Zoning Administration and Code Enforcement
- City Council, Planning Commission, Park Board, EDA
- Misc. Items – Elections, Assessing, Newsletters, Historical Bridge, Dog Control, Street Lights, Event Support, Holiday Lights, Compost Site, Cemeteries, Senior Center, Library, Clean-up Day, Emergency Sirens, Community Hall Facility Overhead, Business Incentive Programs, Low Interest Business Loans, Emergency Management Services

Final 2025 Property Tax Levy and Budget Adoption:

**City Council Meeting December 3, 2024
Following the Truth in Taxation Hearing
Hanover City Hall**

Questions or Comments on the 2025 Property Tax Levy and Budget?

Thank you



Staff Report

To: Mayor Chris Kauffman and Council Members
From: Jennifer Nash, City Administrator
Date: November 27, 2024
RE: 2025 Final Budget and Levy

A draft final 2025 budget and levy is enclosed with this memo for Council's consideration following completion of the Truth in Taxation hearing on the December 3, 2024 meeting agenda. This memo provides information on some updates to the proposed budget since adoption of the preliminary budget on September 3rd as well as summary of some key items within the budget.

The attached budget results in a decrease in the City's tax rate for 2025 down to 37.78% which is reduced from 38.01% in 2024. This is the 4th straight year of tax rate reduction for the City of Hanover, and Hanover's City tax rate has been reduced over 15% in the past 12 years (see attached tax rate graph). New investments and construction have contributed to the City's ability to maintain and reduce overall tax rate. The projected total levy for 2025 shows an increase of 2% overall which includes capital plan contributions, debt service, fire protection and other general fund services such as public safety, public works, culture/recreation and general government expenditures.

The most significant adjustment since September's preliminary budget approval on the revenue side is a reduction in capital levy. Following notice from County officials of affects of changes to State market value exclusions, the original tax capacity projection of 4.5% increase was reduced to a 2.3% increase overall. In keeping with Council's goal of reduced tax rate, the street capital transfer expenditure was reduced by \$50,000 over preliminary which covered the difference and still provides for the significant capital savings in Council's finance strategy to save for future expenses. Notices that property owners received as part of the annual invitation to tonight's truth-in-taxation hearing were based on the higher levy amount, so there would be a slight reduction to each property owner's obligation due to this reduced overall levy.

Council previously reviewed draft budgets for 2025 in July, and adopted a preliminary budget and levy at your meeting in September. The preliminary budget and levy presented tonight for Council's consideration fills in some of the assumptions made with actual numbers and makes other adjustments from the first draft in response to Council feedback.

Below are some notes on revenue and expenditure items:

Revenues

- Building permit and other revenues are shown with conservative estimates again for 2024. Permitting activity remains strong in 2024 and current signs point to this continuing in 2025 (but no guarantees).
- LGA will decrease about \$34,000 from 2024 to 2025 (legislative formula)

- Reduced debt service levy need following review of performance of that fund for repayment of obligation
- Wright County has notified cities that funding from their SCORE recycling program will not be passed on to cities in 2025 as they work to bolster their efforts at the County instead with these funds
- Began saving for future facility needs for repairs or updates – the hall facility and park shelter facility have both started to show signs of aging
- \$50,000 of the one-time Public Safety Aid the state sent last year is utilized in this budget to offset increased law enforcement contract costs. This follows Council’s plan established last year for these funds to pay for the increased costs for 3-5 years
- User fee adjustments are not included with this budget. As maintenance and repair items pop up in the hall facility and park shelter/bathrooms, continuing to review appropriate user fees will be discussion items.
- Fire Board partners met on August 20th to review fire budget including their percentage contribution – no concerns expressed by any member communities (Corcoran, Greenfield and Rockford Township)

Expenditures

Within the expenditure budget, some notes are shown in yellow on the right side that highlight some items that may be of interest and/or represent notable changes from prior years.

Staffing Assumptions in Draft

- One new full-time position is shown in this draft budget – a Planning Coordinator projected to start in April 2025 that would oversee zoning permits/sign permits/fences/sheds/building permitting, manage code enforcement, assist with MS4 compliance items and otherwise coordinate work with the consulting planner and consulting engineer on a variety of planning, zoning and engineering response issues. This position’s time is budgeted for 80% Planning and Zoning, 10% Engineering and 10% Stormwater. This position will allow for improved responsiveness to resident questions and complaints, improved service availability with some tasks handled in-house where previously contracted out, and response to significant increase in demand for these services due to growth in the community.
- The budget includes a 5% adjustment to the City’s wage scale and all performance steps available for employees that qualify at anniversaries.
- In keeping with efforts to better track staff time to service areas within the budget, more costs for stormwater management are shown for Public Works time - \$20,000 in this 2025 draft vs \$10,000 in previous drafts. This is in addition to the 10% costs for the new Planning position that would come from the stormwater enterprise fund. Staff training is also projected to be required from the stormwater fund in 2025. Performance of that fund in recouping of expenses within fee structure should be monitored.
- Increase in Fire Department wages shown again to react to call volumes. Fire Department also requests increase to training budget shown in the attached draft. 20% of the PW Supervisor’s time was included in the Fire Department budget for 2024 due to previous staff’s time spent on FD repairs. Fire plans to outsource some repairs in 2025, so the time allocation for PW has been reduced to 10% and that budget has instead been moved to the FD repairs line item. Work Comp rates are anticipated to increase due to a claim in our experience formula, and this budget includes funding toward that increase.

Other Assumptions in Draft

- Continuation of strategy to plan to save capital and pay for projects with cash vs. bonding. Capital improvement portion of the levy includes planning for street, parks, fire department and facilities.
- Law enforcement contracts – Wright County has indicated their fees will increase from \$110/hr to \$115/hr in 2025. These costs are reflected in the draft. Hennepin’s actual service charges are as included - about a 10% increase from 2024 rates.
- Notable public works items for next year in this draft – 3 full-time and two seasonal staff, more sign replacements planned, increased product costs in some areas, new dumpster at the PW facility, purchase of a covered storage area for materials and other equipment purchases.
- Continuation of practice of utilizing charitable gambling 10% funds for recreational programming with great deference to Park Board choices for programming – this budget doesn’t show staffing expenses for coordination and setup of events, so that may require further review and Council conversation.
- Some projects previously planned for 2024 have been moved to 2025. These items have been delayed due to staff turnover and include website update, city code reviews and some other items.
- Plan to update CIP in 2025 following pavement report update of conditions
- Tax capacity estimate on this draft shown with updated estimated 2.33% increase over 2024 based upon information from Wright County. This is down from the 4.5% shown in preliminary budget assumptions. Final tax capacity numbers will come later in the year.

Recommendation:

Council is being asked to review the draft prepared by staff under your policy direction. A resolution approving the final budget and levy as presented is included if Council is prepared to adopt – Resolution 12-03-24-108 as attached. Council may also provide direction for updates or additional information requested for approval at the December 17th Work Session meeting.

Attachments:

- Resolution 12-03-24-108 – Adopting 2025 Budget and Levy
- Draft 2025 Final Budget and Levy

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

RESOLUTION NO 12-03-24-108

ADOPTING 2025 FINAL BUDGET & LEVY

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota hereby adopts the 2025 Final Budget as follows:

- City of Hanover General Fund Budget
 - General Government \$ 903,626
 - Public Safety \$ 824,894
 - Public Works \$ 646,372
 - Culture and Recreation \$ 69,100
 - **Total** **\$ 2,443,992**

- Hanover EDA Budget \$ 65,716

BE IT FURTHER RESOLVED, that the City Council hereby levies the following sums of money, collectible 2025, upon the taxable property in the City of Hanover as follows:

- City of Hanover Levy \$ 2,506,668
- Hanover EDA Levy \$ 65,716

Adopted by the City Council this 3rd day of December, 2024.

APPROVED BY:

ATTEST:

Chris Kauffman, Mayor

Jennifer Nash, City Administrator

**City of Hanover
2025 Budget Summary**

	2024	2025	\$ Change	% Change
General Fund Revenue Budget	2,262,104	2,443,992	181,887	8.04%
General Fund Expenditure Budget	2,262,105	2,443,992	181,887	8.04%
General Government	744,979	903,626	158,647	21%
Public Safety	785,266	824,894	39,628	5%
Public Works	664,760	646,372	(18,389)	-3%
Culture and Recreation	67,100	69,100	2,000	3%
Total	2,262,105	2,443,992	181,887	8.04%
Levy Supported Debt Service				
Revenue Budget	108,434	100,000	(8,434)	-8%
Expenditure Budget	134,128	102,220	(31,908)	-24%
Levy	108,434	100,000	(8,434)	-7.78%
<hr/>				
Total City of Hanover Levy				
General Government	1,397,508	1,514,389	116,881	8%
Fire Protection	178,464	187,281	8,817	5%
Debt Service	108,434	100,000	-8,434	-8%
Capital Improvement	780,508	704,998	-75,510	-10%
Total	2,464,914	2,506,668	41,754	2%

**Final Budget - Levy Certification
2025 General Operating Revenue Budget**

Account	Description	Category	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Budget	11-26-24 Actual	% of Budget	2025 Budget	% Change	Dollar Change	Comments
100-31000	Property Taxes - City	TAXES	1,015,744	1,005,292	1,021,282	1,135,407	1,397,508	757,357		1,514,390		116,882	
100-31020	Property Taxes - Fire Dept	TAXES	104,404	111,228	120,414	148,292	178,464	89,232		187,281		8,817	
100-31800	Franchise Fees	TAXES	14,274	14,865	15,362	16,072	15,000	9,232		15,000		-	
	Total Taxes		1,134,421	1,131,385	1,157,058	1,299,771	1,590,972	855,822	66%	1,716,671	8%	125,699	
100-32110	Alcoholic Beverages	LIC PERM	6,920	6,970	7,312	7,085	6,870	6,935		6,870		-	Liquor License Renewals & Temp
100-32180	Other Bus. Lic. & Permits	LIC PERM	3,885	2,690	2,840	11,725	1,000	6,882		1,000		-	Utility Permits / Solicitors License
100-32210	Building Permits	LIC PERM	178,058	409,148	398,895	426,209	200,000	271,705		200,000		-	Bldg Prmts Conservative Estimate
100-32240	Animal Licenses	LIC PERM	0	0	0	0	-	0		-		-	
100-32260	Solid Waste Hauler Licenses	LIC PERM	1,500	1,500	1,500	2,500	1,250	1,000		1,250		-	
100-32270	Rental Dwelling Licenses	LIC PERM	0	1,110	0	870	-	0		-		-	
100-32280	Other Non-Bus. Lic. & Permits	LIC PERM	32	28	26	370	50	18		50		-	Burn Permits
	Total Lic Perm		190,395	421,446	410,574	448,759	209,170	286,540	64%	209,170	0%	-	
100-33400	State Grants and Aid	INTGOVT	5,806	22,820	3,280	24,825	30,000	50,869		117,000		87,000	MBFTE Training Reimb. + FRA Reimb. 25: \$50k Public Safety, \$67k MNDOT TA
100-33401	Local Gov't Aid (LGA)	INTGOVT	125,833	126,192	126,242	128,790	161,376	80,688		127,390		(33,986)	2025 Actual Updated
100-33410	MV Credit	INTGOVT	1,545	1,938	1,883	2,005	1,000	-		1,000		-	
100-33420	PERA Aid	INTGOVT	-	-	-	-	-	-		-		-	
100-33422	State Fire Aid	INTGOVT	43,834	46,736	52,718	60,081	50,000	75,462		50,000		-	Estimate
100-33426	State Police Aid	INTGOVT	6,508	6,346	6,975	7,431	7,100	8,899		7,100		-	Estimate
100-33610	County Grants / Aid for Roads	INTGOVT	-	-	-	-	-	-		-		-	
	Total Intgovt		183,526	204,032	191,099	223,132	249,476	215,918	97%	302,490	21%	53,014	
100-34000	Charges for Service	SERVICE	4,468	8,578	5,941	7,104	5,500	5,958		5,500		-	Clean-up Day
100-34101	City Hall Rentals	SERVICE	3,443	15,040	21,015	27,410	20,000	26,200		20,000		-	
100-34107	Assessment Searches	SERVICE	1,075	1,425	1,250	850	700	650		700		-	
100-34108	Administrative Fees	SERVICE	7,262	6,250	11,787	5,250	5,000	2,963		5,000		-	
100-34109	Copies/Faxes	SERVICE	7	8	20	5	25	16		25		-	
100-34206	Other Public Safety Charges	SERVICE	610	635	1,450	-	-	708		-		-	Fire Services Fees / WC SRU
100-34207	Fire Protection	SERVICE	108,234	108,206	116,119	139,631	151,061	104,336		159,236		8,175	Reflects Only Operating Portion
100-34403	Recycling Rev / Reimb	SERVICE	6,381	6,152	9,377	9,315	9,300	6,147		4,300		(5,000)	Grants from Counties - Wright Funding Revoked for 2025
100-34780	Park Shelter Rental Fees	SERVICE	1,974	2,755	2,892	2,766	2,500	2,687		2,500		-	
100-34940	Cemetery Revenues	SERVICE	-	250	-	-	-	950		-		-	Moved this to Cemtery Cap. Fund
	Total Service		133,454	149,299	169,850	192,332	194,086	150,614	78%	197,261	2%	3,175	
100-35000	Fines and Forfeits	FINES	-	-	-	315	0	0		0		-	New in 2023 - Code Citations
100-35100	Court Fines	FINES	3,182	3,791	4,306	4,221	3,300	6,235		3,300		-	
	Total Fines		3,182	3,791	4,306	4,221	3,300	6,235	148%	3,300	0%	-	
100-36100	Special Assessments	MISC	-	-	-	-	-	-		-		-	Lawn Mowing Assessed
100-36200	Misc Revenues	MISC	288,914	573	7,263	2,631	100	8,170		100		-	Compost Card Replacements
100-36210	Interest Earnings	MISC	4,805	1,008	(23,174)	67,484	-	54,393		-		-	
100-36215	Investment Income/Loss	MISC	1,757	-	-	-	-	-		-		-	
100-36218	Grants	MISC	-	-	-	-	-	-		-		-	
100-36230	Contributions & Donations	MISC	2,251	-	7,500	15,600	-	250		-		-	
100-36235	Insurance Dividends	MISC	3,107	8,338	5,956	1,789	-	887		-		-	
100-36250	Damage Deposits	MISC	2,822	8,200	10,955	15,900	15,000	25,200		15,000		-	
100-36260	Refunds or Reimbursements	MISC	3,731	387	164	83	-	16,220		-		-	
100-36290	Sale of Vehicles/Equipment	MISC	-	-	3,525	-	-	4,107		-		-	
100-39101	Sales of General Fixed Assets	MISC	-	-	-	-	-	-		-		-	
100-39203	Transfers from Other Funds	MISC	-	-	-	-	-	-		-		-	
	Total Misc		307,386	18,505	12,189	103,487	15,100	109,227	106%	15,100	0%	-	
	Total Revenue		1,952,364	1,928,458	1,945,076	2,271,703	2,262,104	1,624,356	83%	2,443,992	8%	181,888	

**Final Budget - Levy Certification
2025 General Operating Expenditure Budget**

Account	Description	Category	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Budget	11-26-24 Actual	% of Budget	2025 Budget	% Change	Dollar Change	Comments
General Government													
100-41110-111	Committe Wages	COUNCIL	9,411	9,680	9,380	10,284	13,000	4,675		13,000		0	
100-41110-122	FICA	COUNCIL	576	600	582	638	806	290		806		0	
100-41110-123	Medicare	COUNCIL	135	140	136	149	189	68		189		0	
100-41110-208	Training & Instruction	COUNCIL	550	450	-	15	2,000	-		2,000		0	
100-41110-306	Dues & Subscriptions	COUNCIL	5,548	5,868	6,053	6,240	7,500	2,568		7,500		0	
100-41110-331	Travel Expenses	COUNCIL	271	-	-	-	2,000	-		2,000		0	
100-41110-437	Discretionary Miscellaneous	COUNCIL	24,663	78	8,200	3,136	60,000	60		60,000		0	Website, Code, Other Projects
	Total Council		41,153	16,816	24,351	20,462	85,495	7,661	9%	85,495	0%	-	
100-41330-111	Committe Wages	BRDS & COMM	2,940	3,270	3,630	2,940	5,000	-		5,000		0	
100-41330-208	Training & Instruction	BRDS & COMM	-	-	-	500	500	-		500		0	
100-41330-331	Travel Expenses	BRDS & COMM	-	-	-	200	200	-		200		0	
	Total Brds & Comm		2,940	3,270	3,630	3,640	5,700	-	-	5,700	0%	-	
100-41400-101	Full-Time Wages	CITY ADMIN	82,757	107,089	89,000	98,269	99,643	92,702		116,447		16,804	City Admin 75% + Asst to Admin 35%
100-41400-121	PERA	CITY ADMIN	6,136	6,753	6,675	7,294	7,473	7,120		8,734		1,261	
100-41400-122	FICA	CITY ADMIN	5,044	6,545	5,332	5,688	6,178	5,632		7,220		1,042	
100-41400-123	Medicare	CITY ADMIN	1,180	1,531	1,247	1,330	1,445	1,317		1,688		243	
100-41400-134	Employer Paid Life	CITY ADMIN	702	578	733	743	865	763		984		119	Estimate: Life + LTD/STD
100-41400-151	Health Insurance Premium	CITY ADMIN	8,400	8,564	8,400	9,135	9,240	8,705		9,240		0	Monthly Allotment
100-41400-208	Training & Instruction	CITY ADMIN	725	1,236	1,388	1,492	3,500	2,919		3,500		0	MCMA Annual, Compass/Leadership Growth Group
100-41400-306	Dues & Subscriptions	CITY ADMIN	165	102	400	160	500	82		500		0	
	Total City Admin		105,108	132,397	113,176	124,110	128,844	119,240	93%	148,313	15%	19,469	
100-41410-101	Full-Time Wages	ELECTION	3,189	-	3,200	-	-	-		-		0	AB to Counties in 2024 - remove temp staff expense
100-41410-122	FICA	ELECTION	173	-	198	-	372	-		-		(372)	
100-41410-123	Medicare	ELECTION	40	-	46	-	87	-		-		(87)	
100-41410-142	Unemployment Benefits	ELECTION	-	-	30	-	-	-		-		0	
100-41410-200	Office Supplies	ELECTION	8,675	72	1,407	51	1,000	1,074		500		(500)	Supplies
100-41410-310	Other Professional Services	ELECTION	4,412	-	3,839	65	6,000	7,470		-		(6,000)	Election Judge Pay - 2 Elections
100-41410-351	Legal Notices Publishing	ELECTION	62	-	107	-	150	118		-		(150)	
100-41410-400	Repairs & Maintenance Cont	ELECTION	1,602	1,412	1,612	2,630	3,000	-		4,000		1,000	Equipment Maint.
100-41410-437	Other Miscellaneous	ELECTION	2,202	-	-	-	3,000	206		-		(3,000)	Costs for PNP Election Only
	Total Election		20,355	1,483	10,439	2,745	13,609	8,868	65%	4,500	-67%	(9,109)	
100-41430-101	Full-Time Wages	CLERICAL	50,336	48,360	54,151	67,390	68,603	53,037		70,718		2,115	City Clerk 50% + Dep Clerk 15% + Admin Asst 35%
100-41430-103	Part-Time Wages	CLERICAL	-	8,059	-	-	-	-		-		0	
100-41430-121	PERA	CLERICAL	3,737	3,594	4,063	4,829	5,145	3,973		5,304		159	
100-41430-122	FICA	CLERICAL	3,061	3,409	3,263	3,950	4,253	3,318		4,385		132	
100-41430-123	Medicare	CLERICAL	716	797	763	924	995	776		1,025		30	
100-41430-134	Employer Paid Life	CLERICAL	485	460	468	517	570	377		582		12	Estimate: Life + LTD/STD
100-41430-151	Health Insurance Premium	CLERICAL	8,400	8,400	8,400	9,636	8,400	6,059		8,940		540	Monthly Allotment
100-41430-208	Training & Instruction	CLERICAL	-	-	-	210	3,500	1,026		3,500		0	Clerk & Dep Clerk Trng - Institute & MCFOA, LF
100-41430-306	Dues & Subscriptions	CLERICAL	45	45	48	222	100	432		100		0	
100-41430-310	Other Professional Services	CLERICAL	-	-	-	-	-	5,179		10,000		10,000	Newsletter Printing - New Outsourcing 2024
	Total Clerical		66,780	73,124	71,155	87,676	91,566	74,178	81%	104,553	14%	12,987	
100-41435-260	Uniforms	STAFF EXP	300	300	248	225	400	358		500		100	
100-41435-310	Other Professional Services	STAFF EXP	228	170	150	208	500	779		500		0	Further HSA Admin Annual Fee + Background Checks
100-41435-331	Travel Expenses	STAFF EXP	120	871	1,110	3,980	3,500	2,708		4,000		500	Mileage for Training, Meetings, etc., Other Travel Exp.
	Total Staff Exp		648	1,341	1,508	4,413	4,400	3,845	87%	5,000	14%	600	

100-41530-101	Full-Time Wages	ACCNT	58,164	60,515	62,965	58,894	58,362	15,251	61,721	3,359	Accountant 85%
100-41530-121	PERA	ACCNT	4,318	4,511	4,713	3,812	4,377	1,144	4,629	252	
100-41530-122	FICA	ACCNT	3,570	3,697	3,830	3,732	3,618	848	3,827	209	
100-41530-123	Medicare	ACCNT	835	864	896	873	846	198	895	49	
100-41530-134	Employer Paid Life	ACCNT	554	531	540	449	486	-	506	20	Estimate: Life + LTD/STD
100-41530-151	Health Insurance Premium	ACCNT	8,344	8,400	8,400	6,639	7,140	-	10,200	3,060	Monthly Allotment 85% Acct
100-41530-208	Training & Instruction	ACCNT	-	230	230	543	1,000	258	1,000	0	
100-41530-306	Dues & Subscriptions	ACCNT	197	67	70	70	200	(30)	200	0	
100-41530-310	Other Professional Services	ACCNT	435	435	435	6,803	5,435	24,430	15,000	9,565	Ehlers in 2024 actual; CIP help + Ehlers training for 2025
	Total Acct		76,417	79,250	82,080	81,816	81,464	42,100	97,978	20%	16,514
100-41540-301	Auditing & Accounting	AUDITING	22,150	22,550	22,830	23,150	23,500	23,650	24,000	500	Audit costs per contract ending 2026 (for YE 2025)
	Total Auditing & Accounting		22,150	22,550	22,830	23,150	23,500	23,650	24,000	2%	500
100-41550-310	Other Professional Services	ASSESSING	23,207	25,224	29,436	35,227	40,000	35,726	38,000	(2,000)	Est - more Wright parcels, offset by \$9k Hennepin savings
	Total Assesing		23,207	25,224	29,436	35,227	40,000	35,726	38,000	-5%	(2,000)
100-41570-200	Office Supplies	PURCHASING	3,666	3,832	3,587	2,794	4,500	2,509	4,500	0	
100-41570-205	Bank Fees	PURCHASING	132	252	495	540	400	209	400	0	
100-41570-207	Computer Supplies	PURCHASING	13,709	3,169	3,209	6,188	8,000	5,042	8,000	0	
100-41570-220	Repair/Maintenance Supply	PURCHASING	3,606	3,804	5,050	5,688	7,000	5,851	4,000	(3,000)	Copier - reduced overage starting 2025 (newsletter outsource)
100-41570-322	Postage	PURCHASING	1,858	2,095	2,713	1,362	3,500	1,501	3,500	0	
100-41570-570	Office Equipment/Furniture	PURCHASING	-	-	-	-	-	-	-	0	
	Total Purchasing		22,971	13,153	15,056	16,572	23,400	15,112	20,400	-13%	(3,000)
100-41600-310	Other Professional Services	COMPUTER	14,129	8,679	7,727	10,989	10,000	12,092	10,000	0	Replibit Backups 130 x 12=1,560 + Service
	Total Computer		14,129	8,679	7,727	10,989	10,000	12,092	10,000	0%	-
100-41610-304	Legal Fees	ATTORNEY	14,973	17,531	8,044	10,471	20,000	11,153	20,000	0	
	Total Attorney		14,973	17,531	8,044	10,471	20,000	11,153	20,000	0%	-
100-41910-101	Full-Time Wages	PLANNING & ZONING							\$45,577	45,577	New in 2025 Budget - Planning Coord. - 80% Time to P&Z
100-41910-103	Part-Time Wages	PLANNING & ZONING							-	-	
100-41910-121	PERA	PLANNING & ZONING							3,418	3,418	
100-41910-122	FICA	PLANNING & ZONING							2,826	2,826	
100-41910-123	Medicare	PLANNING & ZONING							661	661	
100-41910-134	Employer Paid Life	PLANNING & ZONING							\$385.07	\$385.07	
100-41910-151	Health Insurance Premium	PLANNING & ZONING							6,720	6,720	
100-41910-208	Training & Instruction	PLANNING & ZONING							1,000	1,000	
100-41910-306	Dues & Subscriptions	PLANNING & ZONING							500	500	
100-41910-310	Other Professional Services	PLANNING & ZONING	20,134	19,583	14,931	29,041	30,000	13,482	60,000	30,000	Code Review Requests Projected - Placeholder Estimate
	Total Planning & Zoning		20,134	19,583	14,931	29,041	30,000	13,482	121,087	304%	91,087
100-41940-210	Operating Supplies	BLDG & GRNDS	1,803	3,913	5,051	4,898	6,000	4,082	6,000	0	Cleaning Supp, Garbage Bags, TP, Salt, etc.
100-41940-220	Repair/Maintenance Supply	BLDG & GRNDS	4,784	3,303	6,175	1,770	8,000	11,498	8,000	0	Siren Maint, Fire Ext. Maint, etc.
100-41940-306	Dues & Subscriptions	BLDG & GRNDS	775	775	775	775	800	750	800	0	Liquor License, Drug Tests
100-41940-310	Other Professional Services	BLDG & GRNDS	4,004	8,548	12,023	14,022	15,000	8,611	15,000	0	Cleaning Contract and Pest Control
100-41940-321	Telephone	BLDG & GRNDS	5,237	5,546	5,672	6,390	6,900	6,708	6,900	0	Comcast + Admin Cell Phone + Digium
100-41940-325	Taxes	BLDG & GRNDS	272	233	603	874	1,000	3,040	1,000	0	Outlot Prop. Taxes, Sales & Use Tax
100-41940-381	Electric Utilities	BLDG & GRNDS	9,598	12,073	12,544	12,602	15,000	9,600	15,000	0	City Hall
100-41940-383	Gas Utilities	BLDG & GRNDS	2,940	3,492	5,333	4,348	7,000	2,406	7,000	0	City Hall
100-41940-384	Refuse/Garbage Disposal	BLDG & GRNDS	3,255	3,666	5,852	7,767	7,200	6,452	7,800	600	City Hall Garbage and Organics Recycling
100-41940-415	Other Equipment Rental	BLDG & GRNDS	-	-	-	-	-	-	-	0	
100-41940-520	Buildings & Structures	BLDG & GRNDS	768	5,621	(974)	1,050	14,000	10,051	50,000	36,000	City Hall Repairs/Remodel for Office (with additional from Capital?)
100-41940-560	Furniture & Fixtures	BLDG & GRNDS	49,493	1,562	840	69	3,000	100	3,000	0	Staff Turnover/Office Remodel
100-41940-580	Other Equipment	BLDG & GRNDS	-	-	5,858	-	-	424	-	0	
	Total Bldg & Grnds		82,929	48,732	59,753	54,564	83,900	63,720	120,500	44%	36,600
100-41950-101	Full-Time Wages	ENGINEERING							5,697	5,697	New in 2025 Budget - Planning Coord. - 10% Time to Engineering
100-41950-103	Part-Time Wages	ENGINEERING							-	0	
100-41950-121	PERA	ENGINEERING							83		
100-41950-122	FICA	ENGINEERING							353		
100-41950-123	Medicare	ENGINEERING							83		
100-41950-134	Employer Paid Life	ENGINEERING							101		
100-41950-151	Health Insurance Premium	ENGINEERING							840		
100-41950-208	Training & Instruction	ENGINEERING							1,000		
100-41950-306	Dues & Subscriptions	ENGINEERING							500	500	

100-41950-310	Other Professional Services	ENGINEERING	23,396	35,177	28,134	37,179	35,000	8,069		30,000	(5,000)	Recoded from "303-310 - "Engineering Fee" to "Professional Services"
	Total Engineering		23,396	35,177	28,134	37,179	35,000	8,069	23%	30,000	-14%	(5,000)
100-41960-150	Workers Comp Premium	INSURANCE	14,413	16,530	19,210	20,136	20,000	17,298		20,000	0	Entire City Less Fire Department Estimate
100-41960-361	General Liability Insurance	INSURANCE	25,653	26,094	25,592	26,707	31,000	28,487		31,000	0	Entire City Less Fire Department Estimate
	Total Insur		40,066	42,624	44,802	46,843	51,000	45,785	90%	51,000	0%	-
100-41970-341	Employment	LEGAL PUB	495	535	686	2,727	1,000	1,922		1,000	0	
100-41970-343	Other Advertising	LEGAL PUB	43	93	110	204	200	138		200	0	WC Journal Subscription
100-41970-351	Legal Notices Publishing	LEGAL PUB	211	296	204	448	600	433		600	0	Code Review Planned
100-41970-354	Recording Fees	LEGAL PUB	-	-	-	-	300	-		300	0	
	Total Legal Pub		749	925	1,000	3,379	2,100	2,493	119%	2,100	0%	-
100-48205-810	Refunds & Reimbursements	DAMAGE DEPOSIT	4,797	7,900	10,155	16,400	15,000	23,335		15,000	0	
	Total Damage Deposit		4,797	7,900	10,155	16,400	15,000	23,335	156%	15,000	0%	-
	Total General Gov't		582,901	549,757	548,205	608,675	744,978	510,508	69%	903,626	21%	158,648

Public Safety												
100-42000-437	Other Misc	PUBSAFTY	20	20	20	20	50	178		200	150	Transient/Peddlers Background Checks
Total Other Misc			20	20	20	20	50	178	356%	200	300%	150
100-42101-310	Other Professional Services	HC SHERIFF	84,368	88,590	90,362	96,519	97,981	73,486		108,510	10,529	2025 Contract - \$99.10/hr
Total HC Sheriff			84,368	88,590	90,362	96,519	97,981	73,486	75%	108,510	11%	10,529
100-42102-310	Other Professional Services	WC SHERIFF	117,073	121,905	125,590	131,032	162,167	152,336		168,360	6,193	2025 Contract proposes \$115/hr for 2464 hrs
Total WC Sheriff			117,073	121,905	125,590	131,032	162,167	152,336	94%	168,360	4%	6,193
100-42210-101	Full-Time Wages	FIRE ADMIN				22,642	26,304	21,768		20,218	(6,086)	PW Sup 10% + Asst. to Admin. 15% (move some PW expense to repa
100-42210-103	Part-Time Wages	FIRE ADMIN	48,849	90,470	88,300	78,525	110,000	70,004		114,000	4,000	
100-42210-121	PERA	FIRE ADMIN				1,398	1,973	1,660		1,516	(457)	
100-42210-122	FICA	FIRE ADMIN	2,825	4,741	4,567	8,286	8,451	7,090		8,322	(129)	
100-42210-123	Medicare	FIRE ADMIN	661	1,109	1,068	1,938	1,976	1,658		1,946	(30)	
100-42210-134	Employer Paid Life	FIRE ADMIN				142	154	158		147	(7)	
100-42210-142	Unemployment Benefits	FIRE ADMIN	-	-	119	161	-	224		-	0	
100-42210-150	Workers Comp Premium	FIRE ADMIN	10,219	11,339	18,455	21,067	20,000	14,886		28,000	8,000	Estimate
100-42210-151	Med / Dental Insurance	FIRE ADMIN				2,719	3,660	3,761		2,460	(1,200)	
100-42210-200	Office Supplies	FIRE ADMIN	221	63	471	114	400	72		400	0	
100-42210-305	Medical / Dental Fees	FIRE ADMIN	5,915	577	2,175	3,901	12,000	5,251		12,000	0	2021 Added Yearly FF Physicals
100-42210-306	Dues & Subscriptions	FIRE ADMIN	2,201	1,194	418	1,770	1,200	910		1,200	0	
100-42210-361	General Liability Insurance	FIRE ADMIN	3,640	3,608	4,359	5,003	5,100	5,448		6,500	1,400	Estimate
Total Fire Admin			74,531	113,100	119,932	147,666	191,218	132,890	69%	196,709	3%	5,491
100-42220-221	Equipment Parts	FIRE EQUIP	89,925	2,752	4,935	8,566	6,000	6,816		6,000	0	
100-42220-228	Medical Supplies	FIRE EQUIP	2,630	1,822	1,268	612	1,500	1,502		1,500	0	
100-42220-240	Small Tools/Equipment	FIRE EQUIP	45	46	770	61	1,000	38		1,000	0	
100-42220-260	Uniforms	FIRE EQUIP	51,799	7,646	16,203	8,573	18,000	5,862		18,000	0	
100-42220-580	Other Equipment	FIRE EQUIP	5,541	5,473	4,261	6,932	5,000	3,774		5,000	0	
Total Fire Equip			149,939	17,739	27,438	24,743	31,500	17,992	57%	31,500	0%	-
100-42240-208	Training & Instruction	FIRE TRG	6,415	23,852	12,337	24,697	9,500	9,190		12,000	2,500	
100-42240-310	Other Professional Services	FIRE TRG	3,689	3,452	3,827	3,548	4,000	3,411		4,000	0	Allina Contract + Background Checks
100-42240-331	Travel Expenses	FIRE TRG	-	-	939	5,746	3,500	304		3,500	0	
Total Fire Trg			10,104	27,304	17,103	33,991	17,000	12,904	76%	19,500	15%	2,500
100-42260-212	Motor Fuels	FIRE VEHICLE	1,492	2,819	4,308	2,804	5,000	2,451		5,000	0	
100-42260-220	Repair/Maintenance Supply	FIRE VEHICLE	6,795	7,373	5,367	3,729	7,000	15,792		15,000	8,000	Some Repairs Outsourced Instead of PW Starting 2025 - Reallocate 10'
100-42260-240	Small Tools/Equipment	FIRE VEHICLE	43	-	-	-	1,000	481		1,000	0	
100-42260-323	Radio Units	FIRE VEHICLE	43,261	5,160	6,325	-	6,000	4,765		6,000	0	
100-42260-700	Transfer to Other Funds	FIRE VEHICLE					30,158	-		30,158	0	Accounts for 2021 Interfund Loan payment
Total Fire Vehicle			51,591	15,351	16,001	6,533	49,158	23,489	48%	57,158	16%	8,000
100-42280-215	Shop Supplies	FIRE BLDG	174	241	328	494	650	696		650	0	
100-42280-220	Repair/Maintenance Supply	FIRE BLDG	3,140	4,123	4,076	1,850	5,000	1,867		5,000	0	
100-42280-321	Telephone	FIRE BLDG	1,203	1,211	1,264	1,440	1,500	1,160		1,500	0	
100-42280-325	Taxes	FIRE BLDG	-	-	-	-	-	-		-	0	
100-42280-381	Electric Utilities	FIRE BLDG	3,923	4,081	4,238	3,813	5,500	3,064		5,500	0	
100-42280-383	Gas Utilities	FIRE BLDG	2,081	2,430	4,126	3,060	4,500	1,672		4,500	0	
100-42280-520	Buildings & Structures	FIRE BLDG	10,711	2,721	-	234	-	-		1,000	1,000	Generator Maint (New), KERI Card System
Total Fire Bldg			21,231	14,807	14,033	10,892	17,150	8,459	49%	18,150	6%	1,000
100-42290-124	State Aid Pensions	FRA	47,834	47,736	52,718	60,441	50,000	77,462		50,000	0	Pass Thru Fund
100-42290-125	Other Retirement Contributions	FRA	12,096	12,768	14,829	14,798	16,500	16,500		16,500	0	31% of Two Year's Prior State Aid Amount
100-42290-301	Auditing & Accounting	FRA	6,250	6,313	6,400	6,560	7,000	6,725		7,000	0	
Total FRA			66,180	66,816	73,947	81,799	73,500	100,687	137%	73,500	0%	-
100-42401-101	Full-Time Wages	BLDG INSP					39,262	32,151		39,922	660	2024 New - Admin. Asst. 65%
100-42401-121	PERA	BLDG INSP					2,945	1,918		2,994	49	
100-42401-122	FICA	BLDG INSP					2,434	1,947		2,475	41	
100-42401-123	Medicare	BLDG INSP					569	455		579	579	
100-42401-134	Employer Paid Life	BLDG INSP					372	149		377	377	
100-42401-151	Medical / Dental Insurance	BLDG INSP					5,460	2,843		5,460	0	
100-42401-310	Other Professional Services	BLDG INSP	47,275	97,556	152,989	155,681	94,000	144,650		99,000	5,000	Metro West + Planner + Engineers Time on Bldg Permits
Total Bldg Insp			47,275	97,556	152,989	155,681	145,042	184,112	127%	150,807	4%	6,706
100-42700-310	Other Professional Services	ANIMAL CTRL	250	250	250	-	500	-		500	0	

100-42800-310	Total Animal Ctrl	250	250	250	-	500	-	0%	500	0%	-
	Other Professional Services CEMETERY	-	-	-	-	-	-	-	-	-	0
	Total Cemetery	-	-	-	-	-	-	#DIV/0!	-	#DIV/0!	-
	Total Public Safety	622,562	563,438	637,664	688,876	785,266	706,532	90%	824,894	5%	40,569

Public Works											
100-43000-101	Full-Time Wages - Reg	PUBLIC WORKS	151,879	159,021	164,966	150,447	168,296	156,672	182,242	13,946	With \$20k Paid from Storm H2O plus 10% PW Sup
100-43000-102	Full-Time Wages - OT	PUBLIC WORKS	-	822	464	1,086	-	209	5,000	5,000	
100-43000-103	Part-Time Wages	PUBLIC WORKS	7,635	11,246	10,442	6,597	17,760	14,990	20,640	2,880	1 Summer Help and 2 Temp. Snow Plow Driver
100-43000-121	PERA	PUBLIC WORKS	11,109	12,048	12,386	9,596	13,372	11,527	15,168	1,796	
100-43000-122	FICA	PUBLIC WORKS	9,420	10,408	10,434	9,658	11,054	10,696	12,539	1,485	
100-43000-123	Medicare	PUBLIC WORKS	2,203	2,434	2,440	2,259	2,585	2,502	2,933	348	
100-43000-134	Employer Paid Life	PUBLIC WORKS	1,430	1,408	1,427	1,036	1,593	1,714	1,750	157	Estimate: Life + LTD/STD
100-43000-142	Unemployment Benefits	PUBLIC WORKS	-	-	-	-	-	-	-	0	
100-43000-151	Health Insurance Premiums	PUBLIC WORKS	27,761	27,875	27,802	20,268	26,400	31,106	26,400	0	1 Family & 2 Single (PW Sup 80% Here 20% Fire)
100-43000-208	Training & Instruction	PUBLIC WORKS	3,033	2,020	2,033	2,865	4,500	350	4,500	0	
100-43000-212	Motor Fuels	PUBLIC WORKS	5,224	8,908	14,694	9,261	16,000	13,174	18,000	2,000	Fuel, Gas, Petroleum Tax
100-43000-215	Shop Supplies	PUBLIC WORKS	5,550	6,442	8,971	5,178	10,000	5,847	10,000	0	
100-43000-220	Repair/Maintenance Supply	PUBLIC WORKS	12,086	11,697	13,434	18,242	15,000	22,315	15,000	0	
100-43000-226	Sign Repair Materials	PUBLIC WORKS	1,465	1,471	886	395	1,500	1,378	5,000	3,500	Increase Street Sign Replacements
100-43000-240	Small Tools/Equipment	PUBLIC WORKS	7,190	8,721	9,561	3,012	10,000	4,769	16,500	6,500	\$6,500 Other Various Equipment
100-43000-260	Uniforms	PUBLIC WORKS	2,010	1,344	1,384	1,688	3,000	2,068	3,000	0	
100-43000-310	Other Professional Services	PUBLIC WORKS	7,907	6,018	6,018	19,431	118,000	21,820	35,000	(83,000)	Compost (\$18k), Fire Sys. Mon. (2024 80K Extra Hold removed)
100-43000-321	Telephone	PUBLIC WORKS	5,211	4,970	4,467	5,181	6,500	4,810	6,500	0	PW Cell Phones, Comcast + Digium
100-43000-325	Taxes	PUBLIC WORKS	135	-	135	142	200	90	200	0	Vehicle / Trailer Tabs
100-43000-381	Electric Utilities	PUBLIC WORKS	4,921	5,285	6,018	4,851	8,000	1,852	8,000	0	
100-43000-383	Gas Utilities	PUBLIC WORKS	4,431	4,988	7,022	6,812	9,000	3,770	9,000	0	
100-43000-384	Refuse/Garbage Disposal	PUBLIC WORKS	-	-	-	-	-	1,956	5,000	5,000	New Dumpster @ PW - 2024 Start
100-43000-520	Buildings & Structures	PUBLIC WORKS	786	943	1,630	913	2,000	385	12,000	10,000	Crane Inspection + \$10k covered storage
100-43000-580	Other Equipment	PUBLIC WORKS	-	-	-	-	-	17,000	-	-	
	Total Public Works		271,385	288,070	306,610	278,919	444,760	330,999	414,372	-7%	(30,388)
100-43121-224	Street Maintenance Materials	PAVED STREETS	20,814	13,107	14,836	8,664	50,000	43,188	50,000	0	
	Total Paved Streets		20,814	13,107	14,836	8,664	50,000	43,188	50,000	0%	-
100-43122-224	Street Maintenance Materials	UNPAVED STREETS	6,735	9,636	7,125	10,251	20,000	5,043	23,000	3,000	
	Total Unpaved Streets		6,735	9,636	7,125	10,251	20,000	5,043	23,000	15%	3,000
100-43125-224	Street Maintenance Materials	SNOW/ICE	12,977	7,105	20,275	23,198	22,000	932	24,000	2,000	
	Total Snow/Ice		12,977	7,105	20,275	23,198	22,000	932	24,000	9%	2,000
100-43160-381	Electric Utilities	STREET LIGHTS	26,623	27,569	32,433	32,224	40,000	26,719	40,000	0	
	Total Street Lights		26,623	27,569	32,433	32,224	40,000	26,719	40,000	0%	-
100-43240-384	Refuse/Garbage Disposal	CITY CLEAN UP	3,437	4,297	3,908	2,903	5,000	2,954	5,000	0	Offest by Disposal Revenue
	Total City Clean Up		3,437	4,297	3,908	2,903	5,000	2,954	5,000	0%	-
100-43245-384	Refuse/Garbage Disposal	RECYCLING	42,923	37,721	39,296	63,259	83,000	61,598	90,000	7,000	Residential Recycling Service
	Total Recycling		42,923	37,721	39,296	63,259	83,000	61,598	90,000	8%	7,000
	Total Public Works		384,893	387,505	424,482	419,418	664,760	471,433	646,372	-3%	(18,388)
Culture & Recreation											
100-45186-437	Senior Center Contribution	SENIOR CENTER	7,345	8,553	9,717	10,040	12,000	8,222	12,000	0	St. Michael Location w/Albertville also Partner
	Total Senior Center Contribution		7,345	8,553	9,717	10,040	12,000	8,222	12,000	0%	-
100-45200-212	Motor Fuels	PARKS	1,567	2,515	4,879	2,462	7,000	3,525	7,000	0	Lawn Mowers, Kubota, Toolcat Fuel
100-45200-220	Repair/Maintenance Supply	PARKS	9,370	8,813	8,436	4,652	10,000	6,535	12,000	2,000	Mower Repairs, Park Equipment Maintenance
100-45200-225	Landscaping Materials	PARKS	2,934	7,707	8,764	2,168	15,000	9,541	15,000	0	Wood Chips, Seed, Soil, Fertilizer, etc.
100-45200-310	Other Professional Services	PARKS	-	(146)	-	-	-	233	-	0	FYCC Costs Moved to Gambling Fund
100-45200-381	Electric Utilities	PARKS	1,945	1,482	1,321	1,220	3,000	880	3,000	0	
100-45200-400	Repairs & Maintenance Contract	PARKS	-	-	-	-	-	-	-	0	
100-45200-440	Programs	PARKS	102	-	-	-	-	-	-	0	Moved to Gambling Fund
100-45200-580	Other Equipment	PARKS	10,210	2,790	16,324	2,960	3,000	5,369	3,000	0	Porta Potty Cleaning
	Total Parks		26,129	23,161	39,724	13,463	38,000	26,084	40,000	5%	2,000
100-45500-437	Contribution & Operation	ROY SIMMS LIBRARY	10,848	14,557	15,634	18,793	17,100	15,507	17,100	0	\$11K bond plus \$6,100 operation
	Total Roy Simms Library		10,848	14,557	15,634	18,793	17,100	15,507	17,100	0%	-
	Total Culture & Rec		44,323	46,271	65,075	42,296	67,100	49,814	69,100	3%	2,000
Transfers Out											
100-49360-700	Transfer Out	GENERAL CAPITAL	-	-	-	-	-	-	-	0	
100-49360-700	Transfer Out	PARKS CAPITAL	-	-	-	-	-	100,000	-	0	

100-49360-700	Transfer Out	FIRE DEPT CAPITAL	76,000	5,000	20,700	-	-	28,445	-	0	EOY Transfer, Revenue over expenditure plus calc
100-49360-700	Transfer Out	HISTORICAL FUND	-	-	-	-	-	-	-	0	
100-49360-700	Transfer Out	CITY HALL FUND	-	-	-	-	-	-	-	0	
100-49360-700	Transfer Out	EQUIPMENT FUND	-	-	-	-	-	-	-	0	
100-49360-700	Transfer Out	STREET CAPITAL	133,000	-	300,000	-	-	350,000	-	0	EOY Transfer, Revenue over expenditure plus calc
Total Transfers Out			209,000	5,000	320,700	-	-	478,445	#DIV/0!	-	#DIV/0!

Transit

100-49800-310	Other Professional Services	TRANSIT	-	-	-	-	-	-	-	0	
Total Transit			-	-	-	-	-	-	#DIV/0!	-	#DIV/0!

Total Fund Expend.	1,843,678	1,551,971	1,996,128	1,759,266	2,262,104	2,216,731	98%	2,443,992	8%	181,888
---------------------------	------------------	------------------	------------------	------------------	------------------	------------------	------------	------------------	-----------	----------------

Total Revenue Over Expenditures	108,686	376,487	(51,052)	512,437	1	(592,374)	0	-
--	----------------	----------------	-----------------	----------------	----------	------------------	----------	----------

Fire Department Cost for Services Calculation

2025 Estimated Market Values	HC	WC	TOTAL	
City of Corcoran	\$343,905,300		\$343,905,300	23.97%
City of Greenfield	\$258,316,500		\$258,316,500	18.00%
City of Hanover	\$131,355,300	\$536,461,600	\$667,816,900	46.54%
Rockford Township		\$164,885,700	\$164,885,700	11.49%
	<hr/>	<hr/>	<hr/>	<hr/>
	\$733,577,100	\$701,347,300	\$1,434,924,400	100.00%

Total Calls by Year	2019	2020	2021	2022	2023	Total	Average	
City of Corcoran	23	28	35	42	37	165	33	15.63%
City of Greenfield	17	23	25	29	26	120	24	11.36%
City of Hanover	126	94	132	159	139	650	130	61.55%
Rockford Township	19	26	21	24	31	121	24.2	11.46%
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	185	171	213	254	233	1056	211.20	100.00%

2025 Budget: 464,048.30 Total Budgeted Expenditures (General Fund, Bonds, Capital Transfer)
 (50,000.00) State FRA Pension Contribution
\$414,048.30 Amount to be allocated

Payment from City is based on dividing the budget in half and then determining costs based on Market Value and Total Calls.

	MV %	MV Pymt.	CH %	CH Pymt.	Payment
City of Corcoran	23.97%	49,617.04	15.63%	32,347.52	81,964.56
City of Greenfield	18.00%	37,268.69	11.36%	23,525.47	60,794.16
City of Hanover	46.54%	96,349.48	61.55%	127,429.64	223,779.12
Rockford Township	11.49%	23,788.93	11.46%	23,721.52	47,510.45
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	100.00%	207,024.15	100.00%	207,024.15	414,048.30
		207,024.15		207,024.15	

2024 Payment Per City:		2025 Payment Per City:	% Change
City of Corcoran	\$80,413.08	City of Corcoran	\$81,964.56 2%
City of Greenfield	\$57,730.51	City of Greenfield	\$60,794.16 5%
City of Hanover	\$213,972.06	City of Hanover	\$223,779.12 5%
Rockford Township	\$42,973.82	Rockford Township	\$47,510.45 11%
	<hr/>		<hr/>
	\$395,089.47		\$414,048.30 5%

Capital Improvement Fund Levy Revenue

Fund No.	Account Description	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget	2025 Budget	% Change	Comments
401	General										
402	Parks	25,000	25,000	25,000	25,000	25,000	20,000	25,000	58,500		
403	Fire Department	60,000	101,045	60,000	60,000	61,800	63,654	65,564	67,531		approx. 50% pd by contract entities
404	Historical Projects										Fire CIP plans 3% annual increase
407	TIF Redev. Dist #1										
408	8th St. Project										
411	Facilities							10,000	200,000		Hall Repairs/Remodel - Upcoming
417	Equipment	15,000	20,000	50,000	50,000	225,000	75,000	60,000	60,000		
418	Street Project	152,880	169,806	275,000	451,000	420,000	575,000	650,000	350,000		REDUCED \$50k after County Oct Capacity
Total Revenue		252,880	315,851	410,000	586,000	731,800	733,654	810,564	736,031	-9%	

(Plus 300k 2022 EOY) (Plus 450k 2023 EOY)
 Street 350 Street, 100 park

FINAL LEVY CERTIFIED

City of Hanover

Bond Register/Debt Levy Supplement

Bond Issues	Original Principal	Date Issued	Paid by Levy Dollars (Y/N)	Debt Levy per Issued Bond for Pay 2025	Reductions to Levied Amount	Certified Debt Levy 2025
GO Bond Capital Improvement	\$1,535,000	2016	Y	\$100,000	\$0.00	\$100,000
Total	\$1,535,000			\$100,000	\$0.00	\$100,000

I hereby certify that the above schedule of bond levies to be spread on payable 2025 tax rolls agrees with your records and is true and correct. Copies of any resolutions which increase or reduce these levies are attached.

Dated this ___th day of December, 2024.

Jennifer Nash, City Administrator

Final Levy

**STATE of MINNESOTA
COUNTY of WRIGHT
CITY OF HANOVER**

Return by: December 30, 2024
City Taxes Voted

To the Auditor of Wright County: I hereby certify that the Council for the City of Hanover, Counties of Wright and Hennepin, Minnesota, did at a meeting on December ____, 2024 levy the following amount to be raised by taxation for the City of Hanover for the payable year 2025.

2024 Final

2025 Final

2024 Budget Requirement	2024 LGA	2024 Other Resources	2024 Tax Levy	# Fund	2025 Budget Requirement	2025 LGA	2025 Other Resources	2025 Certified Levy
1,882,579	161,376	323,695	1,397,508	5 Rev	2,047,474	127,390	405,695	1,514,389
379,525	50,000	151,061	178,464	7 Fire Prot.	396,517	50,000	159,236	187,281
103,970		30,158	108,434	19 Debt Services	102,220		2,220	100,000
810,564		30,056	780,508	26 Capital Improv.	736,031		31,033	704,998
3,176,638	211,376	534,970	2,464,914	Total	3,282,243	177,390	598,184	2,506,668

Dated this ____th day of December, 2024

Jennifer Nash, City Administrator

Preliminary EDA Levy

**STATE of MINNESOTA
COUNTY of WRIGHT
HANOVER EDA**

Return by: December 30, 2024
District Taxes Voted

To the Auditor of Wright County: I hereby certify that the Hanover City Council, on behalf of the **Board for the Hanover EDA**, Counties of Wright and Hennepin, Minnesota, did at a meeting on December ____, 2024 levy the following amount to be raised by taxation for the City of Hanover for the payable year 2025.

2024 Final

2025 Final

2024 Budget Requirement	2024 LGA	2024 Other Resources	2024 Tax Levy	# Fund	2025 Budget Requirement	2025 LGA	2025 Other Resources	2025 Certified Levy
63,452			63,452	5 Administration	65,716			65,716
63,452	0	0	63,452	Total	65,716	0	0	65,716

Dated this ____th day of December, 2024.

Jennifer Nash, City Administrator

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

RESOLUTION NO 12-03-24-109

APPROVING 2025 VEOLIA BUDGET

WHEREAS, the City of Hanover contracts with Veolia for water and sewer management services; and

WHEREAS, attached is a proposed budget for 2025.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota hereby approves the attached 2025 Operations and Maintenance budget for Veolia.

Adopted by the City Council this 3rd day of December, 2024.

APPROVED BY:

ATTEST:

Chris Kauffman, Mayor

Jennifer Nash, City Administrator



VEOLIA NORTH AMERICA
 11100 50th St NE
 Albertville, MN 55301

Tel. : 763-497-3611
 Fax : 763-497-4908
 www.veolianorthamerica.com

Memo

TO : Jennifer Nash
Hanover City Administrator
FROM : John Seifert
DATE : November 27, 2024
SUBJECT : 2025 Operations & Maintenance Budget

Below, for your review and approval, is the proposed budget for Operations and Maintenance of the Hanover Water and Sewer utilities for 2025. The "O&M" budget has been adjusted to address increases to supplies, vehicle expenses, insurance and labor. As in previous years, the "LIM" budget items are adjusted to reflect historical actual expense trends along with any known budget impacts for the coming year, such as the new cost of operating the addition of the new lift station. The final expenses realized will be reconciled at the end of each year against this proposed Lim budget to actual expenses incurred within the calendar year.

	2024 Budget	2025 Budget	% Difference	Monthly Payment
WTR - Repairs & Maint.	2,828	2,828		
SWR - Repairs & Maint.	5,154	5,000		
Utilities	6,971	7,320		
LIM	14,953	15,148	1.3%	1262.33
Wastewater	68,124	72,961		
Water	52,584	56,843		
O&M	120,708	129,804	7.5%	10,817.00
Total	135,660	144,952	6.9%	12,079.33

Our collective Veolia operations and office staff are very proud of the partnership formed over the years of dedicated service to the community of Hanover. We are pleased with our collaborative achievements of the past and look forward to meeting the challenges of the future.

Please feel free to contact me with any questions.

Best Regards,

John Seifert
 General Manager, Municipal Water
 11100 50th St NE, Albertville MN 55301
 ofc 763-497-3611
 john.seifert@veolia.com

Signed _____ Date: _____

Mayor Chris Kauffman

Collaborative Planning, LLC

Memorandum

Date: November 26, 2024
To: Honorable Mayor and Council
From: Cindy Nash, AICP, EDFP
RE: Zoning Ordinance Amendment re: Place of Worship

Background

The City's Zoning Ordinance contains provisions related to churches in regards to parking and signage, but there is not a zoning district in the table in Section 10.27 where this type of use has been included.

Draft Ordinance

The draft ordinance for consideration allows Places of Worship and other places of assembly as a Conditional Use Permit in the B-2 zoning district. B-2 is Highway Commercial and is predominantly located adjacent to existing collector and arterial roads. The Planning Commission also recommended that they be permitted in the industrial zoning districts as well, which has been added to the draft ordinance. Proposed conditions and standards to be addressed for these uses is also included in the draft ordinance, including provisions related to traffic impact studies and mitigation, an operations plan, utility provision, and screening from residential properties. Section 10.28 already provides for additional rear and side yard setbacks from commercial uses to those properties abutting a residential zoning district.

Planning Commission Recommendation

Following a public hearing, the Planning Commission recommended approval of the draft ordinance included in the Council packet.

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

ORDINANCE NO. 2024-08

**AN ORDINANCE AMENDING THE CITY OF HANOVER ZONING ORDINANCE
RELATED TO PLACES OF WORSHIP**

The City Council of Hanover, Minnesota ordains:

SECTION 1. AMEND SECTION. Section 10.01 of the Hanover Zoning Ordinance is hereby amended to add the following definitions:

Place of Worship. A building, together with its accessory buildings and uses, where persons assemble at regular intervals for religious worship and which building, together with its accessory buildings and uses, is maintained and controlled by a religious body organized to sustain public worship, including, but not limited to, churches, chapels, temples, mosques, and synagogues. Examples of accessory uses for a place of worship include, but are not limited to, classrooms for religious instruction, kitchens, banquet and meeting rooms, and offices in support of the worship use. Examples of auxiliary uses which are not considered a place of worship: coffee shops, day cares, restaurants, outdoor sports or recreational complexes, retreat homes, publishing establishments, schools, hospitals, and drug treatment centers.

SECTION 2. AMEND SECTION. Section 10.01 of the Hanover Zoning Ordinance is hereby amended to remove the definition for “Church” and add the following definitions:

Church. Where used in this ordinance, a church has the same meaning as a Place of Worship.

SECTION 3. AMEND SECTION. Section 10.27 A. of the Hanover Zoning Ordinance is hereby amended to add new uses to the existing table as follows:

Type of Land Use	Qualifier	B-1	B-1A	B-2	I-1	I-2	I-3
Place of Worship and other places of assembly	Subject to conditions in Section 10.27			CUP	CUP	CUP	CUP

SECTION 4. ADD NEW SECTION. Section 10.27 B. of the Hanover Zoning Ordinance is hereby amended to add a new Section 10.27 B. 5. as follows:

5. Places of worship and other places of assembly, provided that:
 - a. The minimum lot size is three acres.
 - b. The property shall be platted and must be served by municipal sanitary sewer and water.
 - c. The use shall be located along an improved (i.e., blacktop or concrete) collector or arterial roadway as identified in the city's Comprehensive Plan, but in no case shall it have direct access to an arterial roadway.
 - d. When adjacent to or across the street from a property zoned residential or designated residential in the Comprehensive Plan, screening is provided in compliance with Section 10.64
 - e. A minimum of 25% green space shall be provided.
 - f. For uses with capacity for greater than 250 persons as calculated according to the Building Code adopted by the city, a traffic impact study shall be prepared at the expense of the applicant and submitted to the City with the application for a Conditional Use Permit. The traffic impact study shall assess the potential short-term and long-term traffic impacts associated with the proposed use on the site itself and on adjacent roadways. The traffic impact study shall identify appropriate mitigation and/or recommendations to offset projected impacts, which the user shall be responsible for implementing at its sole cost.
 - g. Uses with a capacity greater than 500 persons are not permitted.
 - h. The user operates consistent with an operations plan that shall be submitted with the application for a conditional use permit and approved by the city that shall prescribe typical start and end times for the primary activity or activities constituting the use (e.g., worship service times), in addition to accessory and auxiliary uses. The operations plan shall be based on the traffic impact study (if any), nearby land uses and other related factors, and shall be incorporated into a conditional use permit agreement.
 - i. Any modification of an existing use which intensifies the use and/or surpasses the 250-person occupancy threshold shall require an amended conditional use permit and shall be subject to the requirements of this paragraph 4.

SECTION 5. EFFECTIVE DATE

This ordinance becomes effective on the date of its publication, or upon the publication of a summary of the ordinance as provided by Minn. Stat. § 412.191, subd. 4, as it may be amended from time to time, which meets the requirements of Minn. Stat. § 331A.01, subd. 10, as it may be amended from time to time.

SECTION 6. REPEALER

All prior ordinances to the extent that they are inconsistent with the terms and provisions of this Ordinance, shall be deemed repealed after the effective date of this Ordinance with regard to those inconsistent terms and provisions.

Passed and adopted by the City Council of the City of Hanover on the 3rd day of December, 2024.

Chris Kauffman, Mayor

ATTEST:

Jennifer Nash, City Administrator