

**AGENDA  
HANOVER CITY COUNCIL  
AUGUST 3, 2015**

**MAYOR**

**CHRIS KAUFFMAN**

**COUNCIL**

**JOHN VAJDA**

**DOUG HAMMERSENG**

**KEN WARPULA**

**JIM ZAJICEK**

- 1. Call to Order/Pledge of Allegiance: 7:00 p.m.**
- 2. Approval of Agenda**
- 3. Consent Agenda Items:**
  - a. Approve Minutes of July 21, 2015 City Council Work Session Meeting (pg.4)**
  - b. Approve Claims as Presented: (pg. 9)**

➤ Claims	\$ 96,483.74
➤ Payroll	\$ 7,804.24
➤ P/R taxes & Exp	\$ 3,053.82
➤ Other Claims	<u>\$ 1,383.65</u>
➤ Total Claims	<u>\$ 108,724.45</u>
  - c. Res No 08-03-15-43 – Approval of WSB Proposal to Implement MS4 Requirements (pg. 29)**
- 4. Citizen’s Forum:**

*To address the Council in the Citizen’s Forum, please complete the Citizen’s Forum sign-in sheet on the table near the entrance and give it to the Mayor or City Administrator.*
- 5. Public Hearings**
- 6. Unfinished Business**
  - a. Res No 08-03-15-44 – Accepting Bench Donation from Wayne Elit (pg. 36)**
  - b. Res No 08-03-15-45 – Adopting 2015 Budget Amendment #1 (pg. 37)**
- 7. New Business**
  - a. Hall Rental Fee Waiver Request**
  - b. Res No 08-03-15-46 – Approving Variance for 10231 Beebe Lake Road (pg. 44)**
  - c. Res No 08-03-15-47 – Receiving and Awarding Bid for Historic Bridge Project (pg. 56)**
  - d. Res No 08-03-15-48 – Approving Transfer of CSAH 19 Trail Easement (pg. 60)**
  - e. Res No 08-03-15-49 – Approving Amendment to Hennepin County Recycling Grant Agreement (pg. 64).**
  - f. Res No 08-03-15-50 – Approving 2016-2017 Wright County Sheriff Contract (pg. 78)**
  - g. Res No 08-03-15-51 – Requesting Acquisition of Tax Forfeited Land (pg. 83)**
  - h. Res No 08-03-15-52 – Approving the Release of Tax Forfeited Land (pg. 85)**
  - i. Res No 08-03-15-52 – Approving 2014 General Fund Surplus Transfer (pg. 86)**
  - j. Second Quarter Budget Review (pg. 87)**
- 8. Reports of Mayor and Council Members, Staff, Boards, and Committees**
- 9. Adjournment**

**To:** Mayor Kauffman & Members of the Hanover City Council  
**From:** Brian Hagen, City Administrator  
**Date:** July 31, 2015  
**Re:** Review of August 3, 2015 City Council Agenda

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1. **Call to Order/Pledge of Allegiance: 7:00 p.m.**
2. **Approval of Agenda**
3. **Consent Agenda Items:** *See enclosed consent packet.*
  - a. **Approve Minutes of July 21, 2015 City Council Work Session Meeting** (pg. 4)
  - b. **Approve Claims as Presented:** (pg. 9)

➤ Claims	\$ 96,483.74
➤ Payroll	\$ 7,804.24
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  - c. **Res No 08-03-15-43 – Approval of WSB Proposal to Implement MS4 Requirements** (pg. 29)
4. **Citizen’s Forum:**

*To address the Council in the Citizen’s Forum, please complete the Citizen’s Forum sign-in sheet on the table near the entrance and give it to the Mayor or City Administrator.*
5. **Public Hearings**
6. **Unfinished Business**
  - a. **Res No 08-03-15-44 – Accepting Bench Donation from Wayne Elit** (pg. 36)

*Mr. Elit is requesting to donate two benches to the City in memory of his late wife. The park board heard the request and approved a motion to support the Council’s acceptance of the donation.*
  - b. **Res No 08-03-15-45 – Adopting 2015 Budget Amendment #1** (pg. 37)

*Presented is the second draft of an amendment to the 2015 budget. The amendment is based on changes that have happened in the City. The amendment will allow us to end 2015 on a more accurate actual expense/revenue to budget for 2015.*
7. **New Business**
  - a. **Hall Rental Fee Waiver Request**

*A Hanover resident has been diagnosed with cancer. The resident’s neighbors will be in attendance to request a hall rental fee waiver from Council.*
  - b. **Res No 08-03-15-46 – Approving Variance for 10231 Beebe Lake Road** (pg. 44)

*The owner of 10231 Beebe Lake Road has the property listed for sale. The property has an existing barn set up to stable horses. The barn location does not meet ordinance requirements to stable farm*

animals. The Planning Commission has discussed the request and recommends approval of the variance. See Cindy's memo for more details.

- c. **Res No 08-03-15-47 – Receiving and Awarding Bid for Historic Bridge Project** (pg.56)  
*Enclosed is a resolution to award the Historic Bridge Rehabilitation Project. Staff will discuss the project cost estimate to the low bid amount.*
- d. **Res No 08-03-15-48 – Approving Transfer of CSAH 19 Trail Easement** (pg. 60)  
*This transfer of permanent easement is required as part of the cooperative agreement between Hanover and Three Rivers. It is also requested prior to any reimbursement of construction funding.*
- e. **Res No 08-03-15-49 – Approving Amendment to Hennepin County Recycling Grant Agreement** (pg. 64)  
*The City currently is in an agreement to receive grant funding from Hennepin County for residential recycling. This amendment would extend the agreement to receive funds from end of year 2015 to end of year 2016.*
- f. **Res No 08-03-15-50 – Approving 2016-2017 Wright County Sheriff Contract** (pg. 78)  
*The City holds a two year contract with Wright County for policing services. The annual increase is approximately 4%. The contract is comparable to what has been presented to and approved by the City in the past.*
- g. **Res No 08-03-15-51 – Requesting Acquisition of Tax Forfeited Land** (pg. 83)  
*Three parcels in Wright County are referenced in the resolution. The parcels have been forfeited to the State. Two parcels are designated for trails, and the third is currently Jandel Ave NE. Approval of the resolution would prevent the sale, and the City would assume ownership of the parcels for continued public use.*
- h. **Res No 08-03-15-52 – Approving the Release of Tax Forfeited Land** (pg. 85)  
*The parcel reference is in Wright County. The parcel is currently an Outlot, but does not serve as a public benefit. The resolution would allow the release of the parcel for sale to a private party.*
- i. **Res No 08-03-15-52 – Approving 2014 General Fund Surplus Transfer** (pg. 86)  
*This resolution denotes a surplus from the 2014 expenditure to revenue budget. It further establishes a transfer of the surplus from the general fund to capital funds. The Fire Department transfer is the specific surplus from the Fire Departments operating budget. Given the contracted services with outside entities, this transfer is the minimum amount recommended to transfer.*
- j. **Second Quarter Budget Review** (pg. 87)  
*Enclosed is the 2015 2<sup>nd</sup> Quarter budget review. Please note that some areas of the budget are near or above 100% of actual to budget expenses. This is largely due to one-time payments prior to the end of the year. Other areas will be corrected with the budget amendment.*

## **8. Reports of Mayor and Council Members, Staff, Boards, and Committees**

## **9. Adjournment**

**CITY OF HANOVER  
CITY COUNCIL WORK SESSION  
JULY 21, 2015 – DRAFT MINUTES**

**Call to Order**

Mayor Kauffman called the Regular City Council Work Session Meeting of Tuesday, July 21, 2015 to order at 6:05 p.m. Present were Mayor Chris Kauffman, Doug Hammerseng, Ken Warpula, and Jim Zajicek. Councilor John Vajda arrived at 7:45 p.m. Also present were City Administrator Brian Hagen, Accountant/Deputy Clerk Elizabeth Lindrud and City Engineer Justin Messner. Guest present was Tom Therrien from Hanover Youth Ball.

**Approval of Agenda**

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

**Consent Agenda**

Hagen corrected a vendor name in the claims for check number 31128. A check made out to Minnesota Exteriors will be voided and corrected to reflect the vendor the payment should have been issued to, Minnesota Fire Service Certification. An additional claim for the City of St. Michael for the 2015 2<sup>nd</sup> quarter lift station flows was added in the amount of \$32,130.99.

**MOTION** by Hammerseng to approve consent agenda as amended, seconded by Warpula.

**a. Approve Minutes of July 7, 2015 City Council Meeting**

**b. Approve Claims as Presented:**

➤ Claims	\$ 175,174.06
➤ Payroll	\$ 11,865.48
➤ P/R taxes & Exp	\$ 3,533.95
➤ Other Claims	<u>\$ 1,262.02</u>
➤ Total Claims	<u>\$ 191,835.51</u>

**Motion carried unanimously.**

**Hanover Youth Ball Update**

Tom Therrien for the Hanover Youth Ball gave an update on the growth of the Hanover Youth Ball. There are currently 321 children participating in the leagues. The program has grown with the addition of websites and email communication; they also recently took in some of the Corcoran teams. Mr. Therrien stated there is a lack of fields and many scheduling conflicts. As kids advance in age, Hanover Youth Ball loses their players to Buffalo, since Hanover does not have fields large enough for the 16U age group.

Mr. Therrien would like to apply for a grant from the Minnesota Twins to assist in upgrades to fields here in Hanover. The grant money may also be used towards creation of new fields. Kauffman suggested visiting with the Athletic Association to work with them on bettering the field in Settlers Park. The City and the Athletic Association have had discussions in the past, unfortunately nothing has come of them yet. The City is still willing to work with the Athletic Association to alter the Settlers Park field for a better setup. It was also suggested that the fields behind the elementary school could be repaired to playing condition for the younger players. Mr. Therrien inquired about any other land options to build fields. Council explained that the City owns 10 acres along 5<sup>th</sup> St NE. At this point that is not available, but if a business withdraws its' interest then things could change; there is also the Duininck Pit that may be listed. Warpula suggested that the Settler's Park field should be assessed to see how many trees would need to be cut.

Mr. Therrien and Mr. Hagen plan to attend the next Hanover Athletic Association meeting so the three organizations can work together to create more ball fields.

## **5<sup>th</sup> St. Water Expansion**

Mr. Messner answered questions on the estimate to expand a water main down 5<sup>th</sup> St. NE. He stated connecting the water line to River Road and County Road 19 lines would create a loop in the system and provide the best service to properties. Council questioned the loop proposal and costs. Messner stated that a stub could be installed now and extend the line as needed. Payment options are for the City to fully fund the project, or to recuperate costs through assessments. Council felt that it would be best to look into alternative routes to find a more reasonable solution, and to tie the funding in with additional bonding if needed to save on administrative costs.

Hagen inquired on when this project will start. If the intent is to capitalize on bonding, then Public Works Facility needs to be considered. Prior to bonding there are certain steps needed to be completed like adopting a Capital Improvement Plan and providing the public opportunity to submit feedback. There is also time needed for design and project bid to name a few.

Staff was directed to converse with other cities on the process, gather plans from other cities to provide a starting point, and to continue to meet with Northland Securities on bonding the project or projects.

## **MS4 Proposal Update**

Messner walked through the proposal from WSB to develop and implement the MS4 permit. They were able to reduce the costs by around \$2,220 for a total proposal of \$9,300 to implement MS4. Messner explained that work has been completed which in the future will need to be documented as part of MS4. We will make sure this is recognized and added to Hanover's GIS. Warpula inquired about Task 3, Public Education. Messner stated that WSB would provide written information to be sent to residents. These communications are usually sent with utility billings or in city newsletters.

Kauffman agrees the costs provided are reasonable, but still is not in favor of the new requirement. Hammerseng agreed and would be interested to know if other cities have provided any push back.

## **Engineer Report**

Messner gave his report early:

- CSAH 19 Trail - seeding and grading will be done 7/22/15. A chain link fence with wood posts and signage will be installed next week. The flat areas will be hydro seeded and the sloped areas will have a blanket seeding to prevent erosion. The crossings will also be striped in the same manner as the other trail crossings and the storm sewers will be opened once grass has been established. Messner further stated a resident had requested wild flowers along the trail. The request was past to Three Rivers, their response was that Crow Hassan Park is one of the largest native flower parks they operate and they do not intend to plant additional flowers along the trail.
- Beebe Lake Trail – met with New Look Contracting for the final items on the Beebe Lake Trail. The bird baths in the asphalt have been fixed and will fog seal and stripe (at contractors cost). Pearson's will tack the road shoulder to help keep gravel off the trail.

John Vajda arrived at 7:45pm

## **Res No 07-21-15-42 – Approving AEM to Provide Acct. Training/2015 Audit Prep**

Hagen explained that the proposal from AEM was the same; however, the wording better defines what cost may be. The proposal is to charge for training on an hourly basis as needed. A guideline on training was provided in the proposal. Hagen also noted that audit preparation has historically cost approximately \$6,500, which is included in this proposal.

**MOTION** by Hammerseng to approve Res No 07-21-15-42, seconded by Zajicek. **Motion carried unanimously.**

## **Ordinance Amendments**

### **Public Bathroom Use Ordinance**

Kauffman stated that the Alliance Defending Freedom would defend the City of Hanover should the City pass this ordinance and someone brought the City to court. Kauffman would prefer to avoid a lawsuit, but did ask if Council would speak with the origination and vet them. Kauffman predicts that if the City were sued, there would be no fine, but rather amended ordinances and policies be forced.

### **Restricted Residence Ordinance**

Kauffman stated this ordinance reflects closely to that of which is already regulated against these individuals. The ordinance would be more restrictive and recognize it on the local level.

### **Medical Marijuana Facilities**

Kauffman stated the Medical Marijuana ordinance would need to go to the Planning and Zoning commission. Warpula stated that only two licenses were given out in Minnesota and neither one was issued in Hanover.

## **2015 Budget Amendment**

Hagen recommended amendments to the 2015 budget. These changes mostly reflect staffing changes and expenses that are paid in full for the year. Kauffman pointed out that the State Aid given for road improvements needs to be added. Hagen also addressed that some items within the budget are being allocated at more detailed level than in the past, for example Medical Benefits will now be broken down by HSA, Dental, and Medical Insurance. Worker's Compensation will also be allocated within the correct departments as well, instead of one line item.

## **Staff Retention**

Hagen asked the council if they had further input on adjusting the staff salary ranges or personnel policy. Kaufmann explained these items will help Hagen budget for 2016. Kauffman and Hammerseng asked if Hagen if he would look into other medical insurance providers. Council also asked Hagen to send the current personnel policy, job descriptions, and wage ranges to everyone to review.

## **Reduction to One Garbage Hauler in Hanover**

Vajda and Warpula explained that currently Hanover has six garbage haulers and contracting with one hauler would reduce the amount of garbage trucks on the City streets. This would result in better public safety and reduce wear and tear on the streets.

Kauffman asked if Warpula had a study to verify the reduction in wear and tear, as the study he found stated that the environment was the largest factor in wear and tear. Kauffman also stated he did not want to take away the residents freedom to choose their own garbage hauler.

Hammerseng stated this might not be a high priority issue compared to the other projects currently going, but would like to revisit it at a later date. Zajieck asked which haulers currently have the most of Hanover's business. It was assumed that there are two haulers that have approximately 80% of the business in Hanover. Zajieck asked instead of going to one hauler, the city could remove the licenses as each hauler came up for renewal and only provide two licenses. Council decided to revisit after the first of the year.

## **Overlook Circle Ditch Maintenance**

Hagan stated that a resident in Overlook Circle requested their drainage ditch be fixed. The surrounding ditches were filled in over the years and rain water is no longer running through the culverts correctly and is pooling in the resident's ditch. The ditch was scheduled to be fixed with a larger project; however that project has been pushed to a later date, rather than further delaying the fix, Hagen has a bid from Burschville Construction for \$1,000. Warpula asked why Public Works could not do this work; Hagen stated the city does not have the proper equipment. Hammerseng asked Hagen if this work would cause any other drainage

issues, Hagen stated it would not. Hammerseng also asked if there is a warranty with the work provided by Burschville Construction. It was agreed that a warranty of the work will be worded in the agreement.

**MOTION** by Hammerseng to complete ditch maintenance on Overlook Circle, seconded by Zajicek.  
**Motion carried unanimously.**

### **Crow River Regional Trail**

Hagen stated that the Three Rivers Park would like to create a new trail from Lake Rebecca Regional Park to Confluence of Mississippi River. The project is still in the planning stage but Three Rivers desires to have the Master Plan completed within a year. Council inquired on the cost to the city. Hagen stated that Three Rivers intends to fund the project with their taxing authority and other grant funding opportunities. Three Rivers is asking for any feedback the cities may have, letter of support would come at a later date. Council had no problems with the trail.

### **Reports**

Hagen

- Greenhouse soil borings results were positive. Soil boring information was passed along to Bradford Development.
- The developer for the Greenhouse has adjusted the building location to begin with what they originally planned for the second building location. Staff is questions whether an amended concept plan shall be brought to Planning Commission. Council felt like the site location has been visited and that final site plan approval shall suffice.

Lindrud

- Amy has received Three Night to Unite confirmations, with a 4<sup>th</sup> as tentative. She will send out an email on the 31<sup>st</sup> and again on the 4<sup>th</sup> with confirmation and location addresses. Brian Johnson relayed information to Amy that Night to Unite did not have as much interest this year.

Vajda

- Volunteers are needed for Harvest Fest. They will be working all day on Friday starting at 9am. There is a section on the Harvest Fest website to sign up for 2 hours slots on Saturday. Also volunteers are needed for Sunday's tear down and clean up.
- Invited everyone to stop by the information desk Saturday.

Hammerseng

- Stated he will not be able to attend the Planning meeting due to a scheduling conflict

Kauffman

- Stated he will not be able to attend the next work session. This prompted discussion if a special meeting may be needed to go over the preliminary 2016 budget, as that was scheduled to be on the agenda that night. Kauffman stated he can provided feedback prior to the meeting and no meeting change would be needed.

Vajda asked Zajicek if the Historical Bridge boards were going to be planed down for refuse. Zajicek stated the current plan is to rough saw for a fresh look and stored on the 10 acres until needed.

**Adjournment**

**MOTION** by Vajda to adjourn at 9:30 p.m., seconded by Warpala. **Motion carried unanimously.**

APPROVED BY:

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

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator

# HANOVER

## Payments

07/31/15 8:44 AM

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**Current Period: August 2015**

Batch Name	08/03/15 PAY	Payment	Computer Dollar Amt	\$96,483.74	Posted	
Refer	1121	<i>AFLAC</i>	-			
Cash Payment	E 100-41430-151	Med/Dental Insurance	July Supplemental Insurance			\$32.63
Invoice	945537	8/1/2015				
Cash Payment	E 100-41400-151	Med/Dental Insurance	July Supplemental Insurance			\$126.36
Invoice	945537	8/1/2015				
Cash Payment	E 100-43000-151	Med/Dental Insurance	July Supplemental Insurance			\$98.28
Invoice	945537	8/1/2015				
Transaction Date	7/21/2015	Due 0	Cash	10100	<b>Total</b>	\$257.27
Refer	1126	<i>ASSURANT EMPLOYEE BENEFITS</i>	-			
Cash Payment	E 100-41430-134	Employer Paid Life	Premium for August			\$88.10
Invoice		8/1/2015				
Cash Payment	E 100-43000-134	Employer Paid Life	Premium for August			\$75.03
Invoice		8/1/2015				
Cash Payment	E 100-41400-134	Employer Paid Life	Premium for August			\$30.67
Invoice		8/1/2015				
Cash Payment	E 100-43000-134	Employer Paid Life	Premium for August			\$80.13
Invoice		8/1/2015				
Cash Payment	E 100-41430-134	Employer Paid Life	Refund for June			-\$98.67
Invoice		8/1/2015				
Transaction Date	7/21/2015	Due 0	Cash	10100	<b>Total</b>	\$175.26
Refer	1145	<i>AT&amp;T MOBILITY</i>	-			
Cash Payment	E 100-43000-321	Telephone	PW Phone 6/18/15-7/17/15			\$146.88
Invoice		7/17/2015				
Transaction Date	7/28/2015	Due 0	Cash	10100	<b>Total</b>	\$146.88
Refer	1139	<i>BIFFS INC.</i>	-			
Cash Payment	E 100-45200-580	Other Equipment	Pheasant Run Park			\$95.00
Invoice	W567451	7/22/2015				
Cash Payment	E 100-45200-580	Other Equipment	Eagleview Park			\$95.00
Invoice	W567452	7/22/2015				
Cash Payment	E 100-45200-580	Other Equipment	Mallard Park			\$95.00
Invoice	W567453	7/22/2015				
Cash Payment	E 100-45200-580	Other Equipment	Cardinal Circle Park			\$95.00
Invoice	W567454	7/22/2015				
Cash Payment	E 100-45200-580	Other Equipment	Hanover Elementary School			\$185.00
Invoice	W567455	7/22/2015				
Transaction Date	7/27/2015	Due 0	Cash	10100	<b>Total</b>	\$565.00
Refer	1129	<i>BRAND, LAURIE</i>	-			
Cash Payment	E 100-45200-220	Repair/Maint Supply (GE	Stain for Eagle Scout Project			\$35.25
Invoice		7/20/2015				
Transaction Date	7/21/2015	Due 0	Cash	10100	<b>Total</b>	\$35.25
Refer	1153	<i>BURSVILLE CONSTRUCTION</i>	-			
Cash Payment	E 100-43122-224	Street Maint Materials	Road grading of city streets			\$2,270.00
Invoice	3988	7/23/2015				
Transaction Date	7/28/2015	Due 0	Cash	10100	<b>Total</b>	\$2,270.00

# HANOVER

## Payments

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Current Period: August 2015

Refer	1159	CARLSON, CARRIE	-				
Cash Payment	E 100-48205-810	Refunds & Reimburseme	Permit overcharge				\$10.00
Invoice		6/26/2015					
Transaction Date	7/30/2015	Due 0	Cash	10100		<b>Total</b>	\$10.00
Refer	1154	CINTAS	-				
Cash Payment	E 100-43100-260	Uniforms	Work shirts w/city logo				\$294.19
Invoice	470608460	7/17/2015					
Transaction Date	7/28/2015	Due 0	Cash	10100		<b>Total</b>	\$294.19
Refer	1132	CITY OF MONTICELLO	-				
Cash Payment	E 100-42700-310	Other Professional Servic	Shepard/Golden Mix - 7 days boarding				\$135.00
Invoice	0017690	7/20/2015					
Transaction Date	7/23/2015	Due 0	Cash	10100		<b>Total</b>	\$135.00
Refer	1140	CITY OF ST. MICHAEL	-				
Cash Payment	E 602-49455-310	Other Professional Servic	June SAC Fees - 10787 Settlers Lane				\$4,712.00
Invoice		7/27/2015					
Cash Payment	E 602-49455-310	Other Professional Servic	June SAC Fees - Hanover Elementary				\$13,499.08
Invoice		7/27/2015					
Cash Payment	E 602-49455-310	Other Professional Servic	June SAC Fees - 1004 Mallard				\$4,712.00
Invoice		7/27/2015					
Cash Payment	E 602-49455-310	Other Professional Servic	June SAC Fees - 591 Kayla				\$4,712.00
Invoice		7/27/2015					
Cash Payment	E 602-49455-310	Other Professional Servic	June SAC Fees - 11577 Erin				\$4,712.00
Invoice		7/27/2015					
Cash Payment	E 602-49455-310	Other Professional Servic	June SAC Fees - 11295 Lamont Ct				\$4,712.00
Invoice		7/27/2015					
Transaction Date	7/27/2015	Due 0	Cash	10100		<b>Total</b>	\$37,059.08
Refer	1137	DELTA DENTAL	-				
Cash Payment	G 100-21706	Medical/Dental Ins	August Dental Premiums				\$115.80
Invoice	6099101	7/15/2015					
Transaction Date	7/23/2015	Due 0	Cash	10100		<b>Total</b>	\$115.80
Refer	1120	DIXON, GARY & CAROL	-				
Cash Payment	E 100-48205-810	Refunds & Reimburseme	Damage Deposit 7/19/15 Shelter Rental				\$100.00
Invoice		7/20/2015					
Transaction Date	7/21/2015	Due 0	Cash	10100		<b>Total</b>	\$100.00
Refer	1124	ECM PUBLISHERS, INC.	-				
Cash Payment	G 818-20200	Accounts Payable	Libert - Public Hearing for variance				\$79.15
Invoice	238677	7/16/2015					
Transaction Date	7/21/2015	Due 0	Cash	10100		<b>Total</b>	\$79.15
Refer	1134	ESS BROTHERS AND SONS INC.	-				
Cash Payment	E 100-43121-224	Street Maint Materials	Quick Set Repair				\$49.50
Invoice	UU4577	7/16/2015					
Transaction Date	7/23/2015	Due 0	Cash	10100		<b>Total</b>	\$49.50
Refer	1128	FIRSTLAB	-				
Cash Payment	E 100-41435-310	Other Professional Servic	Background Check - E. Lindrud				\$32.25
Invoice	FL00125410	7/15/2015					
Transaction Date	7/21/2015	Due 0	Cash	10100		<b>Total</b>	\$32.25

# HANOVER

07/31/15 8:44 AM

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## Payments

Current Period: August 2015

Refer	1122	GUIDANCE POINT TECHNOLOGIES	-					
Cash Payment	E 100-41600-220	Repair/Maint Supply (GE	Remote Support for Outlook					\$60.00
Invoice	8729	7/18/2015						
Cash Payment	E 100-41600-220	Repair/Maint Supply (GE	Service Support for dual monitors					\$265.00
Invoice	8713	7/18/2015						
Transaction Date	7/21/2015	Due 0	Cash	10100			<b>Total</b>	\$325.00
Refer	1130	HENNEPIN COUNTY SHERIFF SER	-					
Cash Payment	E 100-42101-310	Other Professional Servic	Sheriff Patrol Services 4/1/15-6/30/15					\$17,333.35
Invoice	1000062959	8/4/2015						
Transaction Date	7/23/2015	Due 0	Cash	10100			<b>Total</b>	\$17,333.35
Refer	1127	IIMC	-					
Cash Payment	E 100-41400-306	Dues & Subscriptions	Annual Membership 9/1/2015-9/30/16					\$155.00
Invoice		6/24/2015						
Transaction Date	7/21/2015	Due 0	Cash	10100			<b>Total</b>	\$155.00
Refer	1141	JOINT POWERS WATER BOARD	-					
Cash Payment	E 601-49410-310	Other Professional Servic	June WAC Fees - 10787 Settlers Lane					\$2,001.00
Invoice		7/27/2015						
Cash Payment	E 601-49410-310	Other Professional Servic	June WAC Fees - Hanover Elementary School					\$5,804.19
Invoice		7/27/2015						
Cash Payment	E 601-49410-310	Other Professional Servic	June WAC Fees - 1004 Mallard					\$2,001.00
Invoice		7/27/2015						
Cash Payment	E 601-49410-310	Other Professional Servic	June WAC Fees - 591 Kayla					\$2,001.00
Invoice		7/27/2015						
Cash Payment	E 601-49410-310	Other Professional Servic	June WAC Fees - 11577 Erin					\$2,001.00
Invoice		7/27/2015						
Cash Payment	E 601-49410-310	Other Professional Servic	June WAC Fees - 11295 Lamont Ct					\$2,001.00
Invoice		7/27/2015						
Transaction Date	7/27/2015	Due 0	Cash	10100			<b>Total</b>	\$15,809.19
Refer	1147	KRAJSA, DEBBIE	-					
Cash Payment	E 100-48205-810	Refunds & Reimburseme	Shelter Rental Damage Deposit 7/25/15					\$100.00
Invoice		7/27/2015						
Cash Payment	E 100-48205-810	Refunds & Reimburseme	Shelter Rental - paid by Timmerman Benefit					\$133.59
Invoice		7/27/2015						
Transaction Date	7/28/2015	Due 0	Cash	10100			<b>Total</b>	\$233.59
Refer	1156	LAFOND, ROBIN OR JOSH	-					
Cash Payment	E 100-48205-810	Refunds & Reimburseme	Shelter Rental Damage Deposit 7/27/15					\$100.00
Invoice		7/29/2015						
Transaction Date	7/30/2015	Due 0	Cash	10100			<b>Total</b>	\$100.00
Refer	1144	MEADOW CREEK BUILDERS	-					
Cash Payment	E 815-48200-810	Refunds & Reimburseme	Landscape					\$1,500.00
Invoice		7/27/2015						
Cash Payment	E 811-48200-810	Refunds & Reimburseme	Erosion					\$750.00
Invoice		7/27/2015						
Cash Payment	E 817-48200-810	Refunds & Reimburseme	Infrastructure					\$1,000.00
Invoice		7/27/2015						
Transaction Date	7/27/2015	Due 0	Cash	10100			<b>Total</b>	\$3,250.00
Refer	1142	NOVAK-FLECK, INC	-					

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## Payments

Current Period: August 2015

Cash Payment	E 815-48200-810 Refunds & Reimburseme	Landscape				\$1,500.00
Invoice	7/27/2015					
Cash Payment	E 811-48200-810 Refunds & Reimburseme	Erosion				\$2,250.00
Invoice	7/27/2015					
Transaction Date	7/27/2015	Due 0	Cash	10100	<b>Total</b>	<b>\$3,750.00</b>
Refer	1158 <i>NWL CONSTRUCTION LLC</i>					
Cash Payment	E 815-48200-810 Refunds & Reimburseme	Landscape				\$1,500.00
Invoice	7/30/2015					
Cash Payment	E 811-48200-810 Refunds & Reimburseme	Erosion				\$750.00
Invoice	7/30/2015					
Cash Payment	E 817-48200-810 Refunds & Reimburseme	Infrastructure				\$1,000.00
Invoice	7/30/2015					
Transaction Date	7/30/2015	Due 0	Cash	10100	<b>Total</b>	<b>\$3,250.00</b>
Refer	1157 <i>PRICE CUSTOM HOMES</i>					
Cash Payment	E 815-48200-810 Refunds & Reimburseme	Landscape				\$1,500.00
Invoice	7/30/2015					
Cash Payment	E 811-48200-810 Refunds & Reimburseme	Erosion				\$750.00
Invoice	7/30/2015					
Cash Payment	E 817-48200-810 Refunds & Reimburseme	Infrastructure				\$1,000.00
Invoice	7/30/2015					
Transaction Date	7/30/2015	Due 0	Cash	10100	<b>Total</b>	<b>\$3,250.00</b>
Refer	1131 <i>QUILL.COM</i>					
Cash Payment	E 100-41570-200 Office Supplies (GENER	Clear Acrylic Base - Liz				\$14.47
Invoice 5963717	7/16/2015					
Cash Payment	E 100-41570-200 Office Supplies (GENER	Bookcase - Liz				\$157.51
Invoice 5960513	7/16/2015					
Transaction Date	7/23/2015	Due 0	Cash	10100	<b>Total</b>	<b>\$171.98</b>
Refer	1133 <i>RANDYS ENVIRONMENTAL SERVI</i>					
Cash Payment	E 100-43245-384 Refuse/Garbage Dispos	July Service Period				\$3,067.59
Invoice	7/17/2015					
Transaction Date	7/23/2015	Due 0	Cash	10100	<b>Total</b>	<b>\$3,067.59</b>
Refer	1149 <i>S E H</i>					
Cash Payment	E 201-41330-310 Other Professional Servic	2015 EDA Services				\$147.50
Invoice 301012	7/21/2015					
Transaction Date	7/28/2015	Due 0	Cash	10100	<b>Total</b>	<b>\$147.50</b>
Refer	1136 <i>SKILLPATH SEMINARS</i>					
Cash Payment	E 100-41400-208 Training and Instruction	Coaching & Teambuilding Skills Seminar				\$199.00
Invoice 10980358	7/21/2015					
Cash Payment	E 100-41400-208 Training and Instruction	Team Leaders Toolkit				\$31.90
Invoice 1974920	7/21/2015					
Transaction Date	7/23/2015	Due 0	Cash	10100	<b>Total</b>	<b>\$230.90</b>
Refer	1155 <i>TEAM LABORATORY CHEMICAL C</i>					
Cash Payment	E 100-45200-225 Landscaping Materials	Terra Plus Herbicide				\$509.50
Invoice 102490						
Transaction Date	7/28/2015	Due 0	Cash	10100	<b>Total</b>	<b>\$509.50</b>
Refer	1143 <i>VETSCH, ALICE</i>					

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## Payments

Current Period: August 2015

Cash Payment	E 100-48205-810 Refunds & Reimburseme	Shelter Rental Damage Deposit 7/26/15				\$100.00
Invoice		7/27/2015				
Transaction Date	7/27/2015	Due 0	Cash	10100	<b>Total</b>	\$100.00
Refer	1160 VISA - BANKWEST					
Cash Payment	E 100-43100-220 Repair/Maint Supply (GE	Suspension Kit for truck				\$373.15
Invoice		7/19/2015				
Cash Payment	E 100-41570-200 Office Supplies (GENER	Binder clips, pens				\$42.64
Invoice		7/19/2015				
Cash Payment	E 100-41570-200 Office Supplies (GENER	Monitor Cable				\$27.98
Invoice		7/19/2015				
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE	Riser Extension				\$1.40
Invoice		7/19/2015				
Cash Payment	E 100-41570-200 Office Supplies (GENER	Monitor				\$359.98
Invoice		7/19/2015				
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Steel Bollard w/cap and chain slots				\$98.96
Invoice		7/19/2015				
Cash Payment	E 100-41570-322 Postage	Postage				\$490.00
Invoice		7/19/2015				
Cash Payment	E 100-41570-200 Office Supplies (GENER	Monitor Cable				-\$27.98
Invoice		7/19/2015				
Cash Payment	E 100-41570-200 Office Supplies (GENER	Name Badge - Elizabeth L				\$13.79
Invoice		7/19/2015				
Cash Payment	E 100-41570-200 Office Supplies (GENER	Calendar				\$12.83
Invoice		7/19/2015				
Cash Payment	E 100-41570-200 Office Supplies (GENER	Dry erase board,notebook, pens batteries				\$67.29
Invoice		7/19/2015				
Cash Payment	E 100-41570-200 Office Supplies (GENER	Paper, Tissue				\$44.84
Invoice		7/19/2015				
Cash Payment	E 100-41570-200 Office Supplies (GENER	Notebook Battery				\$128.24
Invoice		7/19/2015				
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Exit Sign w/battery backup				\$131.26
Invoice		7/19/2015				
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Sealed Lead Acid Battery				\$63.71
Invoice		7/19/2015				
Cash Payment	E 100-41570-220 Repair/Maint Supply (GE	TRFR Fraud Transaction				-\$40.78
Invoice		7/19/2015				
Cash Payment	E 100-41570-220 Repair/Maint Supply (GE	TRFR Fraud Transaction				-\$7.96
Invoice		7/19/2015				
Cash Payment	E 100-41110-437 Other Miscellaneous	Candy for city council meeting				\$24.56
Invoice		7/19/2015				
Transaction Date	7/30/2015	Due 0	Cash	10100	<b>Total</b>	\$1,803.91
Refer	1135 WESTSIDE WHOLESALE TIRE & S					
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE	Turf Tire				\$25.00
Invoice	749244	7/21/2015				
Transaction Date	7/23/2015	Due 0	Cash	10100	<b>Total</b>	\$25.00
Refer	1146 WRIGHT-HENNEPIN COOPERATIV					
Cash Payment	E 100-45200-381 Electric Utilities	Eagle View Park Lighting				\$56.19
Invoice		7/20/2015				

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## Payments

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### Current Period: August 2015

Transaction Date	7/28/2015	Due 0	Cash	10100	Total	\$56.19
Refer	1125 XCEL ENERGY					
Cash Payment	E 100-41940-381 Electric Utilities		City Hall			\$696.43
Invoice	463828510	7/13/2015				
Cash Payment	E 100-42280-381 Electric Utilities		Fire Dept			\$307.11
Invoice	463826288	7/13/2015				
Cash Payment	E 100-43160-381 Electric Utilities		209 Labeaux Ave NE			\$42.50
Invoice	463846541	7/13/2015				
Cash Payment	E 100-45200-381 Electric Utilities		Historical Bridge Lighting			\$59.57
Invoice	463842634	7/13/2015				
Cash Payment	E 100-45200-381 Electric Utilities		Cardinal Circle Park			\$15.67
Invoice	464403281	7/16/2015				
Cash Payment	E 100-45200-381 Electric Utilities		1033 Mallard St NE			\$11.96
Invoice	464398240	7/16/2015				
Cash Payment	E 100-43160-381 Electric Utilities		751 Labeaux Ave NE			\$69.31
Invoice	464286416	7/16/2015				
Transaction Date	7/21/2015	Due 0	Cash	10100	Total	\$1,202.55
Refer	1123 ZEP SALES & SERVICE					
Cash Payment	E 100-41940-520 Buildings and Structures		Cleaner			\$110.00
Invoice	9001757122	7/15/2015				
Cash Payment	E 100-41940-520 Buildings and Structures		Towels			\$153.60
Invoice	9001757122	7/15/2015				
Cash Payment	E 100-41940-520 Buildings and Structures		Anti Bacterial Soap			\$79.36
Invoice	9001757122	7/15/2015				
Cash Payment	E 100-41940-520 Buildings and Structures		Shipping			\$44.90
Invoice	9001757122	7/15/2015				
Transaction Date	7/21/2015	Due 0	Cash	10100	Total	\$387.86

### Fund Summary

	10100 Cash
818 MISC ESCROWS FUND	\$79.15
817 INFRASTRUCTURE ESCROW FUND	\$3,000.00
815 LANDSCAPE ESCROW FUND	\$6,000.00
811 EROSION CONTROL ESCROW FUND	\$4,500.00
602 SEWER ENTERPRISE FUND	\$37,059.08
601 WATER ENTERPRISE FUND	\$15,809.19
201 EDA SPECIAL REVENUE FUND	\$147.50
100 GENERAL FUND	\$29,888.82
	\$96,483.74

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$96,483.74
Total	\$96,483.74



# Invoice

Invoice Number: 301012

FEIN: 41-1251208 | 651.490.2000 | 800.325.2055

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**BILL TO:**

Brian Hagen  
City of Hanover  
11250 5th St NE  
Hanover MN 55341

<b>Pay This Amount</b>	<b>\$147.50</b>
Due Date	20-AUG-15
Invoice Date	21-JUL-15
Bill Through Date	30-JUN-15
Terms	30 NET
SEH Client #	13874
Client Project #	
Agreement / PO #	130741

**REMIT TO:**

Short Elliott Hendrickson, Inc.  
NW6262  
PO Box 1450  
Minneapolis, MN 55485-6262

**Project Manager / Email / Phone**  
Heidi Peper / hpeper@sehinc.com / 320.229.4300  
**Client Service Manager / Email / Phone**  
Heidi Peper / hpeper@sehinc.com / 320.229.4300  
**Accounting Representative / Email / Phone**  
Mary Graff / mgraft@sehinc.com / 720.540.6800

<b>Project #</b> 130741	<b>Project Name</b> HANOV Hanover 2015 EDA Serv	<b>Project Description</b> HANOV Hanover 2015 EDA Services
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**Project Billing Summary**

	<u>Current</u>	Prior	To Date
<b>Totals</b>	<b>\$147.50</b>	\$5,654.64	\$5,802.14

*ee*

**Notes:**

*201-41330-310*

JUL 27 2015



# Invoice

Invoice Number: **301012**

FEIN: 41-1251208 | 651.490.2000 | 800.325.2055

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## Direct

### Personnel

Ehrke, Daniel D (Dan)

Graff, Mary A

Hours	Rate	Amount	
1.00	125.00	\$125.00	
0.25	90.00	\$22.50	
<u>1.25</u>			<b>\$147.50</b>

**Invoice total** **\$147.50**

**HANOVER**  
**Paid Register**

Check Numbe	Employee Number	Employee Name	Pay Period	Pay Group Description	Check Amount	Check Date	Status
500319	000000003	Hagen, Brian S.	16	Bi-Weekly	\$1,797.13	7/31/2015	Outstanding
500318	000000008	Doboszanski, Jason	16	Bi-Weekly	\$1,306.98	7/31/2015	Outstanding
500317	000000011	Biren, Amy	16	Bi-Weekly	\$1,063.44	7/31/2015	Outstanding
500322	000000005	Vogel, Scott F.	16	Bi-Weekly	\$1,608.78	7/31/2015	Outstanding
500321	000000058	Schmitz, Luke	16	Bi-Weekly	\$643.05	7/31/2015	Outstanding
500320	000000060	Lindrud, Elizabeth	16	Bi-Weekly	\$1,384.86	7/31/2015	Outstanding
					\$7,804.24		

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## Deduction/Benefit Register

Pay Group: 01 Bi-Weekly

Pay Periods: 2015(16)

Deduction/Benefit Code & Description	Employee Number & Name	Deduction Amount	Benefit Amount
001 Federal	000000011 Biren, Amy	\$186.10	
	000000008 Doboszinski, Jason	\$137.99	
	000000003 Hagen, Brian S.	\$242.45	
	000000060 Lindrud, Elizabeth	\$184.18	
	000000058 Schmitz, Luke	\$65.91	
	000000005 Vogel, Scott F.	\$171.69	
	<i>Federal</i>		\$988.32
005 State Tax - MN	000000011 Biren, Amy	\$79.41	
	000000008 Doboszinski, Jason	\$61.87	
	000000003 Hagen, Brian S.	\$106.67	
	000000060 Lindrud, Elizabeth	\$79.28	
	000000058 Schmitz, Luke	\$29.84	
	000000005 Vogel, Scott F.	\$73.89	
	<i>State Tax - MN</i>		\$430.96
049 Medicare	000000011 Biren, Amy	\$22.45	
	000000008 Doboszinski, Jason	\$25.45	
	000000003 Hagen, Brian S.	\$36.25	
	000000060 Lindrud, Elizabeth	\$27.84	
	000000058 Schmitz, Luke	\$11.60	
	000000005 Vogel, Scott F.	\$31.32	
	<i>Medicare</i>		\$154.91
051 Social Security	000000011 Biren, Amy	\$95.98	
	000000008 Doboszinski, Jason	\$108.82	
	000000003 Hagen, Brian S.	\$155.00	
	000000060 Lindrud, Elizabeth	\$119.04	
	000000058 Schmitz, Luke	\$49.60	
	000000005 Vogel, Scott F.	\$133.92	
	<i>Social Security</i>		\$662.36
501 Social Security Benefit	000000011 Biren, Amy		\$95.98
	000000008 Doboszinski, Jason		\$108.82
	000000003 Hagen, Brian S.		\$155.00
	000000060 Lindrud, Elizabeth		\$119.04
	000000058 Schmitz, Luke		\$49.60
	000000005 Vogel, Scott F.		\$133.92

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Deduction/Benefit Register

Pay Group: 01 Bi-Weekly

Pay Periods: 2015(16)

Deduction/Benefit Code & Description	Employee Number & Name	Deduction Amount	Benefit Amount
	<i>Social Security Benefit</i>		\$662.36
502 Medicare Benefit	000000011 Biren, Amy		\$22.45
	000000008 Doboszinski, Jason		\$25.45
	000000003 Hagen, Brian S.		\$36.25
	000000060 Lindrud, Elizabeth		\$27.84
	000000058 Schmitz, Luke		\$11.60
	000000005 Vogel, Scott F.		\$31.32
	<i>Medicare Benefit</i>		\$154.91
	<i>Grand Total</i>	\$2,236.55	\$817.27

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## Deduction/Benefit Register

Pay Group: 01 Bi-Weekly

Pay Periods: 2015(16)

Deduction/Benefit Code & Description	Employee Number & Name	Deduction Amount	Benefit Amount
052 PERA	000000011 Biren, Amy	\$100.62	
	000000008 Doboszinski, Jason	\$114.09	
	000000003 Hagen, Brian S.	\$162.50	
	000000060 Lindrud, Elizabeth	\$124.80	
	000000005 Vogel, Scott F.	\$140.40	
	<i>PERA</i>	<hr/>	
		\$642.41	
503 PERA ER	000000011 Biren, Amy		\$116.10
	000000008 Doboszinski, Jason		\$131.64
	000000003 Hagen, Brian S.		\$187.50
	000000060 Lindrud, Elizabeth		\$144.00
	000000005 Vogel, Scott F.		\$162.00
	<i>PERA ER</i>	<hr/>	
			\$741.24
	<i>Grand Total</i>	<hr/>	<hr/>
		\$642.41	\$741.24

**HANOVER**  
**Cash Balances**  
**August 2015**

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$956,923.30	\$375.39	\$30,064.21	\$927,234.48
107 FIRE DEPT DONATIONS FUND	\$34,361.46	\$0.00	\$0.00	\$34,361.46
201 EDA SPECIAL REVENUE FUND	\$98,083.31	\$0.00	\$147.50	\$97,935.81
205 EDA BUSINESS INCENTIVE FUND	\$206,280.83	\$0.00	\$0.00	\$206,280.83
311 2008A GO CIP REFUNDING BOND	\$52,636.52	\$0.00	\$0.00	\$52,636.52
312 2009A GO IMP REFUNDING BOND	\$28,391.70	\$0.00	\$0.00	\$28,391.70
313 2010 GO EQUIPMENT CERTIFICATES	-\$19,042.42	\$0.00	\$0.00	-\$19,042.42
314 2011A GO IMP CROSSOVER REF BD	\$446,725.73	\$0.00	\$0.00	\$446,725.73
401 GENERAL CAPITAL PROJECTS	\$558,850.66	\$0.00	\$0.00	\$558,850.66
402 PARKS CAPITAL PROJECTS	\$234,042.15	\$0.00	\$0.00	\$234,042.15
403 FIRE DEPT CAPITAL FUND	\$111,453.41	\$0.00	\$0.00	\$111,453.41
404 HISTORICAL CAPITAL PROJ FUND	\$75,679.26	\$0.00	\$0.00	\$75,679.26
407 TIF REDEV DIST #1	\$8,621.17	\$0.00	\$0.00	\$8,621.17
408 8TH ST CAPITAL PROJ FUND	\$0.00	\$0.00	\$0.00	\$0.00
411 CITY HALL CAPITAL PROJ FUND	\$55,501.93	\$0.00	\$0.00	\$55,501.93
412 CROW RIVER CROSSING PROJ FD	\$0.00	\$0.00	\$0.00	\$0.00
416 RIVER RD RECON FUND	\$0.00	\$0.00	\$0.00	\$0.00
417 EQUIPMENT CAPITAL FUND	\$52,741.56	\$0.00	\$0.00	\$52,741.56
418 STREET CAPITAL PROJ FUND	\$434,932.71	\$0.00	\$0.00	\$434,932.71
601 WATER ENTERPRISE FUND	\$745,381.92	\$0.00	\$15,809.19	\$729,572.73
602 SEWER ENTERPRISE FUND	\$212,221.41	\$0.00	\$37,059.08	\$175,162.33
603 STORM WATER ENTERPRISE FUND	\$133,623.29	\$0.00	\$0.00	\$133,623.29
611 WATER CAPITAL IMP FUND	\$403,844.07	\$0.00	\$0.00	\$403,844.07
612 SEWER CAPITAL IMP FUND	\$1,704,150.00	\$0.00	\$0.00	\$1,704,150.00
613 STORM WATER CAPITAL IMP FUND	\$547,768.19	\$0.00	\$0.00	\$547,768.19
804 SCHENDELS FIELD ESC FUND	\$145,707.80	\$0.00	\$0.00	\$145,707.80
809 BRIDGES AT HANOVER ESC FUND	-\$13,476.50	\$0.00	\$0.00	-\$13,476.50
811 EROSION CONTROL ESCROW FUND	\$34,750.00	\$0.00	\$4,500.00	\$30,250.00
815 LANDSCAPE ESCROW FUND	\$50,000.00	\$0.00	\$6,000.00	\$44,000.00
817 INFRASTRUCTURE ESCROW FUND	\$23,000.00	\$0.00	\$3,000.00	\$20,000.00
818 MISC ESCROWS FUND	\$7,296.85	\$0.00	\$79.15	\$7,217.70
820 BRIDGES TOWNHOMES ESC FUND	\$3,538.31	\$0.00	\$0.00	\$3,538.31
821 QUAIL PASS 2ND ADD ESCROW FD	\$11,764.60	\$0.00	\$0.00	\$11,764.60
900 INTEREST	\$0.00	\$0.00	\$0.00	\$0.00
	\$7,345,753.22	\$375.39	\$96,659.13	\$7,249,469.48

Revenue Budget by Source

Source Alt Code	Account Descr	August 2015 Amt	2015 YTD Amt	2015 YTD Budget	2015 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
TAXES	R 100-31000 Property Taxes - General	\$0.00	\$572,600.36	\$995,728.00	\$423,127.64	57.51%
TAXES	R 100-31020 Property Taxes - Fire	\$0.00	\$47,812.00	\$95,624.00	\$47,812.00	50.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$6,320.51	\$10,000.00	\$3,679.49	63.21%
Source Alt Code TAXES		\$0.00	\$626,732.87	\$1,101,352.00	\$474,619.13	56.91%
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	\$0.00	\$6,100.00	\$5,000.00	-\$1,100.00	122.00%
SERVICE	R 100-34107 Assessment Search Fees	\$0.00	\$275.00	\$300.00	\$25.00	91.67%
SERVICE	R 100-34108 Administrative Fees	\$0.00	\$1,346.55	\$2,000.00	\$653.45	67.33%
SERVICE	R 100-34109 Copies/Faxes	\$0.00	\$7.25	\$80.00	\$72.75	9.06%
SERVICE	R 100-34207 Fire Protection Services	\$0.00	\$53,982.25	\$106,964.00	\$52,981.75	50.47%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$0.00	\$2,131.40	\$6,000.00	\$3,868.60	35.52%
SERVICE	R 100-34740 Park & Rec Concessions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SERVICE	R 100-34780 Park Rental Fees	\$0.00	\$2,671.62	\$2,000.00	-\$671.62	133.58%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$1,950.00	\$2,000.00	\$50.00	97.50%
Source Alt Code SERVICE		\$0.00	\$68,464.07	\$124,344.00	\$55,879.93	55.06%
MISC	R 100-36100 Special Assessments	\$0.00	\$7,914.80	\$0.00	-\$7,914.80	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$0.00	\$11,252.03	\$0.00	-\$11,252.03	0.00%
MISC	R 100-36210 Interest Earnings	\$0.00	\$4,407.27	\$1,000.00	-\$3,407.27	440.73%
MISC	R 100-36215 Investment Income/Loss	\$0.00	\$3,124.70	\$7,000.00	\$3,875.30	44.64%
MISC	R 100-36230 Contributions and Donations	\$0.00	\$4,345.00	\$0.00	-\$4,345.00	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	\$0.00	\$7,400.00	\$7,000.00	-\$400.00	105.71%
MISC	R 100-36290 Sale of Vehicles/Equipment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code MISC		\$0.00	\$38,443.80	\$21,000.00	-\$17,443.80	183.07%
LIC PERM	R 100-32110 Alcoholic Beverages	\$0.00	\$10,370.00	\$10,300.00	-\$70.00	100.68%
LIC PERM	R 100-32180 Other Bus. Licenses/Permits	\$0.00	\$262.00	\$100.00	-\$162.00	262.00%
LIC PERM	R 100-32210 Building Permits	\$0.00	\$75,969.58	\$70,000.00	-\$5,969.58	108.53%
LIC PERM	R 100-32240 Animal Licenses	\$0.00	\$120.00	\$100.00	-\$20.00	120.00%
LIC PERM	R 100-32260 Solid Waste Hauler Licenses	\$0.00	\$500.00	\$1,500.00	\$1,000.00	33.33%
LIC PERM	R 100-32270 Rental Dwelling Licenses	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
LIC PERM	R 100-32280 Other Non-Business Lic/Per	\$0.00	\$10.00	\$50.00	\$40.00	20.00%
Source Alt Code LIC PERM		\$0.00	\$87,231.58	\$82,350.00	-\$4,881.58	105.93%
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	\$105,859.00	\$105,859.00	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	\$24,000.00	\$22,000.00	8.33%
INTGOVT	R 100-33426 State Police Aid	\$0.00	\$0.00	\$4,600.00	\$4,600.00	0.00%
INTGOVT	R 100-33610 County Grants/Aid for Roads	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
Source Alt Code INTGOVT		\$0.00	\$2,000.00	\$136,298.00	\$134,298.00	1.47%
FINES	R 100-35100 Court Fines	\$0.00	\$1,722.72	\$1,500.00	-\$222.72	114.85%
Source Alt Code FINES		\$0.00	\$1,722.72	\$1,500.00	-\$222.72	114.85%
Fund 100 GENERAL FUND		\$0.00	\$824,595.04	\$1,466,844.00	\$642,248.96	56.22%

# HANOVER

## Expenditure Budget Report

Dept Abbrev	Account Descr	August 2015 Amt	2015 YTD Amt	2015 YTD Budget	2015 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
Dept 41110 Council						
COUNCIL	E 100-41110-111 Committee Wages/Mee	\$0.00	\$5,025.82	\$13,700.00	\$8,674.18	36.68%
COUNCIL	E 100-41110-122 FICA	\$0.00	\$312.17	\$850.00	\$537.83	36.73%
COUNCIL	E 100-41110-123 Medicare	\$0.00	\$73.00	\$199.00	\$126.00	36.68%
COUNCIL	E 100-41110-150 Worker s Comp (GENE	\$0.00	\$73.80	\$150.00	\$76.20	49.20%
COUNCIL	E 100-41110-152 Worker s Comp Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
COUNCIL	E 100-41110-208 Training and Instructio	\$0.00	\$315.00	\$1,500.00	\$1,185.00	21.00%
COUNCIL	E 100-41110-306 Dues & Subscriptions	\$0.00	\$6,292.40	\$2,500.00	-\$3,792.40	251.70%
COUNCIL	E 100-41110-331 Travel Expenses	\$0.00	\$61.24	\$2,000.00	\$1,938.76	3.06%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$24.56	\$2,080.11	\$5,000.00	\$2,919.89	41.60%
Dept 41110 Council		\$24.56	\$14,233.54	\$25,899.00	\$11,665.46	54.96%
Dept 41330 Boards and Commissions						
BRDCOMM	E 100-41330-111 Committee Wages/Mee	\$0.00	\$0.00	\$5,500.00	\$5,500.00	0.00%
BRDCOMM	E 100-41330-150 Worker s Comp (GENE	\$0.00	\$158.75	\$0.00	-\$158.75	0.00%
BRDCOMM	E 100-41330-160 Liability Insurance Emp	\$0.00	\$0.00	\$100.00	\$100.00	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%
BRDCOMM	E 100-41330-437 Other Miscellaneous	\$0.00	\$21.06	\$0.00	-\$21.06	0.00%
Dept 41330 Boards and Commissions		\$0.00	\$179.81	\$5,850.00	\$5,670.19	3.07%
Dept 41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$0.00	\$47,033.30	\$65,500.00	\$18,466.70	71.81%
CITYADM	E 100-41400-121 PERA	\$0.00	\$3,807.02	\$4,900.00	\$1,092.98	77.69%
CITYADM	E 100-41400-122 FICA	\$0.00	\$3,147.13	\$4,100.00	\$952.87	76.76%
CITYADM	E 100-41400-123 Medicare	\$0.00	\$736.02	\$900.00	\$163.98	81.78%
CITYADM	E 100-41400-131 Employer Paid Health	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CITYADM	E 100-41400-132 Employer Paid HSA	\$0.00	\$5,087.59	\$0.00	-\$5,087.59	0.00%
CITYADM	E 100-41400-134 Employer Paid Life	\$30.67	\$355.44	\$0.00	-\$355.44	0.00%
CITYADM	E 100-41400-150 Worker s Comp (GENE	\$0.00	\$330.46	\$0.00	-\$330.46	0.00%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$126.36	\$3,851.64	\$10,890.00	\$7,038.36	35.37%
CITYADM	E 100-41400-208 Training and Instructio	\$230.90	\$1,054.80	\$1,000.00	-\$54.80	105.48%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$155.00	\$340.00	\$0.00	-\$340.00	0.00%
CITYADM	E 100-41400-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 41400 City Administrator		\$542.93	\$65,743.40	\$87,290.00	\$21,546.60	75.32%
Dept 41410 Elections						
ELECTION	E 100-41410-200 Office Supplies (GENER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELECTION	E 100-41410-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELECTION	E 100-41410-351 Legal Notices Publishin	\$0.00	\$0.00	\$250.00	\$250.00	0.00%
ELECTION	E 100-41410-400 Repairs & Maint Cont (	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
Dept 41410 Elections		\$0.00	\$0.00	\$1,250.00	\$1,250.00	0.00%
Dept 41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$0.00	\$35,547.18	\$82,600.00	\$47,052.82	43.04%
CLERICAL	E 100-41430-102 Full-Time Employees O	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CLERICAL	E 100-41430-103 Part-Time Employees	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
CLERICAL	E 100-41430-121 PERA	\$0.00	\$2,520.72	\$6,200.00	\$3,679.28	40.66%
CLERICAL	E 100-41430-122 FICA	\$0.00	\$2,658.86	\$5,100.00	\$2,441.14	52.13%
CLERICAL	E 100-41430-123 Medicare	\$0.00	\$621.78	\$1,200.00	\$578.22	51.82%
CLERICAL	E 100-41430-131 Employer Paid Health	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CLERICAL	E 100-41430-132 Employer Paid HSA	\$0.00	\$1,509.83	\$0.00	-\$1,509.83	0.00%
CLERICAL	E 100-41430-134 Employer Paid Life	-\$10.57	\$1,874.36	\$0.00	-\$1,874.36	0.00%
CLERICAL	E 100-41430-142 Unemployment Benefit	\$0.00	\$357.00	\$0.00	-\$357.00	0.00%

**HANOVER**  
**Expenditure Budget Report**

Dept Abbrev	Account Descr	August 2015 Amt	2015 YTD Amt	2015 YTD Budget	2015 YTD Balance	%YTD Budget
CLERICAL	E 100-41430-150 Worker s Comp (GENE	\$0.00	\$207.34	\$0.00	-\$207.34	0.00%
CLERICAL	E 100-41430-151 Med/Dental Insurance	\$32.63	\$5,434.68	\$16,932.00	\$11,497.32	32.10%
Dept 41430 Clerical Staff		\$22.06	\$50,731.75	\$117,032.00	\$66,300.25	43.35%
Dept 41435 Staff Expenses						
STAFFEXP	E 100-41435-208 Training and Instructio	\$0.00	\$135.00	\$1,500.00	\$1,365.00	9.00%
STAFFEXP	E 100-41435-260 Uniforms	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
STAFFEXP	E 100-41435-306 Dues & Subscriptions	\$0.00	\$165.36	\$4,000.00	\$3,834.64	4.13%
STAFFEXP	E 100-41435-310 Other Professional Serv	\$32.25	\$387.25	\$1,000.00	\$612.75	38.73%
STAFFEXP	E 100-41435-331 Travel Expenses	\$0.00	\$165.76	\$1,500.00	\$1,334.24	11.05%
Dept 41435 Staff Expenses		\$32.25	\$853.37	\$8,300.00	\$7,446.63	10.28%
Dept 41530 Accounting						
ACCTING	E 100-41530-101 Full-Time Employees R	\$0.00	\$2,880.00	\$0.00	-\$2,880.00	0.00%
ACCTING	E 100-41530-121 PERA	\$0.00	\$216.00	\$0.00	-\$216.00	0.00%
ACCTING	E 100-41530-122 FICA	\$0.00	\$178.56	\$0.00	-\$178.56	0.00%
ACCTING	E 100-41530-123 Medicare	\$0.00	\$41.76	\$0.00	-\$41.76	0.00%
ACCTING	E 100-41530-134 Employer Paid Life	\$0.00	\$50.00	\$0.00	-\$50.00	0.00%
ACCTING	E 100-41530-150 Worker s Comp (GENE	\$0.00	\$330.46	\$0.00	-\$330.46	0.00%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ACCTING	E 100-41530-310 Other Professional Serv	\$0.00	\$33,250.00	\$0.00	-\$33,250.00	0.00%
Dept 41530 Accounting		\$0.00	\$36,946.78	\$0.00	-\$36,946.78	0.00%
Dept 41540 Auditing						
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$0.00	\$23,400.00	\$26,000.00	\$2,600.00	90.00%
Dept 41540 Auditing		\$0.00	\$23,400.00	\$26,000.00	\$2,600.00	90.00%
Dept 41550 Assessing						
ASSESS G	E 100-41550-310 Other Professional Serv	\$0.00	\$17,522.96	\$17,600.00	\$77.04	99.56%
Dept 41550 Assessing		\$0.00	\$17,522.96	\$17,600.00	\$77.04	99.56%
Dept 41570 Purchasing						
PURCHASE	E 100-41570-200 Office Supplies (GENER	\$841.59	\$2,345.16	\$5,500.00	\$3,154.84	42.64%
PURCHASE	E 100-41570-205 Bank Fees	\$0.00	\$6.75	\$100.00	\$93.25	6.75%
PURCHASE	E 100-41570-207 Computer Supplies	\$0.00	\$3,443.99	\$3,000.00	-\$443.99	114.80%
PURCHASE	E 100-41570-220 Repair/Maint Supply (G	-\$48.74	\$1,190.96	\$6,800.00	\$5,609.04	17.51%
PURCHASE	E 100-41570-322 Postage	\$490.00	\$1,626.37	\$1,500.00	-\$126.37	108.42%
PURCHASE	E 100-41570-570 Office Equip and Furnis	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
Dept 41570 Purchasing		\$1,282.85	\$8,613.23	\$20,900.00	\$12,286.77	41.21%
Dept 41600 Computer						
COMPUTER	E 100-41600-220 Repair/Maint Supply (G	\$325.00	\$1,970.00	\$0.00	-\$1,970.00	0.00%
COMPUTER	E 100-41600-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 41600 Computer		\$325.00	\$1,970.00	\$0.00	-\$1,970.00	0.00%
Dept 41610 City Attorney						
CITYATNY	E 100-41610-304 Legal Fees	\$0.00	\$5,403.69	\$27,295.00	\$21,891.31	19.80%
Dept 41610 City Attorney		\$0.00	\$5,403.69	\$27,295.00	\$21,891.31	19.80%
Dept 41910 Planning and Zoning						
PLANZONG	E 100-41910-310 Other Professional Serv	\$0.00	\$7,813.75	\$17,000.00	\$9,186.25	45.96%
Dept 41910 Planning and Zoning		\$0.00	\$7,813.75	\$17,000.00	\$9,186.25	45.96%
Dept 41940 General Govt Buildings/Plant						
GOVTBLDG	E 100-41940-210 Operating Supplies (GE	\$0.00	\$617.12	\$5,000.00	\$4,382.88	12.34%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (G	\$0.00	\$3,156.96	\$10,000.00	\$6,843.04	31.57%
GOVTBLDG	E 100-41940-306 Dues & Subscriptions	\$0.00	\$250.00	\$0.00	-\$250.00	0.00%
GOVTBLDG	E 100-41940-310 Other Professional Serv	\$0.00	\$3,377.25	\$8,400.00	\$5,022.75	40.24%

**HANOVER**  
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Dept Abbrev	Account Descr	August 2015 Amt	2015 YTD Amt	2015 YTD Budget	2015 YTD Balance	%YTD Budget
GOVTBLDG	E 100-41940-321 Telephone	\$0.00	\$1,821.83	\$5,500.00	\$3,678.17	33.12%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$220.00	\$7,000.00	\$6,780.00	3.14%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$696.43	\$4,149.84	\$9,000.00	\$4,850.16	46.11%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$0.00	\$1,457.55	\$5,000.00	\$3,542.45	29.15%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$0.00	\$1,165.73	\$2,000.00	\$834.27	58.29%
GOVTBLDG	E 100-41940-415 Other Equipment Renta	\$0.00	\$120.50	\$500.00	\$379.50	24.10%
GOVTBLDG	E 100-41940-520 Buildings and Structure	\$387.86	\$3,171.39	\$5,000.00	\$1,828.61	63.43%
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	\$0.00	\$1,262.78	\$1,000.00	-\$262.78	126.28%
Dept 41940 General Govt Buildings/Plant		\$1,084.29	\$20,770.95	\$60,900.00	\$40,129.05	34.11%
Dept 41950 Engineer						
ENGINEER	E 100-41950-303 Engineering Fees	\$0.00	\$5,336.75	\$25,000.00	\$19,663.25	21.35%
Dept 41950 Engineer		\$0.00	\$5,336.75	\$25,000.00	\$19,663.25	21.35%
Dept 41960 Insurance						
INSURANCE	E 100-41960-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE	E 100-41960-150 Worker s Comp (GENE	\$0.00	\$29,738.07	\$2,500.00	-\$27,238.07	189.52%
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	\$9,153.50	\$35,000.00	\$25,846.50	26.15%
Dept 41960 Insurance		\$0.00	\$38,891.57	\$37,500.00	-\$1,391.57	103.71%
Dept 41970 Legal Publications						
LEGALPUB	E 100-41970-341 Employment	\$0.00	\$435.42	\$250.00	-\$185.42	174.17%
LEGALPUB	E 100-41970-343 Other Advertising	\$0.00	\$0.00	\$250.00	\$250.00	0.00%
LEGALPUB	E 100-41970-351 Legal Notices Publishin	\$0.00	\$269.12	\$2,000.00	\$1,730.88	13.46%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 41970 Legal Publications		\$0.00	\$704.54	\$3,000.00	\$2,295.46	23.48%
Dept 42101 Hennepin County Sheriff						
HCSHERIFF	E 100-42101-310 Other Professional Serv	\$17,333.35	\$34,666.70	\$69,335.00	\$34,668.30	50.00%
Dept 42101 Hennepin County Sheriff		\$17,333.35	\$34,666.70	\$69,335.00	\$34,668.30	50.00%
Dept 42102 Wright County Sheriff						
WCSHERIFF	E 100-42102-310 Other Professional Serv	\$0.00	\$55,315.79	\$94,170.00	\$38,854.21	58.74%
Dept 42102 Wright County Sheriff		\$0.00	\$55,315.79	\$94,170.00	\$38,854.21	58.74%
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 100-42210-142 Unemployment Benefit	\$0.00	\$22.21	\$0.00	-\$22.21	0.00%
FIREADMIN	E 100-42210-150 Worker s Comp (GENE	\$0.00	\$10,071.14	\$10,000.00	-\$71.14	100.71%
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	\$0.00	\$430.00	\$4,000.00	\$3,570.00	10.75%
FIREADMIN	E 100-42210-306 Dues & Subscriptions	\$0.00	\$572.29	\$950.00	\$377.71	60.24%
FIREADMIN	E 100-42210-361 General Liability Ins	\$0.00	\$2,370.08	\$0.00	-\$2,370.08	0.00%
FIREADMIN	E 100-42210-437 Other Miscellaneous	\$0.00	\$88.50	\$10,000.00	\$9,911.50	0.89%
FIREADMIN	E 100-42210-700 Transfers (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 42210 Fire Dept Administration		\$0.00	\$13,554.22	\$62,134.00	\$48,579.78	21.81%
Dept 42220 Fire Dept Equipment						
FIREEQUIP	E 100-42220-221 Equipment Parts	\$0.00	\$802.29	\$5,500.00	\$4,697.71	14.59%
FIREEQUIP	E 100-42220-228 Medical Supplies	\$0.00	\$233.14	\$1,500.00	\$1,266.86	15.54%
FIREEQUIP	E 100-42220-240 Small Tools and Minor	\$0.00	\$0.00	\$850.00	\$850.00	0.00%
FIREEQUIP	E 100-42220-260 Uniforms	\$0.00	\$5,800.74	\$4,500.00	-\$1,300.74	128.91%
FIREEQUIP	E 100-42220-580 Other Equipment	\$0.00	\$835.79	\$5,000.00	\$4,164.21	16.25%

**HANOVER**  
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Dept Abbrev	Account Descr	August 2015 Amt	2015 YTD Amt	2015 YTD Budget	2015 YTD Balance	%YTD Budget
Dept 42220	Fire Dept Equipment	\$0.00	\$7,671.96	\$17,350.00	\$9,678.04	44.22%
Dept 42240	Fire Dept Training					
	FIRETRNG E 100-42240-208 Training and Instructio	-\$200.00	\$7,614.00	\$7,500.00	-\$114.00	101.52%
	FIRETRNG E 100-42240-331 Travel Expenses	\$0.00	\$447.61	\$1,500.00	\$1,052.39	29.84%
Dept 42240	Fire Dept Training	-\$200.00	\$8,061.61	\$9,000.00	\$938.39	89.57%
Dept 42260	Fire Vehicles					
	FIREVEH E 100-42260-212 Motor Fuels	\$0.00	\$1,907.19	\$5,000.00	\$3,092.81	38.14%
	FIREVEH E 100-42260-220 Repair/Maint Supply (G	\$0.00	\$3,631.52	\$9,000.00	\$5,368.48	40.35%
	FIREVEH E 100-42260-240 Small Tools and Minor	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
	FIREVEH E 100-42260-323 Radio Units	\$0.00	\$5,035.47	\$7,465.00	\$2,429.53	67.45%
Dept 42260	Fire Vehicles	\$0.00	\$10,574.18	\$23,465.00	\$12,890.82	45.06%
Dept 42280	Fire Stations and Bldgs					
	FIREBLDG E 100-42280-215 Shop Supplies	\$0.00	\$179.65	\$1,650.00	\$1,470.35	10.89%
	FIREBLDG E 100-42280-220 Repair/Maint Supply (G	\$293.93	\$2,060.50	\$3,500.00	\$1,439.50	58.87%
	FIREBLDG E 100-42280-321 Telephone	\$0.00	\$200.22	\$800.00	\$599.78	25.03%
	FIREBLDG E 100-42280-325 Taxes	\$0.00	\$0.00	\$175.00	\$175.00	0.00%
	FIREBLDG E 100-42280-381 Electric Utilities	\$307.11	\$1,844.11	\$5,000.00	\$3,155.89	36.88%
	FIREBLDG E 100-42280-383 Gas Utilities	\$0.00	\$3,516.31	\$2,600.00	-\$916.31	135.24%
Dept 42280	Fire Stations and Bldgs	\$601.04	\$7,800.79	\$13,725.00	\$5,924.21	56.84%
Dept 42290	Fire Relief Association					
	FIRERELIEF E 100-42290-124 Fire Pension Contributi	\$0.00	\$2,000.00	\$29,500.00	\$27,500.00	6.78%
	FIRERELIEF E 100-42290-301 Auditing and Acctg Ser	\$0.00	\$6,500.00	\$6,000.00	-\$500.00	108.33%
Dept 42290	Fire Relief Association	\$0.00	\$8,500.00	\$35,500.00	\$27,000.00	23.94%
Dept 42401	Building Inspection Admin					
	INSPADMN E 100-42401-310 Other Professional Serv	\$0.00	\$25,872.70	\$25,000.00	-\$872.70	103.49%
Dept 42401	Building Inspection Admin	\$0.00	\$25,872.70	\$25,000.00	-\$872.70	103.49%
Dept 42700	Animal Control					
	ANIMCTRL E 100-42700-210 Operating Supplies (GE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	ANIMCTRL E 100-42700-310 Other Professional Serv	\$135.00	\$185.00	\$500.00	\$315.00	37.00%
Dept 42700	Animal Control	\$135.00	\$185.00	\$500.00	\$315.00	37.00%
Dept 42800	Cemetery					
	CEMETERY E 100-42800-310 Other Professional Serv	\$0.00	\$0.00	\$150.00	\$150.00	0.00%
Dept 42800	Cemetery	\$0.00	\$0.00	\$150.00	\$150.00	0.00%
Dept 43000	Public Works (GENERAL)					
	PUBWRKS E 100-43000-101 Full-Time Employees R	\$0.00	\$53,993.61	\$92,700.00	\$38,706.39	58.25%
	PUBWRKS E 100-43000-102 Full-Time Employees O	\$0.00	\$296.40	\$0.00	-\$296.40	0.00%
	PUBWRKS E 100-43000-103 Part-Time Employees	\$0.00	\$3,154.75	\$1,500.00	-\$1,654.75	210.32%
	PUBWRKS E 100-43000-121 PERA	\$0.00	\$4,499.92	\$7,000.00	\$2,500.08	64.28%
	PUBWRKS E 100-43000-122 FICA	\$0.00	\$3,915.24	\$5,700.00	\$1,784.76	68.69%
	PUBWRKS E 100-43000-123 Medicare	\$0.00	\$915.65	\$1,300.00	\$384.35	70.43%
	PUBWRKS E 100-43000-132 Employer Paid HSA	\$0.00	\$1,538.92	\$0.00	-\$1,538.92	0.00%
	PUBWRKS E 100-43000-134 Employer Paid Life	\$155.16	\$1,746.90	\$0.00	-\$1,746.90	0.00%
	PUBWRKS E 100-43000-142 Unemployment Benefit	\$0.00	\$238.10	\$0.00	-\$238.10	0.00%
	PUBWRKS E 100-43000-150 Worker s Comp (GENE	\$0.00	\$10,673.41	\$9,000.00	-\$1,673.41	118.59%
	PUBWRKS E 100-43000-151 Med/Dental Insurance	\$98.28	\$9,229.71	\$19,328.00	\$10,098.29	47.75%
	PUBWRKS E 100-43000-152 Worker s Comp Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	PUBWRKS E 100-43000-208 Training and Instructio	\$0.00	\$950.00	\$1,500.00	\$550.00	63.33%
	PUBWRKS E 100-43000-321 Telephone	\$146.88	\$1,076.50	\$0.00	-\$1,076.50	0.00%
Dept 43000	Public Works (GENERAL)	\$400.32	\$92,229.11	\$138,028.00	\$45,798.89	66.82%

**HANOVER**  
**Expenditure Budget Report**

Dept Abbrev	Account Descr	August 2015 Amt	2015 YTD Amt	2015 YTD Budget	2015 YTD Balance	%YTD Budget
Dept 43100 Hwys, Streets, & Roads						
HWYROAD	E 100-43100-212 Motor Fuels	\$0.00	\$3,795.58	\$10,000.00	\$6,204.42	37.96%
HWYROAD	E 100-43100-215 Shop Supplies	\$0.00	\$606.85	\$5,000.00	\$4,393.15	12.14%
HWYROAD	E 100-43100-220 Repair/Maint Supply (G	\$373.15	\$3,075.29	\$7,500.00	\$4,424.71	41.00%
HWYROAD	E 100-43100-240 Small Tools and Minor	\$0.00	\$637.93	\$4,000.00	\$3,362.07	15.95%
HWYROAD	E 100-43100-260 Uniforms	\$294.19	\$474.50	\$2,000.00	\$1,525.50	23.73%
HWYROAD	E 100-43100-310 Other Professional Serv	\$0.00	\$2,143.00	\$3,000.00	\$857.00	71.43%
HWYROAD	E 100-43100-325 Taxes	\$0.00	\$39.00	\$200.00	\$161.00	19.50%
Dept 43100 Hwys, Streets, & Roads		\$667.34	\$10,772.15	\$31,700.00	\$20,927.85	33.98%
Dept 43121 Paved Streets						
PAVSTRTS	E 100-43121-224 Street Maint Materials	\$49.50	\$71,108.00	\$16,000.00	-\$55,108.00	444.43%
PAVSTRTS	E 100-43121-226 Sign Repair Materials	\$0.00	\$3,930.24	\$7,000.00	\$3,069.76	56.15%
Dept 43121 Paved Streets		\$49.50	\$75,038.24	\$23,000.00	-\$52,038.24	326.25%
Dept 43122 Unpaved Streets						
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$2,270.00	\$5,948.51	\$12,500.00	\$6,551.49	47.59%
UNPAVSTS	E 100-43122-226 Sign Repair Materials	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 43122 Unpaved Streets		\$2,270.00	\$5,948.51	\$13,000.00	\$7,051.49	45.76%
Dept 43125 Ice & Snow Removal						
SNOWREMO	E 100-43125-224 Street Maint Materials	\$0.00	\$15,999.93	\$15,000.00	-\$999.93	106.67%
Dept 43125 Ice & Snow Removal		\$0.00	\$15,999.93	\$15,000.00	-\$999.93	106.67%
Dept 43160 Street Lighting						
STLGHTG	E 100-43160-381 Electric Utilities	\$111.81	\$12,830.76	\$30,000.00	\$17,169.24	42.77%
Dept 43160 Street Lighting		\$111.81	\$12,830.76	\$30,000.00	\$17,169.24	42.77%
Dept 43240 Waste (refuse) Disposal						
REFDISPO	E 100-43240-384 Refuse/Garbage Dispos	\$0.00	\$1,784.00	\$1,000.00	-\$784.00	178.40%
Dept 43240 Waste (refuse) Disposal		\$0.00	\$1,784.00	\$1,000.00	-\$784.00	178.40%
Dept 43245 Recycling: Refuse						
RECYCLING	E 100-43245-215 Shop Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RECYCLING	E 100-43245-384 Refuse/Garbage Dispos	\$3,067.59	\$20,731.59	\$28,000.00	\$7,268.41	74.04%
Dept 43245 Recycling: Refuse		\$3,067.59	\$20,731.59	\$28,000.00	\$7,268.41	74.04%
Dept 43260 Weed Control						
WEEDCTRL	E 100-43260-215 Shop Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
WEEDCTRL	E 100-43260-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43260 Weed Control		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 45186 Senior Center						
SRCENTER	E 100-45186-437 Other Miscellaneous	\$0.00	\$1,457.02	\$7,250.00	\$5,792.98	20.10%
Dept 45186 Senior Center		\$0.00	\$1,457.02	\$7,250.00	\$5,792.98	20.10%
Dept 45200 Parks (GENERAL)						
PARKS	E 100-45200-212 Motor Fuels	\$0.00	\$82.18	\$0.00	-\$82.18	0.00%
PARKS	E 100-45200-220 Repair/Maint Supply (G	\$61.65	\$3,028.18	\$5,000.00	\$1,971.82	60.56%
PARKS	E 100-45200-225 Landscaping Materials	\$509.50	\$2,302.64	\$3,300.00	\$997.36	69.78%
PARKS	E 100-45200-381 Electric Utilities	\$143.39	\$1,115.73	\$1,100.00	-\$15.73	101.43%
PARKS	E 100-45200-400 Repairs & Maint Cont (	\$0.00	\$622.38	\$6,000.00	\$5,377.62	10.37%
PARKS	E 100-45200-440 Programs/FYCC	\$0.00	\$8,589.16	\$5,300.00	-\$3,289.16	162.06%
PARKS	E 100-45200-441 Community Garden	\$0.00	\$179.49	\$4,500.00	\$4,320.51	3.99%
PARKS	E 100-45200-580 Other Equipment	\$565.00	\$4,781.21	\$2,500.00	-\$2,281.21	191.25%
Dept 45200 Parks (GENERAL)		\$1,279.54	\$20,700.97	\$27,700.00	\$6,999.03	74.73%
Dept 45500 Libraries (GENERAL)						

**HANOVER**  
**Expenditure Budget Report**

Dept Abbrev	Account Descr	August 2015 Amt	2015 YTD Amt	2015 YTD Budget	2015 YTD Balance	%YTD Budget
LIBRARY	E 100-45500-437 Other Miscellaneous	\$0.00	\$1,750.00	\$7,000.00	\$5,250.00	25.00%
Dept 45500	Libraries (GENERAL)	\$0.00	\$1,750.00	\$7,000.00	\$5,250.00	25.00%
Dept 48205	Damage Deposit Refunds					
DMGDEPRF	E 100-48205-810 Refunds & Reimburse	\$543.59	\$6,443.59	\$5,000.00	-\$1,443.59	128.87%
Dept 48205	Damage Deposit Refunds	\$543.59	\$6,443.59	\$5,000.00	-\$1,443.59	128.87%
Dept 49360	Transfers Out					
TRANSFERS	E 100-49360-700 Transfers (GENERAL)	\$0.00	\$0.00	\$299,000.00	\$299,000.00	0.00%
Dept 49360	Transfers Out	\$0.00	\$0.00	\$299,000.00	\$299,000.00	0.00%
Dept 49800	Transit (GENERAL)					
TRANSIT	E 100-49800-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49800	Transit (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 100	GENERAL FUND	\$29,573.02	\$737,004.91	\$1,456,823.00	\$719,818.09	50.59%

**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 3<sup>rd</sup> day of August, 2015.

The following Council Members were present: Kauffman, Vajda, Hammerseng, Warpula, Zajicek.

The following Council Members were absent: None.

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

.....

**RESOLUTION NO 08-03-15-43**

**A RESOLUTION APPROVING PROPOSAL FROM WSB & ASSOCIATES  
FOR MS4 IMPLEMENTATION**

**WHEREAS**, the City is required to meet the MPCA standards for MS4; and

**WHEREAS**, an application is required to be submitted by October 25, 2016; and

**WHEREAS**, WSB & Associates has submitted a proposal to assist City staff to meet the requirements of the application.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hanover, Minnesota, hereby approves the proposal as attached to provide assistance in submitting an application to the MPCA for MS4 requirements.

Council members voting in favor: Kauffman, Vajda, Hammerseng, Warpula, Zajicek

Opposed or abstained: None

Adopted by the city Council this 3<sup>rd</sup> day of August, 2015.

APPROVED BY:

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

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator

July 16, 2015

Mr. Brian Hagen  
City of Hanover  
11250 – 5<sup>th</sup> Street NE  
Hanover, MN 55341

**Re: Request for Authorization to Provide Professional Services for Program Development and Implementation of the City's newly authorized MS4 Permit**

Dear Mr. Hagen:

The Minnesota Pollution Control Agency (MPCA) confirmed that the City of Hanover is a designated MS4 community as of February, 2015. This letter is a scope of work for program development and implementation of the City of Hanover's Municipal Separate Storm Sewer System (MS4) General Permit. The City's compliance requirements are mandated by the NPDES permit that was updated on August 1, 2013.

WSB will work with City staff to develop a Stormwater Pollution Prevention Program (SWPPP) that meets the permit requirements of the MS4 permit, and assist staff with the initial implementation of the City of Hanover's MS4 program.

The following tasks are designed to ensure that the City achieves compliance with the new permit requirements. Each task includes subtasks to define program management, development and implementation.

**Task 1: SWPPP Administrative Activities**

*(Estimated Fee \$1,900)*

**1.1 Record Keeping & Tracking**

WSB will work with the City to identify mechanisms to successfully track and report MS4 related activities that are occurring in the City. This will include integrating the use of the City's existing programs to maintain organized and easy to access records of SWPPP activities to comply with permit requirements, aide in annual report writing, and assist with possible future MPCA audits. This will include the delivery an MS4 excel program that can be used document MS4 activities.

### **1.2 Partnerships with other MS4's/Non-MS4's**

WSB will prepare a draft partnership agreement between other MS4's/Non-MS4's for long-term operations and maintenance of municipal facilities, erosion and sediment control review and permitting, and post-construction stormwater management review and permitting. WSB will also meet with the City's MS4 Administrator to identify, evaluate, and pursue (if applicable) other potential partnerships with outside organizations to aide in fulfilling SWPPP components.

### **1.3 Administrative Meeting**

WSB will work with the City's MS4 Administrator to schedule two 1-2 hour meetings with responsible City staff. Program components, specific responsible task per staff member, and reporting/record keeping requirements will be discussed. The first "kick-off" meeting will occur after the draft completion of certain subtasks in **Tasks 2-6**. The second "SWPPP Implementation" meeting will occur after finalizing the deliverables in **Tasks 1-6**.

### **1.4 Staff Training**

Development of a comprehensive training program is critical to the foundation of any MS4 program. It is important to communicate to all City staff how their role may be impacting stormwater pollution. WSB will complete one annual training session for Public Works, Engineering and Building Inspections staff and provide digital and written training programs for make up or seasonal employees commensurate with the requirements of the MS4 Permit.

## **Task 2: Regulatory Mechanisms and Enforcement Response Procedures**

*(Estimated Fee \$1,600)*

### **2.1 Illicit Discharge Detection & Elimination, Construction Site Stormwater Runoff Control and Post-Construction Ordinances**

Hanover's City Code was assessed during the development of this proposal. The City does have an established stormwater management ordinance that includes requirements for:

- Illicit Discharge Detection, and Elimination
- Construction Site Stormwater Runoff Control
- Post-Construction Stormwater Management

A review of those ordinances shows that there are minor changes that will need to be integrated to meet the requirements of the new MS4 permit. This scope includes providing revised ordinance language to be reviewed by the City Attorney and approved by City Council. This task does not include WSB staff attendance or written responses to questions received at City Council meetings.

### **2.2 Enforcement Response Procedures**

WSB will develop Enforcement Response Procedures (ERPs) that will describe internal staff procedures for non-compliance to the standards, policies, and ordinances related to illicit discharge detection and elimination, construction site erosion and sediment control, and post-construction stormwater management requirements.

## **2.4 Long Term Operation and Maintenance**

This task will include providing recommendations for how existing ordinances, policies, and Hanover's maintenance agreement may need to be modified to allow the City to conduct inspections, perform maintenance, and assess costs to maintain structural stormwater BMPs for private systems constructed throughout the City (e.g., commercial properties, industrial facilities, etc.).

### **Task 3. Public Education & Participation Program**

*(Estimated Fee \$800)*

#### **3.1 Prioritize Education**

This activity will include reviewing the current education program and providing recommendations, such as focusing on high priority stormwater related issues to be emphasized for education and outreach during the permit term (e.g. specific TMDL reduction targets & BMP activities, promoting adoption of the residential BMPs, City webpage updates, public participation events, etc.).

#### **3.2 Annual SWPPP Assessment & Public Meeting**

WSB will outline procedures for the City's MS4 Administrator to utilize when conducting the annual SWPPP assessment and in preparation of the annual public meeting. WSB staff will prepare the year one annual report and assist City staff with the public meeting.

### **Task 4: Illicit Discharge Detection & Elimination Program**

*(Estimated Fee \$1,200)*

#### **4.1 Illicit Discharge Detection & Elimination (IDDE) Program Manual**

The City's existing IDDE program components will be reviewed and updated to include written internal procedures for emergency and non-emergency response to reported spills, illicit discharges, and connections. This task includes compiling all IDDE program components into a new IDDE program manual that can serve as the City's MS4 Administrators reference and reporting document for all of the City's IDDE related activities.

#### **4.2 Illicit Discharge Detection & Elimination (IDDE) Map**

WSB will prepare an inspection map of high priority areas that may contain the potential of increased illicit discharges based on current landuse/zoning, history of reported discharges/spills, and active NPDES Industrial Stormwater Permits.

### **Task 5. Stormwater Runoff Control Program**

*(Estimated Fee \$700)*

#### **5.1 Construction and Post-Construction Operating Procedures**

WSB staff will review the City's existing construction site and post-construction stormwater management program components for needed updates to meet new MS4 permit requirements. Program updates identified in the City's Application for Reauthorization include drafting written internal procedures for identifying priority construction sites for inspection, revising plan review

and inspection checklists to meet new NPDES Construction Storm Water Permit requirements, and updating City inspection forms.

### **Task 6: Public Works MS4 Program**

*(Estimated Fee \$3,100)*

MS4 permit requirements are handled through responsible staff and operations within the Public Works and Engineering Departments. The goal of this task is to identify each MS4 activity, define responsible staff, and set-up appropriate reporting procedures to ensure that all MS4 activities are recorded.

#### **6.1 Public Works MS4 Manual**

This task includes compiling all Public Works responsible program components into a one Public Works MS4 Program manual that can serve as the City's MS4 Administrators reference and reporting document for all of the City's Public Works Department related MS4 activities. Specific program components that will be reviewed by WSB staff and updated (if needed) include:

- Written procedures for conducting and reporting street sweeping operations, outfall, pond, structural stormwater BMP, and quarterly facility inspections.
- Record keeping practices and methodologies for inspection reporting, determining maintenance, repair, replacement of MS4 stormsewer components.
- Draft a staff training program that would identify training opportunities, certifications, annual schedules, and record keeping. This training program would be used annually by City staff to schedule, conduct and/or host staff training for all MS4 responsible Public Works staff.

#### **6.2 Pond Inventory**

This will include evaluating existing City maps and providing updates to the City's pond inventory and map system to comply with the requirements of the NPDES MS4 permit. This also includes the forms and documents required for submittal.

#### **6.3 Facilities Inventory**

The Facilities Inventory will be conducted and include: meeting with Public Works staff to gather and compile existing relevant information, complete one facility inspection of each City owned and operated facility, and develop a GIS inventory of all municipally owned/operated facilities. This inventory will include facility maps and a list of all potential stormwater pollution generating activities and material(s) being stored on-site, along with BMPs designed to prevent discharges of pollutants resulting in contact with stormwater.

#### **6.4 Sediment Removal Projects**

WSB will develop a reporting component for pond sediment removal projects, as required by the MS4 permit. Reporting procedures will be used by City staff to document sediment removal projects from City owned and operated stormwater ponds during the 5-year MS4 permit cycle.

## **6.5 Pond Assessment Procedures**

The new MS4 permit (Part III.D.6.d) requires MS4 communities to develop procedures and a schedule to determine the Total Phosphorus and Total Suspended Solids treatment effectiveness of all City-owned and operated ponds. WSB will define an evaluation method, draft procedures, and schedule for the City to use in meeting this permit requirement. Pond assessments will be completed by City staff.

## **Task 7: Additional Services**

*(Estimated Fee TBD)*

### **7.1 Storm Sewer & Pond Inspection Services**

WSB will provide a staff member to conduct inspections of 20% to 100% of the City owned MS4 outfalls and ponds during Year 1 and 2, and 100% of the structural stormwater BMPs (i.e. Sump manholes or other water quality structures) during Year 1. This minimum 20% pond inspection schedule will allow the City to meet the requirement to inspect all ponds by the end of the 5 year permit cycle. Inspections will be documented in accordance with procedures established in **Task 7**. The associated cost of this task will depend on the number of pond inspections the City would like WSB to complete.

### **7.2 Comprehensive Pond Assessment Program**

WSB's Stormwater Asset Management Program (SWAMP) is a web application that was specifically designed to assist with assessing, scheduling, and budgeting inspection and maintenance activities. It can be used to help to meet the following MS4 permit requirements (MCM –Minimum control Measure):

- Pond Assessment Procedures (MCM 6) - Evaluate the TSS and TP treatment effectiveness of MS4 owned/operated ponds within the City.
- Inspections (MCM 6) - Assist with prioritizing inspections to determine proper function and maintenance needs for ponds.
- Maintenance (MCM 6) - Assist with forecasting maintenance requirements to allow for budgeting of future maintenance activities
- Long-term maintenance of structural BMPs (MCM 5) – Assist with prioritizing maintenance of both public and private BMPs.

WSB will utilize the existing pond inventory, delineated drainage areas, and land use maps to launch a customized version of SWAMP for Hanover. An annual software subscription cost (following Year 1) will provide the City access to the web application, cloud server storage of City's program, and application maintenance/updates. A detailed work plan for the SWAMP is available upon request.

**Cost**

This proposal represents our complete understanding of the MS4 regulatory program and the work needed to complete the tasks associated with the MS4 program. The total cost for **Tasks 1 through 6** described above is **\$9,300**.

We appreciate the opportunity to share this proposal with you, and look forward to working with the City of Hanover efficiently bring your MS4 Program into compliance. If you are in agreement with the scope of services and proposed fee, please sign in the appropriate space below and return one copy to us. Should you have any questions about this proposal, please contact me at 651-286-84684 or [gbeckius@wsbeng.com](mailto:gbeckius@wsbeng.com).

Sincerely,

***WSB & Associates, Inc.***



Greg Beckius  
Environmental Scientist – Environmental Compliance Group

**ACCEPTED BY:**

**City of Hanover**

**I hereby authorize WSB & Associates, Inc. to complete Tasks 1 through 6 identified above for an hourly not to exceed cost of \$9,300.**

Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**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 3<sup>rd</sup> day of August, 2015.

The following Council Members were present: Kauffman, Vajda, Hammerseng, Warpula, Zajicek.

The following Council Members were absent: None.

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

.....

**RESOLUTION NO 08-03-15-44**

**A RESOLUTION ACCEPTING A DONATION OF TWO MEMORIAL BENCHES  
FROM HANOVER RESIDENT WAYNE ELIT**

**WHEREAS**, a Hanover resident, Mr. Wayne Elit has requested to donate two benches to the City in memory of his late wife; and

**WHEREAS**, Mr. Elit has requested the benches be installed in Settlers Park and Mallards Landing Park; and

**WHEREAS**, Mr. Elit brought the request to the Hanover Park Board; and

**WHEREAS**, the Park Board recommends acceptance of the memorial benches.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hanover, Minnesota, hereby accepts the donation of the two memorial benches from Mr. Elit.

**BE IT FURTHER RESOLVED**, that the City Council agrees with the requested bench locations in the two City parks.

**BE IT FURTHER RESOLVED**, that the City Council expresses its thanks and appreciation for the donation from Mr. Wayne Elit.

Council members voting in favor: Kauffman, Vajda, Hammerseng, Warpula, Zajicek

Opposed or abstained: None

Adopted by the city Council this 3<sup>rd</sup> day of August, 2015.

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 3<sup>rd</sup> day of August, 2015.

The following Council Members were present: Kauffman, Vajda, Hammerseng, Warpula, Zajicek.

The following Council Members were absent: None.

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

.....  
**RESOLUTION NO 08-03-15-45**

**A RESOLUTION ADOPTING 2015 BUDGET AMENDMENT NUMBER ONE**

**WHEREAS**, the City adopted the 2015 budget in December 2014; and

**WHEREAS**, the budget was set based on historical data and future planned expenses; and

**WHEREAS**, changes in the City's operations have caused a deviation from the original 2015 budget; and

**WHEREAS**, an amendment to the general fund operating budget is proposed to accurately account for the City's finances; and

**WHEREAS**, the Council has reviewed the proposed amendment and agree to the changes.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hanover, Minnesota, hereby approves amendment number one to the 2015 General Fund operating budget at the following amounts:

- Revenue - \$1,555,599
  
- General Fund Expenditure
  - General Government - \$498,370
  - Public Safety - \$354,595
  - Public Works - \$347,714
  - Culture and Recreation - \$46,650
  - Transfers Out - \$269,000
  - Transit - \$0
  - Total General Fund Expenditures - \$1,516,329

Council members voting in favor: Kauffman, Vajda, Hammerseng, Warpula, Zajicek

Opposed or abstained: None

Adopted by the city Council this 3<sup>RD</sup> day of August, 2015.

APPROVED BY:

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Chris Kauffman, Mayor

ATTEST:

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Brian Hagen, City Administrator

City of Hanover  
Budget 2015

Account	Description	Category	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Budget				Comments
								2015 Budget	Amdend #1	% Change	\$ Change	
<b>Revenue Accounts</b>												
100-31000	Property Taxes - City	TAXES	949,730	947,465	957,722	981,814	940,618	995,728	995,728	0%	0.00	
100-31020	Property Taxes - Fire Dept	TAXES	93,603	94,892	96,217	95,882	99,864	95,624	95,624	0%	0.00	Corrected from first draft
100-31800	Franchise Fees	TAXES	9,577	10,334	8,096	14,452	12,194	10,000	10,000	0%	0.00	
	<b>TOTAL TAXES</b>		<b>1,052,909</b>	<b>1,052,691</b>	<b>1,062,035</b>	<b>1,092,148</b>	<b>1,052,676</b>	<b>1,101,352</b>	<b>1,101,352</b>	<b>0%</b>	<b>0.00</b>	
100-32110	Alcoholic Beverages	LIC PERM	10,270	10,295	10,387	10,305	10,370	10,300	10,300	0%	0.00	
100-32180	Other Bus. Lic. & Permits	LIC PERM	100	568	650	1,561	700	100	100	0%	0.00	
100-32210	Building Permits	LIC PERM	39,857	47,327	77,849	190,003	154,881	70,000	120,000	71%	50000.00	At 90% of revenue through June
100-32240	Animal Licenses	LIC PERM	175	230	240	340	120	100	100	0%	0.00	School has 34K to pay for prmt.
100-32260	Solid Waste Hauler Licenses	LIC PERM	1,200	1,600	400	3,000	1,000	1,500	1,500	0%	0.00	
100-32270	Rental Dwelling Licenses	LIC PERM	225	125	1,105	0	1,050	300	300	0%	0.00	
100-32280	Other Non-Bus. Lic. & Permits	LIC PERM	45	36	374	74	37	50	50	0%	0.00	
	<b>TOTAL LIC PERM</b>		<b>51,872</b>	<b>60,181</b>	<b>91,005</b>	<b>205,283</b>	<b>168,158</b>	<b>82,350</b>	<b>132,350</b>	<b>61%</b>	<b>50000.00</b>	
100-33400	State Grants and Aid	INTGOVT	0	0	0	0	2,915	0	38755	#DIV/0!	38755.00	One time 2015 road funding
100-33401	Local Gov't Aid (LGA)	INTGOVT	63,204	63,614	63,203	63,203	100,494	105,859	105,859	0%	0.00	
100-33410	MV Credit	INTGOVT	1,579	1,475	0	0	1,297	0	0	#DIV/0!	0.00	
100-33420	PERA Aid	INTGOVT	339	339	339	339	339	339	339	0%	0.00	
100-33422	State Fire Aid	INTGOVT	21,786	24,422	24,521	34,204	36,371	24,000	24,000	0%	0.00	
100-33426	State Police Aid	INTGOVT	4,681	4,668	4,542	5,057	5,265	4,600	4,600	0%	0.00	
100-33610	County Grants/Aid for Roads	INTGOVT	0	0	0	0	14,487	1,500	1,500	0%	0.00	
	<b>TOTAL INTGOVT</b>		<b>91,589</b>	<b>94,517</b>	<b>92,605</b>	<b>102,803</b>	<b>161,168</b>	<b>136,298</b>	<b>175,053</b>	<b>28%</b>	<b>38755.00</b>	
100-34000	Charges for Services	SERVICE	0	0	0	0	16,641			#DIV/0!	0.00	2014 was Job Sharing revenue
100-34101	City Hall Rentals	SERVICE	6,120	4,758	5,050	4,800	6,700	5,000	5,000	0%	0.00	
100-34105	Sales of Maps & Publications	SERVICE	6	3	9	0	-	0	0	#DIV/0!	0.00	
100-34107	Assessment Searches	SERVICE	225	175	375	725	350	300	300	0%	0.00	
100-34108	Administrative Fees	SERVICE	2,367	2,675	1,346	1,402	2,710	2,000	2,000	0%	0.00	
100-34109	Copies/Faxes	SERVICE	61	60	104	76	83	80	80	0%	0.00	
100-34207	Fire Protection	SERVICE	100,812	102,116	102,210	102,210	105,899	106,964	106,964	0%	0.00	
100-34403	Recycling Rev/Reimb	SERVICE	6,034	5,246	3,494	8,264	25	6,000	6,000	0%	0.00	2014 booked to fund R 100-33610
100-34780	Park Shelter Rental Fees	SERVICE	2,000	1,825	2,571	2,351	3,013	2,000	2,000	0%	0.00	
100-34940	Cemetery Revenues	SERVICE	3,000	2,500	2,000	0	2,950	2,000	2,000	0%	0.00	
	<b>TOTAL SERVICE</b>		<b>120,624</b>	<b>119,356</b>	<b>117,159</b>	<b>119,827</b>	<b>138,371</b>	<b>124,344</b>	<b>124,344</b>	<b>0%</b>	<b>0.00</b>	
100-35100	Court Fines	FINES	4,385	4,298	861	1,420	314	1,500	1,500	0%	0.00	
	<b>TOTAL FINES</b>		<b>4,385</b>	<b>4,298</b>	<b>861</b>	<b>1,420</b>	<b>314</b>	<b>1,500</b>	<b>1,500</b>	<b>0%</b>	<b>0.00</b>	
100-36100	Special Assessments	MISC	5,908	400	0	951	53	0	0	#DIV/0!	0.00	
100-36200	Misc Revenues	MISC	7,042	9,009	5,355	67,479	2,591	0	0	#DIV/0!	0.00	
100-36210	Interest Earnings	MISC	13,996	13,708	9,074	4,476	(528)	1,000	1,000	0%	0.00	
100-36215	Investment Income/Loss	MISC	0	0	0	0	7,518	7,000	7,000	0%	0.00	
100-36218	Grants	MISC	2,377	1,000	2,799	1,205	-	0	0	#DIV/0!	0.00	
100-36230	Contributions & Donations	MISC	2,450	5,500	5,096	2,742	2,075	0	0	#DIV/0!	0.00	
100-36235	Insurance Dividends	MISC	4,800	5,976	10,241	7,094	5,123	6,000	6,000	0%	0.00	
100-36250	Damage Deposits	MISC	6,350	5,700	6,934	6,291	7,441	7,000	7,000	0%	0.00	
100-36291	Sale of Vehicles/Equipment	MISC	0	0	3,300	1,300	100	0	0	0%	0.00	
100-39203	Transfers from Other Funds	MISC	0	0	0	0	-	0	0	0%	0.00	
	<b>TOTAL MISC</b>		<b>42,923</b>	<b>41,294</b>	<b>42,798</b>	<b>91,538</b>	<b>24,373</b>	<b>21,000</b>	<b>21,000</b>	<b>0%</b>	<b>0.00</b>	
	<b>TOTAL REVENUE</b>		<b>1,364,303</b>	<b>1,372,337</b>	<b>1,406,462</b>	<b>1,613,019</b>	<b>1,545,060</b>	<b>1,466,844</b>	<b>1,555,599</b>	<b>6%</b>	<b>88755.00</b>	

City of Hanover  
Budget 2015

2015-Amend 1 2015-Amend 1

Account	Description	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Actual 6/30/15	2015 Amend #1	% Change	Dollar Change	Reason for Change
<b>Expenditure Accounts</b>											
<b>General Government</b>											
100-41110-111	COUNCIL: COMMITTEE WAGES	11,680	12,786	12,176	9,359	13,700	(9)	10,500	-23%	(3,200)	Actual costs less that original estimate
100-41110-122	COUNCIL: FICA	724	793	755	572	849	0	651	-23%	(198)	Due to wage decrease
100-41110-123	COUNCIL: MEDICARE	169	185	177	134	199	0	152	-23%	(46)	Due to wage decrease
100-41110-150	COUNCIL: WORKERS COMP PREM	44	44	48	50	150	20	75	-50%	(75)	Adjusted to better reflect actual
100-41110-208	COUNCIL: TRAINING & INSTRUCTION	992	1,109	398	0	1,500	315	450	-70%	(1,050)	Historically have only used under \$400
100-41110-306	COUNCIL: DUES & SUBSCRIPTIONS	1,520	2,552	670	2,912	2,500	6,292	7,000	180%	4,500	Increased to reflect coding of Mayor's Asct., Small Cities Asct. Etc.
100-41110-331	COUNCIL: TRAVEL EXPENSES	1,080	801	158	160	2,000	61	1,000	-50%	(1,000)	Historically have only used around \$1000
100-41110-437	COUNCIL: DISCRETIONARY MISC	3,486	3,396	3,586	5,701	5,000	2,023	5,000	0%	0	
	<b>Total Council</b>	<b>19,696</b>	<b>21,667</b>	<b>17,967</b>	<b>18,888</b>	<b>25,898</b>	<b>8,703</b>	<b>24,828</b>	<b>-4%</b>	<b>(1,070)</b>	
100-41330-111	BRDS & COMM: COMMITTEE WAGES	3,300	2,850	2,280	2,820	5,500	0	5,500	0%	0	
100-41330-150	BRDS & COMM: WORKERS COMP PREM							160	#DIV/0!	160	Was not in past budget
100-41330-160	BRDS & COMM: LIAB INSUR PREMIUM	0	0	0	0	100	0	100	0%	0	
100-41330-208	BRDS & COMM: TRAINING & INSTRUC	0	110	0	0	150	0	150	0%	0	
100-41330-331	BRDS & COMM: TRAVEL EXPENSES	0	0	374	18	100	0	100	0%	0	
100-41330-437	BRDS & COMM: OTHER MISC						21				
	<b>Total Brds &amp; Comm</b>	<b>3,300</b>	<b>2,960</b>	<b>2,654</b>	<b>2,838</b>	<b>5,850</b>	<b>21</b>	<b>6,010</b>	<b>3%</b>	<b>160</b>	
100-41400-101	CITY ADMIN: FULL-TIME WAGES	80,829	72,582	12,433	63,612	65,500	12,033	72,588	11%	7,088	City Admin wages and sick/vacation payout of previous City Admin
100-41400-121	CITY ADMIN: PERA	5,856	4,377	0	4,553	4,900	1,182	5,400	10%	500	
100-41400-122	CITY ADMIN: FICA	4,830	4,278	590	3,894	4,100	977	4,500	10%	400	
100-41400-123	CITY ADMIN: MEDICARE	1,130	1,001	138	911	900	229	1,100	22%	200	
100-41400-132	CITY ADMIN: EMPLOYER PAID HSA.				1,623		2,412	3,360	#DIV/0!	3,360	Was all in Health Ins. Prem budget in past
100-41400-134	CITY ADMIN: EMPLOYER PAID LIFE				1,073		79	360	#DIV/0!	360	Was all in Health Ins. Prem budget in past
100-41400-150	CITY ADMIN: WORKERS COMP PREM					0	0	350	#DIV/0!	350	
100-41400-151	CITY ADMIN: HEALTH INSUR PREM	9,135	6,238	0	5,676	10,890	3,428	3,600	-67%	(7,290)	Split out to detailed areas of Health ins
100-41400-208	CITY ADMIN: TRAINING & INSTRUC	250	465	464	561	1,000	824	1,000	0%	0	
100-41400-306	CITY ADMIN: DUES & SUBSCRIPTIONS				445		185	500	#DIV/0!	500	Was \$500 in 2014 budget
100-41400-310	CITYADMIN: OTHER PROF SERVICES	0	27,467	44,317	292	0	0	0	#DIV/0!	0	
	<b>Total City Admin</b>	<b>102,030</b>	<b>116,408</b>	<b>57,941</b>	<b>82,640</b>	<b>87,290</b>	<b>21,349</b>	<b>92,758</b>	<b>6%</b>	<b>5,468</b>	
100-41410-200	ELECT: OFFICE SUPPLIES	0	1,162	0	3,005	0	0	0	#DIV/0!	0	
100-41410-310	ELECT: OTHER PROF SVCS	0	3,660	0	5,317	0	0	0	#DIV/0!	0	
100-41410-351	ELECT: LEGAL NOTICES PUBLISHING	0	0	0	279	250	0	0	-100%	(250)	No Elections this year
100-41410-400	ELECT: REPAIRS & MAINT CONTR	751	0	762	0	1,000	0	1,000	0%	0	
	<b>Total Elect</b>	<b>751</b>	<b>4,822</b>	<b>762</b>	<b>8,601</b>	<b>1,250</b>	<b>0</b>	<b>1,000</b>	<b>-20%</b>	<b>(250)</b>	
100-41430-101	CLERICAL: FULL-TIME WAGES	37,550	39,200	43,120	80,994	82,600	58,358	54,043	-35%	(28,557)	Nancy actuals through May, Amy 2015 wages
100-41430-103	CLERICAL: PART-TIME WAGES	1,005	0	0	13,031	5,000	0	0	-100%	(5,000)	No Part time employee
100-41430-121	CLERICAL: PERA	2,788	2,827	1,832	5,711	6,200	4,232	4,100	-34%	(2,100)	Decrease due to wage decrease
100-41430-122	CLERICAL: FICA	2,384	2,417	2,544	5,607	5,100	4,073	3,400	-33%	(1,700)	Decrease due to wage decrease
100-41430-123	CLERICAL: MEDICARE	558	565	595	1,311	1,200	953	800	-33%	(400)	Decrease due to wage decrease
100-41430-132	CLERICAL: EMPLOYER PAID HSA.				1,870	0	2,969	2,580	#DIV/0!	2,580	Was all in Health Ins. Prem budget in past
100-41430-134	CLERICAL: MEDICARE EMPLOYER PAID LIFE				(3,996)	0	1,931	700	#DIV/0!	700	Was all in Health Ins. Prem budget in past
100-41430-142	CLERICAL: UNEMPLOYMENT BENEFIT				491	0	357	1,428	#DIV/0!	1,428	
100-41430-150	CLERICAL: WORKERS COMP PREM				0	0	0	250	#DIV/0!	250	Was not in past budget
100-41430-151	CLERICAL: INSURANCE PREMIUM	8,984	8,946	17,319	10,443	16,932	9,150	5,412	-68%	(11,520)	Split out to detailed areas of Health ins
	<b>Total Clerical</b>	<b>53,269</b>	<b>53,956</b>	<b>65,410</b>	<b>115,462</b>	<b>117,032</b>	<b>82,021</b>	<b>72,713</b>	<b>-38%</b>	<b>(44,319)</b>	
100-41435-208	STAFF: TRAINING & INSTRUCTION	1,745	494	920	1,060	1,500	135	1,500	0%	0	
100-41435-260	STAFF: UNIFORMS	0	80	0	224	300	0	300	0%	0	
100-41435-306	STAFF: DUES & SUBSCRIPTIONS	5,537	5,625	6,967	197	4,000	165	300	-93%	(3,700)	Historically have spent under \$200
100-41435-310	STAFF: OTHER PROF SVCS	0	9,845	0	5,763	1,000	150	1,000	0%	0	
100-41435-331	STAFF: TRAVEL EXPENSES	1,539	1,101	368	561	1,500	166	1,500	0%	0	
	<b>Total Staff</b>	<b>8,821</b>	<b>17,144</b>	<b>14,017</b>	<b>2,620</b>	<b>8,300</b>	<b>616</b>	<b>4,600</b>	<b>-45%</b>	<b>(3,700)</b>	
100-41530-101	ACCNT: FULL-TIME WAGES	59,367	59,281	78,673	0	0	0	24,960	#DIV/0!	24,960	Liz - start date of July
100-41530-121	ACCNT: PERA	4,301	3,464	5,869	0	0	0	1,900	#DIV/0!	1,900	
100-41530-122	ACCNT: FICA	3,678	3,676	5,019	0	0	0	1,500	#DIV/0!	1,500	
100-41530-123	ACCNT: MEDICARE	860	860	1,174	0	0	0	400	#DIV/0!	400	
100-41530-150	ACCNT: WORKERS COMP PREM				0	0	0	350	#DIV/0!	350	Was not in past budget
100-41530-151	ACCNT: INSURANCE PREMIUM	8,481	6,021	9,149	0	0	0	2,000	#DIV/0!	2,000	Was not in past budget
100-41530-310	ACCNT: OTHER PROF SVCS				0	0	33,250	38,500	#DIV/0!	38,500	AEM fees for first half of year, plus training costs
	<b>Total Acctnt</b>	<b>76,687</b>	<b>73,301</b>	<b>99,885</b>	<b>0</b>	<b>0</b>	<b>33,250</b>	<b>69,610</b>	<b>#DIV/0!</b>	<b>69,610</b>	
100-41540-301	AUDITING: AUDITING & ACCOUNTING	19,075	19,840	22,740	27,812	26,000	23,400	27,000	4%	1,000	
	<b>Total Auditing &amp; Accounting</b>	<b>19,075</b>	<b>19,840</b>	<b>22,740</b>	<b>27,812</b>	<b>26,000</b>	<b>23,400</b>	<b>27,000</b>	<b>4%</b>	<b>1,000</b>	
100-41550-310	ASSESSING: OTHER PROF SVCS	16,378	16,316	16,889	17,328	17,600	11,394	17,600	0%	0	

	<b>Total Assessing</b>	<b>16,378</b>	<b>16,316</b>	<b>16,889</b>	<b>17,328</b>	<b>17,600</b>	<b>11,394</b>	<b>17,600</b>	<b>0%</b>	<b>0</b>	
100-41570-200	PURCH: OFFICE SUPPLIES	2,898	6,172	5,587	1,128	5,500	1,382	4,900	-11%	(600)	
100-41570-205	PURCH: BANK FEES	159	212	124	74	100	7	100	0%	0	
100-41570-207	PURCH: COMPUTER SUPPLIES	1,425	1,268	4,472	4,284	3,000	2,110	2,500	-17%	(500)	
100-41570-220	PURCH: REPAIRS/MAINTENANCE	4,728	6,724	8,425	1,939	6,800	1,141	6,800	0%	0	
100-41570-322	PURCH: POSTAGE	2,049	1,222	458	951	1,500	757	1,500	0%	0	
100-41570-570	PURCH: OFFICE EQUIP/FURNISH	2,599	2,501	1,305	120	4,000	0	4,000	0%	0	
	<b>Total Purch</b>	<b>13,859</b>	<b>18,099</b>	<b>20,370</b>	<b>8,496</b>	<b>20,900</b>	<b>5,397</b>	<b>19,800</b>	<b>-5%</b>	<b>(1,100)</b>	
100-41600-220	COMPUTER: Repair/Maint Supply				4,693	0	1,165	4,000	#DIV/0!	4,000	
	<b>Total Computer</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,693</b>	<b>0</b>	<b>1,165</b>	<b>4,000</b>	<b>#DIV/0!</b>	<b>4,000</b>	
100-41610-304	ATTORNEY: LEGAL FEES	21,767	13,799	19,286	20,536	21,152	4,336	21,152	0%	0	
	<b>Total Attorney</b>	<b>21,767</b>	<b>13,799</b>	<b>19,286</b>	<b>20,536</b>	<b>21,152</b>	<b>4,336</b>	<b>21,152</b>	<b>0%</b>	<b>0</b>	
100-41910-310	PLANNING & ZONING: OTH PROF SVCS	22,022	11,489	24,092	26,511	17,000	5,296	17,000	0%	0	
	<b>Total Planning &amp; Zoning</b>	<b>22,022</b>	<b>11,489</b>	<b>24,092</b>	<b>26,511</b>	<b>17,000</b>	<b>5,296</b>	<b>17,000</b>	<b>0%</b>	<b>0</b>	
100-41940-101	BLDG/GRDS: FULL-TIME WAGES	43,783	46,834	34,845	0	0	0	0	#DIV/0!	0	
100-41940-121	BLDG/GRDS: PERA	3,174	3,382	755	0	0	0	0	#DIV/0!	0	
100-41940-122	BLDG/GRDS: FICA	2,820	2,893	2,283	0	0	0	0	#DIV/0!	0	
100-41940-123	BLDG/GRDS: MEDICARE	659	677	534	0	0	0	0	#DIV/0!	0	
100-41940-150	BLDG/GRDS: WORKERS COMP	1,478	1,664	1,649	0	0	0	0	#DIV/0!	0	
100-41940-151	BLDG/GRDS: INSURANCE PREMIUM	8,447	8,420	7,924	0	0	0	0	#DIV/0!	0	
100-41940-210	BLDG/GRDS: OPERATING SUPPLIES	3,579	3,484	4,454	2,494	5,000	617	5,000	0%	0	
100-41940-220	BLDG/GRDS: REPAIR/MAINT SUPPLY	7,109	4,943	10,195	(3,187)	10,000	1,790	10,000	0%	0	
100-41940-306	BLDG/GRDS: DUES & SUBSCRIPTIONS				250	0	250	300	#DIV/0!	300	Consumption permit (gambling and alcohol)
100-41940-310	BLDG/GRDS: OTHER PROF SVCS	430	432	6,508	6,998	8,400	2,632	8,400	0%	0	
100-41940-321	BLDG/GRDS: TELEPHONE	5,020	4,851	5,851	4,476	5,500	1,565	5,500	0%	0	
100-41940-325	BLDG/GRDS: REAL ESTATE TAXES	6,988	6,723	6,439	258	7,000	220	7,000	0%	0	Currently only sales & use tax being booked
100-41940-381	BLDG/GRDS: ELECTRIC UTILITY	6,196	6,964	10,328	8,927	9,000	3,057	9,000	0%	0	
100-41940-383	BLDG/GRDS: GAS UTILITY	4,252	3,382	4,799	6,698	5,000	1,402	5,000	0%	0	
100-41940-384	BLDG/GRDS: REFUSE/GARBAGE DISP	1,871	1,862	5,313	(502)	2,000	966	2,400	20%	400	Approx. \$200/month
100-41940-415	BLDG/GRDS: OTHER EQUIP RENTAL	0	499	0	0	500	121	500	0%	0	
100-41940-520	BLDG/GRDS: BLDGS & STRUCTURES	0	0	637	5,591	5,000	2,325	5,000	0%	0	
100-41940-560	BLDG/GRDS: FURNITURE & FIXTURES	1,634	0	3,149	535	2,500	0	2,500	0%	0	
100-41940-580	BLDG/GRDS: OTHER EQUIPMENT	0	160	352	308	1,000	0	1,000	0%	0	
	<b>Total Bldg</b>	<b>97,440</b>	<b>97,170</b>	<b>106,016</b>	<b>32,848</b>	<b>60,900</b>	<b>14,946</b>	<b>61,600</b>	<b>1%</b>	<b>700</b>	
100-41950-303	ENG: ENGINEERING FEE	13,193	14,114	22,511	19,613	25,000	4,366	25,000	0%	0	
	<b>Total Bldg</b>	<b>13,193</b>	<b>14,114</b>	<b>22,511</b>	<b>19,613</b>	<b>25,000</b>	<b>4,366</b>	<b>25,000</b>	<b>0%</b>	<b>0</b>	
100-41960-142	INSUR: UNEMPLOYMENT BENEFIT				2,661						
100-41960-150	INSUR: WORKERS COMP PREM	1,893	1,730	2,086	845	2,500	29,738	250	-90%	(2,250)	Split out to departments, keep volunteer accident here
100-41960-152	INSUR: WORKERS COMP BENE	0	0	0	0	0	0	0	#DIV/0!	0	
100-41960-361	INSUR: GENERAL LIABILITY INS	23,061	22,340	21,946	24,476	35,000	9,154	25,200	-28%	(9,800)	Yearly subscription comes due mid year and should be prorated
	<b>Total Insur</b>	<b>24,954</b>	<b>24,070</b>	<b>24,032</b>	<b>27,982</b>	<b>37,500</b>	<b>38,892</b>	<b>25,450</b>	<b>-32%</b>	<b>(12,050)</b>	
100-41970-341	LEGAL PUB: EMPLOYMENT	0	636	231	235	250	435	500	100%	250	
100-41970-343	LEGAL PUB: OTHER ADVERTISING	0	0	0	38	250	0	250	0%	0	
100-41970-351	LEGAL PUB: LEGAL NOTICES	1,642	985	1,925	1,621	2,000	269	2,000	0%	0	
100-41970-354	LEGAL PUB: RECORDING FEES	0	654	128	441	500	0	500	0%	0	
	<b>Total Legal Pub</b>	<b>1,642</b>	<b>2,274</b>	<b>2,284</b>	<b>2,336</b>	<b>3,000</b>	<b>705</b>	<b>3,250</b>	<b>8%</b>	<b>250</b>	
100-48205-810	DAMAGE DEPOSIT: REFUNDS/REIMB	5,200	6,205	7,720	7,554	5,000	3,100	5,000	0%	0	
	<b>Total Damage Deposit</b>	<b>5,200</b>	<b>6,205</b>	<b>7,720</b>	<b>7,554</b>	<b>5,000</b>	<b>3,100</b>	<b>5,000</b>	<b>0%</b>	<b>0</b>	
	<b>Total General Gov't</b>	<b>500,081.58</b>	<b>513,634.00</b>	<b>524,576.71</b>	<b>426,758.12</b>	<b>479,672.15</b>	<b>258,957.72</b>	<b>498,370</b>	<b>4%</b>	<b>18,626</b>	
<b>Public Safety</b>											
100-42101-310	HC SHERIFF: OTHER PROF SVCS	63,443	64,977	65,503	75,078	69,335	17,333	69,335	0%	0	
	<b>Total HC Sheriff</b>	<b>63,443</b>	<b>64,977</b>	<b>65,503</b>	<b>75,078</b>	<b>69,335</b>	<b>17,333</b>	<b>69,335</b>	<b>0%</b>	<b>0</b>	
100-42102-310	WC SHERIFF: OTHER PROF SVCS	86,140	87,474	88,330	83,726	94,170	47,468	94,170	0%	0	
	<b>Total WC Sheriff</b>	<b>86,140</b>	<b>87,474</b>	<b>88,330</b>	<b>83,726</b>	<b>94,170</b>	<b>47,468</b>	<b>94,170</b>	<b>0%</b>	<b>0</b>	
100-42210-103	FIRE: PART-TIME WAGES	20,068	18,420	29,404	28,116	28,116	0	28,116	0%	0	
100-42210-122	FIRE: FICA	1,244	1,142	1,823	1,743	1,743	0	1,743	0%	0	
100-42210-123	FIRE: MEDICARE	291	267	426	408	408	0	408	0%	0	
100-42210-142	FIRE: UNEMPLOYMENT BENEFITS	0	0	0	0	0	22	0	#DIV/0!	0	
100-42210-150	FIRE: WORKERS COMP	5,556	6,731	7,042	6,679	6,679	2,746	6,679	0%	0	
100-42210-200	FIRE: OFFICE SUPPLIES	301	0	359	167	167	0	167	0%	0	
100-42210-305	FIRE: MEDICAL/PHYSICAL FEE	1,917	363	3,975	1,260	1,260	430	1,260	0%	0	
100-42210-306	FIRE: DUES/SUBSCRIPTIONS	2,961	1,042	884	562	562	572	562	0%	0	
100-42210-361	FIRE: GENERAL LIABILITY INSURANCE	6,747	10,108	6,875	5,869	5,869	2,370	5,869	0%	0	
100-42210-437	FIRE: OTHER MISCELLANEOUS	0	0	0	1,172	1,172	67	1,172	0%	0	
100-42210-700	FIRE: TRANSFERS TO OTHER FUNDS	0	0	0	0	0	0	0	#DIV/0!	0	
	<b>Total Fire</b>	<b>39,086</b>	<b>38,073</b>	<b>50,788</b>	<b>45,975</b>	<b>45,975</b>	<b>6,208</b>	<b>45,976</b>	<b>0%</b>	<b>0</b>	
100-42220-221	FIRE EQUIP: EQUIPMENT PARTS	5,424	7,812	3,665	6,025	6,025	802	6,025	0%	0	
100-42220-228	FIRE EQUIP: MEDICAL SUPPLIES	0	0	0	0	1,500	233	1,500	0%	0	

100-42220-240	FIRE EQUIP: SMALL TOOLS/EQUIPMENT	765	581	718	132	132	0	132	0%	0	
100-42220-260	FIRE EQUIP: UNIFORMS	11,315	7,551	8,599	780	780	5,324	780	0%	0	
100-42220-580	FIRE EQUIP: OTHER EQUIPMENT	5,942	4,959	4,315	2,056	2,056	836	2,056	0%	0	
	<b>Total Fire Equip</b>	<b>23,446</b>	<b>20,903</b>	<b>17,296</b>	<b>8,993</b>	<b>10,493</b>	<b>7,195</b>	<b>10,493</b>	<b>0%</b>	<b>0</b>	
100-42240-208	FIRE TRG: TRAINING/INSTRUCTION	5,400	3,558	3,401	7,517	7,517	3,863	7,517	0%	0	
100-42240-331	FIRE TRG: TRAVEL EXPENSES	1,101	1,468	1,099	852	852	448	852	0%	0	
	<b>Total Fire TRG</b>	<b>6,501</b>	<b>5,025</b>	<b>4,500</b>	<b>8,369</b>	<b>8,369</b>	<b>4,311</b>	<b>8,369</b>	<b>0%</b>	<b>0</b>	
100-42260-212	FIRE VEH: MOTOR FUELS	4,365	4,243	5,428	3,780	3,780	1,547	3,780	0%	0	
100-42260-220	FIRE VEH: REPAIRS/MAINT SUPPLIES	3,071	4,985	7,438	14,342	14,342	3,456	14,342	0%	0	
100-42260-240	FIRE VEH: SMALL TOOLS/EQUIPMENT	386	1,845	2,335	1,860	1,860	0	1,860	0%	0	
100-42260-323	FIRE VEH: RADIO UNITS	2,025	2,250	1,107	2,661	2,661	5,035	2,661	0%	0	
	<b>Total Fire Veh</b>	<b>9,847</b>	<b>13,324</b>	<b>16,307</b>	<b>22,643</b>	<b>22,643</b>	<b>10,038</b>	<b>22,643</b>	<b>0%</b>	<b>0</b>	
100-42280-215	FIRE BLDG: SHOP SUPPLIES	402	1,220	1,121	741	741	180	741	0%	0	
100-42280-220	FIRE BLDG: REPAIRS/MAINT SUPPLIES	3,163	4,958	0	522	522	1,627	522	0%	0	
100-42280-321	FIRE BLDG: TELEPHONE	490	458	1,002	430	430	171	430	0%	0	
100-42280-325	FIRE BLDG: REAL ESTATE TAXES	172	165	138	0	0	0	0	#DIV/0!	0	
100-42280-381	FIRE BLDG: ELECTRIC UTILITIES	5,207	4,450	4,696	3,722	3,722	1,332	3,722	0%	0	
100-42280-383	FIRE BLDG: GAS UTILITIES	2,298	1,483	2,569	3,673	3,673	3,496	3,673	0%	0	
	<b>Total Fire Bldg</b>	<b>11,732</b>	<b>12,733</b>	<b>9,526</b>	<b>9,088</b>	<b>9,088</b>	<b>6,806</b>	<b>9,088</b>	<b>0%</b>	<b>0</b>	
100-42290-124	FRA: PENSIONS	27,922	27,621	41,704	37,871	37,871	2,000	37,871	0%	(0)	
100-42290-301	FRA: AUDITING & ACCTG FEES	4,475	0	10,683	5,800	6,000	0	6,000	0%	0	
	<b>Total FRA</b>	<b>32,397</b>	<b>27,621</b>	<b>52,387</b>	<b>43,671</b>	<b>43,871</b>	<b>2,000</b>	<b>43,871</b>	<b>0%</b>	<b>(0)</b>	
100-42401-310	BLDG INSP: OTHER PROF SVCS	17,719	17,271	72,360	32,860	25,000	25,261	50,000	100%	25,000	Offset by Revenue
	<b>Total Bldg Insp</b>	<b>17,719</b>	<b>17,271</b>	<b>72,360</b>	<b>32,860</b>	<b>25,000</b>	<b>25,261</b>	<b>50,000</b>	<b>100%</b>	<b>25,000</b>	
100-42700-310	ANIMAL CTRL: OTHER PROF SVCS	688	0	189	180	500	0	500	0%	0	
	<b>Total Animal Ctrl</b>	<b>688</b>	<b>0</b>	<b>189</b>	<b>180</b>	<b>500</b>	<b>0</b>	<b>500</b>	<b>0%</b>	<b>0</b>	
100-42800-310	CEMETERY: CONTRACTED SERVICES	0	0	0	0	150	0	150	0%	0	
	<b>Total Cemetery</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>150</b>	<b>0</b>	<b>150</b>	<b>0%</b>	<b>0</b>	
	<b>Total Public Safety</b>	<b>290,998</b>	<b>287,401</b>	<b>377,186</b>	<b>330,583</b>	<b>329,595</b>	<b>126,620</b>	<b>354,595</b>	<b>8%</b>	<b>23,000</b>	

**Public Works**

100-43000-101	PUBLIC WORKS: FULL-TIME WAGES - REG	43,250	45,643	61,257	74,389	92,700	42,248	98,000	6%	5,300	Scott & Jason, wage increase April-Dec
100-43000-102	PUBLIC WORKS: FULL-TIME WAGES - OT				1,340		296				
100-43000-103	PUBLIC WORKS: PART-TIME WAGES	2,551	8,615	4,010	14,370	1,500	755	5,500	267%	4,000	Luke - part time mid June - mid Aug plus Temp Snow Plow Drivers
100-43000-121	PUBLIC WORKS: PERA	3,133	3,498	3,462	5,168	7,000	3,619	7,400	6%	400	
100-43000-122	PUBLIC WORKS: FICA	2,679	3,274	3,846	5,688	5,700	3,038	6,400	12%	700	
100-43000-123	PUBLIC WORKS: MEDICARE	945	765	899	1,274	1,300	711	1,500	15%	200	
100-43000-132	PUBLIC WORKS: EMPLOYER PAID HSA				1,710		1,312	2,717	#DIV/0!	2,717	Was all in Health Ins. Prem budget in past
100-43000-134	PUBLIC WORKS: EMPLOYER PAID LIFE				1,107		1,309	1,532	#DIV/0!	1,532	Was all in Health Ins. Prem budget in past
100-43000-142	PUBLIC WORKS: UNEMPLOYMENT BENE	0	0	0	369	0	238	300	#DIV/0!	300	
100-43000-150	PUBLIC WORKS: WORKERS COMP PREM	3,316	3,084	2,985	5,969	9,000	2,880	7,500	-17%	(1,500)	Adjusted to better reflect actuals
100-43000-151	PUBLIC WORKS: HEALTH INS PREM	5,615	5,378	5,537	10,892	19,328	14,903	14,664	-24%	(4,664)	Split out to detailed areas of Health ins
100-43000-152	PUBLIC WORKS: WORKERS COMP BENE	0	0	0	0	0	0	0	#DIV/0!	0	
100-43000-208	PW: TRAINING & INSTRUCTION	95	1,140	0	225	1,500	950	1,500	0%	0	
100-43000-212	PW: MOTOR FUELS				8,709						
100-43000-215	PW: SHOP SUPPLIES				3,569						
100-43000-220	PW: REPAIR/MAINT SUPPLY (GENERAL)				8,198						
100-43000-240	PW: SMALL TOOLS/EQUIP				4,234						
100-43000-260	PW: UNIFORMS				1,974						
100-43000-310	PW: OTHER PROFESSIONAL SERVICES				5,174						
100-43000-321	PW: TELEPHONE				555		771	2,000	#DIV/0!	2,000	Cell phones for PW
100-43000-325	PW: TAXES				119						
	<b>Total Public Works</b>	<b>61,584</b>	<b>71,397</b>	<b>81,997</b>	<b>155,033</b>	<b>138,028</b>	<b>73,030</b>	<b>149,014</b>	<b>8%</b>	<b>10,986</b>	
100-43100-212	PUBLIC WORKS: MOTOR FUELS	8,257	9,113	10,110	81	10,000	2,412	10,000	0%	0	
100-43100-215	PUBLIC WORKS: SHOP SUPPLIES	1,980	929	4,608	0	5,000	363	5,000	0%	0	
100-43100-220	PUBLIC WORKS: REPAIR/MAINT SUPPLY	4,347	5,806	7,116	528	7,500	1,365	6,000	-20%	(1,500)	
100-43100-240	PUBLIC WORKS: SMALL TOOLS/EQUIP	1,374	2,022	1,986	198	4,000	624	2,500	-38%	(1,500)	
100-43100-260	PUBLIC WORKS: UNIFORMS	552	830	907	0	2,000	38	2,000	0%	0	
100-43100-310	PUBLIC WORKS: OTHER PROF SVCS	5,000	7,775	6,708	0	3,000	1,343	3,000	0%	0	
100-43100-325	PUBLIC WORKS: TAXES	0	0	0	0	200	39	200	0%	0	
	<b>Total Public Works</b>	<b>21,510</b>	<b>26,474</b>	<b>31,435</b>	<b>807</b>	<b>31,700</b>	<b>6,184</b>	<b>28,700</b>	<b>-9%</b>	<b>(3,000)</b>	
100-43121-224	PAVED STRS: STREET MAINT MTLs	283	811	5,636	13,661	16,000	70,694	71,000	344%	55,000	crack filling and patch work, off set by unplanned state aid
100-43121-226	PAVED STRS: SIGN REPAIR MTLs	6,136	6,643	589	963	7,000	3,930	7,000	0%	0	
	<b>Total Paved Streets</b>	<b>6,419</b>	<b>7,454</b>	<b>6,225</b>	<b>14,625</b>	<b>23,000</b>	<b>74,624</b>	<b>78,000</b>	<b>239%</b>	<b>55,000</b>	
100-43122-224	UNPAVED STRS: STREET MAINT MTLs	2,909	2,655	2,240	7,094	12,500	660	12,500	0%	0	
100-43122-226	UNPAVED STR: SIGN REPAIR MTLs	10,175	2,312	4,160	0	500	0	500	0%	0	
	<b>Total Unpaved Streets</b>	<b>13,083</b>	<b>4,967</b>	<b>6,400</b>	<b>7,094</b>	<b>13,000</b>	<b>660</b>	<b>13,000</b>	<b>0%</b>	<b>0</b>	
100-43125-224	SNOW/ICE: STREET MAINT MTLs	12,786	2,246	600	11,926	15,000	16,000	15,000	0%	0	
	<b>Total Snow/Ice</b>	<b>12,786</b>	<b>2,246</b>	<b>600</b>	<b>11,926</b>	<b>15,000</b>	<b>16,000</b>	<b>15,000</b>	<b>0%</b>	<b>0</b>	

100-43160-381	STR LTG: ELECTRICITY	29,063	26,483	27,036	25,125	30,000	10,645	27,000	-10%	(3,000)	Avg \$2000/month for lighting and \$200/month for repairs/new bulbs
	<b>Total Street Lights</b>	<b>29,063</b>	<b>26,483</b>	<b>27,036</b>	<b>25,125</b>	<b>30,000</b>	<b>10,645</b>	<b>27,000</b>	<b>-10%</b>	<b>(3,000)</b>	
100-43240-384	CITY CLEAN UP: REFUSE	0	487	828	887	1,000	2,739	2,000	100%	1,000	Dumpster costs went up in 2015
	<b>Total City Clean Up</b>	<b>0</b>	<b>487</b>	<b>828</b>	<b>887</b>	<b>1,000</b>	<b>2,739</b>	<b>2,000</b>	<b>100%</b>	<b>1,000</b>	
100-43245-384	RECYCLING: REFUSE DISPOSAL	14,540	18,637	25,354	33,931	28,000	14,631	35,000	25%	7,000	2014 actuals were \$33k
	<b>Total Recycling</b>	<b>14,540</b>	<b>18,637</b>	<b>25,354</b>	<b>33,931</b>	<b>28,000</b>	<b>14,631</b>	<b>35,000</b>	<b>25%</b>	<b>7,000</b>	
100-43260-310	WEED CTRL: OTHER PROF SVCS	374	1,087	818	0	0	0	0	#DIV/0!	0	
	<b>Total Weed Control</b>	<b>374</b>	<b>1,087</b>	<b>818</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>	<b>0</b>	
	<b>Total Public Works</b>	<b>159,359</b>	<b>159,232</b>	<b>180,693</b>	<b>249,428</b>	<b>279,728</b>	<b>198,514</b>	<b>347,714</b>	<b>14%</b>	<b>67,986</b>	

**Culture & Recreation**

100-45186-437	SENIOR CENTER CONTRIBUTION	1,250	625	1,250	7,654	7,250	1,457	7,250	0%	0	
	<b>Total Senior Center Contribution</b>	<b>1,250</b>	<b>625</b>	<b>1,250</b>	<b>7,654</b>	<b>7,250</b>	<b>1,457</b>	<b>7,250</b>	<b>0%</b>	<b>0</b>	
100-45200-208	PARKS: MOWING SERVICES CONTRACT	5,266	0	0	0	0	0	0	#DIV/0!	0	
100-45200-212	PARKS: MOTOR FUELS				1,958						
100-45200-220	PARKS: REPAIRS/MAINT SUPPLIES	2,031	6,508	3,801	4,477	5,000	2,719	5,000	0%	0	
100-45200-225	PARKS: LANDSCAPING MATLS	1,572	2,352	4,055	1,788	3,300	1,333	3,300	0%	0	
100-45200-381	PARKS: ELECTRIC UTILITIES	817	825	2,729	1,932	1,100	838	1,100	0%	0	
100-45200-400	PARKS: MAINTENANCE CONTRACT	3,579	2,704	4,489	4,469	6,000	356	6,000	0%	0	
100-45200-440	PARKS: PROGRAMS/FYCC	2,676	2,957	5,171	4,992	5,300	8,589	9,000	70%	3,700	FYCC reading in the park increase
100-45200-441	PARKS: COMMUNITY GARDEN	4,516	3,467	2,772	283	4,500	0	1,000	-78%	(3,500)	
100-45200-580	PARKS: OTHER EQUIPMENT	6,696	2,484	1,182	2,711	2,500	3,635	7,000	180%	4,500	Adjust to reflect Biff's cleaning invoices
	<b>Total Parks</b>	<b>27,153</b>	<b>21,298</b>	<b>24,199</b>	<b>22,610</b>	<b>27,700</b>	<b>17,470</b>	<b>32,400</b>	<b>17%</b>	<b>4,700</b>	
100-45500-437	ROY SIMMS LIBRARY: CONTRIB	7,000	7,000	7,000	7,000	7,000	1,750	7,000	0%	0	
	<b>Total Roy Simms Library</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>	<b>1,750</b>	<b>7,000</b>	<b>0%</b>	<b>0</b>	
	<b>Total Culture &amp; Rec</b>	<b>35,403</b>	<b>28,923</b>	<b>32,449</b>	<b>37,264</b>	<b>41,950</b>	<b>20,677</b>	<b>46,650</b>	<b>11%</b>	<b>4,700</b>	

**Transfers Out**

100-49360-700	TRANSFER OUT: GENERAL CAPITAL	336,140	145,203	221,307	100,000	0	0	0	#DIV/0!	0	
100-49360-700	TRANSFER OUT: PARKS CAPITAL	0	0	0	0	0	0	0	#DIV/0!	0	
100-49360-700	TRANSFER OUT: FIRE DEPT CAPITAL	4,694	0	0	20,000	24,000	0	24,000	0%	0	
100-49360-700	TRANSFER OUT: HISTORICAL FUND	10,000	10,000	10,000	10,000	10,000	0	0	-100%	(10,000)	Rehabilitation Project planned for 2015
100-49360-700	TRANSFER OUT: CITY HALL FUND	30,000	100,000	30,000	30,000	0	0	0	#DIV/0!	0	
100-49360-700	TRANSFER OUT: EQUIPMENT FUND	32,500	20,000	32,500	32,500	65,000	0	55,000	-15%	(10,000)	
100-49360-700	TRANSFER OUT: STREET CAPITAL	53,000	100,000	275,000	100,000	200,000	0	190,000	-5%	(10,000)	
	<b>Total Transfers Out</b>	<b>466,334</b>	<b>375,203</b>	<b>568,807</b>	<b>292,500</b>	<b>299,000</b>	<b>0</b>	<b>269,000</b>	<b>-10%</b>	<b>(36,000)</b>	

**Transit**

100-49800-310	TRANSIT: OTHER PROFESSIONAL SERVICES				1,107	0	0	0			
	<b>Total Transit</b>				<b>1,107</b>	<b>0</b>	<b>0</b>	<b>0</b>			
	<b>Total Fund Expend.</b>	<b>1,452,175</b>	<b>1,364,393</b>	<b>1,683,711</b>	<b>1,337,640</b>	<b>1,429,945</b>	<b>604,769</b>	<b>1,516,329</b>	<b>6%</b>	<b>86,394</b>	
	<b>Total Revenue Over Expenditures</b>	<b>(79,838)</b>	<b>42,068</b>	<b>(70,692)</b>	<b>207,419</b>	<b>36,899</b>		<b>39,270</b>	<b>6%</b>	<b>2,371</b>	

**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 3<sup>rd</sup> day of August, 2015.

The following Council Members were present: Kauffman, Vajda, Hammerseng, Warpula, Zajicek.

The following Council Members were absent: None.

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

.....

**RESOLUTION NO 08-03-15-46**

**A RESOLUTION APPROVING A VARIANCE FOR 10231 BEEBE LAKE ROAD**

**WHEREAS**, David Libert (“Applicant”) is the applicant for an application related to property located at 10231 Beebe Lake Road; and

**WHEREAS**, the property is zoned RA, Residential Agricultural District; and

**WHEREAS**, the Applicant has applied for a variance to permit the use of an existing accessory building for a stable for animals; and

**WHEREAS**, the zoning ordinance does not permit stables within 75 feet of the property line; and

**WHEREAS**, the stable on the property was constructed in 1985 and is located 20 feet from the property line; and

**WHEREAS**, Minnesota Statute Section 462.357, sub. 6 provides:

- a. Variances shall only be permitted (a) when they are in harmony with the general purpose and intent of the ordinance and (b) when the variances are consistent with the comprehensive plan.
- b. Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance. “Practical difficulties,” as used in connection with the granting of a variance, means that (a) the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; (b) the plight of the landowner is due to circumstances unique to the property not created by the landowner; and (c) the variance, if granted, will not alter the essential character of the locality.

**WHEREAS**, the public hearing was properly noticed and scheduled for July 27, 2015; and

**WHEREAS**, the application was reviewed by the Planning Commission at its meeting on July 27, 2015. The Planning Commission recommended approval of the request; and

**WHEREAS**, the City Council reviewed the request in regards to this property at its meeting on August 3, 2015; and

**WHEREAS**, the City Council concurred with the recommendation of the Planning Commission.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hanover, Minnesota, does hereby make the following conclusions of law:

1. The proposed variance is a reasonable use of the land. An existing accessory building was previously permitted and used as a stable. The use will meet all other terms of the city ordinances pertaining to home occupations. The proposed request is in harmony with the purpose and intent of the ordinance.
2. The variance will not alter the essential character of the locality.

**BE IT FURTHER RESOLVED** that the City Council hereby approves the application to issue a variance to permit the use of the existing accessory building to be utilized as a stable subject to the following conditions:

1. The existing accessory building may be used for a stable. No additions to the building or construction of additional buildings is permitted.
2. The property must be in compliance with all other conditions of the City's regulations pertaining to animal units, including number of animal units allowed.

Council members voting in favor: Kauffman, Vajda, Hammerseng, Warpula, Zajicek

Opposed or abstained: None

Adopted by the city Council this 3<sup>rd</sup> day of August, 2015.

APPROVED BY:

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

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator

## ***Collaborative Planning, LLC***

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

### Memorandum

Date: July 30, 2015  
To: Honorable Mayor and Council  
From: Cindy Nash, City Planner  
RE: Variance for 10231 Beebe Lake Road

---

The City has received a Variance application for review and consideration.

#### **Overview of Request**

The subject property is an existing parcel of record. A variance request is being made to permit animals in an accessory building that is 20 feet from the property line.

The accessory building is a stable that was constructed in 1985 under a building permit issued by the City (see copy attached) that clearly indicates that the property was proposed to be a horse barn. The property has had animals on it for most years until approximately two years ago. The property is currently for sale, and due to the accessory building being an actual stable, the interested purchasers have all wanted to have animals on the property.

The number of animals allowed on the property would need to be in compliance with the City's ordinance regarding animal units per acre.

The Planning Commission held a public hearing on July 27, 2015. One resident that lives in Crow River Heights (adjacent to the property) expressed her concerns with animals being allowed on the property. It should be noted that the Libert property is in a zoning district that allows animals, and the variance request is solely related to the use of the existing stable building that does not meet current setbacks.

#### **Evaluation of Request**

In evaluating variance requests, the following questions should be considered:

1. Is the request a reasonable use of the land?  
Staff Note: The proposed variance is a reasonable use of the land. The building was previously permitted as a stable.
2. Is the plight of the landowner due to circumstances unique to the property not created by the landowner?  
Staff Note: The situation was not entirely created by the landowner. The landowner did stop having animals on the property, but the City had originally issued the building permit for the stable in this location.
3. Will the variance, if granted, alter the essential character of the locality?  
Staff Note: The variance will not alter the essential character of the locality.

### **Planning Commission Recommendation**

The Planning Commission recommends approval of the variance with the following conditions:

1. The existing accessory building may be used for a stable. No additions to the building or construction of additional buildings is permitted.
2. The property must be in compliance with all other conditions of the City's regulations pertaining to animal units, including number of animal units allowed.



Hanover, MN 55341-  
 Phone: 763.497.3777  
[www.hanovermn.org](http://www.hanovermn.org)  
[cityhall@ci.hanover.mn.us](mailto:cityhall@ci.hanover.mn.us)

894 67th Street W  
 Coonville W.O  
 50741  
 Current address

For Office Use Only	
Case Number:	
Fee Paid:	6/17/15
Received by:	AM
Date Filed:	
Date Complete:	
Base Fee:	\$300
Escrow:	\$1000

## DEVELOPMENT APPLICATION

TYPE OF APPLICATION		
<input type="checkbox"/> Annexation <input type="checkbox"/> Appeal <input type="checkbox"/> Comprehensive Plan Amendment <input type="checkbox"/> Ordinance Amendment (Text or Map) <input type="checkbox"/> Planned Unit Development (Concept/Gen)	<input type="checkbox"/> Site Plan & Building Plan <input type="checkbox"/> Sketch Plan <input type="checkbox"/> Conditional Use Permit <input checked="" type="checkbox"/> Variance <input checked="" type="checkbox"/> Vacation	<input type="checkbox"/> Simple Land Division <input type="checkbox"/> Subdivision Sketch Plan <input type="checkbox"/> Preliminary Plat <input type="checkbox"/> Final Plat <input type="checkbox"/> Other
PROPERTY INFORMATION		
Street Address: 10231 Bee Be Lake Rd		
Property Identification Number (PIN#): 108-500-352208		
Legal Description (Attach if necessary):		
APPLICANT INFORMATION		
Name: DAVID LIBERT		Business Name:
Address: 10231 Bee Be Lake Rd		
City: St Michael, MN 55376	State: MN	Zip Code: 55376
Telephone: 612-201-9933	Fax:	E-mail: DAVIDLIBERT378@HOTMAIL.COM
Contact:		Title:
OWNER INFORMATION (if different from applicant)		
Name:		Business Name:
Address:		
City:	State:	Zip Code:
Telephone:	Fax:	E-mail:
Contact:		Title:
DESCRIPTION OF REQUEST (attach additional information if needed)		
Existing Use of Property: Used existing House Apartment + stable		
Nature of Proposed Use:		
Reason(s) to Approve Request:		
PREVIOUS APPLICATIONS PERTAINING TO THE SUBJECT SITE		
Project Name: DAVID LIBERT		Date of Application: 6-16-15
Nature of Request: Permission to use existing buildings		
<b>NOTE:</b> Applications only accepted with ALL required support documents. See Application Instructions and City Code		

**APPLICATION FEES AND EXPENSES:**

The City of Hanover required all applicants to reimburse the City for any and all costs incurred by the City to review and act upon applications.

The application fee includes administrative costs which are necessary to process the application. The escrow fee will include all charges for staff time by the City Planner, City Engineer, City Attorney, and/or any other consultants as needed to process the application.

The City will track all consultant costs associated with the application. If these costs are projected to exceed the money initially deposited to your escrow account, you will be notified in the manner that you have identified below that additional monies are required in order for your application process to continue. If you choose to terminate the application (notice must be in writing), you will be responsible for all costs incurred to that point. If you choose to continue the process you will be billed for the additional monies and an explanation of expenses will be furnished. Remittance of these additional fees will be due within thirty (30) days from the date the invoice is mailed. If payment is not received as required by this agreement, the City may approve a special assessment for which the property owner specifically agrees to be to be assessed for 100 percent per annum and waives any and all appeals under Minnesota Statutes Section 429.081 as amended. **All fees and expenses are due whether the application is approved or denied.**

With my signature below, I hereby acknowledge that I have read this agreement in its entirety and understand the terms herein. **I agree to pay to the City all costs incurred during the review process as set forth in this Agreement.** This includes any and all expenses that exceed the initial Escrow Deposit to be paid within 30 days of billing notification. I further understand that the application process will be terminated if payment is not made and application may be denied for failure to reimburse City for costs. I further understand that the City may approve a special assessment against my property for any unpaid escrows and that I specifically waive any and all appeals under Minnesota Statutes 429.081, as amended.

I wish to be notified of additional costs in the following manner:

- E-mail DAVID.LIBERT\_378@HANOVER.MN.GOV  Fax \_\_\_\_\_  USPS – Certified Mail

I, the undersigned, hereby apply for the considerations described above and declare that the information and materials submitted in support of this application are in compliance with adopted City policy and ordinance requirements are complete to the best of my knowledge.

I acknowledge that I have read the statement entitled "Application Fees and Expenses" as listed above.

I understand that this application will be processed in accordance with established City review procedures and Minnesota Statutes Section 15.99 as amended, at such time as it is determined to be complete. Pursuant to Minnesota Statutes Section 15.99, the City will notify the applicant within fifteen (15) business days from the filing date of any incomplete or other information necessary to complete the application. Failure on my part to supply all necessary information as requested by the City may be cause for denying this application.

Applicant: David Libert Date: 6-16-15

Owner: \_\_\_\_\_ Date: \_\_\_\_\_

**NOTE: Applications only accepted with ALL required support documents. See Application Checklist and City Code**



**SUPPLEMENTAL APPLICATION - VARIANCE**

Name: David Ebert Phone: 612-201-9933  
Address: 10231 Bee Be Lake Rd SE medical 55370 PID #: \_\_\_\_\_

1. Present zoning of above described property: RA

2. The request(s) which we desire for our property are in conflict with the following section of the Hanover City Code. Buildings to close to property line  
Section: \_\_\_\_\_ Section \_\_\_\_\_ Section \_\_\_\_\_

3. Proposed Non-Conformance(s): USE OF EXISTING BUILDING FOR INTENDED USE

4. Would the variance be in harmony with the purposes and intent of the City Code? Attach additional pages if needed. YES USING EXISTING BUILDING AS INTENDED

5. Is the variance consistent with the Comprehensive Plan? If yes, how so? Attach additional pages if needed? FIT RA ORDINANCE

6. Does the proposal put property to use in a reasonable manner? Explain. YES USED FOR ANIMALS AS DESIGNED

7. Do special conditions and circumstances result from your own actions? Explain. (If answer is 'yes,' you may not qualify for a variance.) NO BOUGHT PROPERTY FOR THIS USE HAVE USED PROPERTY FOR THIS USE JUST WANT TO CONTINUE AS ALWAYS

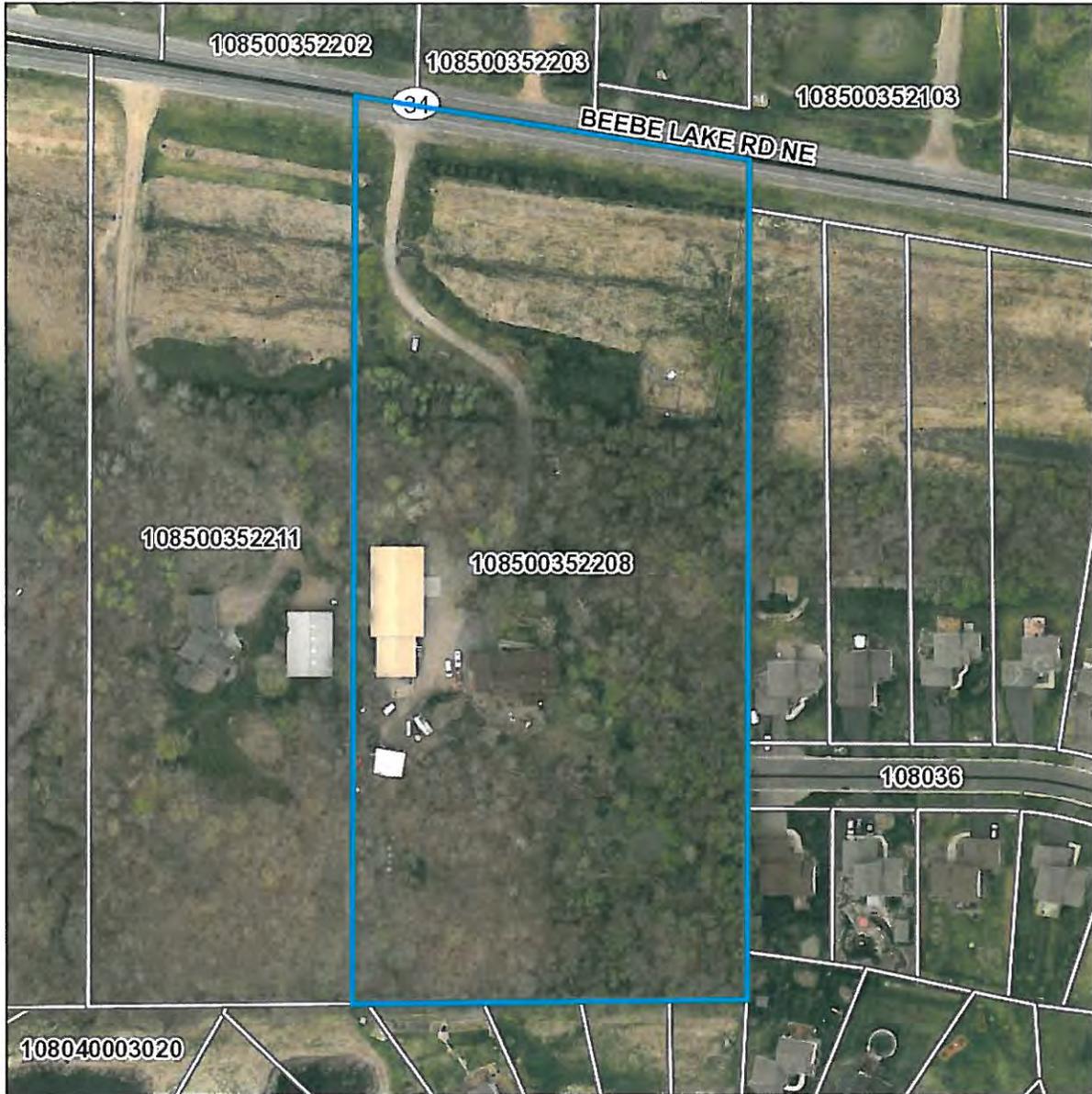
8. Are there circumstances unique to the property? Explain. NO

9. Will the variance, in granted, alter the essential character of the city of Hanover? Explain. NO

10. Will the granting of the variance result in a condition which impairs an adequate supply of light and air to adjacent properties?       Yes       No
11. Will the granting of the variance result in a condition which diminishes the established property values in the surrounding area?       Yes       No
12. Will the granting of the variance result in a condition that impairs the public health, safety or welfare of the citizens of the city?       Yes       No
13. Could the goal be accomplished with a smaller variance?       Yes       No  
 If No, explain: Buildings Already Built Just would like to  
continue the use of them
14. Attach to this application any materials outlined in the "Required Material Submission Checklist" for variance applications.

Applicant Signature: *David Brent*      Date: 6-16-15

Owner Signature: \_\_\_\_\_      Date: \_\_\_\_\_



No data available for the following modules: Land GA/RP, Sales. [Click here for help.](#)

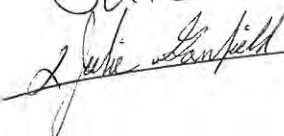
**DISCLAIMER:** Maps and documents made available to the public by Wright County are not legally recorded maps nor surveys and are not intended to be used as such. The maps and documents are created as part of a Geographic Information System (GIS) that compiles records, information, and data from various city, county, state and federal sources. The source data may contain errors. Additionally, maps and documents prepared by the GIS from multiple sources, even if derived from data that is error free, may not be reliable due to differences in the databases or computer programs of the source materials. Wright County has attempted to include more specific clarifications or advisories on the specific documents or maps however, none of the maps or documents should be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact Wright County. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and Wright County shall not be liable for any damages or claims that arise out of the user's access to, or use of the maps, documents and data provided.

Last Data Upload: 6/17/2015 10:50:12 AM

To whom it may concern:

In regards to the property at 10231 Beebe Lake RD NE and having horses in the barn and/or on the property we John & Julie Ganfield at property 10171 Beebe lake RD NE have no concerns with the issue at hand.

John Ganfield  


Julie Ganfield  


Cell  
952-649-9007

RECEIVED  
6/25/15

July 17, 2015



Hanover City Hall  
11250 – 5<sup>th</sup> St. NE.  
Hanover, MN 55341

RE: Notice of public hearing  
Applicant: David Libert  
10231 Beebe Lk.Rd.  
St. Michael, MN 55376

To the Planning Commission;

We received a notice regarding the above mentioned resident wanting animals on his property. My husband and I feel comfortable with any animals except pigs. We chose to live in the country and realize there will be aroma from various farmers but if given the choice, we do not wish to have the smell of pigs when in our own yard. If Mr. Libert is planning on any other animals, we are all for it.

Thank you for allowing us to voice our opinion,

Jodi and David Thomsen  
566 Kayla Lane  
Hanover, MN 55341  
(612)759-4330

**Agricultural use.** (Chapter 10 Definitions)

The use of land for the growing and/or production of field crops, livestock, and livestock products for the production of income including, but not limited to, the following:

(1) Field crops, including: barley, soy beans, corn, hay, oats, potatoes, rye, sorghum, and sunflowers.

(2) Livestock, including: dairy and beef cattle, goats, horses, sheep, hogs, poultry, game birds and other animals including dogs, ponies, deer, rabbits, and mink.

(3) Livestock products, including: milk, butter, cheese, eggs, meat, fur and honey.

**Animal Unit Equivalent.** (Chapter 10 Definitions)

For purposes of this Chapter "One Animal Unit Equivalent" is herein defined as one of the following: One horse, one cow, one pig, one sheep, one goat, twenty-five chickens, or other fowl, or twenty-five rabbits. Animal Unit Equivalents, not included in this definition may be determined by the City Council as needed.

**Keeping of "one animal unit equivalent"** (Residential Use Chart from 10.25 pg 10-49)

One per 3.5 productive acres, and one additional for every acre thereafter; waste material must be at least 75 feet from property line; not permitted in SD, FW, or FF overlay districts. (Permitted in RA District)

**Chapter 10.48 Accessory Buildings, Subsection A.13** (pg 10-140)

13. An accessory building constructed for the use of a shelter or stabling facility shall provide a minimum of one hundred (100) square feet of enclosure per "Animal Unit Equivalent" and shall be located a minimum of seventy-five (75) feet from any adjacent lot. This type of building shall be exempt from building permit fees and agricultural standards. Administrative review of the application and site plan are required.

**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 3<sup>rd</sup> day of August, 2015.

The following Council Members were present: Kauffman, Vajda, Hammerseng, Warpula, Zajicek.

The following Council Members were absent: None.

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

.....

**RESOLUTION NO 08-03-15-47**

**A RESOLUTION RECEIVING BIDS AND AWARDING A CONTRACT  
FOR THE HANOVER HISTORIC BRIDGE  
REHABILITATION PROJECT BRIDGE NO. 92366**

**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:

	<b>Contractor</b>	<b>Total Bid</b>
1	Redstone Construction Co., Inc	\$180,570.00
2	LS Black Constructors	\$241,921.00
3	Duininck, Inc.	\$311,898.40

**WHEREAS**, it appears that Redstone Construction Co., Inc. of Mora, MN is the lowest responsible bidder,

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Hanover that:

1. The Mayor and City Administrator are hereby authorized to enter into a contract with Redstone Construction Co., Inc. in the amount of \$180,570.00 in the name 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: Kauffman, Vajda, Hammerseng, Warpula, Zajicek

Opposed or abstained: None

Adopted by the city Council this 3<sup>rd</sup> day of August, 2015.

APPROVED BY:

---

Chris Kauffman, Mayor

ATTEST:

---

Brian Hagen, City Administrator



July 31, 2015

Honorable Mayor and City Council  
City of Hanover  
11250 5<sup>th</sup> Street NE  
Hanover, MN 55341

Re: Hanover Historic Bridge Rehabilitation Project Bridge No. 92366  
City of Hanover, MN  
WSB Project No. 2931-00

Dear Mayor and Council Members:

Bids were received for the above-referenced project on Thursday, July 30, 2015, and were opened and read aloud. Three bids were received. The bids were checked for mathematical accuracy and tabulated. Please find enclosed the bid tabulation indicating the low bid as submitted by Redstone Construction Co., Inc., Mora, Minnesota in the amount of \$180,570.00. The Engineer's Estimate was \$79,320.00.

We recommend that the City Council consider these bids and award a contract in the amount of \$180,570.00 to Redstone Construction Co., Inc. based on the results of the bids received.

Sincerely,

*WSB & Associates, Inc.*

A handwritten signature in black ink, appearing to read "Justin Messner", written over a horizontal line.

Justin Messner, PE  
Project Manager

Enclosures

kkp



**WSB  
Project Bid Abstract**

Project Name: **Hanover Historic Bridge 92366 Rehabilitation** Contract No.:  
 Client: **City of Hanover** Project No.: **02931-00**  
 Bid Opening: **07/30/2015 10:00 AM** Owner: **Hanover, MN**

Project: 02931-00 - Hanover Historic Bridge 92366 Rehabilitation				Engineers Estimate		Redstone Construction, LLC		LS Black Constructors, Inc.		Duininck Brothers, Inc.		
Line No.	Item	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	
<b>SCHEDULE A - BRIDGE REHABILITATION</b>												
1	2021.501	MOBILIZATION	LS	1	\$3,000.00	\$3,000.00	\$37,500.00	\$37,500.00	\$29,900.00	\$29,900.00	\$78,500.00	\$78,500.00
2	2401.618	PAINTED SURFACE FINISH (INPLACE)	S F	4520	\$4.00	\$18,080.00	\$2.00	\$9,040.00	\$22.43	\$101,383.60	\$16.75	\$75,710.00
3	2403.502	TREATED TIMBER	MBM	0.516	\$10,000.00	\$5,160.00	\$10,000.00	\$5,160.00	\$51,750.00	\$26,703.00	\$33,650.00	\$17,363.40
4	2403.622	INSTALL TIMBER BRIDGE DECK	S F	3700	\$6.00	\$22,200.00	\$16.00	\$59,200.00	\$8.05	\$29,785.00	\$18.90	\$69,930.00
5	2433.505	REMOVE TIMBER BRIDGE DECK	S F	3700	\$5.00	\$18,500.00	\$13.00	\$48,100.00	\$3.16	\$11,692.00	\$11.95	\$44,215.00
6	2433.602	GREASE EXP BEARING ASSEMBLIES	EACH	2	\$1,200.00	\$2,400.00	\$6,000.00	\$12,000.00	\$8,625.00	\$17,250.00	\$4,600.00	\$9,200.00
7	2541.618	TUCKPOINT HISTORIC STRUCTURE	S F	190	\$50.00	\$9,500.00	\$45.00	\$8,550.00	\$126.50	\$24,035.00	\$84.00	\$15,960.00
8	2564.531	SIGN PANELS TYPE C	S F	12	\$40.00	\$480.00	\$85.00	\$1,020.00	\$97.75	\$1,173.00	\$85.00	\$1,020.00
Total SCHEDULE A - BRIDGE REHABILITATION:						\$79,320.00		\$180,570.00		\$241,921.60		\$311,898.40
Total SCHEDULE A - BRIDGE REHABILITATION:						\$79,320.00		\$180,570.00		\$241,921.60		\$311,898.40
Totals for Project 02931-00						\$79,320.00		\$180,570.00		\$241,921.60		\$311,898.40
% of Estimate for Project 02931-00								127.65%		204.99%		293.22%

I hereby certify that this is an exact reproduction of bids received.

Certified By:  License No. 45857  
 Date: July 31, 2015

**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 3<sup>rd</sup> day of August, 2015.

The following Council Members were present: Kauffman, Vajda, Hammerseng, Warpula, Zajicek.

The following Council Members were absent: None.

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

.....

**RESOLUTION NO 08-03-15-48**

**A RESOLUTION APPROVING ASSIGNMENT AND ASSUMPTION OF EASEMENT  
RELATED TO THE CSAH 19 TRAIL  
(LAKE INDEPENDENCE REGIONAL TRAIL)**

**WHEREAS**, the City of Hanover entered into a cooperative agreement with Three Rivers Park District for the construction of the CSAH 19 Trail; and

**WHEREAS**, part of the agreement requires transfer of ownership of the trail to Three Rivers Park District upon completion; and

**WHEREAS**, another part of the agreement requires transfer of permanent easements related to the trail project; and

**WHEREAS**, with this agreement, Three Rivers Park District agreed to fund a portion of the construction costs; and

**WHEREAS**, Three Rivers Park District has requested the transfer of easement prior to approving reimbursement of construction costs.

**NOW, THEREFORE, BE IT RESOLVED**, the City Council of the City of Hanover, Minnesota hereby approves the transfer of easement to Three Rivers Park District in accordance to the cooperative agreement and the attached "Assignment and Assumption of Easement.

Council members voting in favor: Kauffman, Vajda, Hammerseng, Warpula, Zajicek

Opposed or abstained: None

Adopted by the city Council this 3<sup>rd</sup> day of August, 2015.

APPROVED BY:

---

Chris Kauffman, Mayor

ATTEST:

---

Brian Hagen, City Administrator

## **ASSIGNMENT AND ASSUMPTION OF EASEMENT**

THIS INSTRUMENT is made by the City of Hanover (“Assignor”) and Three Rivers Parks District (“Assignee”).

### Recitals

- A. Assignor holds a Trail Easement, filed of record in the office of the County Recorder of Hennepin County as Document Number A10070421.
- B. Assignor wishes to assign the above Easement to Assignee.

### Terms of Assignment

- 1. For good and valuable consideration, receipt of which is hereby acknowledged, Assignor assigns to Assignee all of its rights and interests to the Trail Easement described in Document Number A10070421, of record with the Recorder of Hennepin County.
- 2. Assignee accepts the assignment of the above Easement, and assumes all obligations, rights, title and interests in and to the Easement.
- 3. Assignee agrees to defend, indemnify and hold harmless Assignor from and against any claims, demands, actions, judgments, settlements, liens, injuries, losses, liability, costs, or expenses arising out of Assignee’s utilization of the above Easement.
- 4. This assignment shall run with the land and be binding upon Assignor and Assignee and their respective successors and assignees.





**Hennepin County Department of Environment and Energy**

701 Fourth Avenue South, Suite 700  
Minneapolis, Minnesota 55415-1842

612-348-3777 REDUCE.REUSE.RECYCLE  
612-348-8532 & 612-348-6510 Faxes  
612-348-6500 Facility **INFO** Line  
[www.hennepin.us/recycling](http://www.hennepin.us/recycling)

July 17, 2015

Mr. Brian Hagen  
CITY OF HANOVER  
11250 5th Street NE  
Hanover, MN 55341

Mr. Hagen:

This year the County has \$3.7m in SCORE funds available to award to cities for their recycling and organics programs. The Residential Recycling Funding Policy sets the terms and conditions for awarding those funds. On June 16, 2015 the County Board adopted a resolution to amend the Residential Recycling Funding Policy. The following changes were approved:

- Extend the contract period from December 31, 2015 to December 31, 2016
- Incorporate state requirements to expend additional SCORE funds on organics recycling

The legislature dedicated additional funds to SCORE last year. As a result, the County has \$813,764 more in SCORE funds in 2015 and will have approximately \$600,000 more in 2016. Per state statute, 50 percent of the additional funds must be spent on organics.

Enclosed are two originals of the Amendment to Agreement A120110 between Hennepin County and the CITY OF HANOVER. I have enclosed a copy of the revised Residential Recycling Funding Policy as Attachment A. Please have both originals signed by an authorized official. Mail the signed originals to me along with a resolution that confirms the City's approval of the amendment and confirms the signatory's delegation of authority. A sample resolution is enclosed as an example.

When I receive the signed originals and the authorizing resolution, I will forward them to county administration and the County Board for final signatures. One of the originals will be mailed to you.

Recycling funds will be distributed as they have in the past. I will send out an application for organics funds in August. The application will ask cities to report the number of households that are receiving organics service as of September 1, 2015. The application will also request a description of how funds will be used.

If you have any questions or comments, please contact me by email at [ben.knudson@hennepin.us](mailto:ben.knudson@hennepin.us) or by phone at 612-596-1176.

Sincerely,

Ben Knudson

Enclosures – 3

JUL 20 2015

An Equal Opportunity Employer

# Attachment A

## **Hennepin County Residential Recycling Funding Policy**

**January 1, 2012 – December 31, 2016**



**Public Works  
Environment and Energy Department**

## **I. Policy Description**

The Hennepin County Board of Commissioners determined that curbside collection of recyclables from Hennepin County residents is an effective strategy to reduce reliance on landfills, prevent pollution, reduce the toxicity of waste, conserve natural resources and energy, improve public health, support the economy, and reduce greenhouse gases. Therefore, the county adopted the goals established by the Minnesota Pollution Control Agency (MPCA) in its Metropolitan Solid Waste Management Policy Plan and developed a Residential Recycling Funding Policy to help reach a 75% recycling rate by 2030.

The county will distribute all Select Committee on Recycling and the Environment (SCORE) funds received from the state to cities for curbside collection of residential recyclables, including organics. If cities form a joint powers organization responsible for managing a comprehensive recycling and waste education system for the residents of those cities, the county will distribute a recycling grant to that organization. Cities are expected to fulfill the conditions of the policy.

### **Length of Residential Recycling Funding Policy**

Hennepin County is committed to implement this policy and continue distributing all SCORE funds received from the state for the purpose of funding curbside residential recycling programs from January 1, 2012 through December 31, 2016. The county may revise this policy if it determines changes are needed to assure compliance with state law and MPCA goals established for metropolitan counties. In the event that SCORE funds are eliminated from the state budget or significantly reduced, the county will consult with cities to develop a subsequent recommendation for the county board that will continue this policy and fund curbside recycling programs.

### **Fund Distribution**

The county will distribute to the cities one hundred percent (100%) of SCORE funds that the county receives from the state. SCORE funds are based on revenue collected by the State of Minnesota from the solid waste management (SWM) tax on garbage services. SCORE funds are subject to change based on actual SWM revenue and the funds allocated by the State Legislature. Funds distributed to cities for the current calendar year will be based on SCORE funds received by the county in the state's corresponding fiscal year.

In 2014 the State Legislature allocated additional funds to SCORE in 2015 and 2016. Beginning in fiscal year 2015 and continuing thereafter, of any money distributed that exceeds the amount the county received in fiscal year 2014, 50 percent must be expended on organics recycling.

## II. Recycling

### Allocation of Funds

The following formula will be utilized to determine each city's recycling SCORE grant each year.

$$\frac{\text{\# of households with curbside recycling in city}}{\text{Total \# of households with curbside recycling in county}} \times \text{Total SCORE funds available for recycling} = \text{Recycling grant amount available to the city}$$

Eligible households are defined as single family through eight-plex residential buildings or other residential buildings where each housing unit sets out refuse and recycling containers for curbside collection. The cities will determine the number of eligible households by counting the number of households with curbside recycling service on January 1 of each funding year. The number will be reported in the application for funding.

The total SCORE grant available for recycling will equal the 2014 base year amount plus 50 percent of additional SCORE funds. If the total SCORE funds are less than the 2014 base year, 100 percent of those funds will be available for recycling.

The grant can be used for recycling program expenses including capital and operating costs. Expenses associated with residential collection of organics are eligible recycling program expenses. However, yard waste expenses are ineligible. If organics and yard waste are commingled, the organics expenses must be tracked separately.

### Responsibilities of Cites

#### A. Grant Agreement

Each city seeking funding under the terms of the Residential Recycling Funding Policy must enter into a Residential Recycling Grant Agreement with the county for a term concurrent with the expiration of this policy, December 31, 2016. The grant agreement must be accompanied by a resolution authorizing the city to enter into such an agreement.

#### B. Application for Funding

Each city must complete an annual application by February 15 to receive funding for that year. The application consists of the Re-TRAC web-based report and a planning document submitted to the county describing the programs or activities the applicant will implement to increase recycling and make progress toward recycling goals.

#### C. Minimum Program Performance Requirements

1. Collection of Recyclables. Cities that contract for curbside recycling services will require a breakout of the following expenses when renewing or soliciting bids for new recycling services:

- a) containers – if provided by the hauler
- b) collection service
- c) processing cost per ton
- d) revenue sharing

2. Materials to be Collected. At a minimum, the following materials must be collected curbside:

- a) Newspaper and inserts;
- b) Cardboard boxes;
- c) Glass food and beverage containers;
- d) Metal food and beverage cans;
- e) All plastic containers and lids, #1 – Polyethylene Terephthalate (PET, PETE), #2 High Density Polyethylene (HDPE), #3 – Vinyl Polyvinyl Chloride (PVC), #4 – Low Density Polyethylene (LDPE) and #5 – Polypropylene (PP) plastic bottles, except those that previously contained hazardous materials or motor oil;
- f) Magazines and catalogs;
- g) Cereal, cracker, pasta, cake mix, shoe, gift, and electronics boxes;
- h) Boxes from toothpaste, medications and other toiletries;
- i) Aseptic and gable-topped containers; and
- j) Mail, office and school papers.

The county may add materials to this list and require cities to begin collection within one year of receiving notification from the county. Cities will notify the county if materials not found on this list will be collected.

3. Collection Methods. Cities must use one of the following systems to collect materials at the curb:

- a) single sort system - all materials combined in one container; or
- b) dual sort system - glass, metal and plastic together with paper separate

If one of these two systems is not in place, the city must submit a plan with its application for converting to a single or dual sort system by December 31, 2016. If the municipality is unable to meet this deadline, an alternative implementation schedule must be negotiated with the county.

4. Education and Outreach.

- a) County Responsibilities

- 1) Coordinate meetings of the communications committee, which will be composed of county, cities, and other stakeholders.
- 2) Produce education material templates and print the template materials for cities. Materials will also be available online to download.
- 3) Provide a minimum of eight promotional resources that will include a newsletter article, a web story, social media posts, and printed promotional materials for municipalities on a variety of waste reduction, reuse, recycling, and proper disposal messages.
- 4) Develop an annual priority message campaign. The campaign will be one main message to promote throughout the year; for example “recycle magazines.” The message and the materials will be developed with the communications committee. The county will provide templates and be responsible for primary distribution of the campaign through direct mail, advertising, or public relations. The cities will be required to support the campaign through their communication channels.

b) City Requirements

- 1) Use county terminology when describing recycling guidelines (i.e. description of materials accepted and not accepted, preparation guidelines, etc.).
- 2) Use images provided by the county or the Solid Waste Management Coordinating Board, if using images of recyclables.
- 3) Use the county’s terminology, preparation guidelines and images on the city’s website.
- 4) Mail a recycling guide once a year to residents using a template developed by the communications committee and produced and printed by the county at the county’s expense. If a municipality does not want to use the template produced by the county, the municipality may develop its own guide at the municipality’s expense, with prior approval by the county. If the city relies on its hauler to provide the recycling guide, this guide would also require approval by the county.
- 5) Complete two additional education activities from a menu of options developed by the communications committee to support the priority message campaign.

Any print material that communicates residential recycling guidelines that were not provided by the county template will require county approval. This does not apply to waste reduction and reuse, articles on recycling that do not include guidelines, and social media posts. The county will respond within five business days to any communication piece submitted.

5. Use of Funds.

- a) The city must use all grant funds for waste reduction and recycling capital and operating expenses in the year granted. Cities will not be reimbursed any funds in excess of actual expenses.
- b) The city may not charge its residents through property tax, utility fees or any other method for that portion of the costs of its recycling program funded by county grant funds.
- c) The city must establish a separate accounting mechanism, such as a project number, activity number, or fund that will separate recycling revenues and expenditures from other municipal activities, including solid waste and yard waste activities.
- d) Recycling and waste reduction activities, revenues, and expenditures are subject to audit.
- e) Cities that do not contract for curbside recycling services will receive grant funds provided that at least ninety percent (90%) of the grant funds are credited back to residents and the city meets all minimum program requirements. The additional ten percent (10%) may be used for administrative and promotional expenses.

6. Reporting Requirements.

- a) Each city must submit an annual recycling report to the county electronically using the Re-TRAC web-based reporting system by February 15 of each year. If a city is unable to access Re-TRAC, the county must be contacted by February 1 to make arrangements for alternative filing of the report.
- b) Each city must calculate its participation rate in the curbside recycling program during the month of October. The participation rate will be reported in Re-TRAC. The methodology for measuring participation must be provided to the county upon request.
- c) Each city must submit an annual planning document to the county describing the programs or activities the applicant will implement to increase recycling and make progress toward county goals.

7. Recycling Performance. On an annual basis, each city must demonstrate a reasonable effort to maintain and increase the average amount of recyclables collected from its residential recycling program to at least 725 pounds per household or a minimum recovery rate of 80%, by December 31, 2015. The goal remains the same for December 31, 2016. An alternative performance option for cities with organized waste collection is to validate at least a 35% recycling rate. To ensure the accuracy of data for these metrics, cities will be required, upon request, to provide documentation on the methodology used to calculate performance. To the extent practicable, the results should rely on actual data rather than estimates.

Failure by a city to demonstrate measureable progress toward goals will result in the city being required to submit a recycling improvement plan within 90 days of being notified by the county. The recycling improvement plan must be negotiated with the county and specify the efforts that will be undertaken to yield the results necessary to achieve the goals. The plan shall focus on the following areas: type of container, sort method, materials collected,

frequency of collection, education and outreach, performance measurement, and incentives. Funding will be withheld until the city's recycling improvement plan is approved by the county.

In cooperation with the county, the city may be required to participate in waste and recycling sorts to identify recovery levels of various recyclables in their communities. Based on the results of the study, the county and city will collaborate to increase the recovery of select recyclable materials being discarded in significant quantities.

#### **D. Partnership**

The partnership between the county and cities has been highly effective in educating and motivating behavior of residents resulting in significant amounts of waste being reduced and recycled. In order to continue this partnership and increase these efforts, program activities of cities must be coordinated with county and regional efforts. Cities are responsible for cooperating with the county in an effort to reach the county's goals for recycling and organics recovery. Quarterly recycling coordinator meetings are an opportunity to share resources and facilitate the coordination of efforts.

### **Responsibilities of Hennepin County**

#### **A. Application Form**

The county will provide an application form by December that each city will use to report on its recycling program and request grant funding for the next year.

#### **B. Payments**

The county will make grant payments to each city in two equal payments. One payment will be made after the county receives the application, which will consist of the Re-TRAC report and the planning document. A second payment will be made after the report has been approved, measurable progress toward the goals has been confirmed, and, if necessary, a recycling improvement plan has been approved by the county. If the city meets the county requirements, both payments will be made during the same calendar year.

### III. Organics Recycling

#### Allocation of Funds

The following formula will be used to determine a city's organics grant each year.

$$\frac{\text{Number of households with curbside organics in city}}{\text{Total number of households with curbside organics in county}} \times \text{Total SCORE funds available for organics} = \text{Organics grant amount available to the city}$$

The total SCORE funds available for organics recycling will equal 50 percent of the additional SCORE revenue allocated by the State Legislature. If the total SCORE funding is less than the 2014 base year, no funds will be available for organics recycling.

#### Application for Funds

To apply for funds, a city must submit the number of eligible households that signed up for organics to the county by September 1 of each funding year.

#### Use of Funds

The grant funds may be used for organics program expenses, including the following:

- Contract cost of service (to the city or its residents)
- Discount to new customers
- Carts
- Compostable bags
- Kitchen containers
- Education and outreach

Program administration is an ineligible expense. Yard waste expenses are ineligible expenses. If organics and yard waste are collected together, the organics expenses must be tracked separately. If the city passes funds through to a hauler, 100% of those funds must be credited to households' bills.

In addition, the following requirements apply:

- All grant funds must be used during the term of the agreement. Funds not spent must be returned to the county.
- Funds must be expended on eligible activities per Minnesota State Statute 115A.557.
- A city may not charge its residents through property tax, utility fees or any other method for that portion of the costs of its organics program funded by county grant funds.
- Cities must be able to account for organics expenditures separately upon request by the county. Expenditures are subject to audit.

## **Education and Outreach**

The partnership between the county and cities has been highly effective in educating and motivating the behavior of residents, resulting in significant amounts of waste being reduced and recycled. In order to continue this partnership with organics recycling, the county encourages cities to coordinate program activities with county and regional efforts.

The county will work with cities to provide assistance with the following:

- Standard terminology and images
- Organics recycling guide (yes-no list)
- Promotional resources to increase participation

## **Reporting**

A report on the city's organics program must be submitted electronically to the county by February 15 following each funding year. The report must include, but is not limited to, the following:

Basic Program Information:

- Hauler
- Collection method
- Where organics are delivered to and processed at
- Is service opt-in or opt-out
- Cost of service to residents and contract cost to the city
- How the service is billed
- Items included in service: curbside collection, cart, compostable bags, etc.

Results

- Tons
- Number of households signed up
- Average pounds per household per year
- Participation (set-out rate on pickup day)
- How funds were used

**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 3<sup>rd</sup> day of August, 2015.

The following Council Members were present: Kauffman, Vajda, Hammerseng, Warpula, Zajicek.

The following Council Members were absent: None.

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

.....

**RESOLUTION NO 08-03-15-49**

**A RESOLUTION APPROVING AMENDMENT TO RESIDENTIAL RECYCLING GRANT  
WITH HENNEPIN COUNTY**

**WHEREAS**, pursuant to Minnesota Statutes, Chapter 115A.552, Counties shall ensure that residents have an opportunity to recycle; and

**WHEREAS**, Hennepin County Ordinance 13 requires that each city implement and maintain a recycling program; and

**WHEREAS**, the Hennepin County Board adopted a resolution to amend the Hennepin County Residential Recycling Funding Policy to incorporate requirements to expend additional SCORE funds on organics recycling, and extend the contract period of the Residential Recycling Funding Policy from December 31, 2015 to December 31, 2016; and

**WHEREAS**, in order to receive grant funds, the City must sign the agreement; and

**WHEREAS**, the City wishes to receive these grant funds each year.

**NOW, THEREFORE, BE IT RESOLVED**, the City Council of the City of Hanover, Minnesota hereby accepts the agreement as attached.

**BE IT FURTHER RESOLVED**, that the City Council authorizes the Mayor and City Administrator to execute such Residential Recycling Grant Agreement with the County.

Council members voting in favor: Kauffman, Vajda, Hammerseng, Warpula, Zajicek

Opposed or abstained: None

Adopted by the city Council this 3<sup>rd</sup> day of August, 2015.

APPROVED BY:

---

Chris Kauffman, Mayor

ATTEST:

---

Brian Hagen, City Administrator

## AMENDMENT NO. 1 TO AGREEMENT A120110

This Agreement is between the COUNTY OF HENNEPIN, STATE OF MINNESOTA, A-2300 Government Center, Minneapolis, Minnesota 55487 (“COUNTY”), on behalf of the Hennepin County Environment and Energy Department, 701 Fourth Avenue South, Minneapolis, Minnesota 55415-1600 (“DEPARTMENT”) and the CITY OF HANOVER, 11250 5th Street NE, Hanover, Minnesota 55341 (“CITY”).

WHEREAS, the COUNTY and the CITY entered into a four-year Residential Recycling Grant Agreement, Contract No. A120110 (“Agreement”), for a residential recycling grant commencing on January 1, 2012; and

WHEREAS, the County Board, by Resolution No. 15-0216 adopted on June 16, 2015, amended the Hennepin County Residential Recycling Funding Policy to incorporate requirements to expend additional SCORE funds on organics recycling, extended the period from December 31, 2015 to December 31, 2016, and authorized grant funding for municipal recycling programs consistent with said policy; and

WHEREAS, the parties desire to amend the Agreement to extend the term and incorporate other changes;

NOW, THEREFORE, the parties agree that Agreement A120110 is amended as follows:

1. Paragraph a. of Section 1, TERM AND COST OF THE AGREEMENT, shall be amended to read as follows:

This Agreement shall commence upon execution and terminate on December 31, 2016.

2. Section 2, SERVICES TO BE PROVIDED, shall be amended to read as follows:

The CITY shall operate its recycling program in accordance with the requirements described in the County’s Residential Recycling Funding Policy (“Policy”), attached as Attachment A and incorporated by this reference, and fulfill the responsibilities of the Policy.

3. Section 3, METHOD OF PAYMENT, shall be amended to read as follows:

The COUNTY will distribute SCORE funds as described in the Policy. The CITY shall follow the requirements for use of funds described in the Policy.

Except as amended, the terms, conditions and provisions of this Agreement shall remain in full force and effect.

**COUNTY BOARD AUTHORIZATION**

Reviewed by the County Attorney's Office

COUNTY OF HENNEPIN  
STATE OF MINNESOTA

\_\_\_\_\_  
Assistant County Attorney

By: \_\_\_\_\_  
Chair of Its County Board

Date: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Deputy/Clerk of County Board

Date: \_\_\_\_\_

By: \_\_\_\_\_  
David Hough, County Administrator

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Assistant County Administrator, Public Works

Date: \_\_\_\_\_

**Recommended for Approval**

By: \_\_\_\_\_  
Director, Environment and Energy Department

Date: \_\_\_\_\_

MUNICIPALITY  
CITY warrants that the person who executed this Agreement is authorized to do so on behalf of CITY as required by applicable articles, bylaws, resolutions or ordinances.\*

Printed Name: \_\_\_\_\_

Signed: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

\*CONTRACTOR shall submit applicable documentation (articles, bylaws, resolutions or ordinances) that confirms the signatory's delegation of authority. This documentation shall be submitted at the time CONTRACTOR returns the Agreement to the COUNTY. Documentation is not required for a sole proprietorship.

**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 3<sup>rd</sup> day of August, 2015.

The following Council Members were present: Kauffman, Vajda, Hammerseng, Warpula, Zajicek.

The following Council Members were absent: None.

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

.....

**RESOLUTION NO 08-03-15-50**

**A RESOLUTION APPROVING 2016-2017 WRIGHT COUNTY SHERIFF CONTRACT**

**WHEREAS**, the City of Hanover contracts for services with Wright County Sheriff's Department to provide public safety services in the City of Hanover; and

**WHEREAS**, the contract is on a two-year renewal cycle; and

**WHEREAS**, the Wright County Sheriff's Office has submitted a new draft contract for the 2016-2017 calendar years, per the attached.

**NOW THEREFORE, BE IT RESOLVED** that the City Council of the City of Hanover, Minnesota, hereby approves the Wright County Sheriff's Contract Renewal for the 2016-2017 calendar years in accordance with the draft agreement attached.

**BE IT FURTHER RESOLVED** that the City Council hereby authorizes the Mayor and City Administrator to take such action as is necessary to execute the contract on behalf of the City of Hanover.

Council members voting in favor: Kauffman, Vajda, Hammerseng, Warpula, Zajicek

Opposed or abstained: None

Adopted by the city Council this 3<sup>rd</sup> day of August, 2015.

APPROVED BY:

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

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator

LAW ENFORCEMENT CONTRACT

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2015, by and between the COUNTY OF WRIGHT and the WRIGHT COUNTY SHERIFF, hereinafter referred to as "County" and the CITY OF HANOVER hereinafter referred to as the "Municipality";

WITNESSETH:

WHEREAS, the Municipality is desirous of entering into a contract with the County for the performance of the hereinafter described law enforcement protection within the corporate limits of said municipality through the County Sheriff; and

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

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

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

1. That the County by way of the Sheriff agrees to provide police protection within the corporate limits of the Municipality to the extent and in the manner as hereinafter set forth:
  - a. Except as otherwise hereinafter specifically set forth, such services shall encompass only duties and functions of the type coming within the jurisdiction of the Wright County Sheriff pursuant to Minnesota Laws and Statutes.
  - b. Except as otherwise hereinafter provided for, the standard level of service provided shall be the same basic level of service which is provided for the unincorporated areas of the County of Wright, State of Minnesota.
  - c. The rendition of services, the standard of performance, the discipline of the officers, and other matters incident to the performance of such services and control of personnel so employed shall remain in and under the control of the Sheriff.

- d. Services purchased pursuant to this contract shall include the enforcement of Minnesota State Statutes, including but not limited to the Traffic Code and the Criminal Code, as well as all local ordinances enacted in conformance therewith. Statutes and ordinances which prescribe enforcement by a different authority; i.e., the State Electrical Code, the Uniform Building Code, etc., shall be excluded from this agreement. Ordinances pertaining exclusively to purely local city management matters; i.e., sewer and water collection, etc., shall be excluded from this agreement. The Municipality shall be responsible for enforcement of the Municipal Zoning Code, except that the Sheriff will enforce nuisance ordinances conforming to State law; i.e., junk cars, etc. and traffic ordinances; i.e., parking and erratic driving.

2. That it is agreed that the Sheriff shall have full cooperation and assistance from the Municipality, its officers, agents and employees so as to facilitate the performance of this agreement. In order to facilitate a local presence of Sheriff's Deputies, the Municipality shall, if requested by the Sheriff, provide a local telephone line and space for a computer workstation in the respective City Hall or other suitable city owned building at no cost to the County. The Municipality shall allow a sign indicating the location of its Sheriff's substation with appropriate telephone numbers to be displayed on the exterior of the building.

3. That the County shall furnish and supply all necessary labor, supervision, equipment, communication facilities for dispatching, cost of jail detention, and all supplies necessary to maintain the level of service to be rendered herein.

4. The Municipality shall not be liable for the direct payment of any salaries, wages, or other compensation to any personnel performing services herein for said County.

5. The Municipality shall not be liable for compensation or indemnity to any of the Sheriff's employees for injuries or sickness arising out of its employment, and the County hereby agrees to hold harmless the Municipality against any such claims.

6. The County, Sheriff, his officers, and employees shall not be deemed to assume any liability for intentional or negligent acts of said Municipality or any officer, agent, or employee thereof.

7. This agreement shall be effective from January 1, 2016 to December 31, 2017.

8. The Municipality agrees to pay to the County the sum of \$67.00 per hour for law enforcement protection during the calendar year 2016 and \$69.50 per hour during the calendar year 2017. If salaries of Deputy Sheriffs are increased at any time during the term of this contract, the hourly rate of this contract shall not be increased.

9. This contract shall be extended automatically for successive one year periods at a rate to be established by the County, unless the County or Municipality shall notify the other of termination, in writing, prior to August 15 of each year.

10. The number of hours of service to be provided pursuant to this contract are as follows: 1,460 hours annually and shall provide 24-hour call and general service. An additional 4 hours will be provided in 2016 because it is a Leap Year. The Municipality shall notify the County in writing prior to August 15 regarding any change in the number of hours for the subsequent year.

11. The County shall provide for all costs and prosecution efforts with respect to violations charged by the Sheriff in the performance of this agreement. All fines arising from such prosecutions shall accrue to the County. Violations of municipal ordinances excluded from enforcement by this agreement shall be prosecuted by the Municipality at its expense. All fines arising from city prosecutions shall accrue to the Municipality unless otherwise provided by law.

12. Pursuant to law, the County Auditor/Treasurer shall remit to the Municipality its share of all fines collected. The Municipality shall return to the County within 30 days all fine money attributable to prosecutions initiated by the Sheriff in accord with Paragraph 11 of this contract. The Municipality shall keep and retain any fine money submitted by the Auditor/Treasurer attributable to prosecutions initiated by the Municipality.

13. For the purpose of maintaining cooperation, local control and general information on existing complaints and problems in said Municipality, one member of the Municipal Council, the Mayor or other person or persons shall be appointed by said Council to act as police commissioner(s) for said Municipality and shall

make periodic contacts with and attend meetings with the Sheriff or his office in relation to the contract herein.

14. The County shall save, hold harmless and defend the City from any and all claims arising from the acts or omissions, including intentional acts and negligence, committed by employees or agents of the County or Sheriff while in the performance of duties in furtherance of this contract.

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

CITY OF HANOVER

Dated: \_\_\_\_\_  
\_\_\_\_\_ Mayor

ATTEST: \_\_\_\_\_  
Clerk

WRIGHT COUNTY

Dated: \_\_\_\_\_  
\_\_\_\_\_ Michael Potter, Wright County Board Chair

ATTEST: \_\_\_\_\_  
Lee Kelly  
County Coordinator

Dated: \_\_\_\_\_  
\_\_\_\_\_ Joe Hagerty  
Wright County Sheriff

Approved as to form and execution:  
\_\_\_\_\_  
Tom Kelly, Wright County Attorney

**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 3<sup>rd</sup> day of August, 2015.

The following Council Members were present: Kauffman, Vajda, Hammerseng, Warpula, Zajcek.

The following Council Members were absent: None.

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

.....

**RESOLUTION NO 08-03-15-51**

**A RESOLUTION REQUESTING ACQUISITION OF TAX FORFIETED PROPERTY  
FROM THE STATE OF MINNESOTA**

**WHEREAS**, the City of Hanover received notice from Wright County that Parcel Numbers 108-039-000010 located in Crow River Heights East Second Addition, 108-042-000030, located in Crow River Heights West First Addition, and 108-500-344400 which acts as Jandel Ave NE have been forfeited to the State of Minnesota for non-payment of property taxes; and

**WHEREAS**, the City of Hanover currently utilizes parcel numbers 108-039-000010 and 108-500-344400 for public use; and

**WHEREAS**, the City of Hanover required parcel number 108-042-000030 to be established for a future trail location; and

**WHEREAS**, the City Hanover will continue to use these parcels for public use.

**NOW THEREFORE, BE IT RESOLVED** that the City Council of the City of Hanover, Minnesota, hereby authorizes the Mayor and City Administrator, on behalf of the City, to pursue acquisition of the three parcel referenced above, pursuant to Minnesota Statute Section 282.01, sub. 1a(f).

**BE IT FURTHER RESOLVED** that the City Council hereby authorizes City Administrator to pay all fees associated with the acquisition and conveyance of the above reference parcel.

Council members voting in favor: Kauffman, Vajda, Hammerseng, Warpula, Zajicek

Opposed or abstained: None

Adopted by the city Council this 3<sup>rd</sup> day of August, 2015.

APPROVED BY:

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Chris Kauffman, Mayor

ATTEST:

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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 3<sup>rd</sup> day of August, 2015.

The following Council Members were present: Kauffman, Vajda, Hammerseng, Warpula, Zajicek.

The following Council Members were absent: None.

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

.....

**RESOLUTION NO 08-03-15-52**

**A RESOLUTION APPROVING THE RELEASE OF TAX FORFIETED PROPERTY  
FROM THE STATE OF MINNESOTA**

**WHEREAS**, the City of Hanover received notice from Wright County that Parcel Number 108-045-000010 located in Esterly Oaks 2<sup>nd</sup> Addition has been forfeited to the State of Minnesota for non-payment of property taxes; and

**WHEREAS**, the City of Hanover recognizes the parcel as an Outlot; and

**WHEREAS**, the City of Hanover does not find the parcel beneficial for public use.

**NOW THEREFORE, BE IT RESOLVED** that the City Council of the City of Hanover, Minnesota, hereby approves the release, for sale to private party, of the above reference parcel.

Council members voting in favor: Kauffman, Vajda, Hammerseng, Warpula, Zajicek

Opposed or abstained: None

Adopted by the city Council this 3<sup>rd</sup> day of August, 2015.

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 3<sup>rd</sup> day of August, 2015.

The following Council Members were present: Kauffman, Vajda, Hammerseng, Warpula, Zajicek.

The following Council Members were absent: None.

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

.....

**RESOLUTION NO 08-03-15-53**

**A RESOLUTION APPROVING 2014 GENERAL FUND SURPLUS TRANSFER TO CAPITAL**

**WHEREAS**, the City has completed the 2014 audit; and

**WHEREAS**, there was a surplus in the 2014 expenditure to revenue budget; and

**WHEREAS**, the City maintains capital project funds for the purpose of funding future projects; and

**WHEREAS**, staff recommends the transfer of 2014 surplus funds from general fund to capital project funds.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Hanover, Minnesota, hereby approves the following transfer of \$207,300.00 funds from the City's General Fund to the following Capital Project Funds:

Transfer to Fund 403 – Fire Department Capital	\$ 28,300.00
Transfer to Fund 418 – Street Capital	\$ 179,000.00

Council members voting in favor: Kauffman, Vajda, Hammerseng, Warpula, Zajicek

Opposed or abstained: None

Adopted by the city Council this 3<sup>rd</sup> day of August, 2015.

APPROVED BY:

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

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator

## Cash and Investments

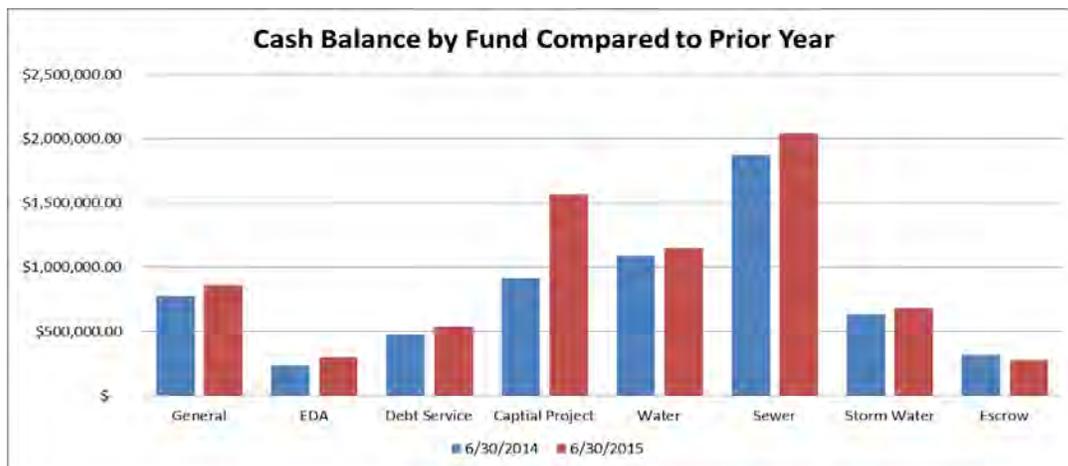
The City's cash and investment balances are as follows:

	<u>6/30/2015</u>	<u>6/30/2014</u>	<u>Increase/(Decrease)</u>
Checking	1,387,678	1,485,328	(97,650)
Investments (at market value)	<u>6,022,307</u>	<u>4,825,460</u>	<u>1,196,848</u>
Total cash and Investments	<u><u>7,409,986</u></u>	<u><u>6,310,788</u></u>	<u><u>1,099,197</u></u>

<u>Investment Type</u>	<u>6/30/2015</u>	<u>6/30/2014</u>	<u>Increase/(Decrease)</u>
Checking	1,387,678	1,485,328	(97,650)
Money Market	667,379	112,398	554,981
Negotiable CDs	3,985,417	3,714,603	270,813
Municipal bond	557,047	998,459	(441,411)
Government agency securities	<u>812,465</u>	<u>812,465</u>	<u>812,465</u>
Total Investments	<u><u>7,409,986</u></u>	<u><u>6,310,788</u></u>	<u><u>1,099,198</u></u>

	<u>Annual Budget</u>	<u>Actual Thru 6/30/2015</u>	<u>Variance - Favorable (Unfavorable)</u>	<u>Percent Received or Expended Based on Budget thru 6/30/2015</u>
<b>Revenues</b>				
Taxes	1,101,352	444,013	(657,339)	40.32
Licenses and permits	82,350	73,968	(8,382)	89.82
Local government aid	105,859	-	(105,859)	-
Intergovernmental	36,439	4,131	(32,308)	11.34
Fines and forfeitures	1,500	1,723	223	114.85
Interest earnings	8,000	7,532	(468)	94.15
Charges for service	118,344	44,728	(73,616)	37.79
Contributions & Donations	-	4,345	4,345	-
Miscellaneous revenue	13,000	6,400	(6,600)	49.23
<b>Total Revenues</b>	<b>1,466,844</b>	<b>586,840</b>	<b>(880,004)</b>	<b>40.01</b>
<b>Expenditures</b>				
City Council & Commissions	31,749	8,724	(23,025)	27.48
Administration	215,622	105,857	(109,765)	49.09
Elections	1,250	-	(1,250)	-
Accounting & Auditing	60,500	73,442	12,942	121.39
Legal	27,295	4,336	(22,959)	15.89
Planning & Zoning	17,000	5,296	(11,704)	31.15
City Hall	52,400	12,617	(39,783)	24.08
Engineering	25,000	4,366	(20,634)	17.46
Insurance	37,500	38,892	1,392	103.71
Public safety	345,179	125,784	(219,395)	36.44
Cemetery	150	-	(150)	-
Public works	250,728	181,144	(69,584)	72.25
Recycling	29,000	17,370	(11,630)	59.90
Culture and recreation	39,450	17,042	(22,408)	43.20
Miscellaneous	5,000	3,100	(1,900)	62.00
Capital outlay	20,000	6,796	(13,204)	33.98
Operating transfers out	299,000	-	(299,000)	-
<b>Total Expenditures</b>	<b>1,456,823</b>	<b>604,766</b>	<b>(852,057)</b>	<b>41.51</b>
<b>Excess (Deficiency) of Revenues over (Under) Expenditures</b>	<b>10,021</b>	<b>(17,925)</b>	<b>(27,946)</b>	

Fund	Balance 6/30/14	Balance 03/31/15	Balance 6/30/15	YTD Change from 3/31/15	Change from 6/30/15
100 GENERAL FUND	747,455	652,259	834,165	181,906	86,710
107 FIRE DEPT DONATIONS FUND	27,634	31,529	29,361	(2,168)	1,728
201 EDA SPECIAL REVENUE FUND	86,478	79,173	95,620	16,447	9,142
205 EDA BUSINESS INCENTIVE FUND	150,875	196,965	204,908	7,943	54,033
311 2008A GO CIP REFUNDING BOND	47,380	37,605	57,624	20,019	10,244
312 2009A GO IMP REFUNDING BOND	28,775	19,016	31,384	12,367	2,609
313 2010 GO EQUIPMENT CERTIFICATES	(4,597)	(20,234)	4,415	24,649	9,011
314 2011A GO IMP CROSSOVER REF BD	405,553	357,588	446,726	89,138	41,173
401 GENERAL CAPITAL PROJECTS	39,888	854,936	592,913	(262,022)	553,026
402 PARKS CAPITAL PROJECTS	246,170	239,919	234,270	(5,649)	(11,900)
403 FIRE DEPT CAPITAL FUND	119,695	111,116	111,453	337	(8,241)
404 HISTORICAL CAPITAL PROJ FUND	85,788	96,408	75,679	(20,728)	(10,109)
407 TIF REDEV DIST #1	6,563	4,807	8,621	3,814	2,058
408 8TH ST CAPITAL PROJ FUND	-	-	-	-	-
411 CITY HALL CAPITAL PROJ FUND	30,027	60,329	55,502	(4,827)	25,474
412 CROW RIVER CROSSING PROJ FD	-	-	-	-	-
416 RIVER RD RECON FUND	-	-	-	-	-
417 EQUIPMENT CAPITAL FUND	53,490	52,582	52,742	160	(748)
418 STREET CAPITAL PROJ FUND	330,872	433,616	434,933	1,317	104,060
601 WATER ENTERPRISE FUND	689,218	712,408	741,760	29,352	52,542
602 SEWER ENTERPRISE FUND	235,507	265,621	334,934	69,313	99,427
603 STORM WATER ENTERPRISE FUND	84,016	109,591	132,910	23,319	48,894
611 WATER CAPITAL IMP FUND	397,266	402,621	403,844	1,223	6,578
612 SEWER CAPITAL IMP FUND	1,638,910	1,678,707	1,704,150	25,443	65,240
613 STORM WATER CAPITAL IMP FUND	547,277	546,110	547,768	1,659	491
804 SCHENDELS FIELD ESC FUND	144,278	145,267	145,708	441	1,430
809 BRIDGES AT HANOVER ESC FUND	(13,491)	(13,477)	(13,477)	-	15
811 EROSION CONTROL ESCROW FUND	51,500	34,000	38,500	4,500	(13,000)
815 LANDSCAPE ESCROW FUND	75,500	45,500	53,000	7,500	(22,500)
817 INFRASTRUCTURE ESCROW FUND	34,185	16,500	26,000	9,500	(8,185)
818 MISC ESCROWS FUND	9,591	6,073	9,270	3,196	(321)
820 BRIDGES TOWNHOMES ESC FUND	3,504	3,528	3,538	11	35
821 QUAIL PASS 2ND ADD ESCROW FD	11,683	11,763	11,765	2	82
<b>Total</b>	<b>\$ 6,310,988</b>	<b>\$ 7,171,826</b>	<b>\$ 7,409,986</b>	<b>\$ 238,160</b>	<b>\$ 1,098,997</b>



Institution	Identification	Description	Type	Deposits	Expenditures	Transfers	Interest	Cost	Market Value	Unrealized gain / loss	Days to maturity
								6/30/2015	6/30/2015		
Petty Cash	n/a	Cash	Cash	\$ -	\$ -	\$ -	-	200.00	\$ 200.00	-	-
Bank West	C000137	Checking	Cash	1,062,597.79	(686,472.17)	300,000.00	58.57	1,150,959.19	1,150,959.19	-	-
Bank West	0946	Money Market	Money Market	-	-	(300,000.00)	40.24	316,380.23	316,380.23	-	-
Bank West	18919	Non-brokered CD	Non-brokered CD	-	-	-	129.04	34,591.76	34,591.76	-	-
Bank West	19047	Non-brokered CD	Non-brokered CD	-	-	-	388.70	130,214.44	130,214.44	-	-
Bank West	19046	Non-brokered CD	Non-brokered CD	-	-	-	465.70	133,774.80	133,774.80	-	-
Bank West	19022	Non-brokered CD	Non-brokered CD	-	-	-	178.91	72,289.72	72,289.72	-	-
Central Bank	31906636	Savings	Cash	-	-	-	39.84	242,409.71	242,409.71	-	-
Financial Security Ba	222976	Money Market	Money Market	-	-	-	29.12	101,246.17	101,246.17	-	-
FNB of Elk River	C1238210	Non-brokered CD	Non-brokered CD	-	-	-	-	257,888.29	257,888.29	-	-
UBS	RP 43638 SH	UBS SELECT PRIME INST FUND	Money Market	-	-	11,659.26	12.44	249,752.15	249,752.15	-	-
UBS	17284ARG5	CIT BK SALT LK UT US	Brokered CD	-	-	-	-	455.00	-	(455.00)	-
UBS	02587DCL6	AMERICAN EXPRESS CNY US	Brokered CD	-	-	-	-	106,149.75	105,580.65	(569.10)	133.00
UBS	20451PCW0	COMPASS BK BIRMG AL US	Brokered CD	-	-	-	-	240,432.00	240,422.40	(9.60)	136.00
UBS	38143ARZ0	GOLDMAN SACHS BANK NY US	Brokered CD	-	-	-	-	100,626.00	100,680.00	54.00	311.00
UBS	254670U26	DISCOVER BANK DE US	Brokered CD	-	-	-	-	42,895.02	42,823.20	(71.82)	435.00
UBS	05568P2A4	BMW BK NA SALT LAKE US US	Brokered CD	-	-	-	-	240,067.20	241,365.60	1,298.40	491.00
UBS	38143AGX7	GOLDMAN SACHS BANK NY US	Brokered CD	-	-	-	-	101,672.00	101,859.00	187.00	568.00
UBS	22979DPIB0	EVERBANK JACKSONV FL US	Brokered CD	-	-	-	-	240,885.60	242,748.00	1,862.40	854.00
UBS	795450QC2	SALLIE MAE BK UT US	Brokered CD	-	-	-	-	239,032.80	241,185.60	2,152.80	854.00
UBS	05967ERR2	BANCO POPULAR PR	Brokered CD	-	-	-	-	240,765.60	242,656.80	1,891.20	868.00
UBS	02006LNA7	ALLY BANK UT US	Brokered CD	-	-	(1,785.21)	1,785.21	237,141.60	239,623.20	2,481.60	917.00
UBS	17284AP51	CIT BANK UT US	Brokered CD	-	-	-	-	70,493.50	71,103.20	609.70	1,044.00
UBS	856283UM6	STATE BK INDIA IL US	Brokered CD	-	-	(1,615.56)	1,615.56	236,184.00	239,092.80	2,908.80	1,079.00
UBS	06740KH59	BARCLAYS BK DE US	Brokered CD	-	-	-	-	98,846.00	100,036.00	1,190.00	1,112.00
UBS	254671576	DISCOVER BANK DE US	Brokered CD	-	-	-	-	99,115.00	100,468.00	1,353.00	1,429.00
UBS	140420S2	CAPITAL ONE BANK U VA US	Brokered CD	-	-	-	-	237,651.20	240,700.80	3,069.60	1,596.00
UBS	02587CCR9	AMERICAN EXPRESS F UT US	Brokered CD	-	-	-	-	237,516.00	241,188.00	3,672.00	1,597.00
UBS	40434AKK4	HSBC BK USA VA US	Brokered CD	-	-	-	-	188,394.50	190,349.60	1,955.10	1,604.00
UBS	36160NTH2	GE CAP RETAIL BANK UT US	Brokered CD	-	-	(1,914.74)	1,914.74	231,000.00	234,609.60	3,609.60	1,630.00
UBS	36162YE58	GE CAP RETAIL BANK UT US	Brokered CD	-	-	-	-	140,000.00	140,165.20	165.20	2,022.00
UBS	789466PS2	SAINT FRANCIS MI ISD #15	Government Securities	-	-	-	-	921.00	921.00	-	-
UBS	987414KF5	YOUTH SCH PA	Government Securities	-	-	-	-	50,472.50	50,468.50	(4.00)	93.00
UBS	598699QL3	MILACA MN ISD#912	Government Securities	-	-	-	-	91,881.90	91,002.60	(879.30)	216.00
UBS	492820EA9	KEWAUNEE CITY WI	Municipal Securities	-	-	-	-	51,610.00	50,974.50	(635.50)	306.00
UBS	648159TW1	NEW PRAGUE MN MUN	Municipal Securities	-	-	-	-	71,959.30	71,596.00	(363.30)	582.00
UBS	584341DK3	MEDFORD WI AREA SCH	Government Securities	-	-	-	-	102,295.00	102,706.00	(589.00)	641.00
UBS	535783FP4	LINN CNTY HOSP PAC	Government Securities	-	-	(520.00)	520.00	41,234.40	41,118.40	(116.00)	702.00
UBS	52908ERT2	LXINGTON-FAYETTE URBAN	Municipal Securities	-	-	(2,386.25)	2,386.25	123,524.95	123,631.90	106.95	1,067.00
UBS	081401PL9	BEMIDJ MN ISD #31	Government Securities	-	-	-	-	307,288.75	27,019.25	(69.50)	1,677.00
UBS	546415S76	LOUISIANA ST	Municipal Securities	-	-	-	-	307,284.00	310,845.00	3,561.00	1,677.00
UBS	3130A3MM3	FHLB BOND STEP-UP	Government Securities	-	-	(3,437.50)	3,437.50	499,115.00	500,150.00	1,035.00	1,644.00
				\$ 1,062,597.79	\$ (686,472.17)	\$ -	\$ 13,001.82	\$ 7,387,396.03	\$ 7,415,876.26	\$ 28,480.23	\$ 27,285.00

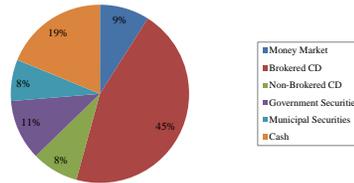


\$ 38,194.18 QTD Interest      \$ (20,052.69) FMV Change

Maturity	Cost	Market Value
	6/30/2015	6/30/2015
Current	\$ 2,691,082.46	\$ 2,689,706.46
< 1 year	641,172.15	639,128.65
1-2 years	601,122.92	601,468.20
2-3 years	1,388,028.05	1,400,041.50
3-4 years	197,961.00	200,504.00
5+ years	1,868,029.45	1,885,027.45
<b>Total</b>	<b>\$ 7,387,396.03</b>	<b>\$ 7,415,876.26</b>

Weighted average rate of return: 0.67% (6/30/2015)  
Average Maturity: 1.72 (6/30/2015)

Investment Type	Market Value
	6/30/2015
Money Market	667,378.55
Brokered CD	3,356,657.65
Non-Brokered CD	628,759.01
Government Securities	812,464.75
Municipal Securities	557,047.40
Cash	1,393,568.90
<b>Total</b>	<b>\$ 7,415,876.26</b>



Operating Account	
O/S Deposits	-
O/S Checks	(5,890.73)
<b>Reconciled Balance</b>	<b>\$ 7,409,985.53</b>

	<u>Actual Thru 6/30/2014</u>	<u>Actual Thru 6/30/2015</u>	<u>Variance - Favorable (Unfavorable)</u>
<b>Revenues</b>			
Water and sewer sales	52,905	52,163	(741)
Interest earnings	7,391	7,825	434
<b>Total Revenues</b>	<u>60,296</u>	<u>59,989</u>	<u>(307)</u>
<b>Expenses</b>			
Other services and charges	35,070	28,937	(6,133)
Repairs and maintenance			-
Utilities			-
Depreciation			-
<b>Total Expenses</b>	<u>35,070</u>	<u>28,937</u>	<u>(6,133)</u>
<b>Excess (Deficiency) of Revenues over (under) Expense</b>	25,226	31,052	5,826
<b>Other Financing Sources and (Uses)</b>			
Transfers In	-	-	-
Transfers Out	-	-	-
<b>Excess (Deficiency) of Revenues and other Financing Sources over (Under) Expenditures</b>	<u>25,226</u>	<u>31,052</u>	<u>5,826</u>

	<u>Actual Thru 6/30/2014</u>	<u>Actual Thru 6/30/2015</u>	<u>Variance - Favorable (Unfavorable)</u>
<b>Revenues</b>			
Water and sewer sales	133,856	25,831	(108,025)
Interest earnings	2,834	1,227	(1,607)
<b>Total Revenues</b>	<u>136,690</u>	<u>27,058</u>	<u>(109,632)</u>
<b>Expenses</b>			
Other services and charges	135,055	95,240	(39,815)
Interest	7,717	6,675	(1,042)
<b>Total Expenses</b>	<u>142,772</u>	<u>101,916</u>	<u>(40,857)</u>
<b>Excess (Deficiency) of Revenues over (under) Expense</b>	(6,082)	(74,858)	(68,775)
<b>Other Financing Sources and (Uses)</b>			
Transfers In	-	-	-
Transfers Out	-	-	-
<b>Excess (Deficiency) of Revenues and other Financing Sources over (Under) Expenditures</b>	<u>(6,082)</u>	<u>(74,858)</u>	<u>(68,775)</u>

Item Explanation of items percentage received/expended with a variance greater than \$10,000

- (1) 1st & 2nd quarter of 2014 there were \$67,326.35 in water connect/reconnect fees from permits issued.
- (2) 1st & 2nd quarter of 2014 there were \$72,038.35 in payments to JPWB for water connection fees from permits issued.