

**AGENDA
HANOVER CITY COUNCIL
MAY 17, 2016**

**MAYOR
CHRIS KAUFFMAN**

**COUNCIL
JOHN VAJDA
DOUGLAS HAMMERSENG
KEN WARPULA
JIM ZAJICEK**

- 1. Call to Order: 6:00 p.m.**
- 2. Approval of Agenda**
- 3. Consent Agenda Items:**
 - a. Approve Minutes of May 3, 2016 City Council Meeting (pg. 4)**
 - b. Approve Claims as Presented: (pg. 10)**

➤ Claims	\$ 94,371.56
➤ Payroll	\$ 8,100.90
➤ P/R taxes & Exp	\$ 3,142.66
➤ Other Claims	\$ 2,541.44
➤ Total Claims	<u>\$ 108,156.56</u>
- 4. Public Hearing: Capital Improvement Plan and Intent to Issue Capital Improvement Bonds**
- 5. Res No 05-17-16-64 – Adopting a Capital Improvement Plan and Providing Preliminary Approval for the Issuance of Bonds (pg. 29)**
- 6. Res No 05-17-16-65 – Approving Post-Issuance Compliance Procedure and Policy for Tax-Exempt Government Bonds (pg. 38)**
- 7. Res No 05-17-16-66 – Approving the Issuance of General Obligation Capital Improvement Plan Bonds, Series 2016A (pg. 46)**
- 8. 2015 Audit Review (separate document)**
- 9. Public Works Facility Preliminary Design Approval (pg. 55)**
- 10. Res No 05-03-16-62 – Ordering 5th St. NE Watermain Extension Project (pg. 57)**
- 11. Res No 05-03-16-63 – Awarding 5th St. NE Watermain Extension Bid (pg. 59)**
- 12. St. Michael Compost Site Upgrades**
- 13. Reports**
- 14. Adjournment**

To: Mayor Kauffman & Members of the Hanover City Council
From: Brian Hagen, City Administrator
Date: May 12, 2016
Re: Review of May 17, 2016 City Council Agenda

1. Call to Order: 6:00 p.m.

2. Approval of Agenda

3. Consent Agenda Items: *See enclosed packet.*

a. Approve Minutes of May 3, 2016 City Council Meeting (pg. 4)

b. Approve Claims as Presented: (pg. 10)

➤ Claims	\$ 94,371.56
➤ Payroll	\$ 8,100.90
➤ P/R taxes & Exp	\$ 3,142.66
➤ Other Claims	\$ 2,541.44
➤ Total Claims	<u>\$ 108,156.56</u>

4. Public Hearing: Capital Improvement Plan and Intent to Issue Capital Improvement Bonds

This public hearing was continued from the February 29, 2016 meeting. The hearing will provide the public the opportunity to submit written and oral comments related to the CIP and Bonding amounts described in the CIP. A representative will be present from Northland Securities to answer further questions.

5. Res No 05-17-16-64 – Adopting a Capital Improvement Plan and Providing Preliminary Approval for the Issuance of Bonds (pg. 29)

This resolution adopts the enclosed CIP as well as gives preliminary authority to issue bonds for CIP projects as identified.

6. Res No 05-17-16-65 – Approving Post-Issuance Compliance Procedure and Policy for Tax-Exempt Government Bonds (pg. 38)

This resolution adopts a policy outlining responsibilities after issuance of a bond.

7. Res No 05-17-16-66 – Approving the Issuance of General Obligation Capital Improvement Plan Bonds, Series 2016A (pg. 46)

This resolution authorizes bonds to be issued upon completion of the reverse referendum period. The bond would not be able to exceed limitations described in the enclosed resolution.

8. 2015 Audit Review (separate document)

Bergan KDV has completed the 2015 Audit. Representatives will be present to discuss the findings.

9. Public Works Facility Preliminary Design Approval (pg. 55)

Prior to moving forward with detailed plans, a motion and approval on the floor plan design is requested.

10. Res No 05-03-16-62 – Ordering 5th St. NE Watermain Extension Project (pg. 57)

This resolution was tabled from the previous meeting.

11. Res No 05-03-16-63 – Awarding 5th St. NE Watermain Extension Bid (pg. 59)

This resolution was tabled from the previous meeting.

12. St. Michael Compost Site Upgrades

St. Michael is considering upgrades to the compost site. Upgrades would include an automatic gate system in order to eliminate the need for an attendant. This position has been difficult to keep staffed, and upgrades would allow eliminating this position, while still providing access to residents.

13. Reports

14. Adjournment

**CITY OF HANOVER
CITY COUNCIL MEETING
MAY 3, 2016 – DRAFT MINUTES**

Call to Order/Pledge of Allegiance:

Mayor Chris Kauffman called the regular meeting of Tuesday, May 3, 2016 to order at 7:03 p.m. Present were Mayor Chris Kauffman, John Vajda, Doug Hammerseng, Ken Warpula, and Jim Zajicek. Also present were City Administrator Brian Hagen, Accountant/Deputy Clerk Elizabeth Lindrud, Public Works Supervisor Scott Vogel, City Attorney Jay Squires and City Engineer Justin Messner. Guests present included Clark and Carol Lee, Barb Olson, Tim Bienias, Claudia Pingree, Vonnie and Martin Waters, Gerhardt Kottke, Greg Hiniker, Mat Boie, Mark Miller, Larry and Georgene Miller, Sarah Bye, Tom and Stephanie Gleason, Joan and Marty Miller, Tom Leimer, Janet McDaniel, Missy Wanke, Karen Kaul, Robert Kosloski, Derek Rosso, Dan Heinecke, Tom Therrien, Bill Rosso, Cathi Gabrielson, Krysta Mitchell, Brandon Vetsch, Bob Hegland, Dee Zajicek, Craig Sandberg, Chad Kugler, Dave Hesse, Stan Kolasa, Brian Kottke, and Doug Voerding from the Wright County Journal Press.

Approval of Agenda:

MOTION by Warpula to approve the agenda, seconded by Hammerseng. **Motion carried unanimously.**

Consent Agenda:

MOTION by Warpula to approve the consent agenda, seconded by Zajicek.

a. Approve Minutes of April 19, 2016 City Council Work Session Meeting

b. Approve Claims as Presented:

➤ Claims	\$ 68,633.65
➤ Payroll	\$ 7,353.99
➤ P/R taxes & Exp	\$ 2,938.73
➤ Other Claims	<u>\$ 1,437.00</u>
➤ Total Claims	<u>\$ 80,363.37</u>

c. Res No 05-03-16-55 – Adopting State Records Retention

d. Res No 05-03-16-56 – Adopting Wright County Hazard Mitigation Plan

e. Res No 05-03-16-57 – Approving E-Poll Book Agreement

f. Res No 05-03-16-58 – Approving Snow Plow Driver Payment

g. Res No 05-03-16-59 – Approving Purchase of Fire Department Pagers

h. Res No 05-03-16-60 – Accepting Donation from Chanhassen Cub Foods

i. Res No 05-03-16-61 – Approving Purchase of Office Computer

Motion carried unanimously.

Citizen’s Forum:

City Administrator Hagen gave a short presentation on the Settlers Park Ballfield redesign and the history on the discussions with Hanover Youth Ball, Hanover Athletic Association, City Council and the Park Board that have taken place over the past several years.

Tom Therrien

Tom Therrien addressed the Council and stated that he is the President of the Hanover Youth Ball organization. He explained that there are 320 children in the program with the 16U team starting in 2015. He further explained that Hanover Youth Ball has looked for land and have not been able to find anything suitable anywhere else. He stated that they have sufficient fields for the 12 and 14 year old players, but have to travel to Montrose for practice and games for the 16 year old players. He further

explained that there are more kids moving up through the program and once players reach the 16U level they would have to leave the program or try out at Buffalo. He stated Hanover Youth Ball lets everyone plays and he is very passionate about the program because he wants to provide a positive activity to youth in the area.

Therrien clarified that the redesign is taking the two current fields and replacing them with one larger field for the 16U teams, he further stated that the fields at Hanover Elementary are being renovated for the 12U teams, which will provide enough fields for the younger players. The Settlers Park ballfield would have movable bases to allow multiple age groups to play, and the field is for anyone in the community to use.

Martin Waters

Martin Waters stated that he has lived in Hanover since 2001 and spoke to the City's Comprehensive Plan and the long term vision for the community. He feels that the ballfield redesign is short sighted and that there are at least five other viable land options to avoid removing the oak trees. He further inquired if it would be possible to ask the MN Twins to increase their funding and build a better facility on a larger parcel of land. He is also concerned that the remaining oak trees will not survive the construction of the new ballfield.

Karen Kaul

Karen Kaul addressed Council stating that she had only heard about the ballfield redesign and removal off the oak trees two days ago. She stated she would like the City to look at other options and plan for future needs and other options. She expressed concern that once the trees are cut down the City cannot get them back.

Janet McDaniel

Janet McDaniel stated she is a Tree Care Advisor for Wright County and that she has lived in Hanover for 25 years. She was concerned that the City has not looked far enough into the future. She created a tree inventory of the entire Settlers Park property. She believes that the ash trees will be gone due to the emerald ash borer within the next five years and that the maple trees are also at risk. McDaniel predicts only 19 trees would be left in the park. She inquired if the ballfield design will effect a change in the water table and that oaks are very sensitive to change. She is concerned the oak tree closest to the proposed ballfield fence will not survive the construction. She also inquired on level of foot traffic would increase near the remaining oak trees and how that could be addressed. She further expressed concern over the time of year construction would begin and if precautions would be taken during construction.

Krysta Mitchell

Krysta Mitchell stated that she has four children and works with the elderly and came to gain information when she heard that Council had voted down a public hearing on the ballfield redesign. She stated she would like to see the City Comprehensive Plan. She explained that Settlers Park is a great place for seniors to visit because it is handicap accessible. She further stated she would like a study on the usage of each park and to have a public hearing to allow the community to come and discuss.

Stephanie Gleason

Stephanie Gleason expressed that she can sympathize with both sides and that the community does need to keep the youth active. She inquired about the number of people the new ballfield would benefit and mentioned the survey results from the Park Board did not show that the community felt additional ballfields were needed. Gleason's concern was that if the trees are removed, it takes away free space for

children to play in the park and that the population the ballfield would benefit is not large enough to justify the tree removal.

John Vajda arrived at 7:50 p.m.

Tim Bienias

Tim Bienias thanked Tom Therrien for his work with Hanover Youth Ball; he has a son and daughter in Youth Ball. He stated he wants to see fields added in Hanover and felt that if residents could vote for a referendum to build a new sports complex, it would pass. He did express that the trees in Settlers Park provide a play space for children to use their imagination to play instead of being in scheduled activities.

Claudia Pingree

Claudia Pingree stated that she has lived in Hanover for 30 years and that the seniors enjoy sitting under the oak trees. She further explained that she agrees more fields are needed for the children, but not just one field and not just ballfields.

Brandon Vetsch

Brandon Vetsch stated that he is concerned that the City does not have all the necessary data needed for the ballfield redesign. He would like to see a study on the projected growth of Hanover and a time use study on the fields and then make a decision on the ballfields.

Greg Hiniker

Greg Hiniker stated that he is the President of the Hanover Lions and supports the work of Hanover Youth Ball and the Park Board. He explained that he was speaking for the older members of the Hanover Lions and that Settlers Park was built in its current location because of the trees. He expressed concern that the City would be looking for a new field again in the future and he feels Lions would donate to a longer term project.

Tim Zimmerman

Tim Zimmerman stated he is a former member of Hanover resident and explained his family goes back 100 years in Hanover. He stated that the trees were here before the City and that he agrees that the City needs more ballfields and soccer fields, but that the City needs to conduct a five to ten year study first and look at other land options.

Missy Wanke

Missy Wanke explained that the Girls Scouts use the area under the oak trees for their annual camp event, which has an attendance between 70-100 girls. She further stated that area is used for other events and provides shade on hot summer days so residents can be outside.

Chad Kugler

Chad Kugler with Hanover Youth Ball stated that he has heard several people mention that there is a lack of planning. He explained that Hanover Youth Ball has been talking about ballfields for a long time and that the organization uses the fields as often as people's schedules allow them too. He further explained that there are no fields in Hanover to accommodate 16U leagues. Kugler understands the concern for the trees, however Youth Ball's perspective is about the kids in the program. Kugler stated their organization does not cut players and allows everyone to play, which has contributed to its growth.

Public Hearings

5th Street Watermain Extension

Messner gave a presentation on the 5th Street Watermain Extension. Messner's presentation included the project location, property improvements, and financing options. It also addressed common concerns regarding access to property and set the work hours from 7:00 a.m. to 7:00 p.m. Monday through Friday, 9:00am to 5:00 p.m. Saturday, and no work done on Sunday. The project is scheduled to start in June and end before August. Messner stated that 25% of the project costs would be assessed to the property owners and the City would pay the remaining 75%, the assessments are an even split per lot.

MOTION by Warpula to open the Public Hearing at 8:38 p.m., seconded by Hammerseng. **Motion carried unanimously.**

Kauffman asked if there were any public comments. An inquiry was made how the assessment would be effected if the sale on the City lot fell through. Messner replied that the City would then pick up that portion, and the total costs would still be split the same.

Liz Young inquired if construction would be complete before the Hanover Harvest Festival; Messner stated that the contract in place has a complete date before the Harvest Festival. Young also inquired how the pipe will go through and that there are a lot of utilities in the area. Messner explained that once the construction nears the residential properties the contractor will use directional boring instead of open excavation. The boring will not affect the storm water or any underground utilities.

MOTION by Hammerseng to close the Public Hearing at 8:44 p.m., seconded Vajda. **Motion carried unanimously.**

Unfinished Business:

None

New Business:

Clark Lee – House Size Regulations

Mr. Lee addressed Council with concerns of Hanover's current housing standards. Current ordinances do not require a minimum house size, however, a minimum garage size is required. Lee is concerned that a lack of housing standards would allow Hanover to be susceptible to the current trend of "tiny homes." Mr. Lee requested the Council, if possible, change the ordinance at the current meeting to implement housing standards prior to the Zoning Code recodification in 2013. Lee further requested that if the ordinance could not be changed, then Council place a moratorium on new home building permits that do not meeting the standards prior to the 2013 recodification.

Squires explained that a change to the zoning code would require Planning Commission involvement. He further stated that a moratorium would require an ordinance passage, however, with direction from Council on the details of the moratorium ordinance, staff could begin holding new home building permits prior to the passage of a moratorium ordinance.

Council felt a minimum house size would be beneficial to Hanover, but did not want to delay the issuance of a permit on a larger home.

MOTION by Warpula directing the advertisement of a moratorium ordinance on new home construction building permits if the design does not meet the minimum livable area size standards in place prior to the Zoning Code recodification in 2013, seconded by Zajicek. **Motion carried unanimously.**

Res No 05-03-16-62 – Ordering 5th St. NE Watermain Extension Project

Res No 05-03-16-63 – Awarding 5th St NE Watermain Extension Project Bid

MOTION by Warpula to table Res No 05-03-16-62 and Res No 05-03-16-63 until May 17, 2016, seconded by Hammerseng. **Motion carried unanimously.**

Hanover Royalty/Insurance Coverage

Hagen explained that Jackie Heinz, John Vajda, and himself discussed the Hanover Royalty and their desire to build a float. There was a question of whether the City could insure the float since the Harvest Festival does not carry insurance all year round. LMCIT, the City’s insurance provider, has stated that the float could be insured by the City. They further recommended a policy be in place related to towing the float and to consider the float City property when setting the policy since the City would hold the liability. LMCIT suggested only City vehicles and staff be allowed to tow the float. Vajda requested to table this topic and he will work with Jackie to see what the Harvest Festival’s insurance may be able to offer.

Park Playground Border Upgrades

Vogel stated that the wood and plastic timber borders need replacement. He further stated that he brought a proposal to replace the current borders with cement borders to the Park Board. The Park Board made a motion of support to replace the borders as needed with cement borders. Council was favorable to the change and requested that Vogel get specific quotes on the upgrades when the park needs the maintenance.

2016 First Quarter Budget Review

Lindrud presented the 2016 first quarter budget review. Miscellaneous revenues were up due to the fund transfer of the unclaimed escrows from the early 2000’s. Expenditures were all at or below 25 percent of the budget with the exception of insurance, which was prepaid in 2015 for the first half of 2016. The 2010 GO Equipment Certificates fund is currently negative, but will be refunded once the first half 2016 taxes come in.

Reports

Lindrud

- Updated Council that Park Board postponed the annual walk through until May and held an informational meeting on the ballfield redesign at the April 26th meeting. The walk through will focus on the Park Comprehensive Plan.

Hagen

- The Greenhouse is required to update their plans due to an issue with emergency response vehicles being able to access the building.
- Reminded Council that he and Lindrud will be out at training this week.

Vogel

- Stated that the Terry, the summer help, started Monday.
- Crack sealing project will start in May.
- The Lion Head fountain arrived and is now installed in Settlers Park.

Messner

- Bridge decking is done.
- Hanover Hills contracts will be sent out for signatures.

- Stated he will be setting up a meeting with Burschville Construction for the County Road 19 sidewalk project.
- Spoke with Wright County on a sidewalk extension to Hanover Elementary. They would consider partnering to extend the sidewalk from the vehicle bridge to the elementary school.

Vajda

- Attended the Russian Dinner put on by Tatiana Menth, it was well attended.

Kauffman

- Attended the Hanover Lions Smelt Fry, it was well attended.
- Inquired if the field at Mallard Park can be aerated, Vogel stated that underneath the sod is gravel, he planned to spread dirt to help.
- Requested that Hagen look at the franchise fee contracts, he was told that the City should not have to pay for cable or internet at City buildings as part of the contract.

Closed Session Pursuant to Minn. Stat. 13D.05, subd. 3(b)(3) to Develop an Offer for the Sale of Real Property Owned by the City, located at 11149 5th Street NE, Hanover, MN

Closed Session Pursuant to Minn. Stat. 13D.05, subd. 3(b)(3) to Develop an Offer for the Sale of Real Property Owned by the City, identified as PID 108-046-001060

At this time Mayor Kauffman read a statement identifying authorization to enter into a closed session to discuss the sale of properties identified as 11149 5th St. NE, Hanover, MN and PID 108-046-001060.

MOTION by Warpula to enter into a closed session at 10:07 p.m., seconded by Warpula. **Motion carried unanimously.**

Present in the closed meeting were Mayor Kauffman, Councilors Vajda, Hammerseng, Warpula, Zajicek, City Administrator Hagen, and Attorney Squires. Council discussed the sale price of both properties identified above and directed staff to present the offers to the interested parties.

MOTION by Warpula to reconvene the regular meeting at 10:50 p.m., seconded Zajicek. **Motion carried unanimously.**

Adjournment

MOTION by Vajda to adjourn at 10:55 p.m., seconded by Zajicek. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

HANOVER

Payments

Current Period: May 2016

Batch Name	05/17/16 PAY	Payment	Computer Dollar Amt	\$94,371.56	Posted
Refer	1613 <u>ADVANCED DISPOSAL SERVICES</u> -				
Cash Payment	E 100-41940-384 Refuse/Garbage Dispos Standard Trash - April 2016				\$229.44
Invoice	G20001585487 4/30/2016				
Transaction Date	5/9/2016	Due 0	Cash	10100	Total \$229.44
Refer	1598 <u>AEM FINANCIAL SOLUTIONS, LLC</u> Ck# 001596E 5/17/2016				
Cash Payment	E 100-41530-310 Other Professional Servi Audit Prep Training				\$280.00
Invoice	366768 4/30/2016				
Transaction Date	5/3/2016	Due 0	Cash	10100	Total \$280.00
Refer	1624 <u>ANCOM COMMUNITCATIONS</u> -				
Cash Payment	E 100-42220-221 Equipment Parts Minitor V Battery (8)				\$152.00
Invoice	59708 4/15/2016				
Cash Payment	E 100-42220-221 Equipment Parts Minitor V Belt Clip (6)				\$84.60
Invoice	59708 4/15/2016				
Cash Payment	E 100-42220-221 Equipment Parts Minitor V Battery - IS (2)				\$44.00
Invoice	59708 4/15/2016				
Cash Payment	E 100-42220-221 Equipment Parts Shipping				\$13.00
Invoice	59708 4/15/2016				
Transaction Date	5/11/2016	Due 0	Cash	10100	Total \$293.60
Refer	1614 <u>AT&T MOBILITY</u> -				
Cash Payment	E 100-43000-321 Telephone PW Cell Phone - 03/18/16 - 4/17/16				\$138.06
Invoice	X04252016 4/17/2016				
Transaction Date	4/29/2016	Due 0	Cash	10100	Total \$138.06
Refer	1597 <u>BERGANKDV</u> -				
Cash Payment	E 100-41540-301 Auditing and Acctg Servi Interim billing on the audit of Financial Statements for year ending 12/31/15				\$17,500.00
Invoice	920853 4/30/2016				
Transaction Date	5/3/2016	Due 0	Cash	10100	Total \$17,500.00
Refer	1601 <u>BIFFS INC.</u> Ck# 001597E 5/17/2016				
Cash Payment	E 100-45200-580 Other Equipment Pheasant Run Park				\$78.04
Invoice	W594380-IN 4/27/2016				
Cash Payment	E 100-45200-580 Other Equipment Eagleview Park				\$95.00
Invoice	W594381-IN 4/27/2016				
Cash Payment	E 100-45200-580 Other Equipment Mallard Park				\$78.04
Invoice	W594382-IN 4/27/2016				
Cash Payment	E 100-45200-580 Other Equipment Cardinal Circle Park				\$78.04
Invoice	W594382-IN 4/27/2016				
Transaction Date	5/3/2016	Due 0	Cash	10100	Total \$329.12
Refer	1606 <u>BRIDGES AT HANOVER HOA</u> -				
Cash Payment	E 100-48205-810 Refunds & Reimburseme Damage Deposit - 4/28/16				\$200.00
Invoice	5/9/2016				
Transaction Date	5/9/2016	Due 0	Cash	10100	Total \$200.00
Refer	1613 <u>BSN SPORTS</u> -				

HANOVER

05/12/16 1:53 PM

Page 2

Payments

Current Period: May 2016

Cash Payment	E 100-45200-220 Repair/Maint Supply (GE	Big League Base Plugs (2 pk)				\$69.98
Invoice	97843690	4/20/2016				
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE	Shipping				\$15.00
Invoice	97843690	4/20/2016				
Transaction Date	4/29/2016	Due 0	Cash	10100	Total	\$84.98
Refer	1604	CARDMEMBER SRVC (CENTRAL B	-			
Cash Payment	E 100-42240-208 Training and Instruction	Fire Permit - 24950 Tucker Road, Rogers				\$15.00
Invoice		4/26/2016				
Cash Payment	E 100-42260-212 Motor Fuels	Fuel				\$10.26
Invoice		4/26/2016				
Transaction Date	5/3/2016	Due 0	Cash	10100	Total	\$25.26
Refer	1600	CARSON, CLELLAND & SCHREDE	-			
Cash Payment	E 100-41610-304 Legal Fees	Legal Support/Work - April 2016				\$49.11
Invoice		4/28/2016				
Transaction Date	5/3/2016	Due 0	Cash	10100	Total	\$49.11
Refer	1603	CENTERPOINT ENERGY	-			
Cash Payment	E 100-42280-383 Gas Utilities	Fire Department - 03/28/16 - 4/26/16				\$105.56
Invoice		4/28/2016				
Cash Payment	E 100-41940-383 Gas Utilities	City Hall - 03/28/16 - 4/26/16				\$218.14
Invoice		4/28/2016				
Transaction Date	5/3/2016	Due 0	Cash	10100	Total	\$323.70
Refer	1625	CENTURY LINK	-			
Cash Payment	E 100-42280-321 Telephone	Fire Hall Landline - 04/28/16 - 05/27/16				\$30.32
Invoice		5/19/2016				
Transaction Date	5/11/2016	Due 0	Cash	10100	Total	\$30.32
Refer	1620	CITY OF CORCORAN	-			
Cash Payment	E 100-43121-224 Street Maint Materials	Ice Control Salt - 129 Ton@ \$73.28 per ton				\$9,453.12
Invoice		5/4/2016				
Transaction Date	5/10/2016	Due 0	Cash	10100	Total	\$9,453.12
Refer	1608	CITY OF ST. MICHAEL	Ck# 001600E 5/17/2016			
Cash Payment	E 602-49455-310 Other Professional Servi	SAC Fees April 2016 - 11590 8th St				\$4,712.00
Invoice		5/9/2016				
Cash Payment	E 602-49455-310 Other Professional Servi	SAC Fees April 2016 - 11586 Erin St				\$4,712.00
Invoice		5/9/2016				
Cash Payment	E 602-43252-310 Other Professional Servi	Lift Station Flows - 1st Quarter 2016				\$27,607.05
Invoice		5/9/2016				
Transaction Date	5/9/2016	Due 0	Cash	10100	Total	\$37,031.05
Refer	1612	CLASSIC CLEANING COMPANY, LL	-			
Cash Payment	E 100-41940-310 Other Professional Servi	Monthly Cleaning City Hall - May 2016				\$325.00
Invoice	23668	5/8/2016				
Cash Payment	E 100-41940-310 Other Professional Servi	Monthly Cleaning Charge - May 2016				\$155.00
Invoice	23669	5/8/2016				
Transaction Date	5/9/2016	Due 0	Cash	10100	Total	\$480.00
Refer	1596	COLONIAL LIFE	-			
Cash Payment	G 100-21706 Medical/Dental Ins	Supplemental Insurance - May 2016				\$30.26
Invoice	4475836-050147	4/21/2016				

HANOVER

05/12/16 1:53 PM

Page 3

Payments

Current Period: May 2016

Transaction Date	5/3/2016	Due 0	Cash	10100	Total	\$30.26
Refer	1599 COMCAST		-			
Cash Payment	E 100-41940-321 Telephone		Digital Voice & Internet - May 2016			\$259.26
Invoice	4/25/2016					
Transaction Date	5/3/2016	Due 0	Cash	10100	Total	\$259.26
Refer	1602 ECM PUBLISHERS, INC.		Ck# 001598E 5/17/2016			
Cash Payment	E 401-43123-310 Other Professional Servi		5th St Watermain Extension Bid			\$125.35
Invoice 342130	4/28/2016					
Cash Payment	E 401-43123-310 Other Professional Servi		Capital Imp Plan			\$102.90
Invoice 342131	4/28/2016					
Transaction Date	5/3/2016	Due 0	Cash	10100	Total	\$228.25
Refer	1626 FINKEN WATER SOLUTIONS		-			
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE		Cook & Cold Rental Cooler - May 2016			\$9.50
Invoice 4039072	5/1/2016					
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE		Cook & Cold Rental Cooler - May 2016			\$9.50
Invoice 4309082	5/1/2016					
Transaction Date	5/11/2016	Due 0	Cash	10100	Total	\$19.00
Refer	1615 GRAINGER		-			
Cash Payment	E 100-43000-215 Shop Supplies		Cut resistant Gloves (5)			\$32.25
Invoice 9101352020	5/4/2016					
Transaction Date	5/9/2016	Due 0	Cash	10100	Total	\$32.25
Refer	1619 HARDWARE HANK		-			
Cash Payment	E 100-43000-215 Shop Supplies		Shop Supplies			\$12.09
Invoice 1305359	4/1/2016					
Cash Payment	E 100-45200-400 Repairs & Maint Cont (G		Lion Head Fountain Supplies			\$46.26
Invoice 1312155	4/29/2016					
Cash Payment	E 100-45200-400 Repairs & Maint Cont (G		Lion Head Fountain Supplies			\$6.83
Invoice 1312189	4/29/2016					
Cash Payment	E 100-42220-240 Small Tools and Minor E		Misc Builders Hardware			\$5.04
Invoice 1309171	4/1/2016					
Transaction Date	5/10/2016	Due 0	Cash	10100	Total	\$70.22
Refer	1632 HEALTH PARTNERS		Ck# 001605E 5/17/2016			
Cash Payment	G 100-21706 Medical/Dental Ins		Medical Premiums - June 2016			\$2,716.50
Invoice 65683902	5/5/2016					
Transaction Date	5/12/2016	Due 0	Cash	10100	Total	\$2,716.50
Refer	1605 HEINS, DENICE		Ck# 001599E 5/17/2016			
Cash Payment	E 100-41940-520 Buildings and Structures		Storage - June 2016			\$120.00
Invoice	5/5/2016					
Transaction Date	5/3/2016	Due 0	Cash	10100	Total	\$120.00
Refer	1634 JIFFY-JR. PRODUCTS		Ck# 001606E 5/17/2016			
Cash Payment	E 100-41940-210 Operating Supplies (GE		Restroom Supplies			\$32.34
Invoice 161619	4/28/2016					
Cash Payment	E 100-41940-210 Operating Supplies (GE		Disinfecting Wipes			\$50.40
Invoice 161619	4/28/2016					
Cash Payment	E 100-43000-215 Shop Supplies		Safety Glasses			\$35.88
Invoice 161619	4/28/2016					

HANOVER

05/12/16 1:53 PM

Page 4

Payments

Current Period: May 2016

Cash Payment	E 100-43000-215 Shop Supplies	Corded Earplugs				\$31.76
Invoice 161619	4/28/2016					
Cash Payment	E 100-43000-215 Shop Supplies	Safety Glasses				\$59.88
Invoice 161619	4/28/2016					
Cash Payment	E 100-43000-215 Shop Supplies	Lens cleaner				\$39.36
Invoice 161619	4/28/2016					
Cash Payment	E 100-43000-215 Shop Supplies	Shipping				\$13.79
Invoice 161619	4/28/2016					
Transaction Date	5/12/2016	Due 0	Cash	10100	Total	\$263.41
Refer	1631 <u>JILL SLETTEN, MAOSC</u>					
Cash Payment	E 100-41110-306 Dues & Subscriptions	MAOSC Dues - Membership Base				\$200.00
Invoice	5/11/2016					
Cash Payment	E 100-41110-306 Dues & Subscriptions	MAOSC Dues - City Pop 2938 x .45 per capita				\$1,322.10
Invoice	5/11/2016					
Transaction Date	5/11/2016	Due 0	Cash	10100	Total	\$1,522.10
Refer	1607 <u>JOINT POWERS WATER BOARD</u>					
Cash Payment	E 601-49410-310 Other Professional Servi	WAC Fees April 2016 - 11590 8th St				\$2,001.00
Invoice	5/9/2016					
Cash Payment	E 601-49410-310 Other Professional Servi	WAC Fees April 2016 - 11586 Erin St				\$2,001.00
Invoice	5/9/2016					
Transaction Date	5/9/2016	Due 0	Cash	10100	Total	\$4,002.00
Refer	1617 <u>KAUL DESIGN GROUP, LLC</u>	<u>Ck# 001601E 5/17/2016</u>				
Cash Payment	E 201-41330-437 Other Miscellaneous	Priority Maintenance Package - May 2016				\$200.00
Invoice 16-076	5/6/2016					
Transaction Date	5/9/2016	Due 0	Cash	10100	Total	\$200.00
Refer	1630 <u>LINDRUD, ELIZABETH</u>	<u>Ck# 001604E 5/17/2016</u>				
Cash Payment	E 100-41435-331 Travel Expenses	Mileage - Clerks Institute				\$102.06
Invoice	5/11/2016					
Transaction Date	5/11/2016	Due 0	Cash	10100	Total	\$102.06
Refer	1628 <u>M. MILLER TRUCK & TRAILER</u>	<u>Ck# 001603E 5/17/2016</u>				
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE	Tanker 11 - Oil Change/Maintenance				\$437.94
Invoice R2278	4/18/2016					
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE	Rescue 11 - Oil Change/Maintenance				\$450.81
Invoice R2277	4/18/2016					
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE	Engine 12 - Oil Change/Maintenance				\$268.74
Invoice R2276	4/18/2016					
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE	Engine 11 - Oil Change/Maintenance				\$268.74
Invoice R2275	4/18/2016					
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE	Tanker 12 - Oil Change/Maintenance				\$250.00
Invoice R2279	4/18/2016					
Transaction Date	5/11/2016	Due 0	Cash	10100	Total	\$1,676.23
Refer	1618 <u>MCFOA</u>	<u>Ck# 001602E 5/17/2016</u>				
Cash Payment	E 100-41430-306 Dues & Subscriptions	MCFOA Membership Liz - 7/01/16-12/31/16				\$17.50
Invoice	5/9/2016					
Cash Payment	G 100-15500 Prepaid Items	MCFOA Membership Liz - 01/01/17 - 6/30/17				\$17.50
Invoice	5/9/2016					
Transaction Date	5/9/2016	Due 0	Cash	10100	Total	\$35.00

HANOVER

05/12/16 1:53 PM

Page 5

Payments

Current Period: May 2016

Refer	1629 METRO WEST INSPECTION SERVI			-	
Cash Payment	E 100-42401-310 Other Professional Servi	10690 108th Ave N			\$104.67
Invoice	5/5/2016				
Cash Payment	E 100-42401-310 Other Professional Servi	10077 3rd St NE			\$26.95
Invoice	5/5/2016				
Cash Payment	E 100-42401-310 Other Professional Servi	11384 12th st NE			\$5.25
Invoice	5/5/2016				
Cash Payment	E 100-42401-310 Other Professional Servi	10111 Jasmine Ave NE			\$193.61
Invoice	5/5/2016				
Cash Payment	E 100-42401-310 Other Professional Servi	11574 8th St NE			\$104.67
Invoice	5/5/2016				
Cash Payment	E 100-42401-310 Other Professional Servi	10639 Crow Hassan			\$17.50
Invoice	5/5/2016				
Cash Payment	E 100-42401-310 Other Professional Servi	862 Mallard St			\$5.25
Invoice	5/5/2016				
Cash Payment	E 100-42401-310 Other Professional Servi	1026 Emerald St			\$72.33
Invoice	5/5/2016				
Cash Payment	E 100-42401-310 Other Professional Servi	10411 Kalland Ave			\$1,305.74
Invoice	5/5/2016				
Cash Payment	E 100-42401-310 Other Professional Servi	11574 11th St			\$1,025.49
Invoice	5/5/2016				
Cash Payment	E 100-42401-310 Other Professional Servi	1038 Emerald St			\$1,120.84
Invoice	5/5/2016				
Cash Payment	E 100-42401-310 Other Professional Servi	10745 Gingsing Ln			\$371.77
Invoice	5/5/2016				
Transaction Date	5/11/2016	Due 0	Cash	10100	Total \$4,354.07
Refer	1611 MN CITY/COUNTY MANAGAMENT			-	
Cash Payment	E 100-41400-306 Dues & Subscriptions	MCMA Dues - 5/1/16 - 12/31/16			\$66.67
Invoice	4/9/2016				
Cash Payment	G 100-15500 Prepaid Items	MCMA Dues - 1/01/17 - 4/30/17			\$33.33
Invoice	4/9/2016				
Transaction Date	5/9/2016	Due 0	Cash	10100	Total \$100.00
Refer	1627 MOTOROLA SOLUTIONS, INC.			-	
Cash Payment	E 100-42260-323 Radio Units	Battery Impress Nimh 2100 MAH			\$495.00
Invoice	13107419 4/13/2016				
Transaction Date	5/11/2016	Due 0	Cash	10100	Total \$495.00
Refer	1633 OMANN BROTHERS INC			-	
Cash Payment	E 100-43121-224 Street Maint Materials	Asphalt			\$129.53
Invoice	12054 5/4/2016				
Transaction Date	5/12/2016	Due 0	Cash	10100	Total \$129.53
Refer	1622 OREILLY AUTO PARTS			-	
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE	Mini Lamp			\$5.57
Invoice	1749-491668 4/28/2016				
Transaction Date	5/11/2016	Due 0	Cash	10100	Total \$5.57
Refer	1621 ROCKFORD LAESTADIAN LUTHER			-	
Cash Payment	E 100-48205-810 Refunds & Reimburseme	Park Shelter Rental - 9/11/16 Overpayment			\$33.00
Invoice	5/10/2016				

HANOVER

Payments

Current Period: May 2016

Transaction Date	5/10/2016	Due 0	Cash	10100	Total	\$33.00
Refer	1635 <i>TIREWIZ LLC</i>					
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE		Deli Turf			\$98.00
Invoice	26624	5/11/2016				
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE		Deestone Turf			\$180.00
Invoice	26624	5/11/2016				
Transaction Date	5/12/2016	Due 0	Cash	10100	Total	\$278.00
Refer	1623 <i>U.S. HEALTHWORKS</i>					
Cash Payment	E 100-42210-305 Medical and Dental Fees		Pre-Employment Physical Exam			\$465.00
Invoice		4/8/2016				
Cash Payment	E 100-42210-305 Medical and Dental Fees		Pre-Employment Resp Clearance			\$80.00
Invoice		4/8/2016				
Cash Payment	E 100-42210-305 Medical and Dental Fees		Vaccination for Firefighter			\$103.00
Invoice		4/8/2016				
Transaction Date	5/11/2016	Due 0	Cash	10100	Total	\$648.00
Refer	1616 <i>WRIGHT COUNTY AUDITOR-TREA</i>					
Cash Payment	E 100-42102-310 Other Professional Servi		WC Patrol Services - May 2016			\$8,174.00
Invoice		5/3/2016				
Cash Payment	E 100-42102-310 Other Professional Servi		February 2016 Patrol Fines			\$40.00
Invoice		5/3/2016				
Cash Payment	E 100-42102-310 Other Professional Servi		March 2016 Patrol Fines			\$69.99
Invoice		5/3/2016				
Cash Payment	E 100-42102-310 Other Professional Servi		April 2016 Patrol Fines			\$306.63
Invoice		5/3/2016				
Transaction Date	5/9/2016	Due 0	Cash	10100	Total	\$8,590.62
Refer	1614 <i>XCEL ENERGY</i>					
Cash Payment	E 100-43160-381 Electric Utilities		City Lights - 04/03/16 - 05/02/16			\$2,013.47
Invoice	499905586	5/3/2016				
Transaction Date	5/9/2016	Due 0	Cash	10100	Total	\$2,013.47

Fund Summary

	10100 Cash
602 SEWER ENTERPRISE FUND	\$37,031.05
601 WATER ENTERPRISE FUND	\$4,002.00
401 GENERAL CAPITAL PROJECTS	\$228.25
201 EDA SPECIAL REVENUE FUND	\$200.00
100 GENERAL FUND	\$52,910.26
	\$94,371.56

Pre-Written Check		\$42,981.62
Checks to be Generated by the Computer		\$51,389.94
Total		\$94,371.56

HANOVER

05/12/16 1:57 PM

Page 1

*Check Summary Register©

Cks 5/17/2016 - 5/17/2016

Name	Check Date	Check Amt	
10100 Cash			
Paid Chk# 001596E AEM FINANCIAL SOLUTIONS, LL	5/17/2016	\$280.00	Audit Prep Training
Paid Chk# 001597E BIFFS INC.	5/17/2016	\$329.12	Pheasant Run Park
Paid Chk# 001598E ECM PUBLISHERS, INC.	5/17/2016	\$228.25	5th St Watermain Extension Bid
Paid Chk# 001599E Heins, Denice	5/17/2016	\$120.00	Storage - June 2016
Paid Chk# 001600E CITY OF ST. MICHAEL	5/17/2016	\$37,031.05	SAC Fees April 2016 - 11590 8t
Paid Chk# 001601E KAUL DESIGN GROUP, LLC	5/17/2016	\$200.00	Priority Maintenance Package -
Paid Chk# 001602E MCFOA	5/17/2016	\$35.00	MCFOA Membership Liz - 7/01/16
Paid Chk# 001603E M. MILLER TRUCK & TRAILER	5/17/2016	\$1,676.23	Tanker 11 - Oil Change/Mainten
Paid Chk# 001604E LINDRUD, ELIZABETH	5/17/2016	\$102.06	Mileage - Clerks Institute
Paid Chk# 001605E HEALTH PARTNERS	5/17/2016	\$2,716.50	Medical Premiums - June 2016
Paid Chk# 001606E JIFFY-JR. PRODUCTS	5/17/2016	\$263.41	Restroom Supplies
Paid Chk# 031818 ADVANCED DISPOSAL SERVICE	5/17/2016	\$229.44	Standard Trash - April 2016
Paid Chk# 031819 ANCOM COMMUNITCATIONS	5/17/2016	\$293.60	Minitor V Battery (8)
Paid Chk# 031820 AT&T MOBILITY	5/17/2016	\$138.06	PW Cell Phone - 03/18/16 - 4/1
Paid Chk# 031821 BERGAN KDV	5/17/2016	\$17,500.00	Interim billing on the audit o
Paid Chk# 031822 BRIDGES AT HANOVER HOA	5/17/2016	\$200.00	Damage Deposit - 4/28/16
Paid Chk# 031823 BSN SPORTS	5/17/2016	\$84.98	Shipping
Paid Chk# 031824 CARDMEMBER SERVICE	5/17/2016	\$25.26	Fire Permit - 24950 Tucker Roa
Paid Chk# 031825 CARSON, CLELLAND & SCHRED	5/17/2016	\$49.11	Legal Support/Work - April 201
Paid Chk# 031826 CENTERPOINT ENERGY	5/17/2016	\$323.70	Fire Department - 03/28/16 - 4
Paid Chk# 031827 CENTURY LINK	5/17/2016	\$30.32	Fire Hall Landline - 04/28/16
Paid Chk# 031828 CITY OF CORCORAN	5/17/2016	\$9,453.12	Ice Control Salt - 129 Ton@ \$7
Paid Chk# 031829 CLASSIC CLEANING COMPANY	5/17/2016	\$480.00	Monthly Cleaning City Hall - M
Paid Chk# 031830 COLONIAL LIFE	5/17/2016	\$30.26	Supplemental Insurance - May 2
Paid Chk# 031831 COMCAST	5/17/2016	\$259.26	Digital Voice & Internet - May
Paid Chk# 031832 FINKEN WATER SOLUTIONS	5/17/2016	\$19.00	Cook & Cold Rental Cooler - Ma
Paid Chk# 031833 GRAINGER	5/17/2016	\$32.25	Cut resistant Gloves (5)
Paid Chk# 031834 HARDWARE HANK	5/17/2016	\$70.22	Lion Head Fountain Supplies
Paid Chk# 031835 JILL SLETTEN, MAOSC	5/17/2016	\$1,522.10	MAOSC Dues - Membership Base
Paid Chk# 031836 JOINT POWERS WATER BOARD	5/17/2016	\$4,002.00	WAC Fees April 2016 - 11590 8t
Paid Chk# 031837 METRO WEST INSPECTION SER	5/17/2016	\$4,354.07	10411 Kalland Ave
Paid Chk# 031838 MN CITY/COUNTY MANAGAMEN	5/17/2016	\$100.00	MCMA Dues - 5/1/16 - 12/31/16
Paid Chk# 031839 MOTOROLA SOLUTIONS, INC.	5/17/2016	\$495.00	Battery Impress Nimh 2100 MAH
Paid Chk# 031840 OMANN BROTHERS INC	5/17/2016	\$129.53	Asphalt
Paid Chk# 031841 OREILLY AUTO PARTS	5/17/2016	\$5.57	Mini Lamp
Paid Chk# 031842 ROCKFORD LAESTADIAN LUTHE	5/17/2016	\$33.00	Park Shelter Rental - 9/11/16
Paid Chk# 031843 TIREWIZ LLC	5/17/2016	\$278.00	Deestone Turf
Paid Chk# 031844 U.S. HEALTHWORKS	5/17/2016	\$648.00	Vaccination for Firefighter
Paid Chk# 031845 WRIGHT COUNTY AUDITOR-TRE	5/17/2016	\$8,590.62	April 2016 Patrol Fines
Paid Chk# 031846 XCEL ENERGY	5/17/2016	\$2,013.47	City Lights - 04/03/16 - 05/02
Total Checks		\$94,371.56	

FILTER: None

#1596

AEM Financial Solutions, LLC

Please remit payments to:
P.O. Box 3166
Mankato, MN 56002-3166

Billing Questions:
952.715.3030
507.625.2727 Ext 3030
AEMBilling@aemcpas.com
Fax: 507.388.9139 or 952.835.3261

City of Hanover
12250 5th St NE
Hanover, MN 55341

Invoice No. 366768
Date 04/30/2016
Client No. 90048FS

100 - 41530 - 30 - 280.00
98

DATE	SERVICE	STAFF	HOURS	RATE	AMOUNT
04/04/2016	Client Communications Client questions during audit field work day one.	Holthaus	0.50	\$160.00	\$ 80.00
04/04/2016	Client Communications Questions on pre-analytics, escrows, cash,	Holthaus	0.25	\$160.00	40.00
04/06/2016	Client Communications Client questions from auditor of FA summary tie out to additions, walk through with liz and adjust summary for bobcat transaction. post entry to AEM records.	Holthaus	0.75	\$160.00	120.00
04/13/2016	Client Communications Email from Liz on cash balancing and reversal of audit entries.	Holthaus	0.25	\$160.00	40.00
				Current Amount Due	\$ 280.00

EXCITING NEWS!!!

You can now make e-check or credit / debit card payments via our website.
Go to www.aemcpas.com and click on "Client Payment" in upper right corner of our home page.

If you are unable to pay via the internet please provide the following information and mail to the above address:

Payment Amount: \$ _____

E-Mail Address: _____ Phone number _____

E-Check: Routing number _____ Account number _____

OR

Card Number: _____ Exp Date: _____ Card Code: _____

Signature: _____ Date: _____

(A FINANCE CHARGE computed at 12% ANNUAL PERCENTAGE RATE
will be added to any balance remaining 30 days after receipt of invoice)
90048FS



**Carson, Clelland
& Schreder**

ATTORNEYS AT LAW
6300 SHINGLE CREEK PARKWAY STE 305
MINNEAPOLIS, MN 55430-2190
(763)-561-2800

April 28, 2016

CITY OF HANOVER
CITY ADMINISTRATOR
11250 5TH STREET NE
HANOVER, MN 55341

Professional Services

100-41610-304 -49.11

gob

Amount

Criminal

3/29/2016	Attend Brookdale work group meeting	16.25
4/25/2016	Open criminal files, preparation of criminal complaints; preparation of cases for court calendars, including court and jury trials; contact and notice to witnesses for trial testimony, prepare outgoing discovery requests, complete incoming discovery requests for monthly period	18.75

SUBTOTAL: [35.00]

For professional services rendered \$35.00

Client Expense Charges :

Criminal Expenses:

Monthly support fee	14.11
---------------------	-------

SUBTOTAL: [14.11]

Total Client Expense Charges \$14.11

Total amount of this bill \$49.11

Previous balance \$99.12

4/22/2016	Payment - thank you	(\$99.12)
-----------	---------------------	-----------

Total payments and adjustments (\$99.12)

MAY 2 2016

Balance due

Amount

\$49.11

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



John J. Thames, City Attorney

HANOVER
Cash Balances
May 2016

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$648,652.49	\$9,554.31	\$99,841.34	\$558,365.46
107 FIRE DEPT DONATIONS FUND	\$53,548.24	\$0.00	\$0.00	\$53,548.24
201 EDA SPECIAL REVENUE FUND	\$97,935.41	\$0.00	\$1,165.44	\$96,769.97
205 EDA BUSINESS INCENTIVE FUND	\$235,232.19	\$633.53	\$0.00	\$235,865.72
311 2008A GO CIP REFUNDING BOND	\$33,431.57	\$0.00	\$0.00	\$33,431.57
312 2009A GO IMP REFUNDING BOND	\$19,002.94	\$0.00	\$0.00	\$19,002.94
313 2010 GO EQUIPMENT CERTIFICATES	-\$17,850.59	\$0.00	\$0.00	-\$17,850.59
314 2011A GO IMP CROSSOVER REF BD	\$396,221.60	\$0.00	\$10,882.50	\$385,339.10
401 GENERAL CAPITAL PROJECTS	\$763,583.85	\$212,500.00	\$1,280.50	\$974,803.35
402 PARKS CAPITAL PROJECTS	\$233,645.76	\$0.00	\$2,599.50	\$231,046.26
403 FIRE DEPT CAPITAL FUND	\$162,448.89	\$0.00	\$0.00	\$162,448.89
404 HISTORICAL CAPITAL PROJ FUND	-\$25,519.49	\$0.00	\$1,297.00	-\$26,816.49
407 TIF REDEV DIST #1	\$5,651.10	\$0.00	\$0.00	\$5,651.10
411 CITY HALL CAPITAL PROJ FUND	\$33,038.17	\$0.00	\$0.00	\$33,038.17
417 EQUIPMENT CAPITAL FUND	\$107,774.02	\$0.00	\$0.00	\$107,774.02
418 STREET CAPITAL PROJ FUND	\$658,934.01	\$0.00	\$4,634.75	\$654,299.26
601 WATER ENTERPRISE FUND	\$774,229.61	\$0.00	\$9,770.76	\$764,458.85
602 SEWER ENTERPRISE FUND	\$321,447.87	\$0.00	\$44,997.45	\$276,450.42
603 STORM WATER ENTERPRISE FUND	\$140,863.43	\$0.00	\$0.00	\$140,863.43
611 WATER CAPITAL IMP FUND	\$409,118.60	\$0.00	\$0.00	\$409,118.60
612 SEWER CAPITAL IMP FUND	\$1,745,441.78	\$0.00	\$0.00	\$1,745,441.78
613 STORM WATER CAPITAL IMP FUND	\$553,687.02	\$0.00	\$0.00	\$553,687.02
804 SCHENDELS FIELD ESC FUND	\$147,282.22	\$0.00	\$0.00	\$147,282.22
809 BRIDGES AT HANOVER ESC FUND	-\$13,476.50	\$0.00	\$0.00	-\$13,476.50
811 EROSION CONTROL ESCROW FUND	\$40,500.00	\$0.00	\$0.00	\$40,500.00
815 LANDSCAPE ESCROW FUND	\$49,500.00	\$0.00	\$0.00	\$49,500.00
817 INFRASTRUCTURE ESCROW FUND	\$26,000.00	\$0.00	\$0.00	\$26,000.00
818 MISC ESCROWS FUND	\$6,321.15	\$0.00	\$539.00	\$5,782.15
820 BRIDGES TOWNHOMES ESC FUND	\$3,576.55	\$0.00	\$0.00	\$3,576.55
821 QUAIL PASS 2ND ADD ESCROW FD	\$11,857.43	\$0.00	\$0.00	\$11,857.43
900 INTEREST	\$0.00	\$0.00	\$0.00	\$0.00
	<u>\$7,622,079.32</u>	<u>\$222,687.84</u>	<u>\$177,008.24</u>	<u>\$7,667,758.92</u>

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	May 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
TAXES	R 100-31000 Property Taxes - General	\$0.00	\$0.00	\$771,014.33	\$771,014.33	0.00%
TAXES	R 100-31020 Property Taxes - Fire	\$0.00	\$0.00	\$112,838.38	\$112,838.38	0.00%
TAXES	R 100-31800 Franchise Fees	\$3,446.35	\$3,446.35	\$12,000.00	\$8,553.65	28.72%
Source Alt Code TAXES		\$3,446.35	\$3,446.35	\$895,852.71	\$892,406.36	0.38%
SERVICE	R 100-34000 Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SERVICE	R 100-34101 City Hall Rent Revenue	\$275.00	\$2,333.59	\$8,000.00	\$5,666.41	29.17%
SERVICE	R 100-34107 Assessment Search Fees	\$25.00	\$75.00	\$400.00	\$325.00	18.75%
SERVICE	R 100-34108 Administrative Fees	\$50.00	\$450.00	\$2,000.00	\$1,550.00	22.50%
SERVICE	R 100-34109 Copies/Faxes	\$57.75	\$67.00	\$50.00	-\$17.00	134.00%
SERVICE	R 100-34207 Fire Protection Services	\$0.00	\$12,414.37	\$104,284.82	\$91,870.45	11.90%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.00%
SERVICE	R 100-34740 Park & Rec Concessions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SERVICE	R 100-34780 Park Rental Fees	\$534.36	\$1,202.31	\$3,000.00	\$1,797.69	40.08%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$1,650.00	\$2,000.00	\$350.00	82.50%
Source Alt Code SERVICE		\$942.11	\$18,192.27	\$125,734.82	\$107,542.55	14.47%
MISC	R 100-36100 Special Assessments	\$0.00	\$1,030.41	\$0.00	-\$1,030.41	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$0.00	\$0.49	\$0.00	-\$0.49	0.00%
MISC	R 100-36210 Interest Earnings	\$0.00	\$168.28	\$1,000.00	\$831.72	16.83%
MISC	R 100-36215 Investment Income/Loss	\$0.00	\$4,829.51	\$6,000.00	\$1,170.49	80.49%
MISC	R 100-36230 Contributions and Donations	\$0.00	\$2,100.00	\$0.00	-\$2,100.00	0.00%
MISC	R 100-36235 Insurance Dividends	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.00%
MISC	R 100-36250 Damage Deposits	\$1,233.00	\$5,318.00	\$8,000.00	\$2,682.00	66.48%
MISC	R 100-36260 Refunds or Reimbursements	\$0.00	\$4.49	\$0.00	-\$4.49	0.00%
MISC	R 100-36290 Sale of Vehicles/Equipment	\$1,702.00	\$1,702.00	\$0.00	-\$1,702.00	0.00%
MISC	R 100-39203 Transfer from Other Fund	\$0.00	\$19,200.00	\$0.00	-\$19,200.00	0.00%
Source Alt Code MISC		\$2,935.00	\$34,353.18	\$21,000.00	-\$13,353.18	163.59%
LIC PERM	R 100-32110 Alcoholic Beverages	\$0.00	\$100.00	\$10,300.00	\$10,200.00	0.97%
LIC PERM	R 100-32180 Other Bus. Licenses/Permits	\$7.00	\$57.00	\$100.00	\$43.00	57.00%
LIC PERM	R 100-32210 Building Permits	\$1,927.95	\$63,823.52	\$100,000.00	\$36,176.48	63.82%
LIC PERM	R 100-32240 Animal Licenses	\$0.00	\$40.00	\$100.00	\$60.00	40.00%
LIC PERM	R 100-32260 Solid Waste Hauler Licenses	\$0.00	\$1,250.00	\$1,500.00	\$250.00	83.33%
LIC PERM	R 100-32270 Rental Dwelling Licenses	\$0.00	\$795.00	\$150.00	-\$645.00	530.00%
LIC PERM	R 100-32280 Other Non-Business Lic/Per	\$0.00	\$2.00	\$50.00	\$48.00	4.00%
Source Alt Code LIC PERM		\$1,934.95	\$66,067.52	\$112,200.00	\$46,132.48	58.88%
INTGOVT	R 100-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT	R 100-33401 Local Government Aid	\$0.00	\$0.00	\$107,496.00	\$107,496.00	0.00%
INTGOVT	R 100-33410 MV Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT	R 100-33420 PERA Aid	\$0.00	\$0.00	\$339.00	\$339.00	0.00%
INTGOVT	R 100-33422 State Fire Aid	\$0.00	\$2,000.00	\$36,000.00	\$34,000.00	5.56%
INTGOVT	R 100-33426 State Police Aid	\$0.00	\$0.00	\$5,500.00	\$5,500.00	0.00%
INTGOVT	R 100-33610 County Grants/Aid for Roads	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code INTGOVT		\$0.00	\$2,000.00	\$149,335.00	\$147,335.00	1.34%
FINES	R 100-35100 Court Fines	\$0.00	\$781.18	\$1,500.00	\$718.82	52.08%
Source Alt Code FINES		\$0.00	\$781.18	\$1,500.00	\$718.82	52.08%
Fund 100 GENERAL FUND		\$9,258.41	\$124,840.50	\$1,305,622.53	\$1,180,782.03	9.56%

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	May 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
		\$9,258.41	\$124,840.50	\$1,305,622.53	\$1,180,782.03	9.56%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	May 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
Dept 41110 Council						
COUNCIL	E 100-41110-111 Committee Wages/Mee	\$0.00	\$0.00	\$12,000.00	\$12,000.00	0.00%
COUNCIL	E 100-41110-122 FICA	\$0.00	\$0.00	\$744.00	\$744.00	0.00%
COUNCIL	E 100-41110-123 Medicare	\$0.00	\$0.00	\$174.00	\$174.00	0.00%
COUNCIL	E 100-41110-208 Training and Instructio	\$0.00	\$0.00	\$450.00	\$450.00	0.00%
COUNCIL	E 100-41110-306 Dues & Subscriptions	\$1,672.10	\$6,127.06	\$7,000.00	\$872.94	87.53%
COUNCIL	E 100-41110-331 Travel Expenses	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$0.00	\$630.33	\$25,202.92	\$24,572.59	2.50%
Dept 41110 Council		\$1,672.10	\$6,757.39	\$46,570.92	\$39,813.53	14.51%
Dept 41330 Boards and Commissions						
BRDCOMM	E 100-41330-111 Committee Wages/Mee	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
BRDCOMM	E 100-41330-208 Training and Instructio	\$0.00	\$0.00	\$150.00	\$150.00	0.00%
BRDCOMM	E 100-41330-331 Travel Expenses	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
Dept 41330 Boards and Commissions		\$0.00	\$0.00	\$4,250.00	\$4,250.00	0.00%
Dept 41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$2,587.50	\$22,077.05	\$67,275.00	\$45,197.95	32.82%
CITYADM	E 100-41400-121 PERA	\$194.06	\$1,743.92	\$5,045.63	\$3,301.71	34.56%
CITYADM	E 100-41400-122 FICA	\$160.43	\$1,441.70	\$4,171.05	\$2,729.35	34.56%
CITYADM	E 100-41400-123 Medicare	\$37.52	\$337.17	\$975.49	\$638.32	34.56%
CITYADM	E 100-41400-134 Employer Paid Life	\$0.00	\$122.68	\$384.00	\$261.32	31.95%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$279.16	\$3,069.00	\$8,400.00	\$5,331.00	36.54%
CITYADM	E 100-41400-208 Training and Instructio	\$0.00	\$410.00	\$1,500.00	\$1,090.00	27.33%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$66.67	\$210.51	\$500.00	\$289.49	42.10%
Dept 41400 City Administrator		\$3,325.34	\$29,412.03	\$88,251.17	\$58,839.14	33.33%
Dept 41410 Elections						
ELECTION	E 100-41410-200 Office Supplies (GENER	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
ELECTION	E 100-41410-310 Other Professional Serv	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
ELECTION	E 100-41410-351 Legal Notices Publishin	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
ELECTION	E 100-41410-400 Repairs & Maint Cont (\$0.00	\$1,014.40	\$1,000.00	-\$14.40	101.44%
Dept 41410 Elections		\$0.00	\$1,014.40	\$8,300.00	\$7,285.60	12.22%
Dept 41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$1,617.60	\$13,818.08	\$42,059.16	\$28,241.08	32.85%
CLERICAL	E 100-41430-121 PERA	\$121.32	\$1,091.25	\$3,154.44	\$2,063.19	34.59%
CLERICAL	E 100-41430-122 FICA	\$100.29	\$902.08	\$2,607.67	\$1,705.59	34.59%
CLERICAL	E 100-41430-123 Medicare	\$23.46	\$211.01	\$609.86	\$398.85	34.60%
CLERICAL	E 100-41430-134 Employer Paid Life	\$0.00	\$380.42	\$1,080.00	\$699.58	35.22%
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	\$222.81	\$3,022.81	\$8,400.00	\$5,377.19	35.99%
CLERICAL	E 100-41430-208 Training and Instructio	\$0.00	\$255.00	\$500.00	\$245.00	51.00%
CLERICAL	E 100-41430-306 Dues & Subscriptions	\$17.50	\$17.50	\$250.00	\$232.50	7.00%
Dept 41430 Clerical Staff		\$2,102.98	\$19,698.15	\$58,661.13	\$38,962.98	33.58%
Dept 41435 Staff Expenses						
STAFFEXP	E 100-41435-260 Uniforms	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
STAFFEXP	E 100-41435-310 Other Professional Serv	\$0.00	\$150.00	\$1,000.00	\$850.00	15.00%
STAFFEXP	E 100-41435-331 Travel Expenses	\$102.06	\$102.06	\$2,000.00	\$1,897.94	5.10%
Dept 41435 Staff Expenses		\$102.06	\$252.06	\$3,300.00	\$3,047.94	7.64%
Dept 41530 Accounting						
ACCTING	E 100-41530-101 Full-Time Employees R	\$1,958.40	\$16,715.28	\$50,918.40	\$34,203.12	32.83%
ACCTING	E 100-41530-121 PERA	\$146.88	\$1,320.77	\$3,818.88	\$2,498.11	34.59%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	May 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
ACCTING	E 100-41530-122 FICA	\$109.02	\$1,009.19	\$3,156.94	\$2,147.75	31.97%
ACCTING	E 100-41530-123 Medicare	\$25.50	\$236.03	\$738.32	\$502.29	31.97%
ACCTING	E 100-41530-134 Employer Paid Life	\$0.00	\$326.80	\$504.00	\$177.20	64.84%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$0.00	\$3,600.00	\$10,800.00	\$7,200.00	33.33%
ACCTING	E 100-41530-208 Training and Instructio	\$0.00	\$410.00	\$1,000.00	\$590.00	41.00%
ACCTING	E 100-41530-306 Dues & Subscriptions	\$0.00	\$77.48	\$500.00	\$422.52	15.50%
ACCTING	E 100-41530-310 Other Professional Serv	\$280.00	\$2,456.80	\$3,000.00	\$543.20	81.89%
Dept 41530 Accounting		\$2,519.80	\$26,152.35	\$74,436.54	\$48,284.19	35.13%
Dept 41540 Auditing						
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$17,500.00	\$25,842.87	\$27,400.00	\$1,557.13	94.32%
Dept 41540 Auditing		\$17,500.00	\$25,842.87	\$27,400.00	\$1,557.13	94.32%
Dept 41550 Assessing						
ASSESS G	E 100-41550-310 Other Professional Serv	\$0.00	\$28.00	\$18,000.00	\$17,972.00	0.16%
Dept 41550 Assessing		\$0.00	\$28.00	\$18,000.00	\$17,972.00	0.16%
Dept 41570 Purchasing						
PURCHASE	E 100-41570-200 Office Supplies (GENER	\$124.58	\$1,359.33	\$4,000.00	\$2,640.67	33.98%
PURCHASE	E 100-41570-205 Bank Fees	\$0.00	\$14.00	\$100.00	\$86.00	14.00%
PURCHASE	E 100-41570-207 Computer Supplies	\$302.05	\$1,714.88	\$3,500.00	\$1,785.12	49.00%
PURCHASE	E 100-41570-220 Repair/Maint Supply (G	\$237.22	\$791.18	\$5,800.00	\$5,008.82	13.64%
PURCHASE	E 100-41570-322 Postage	\$0.00	\$1,069.44	\$1,500.00	\$430.56	71.30%
PURCHASE	E 100-41570-570 Office Equip and Furnis	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
Dept 41570 Purchasing		\$663.85	\$4,948.83	\$18,900.00	\$13,951.17	26.18%
Dept 41600 Computer						
COMPUTER	E 100-41600-310 Other Professional Serv	\$28.00	\$753.23	\$4,000.00	\$3,246.77	18.83%
Dept 41600 Computer		\$28.00	\$753.23	\$4,000.00	\$3,246.77	18.83%
Dept 41610 City Attorney						
CITYATNY	E 100-41610-304 Legal Fees	\$1,898.28	\$8,830.82	\$21,786.56	\$12,955.74	40.53%
Dept 41610 City Attorney		\$1,898.28	\$8,830.82	\$21,786.56	\$12,955.74	40.53%
Dept 41910 Planning and Zoning						
PLANZONG	E 100-41910-310 Other Professional Serv	\$882.00	\$2,678.50	\$17,000.00	\$14,321.50	15.76%
Dept 41910 Planning and Zoning		\$882.00	\$2,678.50	\$17,000.00	\$14,321.50	15.76%
Dept 41940 General Govt Buildings/Plant						
GOVTBLDG	E 100-41940-210 Operating Supplies (GE	\$154.44	\$154.44	\$5,000.00	\$4,845.56	3.09%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (G	\$129.81	\$959.04	\$10,000.00	\$9,040.96	9.59%
GOVTBLDG	E 100-41940-306 Dues & Subscriptions	\$0.00	\$250.00	\$300.00	\$50.00	83.33%
GOVTBLDG	E 100-41940-310 Other Professional Serv	\$480.00	\$2,521.00	\$8,400.00	\$5,879.00	30.01%
GOVTBLDG	E 100-41940-321 Telephone	\$259.26	\$1,303.30	\$3,500.00	\$2,196.70	37.24%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$213.59	\$250.00	\$36.41	85.44%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$723.05	\$2,486.67	\$9,000.00	\$6,513.33	27.63%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$218.14	\$1,630.14	\$5,000.00	\$3,369.86	32.60%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$229.44	\$799.17	\$2,400.00	\$1,600.83	33.30%
GOVTBLDG	E 100-41940-415 Other Equipment Renta	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
GOVTBLDG	E 100-41940-520 Buildings and Structure	\$120.00	\$921.60	\$5,000.00	\$4,078.40	18.43%
GOVTBLDG	E 100-41940-560 Furniture and Fixtures	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.00%
GOVTBLDG	E 100-41940-580 Other Equipment	\$226.16	\$226.16	\$1,000.00	\$773.84	22.62%
Dept 41940 General Govt Buildings/Plant		\$2,540.30	\$11,465.11	\$52,850.00	\$41,384.89	21.69%
Dept 41950 Engineer						
ENGINEER	E 100-41950-303 Engineering Fees	\$3,192.00	\$12,043.75	\$25,000.00	\$12,956.25	48.18%
Dept 41950 Engineer		\$3,192.00	\$12,043.75	\$25,000.00	\$12,956.25	48.18%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	May 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Dept 41960 Insurance						
INSURANCE	E 100-41960-150 Worker s Comp (GENE	\$0.00	\$3,784.10	\$9,317.50	\$5,533.40	40.61%
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	\$11,127.20	\$24,740.10	\$13,612.90	44.98%
Dept 41960 Insurance		\$0.00	\$14,911.30	\$34,057.60	\$19,146.30	43.78%
Dept 41970 Legal Publications						
LEGALPUB	E 100-41970-341 Employment	\$176.58	\$273.78	\$250.00	-\$23.78	109.51%
LEGALPUB	E 100-41970-343 Other Advertising	\$0.00	\$39.00	\$250.00	\$211.00	15.60%
LEGALPUB	E 100-41970-351 Legal Notices Publishin	\$126.64	\$544.86	\$2,000.00	\$1,455.14	27.24%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 41970 Legal Publications		\$303.22	\$857.64	\$3,000.00	\$2,142.36	28.59%
Dept 42101 Hennepin County Sheriff						
HCSHERIFF	E 100-42101-310 Other Professional Serv	\$17,851.24	\$17,851.24	\$71,404.96	\$53,553.72	25.00%
Dept 42101 Hennepin County Sheriff		\$17,851.24	\$17,851.24	\$71,404.96	\$53,553.72	25.00%
Dept 42102 Wright County Sheriff						
WCSHERIFF	E 100-42102-310 Other Professional Serv	\$8,590.62	\$41,286.62	\$98,088.00	\$56,801.38	42.09%
Dept 42102 Wright County Sheriff		\$8,590.62	\$41,286.62	\$98,088.00	\$56,801.38	42.09%
Dept 42210 Fire Dept Administration						
FIREADMIN	E 100-42210-103 Part-Time Employees	\$0.00	\$0.00	\$34,340.00	\$34,340.00	0.00%
FIREADMIN	E 100-42210-122 FICA	\$0.00	\$0.00	\$2,129.00	\$2,129.00	0.00%
FIREADMIN	E 100-42210-123 Medicare	\$0.00	\$0.00	\$515.00	\$515.00	0.00%
FIREADMIN	E 100-42210-150 Worker s Comp (GENE	\$0.00	\$3,050.49	\$10,000.00	\$6,949.51	30.50%
FIREADMIN	E 100-42210-200 Office Supplies (GENER	\$0.00	\$0.00	\$200.00	\$200.00	0.00%
FIREADMIN	E 100-42210-305 Medical and Dental Fee	\$648.00	\$2,074.00	\$4,000.00	\$1,926.00	51.85%
FIREADMIN	E 100-42210-306 Dues & Subscriptions	\$0.00	\$355.00	\$950.00	\$595.00	37.37%
FIREADMIN	E 100-42210-361 General Liability Ins	\$0.00	\$0.00	\$6,119.40	\$6,119.40	0.00%
FIREADMIN	E 100-42210-437 Other Miscellaneous	\$0.00	\$21.25	\$0.00	-\$21.25	0.00%
Dept 42210 Fire Dept Administration		\$648.00	\$5,500.74	\$58,253.40	\$52,752.66	9.44%
Dept 42220 Fire Dept Equipment						
FIREEQUIP	E 100-42220-221 Equipment Parts	\$293.60	\$528.60	\$15,500.00	\$14,971.40	3.41%
FIREEQUIP	E 100-42220-228 Medical Supplies	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
FIREEQUIP	E 100-42220-240 Small Tools and Minor	\$5.04	\$77.54	\$850.00	\$772.46	9.12%
FIREEQUIP	E 100-42220-260 Uniforms	\$0.00	\$604.26	\$4,500.00	\$3,895.74	13.43%
FIREEQUIP	E 100-42220-580 Other Equipment	\$0.00	\$762.50	\$5,000.00	\$4,237.50	15.25%
Dept 42220 Fire Dept Equipment		\$298.64	\$1,972.90	\$27,350.00	\$25,377.10	7.21%
Dept 42240 Fire Dept Training						
FIRETRNG	E 100-42240-208 Training and Instructio	\$15.00	\$856.91	\$7,500.00	\$6,643.09	11.43%
FIRETRNG	E 100-42240-310 Other Professional Serv	\$0.00	\$729.50	\$3,000.00	\$2,270.50	24.32%
FIRETRNG	E 100-42240-331 Travel Expenses	\$0.00	\$1,511.23	\$1,500.00	-\$11.23	100.75%
Dept 42240 Fire Dept Training		\$15.00	\$3,097.64	\$12,000.00	\$8,902.36	25.81%
Dept 42260 Fire Vehicles						
FIREVEH	E 100-42260-212 Motor Fuels	\$147.18	\$647.32	\$5,000.00	\$4,352.68	12.95%
FIREVEH	E 100-42260-220 Repair/Maint Supply (G	\$1,681.80	\$2,716.56	\$9,000.00	\$6,283.44	30.18%
FIREVEH	E 100-42260-240 Small Tools and Minor	\$0.00	\$53.57	\$2,000.00	\$1,946.43	2.68%
FIREVEH	E 100-42260-323 Radio Units	\$495.00	\$2,820.00	\$7,465.00	\$4,645.00	37.78%
Dept 42260 Fire Vehicles		\$2,323.98	\$6,237.45	\$23,465.00	\$17,227.55	26.58%
Dept 42280 Fire Stations and Bldgs						
FIREBLDG	E 100-42280-215 Shop Supplies	\$0.00	\$132.27	\$1,650.00	\$1,517.73	8.02%
FIREBLDG	E 100-42280-220 Repair/Maint Supply (G	\$336.81	\$1,110.96	\$3,500.00	\$2,389.04	31.74%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	May 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
FIREBLDG	E 100-42280-321 Telephone	\$30.32	\$152.76	\$800.00	\$647.24	19.10%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$175.00	\$175.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$246.12	\$911.97	\$5,000.00	\$4,088.03	18.24%
FIREBLDG	E 100-42280-383 Gas Utilities	\$105.56	\$1,273.69	\$3,000.00	\$1,726.31	42.46%
Dept 42280 Fire Stations and Bldgs		\$718.81	\$3,581.65	\$14,125.00	\$10,543.35	25.36%
Dept 42290 Fire Relief Association						
FIRERELIEF	E 100-42290-124 Fire Pension Contributi	\$0.00	\$2,000.00	\$36,000.00	\$34,000.00	5.56%
FIRERELIEF	E 100-42290-125 Other Retirement Contr	\$0.00	\$0.00	\$11,133.58	\$11,133.58	0.00%
FIRERELIEF	E 100-42290-301 Auditing and Acctg Ser	\$0.00	\$0.00	\$6,500.00	\$6,500.00	0.00%
Dept 42290 Fire Relief Association		\$0.00	\$2,000.00	\$53,633.58	\$51,633.58	3.73%
Dept 42401 Building Inspection Admin						
INSPADMN	E 100-42401-310 Other Professional Serv	\$4,354.07	\$20,310.37	\$35,000.00	\$14,689.63	58.03%
Dept 42401 Building Inspection Admin		\$4,354.07	\$20,310.37	\$35,000.00	\$14,689.63	58.03%
Dept 42700 Animal Control						
ANIMCTRL	E 100-42700-310 Other Professional Serv	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 42700 Animal Control		\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 42800 Cemetery						
CEMETERY	E 100-42800-310 Other Professional Serv	\$0.00	\$1,023.00	\$2,500.00	\$1,477.00	40.92%
Dept 42800 Cemetery		\$0.00	\$1,023.00	\$2,500.00	\$1,477.00	40.92%
Dept 43000 Public Works (GENERAL)						
PUBWRKS	E 100-43000-101 Full-Time Employees R	\$4,100.80	\$34,978.33	\$106,604.16	\$71,625.83	32.81%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$0.00	\$497.38	\$1,000.00	\$502.62	49.74%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$1,000.00	\$1,494.96	\$15,000.00	\$13,505.04	9.97%
PUBWRKS	E 100-43000-121 PERA	\$307.56	\$2,799.78	\$7,995.31	\$5,195.53	35.02%
PUBWRKS	E 100-43000-122 FICA	\$316.25	\$2,418.03	\$6,609.46	\$4,191.43	36.58%
PUBWRKS	E 100-43000-123 Medicare	\$73.97	\$565.56	\$1,545.76	\$980.20	36.59%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$0.00	\$620.64	\$1,584.00	\$963.36	39.18%
PUBWRKS	E 100-43000-142 Unemployment Benefit	\$0.00	\$23.79	\$500.00	\$476.21	4.76%
PUBWRKS	E 100-43000-151 Med/Dental Insurance	\$402.47	\$6,802.47	\$19,200.00	\$12,397.53	35.43%
PUBWRKS	E 100-43000-208 Training and Instructio	\$0.00	\$1,379.30	\$1,500.00	\$120.70	91.95%
PUBWRKS	E 100-43000-212 Motor Fuels	\$304.45	\$1,678.70	\$7,000.00	\$5,321.30	23.98%
PUBWRKS	E 100-43000-215 Shop Supplies	\$229.45	\$1,264.71	\$2,500.00	\$1,235.29	50.59%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (G	\$776.89	\$1,480.35	\$6,000.00	\$4,519.65	24.67%
PUBWRKS	E 100-43000-226 Sign Repair Materials	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
PUBWRKS	E 100-43000-240 Small Tools and Minor	\$8.50	\$87.65	\$5,000.00	\$4,912.35	1.75%
PUBWRKS	E 100-43000-260 Uniforms	\$0.00	\$51.98	\$2,000.00	\$1,948.02	2.60%
PUBWRKS	E 100-43000-310 Other Professional Serv	\$0.00	\$1,250.00	\$16,000.00	\$14,750.00	7.81%
PUBWRKS	E 100-43000-321 Telephone	\$138.06	\$723.91	\$2,000.00	\$1,276.09	36.20%
PUBWRKS	E 100-43000-325 Taxes	\$0.00	\$120.00	\$200.00	\$80.00	60.00%
Dept 43000 Public Works (GENERAL)		\$7,658.40	\$58,237.54	\$203,738.69	\$145,501.15	28.58%
Dept 43100 Hwys, Streets, & Roads						
HWYROAD	E 100-43100-220 Repair/Maint Supply (G	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43100 Hwys, Streets, & Roads		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43121 Paved Streets						
PAVSTRTS	E 100-43121-224 Street Maint Materials	\$9,900.80	\$12,244.55	\$50,000.00	\$37,755.45	24.49%
Dept 43121 Paved Streets		\$9,900.80	\$12,244.55	\$50,000.00	\$37,755.45	24.49%
Dept 43122 Unpaved Streets						
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$0.00	\$0.00	\$10,000.00	\$10,000.00	0.00%
Dept 43122 Unpaved Streets		\$0.00	\$0.00	\$10,000.00	\$10,000.00	0.00%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	May 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Dept 43125	Ice & Snow Removal					
	SNOWREMO E 100-43125-224 Street Maint Materials	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43125	Ice & Snow Removal	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43160	Street Lighting					
	STLGHTG E 100-43160-381 Electric Utilities	\$2,139.98	\$8,558.76	\$27,000.00	\$18,441.24	31.70%
Dept 43160	Street Lighting	\$2,139.98	\$8,558.76	\$27,000.00	\$18,441.24	31.70%
Dept 43240	Waste (refuse) Disposal					
	REFDISPO E 100-43240-384 Refuse/Garbage Dispos	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
Dept 43240	Waste (refuse) Disposal	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
Dept 43245	Recycling: Refuse					
	RECYCLING E 100-43245-384 Refuse/Garbage Dispos	\$3,151.20	\$12,568.44	\$35,000.00	\$22,431.56	35.91%
Dept 43245	Recycling: Refuse	\$3,151.20	\$12,568.44	\$35,000.00	\$22,431.56	35.91%
Dept 45186	Senior Center					
	SRCENTER E 100-45186-437 Other Miscellaneous	\$0.00	\$1,178.74	\$8,000.00	\$6,821.26	14.73%
Dept 45186	Senior Center	\$0.00	\$1,178.74	\$8,000.00	\$6,821.26	14.73%
Dept 45200	Parks (GENERAL)					
	PARKS E 100-45200-212 Motor Fuels	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
	PARKS E 100-45200-220 Repair/Maint Supply (G	\$349.12	\$1,099.80	\$6,000.00	\$4,900.20	18.33%
	PARKS E 100-45200-225 Landscaping Materials	\$0.00	\$0.00	\$7,000.00	\$7,000.00	0.00%
	PARKS E 100-45200-310 Other Professional Serv	\$0.00	\$0.00	\$6,800.00	\$6,800.00	0.00%
	PARKS E 100-45200-381 Electric Utilities	\$168.89	\$612.00	\$2,000.00	\$1,388.00	30.60%
	PARKS E 100-45200-400 Repairs & Maint Cont (\$226.09	\$226.09	\$3,000.00	\$2,773.91	7.54%
	PARKS E 100-45200-440 Programs	\$0.00	\$985.24	\$1,000.00	\$14.76	98.52%
	PARKS E 100-45200-580 Other Equipment	\$329.12	\$4,615.74	\$7,000.00	\$2,384.26	65.94%
Dept 45200	Parks (GENERAL)	\$1,073.22	\$7,538.87	\$35,800.00	\$28,261.13	21.06%
Dept 45500	Libraries (GENERAL)					
	LIBRARY E 100-45500-437 Other Miscellaneous	\$0.00	\$4,357.03	\$10,500.00	\$6,142.97	41.50%
Dept 45500	Libraries (GENERAL)	\$0.00	\$4,357.03	\$10,500.00	\$6,142.97	41.50%
Dept 48205	Damage Deposit Refunds					
	DMGDEPRF E 100-48205-810 Refunds & Reimburse	\$433.00	\$2,999.25	\$9,000.00	\$6,000.75	33.33%
Dept 48205	Damage Deposit Refunds	\$433.00	\$2,999.25	\$9,000.00	\$6,000.75	33.33%
Dept 49360	Transfers Out					
	TRANSFERS E 100-49360-700 Transfers (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49360	Transfers Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49800	Transit (GENERAL)					
	TRANSIT E 100-49800-310 Other Professional Serv	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
Dept 49800	Transit (GENERAL)	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
Fund 100	GENERAL FUND	\$95,886.89	\$376,191.22	\$1,309,122.55	\$932,931.33	28.74%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	May 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
		\$95,886.89	\$376,191.22	\$1,309,122.55	\$932,931.33	28.74%

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 17th day of May, 2016.

The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by _____ and seconded by _____.



RESOLUTION NO 05-17-16-64

**A RESOLUTION ADOPTING A CAPITAL IMPROVEMENT PLAN AND
PROVIDING PRELIMINARY APPROVAL FOR THE ISSUANCE OF BONDS THEREUNDER**

WHEREAS, pursuant to Minnesota Statutes, Section 475.521 (the “Act”), cities are authorized to adopt a capital improvement plan and carry out programs for the financing of capital improvements; and

WHEREAS, the City of Hanover, Minnesota (the “City”), has previously prepared a Capital Improvement Plan, and has now caused to be prepared a Capital Improvement Plan for the years 2016 through 2021 (the “Plan”); and

WHEREAS, on the date hereof, the City Council of the City (the “Council”) has conducted a duly noticed public hearing regarding adoption of the Plan pursuant to the requirements of the Act and the issuance of general obligation bonds thereunder in a maximum principal amount of \$2,100,000; and

WHEREAS, in considering the Plan, the Council has considered:

1. the condition of the City’s existing infrastructure, including the projected need for repair and replacement;
2. the likely demand for the improvement;
3. the estimated cost of the improvement;
4. the available public resources;
5. the level of overlapping debt in the City;
6. the relative benefits and costs of alternative uses of the funds;
7. operating costs of the proposed improvements; and
8. alternatives for providing services more efficiently through shared facilities with other local government units.

BE IT RESOLVED by the City Council of the City of Hanover, Hennepin and Wright Counties, Minnesota (the “City”), as follows:

1. The Plan is hereby approved.
2. City staff are hereby authorized to do all other things and take all other actions as may be necessary or appropriate to carry out the Plan in accordance with any applicable laws and regulations.
3. The City gives preliminary approval to the issuance of the bonds in the maximum principal amount of \$2,100,000, provided that if a petition requesting a vote on issuance of the bonds, signed by voters equal to five percent of the votes cast in the last general election, is filed with City Administrator by June 16, 2016, the City may issue the bonds only after obtaining approval of a majority of voters voting on the question at an election.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 17th day of May, 2016.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

2016 through 2021
Five-Year Capital Improvement Plan for the
City of Hanover, Minnesota

Adopted _____, 2016

CITY OF HANOVER
FIVE-YEAR CAPITAL IMPROVEMENT PLAN
2016 THROUGH 2021

I. INTRODUCTION

In 2003, the Minnesota State Legislature adopted a statute that generally exempts city and town general obligation bonds issued under a capital improvement plan from the referendum requirements usually required for city halls, public works, public safety facilities and libraries. The statute on general obligation capital improvement plan bonds is Minnesota Statutes, Section 475.521 (the “Act”).

II. PURPOSE

Under the Act, a capital improvement is a major expenditure of City funds for the acquisition or betterment to public lands, buildings, or other improvements used as a city hall, town hall, library, public safety, or public works facility, which has a useful life of five years or more. Under the Act, capital improvements do not include light rail transit or related activities, parks, road/bridges, administrative buildings other than a city hall or town hall, or land for those facilities. A Capital Improvement Plan (“CIP” or “Plan”) is a document designed to anticipate capital improvement expenditures and schedule them over a five-year period so that they may be purchased in the most efficient and cost effective method possible. A CIP allows the matching of expenditures with anticipated income. As potential expenditures are reviewed, the City considers the benefits, costs, alternatives and impact on operating expenditures.

Before issuing bonds under a CIP, the City must hold a public hearing on the CIP and the proposed bonds, and must then approve the CIP and authorize the issuance of the bonds by at least a 3/5 majority.

If a petition signed by voters equal to at least 5 percent of the votes cast in the last general City election requesting a vote on the issuance of bonds is received by the municipal clerk within 30 days after the public hearing, then the bonds may not be issued unless approved by the voters at an election.

The statute has established certain criteria that must be considered for each project to be undertaken pursuant to this Plan (the “Project”). These criteria are:

1. Condition of the City’s existing infrastructure and projected need for repair or replacement
2. Demand for the improvement
3. Cost of the improvement

4. Availability of public resources
5. Level of overlapping debt
6. Cost/benefits of alternative uses of funds
7. Operating costs of the proposed improvements
8. Alternatives for providing services most efficiently through shared facilities with other municipalities or local governments

The Plan is designed to be updated on an annual basis. In this manner, it becomes an ongoing fiscal planning tool that continually anticipates future capital expenditures and funding sources.

III. PLAN SUMMARY

This Plan is intended to describe and analyze the need for the Project in accordance with the Act. The City may modify this Plan from year to year as authorized by the Act.

Following is a summary of estimated expenditures for the Project:

2016 Expenditures

The City intends to construct a public works facility. The estimated cost for this Project is \$2,100,000. The Project is to be financed through bond proceeds.

2017 Expenditures

None anticipated at this time.

2018 Expenditures

None anticipated at this time.

2019 Expenditures

None anticipated at this time.

2020 Expenditures

None anticipated at this time.

2021 Expenditures

None anticipated at this time.

Analysis

The City has analyzed the eight points required by the Act for the Project on an individual basis and as a whole. The findings are as follows:

1. Conditions of City Infrastructure, Including the Projected Need for Repair or Replacement and Need for the Project

The existing facility is outdated and too small to meet existing needs. In addition, the current location does not allow for future expansion without eliminating City park spaces or allow for property outdoor storage.

2. Likely Demand for the Project

All Public Works operations will be housed in the new facility.

3. Estimated Cost of the Project

The estimated cost, including architectural/engineering, contingency, legal and bonding, of the 2016 Project (the only Project for which bond authorization is requested) is set forth in Appendix A.

4. Available Public Resources

The City does not have sufficient cash reserves on hand to finance construction of the facility without issuing bonds.

5. Level of Overlapping Debt in the City

As of December 31, 2015, the level of overlapping debt in the City is provided in the table below:

Taxing Unit	2015/2016 Tax Net TC	Est. GO Debt 12-31-15
City of Hanover	\$2,846,249	\$1,880,979
Hennepin County	1,603,857,524	803,515,000
Wright County	138,513,160	55,945,000
Hennepin Suburban Park District	1,148,837,522	72,145,000
Hennepin Regional RR Authority	1,603,857,524	34,695,000
Buffalo-Hanover-Montrose ISD 877	30,448,856	82,880,000
Metropolitan Council	1,602,702,613	1,433,644,511

6. Relative Benefits and Costs of Alternative Uses of the Funds

The proposed Project could potentially be financed through the issuance of lease-revenue bonds. However, both costs of issuance and overall debt service payments would be higher, since lease-revenue bonds are not general obligation debt and are therefore not as attractive to potential purchasers. The issuance of general obligation capital improvement plan bonds represents the most cost-efficient way to finance the proposed Project.

7. Operating Costs of the Proposed Project

Operating costs are expected to be reduced with the proposed improvements. In addition, repairs and maintenance costs are anticipated to decrease due to the new construction. New systems will reduce operating cost and increase efficiency.

8. Alternatives for Providing Services Most Efficiently Through Shared Facilities with Other Municipalities or Local Government Units

All proposed capital improvements are being made to maximize effective, cost-effective City facilities, and as such, there would be no greater efficiency achieved through constructing shared facilities with other local government units.

IV. FINANCING THE CAPITAL IMPROVEMENT PLAN

The total amount of requested expenditures under the CIP is expected not to exceed \$2,100,000. These expenditures are to be funded by the sale of the City's general obligation capital improvement plan bonds in the maximum amount of \$2,100,000 in the year 2016 for the Project listed under the 2016 Expenditures.

In the financing of the CIP, two statutory limitations apply. Under Minnesota Statutes, Chapter 475, as amended, with few exceptions, a municipality cannot incur debt in excess of 3% of the assessor's Estimated Market Value ("EMV") for the municipality. In the case of a municipality with a population of 2,500 or less, the bonds are not subject to the net debt limits. The City's 2010 Census population was 2,938. Therefore, the proposed general obligation capital improvement plan bonds to be issued in the years 2016 through 2021 would be subject to the debt limit.

Another limitation on bonding under the Act is that without referendum, the total amount that can be used for principal and interest in any one year for CIP debt cannot exceed 0.16% of the EMV for the City. The City has one outstanding series of bonds, its General Obligation Capital Improvement Plan Refunding Bonds, Series 2008A, issued under the Act. The maximum amount of principal and interest due in any year on the Series 2008A Bonds is \$40,780. In payable year 2016, the City's EMV was \$288,916,800. Therefore, the total amount available to be used to pay principal and interest on any bonds issued under this Plan is \$421,487 per year ($\$288,916,800 \times 0.16\% = \$40,780$).

Under this CIP the City may issue up to \$2,100,000 in general obligation capital improvement plan bonds in the years 2016 through 2021 to finance the Project. If the City were to issue general obligation capital improvement bonds in the maximum principal amount of \$2,100,000 for the 2016 Project, the 2016 bond issue would be repaid over a period not to exceed thirty (30) years pursuant to the Act. The maximum annual principal and interest payments would be estimated not to exceed \$103,920 over 20 years at an average rate of 3.11% per annum.

Expected debt service on the proposed bonds for the 2016 Project is within the statutory limits.

Annual Review of the Capital Improvement Plan

The City Council, using the process outlined in this CIP, may review this CIP annually, taking into account proposed expenditures, making priority decisions and seeking funding for those expenditures it deems necessary for the City. If deemed appropriate, the City Council will prepare an update to this CIP.

(The remainder of this page is intentionally blank.)

APPENDIX A
ESTIMATED COSTS OF PROJECT

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 17th day of May, 2016.

The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by _____ and seconded by _____.



RESOLUTION NO 05-17-16-65

**A RESOLUTION APPROVING POST-ISSUANCE COMPLIANCE PROCEDURE AND
POLICY FOR TAX-EXEMPT GOVERNMENTAL BONDS**

BE IT RESOLVED by the City Council (the “Council”) of the City of Hanover, Minnesota (the “City”) as follows:

Section 1. Recitals.

1.01. The City from time to time issues tax-exempt governmental bonds to finance various public projects.

1.02. Under Sections 103 and 140 to 150 of the Internal Revenue Code of 1986, as amended (the “Code”) and related regulations, the City is required to take certain actions after the issuance of such bonds to ensure that interest on those bonds remains tax-exempt.

1.03. The City has determined to adopt written procedures regarding how the City will carry out its bond compliance responsibilities, and to that end has caused to be prepared a document titled Post-Issuance Compliance Procedure and Policy for Tax-Exempt Governmental Bonds (the “Policy”).

1.04. The Council has reviewed the Policy has determined that it is in the best interest of the City to adopt the Policy.

Section 2. Policy Approved.

2.01. The Council approves the Policy in substantially the form on file in City Hall.

2.02. City staff is authorized to take all actions necessary to carry out the Policy.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 17th day of May, 2016.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

Kennedy

&

Graven

CHARTERED

470 US Bank Plaza
200 South Sixth Street
Minneapolis MN 55402

(612) 337-9300 telephone
(612) 337-9310 fax
<http://www.kennedy-graven.com>

MEMORANDUM

To: City of Hanover, Minnesota
Attn: Brian Hagen

From: Martha Ingram, Kennedy & Graven

Re: Post-Issuance Compliance for Tax-Exempt Bonds

Date: April 29, 2016

The City of Hanover, Minnesota (the “Issuer”) is an issuer of tax-exempt governmental bonds. Over time, the Internal Revenue Service (“IRS”) has developed a series of regulations that require issuers of such bonds to take certain actions after the bonds have been issued, to ensure that the bonds remain tax-exempt. The IRS has also begun to investigate whether issuers of tax-exempt bonds are complying with these regulations. For example, in early 2009, the IRS mailed its Governmental Bond Financings Compliance Check Questionnaire, Form 14002 to 200 governmental entities that had issued tax-exempt bonds in 2005. A major focus of the IRS questionnaire was whether the governing body of the issuer responding to the questionnaire had adopted written procedures for its required post-issuance compliance actions. The questions in that questionnaire provide guidance from the IRS on the post-issuance actions that are expected from issuers of tax-exempt governmental bonds, the records that the IRS expects such issuers to retain, and the period of time such records are expected to be retained. The IRS has suggested that it may send this or a similar questionnaire to more issuers in the near future.

More recently, in September 2011, the IRS revised its Form 8038-G, which is the informational tax return that issuers of tax-exempt governmental bonds are required to submit in connection with each bond issue. The new version of the Form 8038-G requires the issuer to certify whether it has written procedures in place for its post-issuance compliance activities. In addition, if a problem with the tax-exemption of the bonds is identified at some point, the IRS has indicated it will allow reduced closing agreement amounts under its Voluntary Closing Agreement Program for issuers who implement written post-issuance compliance procedures.

Our office has prepared a model policy which, if implemented and followed, will meet IRS requirements for post-issuance compliance. We recommend that the City Council adopt this policy or a similar policy, and that it follow the adopted policy with regard to all of its tax-exempt bonds. If you have any questions about post-issuance compliance or the proposed policy, please do not hesitate to call me at (612) 337-9231.

THE CITY OF HANOVER, MINNESOTA

**POST-ISSUANCE COMPLIANCE PROCEDURE AND POLICY
FOR TAX-EXEMPT GOVERNMENTAL BONDS**

Adopted _____, 2016

Post-Issuance Compliance Procedure and Policy for Tax-Exempt Governmental Bonds

The City of Hanover, Minnesota (the “Issuer”) issues tax-exempt governmental bonds (“TEBs”) to finance capital improvements. As an issuer of TEBs, the Issuer is required by the terms of Sections 103 and 141-150 of the Internal Revenue Code of 1986, as amended (the “Code”), and the Treasury Regulations promulgated thereunder (the “Treasury Regulations”), to take certain actions after the issuance of TEBs to ensure the continuing tax-exempt status of such bonds. In addition, Section 6001 of the Code and Section 1.6001-1(a) of the Treasury Regulations impose record retention requirements on the Issuer with respect to its TEBs. This Post-Issuance Compliance Procedure and Policy for Tax-Exempt Governmental Bonds (the “Policy”) has been approved and adopted by the Issuer to ensure that the Issuer complies with its post-issuance compliance obligations under applicable provisions of the Code and Treasury Regulations.

1. Effective Date and Term. The effective date of this Policy is the date of approval by the City Council of the Issuer (_____, 2016) and this Policy shall remain in effect until superseded or terminated by action of the City Council of the Issuer.

2. Responsible Parties. The Administrator/Clerk/Treasurer of the Issuer (the “Compliance Officer”) shall be the party primarily responsible for ensuring that the Issuer successfully carries out its post-issuance compliance requirements under applicable provisions of the Code and Treasury Regulations. The Compliance Officer will be assisted by the staff of the Finance Department of the Issuer and by other Issuer staff and officials when appropriate. The Compliance Officer of the Issuer will also be assisted in carrying out post-issuance compliance requirements by the following organizations:

(a) Bond Counsel (as of the date of approval of this Policy, bond counsel for the Issuer is Kennedy & Graven, Chartered);

(b) Municipal Advisor (the person, organization, or officer of the Issuer primarily responsible for providing Municipal Advisory services to the Issuer);

(c) Paying Agent (the person, organization, or officer of the Issuer primarily responsible for providing paying agent services for the Issuer); and

(d) Rebate Analyst (the organization primarily responsible for providing rebate analyst services for the Issuer).

The Compliance Officer shall be responsible for assigning post-issuance compliance responsibilities to other staff of the Issuer, Bond Counsel, Paying Agent, and Rebate Analyst. The Compliance Officer shall utilize such other professional service organizations as are necessary to ensure compliance with the post-issuance compliance requirements of the Issuer. The Compliance Officer shall provide training and educational resources to Issuer staff responsible for ensuring compliance with any portion of the post-issuance compliance requirements of this Policy.

3. Post-Issuance Compliance Actions. The Compliance Officer shall take the following post-issuance compliance actions or shall verify that the following post-issuance compliance actions have been taken on behalf of the Issuer with respect to each issue of TEBs:

(a) The Compliance Officer shall prepare a transcript of principal documents (this action will primarily be the responsibility of Bond Counsel or the Municipal Advisor).

(b) The Compliance Officer shall file with the Internal Revenue Service (the “IRS”), within the time limit imposed by Section 149(e) of the Code and applicable Treasury Regulations, an Information Return for Tax-Exempt Governmental Obligations, Form 8038-G (this action will be the primary responsibility of Bond Counsel).

(c) The Compliance Officer (in consultation with the Municipal Advisor and Bond Counsel) shall prepare an “allocation memorandum” for each issue of TEBs in accordance with the provisions of Treasury Regulations, Section 1.148-6(d)(1), that accounts for the allocation of the proceeds of the tax-exempt bonds to expenditures not later than the earlier of:

(i) 18 months after the later of (A) the date the expenditure is paid, or (B) the date the project, if any, that is financed by the tax-exempt bond issue is placed in service; or

(ii) 60 days after the earlier of (A) the fifth anniversary of the issue date of the tax-exempt bond issue, or (B) the date 60 days after the retirement of the tax-exempt bond issue.

(d) The Compliance Officer, in consultation with Bond Counsel, shall identify proceeds of TEBs that must be yield-restricted and shall monitor the investments of any yield-restricted funds to ensure that the yield on such investments does not exceed the yield to which such investments are restricted.

(e) In consultation with Bond Counsel, the Compliance Officer shall determine whether the Issuer is subject to the rebate requirements of Section 148(f) of the Code with respect to each issue of TEBs. In consultation with Bond Counsel, the Compliance Officer shall determine, with respect to each issue of TEBs of the Issuer, whether the Issuer is eligible for any of the temporary periods for unrestricted investments and is eligible for any of the spending exceptions to the rebate requirements. The Compliance Officer shall contact the Rebate Analyst (and, if appropriate, Bond Counsel) prior to the fifth anniversary of the date of issuance of each issue of TEBs of the Issuer which are subject to such rebate requirements, and each fifth anniversary thereafter, to arrange for calculations of the rebate requirements with respect to such TEBs. If a rebate payment is required to be paid by the Issuer, the Compliance Officer shall prepare or cause to be prepared the Arbitrage Rebate, Yield Reduction and Penalty in Lieu of Arbitrage Rebate, Form 8038-T, and submit such Form 8038-T to the IRS with the required rebate payment. If the Issuer is authorized to recover a rebate payment previously paid, the Compliance Officer shall prepare or cause to be prepared the Request for Recovery of Overpayments Under Arbitrage Rebate Provisions, Form 8038-R, with respect to such rebate recovery, and submit such Form 8038-R to the IRS.

4. Procedures for Monitoring, Verification, and Inspections. The Compliance Officer shall institute such procedures as the Compliance Officer shall deem necessary and appropriate to monitor the use of the proceeds of TEBs issued by the Issuer, to verify that certain post-issuance compliance actions have been taken by the Issuer, and to provide for the inspection of the facilities financed with the proceeds of such bonds. At a minimum, the Compliance Officer shall establish the following procedures:

(a) The Compliance Officer shall monitor the use of the proceeds of TEBs to: (i) ensure compliance with the expenditure and investment requirements under the temporary period provisions set forth in Treasury Regulations, Section 1.148-2(e); (ii) ensure compliance with the safe harbor restrictions on the acquisition of investments set forth in Treasury Regulations, Section 1.148-5(d); (iii) ensure that the investments of any yield-restricted funds do not exceed

the yield to which such investments are restricted; and (iv) determine whether there has been compliance with the spend-down requirements under the spending exceptions to the rebate requirements set forth in Treasury Regulations, Section 1.148-7.

(b) The Compliance Officer shall monitor the use of all bond-financed facilities in order to: (i) determine whether private business uses of bond-financed facilities have exceeded the limits set forth in Section 141(b) of the Code as a result of leases and subleases, licenses, management contracts, research contracts, naming rights agreements, or other arrangements that provide special legal entitlements to nongovernmental persons; and (ii) determine whether private security or payments that exceed the limits set forth in Section 141(b) of the Code have been provided by nongovernmental persons with respect to such bond-financed facilities. The Compliance Officer shall provide training and educational resources to any Issuer staff who have the primary responsibility for the operation, maintenance, or inspection of bond-financed facilities with regard to the limitations on the private business use of bond-financed facilities and as to the limitations on the private security or payments with respect to bond-financed facilities.

(c) The Compliance Officer shall undertake the following with respect to each outstanding issue of TEBs of the Issuer: (i) an annual review of the books and records maintained by the Issuer with respect to such bonds; and (ii) an annual physical inspection of the facilities financed with the proceeds of such bonds, conducted by the Compliance Officer with the assistance with any Issuer staff who have the primary responsibility for the operation, maintenance, or inspection of such bond-financed facilities.

5. Record Retention Requirements. The Compliance Officer shall collect and retain the following records, if applicable, with respect to each issue of TEBs of the Issuer and with respect to the facilities financed with the proceeds of such bonds: (i) audited financial statements of the Issuer; (ii) appraisals, demand surveys, or feasibility studies with respect to the facilities to be financed with the proceeds of such bonds; (iii) publications and brochures related to the bond financing; (iv) trustee or paying agent statements; (v) records of all investments and the gains (or losses) from such investments; (vi) paying agent or trustee statements regarding investments and investment earnings; (vii) reimbursement resolutions and expenditures reimbursed with the proceeds of such bonds; (viii) allocations of proceeds to expenditures (including costs of issuance) and the dates and amounts of such expenditures (including requisitions, draw schedules, draw requests, invoices, bills, and cancelled checks with respect to such expenditures); (ix) contracts entered into for the construction, renovation, or purchase of bond-financed facilities; (x) an asset list or schedule of all bond-financed depreciable property and any depreciation schedules with respect to such assets or property; (xi) records of the purchases and sales of bond-financed assets; (xii) private business uses of bond-financed facilities that arise subsequent to the date of issue through leases and subleases, licenses, management contracts, research contracts, naming rights agreements, or other arrangements that provide special legal entitlements to nongovernmental persons and copies of any such agreements or instruments; (xiii) arbitrage rebate reports and records of rebate and yield reduction payments; (xiv) resolutions or other actions taken by the governing body subsequent to the date of issue with respect to such bonds; (xv) formal elections authorized by the Code or Treasury Regulations that are taken with respect to such bonds; (xvi) relevant correspondence relating to such bonds; (xvii) documents related to guaranteed investment contracts or certificates of deposit, credit enhancement transactions, and financial derivatives entered into subsequent to the date of issue; (xviii) copies of all Form 8038Ts and Form 8038-Rs filed with the IRS; and (xix) the transcript prepared with respect to such TEBs.

The records collected by the Issuer shall be stored in any format deemed appropriate by the Compliance Officer and shall be retained for a period equal to the life of the TEBs with respect to which

the records are collected (which shall include the life of any bonds issued to refund any portion of such TEBs or to refund any refunding bonds) plus 4 years.

6. Remedies. In consultation with Bond Counsel, the Compliance Officer shall become acquainted with the remedial actions under Treasury Regulations, Section 1.141-12, to be utilized in the event that private business use of bond-financed facilities exceeds the limits under Section 141(b)(1) of the Code. In consultation with Bond Counsel, the Compliance Officer shall become acquainted with the Tax Exempt Bonds Voluntary Closing Agreement Program described in Notice 2008-31, 2008-11 I.R.B. 592, to be utilized as a means for an issuer to correct any post-issuance infractions of the Code and Treasury Regulations with respect to outstanding tax-exempt bonds.

7. Continuing Disclosure Obligations. In addition to its post-issuance compliance requirements under applicable provisions of the Code and Treasury Regulations, the Issuer has agreed to provide continuing disclosure, such as annual financial information and material event notices, pursuant to a continuing disclosure certificate or similar document (the “Continuing Disclosure Document”) prepared by Bond Counsel and made a part of the transcript with respect to each issue of bonds of the Issuer that is subject to such continuing disclosure requirements. The Continuing Disclosure Documents are executed by the Issuer to assist the underwriters of the Issuer’s bonds in meeting their obligations under Securities and Exchange Commission Regulation, 17 C.F.R. Section 240.15c2-12, as in effect and interpreted from time to time (“Rule 15c2-12”). The continuing disclosure obligations of the Issuer are governed by the Continuing Disclosure Documents and by the terms of Rule 15c2-12. The Compliance Officer is primarily responsible for undertaking such continuing disclosure obligations and to monitor compliance with such obligations.

8. Other Post-Issuance Actions. If, in consultation with Bond Counsel, Municipal Advisor, Paying Agent, Rebate Analyst, or the City Council, the Compliance Officer determines that any additional action not identified in this Policy must be taken by the Compliance Officer to ensure the continuing tax-exempt status of any issue of governmental bonds of the Issuer, the Compliance Officer shall take such action if the Compliance Officer has the authority to do so. If, after consultation with Bond Counsel, Municipal Advisor, Paying Agent, Rebate Analyst, or the City Council, the Compliance Officer and the Administrator determine that this Policy must be amended or supplemented to ensure the continuing tax-exempt status of any issue of governmental bonds of the Issuer, the Administrator shall recommend to the City Council that this Policy be so amended or supplemented.

9. Taxable Governmental Bonds. Most of the provisions of this Policy, other than the provisions of Section 7, are not applicable to governmental bonds the interest on which is included in gross income for federal income tax purposes. On the other hand, if an issue of taxable governmental bonds is later refunded with the proceeds of an issue of tax-exempt governmental refunding bonds, then the uses of the proceeds of the taxable governmental bonds and the uses of the facilities financed with the proceeds of the taxable governmental bonds will be relevant to the tax-exempt status of the governmental refunding bonds. Therefore, if there is any reasonable possibility that an issue of taxable governmental bonds may be refunded, in whole or in part, with the proceeds of an issue of TEBs, then for purposes of this Policy, the Compliance Officer shall treat the issue of taxable governmental bonds as if such issue were an issue of TEBs and shall carry out and comply with the requirements of this Policy with respect to such taxable governmental bonds. The Compliance Officer shall seek the advice of Bond Counsel as to whether there is any reasonable possibility of issuing TEBs to refund an issue of taxable governmental bonds.

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 17th day of May, 2016.

The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by _____ and seconded by _____.



RESOLUTION NO 05-17-16-66

**A RESOLUTION APPROVING POST-ISSUANCE COMPLIANCE PROCEDURE AND
POLICY FOR TAX-EXEMPT GOVERNMENTAL BONDS**

**RESOLUTION APPROVING THE ISSUANCE OF
GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS, SERIES 2016A**

BE IT RESOLVED by the City Council of the City of Hanover, Minnesota (herein, the “City”), as follows:

1. The City Council hereby finds and declares that it is necessary and expedient for the City to sell and issue its fully registered general obligation bonds in the total aggregate principal amount not to exceed \$2,100,000 (herein, the “Bonds”). The proceeds of the Bonds will be used to finance the construction of a public works building and the costs of issuing the Bonds.
2. The City Council desires to proceed with the sale of the Bonds by direct negotiation with Northland Securities, Inc. (herein, “NSI”). NSI will purchase the Bonds in an arm’s-length commercial transaction with the City.
3. The Mayor and City Administrator are hereby authorized to approve the sale of the Bonds in an aggregate principal amount not to exceed \$2,100,000 and to execute a bond purchase agreement for the purchase of the Bonds with NSI, provided the true interest cost is less than 3.00%.
4. Upon approval of the sale of the Bonds by the Mayor and City Administrator the City Council will take action at its next regularly scheduled or special meeting thereafter to adopt the necessary approving resolutions as prepared by the City's bond counsel.
5. NSI is authorized to prepare an Official Statement related to the sale of the Bonds.
6. If the Mayor and City Administrator have not approved the sale of the bonds to NSI and executed the related bond purchase agreement by December 31, 2016, this resolution shall expire

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 17th day of May, 2016.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

**CERTIFICATION OF MINUTES
RELATING TO GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS,
SERIES 2016A**

ISSUER: City of Hanover, Minnesota

BODY: City Council

KIND, DATE, TIME AND PLACE OF MEETING:

A regular meeting held on Tuesday, May 17, 2016, at 7:00 p.m., in the City Offices

MEMBERS PRESENT:

MEMBERS ABSENT:

Documents Attached: Extract of Minutes of said meeting.

**RESOLUTION APPROVING THE ISSUANCE OF
GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS, SERIES 2016A**

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the obligations referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said obligations; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS MY HAND officially as such recording officer on May ____, 2016.

City Administrator

EXTRACT OF MINUTES OF A MEETING
OF THE CITY COUNCIL OF THE CITY OF HANOVER, STATE OF MINNESOTA

HELD: Tuesday, May 17, 2016

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Hanover, State of Minnesota, was duly held on Tuesday, May 17, 2016 at 7:00 p.m.

FINANCE PLAN SUMMARY

FOR

CITY OF HANOVER, MINNESOTA

\$2,070,000

**GENERAL OBLIGATION CAPITAL IMPROVEMENT
PLAN BONDS, SERIES 2016A**



45 South 7th Street
Suite 2000
Minneapolis, MN 55402
612-851-5900 800-851-2920

May 17, 2016

City of Hanover, Minnesota
\$2,070,000
General Obligation Capital Improvement Plan Bonds,
Series 2016A

Financing Overview

The Bonds will be issued pursuant to Minnesota Statutes, Chapter 475 and Section 475.521 to finance the following project:

- Construction of a Public Works Facility

The net financing requirement for this project is \$2,070,000, inclusive of all project and financing costs. A detailed illustration of the sources and uses of funds is presented below.

Sources & Uses

Dated 07/15/2016 | Delivered 07/15/2016

Sources Of Funds

Par Amount of Bonds	\$2,070,000.00
Total Sources	\$2,070,000.00

Uses Of Funds

Total Underwriter's Discount (1.960%)	40,572.00
Costs of Issuance	24,905.00
Deposit to Project Construction Fund	2,000,000.00
Rounding Amount	4,523.00
Total Uses	\$2,070,000.00

The bonds will be a general obligation of the City payable from City tax levies.

The total principal and interest estimate assumes an average coupon rate of 2.43% and is shown in Exhibit A on page 5.

Related Considerations

- *Bank Qualified* - Because total tax-exempt debt issued by the City in calendar year 2016 is expected to be less than \$10 million, the Bonds will be designated as “bank qualified” obligations pursuant to Federal Tax Law. The impact of this designation may result in slightly lower interest rates since banking institutions will be interested in purchasing the Bonds. We have adjusted the estimated interest rates accordingly.
- *Arbitrage Compliance* -
 - Project / Construction Fund - All tax exempt issues are subject to federal rebate requirements which require all arbitrage earned to be rebated to the U.S. Treasury. However, there are exemptions available if the City meets certain criteria. The rebate exemption the City expects to qualify for is the Small Issuer Exemption.
 - Debt Service Fund - The City must maintain a bona fide debt service fund for the Bonds or be subject to yield restriction in the debt service fund. A bona fide debt service fund involves an equal matching of revenues to debt service expense with a balance forward permitted equal to the greater of the investment earnings in the fund during that year or 1/12 of the debt service of that year.

The City should become familiar with the various Arbitrage Compliance requirements for this bond issue. The Resolution for the Bonds explains the requirements in greater detail.

- *Book Entry* - The Bonds will be global book entry (electronic or “paperless” certificates) with a bank designated as the paying agent. The Paying Agent will invoice you for the interest semiannually and on an annual basis for the principal coming due.
- *Continuing Disclosure* - Because this issue is greater than \$1,000,000, it is subject to the Securities and Exchange Commission’s continuing disclosure requirements related to annual reporting and material events notification. Northland Securities is prepared to assist the City with this obligation.

Summary of Recommended Terms

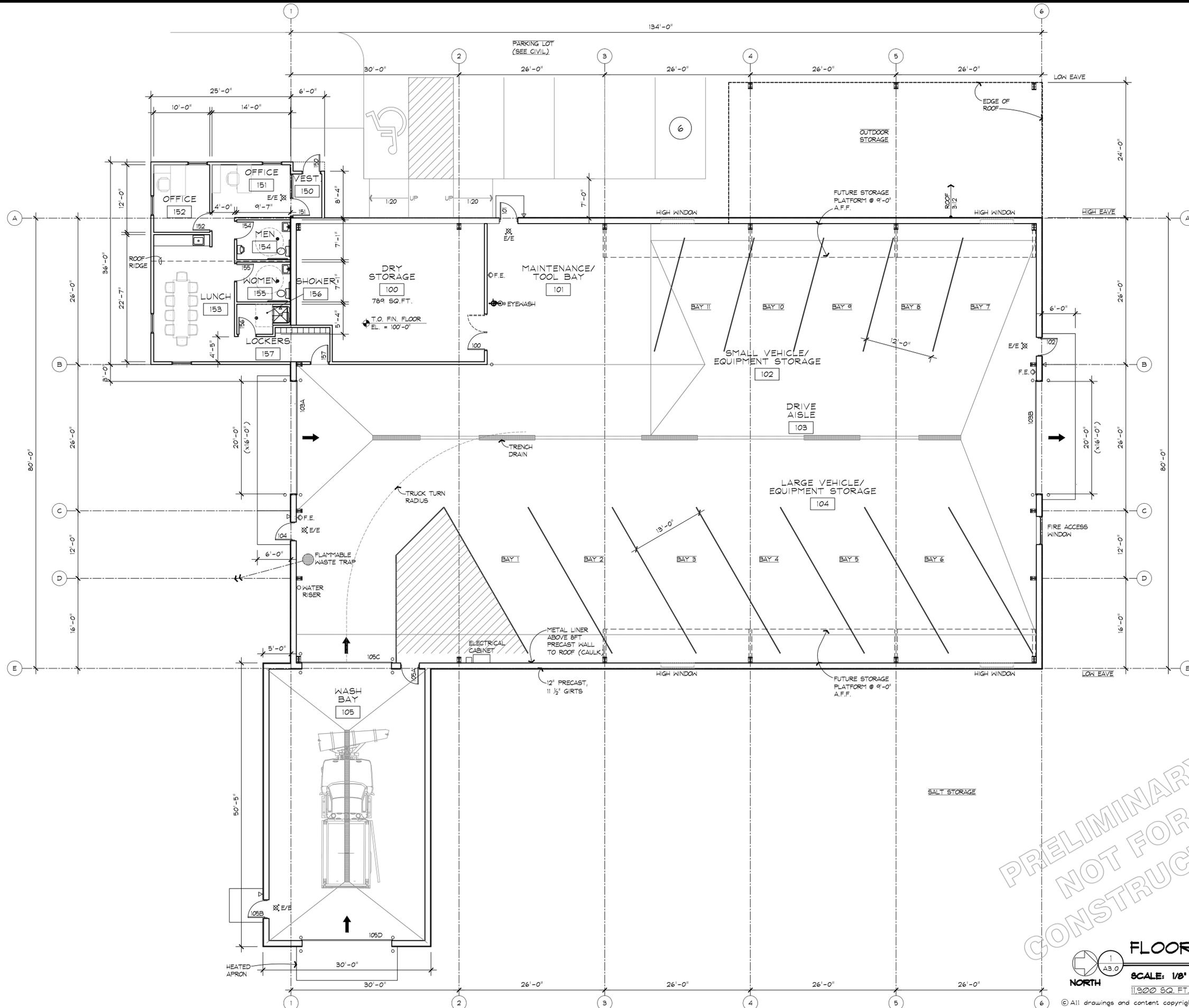
1. Type of Bond Sale Negotiated – Northland Securities
2. Bond Pricing and Award Wednesday, June 29, 2016
3. Council Ratification Tuesday, July 5, 2016 @ 6:00 P.M
4. Statutory Authority The Bonds are being issued pursuant to Minnesota Statutes, Chapter 475 and Section 475.521.
5. Repayment Term The Bonds will mature annually each December 15, 2017 - 2036. Interest on the Bonds will be payable on December 15, 2016 and semiannually thereafter on each December 15 and June 15.
6. Security General Obligation pledge of the City.
7. Prepayment Option The Bonds due on or after December 15, 2025 will be subject to redemption on December 15, 2024 and any date thereafter at a price of par.
8. Tax Status Kennedy and Graven, Chartered, Minneapolis, will provide a tax-exempt legal opinion on the Bonds.
9. Credit Rating The City's general obligation bonds are currently rated "Aa3" by Moody's Investors Service (Moody's). We believe a credit rating on these Bonds will be cost beneficial and recommend seeking a rating from Moody's.

EXHIBIT A

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
07/15/2016	-	-	-	-	-
06/15/2017	-	-	40,351.67	40,351.67	-
12/15/2017	70,000.00	1.000%	22,010.00	92,010.00	132,361.67
06/15/2018	-	-	21,660.00	21,660.00	-
12/15/2018	90,000.00	1.000%	21,660.00	111,660.00	133,320.00
06/15/2019	-	-	21,210.00	21,210.00	-
12/15/2019	90,000.00	1.250%	21,210.00	111,210.00	132,420.00
06/15/2020	-	-	20,647.50	20,647.50	-
12/15/2020	90,000.00	1.250%	20,647.50	110,647.50	131,295.00
06/15/2021	-	-	20,085.00	20,085.00	-
12/15/2021	95,000.00	1.450%	20,085.00	115,085.00	135,170.00
06/15/2022	-	-	19,396.25	19,396.25	-
12/15/2022	95,000.00	1.450%	19,396.25	114,396.25	133,792.50
06/15/2023	-	-	18,707.50	18,707.50	-
12/15/2023	95,000.00	1.700%	18,707.50	113,707.50	132,415.00
06/15/2024	-	-	17,900.00	17,900.00	-
12/15/2024	95,000.00	1.700%	17,900.00	112,900.00	130,800.00
06/15/2025	-	-	17,092.50	17,092.50	-
12/15/2025	100,000.00	1.900%	17,092.50	117,092.50	134,185.00
06/15/2026	-	-	16,142.50	16,142.50	-
12/15/2026	100,000.00	2.050%	16,142.50	116,142.50	132,285.00
06/15/2027	-	-	15,117.50	15,117.50	-
12/15/2027	105,000.00	2.150%	15,117.50	120,117.50	135,235.00
06/15/2028	-	-	13,988.75	13,988.75	-
12/15/2028	105,000.00	2.250%	13,988.75	118,988.75	132,977.50
06/15/2029	-	-	12,807.50	12,807.50	-
12/15/2029	105,000.00	2.400%	12,807.50	117,807.50	130,615.00
06/15/2030	-	-	11,547.50	11,547.50	-
12/15/2030	110,000.00	2.500%	11,547.50	121,547.50	133,095.00
06/15/2031	-	-	10,172.50	10,172.50	-
12/15/2031	115,000.00	2.600%	10,172.50	125,172.50	135,345.00
06/15/2032	-	-	8,677.50	8,677.50	-
12/15/2032	115,000.00	2.650%	8,677.50	123,677.50	132,355.00
06/15/2033	-	-	7,153.75	7,153.75	-
12/15/2033	120,000.00	2.750%	7,153.75	127,153.75	134,307.50
06/15/2034	-	-	5,503.75	5,503.75	-
12/15/2034	120,000.00	2.850%	5,503.75	125,503.75	131,007.50
06/15/2035	-	-	3,793.75	3,793.75	-
12/15/2035	125,000.00	2.950%	3,793.75	128,793.75	132,587.50
06/15/2036	-	-	1,950.00	1,950.00	-
12/15/2036	130,000.00	3.000%	1,950.00	131,950.00	133,900.00
Total	\$2,070,000.00	-	\$589,469.17	\$2,659,469.17	-

Bond Statistics

Dated	7/15/2016
Delivery Date	7/15/2016
First Coupon Date	6/15/2017
First available call date	12/15/2024
Call Price	100.000%
Average Coupon	2.4385941%
Net Interest Cost (NIC)	2.6064378%
True Interest Cost (TIC)	2.6093695%



DESIGNED	DJM
DRAWN	NES
CHECKED	DJM
PROJECT	16-005
REVISIONS	

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed architect under the laws of the state of Minnesota. (architectural only)

DAVID J. MEDIN
 License No. 0898
 Date Mar 11, 2016

CITY OF HANOVER
 PUBLIC WORKS
 HANOVER, MINNESOTA
 203 N.W. First Ave.
 Faribault, MN 55021
 507/334-2252

PRELIMINARY
 NOT FOR
 CONSTRUCTION

FLOOR PLAN
 SCALE: 1/8" = 1'-0"
 11,900 SQ. FT.



FLOOR PLAN
 A3.0



GENERAL CONTRACTORS

Hanover Public Works Facility

4/15/2016

Preliminary Cost

Div. #	Division	Prelim. Budget	Descriptions
1	General Requirements	\$ 43,000.00	Supervision, Safety, Cleaning, Insurance, temp facilities, Special Inspections
2	Existing Conditions	\$ 5,900.00	Survey
3	Concrete	\$ 310,000.00	Footings/foundation, slab, precast walls
4	Masonry	\$ 68,000.00	foundation, stoops, CMU
5	Metals	\$ 282,800.00	Structural Steel, Steel Erection, Misc. Metals, MR-24 roof
6	Wood Plastics and Composites	\$ 9,176.00	Carpentry, Construction materials, millwork
7	Thermal & Moisture Protection	\$ 39,500.00	Caulking, Sealing, Insulation
8	Openings	\$ 33,650.00	Frames/Doors, hardware, glazing, OHD's
9	Finishes	\$ 71,500.00	Paint, Interior partitions, flooring, acoustical ceilings
10	Specialties	\$ 3,800.00	Code Signage, Restroom & ADA Accessories, locker allowance
21	Fire Suppression	\$ 41,300.00	Fire Suppression
22	Plumbing	\$ 46,400.00	Floor Drains, Fixtures, Piping
23	Heating, Ventilation, Air Conditioning	\$ 68,500.00	HVAC
26	Electrical	\$ 75,450.00	Electrical
28	Electronic Safety & Security	\$ 6,200.00	Fire alarm to code
	Architectural & Structural Engineering	\$ 31,000.00	Civil design included
	Building Subtotal	\$ 1,136,176.00	
	13,120	\$ 86.60	Building cost per sqft
31	Earthwork	\$ 305,078.00	Footings, Backfill, Sand Cushion, Class 5, Grading, fabric, No dewatering
32	Exterior Improvements	\$ 74,500.00	Paving, \$10K landscape allowance
33	Utilities	\$ 50,000.00	Utility allowance
	Site Subtotal	\$ 429,578.00	
	Project Subtotal	\$ 1,565,754.00	
	Management Fee 7%	\$ 109,602.78	
	Permitting	By Owner	By Owner
	5% owners contingency	\$ 84,000.00	
	TOTAL	\$ 1,759,356.78	
	13,120	\$ 134.10	Total Cost per sqft
	Alternate	ADD	
1	Salt storage (Need to verify size)	\$ 55,593.00	



April 28, 2016

The Honorable Mayor, City Council and Staff
c/o Brian Hagen
City of Hanover
11250 5th Street NE
Hanover, MN 55341

Re: 5th Street Watermain Extension Project
City of Hanover, MN
WSB Project No. 02082-100

Dear Honorable Mayor, City Council, and Staff:

Following this letter are two resolutions for your consideration at the May 3, 2016 Council Meeting. The two resolutions for your consideration are:

I. A Resolution Ordering Improvements

This resolution states that the Council has completed the public hearing process and orders the project to be completed.

II. A Resolution Awarding a Bid

This resolution awards the contract for the 5th Street Watermain Extension project to the lowest bidder. A tabulation of these bidders, as well as the low bidder of R.L. Larson Excavating, Inc. with a bid amount of \$218,433.22, can be seen in the Council packet.

If you have any questions, I will be present at the May 3, 2016 Council Meeting to discuss those with you or please call me at 651-286-8465.

Sincerely,

WSB & Associates, Inc.

A handwritten signature in black ink, appearing to read "Justin Messner", is written over a white background.

Justin Messner
City Engineer

Attachments

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 3rd day of May, 2016.

The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by _____ and seconded by _____.



RESOLUTION NO 05-03-16-62

**A RESOLUTION ORDERING IMPROVEMENTS FOR THE
FIFTH STREET WATERMAIN EXTENSION PROJECT**

WHEREAS, a resolution of the City Council adopted on the 19th day of April 2016, fixed a date for Council hearing on the extension of municipal watermain along 5th Street NE between CR 19 to River Road NE; and

WHEREAS, ten days' mailed notice and two weeks' published notice in advance of said hearing was given and the hearing was held thereon on the 3rd day of May 2016, at which time all persons desiring to be heard were given an opportunity to be heard thereon.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves such improvements as are hereby ordered in the Council Resolution.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 3rd day of May, 2016.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 3rd day of May, 2016.

The following Council Members were present:

The following Council Members were absent:

A motion to adopt the following resolution was made by _____ and seconded by _____.



RESOLUTION NO 05-03-16-63

**A RESOLUTION ORDERING IMPROVEMENTS FOR THE
FIFTH STREET WATERMAIN EXTENSION PROJECT**

WHEREAS, pursuant to an advertisement for bids for the improvement as shown on the plan for the above-referenced project, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

	Contractor	Base Bid	Alternate	Grand Total Bid
1	R.L. Larson Excavating, Inc.	\$168,038.60	\$50,394.62	\$218,433.22
2	Ryan Contracting Co.	\$170,506.00	\$53,123.00	\$223,629.00
3	Burschville Construction, Inc.	\$165,145.00	\$59,713.00	\$224,858.00
4	C&L Excavating, Inc.	\$171,412.00	\$54,821.00	\$226,233.00
5	Dave Perkins Contracting, Inc.	\$189,770.00	\$56,035.00	\$245,805.00
6	Kuechle Underground	\$183,985.00	\$104,507.01	\$288,492.01
7	Northdale Construction Co., Inc.	\$354,655.95	\$146,319.95	\$500,975.90

WHEREAS, it appears that R.L. Larson Excavating, Inc. of St. Cloud, MN is the lowest responsible bidder,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Hanover, Minnesota hereby approves that:

1. The Mayor and City Administrator are hereby authorized and directed to enter into a contract with R.L. Larson Excavating, Inc. in the amount of \$218,433.22 in the name of the City of Hanover, Minnesota for the improvement outlined in the above-referenced project according to the plans and specifications, therefore, approved by the City Council and on file in the office of the City Clerk.
2. The Engineer, WSB & Associates, Inc. is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of

the successful bidder and the next two lowest bidders shall be retained until a contract has been signed.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 3rd day of May, 2016.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator