

**AGENDA
HANOVER CITY COUNCIL
JANUARY 15, 2019**

**MAYOR
CHRIS KAUFFMAN**

**COUNCIL
DOUGLAS HAMMERSENG
KEN WARPULA
JIM ZAJICEK
MARYANN HALLSTEIN**

- 1. Call to Order Regular City Council Work Session: 6:00 p.m.**
- 2. Approval of Agenda**
- 3. Closed Session: 2018 City Administrator Performance Review**
- 4. Consent Agenda Items:**
 - a. Approve Minutes of January 3, 2019 City Council Meeting (3)**
 - b. Approve Claims as Presented: (5)**

➤ Claims	\$ 39,669.28
➤ Payroll	\$ 39,356.28
➤ P/R taxes & Exp.	\$ 8,496.87
➤ Other Claims	<u>\$ 3,030.97</u>
➤ Total Claims	<u>\$ 90,553.40</u>
 - c. Res No 01-15-19-04 – Approving 2018 Staff Reviews (44)**
- 5. Res No 01-15-19-05 – Approving Additional 2019 Annual Appointments (46)**
- 6. Reports**
- 7. Adjournment**

To: Mayor Kauffman & Members of the Hanover City Council
From: Brian Hagen, City Administrator
Date: January 11, 2019
Re: Review of January 15, 2019 City Council Work Session Agenda

1. Call to Order: 6:00 p.m.
2. Approval of Agenda
3. Consent Agenda Items: *See enclosed consent agenda.*
 - a. Approve Minutes of January 3, 2019 City Council Meeting (3)
 - b. Approve Claims as Presented: (5)

➤ Claims	\$ 39,669.28
➤ Payroll	\$ 39,356.28
➤ P/R taxes & Exp.	\$ 8,496.87
➤ Other Claims	\$ <u>3,030.97</u>
➤ Total Claims	\$ <u>90,553.40</u>
 - c. Res No 01-15-19-04 – Approving 2018 Staff Reviews (44)
4. Res No 01-15-19-05 – Approving Additional 2019 Annual Appointments (46)
5. Reports
6. Adjournment

**CITY OF HANOVER
CITY COUNCIL MEETING
JANUARY 3, 2019 – DRAFT MINUTES**

Call to Order/Pledge of Allegiance:

Acting Mayor Ken Warpula called the regular meeting of Thursday, January 3, 2018 to order at 7:05 p.m. Present were Councilors Ken Warpula, Jim Zajicek and MaryAnn Hallstein. Also present was City Administrator Brian Hagen. Absent were Mayor Chris Kauffman and Councilor Doug Hammerseng.

Oath of Office: Ken Warpula, Jim Zajicek

Warpula and Zajicek were sworn in for their City Council terms of 2019-2022.

Approval of Agenda:

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

Consent Agenda:

MOTION by Hallstein to approve the consent agenda as presented, seconded by Zajicek.

a. Approve Minutes of December 18, 2018 City Council Work Session Meeting

b. Approve Claims as Presented:

➤ Claims	\$ 153,510.59
➤ Payroll	\$ 13,166.09
➤ P/R taxes & Exp	\$ 3,903.33
➤ Other Claims	\$ <u>2,424.32</u>
➤ Total Claims	\$ <u>173,004.33</u>

c. Res No 01-03-19-01 – Approving 2019 Annual Appointments

d. Res No 01-03-19-02 – Approving Fire Department Job Description

e. Res No 01-03-19-03 – Approving Concert in the Park Contract

Motion carried unanimously.

Citizen’s Forum:

None

Public Hearings:

None

Unfinished Business:

None

New Business:

None

Reports

Hagen

- I-94 State of the Cities is scheduled for January 29th from 11am-1pm.

Hallstein

- Fire Department Officer interviews went well.
- Suggested Council consider communication training to assist with tactics to communicate with the public, staff, and eachother.

Adjournment

MOTION by Zajicek to adjourn at 7:13 p.m., seconded by Hallstein. **Motion carried unanimously.**

APPROVED BY:

Ken Warpula, Vice Mayor

ATTEST:

Brian Hagen, City Administrator

CITY OF HANOVER

01/11/19 8:40 AM

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Payments

Current Period: December 2018

Batch Name	12/31/18PAY2	Payment	Computer Dollar Amt	\$16,433.33	Posted
Refer	2576	AT&T MOBILITY	-		
Cash Payment	E 100-43000-321	Telephone	PW Cell Phones - 11/18/18 - 12/17/18		\$216.72
Invoice	X12252018	12/25/2018			
Transaction Date	1/4/2019	Due 0	Cash	10100	Total \$216.72
Refer	2574	BEAUDRY OIL & PROPANE	-		
Cash Payment	E 100-43000-212	Motor Fuels	Gasoline: Refill of 250.0 Gallons on 12/28/18		\$483.75
Invoice	873871	12/28/2018			
Transaction Date	1/10/2019	Due 0	Cash	10100	Total \$483.75
Refer	2569	BECHTOLD, RODNEY OR LUCILLE	-		
Cash Payment	E 100-42220-240	Small Tools and Minor E	A. Lange: Gear Repair		\$60.00
Invoice					
Transaction Date	1/10/2019	Due 0	Cash	10100	Total \$60.00
Refer	2564	BIFFS INC.	Ck# 002560E 1/15/2019		
Cash Payment	E 100-45200-580	Other Equipment	EagleView Park Mini Biff Service 12/05/18 - 01/01/19		\$90.00
Invoice	W707269	1/2/2019			
Transaction Date	1/9/2019	Due 0	Cash	10100	Total \$90.00
Refer	2561	BOUND TREE MEDICAL, LLC	-		
Cash Payment	E 100-42220-228	Medical Supplies	Sterile Bandage Rolls, Shoulder Strap Replacement, Mini Maglite Flashlight, Curaplex Triangular Bandage		\$92.54
Invoice	83067532	12/20/2018			
Transaction Date	1/9/2019	Due 0	Cash	10100	Total \$92.54
Refer	2574	CARSON, CLELLAND & SCHREDE	-		
Cash Payment	E 100-41610-304	Legal Fees	Legal Support / Work - December 2018		\$56.33
Invoice		12/28/2018			
Transaction Date	1/4/2019	Due 0	Cash	10100	Total \$56.33
Refer	2566	CENTERPOINT ENERGY	-		
Cash Payment	E 100-41940-383	Gas Utilities	PW Building Gas Utilities: 11/27/18 - 12/27/18		\$847.39
Invoice		12/31/2018			
Cash Payment	E 100-42280-383	Gas Utilities	Fire Station Gas Utilities: 11/27/18 - 12/27/18		\$610.17
Invoice		12/31/2018			
Cash Payment	E 100-41940-383	Gas Utilities	City Hall Gas Utilities: 11/27/18 - 12/27/18		\$578.73
Invoice		12/31/2018			
Transaction Date	1/10/2019	Due 0	Cash	10100	Total \$2,036.29
Refer	2575	CITY OF MONTICELLO	-		
Cash Payment	E 100-42700-310	Other Professional Servi	Animal Control - November 2018: German Shephard at Cnty. Rd. 19 Bridge for 7 Days Boarding		\$152.00
Invoice	0022279	12/19/2018			
Transaction Date	1/4/2019	Due 0	Cash	10100	Total \$152.00
Refer	2577	CLASSIC CLEANING COMPANY, LL	-		
Cash Payment	E 100-41940-310	Other Professional Servi	City Hall Monthly Cleaning - December 2018		\$325.00
Invoice	27516	12/26/2018			

CITY OF HANOVER

Payments

Current Period: December 2018

Cash Payment	E 100-41940-310 Other Professional Servi	Hall Special Cleaning: 12/8, 12/9, 12/15, 12/16, 12/23					\$325.00
Invoice 27516	12/26/2018						
Transaction Date	1/4/2019	Due 0	Cash	10100	Total		\$650.00
Refer	2565 COLLABORATIVE PLANNING LLC	Ck# 002561E 1/15/2019					
Cash Payment	E 100-41910-310 Other Professional Servi	General Planning: December 2018					\$1,666.50
Invoice 2019-012	1/6/2019						
Cash Payment	G 827-20200 Accounts Payable	Hanover Cove Preliminary Plat: December 2018					\$4,393.50
Invoice 2019-013	1/6/2019						
Cash Payment	G 818-20200 Accounts Payable	Fehn Companies: December 2018					\$454.50
Invoice 2019-014	1/6/2019	Project 208249					
Transaction Date	1/9/2019	Due 0	Cash	10100	Total		\$6,514.50
Refer	2567 HARDWARE HANK						
Cash Payment	E 100-41940-220 Repair/Maint Supply (GE	Stove Lighter for Hall					\$8.07
Invoice 1526530	12/3/2018						
Cash Payment	E 100-41940-220 Repair/Maint Supply (GE	O'Ring Faucet for Hall					\$2.48
Invoice 1530072	12/20/2018						
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	New Mailbox for Resident on River Road					\$22.49
Invoice 1531651	12/28/2018						
Transaction Date	1/10/2019	Due 0	Cash	10100	Total		\$33.04
Refer	2573 HEMMELGARN, JANICE						
Cash Payment	G 100-22000 Deposits	Hall Damage Deposit Release - 11/22/18 Event Carried to 12/29/18					\$200.00
Invoice	1/2/2019						
Transaction Date	1/4/2019	Due 0	Cash	10100	Total		\$200.00
Refer	2579 LOUKUSA, MIRIAM & DON						
Cash Payment	G 100-22000 Deposits	Hall Damage Deposit Release - 12/15/18 Event					\$200.00
Invoice	12/17/2018						
Transaction Date	1/4/2019	Due 0	Cash	10100	Total		\$200.00
Refer	2578 METRO WEST INSPECTION SERVI						
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 144-17 @ 9829 Jasmine Avenue					\$1,353.78
Invoice 1804	12/25/2018						
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 105-18 @ 935 LaBeaux Avenue NE					\$33.25
Invoice 1804	12/25/2018						
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 109-18 @ 10260 Kaitlin Avenue					\$33.25
Invoice 1804	12/25/2018						
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 110-18 @ 1041 Emerald Street NE					\$33.25
Invoice 1804	12/25/2018						
Transaction Date	1/4/2019	Due 0	Cash	10100	Total		\$1,453.53
Refer	2562 MN FIRE SERVICE CERTIFICATIO						
Cash Payment	E 100-42240-208 Training and Instruction	B. Gronsberg: Instructor I Certification Exam Taken at Camp Ripley on 12/16/18					\$115.00
Invoice 6302	1/2/2019						
Cash Payment	E 100-42240-208 Training and Instruction	B. Gronsberg: Fire Officer I Certification Exam Taken at Camp Ripley on 12/16/18					\$115.00
Invoice 6302	1/2/2019						
Transaction Date	1/9/2019	Due 0	Cash	10100	Total		\$230.00
Refer	2560 RUPP ANDERSON SQUIRES & WA						

CITY OF HANOVER

Payments

Current Period: December 2018

Cash Payment	E 100-41610-304 Legal Fees	Miscellaneous: November 2018				\$1,170.00
Invoice 8388	1/7/2019					
Cash Payment	E 100-41610-304 Legal Fees	City Council and Board / Commission Meetings: November 2018				\$300.00
Invoice 8388	1/7/2019					
Cash Payment	E 100-41610-304 Legal Fees	Mileage and Photocopies; November 2018				\$74.88
Invoice 8388	1/7/2019					
Transaction Date	1/9/2019	Due 0	Cash	10100	Total	\$1,544.88
Refer	2568 SUN LIFE FINANCIAL					
Cash Payment	G 100-21707 Life Ins	LTD and STD - December 2018				\$262.76
Invoice 5461158-1218	1/7/2019					
Transaction Date	1/10/2019	Due 0	Cash	10100	Total	\$262.76
Refer	2580 WRIGHT COUNTY JOURNAL PRES					
Cash Payment	G 827-20200 Accounts Payable	PHN: Paxmar Rezoning, PUD and Preliminary Plat				\$34.44
Invoice	12/31/2018					
Cash Payment	E 100-41970-351 Legal Notices Publishing	Legal Notice: 2019 Fee Schedule				\$13.48
Invoice	12/31/2018					
Cash Payment	E 100-41970-351 Legal Notices Publishing	Ordinance 2018-06: Amending the Zoning Ordinance Pertaining to Home Occupations				\$17.97
Invoice	12/31/2018					
Transaction Date	1/4/2019	Due 0	Cash	10100	Total	\$65.89
Refer	2572 WRIGHT COUNTY MAYORS ASSO					
Cash Payment	E 100-41110-306 Dues & Subscriptions	Wright County Mayors Association Dues - 2018				\$200.00
Invoice	12/31/2018					
Transaction Date	1/4/2019	Due 0	Cash	10100	Total	\$200.00
Refer	2563 XCEL ENERGY					
Cash Payment	E 100-43160-381 Electric Utilities	Xcel Owned Street Lighting 12/03/18 - 01/02/19				\$892.11
Invoice						
Cash Payment	E 100-43160-381 Electric Utilities	City Owned Street Lighting 12/03/18 - 01/02/19				\$998.99
Invoice 621103999	1/3/2019					
Transaction Date	1/9/2019	Due 0	Cash	10100	Total	\$1,891.10

Fund Summary

	10100 Cash
827 HANOVER COVE PRELIMINARY PLAT	\$4,427.94
818 MISC ESCROWS FUND	\$454.50
100 GENERAL FUND	\$11,550.89
	<u>\$16,433.33</u>

Pre-Written Check	\$6,604.50
Checks to be Generated by the Computer	\$9,828.83
Total	\$16,433.33

CITY OF HANOVER

01/11/19 8:45 AM

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*Check Summary Register©

December 2018

Name	Check Date	Check Amt	
10100 Cash			
Paid Chk# 034055 AT&T MOBILITY	12/31/2018	\$216.72	PW Cell Phones - 11/18/18 - 12
Paid Chk# 034056 BEAUDRY OIL & PROPANE	12/31/2018	\$483.75	Gasoline: Refill of 250.0 Gall
Paid Chk# 034057 BECHTOLD, RODNEY OR LUCILL	12/31/2018	\$60.00	A. Lange: Gear Repair
Paid Chk# 034058 BOUND TREE MEDICAL, LLC	12/31/2018	\$92.54	Sterile Bandage Rolls, Shoulde
Paid Chk# 034059 CARSON, CLELLAND & SCHRED	12/31/2018	\$56.33	Legal Support / Work - Decembe
Paid Chk# 034060 CENTERPOINT ENERGY	12/31/2018	\$2,036.29	PW Building Gas Utilities: 11/
Paid Chk# 034061 CITY OF MONTICELLO	12/31/2018	\$152.00	Animal Control - November 2018
Paid Chk# 034062 CLASSIC CLEANING COMPANY	12/31/2018	\$650.00	City Hall Monthly Cleaning - D
Paid Chk# 034063 HARDWARE HANK	12/31/2018	\$33.04	New Mailbox for Resident on Ri
Paid Chk# 034064 HEMMELGARN, JANICE	12/31/2018	\$200.00	Hall Damage Deposit Release -
Paid Chk# 034065 LOUKUSA, MIRIAM & DON	12/31/2018	\$200.00	Hall Damage Deposit Release -
Paid Chk# 034066 METRO WEST INSPECTION SER	12/31/2018	\$1,453.53	Pmt 144-17 @ 9829 Jasmine Aven
Paid Chk# 034067 MFSCB	12/31/2018	\$230.00	B. Gronsberg: Instructor I Cer
Paid Chk# 034068 Rupp Anderson Squires & Waldsp	12/31/2018	\$1,544.88	Miscellaneous: November 2018
Paid Chk# 034069 Sun Life Financial	12/31/2018	\$262.76	LTD and STD - December 2018
Paid Chk# 034070 WRIGHT COUNTY JOURNAL PR	12/31/2018	\$65.89	PHN: Paxmar Rezoning, PUD and
Paid Chk# 034071 WRIGHT COUNTY MAYORS ASS	12/31/2018	\$200.00	Wright County Mayors Associati
Paid Chk# 034072 XCEL ENERGY	12/31/2018	\$1,891.10	Xcel Owned Street Lighting 12/
	Total Checks	\$9,828.83	

FILTER: None

CITY OF HANOVER

01/11/19 8:46 AM

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*Check Summary Register©

December 2018

Name	Check Date	Check Amt	
10100 Cash			
Paid Chk# 002560E BIFFS INC.	1/15/2019	\$90.00	EagleView Park Mini Biff Servi
Paid Chk# 002561E Collaborative Planning LLC	1/15/2019	\$6,514.50	General Planning: December 201
	Total Checks	<u>\$6,604.50</u>	

FILTER: None



**Carson, Clelland
& Schreder**

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

December 28, 2018

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

Professional Services

December 2018

Amount

Criminal

12/11/2018	Schedule upcoming court appearances	16.25
12/21/2018	Review files in preparation for 12/26 court; review criminal histories, driving records, probation status, victim input, prepare offers	16.25
	Open criminal files, preparation of criminal complaints; preparation of cases for court calendars, including court and jury trials; contact and notice to witnesses for trial testimony, prepare outgoing discovery requests, complete incoming discovery requests for monthly period	9.38
	SUBTOTAL:	[41.88]
	For professional services rendered	\$41.88
	Client Expense Charges :	
	<u>Criminal Expenses:</u>	
	Monthly support fee for November	14.45
	SUBTOTAL:	[14.45]
	Total Client Expense Charges	\$14.45
	Total amount of this bill	\$56.33
	Previous balance	\$181.33
12/27/2018	Payment - thank you	(\$181.33)
	Total payments and adjustments	(\$181.33)

JAN 2 2019

Amount

Balance due

\$56.33

JH

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



John J. Thames, City Attorney

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

Collaborative Planning, LLC
 PO Box 251
 Medina, MN 55340
 763-473-0569

2561

INVOICE

BILL TO

City of Hanover
 PO Box 278
 Hanover, MN 55341

INVOICE # 2019-012

DATE 01/06/2019

PROJECT

General Planning

DATE	ACCOUNT SUMMARY	AMOUNT
12/12/2018	Balance Forward	\$3,282.50
	Payments and credits between 12/12/2018 and 01/06/2019	-3,282.50
	New charges (details below)	1,666.50
	Total Amount Due	\$1,666.50

DATE	ACTIVITY	QTY	RATE	AMOUNT	
	City of Hanover:Hanover General Planning:Hanover General Planning Billable Time				
12/03/2018	Phone conference with Amy re: townhomes, review background documents.	CMN	0:30	101.00	50.50
12/04/2018	Attend City Council meeting.	CMN	2:45	101.00	277.75
12/06/2018	Emails re: new development.	CMN	0:15	101.00	25.25
12/07/2018	Phone conference with builder re: townhomes.	CMN	0:30	101.00	50.50
12/10/2018	Emails with Amy, review agenda.	CMN	0:15	101.00	25.25
12/11/2018	Phone conference with Brian re: annexation, email to Jay.	CMN	0:15	101.00	25.25
12/12/2018	Emails with Jay/Brian. Phone conference with Amy.	CMN	0:15	101.00	25.25
12/13/2018	Review as-built foundation plan.	CMN	0:15	101.00	25.25
12/14/2018	Emails re: annexation.	CMN	0:15	101.00	25.25
12/17/2018	Prep for phone conference, conference call with Brian and Jay re: annexation.	CMN	0:30	101.00	50.50

DATE	ACTIVITY	QTY	RATE	AMOUNT	
12/20/2018	Attend meeting re: villa subdivision. Editing subdivision regulations.	CMN	5:30	101.00	555.50
12/21/2018	Email from Todd re: twinhome past project.	CMN	0:15	101.00	25.25
12/26/2018	Editing subdivision regs.	CMN	2:15	101.00	227.25
12/27/2018	Emails with Brian re: Rogers Comp Plan.	CMN	0:15	101.00	25.25
12/28/2018	Editing subdivision regulations.	CMN	2:30	101.00	252.50
	Subtotal:				1,666.50
	SUBTOTAL - City of Hanover: Hanover General Planning: Hanover General Planning				1,666.50

TOTAL OF NEW
CHARGES
BALANCE DUE

1,666.50

JH

\$1,666.50

E # 100-41910-310

Planning & Zoning
↳ Other Prof. Svcs.

Collaborative Planning, LLC
 PO Box 251
 Medina, MN 55340
 763-473-0569

INVOICE

BILL TO

City of Hanover
 PO Box 278
 Hanover, MN 55341

INVOICE # 2019-013

DATE 01/06/2019

PROJECT

Hanover Cove

DATE	ACCOUNT SUMMARY	AMOUNT
12/12/2018	Balance Forward	\$2,222.00
	Payments and credits between 12/12/2018 and 01/06/2019	-2,222.00
	New charges (details below)	4,393.50
	Total Amount Due	\$4,393.50

DATE	ACTIVITY	QTY	RATE	AMOUNT	
12/04/2018	Draft public hearing notice, email to newspaper. Draft public mailer. Emails with Amy and Brian. Draft website update. Reviewing plans.	CMN	2:15	101.00	227.25
12/05/2018	Various emails. Reviewing plans.	CMN	2:15	101.00	227.25
12/06/2018	Review engineering memo, email to Justin. Assemble info for public dissemination, emails with Amy.	CMN	1:30	101.00	151.50
12/07/2018	Reviewing plans.	CMN	1:30	101.00	151.50
12/10/2018	Reviewing.	CMN	3:00	101.00	303.00
12/11/2018	Reviewing plans and preparing PC packet.	CMN	2:45	101.00	277.75
12/12/2018	Reviewing plans, phone conference with Justin. Phone conference with Brian. Drafting comment memo. Drafting staff report. Preparing PC packets. Various emails with Amy.	CMN	6:30	101.00	656.50
12/13/2018	Email to developer re: comments and PC packet.	CMN	0:15	101.00	25.25
12/14/2018	Prep for call, phone conference with developer. Review info after call. Phone conference with Brian. Review public comment letters.	CMN	3:45	101.00	378.75
12/15/2018	Review comment letters from	CMN	0:15	101.00	25.25

DATE	ACTIVITY	QTY	RATE	AMOUNT	
12/17/2018	public. Emails re: revisions. Reviewing supplemental information. Various emails. Phone conference with Amy. Phone conference with Brian. Preparing for PC meeting. Attend PC meeting.	CMN	12:45	101.00	1,287.75
12/18/2018	Reviewing plans, various emails.	CMN	0:30	101.00	50.50
12/19/2018	Emails with Brian. Phone conference with Brian. Conference call with developer. Phone conference with Brian.	CMN	4:15	101.00	429.25
12/20/2018	Various emails.	CMN	0:15	101.00	25.25
12/21/2018	Reviewing additional submissions, edit comment memo, email to all.	CMN	1:30	101.00	151.50
12/26/2018	Review public comments/emails.	CMN	0:15	101.00	25.25

TOTAL OF NEW
CHARGES
BALANCE DUE

4,393.50

GH

\$4,393.50

G* 827-20200

Hanover Cove Preliminary Plat

Collaborative Planning, LLC
 PO Box 251
 Medina, MN 55340
 763-473-0569

INVOICE

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

INVOICE # 2019-014
DATE 01/06/2019

PROJECT
 Mahler IUP

Fehn Companies

DATE	ACCOUNT SUMMARY	AMOUNT
12/12/2018	Balance Forward	\$959.50
	Payments and credits between 12/12/2018 and 01/06/2019	-959.50
	New charges (details below)	454.50
	Total Amount Due	\$454.50

DATE	ACTIVITY	QTY	RATE	AMOUNT
12/03/2018	Various emails.	CMN	0:15 101.00	25.25
12/04/2018	Emails re: EAW.	CMN	0:15 101.00	25.25
12/14/2018	Prepare resolution and staff report for packet, email to Brian.	CMN	1:30 101.00	151.50
12/17/2018	Phone conference with Gary, emails with Gary.	CMN	0:15 101.00	25.25
12/18/2018	Attend Council meeting.	CMN	2:15 101.00	227.25

TOTAL OF NEW CHARGES 454.50
 BALANCE DUE

GH **\$454.50**

*G # 818-20200
 Misc. Escrows*

Project # 208249



Rupp, Anderson, Squires & Waldspurger, P.A.

333 South Seventh Street, Suite 2800
Minneapolis, MN 55402
Office (612) 436-4300 Fax (612) 436-4340
www.raswlaw.com

Federal Tax ID 46-1641135

Statement as of: 11/30/2018
Statement Date: 1/7/2019
Statement No. 8388

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

4011(1)-0001: Miscellaneous	1,244.88
4011(1)-0004: City Council and Board/Commission Meetings	300.00

Total Fees and Expenses: \$1,544.88

Previous Balance:

Total Now Due: \$1,544.88

JAN - 9 2019



Rupp, Anderson, Squires & Waldspurger, P.A.

333 South Seventh Street, Suite 2800
Minneapolis, MN 55402
Office (612) 436-4300 Fax (612) 436-4340
www.raswlaw.com

Federal Tax ID 46-1641135

Statement as of: 11/30/2018
Statement Date: 1/7/2019
Statement No. 8388

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

4011(1)-0001: Miscellaneous

		Hours	Rate	Amount	
11/05/2018	ZJC	Read and respond to e-mail from Brian Hagen regarding drafting miscellaneous agreements; Review documents sent by Brian.	0.20	180.00	36.00
11/06/2018	ZJC	Read and respond to e-mail from Brian Hagen regarding drafting agreements.	0.10	180.00	18.00
11/07/2018	ZJC	Draft snow removal agreement; Review correspondence from Brian Hagen regarding the same.	1.30	180.00	234.00
11/08/2018	ZJC	Review and analyze title documents and legal descriptions for property to be transferred to the City; Draft deed for the same; Begin drafting storm water maintenance agreement.	1.00	180.00	180.00
11/09/2018	ZJC	Review and revise snow plowing agreement.	0.30	180.00	54.00
11/13/2018	ZJC	Finish drafting snow removal agreement and water pond maintenance agreement; Telephone conference with Brian Hagen regarding the same.	1.50	180.00	270.00
11/14/2018	JTS	Review agenda packet and prepare for meeting.	1.00	180.00	180.00
11/14/2018	ZJC	Review and revise stormwater maintenance agreement and send the same to Brian Hagen.	0.50	180.00	90.00
11/19/2018	ZJC	Read and respond to e-mail from Brian Hagen regarding drafting quit claim deed.	0.10	180.00	18.00
11/20/2018	ZJC	Draft quit claim deed and legal description for the same.	0.30	180.00	54.00
11/30/2018	ZJC	Review changes proposed by Brian Hagen to stormwater agreement; Telephone conference with Brian regarding the same.	0.20	180.00	36.00
Sub-total Fees:				<hr/>	\$1,170.00

4011(1)-0004: City Council and Board/Commission Meetings

	Hours	Rate	Amount
11/14/2018 JTS Council meeting.	4.90	180.00	300.00
Sub-total Fees:			\$300.00

Rate Summary

Zachary J. Cronen	5.50 hours at \$180.00/hr	990.00
Jay T. Squires	5.90 hours at \$180.00/hr	480.00
Total hours:	11.40	1,470.00

Expenses

	Units	Price	Amount
11/14/2018 Mileage.	1.00	40.88	40.88
11/30/2018 Photocopies.	170.00	0.20	34.00
Sub-total Expenses:			\$74.88

Total Fees and Expenses: \$1,544.88

Previous Balance: -

Total Now Due: \$1,544.88

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

Dacia Anderson
Accounts Manager

E# 100-41610-304

City Attorney
↳ Legal Fees

CITY OF HANOVER

Cash Balances

December 2018

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$613,873.05	\$214,563.59	\$135,432.12	\$693,004.52
107 FIRE DEPT DONATIONS FUND	\$23,868.31	\$1,175.00	\$33.99	\$25,009.32
201 EDA SPECIAL REVENUE FUND	\$91,869.68	\$5,643.00	\$1,320.00	\$96,192.68
205 EDA BUSINESS INCENTIVE FUND	\$128,302.64	\$2,087.16	\$0.00	\$130,389.80
311 2008A GO CIP REFUNDING BOND	\$83,254.41	\$0.00	\$0.00	\$83,254.41
312 2009A GO IMP REFUNDING BOND	\$10,669.32	\$0.00	\$0.00	\$10,669.32
313 2010 GO EQUIPMENT CERTIFICATES	\$0.00	\$0.00	\$0.00	\$0.00
314 2011A GO IMP CROSSOVER REF BD	\$449,042.66	\$0.00	\$0.00	\$449,042.66
315 2016A GO CIP BOND	\$90,717.02	\$0.00	\$0.00	\$90,717.02
401 GENERAL CAPITAL PROJECTS	\$1,233,116.32	\$822.20	\$0.00	\$1,233,938.52
402 PARKS CAPITAL PROJECTS	\$28,602.09	\$0.00	\$3,800.00	\$24,802.09
403 FIRE DEPT CAPITAL FUND	\$293,103.70	\$0.00	\$0.00	\$293,103.70
404 HISTORICAL CAPITAL PROJ FUND	\$0.00	\$0.00	\$0.00	\$0.00
405 PARK DEDICATION FEE	\$2,740.00	\$0.00	\$0.00	\$2,740.00
406 GAMBLING PROCEEDS	\$6,650.00	\$0.00	\$0.00	\$6,650.00
407 TIF REDEV DIST #1	\$13,404.48	\$0.00	\$5,645.82	\$7,758.66
409 MAHLER PIT - 15TH ST IMP FUND	\$79,056.88	\$0.00	\$0.00	\$79,056.88
411 FACILITIES CAPITAL PROJ FUND	-\$514,537.06	\$0.00	\$0.00	-\$514,537.06
417 EQUIPMENT CAPITAL FUND	\$126,326.61	\$0.00	\$0.00	\$126,326.61
418 STREET CAPITAL PROJ FUND	\$102,547.31	\$0.00	\$0.00	\$102,547.31
601 WATER ENTERPRISE FUND	\$903,178.21	\$9,026.11	\$5,195.14	\$907,009.18
602 SEWER ENTERPRISE FUND	\$313,747.11	\$27,030.95	\$41,612.41	\$299,165.65
603 STORM WATER ENTERPRISE FUND	\$120,033.19	\$3,510.48	\$168.00	\$123,375.67
611 WATER CAPITAL IMP FUND	\$168,120.38	\$0.00	\$0.00	\$168,120.38
612 SEWER CAPITAL IMP FUND	\$1,969,039.04	\$0.00	\$0.00	\$1,969,039.04
613 STORM WATER CAPITAL IMP FUND	\$606,943.25	\$0.00	\$0.00	\$606,943.25
701 RIVER ROAD CEMETERY	\$35,981.74	\$0.00	\$0.00	\$35,981.74
804 SCHENDELS FIELD ESC FUND	\$0.00	\$0.00	\$0.00	\$0.00
809 BRIDGES AT HANOVER ESC FUND	\$0.00	\$0.00	\$0.00	\$0.00
811 EROSION CONTROL ESCROW FUND	\$30,000.00	\$0.00	\$0.00	\$30,000.00
815 LANDSCAPE ESCROW FUND	\$28,000.00	\$0.00	\$0.00	\$28,000.00
817 INFRASTRUCTURE ESCROW FUND	\$11,000.00	\$0.00	\$0.00	\$11,000.00
818 MISC ESCROWS FUND	\$9,040.55	\$8.50	\$1,648.70	\$7,400.35
820 BRIDGES TOWNHOMES ESC FUND	\$3,626.40	\$0.00	\$0.00	\$3,626.40
821 QUAIL PASS 2ND ADD ESCROW FD	\$0.00	\$0.00	\$0.00	\$0.00
823 CROW RVR HTS WEST 3RD / BACKES	\$20,691.17	\$0.00	\$2,512.00	\$18,179.17
824 CROW RVR HTS WEST 3RD PH2 EAW	\$0.00	\$0.00	\$0.00	\$0.00
825 CROW RVR HTS FUT WEST PLAT/PUD	\$11,196.31	\$0.00	\$2,646.50	\$8,549.81
826 CROW RVR HTS 4TH ADD FINL PLAT	\$0.00	\$0.00	\$0.00	\$0.00
827 HANOVER COVE PRELIMINARY PLAT	\$54,825.00	\$0.00	\$9,777.94	\$45,047.06
900 INTEREST	\$30,690.63	\$0.00	\$0.00	\$30,690.63

Cash Balances

December 2018

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
	\$7,178,720.40	\$263,866.99	\$209,792.62	\$7,232,794.77

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	December 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
TAXES	R 100-31000 Property Taxes - General	\$177,229.65	\$872,456.86	\$881,449.00	\$8,992.14	98.98%
TAXES	R 100-31020 Property Taxes - Fire	\$0.00	\$129,904.00	\$129,904.00	\$0.00	100.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$11,234.25	\$15,000.00	\$3,765.75	74.90%
Source Alt Code TAXES		\$177,229.65	\$1,013,595.11	\$1,026,353.00	\$12,757.89	98.76%
SERVICE	R 100-34000 Charges for Services	\$0.00	\$3,759.00	\$0.00	-\$3,759.00	0.00%
SERVICE	R 100-34101 City Hall Rent Revenue	\$1,975.00	\$12,699.04	\$10,000.00	-\$2,699.04	126.99%
SERVICE	R 100-34107 Assessment Search Fees	\$75.00	\$775.00	\$400.00	-\$375.00	193.75%
SERVICE	R 100-34108 Administrative Fees	\$50.00	\$5,756.00	\$2,000.00	-\$3,756.00	287.80%
SERVICE	R 100-34109 Copies/Faxes	\$0.00	\$48.25	\$75.00	\$26.75	64.33%
SERVICE	R 100-34206 Other Public Safety Charges	\$0.00	\$415.00	\$0.00	-\$415.00	0.00%
SERVICE	R 100-34207 Fire Protection Services	\$28,382.80	\$141,160.80	\$140,661.00	-\$499.80	100.36%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$0.00	\$4,982.70	\$6,000.00	\$1,017.30	83.05%
SERVICE	R 100-34780 Park Rental Fees	\$0.00	\$2,050.00	\$3,000.00	\$950.00	68.33%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$3,500.00	\$2,000.00	-\$1,500.00	175.00%
Source Alt Code SERVICE		\$30,482.80	\$175,145.79	\$164,136.00	-\$11,009.79	106.71%
MISC	R 100-36100 Special Assessments	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$0.50	-\$2,020.73	\$900.00	\$2,920.73	-224.53%
MISC	R 100-36210 Interest Earnings	\$0.00	\$5,402.38	\$3,000.00	-\$2,402.38	180.08%
MISC	R 100-36215 Investment Income/Loss	\$0.00	-\$3,818.70	\$6,000.00	\$9,818.70	-63.65%
MISC	R 100-36230 Contributions and Donations	\$0.00	\$375.00	\$2,000.00	\$1,625.00	18.75%
MISC	R 100-36235 Insurance Dividends	\$1,429.00	\$1,429.00	\$8,000.00	\$6,571.00	17.86%
MISC	R 100-36250 Damage Deposits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36260 Refunds or Reimbursements	\$159.49	\$418.62	\$0.00	-\$418.62	0.00%
MISC	R 100-36290 Sale of Vehicles/Equipment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-39101 Sales of General Fixed Asset	\$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		\$1,588.99	\$1,785.57	\$20,400.00	\$18,614.43	8.75%
LIC PERM	R 100-32110 Alcoholic Beverages	\$50.00	\$7,070.00	\$10,370.00	\$3,300.00	68.18%
LIC PERM	R 100-32180 Other Bus. Licenses/Permits	\$0.00	\$1,790.00	\$400.00	-\$1,390.00	447.50%
LIC PERM	R 100-32210 Building Permits	\$400.00	\$87,710.88	\$140,000.00	\$52,289.12	62.65%
LIC PERM	R 100-32240 Animal Licenses	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
LIC PERM	R 100-32260 Solid Waste Hauler Licenses	\$0.00	\$1,500.00	\$1,500.00	\$0.00	100.00%
LIC PERM	R 100-32270 Rental Dwelling Licenses	\$0.00	\$1,180.00	\$800.00	-\$380.00	147.50%
LIC PERM	R 100-32280 Other Non-Business Lic/Per	\$3.00	\$47.00	\$50.00	\$3.00	94.00%
Source Alt Code LIC PERM		\$453.00	\$99,297.88	\$153,220.00	\$53,922.12	64.81%
INTGOVT	R 100-33400 State Grants and Aids	\$2,550.00	\$15,269.50	\$0.00	-\$15,269.50	0.00%
INTGOVT	R 100-33401 Local Government Aid	\$0.00	\$58,825.50	\$117,651.00	\$58,825.50	50.00%
INTGOVT	R 100-33410 MV Credit	\$0.00	\$659.47	\$0.00	-\$659.47	0.00%
INTGOVT	R 100-33420 PERA Aid	\$0.00	\$169.50	\$339.00	\$169.50	50.00%
INTGOVT	R 100-33422 State Fire Aid	\$0.00	\$39,020.04	\$39,000.00	-\$20.04	100.05%
INTGOVT	R 100-33426 State Police Aid	\$0.00	\$5,983.76	\$5,500.00	-\$483.76	108.80%
INTGOVT	R 100-33610 County Grants/Aid for Roads	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code INTGOVT		\$2,550.00	\$119,927.77	\$162,490.00	\$42,562.23	73.81%
FINES	R 100-35100 Court Fines	\$72.00	\$6,336.83	\$2,000.00	-\$4,336.83	316.84%
Source Alt Code FINES		\$72.00	\$6,336.83	\$2,000.00	-\$4,336.83	316.84%
Fund 100 GENERAL FUND		\$212,376.44	\$1,416,088.95	\$1,528,599.00	\$112,510.05	92.64%

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	December 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
		\$212,376.44	\$1,416,088.95	\$1,528,599.00	\$112,510.05	92.64%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	December 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
Dept 41110 Council						
COUNCIL	E 100-41110-111 Committee Wages/Mee	\$4,515.00	\$10,050.00	\$13,000.00	\$2,950.00	77.31%
COUNCIL	E 100-41110-122 FICA	\$279.93	\$623.10	\$806.00	\$182.90	77.31%
COUNCIL	E 100-41110-123 Medicare	\$65.46	\$145.72	\$189.00	\$43.28	77.10%
COUNCIL	E 100-41110-208 Training and Instructio	\$0.00	\$345.00	\$400.00	\$55.00	86.25%
COUNCIL	E 100-41110-306 Dues & Subscriptions	\$200.00	\$4,114.21	\$7,500.00	\$3,385.79	54.86%
COUNCIL	E 100-41110-331 Travel Expenses	\$40.33	\$751.71	\$500.00	-\$251.71	150.34%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$32.72	\$3,879.80	\$17,503.00	\$13,623.20	22.17%
Dept 41110 Council		\$5,133.44	\$19,909.54	\$39,898.00	\$19,988.46	49.90%
Dept 41330 Boards and Commissions						
BRDCOMM	E 100-41330-111 Committee Wages/Mee	\$3,000.00	\$3,000.00	\$4,000.00	\$1,000.00	75.00%
BRDCOMM	E 100-41330-208 Training and Instructio	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
BRDCOMM	E 100-41330-331 Travel Expenses	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
Dept 41330 Boards and Commissions		\$3,000.00	\$3,000.00	\$4,600.00	\$1,600.00	65.22%
Dept 41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$5,541.52	\$70,424.49	\$72,040.00	\$1,615.51	97.76%
CITYADM	E 100-41400-121 PERA	\$415.62	\$5,399.52	\$5,403.00	\$3.48	99.94%
CITYADM	E 100-41400-122 FICA	\$343.58	\$4,463.61	\$4,466.00	\$2.39	99.95%
CITYADM	E 100-41400-123 Medicare	\$80.36	\$1,043.99	\$1,045.00	\$1.01	99.90%
CITYADM	E 100-41400-134 Employer Paid Life	\$175.18	\$520.24	\$400.00	-\$120.24	130.06%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$650.21	\$8,319.06	\$8,400.00	\$80.94	99.04%
CITYADM	E 100-41400-208 Training and Instructio	\$0.00	\$1,161.04	\$1,500.00	\$338.96	77.40%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$0.00	\$91.72	\$500.00	\$408.28	18.34%
Dept 41400 City Administrator		\$7,206.47	\$91,423.67	\$93,754.00	\$2,330.33	97.51%
Dept 41410 Elections						
ELECTION	E 100-41410-200 Office Supplies (GENER	\$2,540.55	\$4,085.15	\$5,000.00	\$914.85	81.70%
ELECTION	E 100-41410-310 Other Professional Serv	\$0.00	\$3,879.27	\$5,000.00	\$1,120.73	77.59%
ELECTION	E 100-41410-351 Legal Notices Publishin	\$0.00	\$64.39	\$300.00	\$235.61	21.46%
ELECTION	E 100-41410-400 Repairs & Maint Cont (\$455.98	\$455.98	\$1,500.00	\$1,044.02	30.40%
Dept 41410 Elections		\$2,996.53	\$8,484.79	\$11,800.00	\$3,315.21	71.91%
Dept 41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$3,516.81	\$44,827.32	\$45,718.00	\$890.68	98.05%
CLERICAL	E 100-41430-121 PERA	\$263.76	\$3,436.33	\$3,429.00	-\$7.33	100.21%
CLERICAL	E 100-41430-122 FICA	\$217.48	\$2,840.12	\$2,835.00	-\$5.12	100.18%
CLERICAL	E 100-41430-123 Medicare	\$50.86	\$664.29	\$663.00	-\$1.29	100.19%
CLERICAL	E 100-41430-134 Employer Paid Life	\$109.89	\$1,494.68	\$1,600.00	\$105.32	93.42%
CLERICAL	E 100-41430-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CLERICAL	E 100-41430-151 Med/Dental Insurance	\$701.02	\$8,400.00	\$8,400.00	\$0.00	100.00%
CLERICAL	E 100-41430-208 Training and Instructio	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
CLERICAL	E 100-41430-306 Dues & Subscriptions	\$0.00	\$22.50	\$250.00	\$227.50	9.00%
Dept 41430 Clerical Staff		\$4,859.82	\$61,685.24	\$63,395.00	\$1,709.76	97.30%
Dept 41435 Staff Expenses						
STAFFEXP	E 100-41435-260 Uniforms	\$0.00	\$200.00	\$300.00	\$100.00	66.67%
STAFFEXP	E 100-41435-310 Other Professional Serv	\$0.00	\$240.00	\$500.00	\$260.00	48.00%
STAFFEXP	E 100-41435-331 Travel Expenses	\$246.33	\$952.60	\$2,000.00	\$1,047.40	47.63%
Dept 41435 Staff Expenses		\$246.33	\$1,392.60	\$2,800.00	\$1,407.40	49.74%
Dept 41530 Accounting						
ACCTING	E 100-41530-101 Full-Time Employees R	\$4,080.00	\$51,865.47	\$53,040.00	\$1,174.53	97.79%
ACCTING	E 100-41530-121 PERA	\$306.00	\$3,978.00	\$3,978.00	\$0.00	100.00%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	December 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
ACCTING	E 100-41530-122 FICA	\$252.96	\$3,273.96	\$3,288.00	\$14.04	99.57%
ACCTING	E 100-41530-123 Medicare	\$59.16	\$765.56	\$769.00	\$3.44	99.55%
ACCTING	E 100-41530-134 Employer Paid Life	\$84.80	\$1,034.99	\$1,100.00	\$65.01	94.09%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$666.16	\$8,366.16	\$8,400.00	\$33.84	99.60%
ACCTING	E 100-41530-208 Training and Instructio	\$0.00	\$210.00	\$1,000.00	\$790.00	21.00%
ACCTING	E 100-41530-306 Dues & Subscriptions	\$0.00	\$41.66	\$250.00	\$208.34	16.66%
ACCTING	E 100-41530-310 Other Professional Serv	\$0.00	\$2,815.75	\$5,000.00	\$2,184.25	56.32%
Dept 41530 Accounting		\$5,449.08	\$72,351.55	\$76,825.00	\$4,473.45	94.18%
Dept 41540 Auditing						
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$0.00	\$21,050.00	\$21,050.00	\$0.00	100.00%
Dept 41540 Auditing		\$0.00	\$21,050.00	\$21,050.00	\$0.00	100.00%
Dept 41550 Assessing						
ASSESS G	E 100-41550-310 Other Professional Serv	\$218.15	\$20,610.15	\$20,000.00	-\$610.15	103.05%
Dept 41550 Assessing		\$218.15	\$20,610.15	\$20,000.00	-\$610.15	103.05%
Dept 41570 Purchasing						
PURCHASE	E 100-41570-200 Office Supplies (GENER	-\$106.03	\$2,681.22	\$3,500.00	\$818.78	76.61%
PURCHASE	E 100-41570-205 Bank Fees	\$0.00	-\$18.38	\$200.00	\$218.38	-9.19%
PURCHASE	E 100-41570-207 Computer Supplies	\$0.00	\$4,089.10	\$8,000.00	\$3,910.90	51.11%
PURCHASE	E 100-41570-220 Repair/Maint Supply (G	\$176.05	\$3,926.65	\$4,000.00	\$73.35	98.17%
PURCHASE	E 100-41570-322 Postage	\$117.11	\$1,867.36	\$2,500.00	\$632.64	74.69%
PURCHASE	E 100-41570-570 Office Equip and Furnis	\$0.00	\$1,122.00	\$6,000.00	\$4,878.00	18.70%
Dept 41570 Purchasing		\$187.13	\$13,667.95	\$24,200.00	\$10,532.05	56.48%
Dept 41600 Computer						
COMPUTER	E 100-41600-310 Other Professional Serv	\$718.00	\$7,197.80	\$8,500.00	\$1,302.20	84.68%
Dept 41600 Computer		\$718.00	\$7,197.80	\$8,500.00	\$1,302.20	84.68%
Dept 41610 City Attorney						
CITYATNY	E 100-41610-304 Legal Fees	\$4,165.46	\$11,787.86	\$23,500.00	\$11,712.14	50.16%
Dept 41610 City Attorney		\$4,165.46	\$11,787.86	\$23,500.00	\$11,712.14	50.16%
Dept 41910 Planning and Zoning						
PLANZONG	E 100-41910-310 Other Professional Serv	\$4,949.00	\$27,194.22	\$25,000.00	-\$2,194.22	108.78%
Dept 41910 Planning and Zoning		\$4,949.00	\$27,194.22	\$25,000.00	-\$2,194.22	108.78%
Dept 41940 General Govt Buildings/Plant						
GOVTBLDG	E 100-41940-210 Operating Supplies (GE	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (G	\$144.06	\$9,120.92	\$7,000.00	-\$2,120.92	130.30%
GOVTBLDG	E 100-41940-306 Dues & Subscriptions	\$0.00	\$620.00	\$250.00	-\$370.00	248.00%
GOVTBLDG	E 100-41940-310 Other Professional Serv	\$1,365.00	\$7,243.92	\$9,000.00	\$1,756.08	80.49%
GOVTBLDG	E 100-41940-321 Telephone	\$989.35	\$7,917.72	\$4,200.00	-\$3,717.72	188.52%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$262.00	\$300.00	\$38.00	87.33%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$2,246.62	\$13,134.54	\$14,000.00	\$865.46	93.82%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$2,074.88	\$9,401.10	\$8,000.00	-\$1,401.10	117.51%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$241.16	\$2,883.82	\$3,500.00	\$616.18	82.39%
GOVTBLDG	E 100-41940-415 Other Equipment Renta	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
GOVTBLDG	E 100-41940-520 Buildings and Structure	\$0.00	\$9,711.15	\$4,500.00	-\$5,211.15	215.80%
GOVTBLDG	E 100-41940-560 Furniture and Fixtures	\$0.00	\$1,450.00	\$2,500.00	\$1,050.00	58.00%
GOVTBLDG	E 100-41940-580 Other Equipment	-\$217.15	\$7,941.77	\$500.00	-\$7,441.77	588.35%
Dept 41940 General Govt Buildings/Plant		\$6,843.92	\$69,686.94	\$55,750.00	-\$13,936.94	125.00%
Dept 41950 Engineer						
ENGINEER	E 100-41950-303 Engineering Fees	\$2,575.00	\$13,282.75	\$25,000.00	\$11,717.25	53.13%
Dept 41950 Engineer		\$2,575.00	\$13,282.75	\$25,000.00	\$11,717.25	53.13%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	December 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
Dept 41960 Insurance						
INSURANCE	E 100-41960-150 Worker s Comp (GENE	\$0.00	\$11,061.75	\$9,500.00	-\$1,561.75	116.44%
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	\$13,521.98	\$22,000.00	\$8,478.02	61.46%
Dept 41960 Insurance		\$0.00	\$24,583.73	\$31,500.00	\$6,916.27	78.04%
Dept 41970 Legal Publications						
LEGALPUB	E 100-41970-341 Employment	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
LEGALPUB	E 100-41970-343 Other Advertising	\$0.00	\$0.00	\$50.00	\$50.00	0.00%
LEGALPUB	E 100-41970-351 Legal Notices Publishin	\$71.88	\$274.06	\$2,000.00	\$1,725.94	13.70%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$165.95	\$500.00	\$334.05	33.19%
Dept 41970 Legal Publications		\$71.88	\$440.01	\$2,850.00	\$2,409.99	15.44%
Dept 42101 Hennepin County Sheriff						
HCSHERIFF	E 100-42101-310 Other Professional Serv	\$0.00	\$60,821.79	\$81,096.00	\$20,274.21	75.00%
Dept 42101 Hennepin County Sheriff		\$0.00	\$60,821.79	\$81,096.00	\$20,274.21	75.00%
Dept 42102 Wright County Sheriff						
WCSHERIFF	E 100-42102-310 Other Professional Serv	\$9,816.52	\$109,696.10	\$105,120.00	-\$4,576.10	104.35%
Dept 42102 Wright County Sheriff		\$9,816.52	\$109,696.10	\$105,120.00	-\$4,576.10	104.35%
Dept 42210 Fire Dept Administration						
FIREADMIN	E 100-42210-103 Part-Time Employees	\$0.00	\$29,841.38	\$59,000.00	\$29,158.62	50.58%
FIREADMIN	E 100-42210-122 FICA	\$0.00	\$3,271.10	\$3,658.00	\$386.90	89.42%
FIREADMIN	E 100-42210-123 Medicare	\$0.00	\$765.03	\$856.00	\$90.97	89.37%
FIREADMIN	E 100-42210-142 Unemployment Benefit	\$0.00	\$167.88	\$0.00	-\$167.88	0.00%
FIREADMIN	E 100-42210-150 Worker s Comp (GENE	\$0.00	\$5,023.45	\$8,500.00	\$3,476.55	59.10%
FIREADMIN	E 100-42210-200 Office Supplies (GENER	\$0.00	\$0.00	\$350.00	\$350.00	0.00%
FIREADMIN	E 100-42210-305 Medical and Dental Fee	\$0.00	\$2,497.00	\$4,000.00	\$1,503.00	62.43%
FIREADMIN	E 100-42210-306 Dues & Subscriptions	\$0.00	\$725.00	\$1,000.00	\$275.00	72.50%
FIREADMIN	E 100-42210-361 General Liability Ins	\$0.00	\$2,003.82	\$5,000.00	\$2,996.18	40.08%
Dept 42210 Fire Dept Administration		\$0.00	\$44,294.66	\$82,364.00	\$38,069.34	53.78%
Dept 42220 Fire Dept Equipment						
FIREEQUIP	E 100-42220-221 Equipment Parts	\$27.54	\$4,817.58	\$15,500.00	\$10,682.42	31.08%
FIREEQUIP	E 100-42220-228 Medical Supplies	\$92.54	\$1,170.06	\$1,500.00	\$329.94	78.00%
FIREEQUIP	E 100-42220-240 Small Tools and Minor	\$60.00	\$396.91	\$850.00	\$453.09	46.70%
FIREEQUIP	E 100-42220-260 Uniforms	\$12,908.50	\$16,285.37	\$28,500.00	\$12,214.63	57.14%
FIREEQUIP	E 100-42220-580 Other Equipment	\$276.54	\$5,081.17	\$5,000.00	-\$81.17	101.62%
Dept 42220 Fire Dept Equipment		\$13,365.12	\$27,751.09	\$51,350.00	\$23,598.91	54.04%
Dept 42240 Fire Dept Training						
FIRETRNG	E 100-42240-208 Training and Instructio	\$2,780.00	\$4,388.62	\$12,500.00	\$8,111.38	35.11%
FIRETRNG	E 100-42240-310 Other Professional Serv	\$0.00	\$3,168.42	\$3,210.00	\$41.58	98.70%
FIRETRNG	E 100-42240-331 Travel Expenses	\$0.00	\$1,397.06	\$1,500.00	\$102.94	93.14%
Dept 42240 Fire Dept Training		\$2,780.00	\$8,954.10	\$17,210.00	\$8,255.90	52.03%
Dept 42260 Fire Vehicles						
FIREVEH	E 100-42260-212 Motor Fuels	\$15.65	\$2,936.93	\$4,500.00	\$1,563.07	65.27%
FIREVEH	E 100-42260-220 Repair/Maint Supply (G	\$45.42	\$3,954.20	\$9,000.00	\$5,045.80	43.94%
FIREVEH	E 100-42260-240 Small Tools and Minor	\$0.00	\$168.97	\$2,000.00	\$1,831.03	8.45%
FIREVEH	E 100-42260-323 Radio Units	\$0.00	\$11,144.51	\$7,805.00	-\$3,339.51	142.79%
Dept 42260 Fire Vehicles		\$61.07	\$18,204.61	\$23,305.00	\$5,100.39	78.11%
Dept 42280 Fire Stations and Bldgs						
FIREBLDG	E 100-42280-215 Shop Supplies	\$337.78	\$617.12	\$1,650.00	\$1,032.88	37.40%
FIREBLDG	E 100-42280-220 Repair/Maint Supply (G	\$60.98	\$9,717.36	\$7,500.00	-\$2,217.36	129.56%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	December 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
FIREBLDG	E 100-42280-321 Telephone	\$89.40	\$998.98	\$1,000.00	\$1.02	99.90%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$175.00	\$175.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$706.82	\$3,762.72	\$4,500.00	\$737.28	83.62%
FIREBLDG	E 100-42280-383 Gas Utilities	\$1,104.56	\$3,369.23	\$3,000.00	-\$369.23	112.31%
FIREBLDG	E 100-42280-520 Buildings and Structure	\$0.00	\$932.35	\$0.00	-\$932.35	0.00%
Dept 42280	Fire Stations and Bldgs	\$2,299.54	\$19,397.76	\$17,825.00	-\$1,572.76	108.82%
Dept 42290	Fire Relief Association					
FIRERELIEF	E 100-42290-124 Fire Pension Contributi	\$0.00	\$39,020.04	\$39,000.00	-\$20.04	100.05%
FIRERELIEF	E 100-42290-125 Other Retirement Contr	\$6,005.50	\$12,011.00	\$12,011.00	\$0.00	100.00%
FIRERELIEF	E 100-42290-301 Auditing and Acctg Ser	\$0.00	\$6,250.00	\$6,500.00	\$250.00	96.15%
Dept 42290	Fire Relief Association	\$6,005.50	\$57,281.04	\$57,511.00	\$229.96	99.60%
Dept 42401	Building Inspection Admin					
INSPADMN	E 100-42401-310 Other Professional Serv	\$2,066.38	\$37,547.74	\$50,000.00	\$12,452.26	75.10%
Dept 42401	Building Inspection Admin	\$2,066.38	\$37,547.74	\$50,000.00	\$12,452.26	75.10%
Dept 42700	Animal Control					
ANIMCTRL	E 100-42700-310 Other Professional Serv	\$205.00	\$1,070.00	\$500.00	-\$570.00	214.00%
Dept 42700	Animal Control	\$205.00	\$1,070.00	\$500.00	-\$570.00	214.00%
Dept 42800	Cemetery					
CEMETERY	E 100-42800-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 42800	Cemetery	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43000	Public Works (GENERAL)					
PUBWRKS	E 100-43000-101 Full-Time Employees R	\$11,585.31	\$145,836.81	\$131,192.00	-\$14,644.81	111.16%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$0.00	\$700.84	\$2,000.00	\$1,299.16	35.04%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$0.00	\$11,510.00	\$13,740.00	\$2,230.00	83.77%
PUBWRKS	E 100-43000-121 PERA	\$868.90	\$11,247.90	\$11,714.00	\$466.10	96.02%
PUBWRKS	E 100-43000-122 FICA	\$712.36	\$9,649.35	\$10,536.00	\$886.65	91.58%
PUBWRKS	E 100-43000-123 Medicare	\$166.60	\$2,256.76	\$2,464.00	\$207.24	91.59%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$246.62	\$2,390.41	\$2,100.00	-\$290.41	113.83%
PUBWRKS	E 100-43000-142 Unemployment Benefit	\$0.00	\$7,057.74	\$250.00	-\$6,807.74	823.10%
PUBWRKS	E 100-43000-151 Med/Dental Insurance	\$2,678.78	\$31,625.18	\$30,000.00	-\$1,625.18	105.42%
PUBWRKS	E 100-43000-208 Training and Instructio	\$0.00	\$2,459.23	\$2,500.00	\$40.77	98.37%
PUBWRKS	E 100-43000-212 Motor Fuels	\$2,368.58	\$12,135.50	\$7,000.00	-\$5,135.50	173.36%
PUBWRKS	E 100-43000-215 Shop Supplies	\$106.53	\$7,989.31	\$5,500.00	-\$2,489.31	145.26%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (G	\$1,334.01	\$15,044.35	\$9,000.00	-\$6,044.35	167.16%
PUBWRKS	E 100-43000-226 Sign Repair Materials	\$376.74	\$376.74	\$1,500.00	\$1,123.26	25.12%
PUBWRKS	E 100-43000-240 Small Tools and Minor	\$626.32	\$3,925.20	\$5,000.00	\$1,074.80	78.50%
PUBWRKS	E 100-43000-260 Uniforms	\$0.00	\$2,266.15	\$3,000.00	\$733.85	75.54%
PUBWRKS	E 100-43000-310 Other Professional Serv	\$1,250.00	\$5,455.00	\$17,000.00	\$11,545.00	32.09%
PUBWRKS	E 100-43000-321 Telephone	\$446.30	\$3,184.92	\$2,800.00	-\$384.92	113.75%
PUBWRKS	E 100-43000-325 Taxes	\$0.00	\$118.00	\$200.00	\$82.00	59.00%
PUBWRKS	E 100-43000-381 Electric Utilities	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PUBWRKS	E 100-43000-383 Gas Utilities	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43000	Public Works (GENERAL)	\$22,767.05	\$275,229.39	\$257,496.00	-\$17,733.39	106.89%
Dept 43121	Paved Streets					
PAVSTRTS	E 100-43121-224 Street Maint Materials	\$162.50	\$7,749.73	\$100,000.00	\$92,250.27	7.75%
Dept 43121	Paved Streets	\$162.50	\$7,749.73	\$100,000.00	\$92,250.27	7.75%
Dept 43122	Unpaved Streets					
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$720.00	\$6,504.50	\$15,000.00	\$8,495.50	43.36%
Dept 43122	Unpaved Streets	\$720.00	\$6,504.50	\$15,000.00	\$8,495.50	43.36%
Dept 43125	Ice & Snow Removal					

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	December 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
SNOWREMO	E 100-43125-224 Street Maint Materials	\$9,363.22	\$15,987.70	\$15,000.00	-\$987.70	106.58%
Dept 43125	Ice & Snow Removal	\$9,363.22	\$15,987.70	\$15,000.00	-\$987.70	106.58%
Dept 43160	Street Lighting					
STLGHGTG	E 100-43160-381 Electric Utilities	\$4,411.78	\$23,912.87	\$25,000.00	\$1,087.13	95.65%
Dept 43160	Street Lighting	\$4,411.78	\$23,912.87	\$25,000.00	\$1,087.13	95.65%
Dept 43240	Waste (refuse) Disposal					
REFDISPO	E 100-43240-384 Refuse/Garbage Dispos	\$0.00	\$3,448.47	\$0.00	-\$3,448.47	0.00%
Dept 43240	Waste (refuse) Disposal	\$0.00	\$3,448.47	\$0.00	-\$3,448.47	0.00%
Dept 43245	Recycling: Refuse					
RECYCLING	E 100-43245-384 Refuse/Garbage Dispos	\$6,763.56	\$40,446.34	\$38,500.00	-\$1,946.34	105.06%
Dept 43245	Recycling: Refuse	\$6,763.56	\$40,446.34	\$38,500.00	-\$1,946.34	105.06%
Dept 45186	Senior Center					
SRCENTER	E 100-45186-437 Other Miscellaneous	\$0.00	\$6,191.86	\$8,700.00	\$2,508.14	71.17%
Dept 45186	Senior Center	\$0.00	\$6,191.86	\$8,700.00	\$2,508.14	71.17%
Dept 45200	Parks (GENERAL)					
PARKS	E 100-45200-212 Motor Fuels	\$0.00	\$1,898.82	\$2,000.00	\$101.18	94.94%
PARKS	E 100-45200-220 Repair/Maint Supply (G	\$477.23	\$5,642.26	\$5,000.00	-\$642.26	112.85%
PARKS	E 100-45200-225 Landscaping Materials	\$139.97	\$3,701.11	\$8,000.00	\$4,298.89	46.26%
PARKS	E 100-45200-310 Other Professional Serv	\$0.00	\$6,800.00	\$6,800.00	\$0.00	100.00%
PARKS	E 100-45200-381 Electric Utilities	\$348.93	\$1,907.70	\$2,200.00	\$292.30	86.71%
PARKS	E 100-45200-400 Repairs & Maint Cont (\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
PARKS	E 100-45200-440 Programs	\$0.00	\$2,529.16	\$2,200.00	-\$329.16	114.96%
PARKS	E 100-45200-580 Other Equipment	\$180.00	\$4,188.27	\$8,000.00	\$3,811.73	52.35%
Dept 45200	Parks (GENERAL)	\$1,146.13	\$26,667.32	\$35,700.00	\$9,032.68	74.70%
Dept 45500	Libraries (GENERAL)					
LIBRARY	E 100-45500-437 Other Miscellaneous	\$0.00	\$9,863.77	\$11,500.00	\$1,636.23	85.77%
Dept 45500	Libraries (GENERAL)	\$0.00	\$9,863.77	\$11,500.00	\$1,636.23	85.77%
Dept 48205	Damage Deposit Refunds					
DMGDEPRF	E 100-48205-810 Refunds & Reimburse	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 48205	Damage Deposit Refunds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49360	Transfers Out					
TRANSFERS	E 100-49360-700 Transfers (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49360	Transfers Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49800	Transit (GENERAL)					
TRANSIT	E 100-49800-310 Other Professional Serv	\$0.00	\$488.63	\$5,000.00	\$4,511.37	9.77%
Dept 49800	Transit (GENERAL)	\$0.00	\$488.63	\$5,000.00	\$4,511.37	9.77%
Fund 100	GENERAL FUND	\$130,553.58	\$1,269,258.27	\$1,528,599.00	\$259,340.73	83.03%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	December 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
		\$130,553.58	\$1,269,258.27	\$1,528,599.00	\$259,340.73	83.03%

CITY OF HANOVER

Payments

Current Period: January 2019

Batch Name	01/15/19 PAY	Payment	Computer Dollar Amt	\$23,235.95	Posted
Refer	<u>2583 COMCAST</u>				
Cash Payment	E 100-41940-321 Telephone		CH: Digital Voice & Internet - January 2019		\$228.19
Invoice	12/25/2018				
Transaction Date	1/4/2019	Due 0	Cash	10100	Total \$228.19
Refer	<u>2573 I-94 WEST CHAMBER OF COMMER</u>				
Cash Payment	E 100-41400-306 Dues & Subscriptions		B. Hagen: State of the Cities 2019		\$35.00
Invoice 6900	1/4/2019				
Cash Payment	E 100-41110-437 Other Miscellaneous		C. Kauffman: State of the Cities 2019		\$35.00
Invoice 6900	1/4/2019				
Cash Payment	E 100-41110-306 Dues & Subscriptions		Membership Fees - 2019		\$300.00
Invoice 6900	1/4/2019				
Transaction Date	1/10/2019	Due 0	Cash	10100	Total \$370.00
Refer	<u>2570 MN PEIP</u>				
Cash Payment	G 100-21707 Life Ins		Life Insurance - February 2019		\$55.72
Invoice 808804	1/10/2019				
Cash Payment	G 100-21706 Medical/Dental Ins		Medical & Dental Premiums - February 2019		\$3,737.22
Invoice 808804	1/10/2019				
Transaction Date	1/10/2019	Due 0	Cash	10100	Total \$3,792.94
Refer	<u>2572 MN PUBLIC FACILITIES AUTHORIT</u> Ck# 002562E 1/15/2019				
Cash Payment	E 602-47000-611 Bond Interest		MN PFA Bond Interest		\$2,255.65
Invoice	1/7/2019				
Transaction Date	1/10/2019	Due 0	Cash	10100	Total \$2,255.65
Refer	<u>2571 QUIGLEY, MARILYN T</u>				
Cash Payment	G 100-22000 Deposits		Hall Damage Deposit Release - 01/05/19 Event		\$200.00
Invoice	1/7/2019				
Transaction Date	1/10/2019	Due 0	Cash	10100	Total \$200.00
Refer	<u>2582 VEOLIA WATER NORTH AMERICA</u>				
Cash Payment	E 602-43252-310 Other Professional Servi		Sewer Services - January 2019		\$4,324.00
Invoice 90180306	12/26/2018				
Cash Payment	E 601-43252-310 Other Professional Servi		Water Services - January 2019		\$3,001.00
Invoice 90180306	12/26/2018				
Transaction Date	1/4/2019	Due 0	Cash	10100	Total \$7,325.00
Refer	<u>2581 WRIGHT COUNTY AUDITOR-TREA</u>				
Cash Payment	E 100-42102-310 Other Professional Servi		WC Patrol Services - January 2019		\$9,064.17
Invoice January 19	1/2/2019				
Transaction Date	1/4/2019	Due 0	Cash	10100	Total \$9,064.17

Payments

Current Period: January 2019

Fund Summary

	10100 Cash
602 SEWER ENTERPRISE FUND	\$6,579.65
601 WATER ENTERPRISE FUND	\$3,001.00
100 GENERAL FUND	\$13,655.30
	<hr/>
	\$23,235.95

Pre-Written Check	\$2,255.65
Checks to be Generated by the Computer	\$20,980.30
	<hr/>
Total	\$23,235.95

CITY OF HANOVER

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*Check Summary Register©

January 2019

Name	Check Date	Check Amt	
10100 Cash			
Paid Chk# 034073 COMCAST	1/15/2019	\$228.19	CH: Digital Voice & Internet -
Paid Chk# 034074 I-94 WEST CHAMBER OF COMM	1/15/2019	\$370.00	B. Hagen: State of the Cities
Paid Chk# 034075 MN PEIP	1/15/2019	\$3,792.94	Life Insurance - February 2019
Paid Chk# 034076 MARILYN T. QUIGLEY	1/15/2019	\$200.00	Hall Damage Deposit Release -
Paid Chk# 034077 Veolia Water North America	1/15/2019	\$7,325.00	Sewer Services - January 2019
Paid Chk# 034078 WRIGHT COUNTY AUDITOR-TRE	1/15/2019	\$9,064.17	WC Patrol Services - January 2
	Total Checks	\$20,980.30	

FILTER: None

CITY OF HANOVER

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*Check Summary Register©

January 2019

Name	Check Date	Check Amt
10100 Cash		
Paid Chk# 002562E MN PUBLIC FACILITIES AUTHOR	1/15/2019	<u>\$2,255.65</u> MN PFA Bond Interest
Total Checks		\$2,255.65

FILTER: None

CITY OF HANOVER

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Cash Balances

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January 2019

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$693,004.52	\$0.00	\$71,309.95	\$621,694.57
107 FIRE DEPT DONATIONS FUND	\$25,009.32	\$0.00	\$0.00	\$25,009.32
201 EDA SPECIAL REVENUE FUND	\$96,192.68	\$0.00	\$0.00	\$96,192.68
205 EDA BUSINESS INCENTIVE FUND	\$130,389.80	\$0.00	\$0.00	\$130,389.80
311 2008A GO CIP REFUNDING BOND	\$83,254.41	\$0.00	\$37,827.50	\$45,426.91
312 2009A GO IMP REFUNDING BOND	\$10,669.32	\$0.00	\$0.00	\$10,669.32
313 2010 GO EQUIPMENT CERTIFICATES	\$0.00	\$0.00	\$0.00	\$0.00
314 2011A GO IMP CROSSOVER REF BD	\$449,042.66	\$0.00	\$0.00	\$449,042.66
315 2016A GO CIP BOND	\$90,717.02	\$0.00	\$80,112.50	\$10,604.52
401 GENERAL CAPITAL PROJECTS	\$1,233,938.52	\$0.00	\$0.00	\$1,233,938.52
402 PARKS CAPITAL PROJECTS	\$24,802.09	\$0.00	\$0.00	\$24,802.09
403 FIRE DEPT CAPITAL FUND	\$293,103.70	\$0.00	\$0.00	\$293,103.70
404 HISTORICAL CAPITAL PROJ FUND	\$0.00	\$0.00	\$0.00	\$0.00
405 PARK DEDICATION FEE	\$2,740.00	\$0.00	\$0.00	\$2,740.00
406 GAMBLING PROCEEDS	\$6,650.00	\$0.00	\$1,600.00	\$5,050.00
407 TIF REDEV DIST #1	\$7,758.66	\$0.00	\$0.00	\$7,758.66
409 MAHLER PIT - 15TH ST IMP FUND	\$79,056.88	\$0.00	\$0.00	\$79,056.88
411 FACILITIES CAPITAL PROJ FUND	-\$514,537.06	\$0.00	\$0.00	-\$514,537.06
417 EQUIPMENT CAPITAL FUND	\$126,326.61	\$0.00	\$0.00	\$126,326.61
418 STREET CAPITAL PROJ FUND	\$102,547.31	\$0.00	\$0.00	\$102,547.31
601 WATER ENTERPRISE FUND	\$907,009.18	\$0.00	\$3,001.00	\$904,008.18
602 SEWER ENTERPRISE FUND	\$299,165.65	\$0.00	\$6,579.65	\$292,586.00
603 STORM WATER ENTERPRISE FUND	\$123,375.67	\$0.00	\$0.00	\$123,375.67
611 WATER CAPITAL IMP FUND	\$168,120.38	\$0.00	\$0.00	\$168,120.38
612 SEWER CAPITAL IMP FUND	\$1,969,039.04	\$0.00	\$0.00	\$1,969,039.04
613 STORM WATER CAPITAL IMP FUND	\$606,943.25	\$0.00	\$0.00	\$606,943.25
701 RIVER ROAD CEMETERY	\$35,981.74	\$0.00	\$0.00	\$35,981.74
804 SCHENDELS FIELD ESC FUND	\$0.00	\$0.00	\$0.00	\$0.00
809 BRIDGES AT HANOVER ESC FUND	\$0.00	\$0.00	\$0.00	\$0.00
811 EROSION CONTROL ESCROW FUND	\$30,000.00	\$0.00	\$0.00	\$30,000.00
815 LANDSCAPE ESCROW FUND	\$28,000.00	\$0.00	\$0.00	\$28,000.00
817 INFRASTRUCTURE ESCROW FUND	\$11,000.00	\$0.00	\$0.00	\$11,000.00
818 MISC ESCROWS FUND	\$7,400.35	\$0.00	\$0.00	\$7,400.35
820 BRIDGES TOWNHOMES ESC FUND	\$3,626.40	\$0.00	\$0.00	\$3,626.40
821 QUAIL PASS 2ND ADD ESCROW FD	\$0.00	\$0.00	\$0.00	\$0.00
823 CROW RVR HTS WEST 3RD / BACKES	\$18,179.17	\$0.00	\$0.00	\$18,179.17
824 CROW RVR HTS WEST 3RD PH2 EAW	\$0.00	\$0.00	\$0.00	\$0.00
825 CROW RVR HTS FUT WEST PLAT/PUD	\$8,549.81	\$0.00	\$0.00	\$8,549.81
826 CROW RVR HTS 4TH ADD FINL PLAT	\$0.00	\$0.00	\$0.00	\$0.00
827 HANOVER COVE PRELIMINARY PLAT	\$45,047.06	\$0.00	\$0.00	\$45,047.06
900 INTEREST	\$30,690.63	\$0.00	\$0.00	\$30,690.63

Cash Balances

January 2019

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
	\$7,232,794.77	\$0.00	\$200,430.60	\$7,032,364.17

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	January 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
TAXES	R 100-31000 Property Taxes - General	\$0.00	\$0.00	\$1,019,659.00	\$1,019,659.00	0.00%
TAXES	R 100-31020 Property Taxes - Fire	\$0.00	\$0.00	\$101,578.00	\$101,578.00	0.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Source Alt Code TAXES		\$0.00	\$0.00	\$1,136,237.00	\$1,136,237.00	0.00%
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	\$0.00	\$10,000.00	\$10,000.00	0.00%
SERVICE	R 100-34107 Assessment Search Fees	\$0.00	\$0.00	\$600.00	\$600.00	0.00%
SERVICE	R 100-34108 Administrative Fees	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
SERVICE	R 100-34109 Copies/Faxes	\$0.00	\$0.00	\$50.00	\$50.00	0.00%
SERVICE	R 100-34206 Other Public Safety Charges	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SERVICE	R 100-34207 Fire Protection Services	\$0.00	\$0.00	\$110,755.00	\$110,755.00	0.00%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.00%
SERVICE	R 100-34780 Park Rental Fees	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.00%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
Source Alt Code SERVICE		\$0.00	\$0.00	\$134,905.00	\$134,905.00	0.00%
MISC	R 100-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
MISC	R 100-36210 Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36215 Investment Income/Loss	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36230 Contributions and Donations	\$0.00	\$0.00	\$400.00	\$400.00	0.00%
MISC	R 100-36235 Insurance Dividends	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
MISC	R 100-36250 Damage Deposits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36260 Refunds or Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36290 Sale of Vehicles/Equipment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-39101 Sales of General Fixed Asset	\$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	\$0.00	\$4,500.00	\$4,500.00	0.00%
LIC PERM	R 100-32110 Alcoholic Beverages	\$0.00	\$0.00	\$10,370.00	\$10,370.00	0.00%
LIC PERM	R 100-32180 Other Bus. Licenses/Permits	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
LIC PERM	R 100-32210 Building Permits	\$0.00	\$0.00	\$100,000.00	\$100,000.00	0.00%
LIC PERM	R 100-32240 Animal Licenses	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LIC PERM	R 100-32260 Solid Waste Hauler Licenses	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
LIC PERM	R 100-32270 Rental Dwelling Licenses	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LIC PERM	R 100-32280 Other Non-Business Lic/Per	\$0.00	\$0.00	\$50.00	\$50.00	0.00%
Source Alt Code LIC PERM		\$0.00	\$0.00	\$112,920.00	\$112,920.00	0.00%
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	\$118,253.00	\$118,253.00	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	\$0.00	\$39,000.00	\$39,000.00	0.00%
INTGOVT	R 100-33426 State Police Aid	\$0.00	\$0.00	\$5,500.00	\$5,500.00	0.00%
INTGOVT	R 100-33610 County Grants/Aid for Roads	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code INTGOVT		\$0.00	\$0.00	\$163,092.00	\$163,092.00	0.00%
FINES	R 100-35100 Court Fines	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
Source Alt Code FINES		\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
Fund 100 GENERAL FUND		\$0.00	\$0.00	\$1,554,654.00	\$1,554,654.00	0.00%

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	January 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
		\$0.00	\$0.00	\$1,554,654.00	\$1,554,654.00	0.00%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	January 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
Dept 41110 Council						
COUNCIL	E 100-41110-111 Committee Wages/Mee	\$0.00	\$0.00	\$13,000.00	\$13,000.00	0.00%
COUNCIL	E 100-41110-122 FICA	\$0.00	\$0.00	\$806.00	\$806.00	0.00%
COUNCIL	E 100-41110-123 Medicare	\$0.00	\$0.00	\$189.00	\$189.00	0.00%
COUNCIL	E 100-41110-208 Training and Instructio	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
COUNCIL	E 100-41110-306 Dues & Subscriptions	\$300.00	\$300.00	\$7,500.00	\$7,200.00	4.00%
COUNCIL	E 100-41110-331 Travel Expenses	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$35.00	\$35.00	\$20,000.00	\$19,965.00	0.18%
Dept 41110 Council		\$335.00	\$335.00	\$43,495.00	\$43,160.00	0.77%
Dept 41330 Boards and Commissions						
BRDCOMM	E 100-41330-111 Committee Wages/Mee	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
BRDCOMM	E 100-41330-208 Training and Instructio	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
BRDCOMM	E 100-41330-331 Travel Expenses	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 41330 Boards and Commissions		\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
Dept 41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$2,770.76	\$2,770.76	\$75,642.00	\$72,871.24	3.66%
CITYADM	E 100-41400-121 PERA	\$207.81	\$207.81	\$5,673.00	\$5,465.19	3.66%
CITYADM	E 100-41400-122 FICA	\$171.51	\$171.51	\$4,690.00	\$4,518.49	3.66%
CITYADM	E 100-41400-123 Medicare	\$40.11	\$40.11	\$1,097.00	\$1,056.89	3.66%
CITYADM	E 100-41400-134 Employer Paid Life	\$4.84	\$4.84	\$385.00	\$380.16	1.26%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$350.00	\$350.00	\$8,400.00	\$8,050.00	4.17%
CITYADM	E 100-41400-208 Training and Instructio	\$75.00	\$75.00	\$1,500.00	\$1,425.00	5.00%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$35.00	\$35.00	\$250.00	\$215.00	14.00%
Dept 41400 City Administrator		\$3,655.03	\$3,655.03	\$97,637.00	\$93,981.97	3.74%
Dept 41410 Elections						
ELECTION	E 100-41410-200 Office Supplies (GENER	\$0.00	\$0.00	\$100.00	\$100.00	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	\$0.00	\$0.00	0.00%
ELECTION	E 100-41410-400 Repairs & Maint Cont (\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
Dept 41410 Elections		\$0.00	\$0.00	\$2,100.00	\$2,100.00	0.00%
Dept 41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$1,758.41	\$1,758.41	\$48,004.00	\$46,245.59	3.66%
CLERICAL	E 100-41430-121 PERA	\$131.88	\$131.88	\$3,600.00	\$3,468.12	3.66%
CLERICAL	E 100-41430-122 FICA	\$108.74	\$108.74	\$2,976.00	\$2,867.26	3.65%
CLERICAL	E 100-41430-123 Medicare	\$25.43	\$25.43	\$696.00	\$670.57	3.65%
CLERICAL	E 100-41430-134 Employer Paid Life	\$4.25	\$4.25	\$1,540.00	\$1,535.75	0.28%
CLERICAL	E 100-41430-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CLERICAL	E 100-41430-151 Med/Dental Insurance	\$350.00	\$350.00	\$8,400.00	\$8,050.00	4.17%
CLERICAL	E 100-41430-208 Training and Instructio	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
CLERICAL	E 100-41430-306 Dues & Subscriptions	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
Dept 41430 Clerical Staff		\$2,378.71	\$2,378.71	\$65,816.00	\$63,437.29	3.61%
Dept 41435 Staff Expenses						
STAFFEXP	E 100-41435-260 Uniforms	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
STAFFEXP	E 100-41435-310 Other Professional Serv	\$150.00	\$150.00	\$500.00	\$350.00	30.00%
STAFFEXP	E 100-41435-331 Travel Expenses	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
Dept 41435 Staff Expenses		\$150.00	\$150.00	\$2,800.00	\$2,650.00	5.36%
Dept 41530 Accounting						
ACCTING	E 100-41530-101 Full-Time Employees R	\$2,040.00	\$2,040.00	\$55,692.00	\$53,652.00	3.66%
ACCTING	E 100-41530-121 PERA	\$153.00	\$153.00	\$4,177.00	\$4,024.00	3.66%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	January 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
ACCTING	E 100-41530-122 FICA	\$126.48	\$126.48	\$3,453.00	\$3,326.52	3.66%
ACCTING	E 100-41530-123 Medicare	\$29.58	\$29.58	\$808.00	\$778.42	3.66%
ACCTING	E 100-41530-134 Employer Paid Life	\$4.84	\$4.84	\$1,060.00	\$1,055.16	0.46%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$335.17	\$335.17	\$8,398.00	\$8,062.83	3.99%
ACCTING	E 100-41530-208 Training and Instructio	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
ACCTING	E 100-41530-306 Dues & Subscriptions	\$0.00	\$0.00	\$250.00	\$250.00	0.00%
ACCTING	E 100-41530-310 Other Professional Serv	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.00%
Dept 41530 Accounting		\$2,689.07	\$2,689.07	\$77,338.00	\$74,648.93	3.48%
Dept 41540 Auditing						
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$0.00	\$0.00	\$22,000.00	\$22,000.00	0.00%
Dept 41540 Auditing		\$0.00	\$0.00	\$22,000.00	\$22,000.00	0.00%
Dept 41550 Assessing						
ASSESS G	E 100-41550-310 Other Professional Serv	\$0.00	\$0.00	\$21,000.00	\$21,000.00	0.00%
Dept 41550 Assessing		\$0.00	\$0.00	\$21,000.00	\$21,000.00	0.00%
Dept 41570 Purchasing						
PURCHASE	E 100-41570-200 Office Supplies (GENER	\$0.00	\$0.00	\$3,500.00	\$3,500.00	0.00%
PURCHASE	E 100-41570-205 Bank Fees	\$0.00	\$0.00	\$200.00	\$200.00	0.00%
PURCHASE	E 100-41570-207 Computer Supplies	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.00%
PURCHASE	E 100-41570-220 Repair/Maint Supply (G	\$176.05	\$176.05	\$4,000.00	\$3,823.95	4.40%
PURCHASE	E 100-41570-322 Postage	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.00%
PURCHASE	E 100-41570-570 Office Equip and Furnis	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
Dept 41570 Purchasing		\$176.05	\$176.05	\$19,200.00	\$19,023.95	0.92%
Dept 41600 Computer						
COMPUTER	E 100-41600-310 Other Professional Serv	\$394.99	\$394.99	\$5,000.00	\$4,605.01	7.90%
Dept 41600 Computer		\$394.99	\$394.99	\$5,000.00	\$4,605.01	7.90%
Dept 41610 City Attorney						
CITYATNY	E 100-41610-304 Legal Fees	\$0.00	\$0.00	\$23,500.00	\$23,500.00	0.00%
Dept 41610 City Attorney		\$0.00	\$0.00	\$23,500.00	\$23,500.00	0.00%
Dept 41910 Planning and Zoning						
PLANZONG	E 100-41910-310 Other Professional Serv	\$0.00	\$0.00	\$25,000.00	\$25,000.00	0.00%
Dept 41910 Planning and Zoning		\$0.00	\$0.00	\$25,000.00	\$25,000.00	0.00%
Dept 41940 General Govt Buildings/Plant						
GOVTBLDG	E 100-41940-210 Operating Supplies (GE	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (G	\$0.00	\$0.00	\$7,000.00	\$7,000.00	0.00%
GOVTBLDG	E 100-41940-306 Dues & Subscriptions	\$0.00	\$0.00	\$525.00	\$525.00	0.00%
GOVTBLDG	E 100-41940-310 Other Professional Serv	\$0.00	\$0.00	\$7,500.00	\$7,500.00	0.00%
GOVTBLDG	E 100-41940-321 Telephone	\$228.19	\$228.19	\$6,400.00	\$6,171.81	3.57%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$0.00	\$0.00	\$9,600.00	\$9,600.00	0.00%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$253.75	\$253.75	\$3,500.00	\$3,246.25	7.25%
GOVTBLDG	E 100-41940-415 Other Equipment Renta	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
GOVTBLDG	E 100-41940-520 Buildings and Structure	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
GOVTBLDG	E 100-41940-560 Furniture and Fixtures	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
GOVTBLDG	E 100-41940-580 Other Equipment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 41940 General Govt Buildings/Plant		\$481.94	\$481.94	\$48,025.00	\$47,543.06	1.00%
Dept 41950 Engineer						
ENGINEER	E 100-41950-303 Engineering Fees	\$0.00	\$0.00	\$20,000.00	\$20,000.00	0.00%
Dept 41950 Engineer		\$0.00	\$0.00	\$20,000.00	\$20,000.00	0.00%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	January 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
Dept 41960 Insurance						
INSURANCE	E 100-41960-150 Worker s Comp (GENE	\$0.00	\$0.00	\$18,000.00	\$18,000.00	0.00%
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	\$0.00	\$25,000.00	\$25,000.00	0.00%
Dept 41960 Insurance		\$0.00	\$0.00	\$43,000.00	\$43,000.00	0.00%
Dept 41970 Legal Publications						
LEGALPUB	E 100-41970-341 Employment	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
LEGALPUB	E 100-41970-343 Other Advertising	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
LEGALPUB	E 100-41970-351 Legal Notices Publishin	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$0.00	\$250.00	\$250.00	0.00%
Dept 41970 Legal Publications		\$0.00	\$0.00	\$1,650.00	\$1,650.00	0.00%
Dept 42101 Hennepin County Sheriff						
HCSHERIFF	E 100-42101-310 Other Professional Serv	\$0.00	\$0.00	\$82,716.00	\$82,716.00	0.00%
Dept 42101 Hennepin County Sheriff		\$0.00	\$0.00	\$82,716.00	\$82,716.00	0.00%
Dept 42102 Wright County Sheriff						
WCSHERIFF	E 100-42102-310 Other Professional Serv	\$9,064.17	\$9,064.17	\$108,770.00	\$99,705.83	8.33%
Dept 42102 Wright County Sheriff		\$9,064.17	\$9,064.17	\$108,770.00	\$99,705.83	8.33%
Dept 42210 Fire Dept Administration						
FIREADMIN	E 100-42210-103 Part-Time Employees	\$32,999.50	\$32,999.50	\$61,000.00	\$28,000.50	54.10%
FIREADMIN	E 100-42210-122 FICA	\$2,045.98	\$2,045.98	\$3,782.00	\$1,736.02	54.10%
FIREADMIN	E 100-42210-123 Medicare	\$478.51	\$478.51	\$885.00	\$406.49	54.07%
FIREADMIN	E 100-42210-142 Unemployment Benefit	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
FIREADMIN	E 100-42210-150 Worker s Comp (GENE	\$0.00	\$0.00	\$9,000.00	\$9,000.00	0.00%
FIREADMIN	E 100-42210-200 Office Supplies (GENER	\$0.00	\$0.00	\$350.00	\$350.00	0.00%
FIREADMIN	E 100-42210-305 Medical and Dental Fee	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
FIREADMIN	E 100-42210-306 Dues & Subscriptions	\$328.00	\$328.00	\$1,500.00	\$1,172.00	21.87%
FIREADMIN	E 100-42210-361 General Liability Ins	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
Dept 42210 Fire Dept Administration		\$35,851.99	\$35,851.99	\$85,817.00	\$49,965.01	41.78%
Dept 42220 Fire Dept Equipment						
FIREEQUIP	E 100-42220-221 Equipment Parts	\$0.00	\$0.00	\$15,500.00	\$15,500.00	0.00%
FIREEQUIP	E 100-42220-228 Medical Supplies	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
FIREEQUIP	E 100-42220-240 Small Tools and Minor	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
FIREEQUIP	E 100-42220-260 Uniforms	\$0.00	\$0.00	\$28,500.00	\$28,500.00	0.00%
FIREEQUIP	E 100-42220-580 Other Equipment	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
Dept 42220 Fire Dept Equipment		\$0.00	\$0.00	\$51,500.00	\$51,500.00	0.00%
Dept 42240 Fire Dept Training						
FIRETRNG	E 100-42240-208 Training and Instructio	\$0.00	\$0.00	\$12,500.00	\$12,500.00	0.00%
FIRETRNG	E 100-42240-310 Other Professional Serv	\$0.00	\$0.00	\$3,210.00	\$3,210.00	0.00%
FIRETRNG	E 100-42240-331 Travel Expenses	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
Dept 42240 Fire Dept Training		\$0.00	\$0.00	\$17,210.00	\$17,210.00	0.00%
Dept 42260 Fire Vehicles						
FIREVEH	E 100-42260-212 Motor Fuels	\$0.00	\$0.00	\$4,500.00	\$4,500.00	0.00%
FIREVEH	E 100-42260-220 Repair/Maint Supply (G	\$0.00	\$0.00	\$9,000.00	\$9,000.00	0.00%
FIREVEH	E 100-42260-240 Small Tools and Minor	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
FIREVEH	E 100-42260-323 Radio Units	\$0.00	\$0.00	\$7,805.00	\$7,805.00	0.00%
Dept 42260 Fire Vehicles		\$0.00	\$0.00	\$22,305.00	\$22,305.00	0.00%
Dept 42280 Fire Stations and Bldgs						
FIREBLDG	E 100-42280-215 Shop Supplies	\$0.00	\$0.00	\$1,650.00	\$1,650.00	0.00%
FIREBLDG	E 100-42280-220 Repair/Maint Supply (G	\$0.00	\$0.00	\$7,500.00	\$7,500.00	0.00%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	January 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
FIREBLDG	E 100-42280-321 Telephone	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$0.00	\$0.00	\$4,500.00	\$4,500.00	0.00%
FIREBLDG	E 100-42280-383 Gas Utilities	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
FIREBLDG	E 100-42280-520 Buildings and Structure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 42280	Fire Stations and Bldgs	\$0.00	\$0.00	\$17,650.00	\$17,650.00	0.00%
Dept 42290	Fire Relief Association					
FIRERELIEF	E 100-42290-124 Fire Pension Contributi	\$0.00	\$0.00	\$39,000.00	\$39,000.00	0.00%
FIRERELIEF	E 100-42290-125 Other Retirement Contr	\$0.00	\$0.00	\$11,602.00	\$11,602.00	0.00%
FIRERELIEF	E 100-42290-301 Auditing and Acctg Ser	\$0.00	\$0.00	\$6,250.00	\$6,250.00	0.00%
Dept 42290	Fire Relief Association	\$0.00	\$0.00	\$56,852.00	\$56,852.00	0.00%
Dept 42401	Building Inspection Admin					
INSPADMN	E 100-42401-310 Other Professional Serv	\$0.00	\$0.00	\$50,000.00	\$50,000.00	0.00%
Dept 42401	Building Inspection Admin	\$0.00	\$0.00	\$50,000.00	\$50,000.00	0.00%
Dept 42700	Animal Control					
ANIMCTRL	E 100-42700-310 Other Professional Serv	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
Dept 42700	Animal Control	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
Dept 42800	Cemetery					
CEMETERY	E 100-42800-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 42800	Cemetery	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43000	Public Works (GENERAL)					
PUBWRKS	E 100-43000-101 Full-Time Employees R	\$6,076.43	\$6,076.43	\$138,997.00	\$132,920.57	4.37%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$280.00	\$280.00	\$14,580.00	\$14,300.00	1.92%
PUBWRKS	E 100-43000-121 PERA	\$455.73	\$455.73	\$12,300.00	\$11,844.27	3.71%
PUBWRKS	E 100-43000-122 FICA	\$379.04	\$379.04	\$11,072.00	\$10,692.96	3.42%
PUBWRKS	E 100-43000-123 Medicare	\$88.66	\$88.66	\$2,589.00	\$2,500.34	3.42%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$13.93	\$13.93	\$2,535.00	\$2,521.07	0.55%
PUBWRKS	E 100-43000-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PUBWRKS	E 100-43000-151 Med/Dental Insurance	\$1,350.00	\$1,350.00	\$32,400.00	\$31,050.00	4.17%
PUBWRKS	E 100-43000-208 Training and Instructio	\$1,449.00	\$1,449.00	\$2,500.00	\$1,051.00	57.96%
PUBWRKS	E 100-43000-212 Motor Fuels	\$0.00	\$0.00	\$7,000.00	\$7,000.00	0.00%
PUBWRKS	E 100-43000-215 Shop Supplies	\$0.00	\$0.00	\$7,500.00	\$7,500.00	0.00%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (G	\$0.00	\$0.00	\$12,000.00	\$12,000.00	0.00%
PUBWRKS	E 100-43000-226 Sign Repair Materials	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
PUBWRKS	E 100-43000-240 Small Tools and Minor	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
PUBWRKS	E 100-43000-260 Uniforms	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
PUBWRKS	E 100-43000-310 Other Professional Serv	\$0.00	\$0.00	\$10,000.00	\$10,000.00	0.00%
PUBWRKS	E 100-43000-321 Telephone	\$150.80	\$150.80	\$4,200.00	\$4,049.20	3.59%
PUBWRKS	E 100-43000-325 Taxes	\$0.00	\$0.00	\$200.00	\$200.00	0.00%
PUBWRKS	E 100-43000-381 Electric Utilities	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.00%
PUBWRKS	E 100-43000-383 Gas Utilities	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
Dept 43000	Public Works (GENERAL)	\$10,243.59	\$10,243.59	\$280,373.00	\$270,129.41	3.65%
Dept 43121	Paved Streets					
PAVSTRTS	E 100-43121-224 Street Maint Materials	\$0.00	\$0.00	\$100,000.00	\$100,000.00	0.00%
Dept 43121	Paved Streets	\$0.00	\$0.00	\$100,000.00	\$100,000.00	0.00%
Dept 43122	Unpaved Streets					
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43122	Unpaved Streets	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43125	Ice & Snow Removal					

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	January 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
SNOWREMO	E 100-43125-224 Street Maint Materials	\$0.00	\$0.00	\$20,000.00	\$20,000.00	0.00%
Dept 43125	Ice & Snow Removal	\$0.00	\$0.00	\$20,000.00	\$20,000.00	0.00%
Dept 43160	Street Lighting					
STLGHGTG	E 100-43160-381 Electric Utilities	\$0.00	\$0.00	\$25,000.00	\$25,000.00	0.00%
Dept 43160	Street Lighting	\$0.00	\$0.00	\$25,000.00	\$25,000.00	0.00%
Dept 43240	Waste (refuse) Disposal					
REFDISPO	E 100-43240-384 Refuse/Garbage Dispos	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
Dept 43240	Waste (refuse) Disposal	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
Dept 43245	Recycling: Refuse					
RECYCLING	E 100-43245-384 Refuse/Garbage Dispos	\$0.00	\$0.00	\$40,000.00	\$40,000.00	0.00%
Dept 43245	Recycling: Refuse	\$0.00	\$0.00	\$40,000.00	\$40,000.00	0.00%
Dept 45186	Senior Center					
SRCENTER	E 100-45186-437 Other Miscellaneous	\$0.00	\$0.00	\$8,700.00	\$8,700.00	0.00%
Dept 45186	Senior Center	\$0.00	\$0.00	\$8,700.00	\$8,700.00	0.00%
Dept 45200	Parks (GENERAL)					
PARKS	E 100-45200-212 Motor Fuels	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
PARKS	E 100-45200-220 Repair/Maint Supply (G	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
PARKS	E 100-45200-225 Landscaping Materials	\$0.00	\$0.00	\$8,000.00	\$8,000.00	0.00%
PARKS	E 100-45200-310 Other Professional Serv	\$0.00	\$0.00	\$7,000.00	\$7,000.00	0.00%
PARKS	E 100-45200-381 Electric Utilities	\$0.00	\$0.00	\$2,200.00	\$2,200.00	0.00%
PARKS	E 100-45200-400 Repairs & Maint Cont (\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
PARKS	E 100-45200-440 Programs	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
PARKS	E 100-45200-580 Other Equipment	\$0.00	\$0.00	\$8,000.00	\$8,000.00	0.00%
Dept 45200	Parks (GENERAL)	\$0.00	\$0.00	\$36,700.00	\$36,700.00	0.00%
Dept 45500	Libraries (GENERAL)					
LIBRARY	E 100-45500-437 Other Miscellaneous	\$0.00	\$0.00	\$11,500.00	\$11,500.00	0.00%
Dept 45500	Libraries (GENERAL)	\$0.00	\$0.00	\$11,500.00	\$11,500.00	0.00%
Dept 48205	Damage Deposit Refunds					
DMGDEPRF	E 100-48205-810 Refunds & Reimburse	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 48205	Damage Deposit Refunds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49360	Transfers Out					
TRANSFERS	E 100-49360-700 Transfers (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49360	Transfers Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49800	Transit (GENERAL)					
TRANSIT	E 100-49800-310 Other Professional 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	\$65,420.54	\$65,420.54	\$1,554,654.00	\$1,489,233.46	4.21%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	January 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
		\$65,420.54	\$65,420.54	\$1,554,654.00	\$1,489,233.46	4.21%

**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 Chris Kauffman at 4:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 15th day of January, 2019.

The following Council Members were present:

The following Council Members were absent:

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

.....

RESOLUTION NO 01-15-19-04

A RESOLUTION APPROVING ANNUAL STAFF REVIEWS

WHEREAS, the City Administrator has conducted annual performance reviews with City Staff; and

WHEREAS, a 360 degree review was conducted on the City Administrator; and

WHEREAS, in accordance with the Personnel Policy and based on those reviews, the City Administrator is recommending merit pay increases to be effective January 1, 2019 per the attached recommendation.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the merit increases per the attached recommendation memo effective January 1, 2019.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 15th day of January, 2019.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



To: Mayor Kauffman & the Hanover City Council

From: Brian Hagen, City Administrator

Re: 2018 Annual Staff Reviews

Date: January 10, 2019

Annual Performance Evaluations were conducted for staff. Below are recommendations for salary increases based on the results of those reviews, in accordance with the Personnel Policy and salary ranges previously approved by the City Council effective January 1, 2019.

Brian Hagen – City Administrator/Clerk/Treasurer

Recommended increase is 4%. Current salary is \$72,039.88/annually. The new proposed salary would be \$74,921.48. The salary range for this position is \$62,109 - \$92,000/annually.

Jackie Heinz – Accountant/Deputy Clerk

Recommended increase is 4%. Current salary is \$53,040/annually. The new proposed salary would be \$55,161.60/annually. The salary range for this position is \$41,600 - \$70,000/annually.

Amy Biren – Administrative Assistant

Recommended increase is 4%. Current wage is \$21.98/hour. The new proposed wage would be \$22.86/hour. The wage range for this position is \$18.78 - \$26.44/hour.

Jason Doboszanski – Public Works Supervisor

Recommended increase is 4.5%. Current wage is \$27.69/hour. The new proposed wage would be \$28.94/hour. The wage range for this position is \$22.38 - \$33.65/hour.

Jason Ramthun – Public Works Maintenance Worker

Recommended increase is 4.5%. Current wage is \$22.88/hour. The new proposed wage would be \$23.91/hour. The wage range for this position is \$16.51 - \$26.44/hour.

Carl Olson – Public Works Maintenance Worker

Recommended increase is 4%. Current wage is \$24.52/hour. The new proposed wage would be \$25.50/hour. The wage range for this position is \$16.51 - \$26.44/hour.

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 15th day of January, 2019.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 01-15-19-05

A RESOLUTION APPROVING ADDITIONAL 2019 ANNUAL APPOINTMENTS

WHEREAS, the City Council approved annual appointments at their January 3, 2019 regular City Council meeting; and

WHEREAS, one Park Board term and five Fire Department Officer terms were left unappointed for further discussion.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the 2019 Annual Appointments as attached.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 15th day of January, 2019.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

**CITY OF HANOVER
2019 ANNUAL APPOINTMENTS**

Mayor:	Chris Kauffman	4 Year Term 2017-2020
Council:	Doug Hammerseng	4 Year Term 2017-2020
	MaryAnn Hallstein	4 Year Term 2017-2020
	Ken Warpula	4 Year Term 2019-2022
	Jim Zajicek	4 Year Term 2019-2022

APPOINTMENTS

Vice-Mayor: Ken Warpula 2019

Planning Commission: (3 Year Terms)

Stan Kolasa	2017-2019
Michelle Armstrong	2017-2019
Dean Kuitunen	2018-2020
Jim Schendel	2019-2021
Mike Christenson	2019-2021

Council Liaison: Doug Hammerseng 2019

Alternate Liaison: Ken Warpula 2019

Park Board: (3 Year Terms)

Mat Boie	2017-2019
Jeff Grupp	2017-2019
Dani Vetrano	2018-2020
Scott Jamison	2018-2020
TBD 01-15-19	2019-2021

Council Liaison: Jim Zajicek 2019

Alternate Liaison: MaryAnn Hallstein 2019

Economic Development Authority: (Terms-6 years except for council, whose terms coincide with their terms of election)

Jessica Johnson	2016-2021
Brian Dismang	2017-2022
Todd Bartels	2018-2023
Ted Zrust	2018-2023
Tony Ross	2018-2023
MaryAnn Hallstein	2017-2020 (Council Member)
Ken Warpula	2019-2022 (Council Member)

Joint Powers Water Board:
Chris Kauffman and Jim Zajicek

Safety Committee:
City Hall Staff

Fire Department:

Fire Chief: TBD 01-15-19
Chief 2: Toby Heinz
Captain 1: TBD 01-15-19
Captain 2: Tony Wychgram
Captain 3: TBD 01-15-19
Captain 4: Steve Vrieze
Lieutenant 3: TBD 01-15-19
Lieutenant 4: TBD 01-15-19

Fire Relief Association:

Ex-Officio: Fire Chief
Ex-Officio: Mayor
Ex-Officio: City Administrator

Weed Inspectors:

Mayor (statutory)
City Administrator (assistant)
Public Works Supervisor (assistant)

Financial Advisors:

UBS Financial (Investments)
Springsted (Bonds and Other)

Official Depositories:

BankWest, MidWestOne Bank, Financial Security Bank, First National Bank of Elk River, UBS Financial, Minnesota Municipal Money Market Fund

Official Newspaper:

Wright County Journal Press

Animal Control:

Monticello Impound

Official Radio Station:

WCCO-830 AM

City Engineer, City Attorney, City Planner, City Assessor, Sheriff Services, and Building Inspection Services are all under contract with the City.