

**AGENDA
HANOVER CITY COUNCIL
FEBRUARY 7, 2017**

MAYOR

CHRIS KAUFFMAN

COUNCIL

DOUG HAMMERSENG

KEN WARPULA

JIM ZAJICEK

MARYANN HALLSTEIN

1. Call to Order/Pledge of Allegiance: 7:00 p.m.
2. Approval of Agenda
3. Consent Agenda Items:
 - a. Approve Minutes of January 17, 2017 City Council Work Session Meeting (4)
 - b. Approve Claims as Presented: (7)

➤ Claims	\$ 169,443.73
➤ Payroll	\$ 7,898.78
➤ P/R taxes & Exp	\$ 2,699.60
➤ Other Claims	<u>\$ 1,960.48</u>
➤ Total Claims	<u>\$ 182,002.59</u>
 - c. Res No 02-07-17-10 – Approving Renewal of Consumption and Display License (52)
 - d. Res No 02-07-17-11 – Approving Pay Voucher #1, Soils Correction for Public Works Facility (53)
 - e. Res No 02-07-17-12 – Approving 2017 Pay Equity Report (67)
 - f. Res No 02-07-17-13 – Appointing Brian Dismang to Hanover EDA (69)
 - g. Res No 02-07-17-14 – Approving Hennepin County Residential Recycling Grant Agreement (70)
4. Citizen’s Forum:
5. Public Hearings
6. Unfinished Business
7. New Business
 - a. 2017 Road Maintenance Project – Pheasant Run (83)
 - b. Ordinance 2016-03 – Amending Chapter 10 Related to Accessory Uses and Structures (91)
 - c. Res No 02-07-17-15 – Recognizing Settlers Park Lease Termination (101)
 - d. Res No 02-07-17-16 – Accepting Donation from Hanover Athletic Association (112)
 - e. Set Date for 2017 Goal Setting Session
 - f. Set Date for Comprehensive Plan Work Plan Review
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: February 2, 2017
Re: Review of February 7, 2017 City Council Agenda

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 January 17, 2017 City Council Work Session Meeting (4)
 - b. Approve Claims as Presented: (7)

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 - e. Res No 02-07-17-12 – Approving 2017 Pay Equity Report (67)
 - f. Res No 02-07-17-13 – Appointing Brian Dismang to Hanover EDA (69)
 - g. Res No 02-07-17-14 – Approving Hennepin County Residential Recycling Grant Agreement (70)
The recycling grant would require no additional costs to the City. Residents who choose to partake in the organic recycling would be required to pay for it themselves. The City would then be able to identify how many households have curbside and/or organic recycling in order to receive recycling grant proceeds.
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
7. New Business
 - a. 2017 Road Maintenance Project – Pheasant Run (83)
Justin will present options and estimated costs for a Pheasant Run maintenance project. We will also look at the funding options for this project.

- b. Ordinance 2016-03 – Amending Chapter 10 Related to Accessory Uses and Structures (91)**
Enclosed is an Ordinance that has been discussed by Planning Commission and Council. Also provided are memos from both Amy and Cindy.
- c. Res No 02-07-17-14 – Recognizing Settlers Park Lease Termination (101)**
Enclosed is a resolution recognizing and granting an immediate termination of the Recreational Lease Agreement for the Settlers Park Ballfield Area. This agreement required a minimum 6 month notice of termination. Because no improvements have been made to the property since the start of the lease, the Athletic Association is requesting an immediate termination.
- d. Res No 02-07-17-15 (112)**
With the termination of the Recreational Lease Agreement for the Settlers Park Ballfield area, The Hanover Athletic Association will no longer be responsible for the ballfield redesign project. The Hanover Athletic Association has instead chosen to donate the funds they committed to directly to the City to be used towards that project. Discussion about project scope and process will be held to ensure everyone is on the same page.
- e. Set Date for 2017 Goal Setting Session**
It would be beneficial to have a goal setting session to give guidance and set a plan of direction for the next year and beyond. This will be beneficial as Council will remain constant for the next two years. Given the February Work Session will be largely spent on Policy Review, I am wondering if a special meeting with a sole focus on goal setting would be the best option at hand.
- f. Set Date for Comprehensive Plan Work Plan Review**
The Comprehensive Work Plan is near complete. An initial review may be beneficial to go through with both City Council and Planning Commission. This will allow a single explanation of what to expect from Cindy to two groups of people. Additionally it will allow a plan on how to proceed forward through the process to be formulated. Options for the meeting may be a joint meeting at the February 27th Planning Commission meeting or a joint session at one of the March Council meetings.

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

9. Adjournment

**CITY OF HANOVER
CITY COUNCIL WORK SESSION
JANUARY 17, 2017 – DRAFT MINUTES**

Call to Order

Mayor Kauffman called the Regular City Council Work Session Meeting of Tuesday, January 17, 2017 to order at 6:00 p.m. Present were Chris Kauffman, Doug Hammerseng, and Jim Zajicek. Also present were City Administrator Brian Hagen and Accountant/Deputy Clerk Elizabeth Lindrud. Other guests present were Michael Kehn, Stephanie Gleason, Rich Engel, Brian Kottke, Dave Malewicki, and Carl Olson. Ken Warpula and MaryAnn Hallstein were absent.

Approval of Agenda

Kauffman added item 5B, Drainage issues at Roger and Edie Engnell’s property, 10590 Prairie Lane. **MOTION** by Hammerseng to approve the amended agenda, seconded by Zajicek. **Motion carried unanimously.**

Consent Agenda

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

a. Approve Minutes of Special January 3, 2017 City Council Meeting

b. Approve Claims as Presented:

➤ Claims	\$ 84,335.56
➤ Payroll	\$ 7,423.48
➤ P/R taxes & Exp	\$ 2,970.68
➤ Other Claims	\$ <u>1,927.37</u>
➤ Total Claims	\$ <u>96,657.09</u>

c. Res No 01-17-17-08 – Approving the Hire of Fire Department Member

d. Res No 01-17-17-09 – Approving Hanover Hills Surface Improvement Final Pay Voucher

Fire Department Grass Rig/Medical Vehicle Purchase

Assistant Fire Chief, Brian Kottke, explained that the grass rig will mainly be used for medical calls. The fire department is going to transfer the current medical equipment onto the new grass rig. Some of the medical supplies that will be in the new truck will be oxygen, auto pulse, blood pressure cuffs, and other medical supplies. Carl Olson stated that cardiac arrest is the number one cause of a fire fighting death and grass fires are the most physically exerting, having the grass rig be multifunctional will also help keep the fire fighters safe when fighting a grass fire. Olson and Rich Engel also explained that many cities are moving to a vehicle similar for a duty crew, since it will have a water tank two fire fighters are able to spray water into a fire until the rest of the department arrives on scene. Olson stated the fire department did hold a vote at their business meeting and the majority voted for this option. Hagen stated he will bring back a resolution to the February meeting.

Hennepin County Recycling Grant

Hagen explained that the current Hennepin County Recycling Grant has expired and Hennepin County is moving towards a split in the grant funding to provide 50% towards curbside recycling and 50% towards organic recycling. Council directed Staff to look into the cost impact of the City.

City Policies Review – Chapters 100-500, 700, 900

Hagen reviewed the changes to the City Policies. He explained that all the City Board and Council Members should have city emails. Fire Chief Dave Malewicki stated he would like to have five emails dedicated to the Fire Department as well, but did not feel every member needed a city email address. Hagen stated the cost is

\$3.50 per email address. Council directed Hagen to go ahead with emails for the Council and Board members and the five Fire Department emails.

Hagen explained the Social Media policy was new to the City and came from the League of Minnesota Cities.

Hagen explained that the Fire Department will become subject to the personnel policy and that many of the items were already in their standard operating guide already. The training and probationary period will differ between Fire Department and City Staff due to additional training required for the Fire Department. The Fire Department will follow the City's hiring policy and job descriptions and wage amounts will be defined for the Fire Department positions.

Hagen explained that he added the two hour minimum pay for staff when called outside of normal work hours. He stated that this has been a past practice, however, it was not in the policy. Council agreed that this should be added if an employee has to come back into work, but should not cover answering questions over the phone.

Hagen will bring back additional wording for how a Staff member who is also on the Hanover Fire Department will be paid if they respond to call that starts during normal working hours, but ends after normal working hours. If they respond during working hours, they are paid their City wage, if they respond after working hours, they receive the Fire Department wage.

Kauffman requested to change the weighting of the consultant's feedback on the City Administrator's 360 review, Hagen stated he will get examples of how other Cities conduct their reviews.

Holiday was clarified in policy, Council requested to have the Holiday hours not count towards overtime hours. Kauffman requested that Hagen verify that benefits have to be paid to a part time employee after 30 hours, as stated in policy, or if it should be 32 hours. Kauffman stated he would bring suggestions on how he would like to adjust paid leave accruals. Hagen did update that no vacation is accrued during the probationary period.

Hagen stated the Fire Department policy is all new and has been reviewed by Fire Chief Dave Malewicki. Council inquired if all Staff are subject to drug testing, Hagen stated no, only Public Works employees and the Fire Department. Public Works employees are also subject to random drug testing. Council would like to consider all new hires be tested prior to employment.

Hagen stated that at the next meeting he would like to review the Assessment policy, the City can assess per unit or road frontage. He stated this would be for assessing any water or sewer main extensions or a total road reconstruction. He further clarified that Council recently began the direction not to assess for any routine road maintenance, similar to the Hanover Hills project that was completed in 2016.

Settlers Park Ballfield Redesign Update

Hagen informed that Stan Kolasa, President of the Hanover Athletic Association, stated that the Hanover Athletic Association approved to terminate the lease agreement with the City at their December meeting. Hagen further explained he has not received the written notice yet, but will bring it before Council once he has received it. In the Hanover Athletic Association's January meeting they approved a donation to the City to cover the costs of the ballfield. Hagen explained that the City has not yet received the donation, but will bring it before Council once he has received it. With these two changes the City will now be the project manager. Hagen stated that if the City were to manage the project, we would be subject to competitive bidding laws. The ballfield will remain under the City's liability insurance, and the City would be required to schedule the field. Hanover Youth Ball typically gives the City their game schedule each spring.

Stephanie Gleason asked who serves as the Hanover resident’s voice. She stated the residents do not want the ballfield and inquired what data was used to make the decision to build the ballfield. Kauffman stated that Council listened to both sides and made their decision.

Reports

Lindrud:

- 1099s were filed and mailed out and all year end reports are finished.
- Park Board meets next Tuesday and would like to add an ice skating event.

Hagen:

- WCAT continues to look into the potential to separate from the transit agreement with Sibley and McLeod Counties. MnDOT is involved in the process due to the funding commitment. MnDOT has a desire to see public transit be successful in all three counties.
- GovOffice quoted \$3,150 to move the EDA website over to the City website. Hagen will move the website site over himself.

Zajicek:

- Hanover Harvest Festival had their first meeting of the year. The car show would like to know if the new Public Works building will have space for the car show.

Adjournment

MOTION by Hammerseng to adjourn at 8:11 p.m., seconded by Zajicek. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

CITY OF HANOVER

Payments

Current Period: December 2016

Batch Name	12/31/16PAY5					
Payment		Computer Dollar Amt	\$15,539.31	Posted		
Refer	1863 <u>ADVANCED DISPOSAL SERVICES</u>					
Cash Payment	E 100-41940-384 Refuse/Garbage Dispos	Standard Trash - December				\$215.30
Invoice	G20001664263	12/31/2016				
Transaction Date	1/17/2017	Due 0	Cash	10100	Total	\$215.30
Refer	1875 <u>COLLABORATIVE PLANNING LLC</u>					
Cash Payment	G 818-20200 Accounts Payable	CP Property Lot Combination				\$73.50
Invoice	2017-007	2/1/2017			Project 208229	
Cash Payment	E 100-41910-310 Other Professional Servi	General Planning				\$2,009.00
Invoice	2017-006	2/1/2017				
Transaction Date	2/1/2017	Due 0	Cash	10100	Total	\$2,082.50
Refer	1863 <u>FYCC</u>					
Cash Payment	E 100-45200-310 Other Professional Servi	Reading in the Park - 2016				\$6,280.00
Invoice	1335	1/26/2017				
Transaction Date	1/27/2017	Due 0	Cash	10100	Total	\$6,280.00
Refer	1862 <u>RUPP ANDERSON SQUIRES & WA</u>					
Cash Payment	E 100-41610-304 Legal Fees	Miscellaneous				\$489.05
Invoice	5122	1/10/2017				
Cash Payment	E 100-41610-304 Legal Fees	City Council and Board/Commission Meetings				\$300.00
Invoice	5122	1/10/2017				
Cash Payment	E 100-41610-304 Legal Fees	Purchase Agreement (5 Acre Lot)				\$728.00
Invoice	5122	1/10/2017				
Cash Payment	E 100-41610-304 Legal Fees	Volunteer Firefighter Issue				\$33.00
Invoice	5122	1/10/2017				
Cash Payment	E 100-41610-304 Legal Fees	Compatibility of Council Member as Fire Chief				\$977.50
Invoice	5122	1/10/2017				
Cash Payment	E 100-41610-304 Legal Fees	Fence Permit				\$17.50
Invoice	5122	1/10/2017				
Transaction Date	1/17/2017	Due 0	Cash	10100	Total	\$2,545.05
Refer	1869 <u>S E H</u>					
Cash Payment	E 201-41330-111 Committee Wages/Meeti	EDA Services - December 2016				\$605.00
Invoice	32740	1/16/2017				
Transaction Date	1/20/2017	Due 0	Cash	10100	Total	\$605.00
Refer	1864 <u>WRIGHT COUNTY AUDITOR-TREA</u>					
Cash Payment	E 100-41410-200 Office Supplies (GENER	Primary - Automark Programming - 2016				\$27.09
Invoice	19 2016 Electio	1/24/2017				
Cash Payment	E 100-41410-200 Office Supplies (GENER	Primary - Card Programming - 2016				\$72.01
Invoice	19 2016 Electio	1/24/2017				
Cash Payment	E 100-41410-200 Office Supplies (GENER	General - Automark Programming - 2016				\$109.12
Invoice	19 2016 Electio	1/24/2017				
Cash Payment	E 100-41410-200 Office Supplies (GENER	Primary - Card Programming - 2016				\$140.95
Invoice	19 2016 Electio	1/24/2017				
Transaction Date	1/27/2017	Due 0	Cash	10100	Total	\$349.17
Refer	1868 <u>WSB & ASSOCIATES, INC.</u>					

Payments

Current Period: December 2016

Cash Payment	E 100-41950-303 Engineering Fees	General Engineering Services - 2016			\$573.50
Invoice					
Cash Payment	E 418-43121-310 Other Professional Servi	Hanover Hills Surface Improvement Project			\$37.50
Invoice		Project 208219			
Cash Payment	E 100-41950-303 Engineering Fees	MS4 Services			\$735.00
Invoice		Project MS4			
Transaction Date	1/30/2017	Due 0	Cash	10100	Total \$1,346.00
Refer	1860 XCEL ENERGY				
Cash Payment	E 100-42280-381 Electric Utilities	Fire Station - 12/05/16 - 01/07/17			\$382.16
Invoice	531537450	1/17/2017			
Cash Payment	E 100-43160-381 Electric Utilities	City Hall - 12/05/16 - 01/07/17			\$885.88
Invoice	531537450	1/17/2017			
Cash Payment	E 100-45200-381 Electric Utilities	Historical Bridge Lighting - 12/05/16 - 01/07/17			\$153.04
Invoice	531537450	1/17/2017			
Cash Payment	E 100-43160-381 Electric Utilities	209 Labeaux Ave NE - 12/05/16 - 01/07/17			\$45.89
Invoice	531537450	1/17/2017			
Cash Payment	E 100-45200-381 Electric Utilities	Cardinal Circle Park - 12/05/16 - 01/07/17			\$15.87
Invoice	531537450	1/17/2017			
Cash Payment	E 100-45200-381 Electric Utilities	1033 Mallard St NE - 12/05/16 - 01/07/17			\$12.19
Invoice	531537450	1/17/2017			
Cash Payment	E 100-43160-381 Electric Utilities	751 Labeaux Ave NE - 12/05/16 - 01/07/17			\$101.51
Invoice	531537450	1/17/2017			
Cash Payment	E 100-43160-381 Electric Utilities	City Lights - Christmas Lights 12/01/16 - 12/31/16			\$519.75
Invoice	532441224	1/24/2017			
Transaction Date	1/23/2017	Due 0	Cash	10100	Total \$2,116.29

Fund Summary

	10100 Cash
818 MISC ESCROWS FUND	\$73.50
418 STREET CAPITAL PROJ FUND	\$37.50
201 EDA SPECIAL REVENUE FUND	\$605.00
100 GENERAL FUND	\$14,823.31
	<u>\$15,539.31</u>

Pre-Written Check	\$4,033.50
Checks to be Generated by the Computer	\$11,505.81
Total	<u>\$15,539.31</u>

CITY OF HANOVER

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Payments

Current Period: February 2017

Batch Name	02/07/17 PAY					
Payment		Computer Dollar Amt	\$153,904.42	Posted		
Refer	1864 AFLAC			Ck# 001848E 2/7/2017		
Cash Payment	G 100-21706 Medical/Dental Ins			Supplemental Insurance - January 2017		\$134.16
				Account# G1V17		
Invoice	703567	1/12/2017				
Transaction Date	1/17/2017	Due 0	Cash	10100	Total	\$134.16
Refer	1877 AMERICAN ENGINEERING TESTI					
Cash Payment	E 411-41940-310 Other Professional Servi			Public Works Building - Soil Testing		\$298.00
Invoice	1	1/31/2017		Project 208218		
Transaction Date	2/1/2017	Due 0	Cash	10100	Total	\$298.00
Refer	1865 AT&T MOBILITY					
Cash Payment	E 100-43000-321 Telephone			PW Cell Phones - 12/17/16 - 01/16/17		\$198.95
Invoice	X01252017	1/25/2017				
Transaction Date	1/27/2017	Due 0	Cash	10100	Total	\$198.95
Refer	1872 BEEBE LAKE ASSOCIATION					
Cash Payment	G 100-22000 Deposits			Hall Rental - 1/22/17		\$200.00
Invoice		1/23/2017				
Transaction Date	1/23/2017	Due 0	Cash	10100	Total	\$200.00
Refer	1876 BOYER TRUCKS			Ck# 001860E 2/7/2017		
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE			2007 Plow Truck Repair		\$845.20
Invoice	473695	1/16/2017				
Transaction Date	2/1/2017	Due 0	Cash	10100	Total	\$845.20
Refer	1874 CARSON, CLELLAND & SCHREDE					
Cash Payment	E 100-41610-304 Legal Fees			Legal Support/Work - January 2017		\$14.45
Invoice		1/26/2017				
Transaction Date	1/30/2017	Due 0	Cash	10100	Total	\$14.45
Refer	1881 CENTRAL HYDRAULICS, INC.					
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE			2007 Plow Truck Repairs		\$2,114.41
Invoice	0045438	1/20/2017				
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE			2007 Plow Truck Repair - Credit		-\$172.20
Invoice	0045618	1/20/2017				
Transaction Date	2/1/2017	Due 0	Cash	10100	Total	\$1,942.21
Refer	1871 CLASSIC CLEANING COMPANY, LL					
Cash Payment	E 100-41940-310 Other Professional Servi			Monthly Cleaning City Hall - January 2017		\$325.00
Invoice	24631	1/7/2017				
Cash Payment	E 100-41940-310 Other Professional Servi			Monthly Cleaning City Hall - January 2017		\$155.00
Invoice	24632	1/7/2017				
Transaction Date	1/30/2017	Due 0	Cash	10100	Total	\$480.00
Refer	1870 COLONIAL LIFE					
Cash Payment	G 100-21706 Medical/Dental Ins			Supplemental Insurance - February 2017		\$30.26
Invoice	0201202	1/22/2017				
Transaction Date	1/30/2017	Due 0	Cash	10100	Total	\$30.26
Refer	1882 COMCAST					

CITY OF HANOVER

Payments

Current Period: February 2017

Cash Payment	E 100-41940-321 Telephone	Digital Voice & Internet - Febraury 2017				\$279.96
Invoice	1/27/2017					
Transaction Date	2/2/2017	Due 0	Cash	10100	Total	\$279.96
Refer	1855 DELTA DENTAL	-				
Cash Payment	G 100-21706 Medical/Dental Ins	Dental Premiums - February 2017				\$125.10
Invoice	6773851 1/15/2017					
Transaction Date	1/23/2017	Due 0	Cash	10100	Total	\$125.10
Refer	1860 DIR ALCOHOL AND GAMBLING EN	-				
Cash Payment	E 100-41940-306 Dues & Subscriptions	Renewal of Consumption and Display Permit				\$250.00
Invoice	1/17/2017					
Transaction Date	1/17/2017	Due 0	Cash	10100	Total	\$250.00
Refer	1856 FAMILY HERITAGE LIFE INSURAN	Ck# 001855E 2/7/2017				
Cash Payment	G 100-21706 Medical/Dental Ins	Supplemental Insurance - January 2017				\$33.20
Invoice	614325 1/16/2017					
Transaction Date	1/23/2017	Due 0	Cash	10100	Total	\$33.20
Refer	1878 FEHN COMPANIES	-				
Cash Payment	E 411-41940-310 Other Professional Servi	Public Works Building - Soil Corrections				\$109,949.01
Invoice	1 1/31/2017	Project 208218				
Transaction Date	2/1/2017	Due 0	Cash	10100	Total	\$109,949.01
Refer	1867 HEALTH PARTNERS	Ck# 001849E 2/7/2017				
Cash Payment	G 100-21706 Medical/Dental Ins	Medical Premiums - February 2017				\$2,964.48
Invoice	70572306 1/11/2017					
Transaction Date	1/19/2017	Due 0	Cash	10100	Total	\$2,964.48
Refer	1867 KENYON, TANEAL	-				
Cash Payment	G 100-22000 Deposits	Hall Rental - 1/28/17				\$200.00
Invoice	1/30/2017					
Transaction Date	1/30/2017	Due 0	Cash	10100	Total	\$200.00
Refer	1879 KINGHORN COMPANY	Ck# 001861E 2/7/2017				
Cash Payment	E 411-41940-310 Other Professional Servi	Public Works Building				\$7,949.00
Invoice	1 1/31/2017	Project 208218				
Transaction Date	2/1/2017	Due 0	Cash	10100	Total	\$7,949.00
Refer	1861 LITE CONSTRUCTION, INC.	-				
Cash Payment	E 815-48200-810 Refunds & Reimburseme	Pmt 147-15 - 10544 108th Ave N				\$1,500.00
Invoice	1/24/2017					
Cash Payment	E 811-48200-810 Refunds & Reimburseme	Pmt 147-15 - 10544 108th Ave N				\$750.00
Invoice	1/24/2017					
Cash Payment	E 817-48200-810 Refunds & Reimburseme	Pmt 147-15 - 10544 108th Ave N				\$1,000.00
Invoice	1/24/2017					
Transaction Date	1/24/2017	Due 0	Cash	10100	Total	\$3,250.00
Refer	1865 LOFFLER COMPANIES, INC.	-				
Cash Payment	E 100-41570-220 Repair/Maint Supply (GE	Contract Overage - 12/17/16 - 01/16/17				\$689.85
Invoice	2419817 1/10/2017					
Transaction Date	1/17/2017	Due 0	Cash	10100	Total	\$689.85
Refer	1880 LOT SURVEYS COMPANY	-				

CITY OF HANOVER

Payments

Current Period: February 2017

Cash Payment	E 411-41940-310 Other Professional Servi	Public Works Building - Lot Survey				\$3,500.00
Invoice 1	1/31/2017				Project 208218	
Transaction Date	2/1/2017	Due 0	Cash	10100	Total	\$3,500.00
Refer	1873 METRO CITIES					
Cash Payment	E 100-41110-306 Dues & Subscriptions	Membership Dues - 2017				\$150.00
Invoice 91	1/25/2017					
Transaction Date	1/30/2017	Due 0	Cash	10100	Total	\$150.00
Refer	1866 METRO WEST INSPECTION SERVI					
Cash Payment	E 100-42401-310 Other Professional Servi	Admin - 11250 Labert Ct				\$17.50
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 02-15 - 1237 Irvine Drive				\$33.25
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 04-15 - 770 Kadler Ave NE				\$220.56
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 13-15 - 1032 Emerald St NE				\$308.01
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 28-15 - 775 Kadler Ave NE				\$17.50
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 36-15 - 798 Meadowlark Lane				\$171.17
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 38-15 - 443 River Rd				\$33.25
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 39-15 - 11624 Erin St NE				\$17.50
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 56-15 - 1344 Crow Rver Dr				\$56.16
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 76-15 - 780 Kayla Ln				\$56.16
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 83-15 - 29709 109th Ave				\$66.50
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 84-15 - 812 Meadowlark Lane				\$33.25
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 88-15 - 10787 Settlers Lane				\$17.50
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 92-15 - 10467 Beebe Lake Rd				\$122.03
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 101-15 - 28986 109th Ave N				\$33.25
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 104-15 - 813 Meadowbrook Ln				\$22.75
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 112-15 - 73 Jensen Ave				\$29.75
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 114-15 - 369 LeBeaux Ave				\$48.08
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 117-15 - 10865 Cottage Ln				\$212.47
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 124-15 - 776 Meander Rd				\$33.25
Invoice	1/17/2017					

CITY OF HANOVER

Payments

Current Period: February 2017

Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 131-15 - 1356 Oakwood Ln NE				\$17.50
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 132-15 - 1395 Irvine Dr				\$35.00
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 136-15 - 11723 Whitetail Dr				\$35.00
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 138-15 - 11766 Riverview Rd				\$64.25
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 140-15 - 11375 12th St NE				\$33.25
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 146-15 - 10733 Settlers Ln				\$5.25
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 40-16 - 11569 Lynwood Ct NE				\$48.08
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 80-16 - 274 Labeaux NE				\$745.29
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 110-16 - 11553 Erin St				\$1,130.29
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 114-16 - 11271 12th St Ne				\$1,342.84
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 121-16 - 11551 Lynwood Ct Ne				\$256.86
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 126-16 - 657 Jensen Ave SE				\$1,128.96
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 130-16 - 11667 Erin St SE				\$88.50
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 156-16 - 10723 Ginseng Ln				\$243.45
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 182-16 - 10981 4th St NE				\$39.99
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 183-16 - 11667 10th St NE				\$33.25
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 185-16 - 552 Kayla Ln				\$33.25
Invoice	1/17/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 188-16 - 10981 4th St Ne				\$64.25
Invoice	1/17/2017					
Transaction Date	1/19/2017	Due 0	Cash	10100		Total \$6,895.15
Refer	1862 MNGFOA					
Cash Payment	G 100-15500 Prepaid Items				MNGFOA Membership 01/01 - 02/28/18 - Liz	\$10.00
Invoice	07394 1/25/2017					
Cash Payment	E 100-41530-306 Dues & Subscriptions				MNGFOA Membership 03/01 - 12/31/17 - Liz	\$50.00
Invoice	07394 1/25/2017					
Transaction Date	1/25/2017	Due 0	Cash	10100		Total \$60.00
Refer	1871 PACK 563					
Cash Payment	G 100-22000 Deposits				Hall Rental - 1/20/17	\$200.00
Invoice	2/23/2017					
Transaction Date	1/23/2017	Due 0	Cash	10100		Total \$200.00
Refer	1870 PROFESSIONAL MECHANICAL SE					

CITY OF HANOVER

Payments

Current Period: February 2017

Cash Payment	R 100-32210 Building Permits	Refund - Over Payment of Surcharge on Pmt 5-17			\$1.00
Invoice	1/20/2017				
Transaction Date	1/20/2017	Due 0	Cash	10100	Total \$1.00
Refer	1872 <i>QUILL.COM</i>			<u>Ck# 001858E 2/7/2017</u>	
Cash Payment	E 100-41570-200 Office Supplies (GENER	Clear Acrylic Base and Sign - J. Grupp			\$16.99
Invoice	3726592	1/23/2017			
Cash Payment	E 100-41570-200 Office Supplies (GENER	Clear Acrylic Base and Sign - M. Hallstein			\$16.99
Invoice	3726592	1/23/2017			
Cash Payment	E 100-41570-200 Office Supplies (GENER	Clear Acrylic Base and Sign - B. Dismang			\$16.99
Invoice	3726592	1/23/2017			
Transaction Date	1/30/2017	Due 0	Cash	10100	Total \$50.97
Refer	1858 <i>RANDYS ENVIRONMENTAL SERVI</i>				
Cash Payment	E 100-43245-384 Refuse/Garbage Dispos	Recycling - January 2017			\$3,171.30
Invoice		1/19/2017			
Transaction Date	1/23/2017	Due 0	Cash	10100	Total \$3,171.30
Refer	1861 <i>SNYDER, MICHAEL</i>				
Cash Payment	G 100-22000 Deposits	Hall Rental - 01/14/17			\$200.00
Invoice		1/17/2017			
Transaction Date	1/17/2017	Due 0	Cash	10100	Total \$200.00
Refer	1859 <i>SUN LIFE FINANCIAL</i>				
Cash Payment	G 100-21707 Life Ins	Life Insurance - Februart 2017			\$383.65
Invoice		1/19/2017			
Transaction Date	1/23/2017	Due 0	Cash	10100	Total \$383.65
Refer	1868 <i>VEOLIA WATER NORTH AMERICA</i>				
Cash Payment	E 601-43252-310 Other Professional Servi	Water Services - February 2017			\$2,948.02
Invoice	00064883	1/19/2017			
Cash Payment	E 602-43252-310 Other Professional Servi	Sewer Services - February 2017			\$4,071.06
Invoice	00064883	1/19/2017			
Transaction Date	1/20/2017	Due 0	Cash	10100	Total \$7,019.08
Refer	1866 <i>VISA - BANKWEST</i>				
Cash Payment	E 100-43000-240 Small Tools and Minor E	Locator			\$688.00
Invoice		1/19/2017			
Cash Payment	E 100-41110-437 Other Miscellaneous	Get Well Flowers - Vajda			\$30.42
Invoice		1/19/2017			
Cash Payment	E 100-41570-200 Office Supplies (GENER	Paper (2 cases)			\$119.98
Invoice		1/19/2017			
Cash Payment	E 100-41570-200 Office Supplies (GENER	Seals			\$11.58
Invoice		1/19/2017			
Cash Payment	E 100-41570-200 Office Supplies (GENER	Pet License Tags			\$68.13
Invoice		1/19/2017			
Cash Payment	E 100-43000-310 Other Professional Servi	PW clothing			-\$52.99
Invoice		1/19/2017			
Cash Payment	E 100-41940-560 Furniture and Fixtures	Shelving Unit			\$116.99
Invoice		1/19/2017			
Cash Payment	E 100-41940-210 Operating Supplies (GE	Tote N Store (9)			\$324.23
Invoice		1/19/2017			

CITY OF HANOVER

Payments

Current Period: February 2017

Cash Payment	E 100-41940-210 Operating Supplies (GE	Shipping				\$23.92
Invoice	1/19/2017					
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	White Drive Seal Kit				\$63.96
Invoice	1/19/2017					
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	Shipping				\$16.51
Invoice	1/19/2017					
Cash Payment	E 100-41570-200 Office Supplies (GENER	Name Tags - Board Members				\$33.59
Invoice	1/19/2017					
Cash Payment	E 100-41940-220 Repair/Maint Supply (GE	Heater Part				\$139.99
Invoice	1/19/2017					
Cash Payment	E 100-41600-310 Other Professional Servi	MSFT Online Exchange				\$28.00
Invoice	1/19/2017					
Transaction Date	1/27/2017	Due 0	Cash	10100	Total	\$1,612.31
Refer	1859 WEX BANK					
Cash Payment	E 100-43000-212 Motor Fuels	PW Fuel				\$689.22
Invoice	48391697	1/13/2017				
Cash Payment	E 100-43000-215 Shop Supplies	PW Vehicle Wash				\$17.60
Invoice	48391697	1/13/2017				
Cash Payment	E 100-42260-212 Motor Fuels	FD Fuel				\$48.66
Invoice	48377811	1/13/2017				
Transaction Date	1/17/2017	Due 0	Cash	10100	Total	\$755.48
Refer	1883 WRIGHT COUNTY JOURNAL PRES					
Cash Payment	E 100-41970-351 Legal Notices Publishing	PHN - Ordinance 2017-01				\$14.98
Invoice	5019081	1/12/2017				
Transaction Date	2/2/2017	Due 0	Cash	10100	Total	\$14.98
Refer	1857 WRIGHT-HENNEPIN COOPERATIV	Ck# 001856E 2/7/2017				
Cash Payment	E 100-45200-381 Electric Utilities	Eagleview Park				\$56.67
Invoice		1/18/2017				
Transaction Date	1/23/2017	Due 0	Cash	10100	Total	\$56.67

Fund Summary

	10100 Cash
817 INFRASTRUCTURE ESCROW FUND	\$1,000.00
815 LANDSCAPE ESCROW FUND	\$1,500.00
811 EROSION CONTROL ESCROW FUND	\$750.00
602 SEWER ENTERPRISE FUND	\$4,071.06
601 WATER ENTERPRISE FUND	\$2,948.02
411 FACILITIES CAPITAL PROJ FUND	\$121,696.01
100 GENERAL FUND	\$21,939.33
	<u>\$153,904.42</u>

Pre-Written Check	\$12,033.68
Checks to be Generated by the Computer	\$141,870.74
Total	<u>\$153,904.42</u>

CITY OF HANOVER

02/02/17 4:02 PM

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*Check Summary Register©

Cks 2/7/2017 - 2/7/2017

Name	Check Date	Check Amt	
10100 Cash			
Paid Chk# 001848E AFLAC	2/7/2017	\$134.16	Supplemental Insurance - Janua
Paid Chk# 001849E HEALTH PARTNERS	2/7/2017	\$2,964.48	Medical Premiums - February 20
Paid Chk# 001850E Short Elliott Hendrickson, Inc	2/7/2017	\$605.00	EDA Services - December 2016
Paid Chk# 001855E FAMILY HERITAGE LIFE INSURA	2/7/2017	\$33.20	Supplemental Insurance - Janua
Paid Chk# 001856E Wright-Hennepin Coop Electric	2/7/2017	\$56.67	Eagleview Park
Paid Chk# 001857E WSB & ASSOCIATES, INC.	2/7/2017	\$1,346.00	General Engineering Services -
Paid Chk# 001858E QUILL.COM	2/7/2017	\$50.97	Clear Acrylic Base and Sign -
Paid Chk# 001859E Collaborative Planning LLC	2/7/2017	\$2,082.50	CP Property Lot Combination
Paid Chk# 001860E BOYER TRUCKS	2/7/2017	\$845.20	2007 Plow Truck Repair
Paid Chk# 001861E KINGHORN COMPANY	2/7/2017	\$7,949.00	Public Works Building
Paid Chk# 032406 ADVANCED DISPOSAL SERVICE	2/7/2017	\$215.30	Standard Trash - December
Paid Chk# 032407 FYCC	2/7/2017	\$6,280.00	Reading in the Park - 2016
Paid Chk# 032408 Rupp Anderson Squires & Waldsp	2/7/2017	\$2,545.05	Miscellaneous
Paid Chk# 032409 WRIGHT COUNTY AUDITOR-TRE	2/7/2017	\$349.17	Primary - Card Programming - 2
Paid Chk# 032410 XCEL ENERGY	2/7/2017	\$2,116.29	City Hall - 12/05/16 - 01/07/1
Paid Chk# 032411 AMERICAN ENGINEERING TES	2/7/2017	\$298.00	Public Works Building - Soil T
Paid Chk# 032412 AT&T MOBILITY	2/7/2017	\$198.95	PW Cell Phones - 12/17/16 - 01
Paid Chk# 032413 BEEBE LAKE ASSOCIATION	2/7/2017	\$200.00	Hall Rental - 1/22/17
Paid Chk# 032414 CARSON, CLELLAND & SCHRED	2/7/2017	\$14.45	Legal Support/Work - January 2
Paid Chk# 032415 CENTRAL HYDRAULICS, INC.	2/7/2017	\$1,942.21	2007 Plow Truck Repairs
Paid Chk# 032416 CLASSIC CLEANING COMPANY	2/7/2017	\$480.00	Monthly Cleaning City Hall - J
Paid Chk# 032417 COLONIAL LIFE	2/7/2017	\$30.26	Supplemental Insurance - Febru
Paid Chk# 032418 COMCAST	2/7/2017	\$279.96	Digital Voice & Internet - Feb
Paid Chk# 032419 Delta Dental of Minnesota	2/7/2017	\$125.10	Dental Premiums - February 201
Paid Chk# 032420 DIR ALCOHOL AND GAMBLING E	2/7/2017	\$250.00	Renewal of Consumption and Dis
Paid Chk# 032421 FEHN COMPANIES	2/7/2017	\$109,949.01	Public Works Building - Soil C
Paid Chk# 032422 KENYON, TANEAL	2/7/2017	\$200.00	Hall Rental - 1/28/17
Paid Chk# 032423 LITE CONSTRUCTION, INC.	2/7/2017	\$3,250.00	Pmt 147-15 - 10544 108th Ave N
Paid Chk# 032424 LOFFLER COMPANIES, INC.	2/7/2017	\$689.85	Contract Overage - 12/17/16 -
Paid Chk# 032425 LOT SURVEYS COMPANY	2/7/2017	\$3,500.00	Public Works Building - Lot Su
Paid Chk# 032426 METRO CITIES	2/7/2017	\$150.00	Membership Dues - 2017
Paid Chk# 032427 METRO WEST INSPECTION SER	2/7/2017	\$6,895.15	Pmt 185-16 - 552 Kayla Ln
Paid Chk# 032428 MNGFOA	2/7/2017	\$60.00	MNGFOA Membership 03/01 - 12/3
Paid Chk# 032429 PACK 563	2/7/2017	\$200.00	Hall Rental - 1/20/17
Paid Chk# 032430 PROFESSIONAL MECHANICAL S	2/7/2017	\$1.00	Refund - Over Payment of Surch
Paid Chk# 032431 Randy's Environmental Services	2/7/2017	\$3,171.30	Recycling - January 2017
Paid Chk# 032432 SNYDER, MICHAEL	2/7/2017	\$200.00	Hall Rental - 01/14/17
Paid Chk# 032433 Sun Life Financial	2/7/2017	\$383.65	Life Insurance - Februart 2017
Paid Chk# 032434 Veolia Water North America	2/7/2017	\$7,019.08	Sewer Services - February 2017
Paid Chk# 032435 VISA	2/7/2017	\$1,612.31	Seals
Paid Chk# 032436 WEX BANK	2/7/2017	\$755.48	PW Fuel
Paid Chk# 032437 WRIGHT COUNTY JOURNAL PR	2/7/2017	\$14.98	PHN - Ordinance 2017-01
Total Checks		\$169,443.73	

CITY OF HANOVER

02/02/17 4:02 PM

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***Check Summary Register©**

Cks 2/7/2017 - 2/7/2017

Name

Check Date

Check Amt

FILTER: None



**Carson, Clelland
& Schreder**

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

January 26, 2017

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

Client Expense Charges :

	<u>Amount</u>
<u>Criminal Expenses:</u>	
Monthly support fee	14.45
SUBTOTAL:	[14.45]
Total Client Expense Charges	\$14.45
Previous balance	\$14.11
1/20/2017 Payment - thank you	(\$14.11)
Total payments and adjustments	(\$14.11)
Balance due	\$14.45

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

100-41160-304 - 14.45


JAN 30 2017

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

1859

February 1, 2017

City of Hanover
PO Box 278
Hanover, MN 55341

Reference to: City of Hanover -- CP Properties
Invoice # 2017-007

Date	Task	Hours	Amount
11/30/2016	Prepare memo and info for Council packets.	0.75	73.50
		<hr/> 0.75	<hr/> \$73.50

Additional Charges	\$0.00
Total Amount of this Invoice	\$73.50
Previous Balance	\$0.00
Payments Received	\$0.00
Balance Due	\$73.50

818-20200 - 7350
998

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

February 1, 2017

City of Hanover
PO Box 278
Hanover, MN 55341

Reference to: City of Hanover -- General Planning
Invoice # 2017-006

Date	Task	Hours	Amount
11/2/2016	Various re: floodplain ordinance.	0.25	24.50
11/3/2016	Various emails.	0.25	24.50
11/8/2016	Phone conference with Amy, phone conference with property owner, phone conference with Amy, various emails.	1.25	122.50
11/9/2016	Prepare public hear notice. Various calls/emails re: fence.	1.5	147.00
11/14/2016	Review letter from attorney re: fence, phone conference with Amy. Phone conference with attorney re: Geis outlot. Various re: Bechtold, industrial park lot user. Phone conference with home owner, various emails, review site.	3	294.00
11/16/2016	Various re: ord amendments, various emails.	0.5	49.00
11/17/2016	Review needed items for industrial park lot plans. Phone conference with Paul.	1.25	122.50
11/22/2016	Prepare ordinance amendment, phone conference with Brian, edit amendment.	2	196.00
11/23/2016	Prepare memo, ord amendment for PC packet. Various re: industrial park lot, fence. Various with Brian re: public works easement, phone conference with Brian. Various with PC agenda.	2	196.00
11/28/2016	Attend PC meeting. Various re: missing manhole. Various with Justin re: fences/water. Various re: Bechtold property.	5	490.00
11/29/2016	Various re: Hanover industrial park questions for site plan. Various re fence letter. Edit letter for Brian. Various re: missing manhole. Phone conference with Amy.	2	196.00
11/30/2016	Various re: missing manhole in subdivision, phone conference with Amy. Various re: Bechtold.	1.5	147.00
		20.5	\$2,009.00

100-41910-310 - 2,009.00

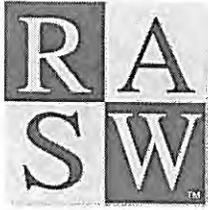
[Signature]

Additional Charges \$0.00

City of Hanover
 General Planning

February 1, 2017
 Page 1

Total Amount of this Invoice	\$2,009.00
Previous Balance	\$2,940.00
Payments Received	\$2,940.00
Balance Due	\$2,009.00



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: 11/30/2016
Statement Date: 1/10/2017
Statement No. 5122

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

4011(1)-0001: Miscellaneous	100-41610-304	489.05
4011(1)-0004: City Council and Board/Commission Meetings	100-41610-304	300.00
4011(1)-0078: Purchase Agreement (5 Acre Lot)	100-41610-304	728.00
4011(1)-0084: Volunteer Firefighter Issue	100-41610-304	33.00
4011(1)-0085: Compatibility of Council member as Fire Chief	100-41610-304	977.50
4011(1)-0087: Fence Permit	100-41610-304	17.50

Total Fees and Expenses:	\$2,545.05
Previous Balance:	-
Total Now Due:	\$2,545.05

JAN 12 2017



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: 11/30/2016
 Statement Date: 1/10/2017
 Statement No. 5122

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

4011(1)-0001: Miscellaneous

		Hours	Rate	Amount
11/01/2016	JPE Telephone conference with Brian Hagen regarding bidding issue.	0.30	165.00	49.50
11/07/2016	JTS Brian e-mail regarding soil correction contract; reply; Telephone conference with Brian regarding bids.	0.20	175.00	35.00
11/09/2016	JTS Review Brian e-mail regarding incompatibility question; reply; review statute.	0.40	175.00	70.00
11/10/2016	JTS Brian e-mail regarding contract review; reply.	0.10	175.00	17.50
11/11/2016	JTS Review Fehn Contract and A232 document; review Kinghord contract, council minutes; resolution regarding termination; e-mail Brian with comments.	0.90	175.00	157.50
11/21/2016	JTS Brian e-mail regarding fire chief and incompatibility follow-up question; reply.	0.10	175.00	17.50
11/23/2016	JTS E-mail Cindy regarding fence issue.	0.10	175.00	17.50
11/28/2016	JTS Justin e-mail regarding fence over easement.	0.10	175.00	17.50
11/28/2016	JTS Review Amy e-mail regarding manhole covered on property; analyze same; reply.	0.10	175.00	17.50
11/29/2016	JTS Review Cindy Nash e-mail regarding fence issue; review letter from attorney; review code; draft letter to attorney.	0.40	175.00	70.00
11/30/2016	JTS Amy e-mail regarding location of manhole; review Cindy e-mail; weigh in.	0.10	175.00	17.50
			Sub-total Fees:	\$487.00

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

		Hours	Rate	Amount
11/30/2016	JTS	1.00	300.00	300.00
			Sub-total Fees:	\$300.00



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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

4011(1)-0078: Purchase Agreement (5 Acre Lot)

		Hours	Rate	Amount
11/22/2016	JPE	0.60	165.00	99.00
Receive, review and respond to e-mail correspondence from Brian Hagen regarding next steps for closing; Telephone conference with Denise Laynor, closer at Stewart Title, regarding same; Telephone conference with Brian Hagen regarding same; Review and analyze easement documentation provided by Brian Hagen.				
11/23/2016	JPE	1.70	165.00	280.50
Review and analyze issues associated with preparing drainage and utility easement; Draft limited warranty deed; E-mail correspondence with Brian Hagen and Denise Laynor at Stewart Title regarding various closing issues; Receive and review voicemail message from Denise Laynor regarding various closing issues.				
11/28/2016	JPE	1.50	165.00	247.50
Telephone conferences with Brian Hagen regarding issues associated with order of recording documents and recording easements; Revise draft deed and draft declaration of permanent drainage and utility easement for City property; E-mail correspondence with Brian Hagen and Denise Laynor regarding various closing issues, including easement issues and order of recording documents.				
11/29/2016	JTS	0.20	175.00	35.00
Office conference with associate regarding declaration of easement; Telephone conference with Brian regarding same.				
11/29/2016	JPE	0.30	165.00	49.50
Voice mail message Brian Hagen regarding next steps toward closing; E-mail correspondence with Brian Hagen regarding same.				
11/30/2016	JPE	0.10	165.00	16.50
Receive, review and respond to e-mail correspondence from Denise Laynor, Stewart Title closer, regarding exhibits to executed closing documents.				
			Sub-total Fees:	\$728.00

4011(1)-0084: Volunteer Firefighter Issue

		Hours	Rate	Amount
11/16/2016	ZJC	0.20	165.00	33.00
Read and respond to e-mails from Brian Hagen regarding volunteer firefighter issue.				
			Sub-total Fees:	\$33.00

4011(1)-0085: Compatibility of Council member as Fire Chief

		Hours	Rate	Amount
11/09/2016	MJE	2.40	165.00	396.00
Research whether city councilmember may also be the city's fire chief.				



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

11/10/2016 MJE	Research whether city councilmember may also serve as fire chief; Draft memorandum addressing whether city councilmember may serve as fire chief.	2.70	165.00	445.50
11/11/2016 JTS	Review and revise opinion regarding councilmember as fire chief; e-mail to Brian.	0.40	175.00	70.00
11/21/2016 MJE	Review e-mail regarding whether any officer-level position in Fire Department creates conflict of interest; Draft e-mail response to client answering that question.	0.40	165.00	66.00
			Sub-total Fees:	\$977.50

4011(1)-0087: Fence Permit

		Hours	Rate	Amount
11/28/2016 JTS	Revise letter to attorney; e-mail to client for review.	0.10	175.00	17.50
			Sub-total Fees:	\$17.50

Rate Summary

Jay T. Squires	3.20 hours at \$175.00/hr	560.00
Jay T. Squires	1.00 hours at \$300.00/hr	300.00
Michael J. Ervin	5.50 hours at \$165.00/hr	907.50
John P. Edison	4.50 hours at \$165.00/hr	742.50
Zachary J. Cronen	0.20 hours at \$165.00/hr	33.00
Total hours:	14.40	2,543.00

Expenses

	Units	Price	Amount
11/29/2016 Postage.	1.00	0.67	0.67
11/29/2016 Postage.	3.00	0.46	1.38
			Sub-total Expenses:
			\$2.05

Total Fees and Expenses:	\$2,545.05
Previous Balance:	-
Total Now Due:	\$2,545.05

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



Accounts Manager



Invoice

Invoice Number: **327420**

FEIN: 41-1251208 | 651.490.2000 | 800.325.2055

Page 1 of 2

BILL TO:

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

Pay This Amount	\$605.00
Due Date	15-FEB-17
Invoice Date	16-JAN-17
Bill Through Date	31-DEC-16
Terms	30 NET
SEH Client #	13874
Client Project #	
Agreement / PO #	135432

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 / mgraff@sehinc.com / 720.540.6800

Project #	Project Name	Project Description
135432	HANOV 2016 Economic Developmen	HANOV 2016 Economic Development Services

Project Billing Summary

	Current	Prior	To Date
Totals	\$605.00	\$7,161.32	\$7,766.32

Notes:

201-41330-310-605.00
EJ

JAN 20 2017



Invoice

Invoice Number: **327420**

FEIN: 41-1251208 | 651.490.2000 | 800.325.2055

Page 2 of 2

Direct

Personnel	Hours	Rate	Amount	
Graff, Mary A	0.50	90.00	\$45.00	
Peper, Heidi L	4.00	140.00	\$560.00	
	<u>4.50</u>			\$605.00

Invoice total \$605.00



January 25, 2017

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

Re: December, 2016 Invoices

Dear Mr. Hagen:

Enclosed please find a list of the current invoices for professional engineering services during the month of December for the City of Hanover.

If you have any questions, please contact me at 651-286-8465.

Sincerely,

WSB & Associates, Inc.

for 
Justin Messner
Associate

Enclosures

kc

JAN 30 2017

#1857

WSB City Project Budget Tracking

WSB Project No.	City of Hanover Description	Current Invoice	Year to Date 2016	Billed to Date 12/31/2016
1272-520	Hennepin CR 19 Trail Project		\$2,632.00	\$247,515.79
2082-013	2016 General Engineering Services	\$573.50	\$26,962.50	\$26,962.50
2082-070	CSAH 19 Sidewalk Extension		\$31,958.75	\$36,599.25
2082-090	Hanover Hills Surface Improvement Project	\$37.50	\$31,842.10	\$40,054.55
2082-100	5th Street Watermain Extension		\$26,787.00	\$26,787.00
2082-110	Ballfield Visualization		\$2,313.50	\$2,313.50
2092-750	MS4 Services	\$735.00	\$8,092.75	\$8,092.75
2931-000	Bridge 92366 Rehabilitation		\$15,916.09	\$54,764.06
Current Invoice Total		\$1,346.00	\$146,504.69	

100-41950-303-573.50

~~100-41950-303-37.50~~
418-43121-310-37.50

100-41950-303-735.00
1,346.00
OK



City of Hanover
Attn: Brian Hagen
11250 5th Street NE
Hanover, MN 55341

January 25, 2017
Project No: 02082-013
Invoice No: 12

2016 General Engineering Services
Professional Services from December 1, 2016 to December 31, 2016
Professional Personnel

	Hours	Rate	Amount
Project Management/Coordination			
Messner, Justin 12/1/2016 Utility Permit Review	.25	147.00	36.75
Messner, Justin 12/2/2016 Utility Permit Review	.25	147.00	36.75
Perkey, Benjamin 12/16/2016 Pheasant Run Cost Estimate	1.00	92.00	92.00
Perkey, Benjamin 12/19/2016 Pheasant Run Cost Estimate	2.00	92.00	184.00
Perkey, Benjamin 12/20/2016 Pheasant Run Cost Estimate - Full Reconstruct	2.00	92.00	184.00
Totals	5.50		533.50
Total Labor			533.50

Field Services Billing

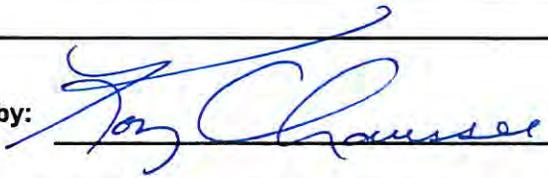
Council Mtg and/or Planning Commission	1.0 Meeting @ 40.00	40.00	
Total Field Services		40.00	40.00

Total this Invoice \$573.50

Billings to Date

	Current	Prior	Total
Labor	533.50	25,329.00	25,862.50
Expense	0.00	500.00	500.00
Field Services	40.00	560.00	600.00
Totals	573.50	26,389.00	26,962.50

Comments: _____

Approved by: 

Reviewed by: Andrew Brotzler
Project Manager: Justin Messner



City of Hanover
Attn: Brian Hagen
11250 5th Street NE
Hanover, MN 55341

January 25, 2017
Project No: 02082-090
Invoice No: 12

Hanover Hills Surface Improvement Project
Professional Services from December 1, 2016 to December 31, 2016

Phase 3 Construction
Professional Personnel

		Hours	Rate	Amount
Administrative				
Pederson, Karla	12/27/2016	.50	75.00	37.50
Review final paper work and prepare letter for City.				
Totals		.50		37.50
Total Labor				37.50
			Total this Phase	\$37.50
			Total this Invoice	\$37.50

Billings to Date

	Current	Prior	Total
Labor	37.50	34,599.25	34,636.75
Consultant	0.00	2,763.60	2,763.60
Field Services	0.00	2,654.20	2,654.20
Totals	37.50	40,017.05	40,054.55

Comments:

Approved by:

Reviewed by: Andrew Brotzler
Project Manager: Justin Messner



City of Hanover
Attn: Brian Hagen
11250 5th Street NE
Hanover, MN 55341

January 25, 2017
Project No: 02092-750
Invoice No: 8

MS4 Services

Professional Services from December 1, 2016 to December 31, 2016

Professional Personnel

		Hours	Rate	Amount
SWPPP				
Johnson, Paul	12/15/2016	1.00	105.00	105.00
SWPPP				
Johnson, Paul	12/19/2016	3.00	105.00	315.00
MS4 Implementatin Plan Development				
Johnson, Paul	12/20/2016	3.00	105.00	315.00
MS4 Implementatin Plan Development				
Totals		7.00		735.00
Total Labor				735.00

Billing Limits	Current	Prior	To-Date
Total Billings	735.00	7,357.75	8,092.75
Limit			9,300.00
Remaining			1,207.25

Total this Invoice \$735.00

Outstanding Invoices

Invoice Number	Date	Balance
6	10/19/2016	10.00
Total		10.00

Total Now Due \$745.00

Comments: Please process payment "Total Now Due \$745.00"
There was a payment shortage inv # 6 w/ your
check # 1758. See AR Ledger attached. Thank You!

Approved by:

Reviewed by: Justin Messner
Project Manager: Jennifer Hildebrand

AR Ledger

Wednesday, January 25, 2017
3:18:33 PM

WSB & Associates, Inc.

Job-to-Date through 1/31/2017

Invoice	Mod/Receipt Detail	Date	Total	Fees	Reimb.	Taxes	Interest	Other
Project Number: 02092-750 HANO - MS4 Services / Principal: Messner / Project Manager: Hildebrand								
Invoice: 000000001								
000000001		3/17/2016	226.25	226.25				
000000001	Rcpt 000001561	4/6/2016	-226.25					
Total for 000000001				226.25				
Invoice: 000000002								
000000002		4/18/2016	1,332.00	1,332.00				
000000002	Rcpt 000001585	5/4/2016	-1,332.00					
Total for 000000002				1,332.00				
Invoice: 000000003								
000000003		5/19/2016	367.50	367.50				
000000003	Rcpt 000001614	6/8/2016	-367.50					
Total for 000000003				367.50				
Invoice: 000000004								
000000004		6/16/2016	3,675.00	3,675.00				
000000004	Rcpt 000001635	6/22/2016	-3,675.00					
Total for 000000004				3,675.00				
Invoice: 000000005								
000000005		7/21/2016	157.50	157.50				
000000005	Rcpt 000001665	8/3/2016	-157.50					
Total for 000000005				157.50				
Invoice: 000000006								
000000006		10/19/2016	262.50	262.50				
000000006	Rcpt 000001758	11/1/2016	-252.50					
Total for 000000006			10.00	262.50				
Invoice: 000000007								
000000007		11/16/2016	1,337.00	1,337.00				
000000007	Rcpt 000001835	1/18/2017	-1,337.00					
Total for 000000007				1,337.00				
Project Billed			7,357.75					
Project Received			-7,347.75					
Project Retainage								
Total for 02092-750			10.00	7,357.75				
Total Billed			7,357.75					
Total Received			-7,347.75					
Total Retainage								
Total			10.00	7,357.75				

CITY OF HANOVER

Cash Balances

December 2016

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$821,227.39	\$593,242.73	\$410,523.30	\$1,003,946.82
107 FIRE DEPT DONATIONS FUND	\$27,840.89	\$10,000.00	\$0.00	\$37,840.89
201 EDA SPECIAL REVENUE FUND	\$118,820.63	\$22,979.71	\$5,480.00	\$136,320.34
205 EDA BUSINESS INCENTIVE FUND	\$240,084.29	\$1,328.53	\$989.97	\$240,422.85
311 2008A GO CIP REFUNDING BOND	\$48,809.34	\$24,302.00	\$0.00	\$73,111.34
312 2009A GO IMP REFUNDING BOND	\$31,108.69	\$14,169.32	\$0.00	\$45,278.01
313 2010 GO EQUIPMENT CERTIFICATES	-\$13,631.64	\$35,029.21	\$21,397.57	\$0.00
314 2011A GO IMP CROSSOVER REF BD	\$341,731.41	\$84,616.03	\$1,730.75	\$424,616.69
315 2016A GO CIP BOND	\$0.00	\$0.00	\$0.00	\$0.00
401 GENERAL CAPITAL PROJECTS	\$1,014,776.00	\$177,742.50	\$105,121.11	\$1,087,397.39
402 PARKS CAPITAL PROJECTS	\$194,871.78	\$101,254.75	\$296,126.53	\$0.00
403 FIRE DEPT CAPITAL FUND	\$178,856.78	\$15,000.00	\$757.52	\$193,099.26
404 HISTORICAL CAPITAL PROJ FUND	-\$74,211.46	\$79,678.96	\$5,467.50	\$0.00
405 PARK DEDICATION FEE	\$1,370.00	\$0.00	\$0.00	\$1,370.00
407 TIF REDEV DIST #1	\$9,187.39	\$3,475.77	\$6,290.44	\$6,372.72
411 FACILITIES CAPITAL PROJ FUND	\$32,878.56	\$1,637,842.50	\$35,835.17	\$1,634,885.89
417 EQUIPMENT CAPITAL FUND	\$108,669.21	\$0.00	\$0.00	\$108,669.21
418 STREET CAPITAL PROJ FUND	\$392,551.06	\$111,250.00	\$39,142.95	\$464,658.11
601 WATER ENTERPRISE FUND	\$826,938.43	\$7,143.09	\$21,541.58	\$812,539.94
602 SEWER ENTERPRISE FUND	\$310,378.65	\$24,560.02	\$73,807.97	\$261,130.70
603 STORM WATER ENTERPRISE FUND	\$173,735.27	\$3,249.91	\$716.39	\$176,268.79
611 WATER CAPITAL IMP FUND	\$155,605.39	\$0.00	\$937.08	\$154,668.31
612 SEWER CAPITAL IMP FUND	\$1,785,528.56	\$23,172.38	\$7,388.53	\$1,801,312.41
613 STORM WATER CAPITAL IMP FUND	\$558,286.08	\$0.00	\$8,351.67	\$549,934.41
804 SCHENDELS FIELD ESC FUND	\$148,505.58	\$0.00	\$611.87	\$147,893.71
809 BRIDGES AT HANOVER ESC FUND	-\$13,476.50	\$13,476.50	\$0.00	\$0.00
811 EROSION CONTROL ESCROW FUND	\$31,000.00	\$2,000.00	\$4,000.00	\$29,000.00
815 LANDSCAPE ESCROW FUND	\$33,000.00	\$2,000.00	\$6,000.00	\$29,000.00
817 INFRASTRUCTURE ESCROW FUND	\$15,000.00	\$0.00	\$0.00	\$15,000.00
818 MISC ESCROWS FUND	\$7,945.34	\$2,689.57	\$1,263.41	\$9,371.50
820 BRIDGES TOWNHOMES ESC FUND	\$3,606.26	\$0.00	\$14.86	\$3,591.40
821 QUAIL PASS 2ND ADD ESCROW FD	\$11,955.93	\$0.00	\$49.26	\$11,906.67
900 INTEREST	-\$10,198.17	\$41,211.56	\$31,013.39	\$0.00
	\$7,512,751.14	\$3,031,415.04	\$1,084,558.82	\$9,459,607.36

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	December 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
TAXES	R 100-31000 Property Taxes - General	\$342,727.26	\$778,085.08	\$771,014.33	-\$7,070.75	100.92%
TAXES	R 100-31020 Property Taxes - Fire	\$56,419.00	\$112,838.00	\$112,838.38	\$0.38	100.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$10,605.18	\$12,000.00	\$1,394.82	88.38%
Source Alt Code TAXES		\$399,146.26	\$901,528.26	\$895,852.71	-\$5,675.55	100.63%
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	\$730.00	\$8,315.00	\$8,000.00	-\$315.00	103.94%
SERVICE	R 100-34107 Assessment Search Fees	\$25.00	\$400.00	\$400.00	\$0.00	100.00%
SERVICE	R 100-34108 Administrative Fees	\$300.00	\$1,733.00	\$2,000.00	\$267.00	86.65%
SERVICE	R 100-34109 Copies/Faxes	\$2.00	\$126.75	\$50.00	-\$76.75	253.50%
SERVICE	R 100-34207 Fire Protection Services	\$39,728.03	\$104,784.82	\$104,284.82	-\$500.00	100.48%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$0.00	\$5,216.56	\$6,000.00	\$783.44	86.94%
SERVICE	R 100-34780 Park Rental Fees	\$0.00	\$2,687.44	\$3,000.00	\$312.56	89.58%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$3,700.00	\$2,000.00	-\$1,700.00	185.00%
Source Alt Code SERVICE		\$40,785.03	\$126,963.57	\$125,734.82	-\$1,228.75	100.98%
MISC	R 100-36100 Special Assessments	\$598.30	\$2,012.44	\$0.00	-\$2,012.44	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$74,160.48	\$183,116.96	\$0.00	-\$183,116.96	0.00%
MISC	R 100-36210 Interest Earnings	\$4,075.72	\$9,239.84	\$1,000.00	-\$8,239.84	923.98%
MISC	R 100-36215 Investment Income/Loss	-\$7,815.68	-\$1,871.85	\$6,000.00	\$7,871.85	-31.20%
MISC	R 100-36230 Contributions and Donations	\$0.00	\$6,000.00	\$0.00	-\$6,000.00	0.00%
MISC	R 100-36235 Insurance Dividends	\$12,801.00	\$12,801.00	\$6,000.00	-\$6,801.00	213.35%
MISC	R 100-36250 Damage Deposits	\$0.00	\$100.00	\$8,000.00	\$7,900.00	1.25%
MISC	R 100-36260 Refunds or Reimbursements	\$0.00	\$4.49	\$0.00	-\$4.49	0.00%
MISC	R 100-36290 Sale of Vehicles/Equipment	\$0.00	\$1,702.00	\$0.00	-\$1,702.00	0.00%
MISC	R 100-39203 Transfer from Other Fund	\$0.00	\$19,200.00	\$0.00	-\$19,200.00	0.00%
Source Alt Code MISC		\$83,819.82	\$232,304.88	\$21,000.00	-\$211,304.88	1106.21%
LIC PERM	R 100-32110 Alcoholic Beverages	\$0.00	\$10,420.00	\$10,300.00	-\$120.00	101.17%
LIC PERM	R 100-32180 Other Bus. Licenses/Permits	\$425.00	\$482.00	\$100.00	-\$382.00	482.00%
LIC PERM	R 100-32210 Building Permits	-\$3,491.94	\$183,370.77	\$100,000.00	-\$83,370.77	183.37%
LIC PERM	R 100-32240 Animal Licenses	\$20.00	\$200.00	\$100.00	-\$100.00	200.00%
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	\$420.00	\$1,215.00	\$150.00	-\$1,065.00	810.00%
LIC PERM	R 100-32280 Other Non-Business Lic/Per	\$2.00	\$55.00	\$50.00	-\$5.00	110.00%
Source Alt Code LIC PERM		-\$2,624.94	\$197,242.77	\$112,200.00	-\$85,042.77	175.80%
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	\$53,748.00	\$107,496.00	\$107,496.00	\$0.00	100.00%
INTGOVT	R 100-33410 MV Credit	\$848.36	\$1,696.73	\$0.00	-\$1,696.73	0.00%
INTGOVT	R 100-33420 PERA Aid	\$169.50	\$339.00	\$339.00	\$0.00	100.00%
INTGOVT	R 100-33422 State Fire Aid	\$0.00	\$38,746.40	\$36,000.00	-\$2,746.40	107.63%
INTGOVT	R 100-33426 State Police Aid	\$0.00	\$5,728.68	\$5,500.00	-\$228.68	104.16%
INTGOVT	R 100-33610 County Grants/Aid for Roads	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code INTGOVT		\$54,765.86	\$154,006.81	\$149,335.00	-\$4,671.81	103.13%
FINES	R 100-35100 Court Fines	\$0.00	\$2,253.76	\$1,500.00	-\$753.76	150.25%
Source Alt Code FINES		\$0.00	\$2,253.76	\$1,500.00	-\$753.76	150.25%
Fund 100 GENERAL FUND		\$575,892.03	\$1,614,300.05	\$1,305,622.53	-\$308,677.52	123.64%

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	December 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
		\$575,892.03	\$1,614,300.05	\$1,305,622.53	-\$308,677.52	123.64%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	December 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
Dept 41110 Council						
COUNCIL	E 100-41110-111 Committee Wages/Mee	\$5,086.72	\$10,691.72	\$12,000.00	\$1,308.28	89.10%
COUNCIL	E 100-41110-122 FICA	\$310.31	\$657.82	\$744.00	\$86.18	88.42%
COUNCIL	E 100-41110-123 Medicare	\$72.57	\$153.85	\$174.00	\$20.15	88.42%
COUNCIL	E 100-41110-208 Training and Instructio	\$0.00	\$0.00	\$450.00	\$450.00	0.00%
COUNCIL	E 100-41110-306 Dues & Subscriptions	\$200.00	\$7,855.73	\$7,000.00	-\$855.73	112.22%
COUNCIL	E 100-41110-331 Travel Expenses	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$0.00	\$11,287.11	\$25,202.92	\$13,915.81	44.78%
Dept 41110 Council		\$5,669.60	\$30,646.23	\$46,570.92	\$15,924.69	65.81%
Dept 41330 Boards and Commissions						
BRDCOMM	E 100-41330-111 Committee Wages/Mee	\$3,270.00	\$3,270.00	\$4,000.00	\$730.00	81.75%
BRDCOMM	E 100-41330-208 Training and Instructio	\$0.00	\$0.00	\$150.00	\$150.00	0.00%
BRDCOMM	E 100-41330-331 Travel Expenses	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
Dept 41330 Boards and Commissions		\$3,270.00	\$3,270.00	\$4,250.00	\$980.00	76.94%
Dept 41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$7,762.50	\$66,064.55	\$67,275.00	\$1,210.45	98.20%
CITYADM	E 100-41400-121 PERA	\$582.18	\$5,042.94	\$5,045.63	\$2.69	99.95%
CITYADM	E 100-41400-122 FICA	\$481.29	\$4,169.01	\$4,171.05	\$2.04	99.95%
CITYADM	E 100-41400-123 Medicare	\$112.56	\$975.01	\$975.49	\$0.48	99.95%
CITYADM	E 100-41400-134 Employer Paid Life	\$30.67	\$368.04	\$384.00	\$15.96	95.84%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$700.00	\$8,372.06	\$8,400.00	\$27.94	99.67%
CITYADM	E 100-41400-208 Training and Instructio	\$0.00	\$410.00	\$1,500.00	\$1,090.00	27.33%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$0.00	\$249.26	\$500.00	\$250.74	49.85%
Dept 41400 City Administrator		\$9,669.20	\$85,650.87	\$88,251.17	\$2,600.30	97.05%
Dept 41410 Elections						
ELECTION	E 100-41410-200 Office Supplies (GENER	\$1,341.55	\$1,630.59	\$2,000.00	\$369.41	81.53%
ELECTION	E 100-41410-310 Other Professional Serv	\$101.24	\$4,015.52	\$5,000.00	\$984.48	80.31%
ELECTION	E 100-41410-351 Legal Notices Publishin	\$0.00	\$174.13	\$300.00	\$125.87	58.04%
ELECTION	E 100-41410-400 Repairs & Maint Cont (\$0.00	\$1,014.40	\$1,000.00	-\$14.40	101.44%
Dept 41410 Elections		\$1,442.79	\$6,834.64	\$8,300.00	\$1,465.36	82.35%
Dept 41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$4,852.80	\$41,317.32	\$42,059.16	\$741.84	98.24%
CLERICAL	E 100-41430-121 PERA	\$363.96	\$3,153.69	\$3,154.44	\$0.75	99.98%
CLERICAL	E 100-41430-122 FICA	\$300.87	\$2,607.01	\$2,607.67	\$0.66	99.97%
CLERICAL	E 100-41430-123 Medicare	\$70.38	\$609.83	\$609.86	\$0.03	100.00%
CLERICAL	E 100-41430-134 Employer Paid Life	\$116.12	\$1,309.38	\$1,080.00	-\$229.38	121.24%
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	\$700.00	\$8,400.00	\$8,400.00	\$0.00	100.00%
CLERICAL	E 100-41430-208 Training and Instructio	\$0.00	\$255.00	\$500.00	\$245.00	51.00%
CLERICAL	E 100-41430-306 Dues & Subscriptions	\$0.00	\$0.00	\$250.00	\$250.00	0.00%
Dept 41430 Clerical Staff		\$6,404.13	\$57,652.23	\$58,661.13	\$1,008.90	98.28%
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	\$935.00	\$1,157.00	\$1,000.00	-\$157.00	115.70%
STAFFEXP	E 100-41435-331 Travel Expenses	\$50.22	\$589.06	\$2,000.00	\$1,410.94	29.45%
Dept 41435 Staff Expenses		\$985.22	\$1,746.06	\$3,300.00	\$1,553.94	52.91%
Dept 41530 Accounting						
ACCTING	E 100-41530-101 Full-Time Employees R	\$5,875.20	\$50,008.08	\$50,918.40	\$910.32	98.21%
ACCTING	E 100-41530-121 PERA	\$440.64	\$3,817.73	\$3,818.88	\$1.15	99.97%

CITY OF HANOVER
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Dept Abbrev	Account Descr	December 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
ACCTING	E 100-41530-122 FICA	\$342.19	\$2,940.74	\$3,156.94	\$216.20	93.15%
ACCTING	E 100-41530-123 Medicare	\$80.03	\$687.79	\$738.32	\$50.53	93.16%
ACCTING	E 100-41530-134 Employer Paid Life	\$81.70	\$980.40	\$504.00	-\$476.40	194.52%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$900.00	\$10,800.00	\$10,800.00	\$0.00	100.00%
ACCTING	E 100-41530-208 Training and Instructio	\$0.00	\$690.00	\$1,000.00	\$310.00	69.00%
ACCTING	E 100-41530-306 Dues & Subscriptions	\$20.00	\$234.98	\$500.00	\$265.02	47.00%
ACCTING	E 100-41530-310 Other Professional Serv	\$0.00	\$2,456.80	\$3,000.00	\$543.20	81.89%
Dept 41530 Accounting		\$7,739.76	\$72,616.52	\$74,436.54	\$1,820.02	97.55%
Dept 41540 Auditing						
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$0.00	\$29,242.87	\$27,400.00	-\$1,842.87	106.73%
Dept 41540 Auditing		\$0.00	\$29,242.87	\$27,400.00	-\$1,842.87	106.73%
Dept 41550 Assessing						
ASSESS G	E 100-41550-310 Other Professional Serv	\$158.80	\$17,828.05	\$18,000.00	\$171.95	99.04%
Dept 41550 Assessing		\$158.80	\$17,828.05	\$18,000.00	\$171.95	99.04%
Dept 41570 Purchasing						
PURCHASE	E 100-41570-200 Office Supplies (GENER	\$244.59	\$3,076.68	\$4,000.00	\$923.32	76.92%
PURCHASE	E 100-41570-205 Bank Fees	\$85.32	\$187.23	\$100.00	-\$87.23	187.23%
PURCHASE	E 100-41570-207 Computer Supplies	\$999.99	\$5,876.31	\$3,500.00	-\$2,376.31	167.89%
PURCHASE	E 100-41570-220 Repair/Maint Supply (G	\$521.99	\$3,669.91	\$5,800.00	\$2,130.09	63.27%
PURCHASE	E 100-41570-322 Postage	\$60.52	\$2,840.30	\$1,500.00	-\$1,340.30	189.35%
PURCHASE	E 100-41570-570 Office Equip and Furnis	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
Dept 41570 Purchasing		\$1,912.41	\$15,650.43	\$18,900.00	\$3,249.57	82.81%
Dept 41600 Computer						
COMPUTER	E 100-41600-310 Other Professional Serv	\$351.00	\$2,542.23	\$4,000.00	\$1,457.77	63.56%
Dept 41600 Computer		\$351.00	\$2,542.23	\$4,000.00	\$1,457.77	63.56%
Dept 41610 City Attorney						
CITYATNY	E 100-41610-304 Legal Fees	\$4,910.47	\$24,490.21	\$21,786.56	-\$2,703.65	112.41%
Dept 41610 City Attorney		\$4,910.47	\$24,490.21	\$21,786.56	-\$2,703.65	112.41%
Dept 41910 Planning and Zoning						
PLANZONG	E 100-41910-310 Other Professional Serv	\$9,965.00	\$23,154.00	\$17,000.00	-\$6,154.00	136.20%
Dept 41910 Planning and Zoning		\$9,965.00	\$23,154.00	\$17,000.00	-\$6,154.00	136.20%
Dept 41940 General Govt Buildings/Plant						
GOVTBLDG	E 100-41940-210 Operating Supplies (GE	\$205.70	\$1,566.53	\$5,000.00	\$3,433.47	31.33%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (G	\$5,905.38	\$10,286.01	\$10,000.00	-\$286.01	102.86%
GOVTBLDG	E 100-41940-306 Dues & Subscriptions	\$0.00	\$250.00	\$300.00	\$50.00	83.33%
GOVTBLDG	E 100-41940-310 Other Professional Serv	\$1,563.00	\$7,208.33	\$8,400.00	\$1,191.67	85.81%
GOVTBLDG	E 100-41940-321 Telephone	\$279.96	\$3,138.92	\$3,500.00	\$361.08	89.68%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$213.59	\$250.00	\$36.41	85.44%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$0.00	\$6,810.96	\$9,000.00	\$2,189.04	75.68%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$957.20	\$3,046.82	\$5,000.00	\$1,953.18	60.94%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$430.01	\$2,551.65	\$2,400.00	-\$151.65	106.32%
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	\$67.98	\$3,401.67	\$5,000.00	\$1,598.33	68.03%
GOVTBLDG	E 100-41940-560 Furniture and Fixtures	\$0.00	\$241.51	\$2,500.00	\$2,258.49	9.66%
GOVTBLDG	E 100-41940-580 Other Equipment	\$0.00	\$226.16	\$1,000.00	\$773.84	22.62%
Dept 41940 General Govt Buildings/Plant		\$9,409.23	\$38,942.15	\$52,850.00	\$13,907.85	73.68%
Dept 41950 Engineer						
ENGINEER	E 100-41950-303 Engineering Fees	\$1,976.00	\$25,659.00	\$25,000.00	-\$659.00	102.64%
Dept 41950 Engineer		\$1,976.00	\$25,659.00	\$25,000.00	-\$659.00	102.64%

CITY OF HANOVER
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Dept Abbrev	Account Descr	December 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Dept 41960 Insurance						
INSURANCE	E 100-41960-150 Worker s Comp (GENE	\$0.00	\$8,543.02	\$9,317.50	\$774.48	91.69%
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	\$19,245.09	\$24,740.10	\$5,495.01	77.79%
Dept 41960 Insurance		\$0.00	\$27,788.11	\$34,057.60	\$6,269.49	81.59%
Dept 41970 Legal Publications						
LEGALPUB	E 100-41970-341 Employment	\$0.00	\$273.78	\$250.00	-\$23.78	109.51%
LEGALPUB	E 100-41970-343 Other Advertising	\$0.00	\$39.00	\$250.00	\$211.00	15.60%
LEGALPUB	E 100-41970-351 Legal Notices Publishin	\$229.54	\$1,814.11	\$2,000.00	\$185.89	90.71%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 41970 Legal Publications		\$229.54	\$2,126.89	\$3,000.00	\$873.11	70.90%
Dept 42101 Hennepin County Sheriff						
HCSHERIFF	E 100-42101-310 Other Professional Serv	\$17,851.24	\$71,404.96	\$71,404.96	\$0.00	100.00%
Dept 42101 Hennepin County Sheriff		\$17,851.24	\$71,404.96	\$71,404.96	\$0.00	100.00%
Dept 42102 Wright County Sheriff						
WCSHERIFF	E 100-42102-310 Other Professional Serv	\$8,340.65	\$99,167.89	\$98,088.00	-\$1,079.89	101.10%
Dept 42102 Wright County Sheriff		\$8,340.65	\$99,167.89	\$98,088.00	-\$1,079.89	101.10%
Dept 42210 Fire Dept Administration						
FIREADMIN	E 100-42210-103 Part-Time Employees	\$31,640.00	\$31,640.00	\$34,340.00	\$2,700.00	92.14%
FIREADMIN	E 100-42210-122 FICA	\$1,943.10	\$1,943.10	\$2,129.00	\$185.90	91.27%
FIREADMIN	E 100-42210-123 Medicare	\$454.45	\$454.45	\$515.00	\$60.55	88.24%
FIREADMIN	E 100-42210-150 Worker s Comp (GENE	\$0.00	\$7,946.77	\$10,000.00	\$2,053.23	79.47%
FIREADMIN	E 100-42210-200 Office Supplies (GENER	\$45.00	\$240.99	\$200.00	-\$40.99	120.50%
FIREADMIN	E 100-42210-305 Medical and Dental Fee	\$2,390.00	\$4,567.00	\$4,000.00	-\$567.00	114.18%
FIREADMIN	E 100-42210-306 Dues & Subscriptions	\$0.00	\$605.00	\$950.00	\$345.00	63.68%
FIREADMIN	E 100-42210-361 General Liability Ins	\$0.00	\$4,743.07	\$6,119.40	\$1,376.33	77.51%
FIREADMIN	E 100-42210-437 Other Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 42210 Fire Dept Administration		\$36,472.55	\$52,140.38	\$58,253.40	\$6,113.02	89.51%
Dept 42220 Fire Dept Equipment						
FIREEQUIP	E 100-42220-221 Equipment Parts	\$0.00	\$2,790.67	\$15,500.00	\$12,709.33	18.00%
FIREEQUIP	E 100-42220-228 Medical Supplies	\$0.00	\$370.04	\$1,500.00	\$1,129.96	24.67%
FIREEQUIP	E 100-42220-240 Small Tools and Minor	\$0.00	\$537.49	\$850.00	\$312.51	63.23%
FIREEQUIP	E 100-42220-260 Uniforms	\$6,815.00	\$7,559.26	\$4,500.00	-\$3,059.26	167.98%
FIREEQUIP	E 100-42220-580 Other Equipment	\$112.83	\$1,080.91	\$5,000.00	\$3,919.09	21.62%
Dept 42220 Fire Dept Equipment		\$6,927.83	\$12,338.37	\$27,350.00	\$15,011.63	45.11%
Dept 42240 Fire Dept Training						
FIRETRNG	E 100-42240-208 Training and Instructio	\$0.00	\$3,786.87	\$7,500.00	\$3,713.13	50.49%
FIRETRNG	E 100-42240-310 Other Professional Serv	\$729.50	\$2,939.25	\$3,000.00	\$60.75	97.98%
FIRETRNG	E 100-42240-331 Travel Expenses	\$534.96	\$2,137.21	\$1,500.00	-\$637.21	142.48%
Dept 42240 Fire Dept Training		\$1,264.46	\$8,863.33	\$12,000.00	\$3,136.67	73.86%
Dept 42260 Fire Vehicles						
FIREVEH	E 100-42260-212 Motor Fuels	\$534.02	\$2,361.88	\$5,000.00	\$2,638.12	47.24%
FIREVEH	E 100-42260-220 Repair/Maint Supply (G	\$3,001.02	\$11,401.95	\$9,000.00	-\$2,401.95	126.69%
FIREVEH	E 100-42260-240 Small Tools and Minor	\$268.00	\$321.57	\$2,000.00	\$1,678.43	16.08%
FIREVEH	E 100-42260-323 Radio Units	\$400.00	\$3,822.00	\$7,465.00	\$3,643.00	51.20%
Dept 42260 Fire Vehicles		\$4,203.04	\$17,907.40	\$23,465.00	\$5,557.60	76.32%
Dept 42280 Fire Stations and Bldgs						
FIREBLDG	E 100-42280-215 Shop Supplies	\$86.43	\$416.42	\$1,650.00	\$1,233.58	25.24%
FIREBLDG	E 100-42280-220 Repair/Maint Supply (G	\$118.00	\$2,826.52	\$3,500.00	\$673.48	80.71%

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Dept Abbrev	Account Descr	December 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
FIREBLDG	E 100-42280-321 Telephone	\$30.90	\$370.73	\$800.00	\$429.27	46.34%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$175.00	\$175.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$1,053.46	\$3,860.61	\$5,000.00	\$1,139.39	77.21%
FIREBLDG	E 100-42280-383 Gas Utilities	\$500.56	\$1,934.77	\$3,000.00	\$1,065.23	64.49%
Dept 42280	Fire Stations and Bldgs	\$1,789.35	\$9,409.05	\$14,125.00	\$4,715.95	66.61%
Dept 42290	Fire Relief Association					
FIRERELIEF	E 100-42290-124 Fire Pension Contributi	\$0.00	\$38,746.40	\$36,000.00	-\$2,746.40	107.63%
FIRERELIEF	E 100-42290-125 Other Retirement Contr	\$5,566.79	\$11,133.58	\$11,133.58	\$0.00	100.00%
FIRERELIEF	E 100-42290-301 Auditing and Acctg Ser	\$0.00	\$6,100.00	\$6,500.00	\$400.00	93.85%
Dept 42290	Fire Relief Association	\$5,566.79	\$55,979.98	\$53,633.58	-\$2,346.40	104.37%
Dept 42401	Building Inspection Admin					
INSPADMN	E 100-42401-310 Other Professional Serv	\$13,121.60	\$54,668.74	\$35,000.00	-\$19,668.74	156.20%
Dept 42401	Building Inspection Admin	\$13,121.60	\$54,668.74	\$35,000.00	-\$19,668.74	156.20%
Dept 42700	Animal Control					
ANIMCTRL	E 100-42700-310 Other Professional Serv	\$0.00	\$250.00	\$500.00	\$250.00	50.00%
Dept 42700	Animal Control	\$0.00	\$250.00	\$500.00	\$250.00	50.00%
Dept 42800	Cemetery					
CEMETERY	E 100-42800-310 Other Professional Serv	\$0.00	\$2,173.50	\$2,500.00	\$326.50	86.94%
Dept 42800	Cemetery	\$0.00	\$2,173.50	\$2,500.00	\$326.50	86.94%
Dept 43000	Public Works (GENERAL)					
PUBWRKS	E 100-43000-101 Full-Time Employees R	\$12,302.40	\$104,691.94	\$106,604.16	\$1,912.22	98.21%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$0.00	\$1,386.32	\$1,000.00	-\$386.32	138.63%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$880.00	\$13,080.46	\$15,000.00	\$1,919.54	87.20%
PUBWRKS	E 100-43000-121 PERA	\$922.68	\$8,094.97	\$7,995.31	-\$99.66	101.25%
PUBWRKS	E 100-43000-122 FICA	\$817.31	\$7,482.08	\$6,609.46	-\$872.62	113.20%
PUBWRKS	E 100-43000-123 Medicare	\$191.18	\$1,750.03	\$1,545.76	-\$204.27	113.21%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$155.16	\$1,861.92	\$1,584.00	-\$277.92	117.55%
PUBWRKS	E 100-43000-142 Unemployment Benefit	\$0.00	\$27.50	\$500.00	\$472.50	5.50%
PUBWRKS	E 100-43000-151 Med/Dental Insurance	\$1,600.00	\$19,200.00	\$19,200.00	\$0.00	100.00%
PUBWRKS	E 100-43000-208 Training and Instructio	\$0.00	\$1,379.30	\$1,500.00	\$120.70	91.95%
PUBWRKS	E 100-43000-212 Motor Fuels	\$950.46	\$5,217.71	\$7,000.00	\$1,782.29	74.54%
PUBWRKS	E 100-43000-215 Shop Supplies	\$283.26	\$2,657.56	\$2,500.00	-\$157.56	106.30%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (G	\$3,334.23	\$11,677.73	\$6,000.00	-\$5,677.73	194.63%
PUBWRKS	E 100-43000-226 Sign Repair Materials	\$105.64	\$1,251.85	\$1,500.00	\$248.15	83.46%
PUBWRKS	E 100-43000-240 Small Tools and Minor	\$607.48	\$2,576.10	\$5,000.00	\$2,423.90	51.52%
PUBWRKS	E 100-43000-260 Uniforms	\$593.67	\$1,316.22	\$2,000.00	\$683.78	65.81%
PUBWRKS	E 100-43000-310 Other Professional Serv	\$5,375.00	\$18,695.75	\$16,000.00	-\$2,695.75	116.85%
PUBWRKS	E 100-43000-321 Telephone	\$277.89	\$1,880.47	\$2,000.00	\$119.53	94.02%
PUBWRKS	E 100-43000-325 Taxes	\$0.00	\$120.00	\$200.00	\$80.00	60.00%
Dept 43000	Public Works (GENERAL)	\$28,396.36	\$204,347.91	\$203,738.69	-\$609.22	100.30%
Dept 43100	Hwys, Streets, & Roads					
HWYROAD	E 100-43100-220 Repair/Maint Supply (G	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43100	Hwys, Streets, & Roads	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43121	Paved Streets					
PAVSTRTS	E 100-43121-224 Street Maint Materials	-\$6,329.37	\$32,250.22	\$50,000.00	\$17,749.78	64.50%
Dept 43121	Paved Streets	-\$6,329.37	\$32,250.22	\$50,000.00	\$17,749.78	64.50%
Dept 43122	Unpaved Streets					
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$1,250.00	\$11,179.18	\$10,000.00	-\$1,179.18	111.79%
Dept 43122	Unpaved Streets	\$1,250.00	\$11,179.18	\$10,000.00	-\$1,179.18	111.79%

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Dept Abbrev	Account Descr	December 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Dept 43125	Ice & Snow Removal					
	SNOWREMO E 100-43125-224 Street Maint Materials	\$9,453.12	\$9,453.12	\$15,000.00	\$5,546.88	63.02%
Dept 43125	Ice & Snow Removal	\$9,453.12	\$9,453.12	\$15,000.00	\$5,546.88	63.02%
Dept 43160	Street Lighting					
	STLGHTG E 100-43160-381 Electric Utilities	\$7,194.26	\$28,530.09	\$27,000.00	-\$1,530.09	105.67%
Dept 43160	Street Lighting	\$7,194.26	\$28,530.09	\$27,000.00	-\$1,530.09	105.67%
Dept 43240	Waste (refuse) Disposal					
	REFDISPO E 100-43240-384 Refuse/Garbage Dispos	\$0.00	\$2,073.20	\$2,000.00	-\$73.20	103.66%
Dept 43240	Waste (refuse) Disposal	\$0.00	\$2,073.20	\$2,000.00	-\$73.20	103.66%
Dept 43245	Recycling: Refuse					
	RECYCLING E 100-43245-384 Refuse/Garbage Dispos	\$6,411.59	\$37,744.71	\$35,000.00	-\$2,744.71	107.84%
Dept 43245	Recycling: Refuse	\$6,411.59	\$37,744.71	\$35,000.00	-\$2,744.71	107.84%
Dept 45186	Senior Center					
	SRCENTER E 100-45186-437 Other Miscellaneous	\$1,945.91	\$7,016.47	\$8,000.00	\$983.53	87.71%
Dept 45186	Senior Center	\$1,945.91	\$7,016.47	\$8,000.00	\$983.53	87.71%
Dept 45200	Parks (GENERAL)					
	PARKS E 100-45200-212 Motor Fuels	\$74.35	\$1,478.10	\$3,000.00	\$1,521.90	49.27%
	PARKS E 100-45200-220 Repair/Maint Supply (G	\$372.94	\$4,598.59	\$6,000.00	\$1,401.41	76.64%
	PARKS E 100-45200-225 Landscaping Materials	\$240.47	\$4,356.35	\$7,000.00	\$2,643.65	62.23%
	PARKS E 100-45200-310 Other Professional Serv	\$6,280.00	\$6,280.00	\$6,800.00	\$520.00	92.35%
	PARKS E 100-45200-381 Electric Utilities	\$643.27	\$2,264.51	\$2,000.00	-\$264.51	113.23%
	PARKS E 100-45200-400 Repairs & Maint Cont (\$400.86	\$1,939.29	\$3,000.00	\$1,060.71	64.64%
	PARKS E 100-45200-440 Programs	\$0.00	\$2,216.47	\$1,000.00	-\$1,216.47	221.65%
	PARKS E 100-45200-580 Other Equipment	\$709.83	\$7,605.57	\$7,000.00	-\$605.57	108.65%
Dept 45200	Parks (GENERAL)	\$8,721.72	\$30,738.88	\$35,800.00	\$5,061.12	85.86%
Dept 45500	Libraries (GENERAL)					
	LIBRARY E 100-45500-437 Other Miscellaneous	\$857.03	\$10,428.12	\$10,500.00	\$71.88	99.32%
Dept 45500	Libraries (GENERAL)	\$857.03	\$10,428.12	\$10,500.00	\$71.88	99.32%
Dept 48205	Damage Deposit Refunds					
	DMGDEPRF E 100-48205-810 Refunds & Reimburse	-\$100.00	\$3,416.25	\$9,000.00	\$5,583.75	37.96%
Dept 48205	Damage Deposit Refunds	-\$100.00	\$3,416.25	\$9,000.00	\$5,583.75	37.96%
Dept 49360	Transfers Out					
	TRANSFERS E 100-49360-700 Transfers (GENERAL)	\$172,662.50	\$172,662.50	\$0.00	-\$172,662.50	0.00%
Dept 49360	Transfers Out	\$172,662.50	\$172,662.50	\$0.00	-\$172,662.50	0.00%
Dept 49800	Transit (GENERAL)					
	TRANSIT E 100-49800-310 Other Professional Serv	\$0.00	\$250.00	\$1,000.00	\$750.00	25.00%
Dept 49800	Transit (GENERAL)	\$0.00	\$250.00	\$1,000.00	\$750.00	25.00%
Fund 100	GENERAL FUND	\$390,093.78	\$1,400,234.74	\$1,309,122.55	-\$91,112.19	106.96%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	December 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
		\$390,093.78	\$1,400,234.74	\$1,309,122.55	-\$91,112.19	106.96%

CITY OF HANOVER

Cash Balances

February 2017

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$973,857.74	\$225.19	\$22,164.52	\$951,918.41
107 FIRE DEPT DONATIONS FUND	\$37,840.89	\$0.00	\$0.00	\$37,840.89
201 EDA SPECIAL REVENUE FUND	\$136,320.81	\$0.00	\$0.00	\$136,320.81
205 EDA BUSINESS INCENTIVE FUND	\$241,181.38	\$0.00	\$0.00	\$241,181.38
311 2008A GO CIP REFUNDING BOND	\$39,173.84	\$0.00	\$0.00	\$39,173.84
312 2009A GO IMP REFUNDING BOND	-\$75,272.99	\$0.00	\$0.00	-\$75,272.99
313 2010 GO EQUIPMENT CERTIFICATES	\$0.00	\$0.00	\$0.00	\$0.00
314 2011A GO IMP CROSSOVER REF BD	\$424,616.69	\$0.00	\$0.00	\$424,616.69
315 2016A GO CIP BOND	\$0.00	\$0.00	\$0.00	\$0.00
401 GENERAL CAPITAL PROJECTS	\$1,095,041.25	\$0.00	\$0.00	\$1,095,041.25
402 PARKS CAPITAL PROJECTS	\$0.00	\$0.00	\$0.00	\$0.00
403 FIRE DEPT CAPITAL FUND	\$193,099.26	\$0.00	\$0.00	\$193,099.26
404 HISTORICAL CAPITAL PROJ FUND	\$0.00	\$0.00	\$0.00	\$0.00
405 PARK DEDICATION FEE	\$1,370.00	\$0.00	\$0.00	\$1,370.00
407 TIF REDEV DIST #1	\$6,372.72	\$0.00	\$0.00	\$6,372.72
411 FACILITIES CAPITAL PROJ FUND	\$1,634,885.89	\$0.00	\$121,696.01	\$1,513,189.88
417 EQUIPMENT CAPITAL FUND	\$108,669.21	\$0.00	\$0.00	\$108,669.21
418 STREET CAPITAL PROJ FUND	\$464,658.11	\$0.00	\$0.00	\$464,658.11
601 WATER ENTERPRISE FUND	\$814,413.24	\$0.00	\$2,948.02	\$811,465.22
602 SEWER ENTERPRISE FUND	\$276,155.36	\$0.00	\$4,071.06	\$272,084.30
603 STORM WATER ENTERPRISE FUND	\$179,320.70	\$0.00	\$0.00	\$179,320.70
611 WATER CAPITAL IMP FUND	\$154,668.31	\$0.00	\$0.00	\$154,668.31
612 SEWER CAPITAL IMP FUND	\$1,801,312.41	\$0.00	\$0.00	\$1,801,312.41
613 STORM WATER CAPITAL IMP FUND	\$549,504.42	\$0.00	\$0.00	\$549,504.42
804 SCHENDELS FIELD ESC FUND	\$147,893.71	\$0.00	\$0.00	\$147,893.71
809 BRIDGES AT HANOVER ESC FUND	\$0.00	\$0.00	\$0.00	\$0.00
811 EROSION CONTROL ESCROW FUND	\$26,750.00	\$0.00	\$750.00	\$26,000.00
815 LANDSCAPE ESCROW FUND	\$27,500.00	\$0.00	\$1,500.00	\$26,000.00
817 INFRASTRUCTURE ESCROW FUND	\$14,000.00	\$0.00	\$1,000.00	\$13,000.00
818 MISC ESCROWS FUND	\$9,371.50	\$0.00	\$0.00	\$9,371.50
820 BRIDGES TOWNHOMES ESC FUND	\$3,591.40	\$0.00	\$0.00	\$3,591.40
821 QUAIL PASS 2ND ADD ESCROW FD	\$11,906.67	\$0.00	\$0.00	\$11,906.67
900 INTEREST	\$0.00	\$0.00	\$0.00	\$0.00
	\$9,298,202.52	\$225.19	\$154,129.61	\$9,144,298.10

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	February 2017 Amt	2017 YTD Amt	2017 YTD Budget	2017 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
TAXES	R 100-31000 Property Taxes - General	\$0.00	\$5,785.54	\$830,523.52	\$824,737.98	0.70%
TAXES	R 100-31020 Property Taxes - Fire	\$0.00	\$0.00	\$111,200.00	\$111,200.00	0.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$0.00	\$12,000.00	\$12,000.00	0.00%
Source Alt Code TAXES		\$0.00	\$5,785.54	\$953,723.52	\$947,937.98	0.61%
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	\$300.00	\$9,175.00	\$8,875.00	3.27%
SERVICE	R 100-34107 Assessment Search Fees	\$0.00	\$25.00	\$400.00	\$375.00	6.25%
SERVICE	R 100-34108 Administrative Fees	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
SERVICE	R 100-34109 Copies/Faxes	\$0.00	\$0.00	\$50.00	\$50.00	0.00%
SERVICE	R 100-34207 Fire Protection Services	\$0.00	\$0.00	\$114,324.87	\$114,324.87	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	\$133.59	\$3,000.00	\$2,866.41	4.45%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$650.00	\$2,000.00	\$1,350.00	32.50%
Source Alt Code SERVICE		\$0.00	\$1,108.59	\$136,449.87	\$135,341.28	0.81%
MISC	R 100-36100 Special Assessments	\$0.00	\$0.00	\$740.00	\$740.00	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$0.00	\$0.00	\$900.00	\$900.00	0.00%
MISC	R 100-36210 Interest Earnings	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
MISC	R 100-36215 Investment Income/Loss	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.00%
MISC	R 100-36230 Contributions and Donations	\$0.00	\$0.00	\$3,600.00	\$3,600.00	0.00%
MISC	R 100-36235 Insurance Dividends	\$0.00	\$0.00	\$8,000.00	\$8,000.00	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 100-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code MISC		\$0.00	\$0.00	\$22,240.00	\$22,240.00	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	\$100.00	\$100.00	0.00%
LIC PERM	R 100-32210 Building Permits	-\$1.00	\$3,815.85	\$50,000.00	\$46,184.15	7.63%
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	\$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		-\$1.00	\$5,315.85	\$62,120.00	\$56,804.15	8.56%
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	\$108,169.00	\$108,169.00	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	\$36,000.00	\$36,000.00	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	\$150,008.00	\$150,008.00	0.00%
FINES	R 100-35100 Court Fines	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
Source Alt Code FINES		\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
Fund 100 GENERAL FUND		-\$1.00	\$12,209.98	\$1,326,541.39	\$1,314,331.41	0.92%

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	February 2017 Amt	2017 YTD Amt	2017 YTD Budget	2017 YTD Balance	%YTD Budget
		-1.00	\$12,209.98	\$1,326,541.39	\$1,314,331.41	0.92%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	February 2017 Amt	2017 YTD Amt	2017 YTD Budget	2017 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
Dept 41110 Council						
COUNCIL	E 100-41110-111 Committee Wages/Mee	\$0.00	\$0.00	\$11,000.00	\$11,000.00	0.00%
COUNCIL	E 100-41110-122 FICA	\$0.00	\$0.00	\$682.00	\$682.00	0.00%
COUNCIL	E 100-41110-123 Medicare	\$0.00	\$0.00	\$159.50	\$159.50	0.00%
COUNCIL	E 100-41110-208 Training and Instructio	\$0.00	\$325.00	\$400.00	\$75.00	81.25%
COUNCIL	E 100-41110-306 Dues & Subscriptions	\$150.00	\$3,732.23	\$7,500.00	\$3,767.77	49.76%
COUNCIL	E 100-41110-331 Travel Expenses	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$30.42	\$30.42	\$3,000.00	\$2,969.58	1.01%
Dept 41110 Council		\$180.42	\$4,087.65	\$23,241.50	\$19,153.85	17.59%
Dept 41330 Boards and Commissions						
BRDCOMM	E 100-41330-111 Committee Wages/Mee	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
BRDCOMM	E 100-41330-208 Training and Instructio	\$0.00	\$0.00	\$1,300.00	\$1,300.00	0.00%
BRDCOMM	E 100-41330-331 Travel Expenses	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
Dept 41330 Boards and Commissions		\$0.00	\$0.00	\$5,400.00	\$5,400.00	0.00%
Dept 41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$0.00	\$5,309.47	\$69,629.63	\$64,320.16	7.63%
CITYADM	E 100-41400-121 PERA	\$0.00	\$398.21	\$5,222.22	\$4,824.01	7.63%
CITYADM	E 100-41400-122 FICA	\$0.00	\$329.19	\$4,317.04	\$3,987.85	7.63%
CITYADM	E 100-41400-123 Medicare	\$0.00	\$76.99	\$1,009.63	\$932.64	7.63%
CITYADM	E 100-41400-134 Employer Paid Life	\$0.00	\$30.60	\$384.00	\$353.40	7.97%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$0.00	\$669.56	\$8,400.00	\$7,730.44	7.97%
CITYADM	E 100-41400-208 Training and Instructio	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$0.00	\$149.58	\$500.00	\$350.42	29.92%
Dept 41400 City Administrator		\$0.00	\$6,963.60	\$90,962.52	\$83,998.92	7.66%
Dept 41410 Elections						
ELECTION	E 100-41410-200 Office Supplies (GENER	\$0.00	\$0.00	\$7,000.00	\$7,000.00	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	\$1,201.60	\$1,300.00	\$98.40	92.43%
Dept 41410 Elections		\$0.00	\$1,201.60	\$8,300.00	\$7,098.40	14.48%
Dept 41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$0.00	\$3,332.41	\$43,739.90	\$40,407.49	7.62%
CLERICAL	E 100-41430-121 PERA	\$0.00	\$249.93	\$3,280.49	\$3,030.56	7.62%
CLERICAL	E 100-41430-122 FICA	\$0.00	\$206.61	\$2,711.87	\$2,505.26	7.62%
CLERICAL	E 100-41430-123 Medicare	\$0.00	\$48.32	\$634.23	\$585.91	7.62%
CLERICAL	E 100-41430-134 Employer Paid Life	\$0.00	\$114.78	\$1,440.00	\$1,325.22	7.97%
CLERICAL	E 100-41430-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CLERICAL	E 100-41430-151 Med/Dental Insurance	\$0.00	\$669.56	\$8,400.00	\$7,730.44	7.97%
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	\$17.50	\$250.00	\$232.50	7.00%
Dept 41430 Clerical Staff		\$0.00	\$4,639.11	\$60,956.49	\$56,317.38	7.61%
Dept 41435 Staff Expenses						
STAFFEXP	E 100-41435-260 Uniforms	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
STAFFEXP	E 100-41435-306 Dues & Subscriptions	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
STAFFEXP	E 100-41435-310 Other Professional Serv	\$0.00	\$150.00	\$0.00	-\$150.00	0.00%
STAFFEXP	E 100-41435-331 Travel Expenses	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
Dept 41435 Staff Expenses		\$0.00	\$150.00	\$2,800.00	\$2,650.00	5.36%
Dept 41530 Accounting						
ACCTING	E 100-41530-101 Full-Time Employees R	\$0.00	\$4,034.34	\$52,954.72	\$48,920.38	7.62%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	February 2017 Amt	2017 YTD Amt	2017 YTD Budget	2017 YTD Balance	%YTD Budget
ACCTING	E 100-41530-121 PERA	\$0.00	\$302.58	\$3,971.60	\$3,669.02	7.62%
ACCTING	E 100-41530-122 FICA	\$0.00	\$229.01	\$3,283.19	\$3,054.18	6.98%
ACCTING	E 100-41530-123 Medicare	\$0.00	\$53.56	\$767.84	\$714.28	6.98%
ACCTING	E 100-41530-134 Employer Paid Life	\$0.00	\$79.40	\$996.00	\$916.60	7.97%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$0.00	\$860.86	\$10,800.00	\$9,939.14	7.97%
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	\$50.00	\$60.00	\$250.00	\$190.00	24.00%
ACCTING	E 100-41530-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 41530 Accounting		\$50.00	\$5,619.75	\$74,023.35	\$68,403.60	7.59%
Dept 41540 Auditing						
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$0.00	\$0.00	\$24,300.00	\$24,300.00	0.00%
Dept 41540 Auditing		\$0.00	\$0.00	\$24,300.00	\$24,300.00	0.00%
Dept 41550 Assessing						
ASSESS G	E 100-41550-310 Other Professional Serv	\$0.00	\$0.00	\$18,000.00	\$18,000.00	0.00%
Dept 41550 Assessing		\$0.00	\$0.00	\$18,000.00	\$18,000.00	0.00%
Dept 41570 Purchasing						
PURCHASE	E 100-41570-200 Office Supplies (GENER	\$284.25	\$284.25	\$3,500.00	\$3,215.75	8.12%
PURCHASE	E 100-41570-205 Bank Fees	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
PURCHASE	E 100-41570-207 Computer Supplies	\$0.00	\$1,148.48	\$12,000.00	\$10,851.52	9.57%
PURCHASE	E 100-41570-220 Repair/Maint Supply (G	\$689.85	\$689.85	\$4,000.00	\$3,310.15	17.25%
PURCHASE	E 100-41570-322 Postage	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
PURCHASE	E 100-41570-570 Office Equip and Furnis	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 41570 Purchasing		\$974.10	\$2,122.58	\$21,600.00	\$19,477.42	9.83%
Dept 41600 Computer						
COMPUTER	E 100-41600-310 Other Professional Serv	\$28.00	\$290.50	\$4,000.00	\$3,709.50	7.26%
Dept 41600 Computer		\$28.00	\$290.50	\$4,000.00	\$3,709.50	7.26%
Dept 41610 City Attorney						
CITYATNY	E 100-41610-304 Legal Fees	\$14.45	\$14.45	\$22,440.16	\$22,425.71	0.06%
Dept 41610 City Attorney		\$14.45	\$14.45	\$22,440.16	\$22,425.71	0.06%
Dept 41910 Planning and Zoning						
PLANZONG	E 100-41910-310 Other Professional Serv	\$0.00	\$0.00	\$29,500.00	\$29,500.00	0.00%
Dept 41910 Planning and Zoning		\$0.00	\$0.00	\$29,500.00	\$29,500.00	0.00%
Dept 41940 General Govt Buildings/Plant						
GOVTBLDG	E 100-41940-210 Operating Supplies (GE	\$348.15	\$348.15	\$1,500.00	\$1,151.85	23.21%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (G	\$139.99	\$139.99	\$7,000.00	\$6,860.01	2.00%
GOVTBLDG	E 100-41940-306 Dues & Subscriptions	\$250.00	\$250.00	\$300.00	\$50.00	83.33%
GOVTBLDG	E 100-41940-310 Other Professional Serv	\$480.00	\$480.00	\$1,000.00	\$520.00	48.00%
GOVTBLDG	E 100-41940-321 Telephone	\$279.96	\$559.92	\$3,500.00	\$2,940.08	16.00%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$0.00	\$250.00	\$250.00	0.00%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$0.00	\$0.00	\$11,250.00	\$11,250.00	0.00%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$0.00	\$0.00	\$6,250.00	\$6,250.00	0.00%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$0.00	\$0.00	\$3,250.00	\$3,250.00	0.00%
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	\$240.00	\$4,500.00	\$4,260.00	5.33%
GOVTBLDG	E 100-41940-560 Furniture and Fixtures	\$116.99	\$116.99	\$2,500.00	\$2,383.01	4.68%
GOVTBLDG	E 100-41940-580 Other Equipment	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 41940 General Govt Buildings/Plant		\$1,615.09	\$2,135.05	\$42,300.00	\$40,164.95	5.05%
Dept 41950 Engineer						
ENGINEER	E 100-41950-303 Engineering Fees	\$0.00	\$0.00	\$32,500.00	\$32,500.00	0.00%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	February 2017 Amt	2017 YTD Amt	2017 YTD Budget	2017 YTD Balance	%YTD Budget
Dept 41950	Engineer	\$0.00	\$0.00	\$32,500.00	\$32,500.00	0.00%
Dept 41960	Insurance					
	INSURANCE E 100-41960-150 Worker s Comp (GENE	\$0.00	\$3,066.85	\$8,799.31	\$5,732.46	34.85%
	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	\$10,369.59	\$18,860.19	\$8,490.60	54.98%
Dept 41960	Insurance	\$0.00	\$13,436.44	\$27,659.50	\$14,223.06	48.58%
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	\$40.00	\$50.00	\$10.00	80.00%
	LEGALPUB E 100-41970-351 Legal Notices Publishin	\$14.98	\$14.98	\$2,000.00	\$1,985.02	0.75%
	LEGALPUB E 100-41970-354 Recording Fees	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 41970	Legal Publications	\$14.98	\$54.98	\$2,850.00	\$2,795.02	1.93%
Dept 42101	Hennepin County Sheriff					
	HCSHERIFF E 100-42101-310 Other Professional Serv	\$0.00	\$0.00	\$78,730.52	\$78,730.52	0.00%
Dept 42101	Hennepin County Sheriff	\$0.00	\$0.00	\$78,730.52	\$78,730.52	0.00%
Dept 42102	Wright County Sheriff					
	WCSHERIFF E 100-42102-310 Other Professional Serv	\$0.00	\$8,455.83	\$101,748.00	\$93,292.17	8.31%
Dept 42102	Wright County Sheriff	\$0.00	\$8,455.83	\$101,748.00	\$93,292.17	8.31%
Dept 42210	Fire Dept Administration					
	FIREADMIN E 100-42210-103 Part-Time Employees	\$0.00	\$0.00	\$55,000.00	\$55,000.00	0.00%
	FIREADMIN E 100-42210-122 FICA	\$0.00	\$0.00	\$3,410.00	\$3,410.00	0.00%
	FIREADMIN E 100-42210-123 Medicare	\$0.00	\$0.00	\$797.50	\$797.50	0.00%
	FIREADMIN E 100-42210-150 Worker s Comp (GENE	\$0.00	\$3,179.95	\$8,344.11	\$5,164.16	38.11%
	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	\$0.00	\$4,000.00	\$4,000.00	0.00%
	FIREADMIN E 100-42210-306 Dues & Subscriptions	\$0.00	\$0.00	\$950.00	\$950.00	0.00%
	FIREADMIN E 100-42210-361 General Liability Ins	\$0.00	\$2,491.37	\$4,553.35	\$2,061.98	54.72%
Dept 42210	Fire Dept Administration	\$0.00	\$5,671.32	\$77,254.96	\$71,583.64	7.34%
Dept 42220	Fire Dept Equipment					
	FIREEQUIP E 100-42220-221 Equipment Parts	\$0.00	\$0.00	\$13,500.00	\$13,500.00	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	\$850.00	\$850.00	0.00%
	FIREEQUIP E 100-42220-260 Uniforms	\$0.00	\$0.00	\$4,500.00	\$4,500.00	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	\$25,350.00	\$25,350.00	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	\$3,000.00	\$3,000.00	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	\$17,000.00	\$17,000.00	0.00%
Dept 42260	Fire Vehicles					
	FIREVEH E 100-42260-212 Motor Fuels	\$48.66	\$48.66	\$4,500.00	\$4,451.34	1.08%
	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	\$2,000.00	\$2,000.00	0.00%
	FIREVEH E 100-42260-323 Radio Units	\$0.00	\$0.00	\$7,465.00	\$7,465.00	0.00%
Dept 42260	Fire Vehicles	\$48.66	\$48.66	\$22,965.00	\$22,916.34	0.21%
Dept 42280	Fire Stations and Bldgs					
	FIREBLDG E 100-42280-215 Shop Supplies	\$0.00	\$19.00	\$1,650.00	\$1,631.00	1.15%
	FIREBLDG E 100-42280-220 Repair/Maint Supply (G	\$0.00	\$13.20	\$3,500.00	\$3,486.80	0.38%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	February 2017 Amt	2017 YTD Amt	2017 YTD Budget	2017 YTD Balance	%YTD Budget
FIREBLDG	E 100-42280-321 Telephone	\$0.00	\$30.90	\$800.00	\$769.10	3.86%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$175.00	\$175.00	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%
Dept 42280	Fire Stations and Bldgs	\$0.00	\$63.10	\$13,625.00	\$13,561.90	0.46%
Dept 42290	Fire Relief Association					
FIRERELIEF	E 100-42290-124 Fire Pension Contributi	\$0.00	\$0.00	\$36,000.00	\$36,000.00	0.00%
FIRERELIEF	E 100-42290-125 Other Retirement Contr	\$0.00	\$0.00	\$11,133.58	\$11,133.58	0.00%
FIRERELIEF	E 100-42290-301 Auditing and Acctg Ser	\$0.00	\$0.00	\$6,500.00	\$6,500.00	0.00%
Dept 42290	Fire Relief Association	\$0.00	\$0.00	\$53,633.58	\$53,633.58	0.00%
Dept 42401	Building Inspection Admin					
INSPADMN	E 100-42401-310 Other Professional Serv	\$6,895.15	\$6,895.15	\$17,500.00	\$10,604.85	39.40%
Dept 42401	Building Inspection Admin	\$6,895.15	\$6,895.15	\$17,500.00	\$10,604.85	39.40%
Dept 42700	Animal Control					
ANIMCTRL	E 100-42700-310 Other Professional Serv	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 42700	Animal Control	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 42800	Cemetery					
CEMETERY	E 100-42800-310 Other Professional Serv	\$0.00	\$0.00	\$50.00	\$50.00	0.00%
Dept 42800	Cemetery	\$0.00	\$0.00	\$50.00	\$50.00	0.00%
Dept 43000	Public Works (GENERAL)					
PUBWRKS	E 100-43000-101 Full-Time Employees R	\$0.00	\$8,105.39	\$116,803.34	\$108,697.95	6.94%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$0.00	\$43.82	\$1,050.00	\$1,006.18	4.17%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$0.00	\$385.00	\$15,000.00	\$14,615.00	2.57%
PUBWRKS	E 100-43000-121 PERA	\$0.00	\$611.20	\$10,279.11	\$9,667.91	5.95%
PUBWRKS	E 100-43000-122 FICA	\$0.00	\$529.12	\$8,250.88	\$7,721.76	6.41%
PUBWRKS	E 100-43000-123 Medicare	\$0.00	\$123.75	\$2,285.25	\$2,161.50	5.42%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$0.00	\$146.61	\$2,832.00	\$2,685.39	5.18%
PUBWRKS	E 100-43000-142 Unemployment Benefit	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
PUBWRKS	E 100-43000-151 Med/Dental Insurance	\$0.00	\$1,480.63	\$27,600.00	\$26,119.37	5.36%
PUBWRKS	E 100-43000-208 Training and Instructio	\$0.00	\$950.00	\$2,500.00	\$1,550.00	38.00%
PUBWRKS	E 100-43000-212 Motor Fuels	\$689.22	\$689.22	\$7,000.00	\$6,310.78	9.85%
PUBWRKS	E 100-43000-215 Shop Supplies	\$17.60	\$17.60	\$2,500.00	\$2,482.40	0.70%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (G	\$2,867.88	\$3,452.88	\$6,000.00	\$2,547.12	57.55%
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	\$688.00	\$688.00	\$5,000.00	\$4,312.00	13.76%
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	-\$52.99	-\$52.99	\$19,000.00	\$19,052.99	-0.28%
PUBWRKS	E 100-43000-321 Telephone	\$198.95	\$198.95	\$2,800.00	\$2,601.05	7.11%
PUBWRKS	E 100-43000-325 Taxes	\$0.00	\$38.00	\$200.00	\$162.00	19.00%
Dept 43000	Public Works (GENERAL)	\$4,408.66	\$17,407.18	\$234,100.58	\$216,693.40	7.44%
Dept 43100	Hwys, Streets, & Roads					
HWYROAD	E 100-43100-220 Repair/Maint Supply (G	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43100	Hwys, Streets, & Roads	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43121	Paved Streets					
PAVSTRTS	E 100-43121-224 Street Maint Materials	\$0.00	\$0.00	\$50,000.00	\$50,000.00	0.00%
Dept 43121	Paved Streets	\$0.00	\$0.00	\$50,000.00	\$50,000.00	0.00%
Dept 43122	Unpaved Streets					
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$0.00	\$0.00	\$10,000.00	\$10,000.00	0.00%
Dept 43122	Unpaved Streets	\$0.00	\$0.00	\$10,000.00	\$10,000.00	0.00%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	February 2017 Amt	2017 YTD Amt	2017 YTD Budget	2017 YTD Balance	%YTD Budget
Dept 43125	Ice & Snow Removal					
	SNOWREMO E 100-43125-224 Street Maint Materials	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43125	Ice & Snow Removal	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43160	Street Lighting					
	STLGHTG E 100-43160-381 Electric Utilities	\$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	\$2,000.00	\$2,000.00	0.00%
Dept 43240	Waste (refuse) Disposal	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
Dept 43245	Recycling: Refuse					
	RECYCLING E 100-43245-384 Refuse/Garbage Dispos	\$3,171.30	\$3,171.30	\$36,000.00	\$32,828.70	8.81%
Dept 43245	Recycling: Refuse	\$3,171.30	\$3,171.30	\$36,000.00	\$32,828.70	8.81%
Dept 45186	Senior Center					
	SRCENTER E 100-45186-437 Other Miscellaneous	\$0.00	\$0.00	\$8,000.00	\$8,000.00	0.00%
Dept 45186	Senior Center	\$0.00	\$0.00	\$8,000.00	\$8,000.00	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	\$10,000.00	\$10,000.00	0.00%
	PARKS E 100-45200-310 Other Professional Serv	\$0.00	\$0.00	\$6,800.00	\$6,800.00	0.00%
	PARKS E 100-45200-381 Electric Utilities	\$56.67	\$56.67	\$2,000.00	\$1,943.33	2.83%
	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	\$2,200.00	\$2,200.00	0.00%
	PARKS E 100-45200-580 Other Equipment	\$0.00	\$0.00	\$7,000.00	\$7,000.00	0.00%
Dept 45200	Parks (GENERAL)	\$56.67	\$56.67	\$36,500.00	\$36,443.33	0.16%
Dept 45500	Libraries (GENERAL)					
	LIBRARY E 100-45500-437 Other Miscellaneous	\$0.00	\$3,500.00	\$10,500.00	\$7,000.00	33.33%
Dept 45500	Libraries (GENERAL)	\$0.00	\$3,500.00	\$10,500.00	\$7,000.00	33.33%
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	\$250.00	\$250.00	0.00%
Dept 49800	Transit (GENERAL)	\$0.00	\$0.00	\$250.00	\$250.00	0.00%
Fund 100	GENERAL FUND	\$17,457.48	\$85,984.92	\$1,326,541.16	\$1,240,556.24	6.48%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	February 2017 Amt	2017 YTD Amt	2017 YTD Budget	2017 YTD Balance	%YTD Budget
		\$17,457.48	\$85,984.92	\$1,326,541.16	\$1,240,556.24	6.48%

**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 7th day of February, 2017.

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 02-07-17-10

A RESOLUTION APPROVING RENEWAL OF CONSUMPTION AND DISPLAY PERMIT

WHEREAS, the City maintains a Consumption and Display Liquor License at 11250 5th St. NE due to the City renting out the attached Community Hall and Settlers Park Shelter; and

WHEREAS, this license has an annual renewal requirement; and

WHEREAS, the City is in compliance with the conditions of the renewal as stated on the renewal application.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the renewal of the Consumption and Display Permit for 11250 5th St. NE, Hanover, MN.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 7th day of February, 2017.

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 7th day of February, 2017.

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 02-07-17-11

**A RESOLUTION APPROVING PAY VOUCHER #1
SOILS CORRECTION FOR HANOVER PUBLIC WORKS FACILITY**

WHEREAS, the construction manager, Kinghorn Construction, has reviewed quantities of materials submitted for payment of work completed by Fehn Companies for work on the Soils Correction of the Hanover Public Works Facility previously authorized by Council; and

WHEREAS, staff recommends making payment, per attached Pay Voucher #1, and as follows:

- American Engineering Testing \$ 298.00
- Fehn Companies \$ 109,949.01
- Kinghorn Construction \$ 7,949.00
- Lot Surveys Company \$ 3,500.00

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves Pay Voucher #1, with a total amount of \$121,696.01.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 7th day of February, 2017.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

REQUEST FOR PAYMENT

From: Kinghorn Company, Inc
 21830 Industrial Court
 Rogers, MN 55374

To: City of Hanover

Draw: 1
 Date: 1/31/2017
 Period Ending Date: 1/31/2017

Request for payment:
 Original contract amount: \$215,490.51
 Approved changes:
 Revised contract amount: \$215,490.51

Contract completed to date: \$127,901.17
 Less non retainage amount: \$3,798.00
 Eligible retainage amount: \$124,103.17
 Less retainage: \$6,205.16
 Total completed less retainage: \$121,696.01
 Less previous requests:
 Current request for payment: \$121,696.01

Current billing \$127,901.17
 Less non retainage amount: \$3,798.00
 Eligible retainage amount: \$124,103.17
 Less current retainage: \$6,205.16
 Current amount due: \$121,696.01

Remaining amount to bill including retainage: \$93,794.50

Project: Hanover Public Works Site Phase

Contract date: June 10, 2016

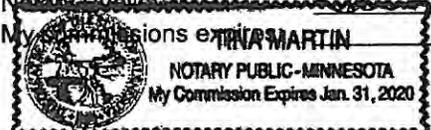
Change Order Summary	Additions	Deductions
Changes approved in previous months by owner		
Totals approved this month		
Totals	\$0.00	\$0.00
NET CHANGES BY CHANGE ORDER	\$0.00	

I hereby certify that the work performed and the materials supplied to date, as shown on the above, represent the actual value of the accomplishment under the terms of the Contract (and all authorized changes thereof) between the undersigned and City of Hanover relating to the above referenced project. I also certify that the contractor has paid all amounts previously billed and paid by the owner.

Construction Manager:
 By:
 Date:

Kinghorn Company, Inc.

 1/24/17

State of Minnesota County of Wright
 Subscribed and sworn to before me this 24th day of Jan 2017
 Notary Public
 My Commission expires 1-31-2020


REQUEST FOR PAYMENT DETAIL

Project: Hanover Public Works Site Work Phase

Period Ending Date: 1/31/2017

Item ID	Description	Total Contract Amount	Change Orders	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Date	% Complete	Balance To Finish	Retainage Balance
01-0	General Requirements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
02-0	Existing Conditions	\$8,500.00	\$0.00	\$0.00	\$3,798.00	\$0.00	\$3,798.00	44.68%	\$4,702.00	\$0.00
03-0	Concrete	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
05-0	Metals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
06-0	Wood & Plastics	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
07-0	Thermal & Moisture Protection	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
08-0	Doors & Windows	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
09-0	Finishes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
10-0	Specialties	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
11-0	Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
21-0	Fire Suppression	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
22-0	Plumbing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
23-0	HVAC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
26-0	Electrical	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
31-0	Earthwork	\$192,893.00	\$0.00	\$0.00	\$115,735.80	\$0.00	\$115,735.80	60.00%	\$77,157.20	\$5,786.79
32-0	Exterior Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
33-0	Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
18-1	Owners Contingency	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
18-5	Profit & Overhead	\$14,097.51	\$0.00	\$0.00	\$8,367.37	\$0.00	\$8,367.37	59.35%	\$5,730.14	\$418.37
Totals		\$215,490.51	\$0.00	\$0.00	\$127,901.17	\$0.00	\$127,901.17	59.35%	\$87,589.34	\$6,205.16

JOB NAME: Hanover Public Works Site Work Phase

ITEM#/DESCRIPTION	CONTRACTOR	CONTRACT AMOUNT	CHANGE ORDER NUMBER	CHANGE ORDER AMOUNT	CONTRACT AMOUNT +/- CHANGE ORDERS	DRAW #1	BALANCE TO FINISH
01-000 GENERAL REQUIREMENTS							
		\$0.00			\$0.00		\$0.00
SUB TOTAL		\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
02-000 Existing Conditions							
	American Eng. Testing	\$5,000.00			\$5,000.00		\$4,702.00
	Invoice 261553					\$ 298.00	
	Lot Survey	\$3,500.00			\$3,500.00		\$0.00
	Invoice 85863					\$ 3,500.00	
SUB TOTAL		\$8,500.00		\$ -	\$8,500.00	\$ 3,798.00	\$4,702.00
03-000 CONCRETE							
		\$0.00			\$0.00		\$0.00
		\$0.00			\$0.00		\$0.00
SUB TOTAL		\$0.00		\$ -	\$0.00	\$ -	\$0.00
05-000 METALS							
		\$0.00			\$0.00		\$0.00
		\$0.00			\$0.00		\$0.00
		\$0.00			\$0.00		\$0.00
		\$0.00			\$0.00		\$0.00
SUB TOTAL		\$0.00		\$ -	\$0.00	\$ -	\$0.00
06-000 WOOD & PLASTICS							
		\$0.00			\$0.00	\$ -	\$0.00
		\$0.00			\$0.00	\$ -	\$0.00
		\$0.00			\$0.00		\$0.00
SUB TOTAL		\$0.00		\$ -	\$0.00	\$ -	\$0.00
		\$0.00			\$0.00		
07-000 THERMAL & MOISTURE PRO		\$0.00					

ITEM#/DESCRIPTION	CONTRACTOR	CONTRACT AMOUNT	CHANGE ORDER NUMBER	CHANGE ORDER AMOUNT	CONTRACT AMOUNT +/- CHANGE ORDERS	DRAW #1	BALANCE TO FINISH
		\$0.00			\$0.00		\$0.00
SUB TOTAL		\$0.00		\$ -	\$0.00	\$ -	\$0.00

08-000 DOORS & WINDOWS

		\$0.00			\$0.00		\$0.00
		\$0.00			\$0.00		\$0.00
		\$0.00			\$0.00		\$0.00
SUB TOTAL		\$0.00		\$ -	\$0.00	\$ -	\$0.00

09-000 FINISHES

		\$0.00			\$0.00		\$0.00
		\$0.00			\$0.00		\$0.00
		\$0.00			\$0.00		\$0.00
		\$0.00			\$0.00		\$0.00
		\$0.00			\$0.00		\$0.00
		\$0.00			\$0.00		\$0.00
		\$0.00			\$0.00		\$0.00
SUB TOTAL		\$0.00		\$ -	\$0.00	\$ -	\$0.00

10-000 SPECIALTIES

		\$0.00			\$0.00		\$0.00
		\$0.00			\$0.00		\$0.00
SUB TOTAL		\$0.00		\$ -	\$0.00	\$ -	\$0.00

11-000 Equipment

		\$0.00			\$0.00		\$0.00
SUB TOTAL		\$0.00		\$ -	\$0.00	\$ -	\$0.00

21-000 FIRE SUPPRESSION

		\$0.00			\$0.00		\$0.00
SUB TOTAL		\$0.00		\$ -	\$0.00	\$ -	\$0.00

22-000 PLUMBING

ITEM#/DESCRIPTION	CONTRACTOR	CONTRACT AMOUNT	CHANGE ORDER NUMBER	CHANGE ORDER AMOUNT	CONTRACT AMOUNT +/- CHANGE ORDERS	DRAW #1	BALANCE TO FINISH
		\$0.00			\$0.00		\$0.00
		\$0.00					
SUB TOTAL		\$0.00		\$ -	\$0.00	\$ -	\$0.00
23-000 HVAC							
		\$0.00			\$0.00		\$0.00
		\$0.00					
SUB TOTAL		\$0.00		\$ -	\$0.00	\$ -	\$0.00
26-000 ELECTRICAL							
		\$0.00			\$0.00		\$0.00
SUB TOTAL		\$0.00		\$ -	\$0.00	\$ -	\$0.00
31-000 EARTHWORK							
	Fehn	\$192,893.00			\$192,893.00		\$77,157.20
	Pay app 1					\$ 115,735.80	
SUB TOTAL		\$192,893.00		\$ -	\$192,893.00	\$ 115,735.80	\$77,157.20
32-000 EXTERIOR IMPROVEMENTS							
		\$0.00			\$0.00		\$0.00
		\$0.00			\$0.00		\$0.00
		\$0.00			\$0.00		\$0.00
		\$0.00			\$0.00		\$0.00
SUB TOTAL		\$0.00		\$ -	\$0.00	\$ -	\$0.00
33-000 Utilities							
		\$0.00			\$0.00		\$0.00
		\$0.00			\$0.00		\$0.00
		\$0.00			\$0.00		\$0.00
SUB TOTAL		\$0.00		\$ -	\$0.00	\$ -	\$0.00
SUB TOTAL		\$201,393.00				\$119,533.80	
18-000 GENERAL							
18-500 PROFIT & OVERHEAD	KCI	\$14,097.51			\$14,097.51	\$ 8,367.37	\$5,730.14

ITEM#/DESCRIPTION	CONTRACTOR	CONTRACT AMOUNT	CHANGE ORDER NUMBER	CHANGE ORDER AMOUNT	CONTRACT AMOUNT +/- CHANGE ORDERS	DRAW #1	BALANCE TO FINISH
SUB TOTAL		\$14,097.51		\$ -	\$14,097.51	\$ 8,367.37	\$5,730.14
18-100 Owners Contigency	KCI	\$0.00			\$0.00		\$0.00
TOTAL		\$215,490.51		\$0.00	\$215,490.51	\$127,901.17	\$87,589.34

City of Hanover Payment Summary for Draw #1

Subcontractor	Mailing Address	Work Completed	Retainage to be Held	Payment Amount	Notes
American Eng. Testing	550 Cleveland Ave. N, St. Paul, MN 55114	\$298.00	\$0.00	\$298.00	No retainage held
Fehn Companies	5050 Barthel Industrial Drive, Albertville, MN 55301	\$115,735.80	\$5,786.79	\$109,949.01	5% Retainage Held
Kinghorn Company	21830 Industrial Court, Rogers, MN 55374	\$8,367.37	\$418.37	\$7,949.00	5% Retainage Held
Lot Surveys Company	7601 73rd Ave. N., Mpls., MN 55428	\$3,500.00	\$0.00	\$3,500.00	No retainage held
Totals		\$127,901.17	\$6,205.16	\$121,696.01	

American Engineering Testing, Inc.

550 Cleveland Avenue North
St. Paul, Minnesota 55114
Phone: (651) 659-9001
Fax: (651) 659 1379
Federal Tax ID: 41-0977521



KINGHORN COMPANY
21830 INDUSTRIAL COURT
ROGERS, MN 55374

DUE DATE:		1/21/2017
INVOICE		CUSTOMER NUMBER
NUMBER	DATE	
261553	12/22/16	KIN003

BILLING CONTACT: JOHN STUDER

PROJECT MANAGER: LEROY CALLAIS

PROJECT NUMBER: 26-01241

SCOPE OF WORK:
CONSTRUCTION TESTING

PROJECT:
HANOVER PUBLIC WORKS
5TH STREET NE
HANOVER, MN 55341

SEE ATTACHED ITEMIZATION

For inquiries or additional information regarding this invoice, please contact 651-789-4651 or email accounting@amengtest.com

Remit payment to: 550 Cleveland Avenue North, St. Paul, MN 55114

Amount due this Invoice	<u>\$298.00</u>
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FEE SCHEDULE
 PROJECT TESTING SERVICES
 HANOVER PUBLIC WORKS BUILDING
 5TH STREET
 HANOVER, MN 55341
 AET PROPOSAL No. 26-01241
 AET INVOICE No. 261553



SERVICE DESCRIPTION	PROJECT BUDGET			TOTAL AMOUNTS INVOICED THROUGH 12/18/2016		Invoice Amount Through 12-18-16		
	ESTIMATED UNITS	UNIT RATE	BUDGET AMOUNT	# Units	Amount	# Units	Amount	
<i>Excavation Observations and Compaction Testing</i>								
1. Staff Engineer I or Senior Engineering Assistant for observations of excavations and subgrade test rolls, consultation and reporting (services provided on a will-call basis - assumes 5 trips to the jobsite).	15 hours	\$120.00	\$1,800.00	0.0	\$0.00	0.0	\$0.00	
2. Engineering Technician II time for soil compaction testing (services provided on a will-call basis - assumes 6 trips to the jobsite).	15 hours	\$85.00	\$1,275.00	0.0	\$0.00	0.0	\$0.00	
3. Density tests with a nuclear density gage	40 tests	\$0.00	\$0.00					
4. Personal or Company vehicle mileage.	210 miles	\$0.75	\$157.50	0.0	\$0.00	0.0	\$0.00	
5. Standard Proctor tests.	3 tests	\$130.00	\$390.00	0.0	\$0.00	0.0	\$0.00	
6. Sieve tests of granular fill and Class 5 aggregate base.	2 tests	\$100.00	\$200.00	0.0	\$0.00	0.0	\$0.00	
<i>Project Management & Coordination</i>								
1. Staff Engineer II/Project Manager for coordination of AET personnel and activities, attending meetings (if requested), consultation and report preparation.	6 hours	\$137.00	\$822.00	2.0	\$274.00	2.0	\$274.00	
2. Principal Engineer for special consultation and report review.	1 hour	\$183.00	\$183.00	0.0	\$0.00	0.0	\$0.00	
3. Personal or Company vehicle mileage.	0 miles	\$0.75	\$0.00	32.0	\$24.00	32.0	\$24.00	
ESTIMATED BUDGET			\$4,827.50	TOTAL INVOICED THROUGH 12/18/2016		\$298.00	MONTHLY INVOICE TOTAL	\$298.00

APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: 10431

To Owner: KINGHORN CONSTRUCTION
21830 INDUSTRIAL COURT

Project: 1675- Hanover Public Works - Mass
Grading

Application No.: 1

Distribution to:

<input type="checkbox"/>	Owner
<input type="checkbox"/>	Architect
<input type="checkbox"/>	Contractor
<input type="checkbox"/>	
<input type="checkbox"/>	

ROGERS, MN 55374

Period To: 12/31/16

From Contractor: Fehn Companies Inc.
5050 Barthel Industrial Drive
Albertville, MN 55301

Via Architect:

Project Nos:

Contract For:

Contract Date:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet is attached.

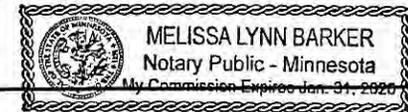
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief, the work covered by this Application for Payment has been completed in accordance with the Contract Documents. That all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Fehn Companies Inc.

By: Dawn Andressa Date: 12/22/16

State of Minnesota
Subscribed and sworn to before me this 22nd
Notary Public: Melissa Lynn Barker
My Commission expires:
January 31, 2020

County of: Wright
day of December, 2016



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information, and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 109,949.01

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

1. Original Contract Sum	\$192,893.00
2. Net Change By Change Order	\$0.00
3. Contract Sum To Date	\$192,893.00
4. Total Completed and Stored To Date	\$115,735.80
5. Retainage:	
a. 5.00% of Completed Work	\$5,786.79
b. 0.00% of Stored Material	\$0.00
Total Retainage	\$5,786.79
6. Total Earned Less Retainage	\$109,949.01
7. Less Previous Certificates For Payments	\$0.00
8. Current Payment Due	\$109,949.01
9. Balance To Finish, Plus Retainage	\$82,943.99

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total Approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
Net Changes By Change Order	\$0.00	

CONTINUATION SHEET

Application and Certification for Payment, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 1

Application Date : 12/22/16

To:

Architect's Project No.:

Invoice # : 10431

Contract : 1675- Hanover Public Works - Mass Grading

A Item No.	B Description of Work	C Scheduled Value	D E Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	Retainage
			From Previous Application (D+E)	This Period In Place					
1	Contract	192,893.00	0.00	115,735.80	0.00	115,735.80	60.00%	77,157.20	
Grand Totals		192,893.00	0.00	115,735.80	0.00	115,735.80	60.00%	77,157.20	5,786.79

Invoice

Bill To
City of Hanover Attn: Brian PO Box 278 11250 5th Street NE Hanover, MN 55341

Date	Invoice #
1/20/2017	2328

P.O. No.	Terms	Project
	Due Upon Receipt	

Description	Qty	Rate	Amount
Profit & Overhead 7%	119,533.8	0.07	8,367.37

Thank you for using Kinghorn Company!

Total	\$8,367.37
Payments/Credits	\$0.00
Balance Due	\$8,367.37

**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 7th day of February, 2017.

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 02-07-17-12

A RESOLUTION APPROVING 2017 PAY EQUITY REPORT

WHEREAS, the City of Hanover is required to submit a Pay Equity report every three years; and

WHEREAS, the attached report was completed by matching the City of Hanover job positions and duties against the best match of the State Job Match System.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the 2017 Pay Equity Report.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 7th day of February, 2017.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

2017 Hanover Pay Equity Report

Job I.D.	Title	# Males	# Females	Class Type	Job Points	Min. Mo. Salary	Max. Mo. Salary	Yrs. to Max.	Yrs. of Service	Exceptional Service Pay	State Match Position Title
1	Public Works/Parks Seasonal	1	0	M	136	1820	1820	N/A	1	N/A	Groundskeeper
2	Maintenance Worker	1	0	M	183	2862	4250	N/A	2	N/A	Transportation Generalist
3	Administrative Assistant	0	1	F	203	3255	4280	N/A	2	N/A	Office & Admin. Spec. Prin.
4	Public Works Supervisor	1	0	M	252	3879	5153	N/A	6	N/A	Street Maintenance Supervisor
5	Accountant/Deputy Clerk	0	1	F	256	3467	5327	N/A	1	N/A	1/2 Accounting Officer & 1/2 City Clerk/Treasurer
6	City Administrator/Clerk/Treasurer	1	0	M	483	5176	7046	N/A	2	N/A	Administrator/Manager

**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 7th day of February, 2017.

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 02-07-17-13

**A RESOLUTION APPOINTING BRIAN DISMANG TO THE
HANOVER ECONOMIC DEVELOPMENT AUTHORITY**

WHEREAS, the Hanover Economic Development Authority has a vacant position for a board member;
and

WHEREAS, Brian Dismang is a local business who expresses interest in serving a 2017-2022 term as a board member.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby appoints Brian Dismang to the Hanover Economic Development Authority for a six year term of 2017-2022.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 7th day of February, 2017.

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 7th day of February, 2017.

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 02-07-17-14

**A RESOLUTION APPROVING THE
HENNEPIN COUNTY RESIDENTIAL RECYCLING GRANT**

WHEREAS, Hennepin County has provided the City of Hanover with a Residential Recycling Grant Agreement for 2017-2020; and

WHEREAS, by entering into this agreement, the City of Hanover is eligible to receive grant proceeds base on residential properties who partake in curbside and organic recycling.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the attached Hennepin County Residential Recycling Grant Agreement.

BE IT FURTHER RESOLVED, that the City Council authorizes its City Administrator to execute the agreement.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 7th day of February, 2017.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

RESIDENTIAL RECYCLING GRANT AGREEMENT

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”).

The parties agree as follows:

1. TERM AND COST OF THE AGREEMENT

This Agreement shall commence upon execution and expire on December 31, 2020, unless cancelled or terminated earlier in accordance with the provisions herein.

Annual grant payments shall be calculated as set forth in Section 3.

2. SERVICES TO BE PROVIDED

The CITY shall apply for annual grant funds and operate its Recycling Program as more fully described in Attachment A, the Residential Recycling Funding Policy.

3. ALLOCATION OF FUNDS

The COUNTY will distribute to Hennepin County municipalities 100% of SCORE funds that the COUNTY receives from the state. SCORE funds will be dedicated to two different purposes: 1) curbside recycling and 2) curbside organics recycling. SCORE funds are based on revenue received by the State of Minnesota from the solid waste management (SWM) tax on garbage services. SCORE funds are subject to change based on the SWM tax revenue received by the state and funds allocated by the legislature. Funds distributed to municipalities for the current calendar year will be based on SCORE funds received by the COUNTY in the state’s corresponding fiscal year.

Recycling

The following formula will be utilized to determine a CITY’S recycling SCORE grant each year.

Percent of SCORE funds allocated to curbside recycling:

2017	80%
2018	70%
2019	60%
2020	50%

CITY recycling grant calculation:

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

Eligible residential households are defined as single family through eight-plex residential buildings or other residential buildings where each housing unit sets out its own recycling container for curbside collection. The number of eligible households will be determined by counting the number of eligible households on January 1 of each funding year. The CITY will report the number in its application for funding.

The COUNTY will make two equal payments to the CITY. One payment will be made after the COUNTY receives the application, which consists of the web-based report and the planning document. A second payment will be made after basic program requirements, education and outreach requirements, and recycling performance have been confirmed and approved. If the CITY meets the COUNTY requirements, both payments will be made during the same calendar year. Funding will be withheld until the CITY meets the requirements of the Residential Recycling Funding Policy.

Organics

The following formula will be utilized to determine a CITY’S organics recycling SCORE grant each year.

Percent of SCORE funds allocated to curbside organics recycling:

2017	20%
2018	30%
2019	40%
2020	50%

CITY organics recycling grant calculation:

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

If the formula above results in the CITY receiving a grant where the dollar amount per participating household is greater than \$25 per year, then a cap will apply. The funding cap per participating household is \$25 per year. The most the COUNTY will grant a CITY is \$25 per participating household per year. If funds are left over because of the cap, those funds will carry over into the following year's SCORE funds.

Eligible residential households are defined as single family through eight-plex residential buildings or other residential buildings where the household is signed up for organics service and the household sets out its own container with organics for curbside collection. The number of eligible households will be determined by counting the number of eligible households on September 1 of each funding year. The CITY will report the number in the application for funding.

The COUNTY will make one organics grant payment to the CITY each year. The payment will be made after the COUNTY receives the application and confirms that the CITY meets the requirements of the Residential Recycling Funding Policy.

4. PROFESSIONAL CREDENTIALS

INTENTIONALLY OMITTED

5. INDEPENDENT CITY

CITY shall select the means, method, and manner of performing the services. Nothing is intended nor should be construed as creating or establishing the relationship of a partnership or a joint venture between the parties or as constituting CITY as the agent, representative, or employee of COUNTY for any purpose. CITY is and shall remain an independent contractor for all services performed under this Agreement. CITY shall secure at its own expense all personnel required in performing services under this Agreement. CITY's personnel and/or subcontractors engaged to perform any work or services required by this Agreement will have no contractual relationship with COUNTY and will not be considered employees of COUNTY. COUNTY shall not be responsible for any claims that arise out of employment or alleged employment under the Minnesota Unemployment Insurance Law or Minnesota Statutes, chapter 176 (which may be referred to as the "Workers' Compensation Act"), on behalf of any personnel, including, without limitation, claims of discrimination against CITY, its officers, agents, contractors, or employees. Such personnel or other persons shall neither accrue nor be entitled to any compensation, rights, or benefits of any kind from COUNTY, including, without limitation, tenure rights, medical and hospital care, sick and vacation leave, workers' compensation, unemployment compensation, disability, severance pay, and retirement benefits.

6. INDEMNIFICATION

CITY shall defend, indemnify, and hold harmless COUNTY, its present and former officials, officers, agents, volunteers and employees from any liability, claims, causes of action, judgments, damages, losses, costs, or expenses, including reasonable attorney's fees, resulting directly or indirectly from any act or omission of CITY, a subcontractor, anyone directly or indirectly employed by them, and/or anyone for whose acts and/or omissions they may be liable in the performance of the services required by this Agreement, and against all loss by reason of the failure of CITY to perform any obligation under this Agreement. For clarification and not limitation, this obligation to defend, indemnify and hold harmless includes but is not limited to any liability, claims or actions resulting directly or indirectly from alleged infringement of any copyright or any property right of another, the employment or alleged employment of CITY personnel, the unlawful disclosure and/or use of protected data, or other noncompliance with the requirements of the provisions set forth herein.

7. INSURANCE

A. With respect to the services provided pursuant to this Agreement, CITY shall at all times during the term of this Agreement and beyond such term when so required have and keep in force the following minimum insurance coverages or CITY's actual insurance limits for primary coverage and excess liability or umbrella policy limits, whichever is greater:

	<u>Limits</u>
1. Commercial General Liability on an occurrence basis with contractual liability coverage:	
General Aggregate	\$2,000,000
Products—Completed Operations Aggregate	2,000,000
Personal and Advertising Injury	1,500,000
Each Occurrence—Combined Bodily Injury and Property Damage	1,500,000
2. Workers' Compensation and Employer's Liability:	
Workers' Compensation	Statutory
Employer's Liability. Bodily injury by:	
Accident—Each Accident	500,000
Disease—Policy Limit	500,000
Disease—Each Employee	500,000

3.	Professional Liability—Per Claim	1,500,000
	Aggregate	2,000,000

The professional liability insurance must be maintained continuously for a period of two years after the expiration, cancellation or termination of this Agreement.

- B. An umbrella or excess policy is an acceptable method to provide the required commercial general insurance coverage.

The above establishes minimum insurance requirements. It is the sole responsibility of CITY to determine the need for and to procure additional insurance which may be needed in connection with this Agreement. Upon written request, CITY shall promptly submit copies of insurance policies to COUNTY.

CITY shall not commence work until it has obtained required insurance and filed with COUNTY a properly executed Certificate of Insurance establishing compliance. The certificate(s) must name Hennepin County as the certificate holder, and as an additional insured for the commercial general liability coverage required herein. A self-insured retention (SIR) applicable to the commercial liability coverage is not acceptable, unless expressly agreed to in writing by COUNTY. If the certificate form contains a certificate holder notification provision, the certificate shall state that the insurer will endeavor to mail to COUNTY thirty (30) day prior written notice in the event of cancellation/termination of any described policies. If CITY receives notice of cancellation/termination from an insurer, CITY shall fax or email a copy of the notice to COUNTY within two business days.

CITY shall furnish to COUNTY updated certificates during the term of this Agreement as insurance policies expire. If CITY fails to furnish proof of insurance coverages, COUNTY may withhold payments and/or pursue any other right or remedy allowed under contract, law, equity, and/or statute.

CITY waives all rights against COUNTY, its officials, officers, agents, volunteers, and employees for recovery of damages to the extent that damages are covered by insurance of CITY.

8. DUTY TO NOTIFY

CITY shall promptly notify COUNTY of any claim, action, cause of action or litigation brought against CITY, its employees, officers, agents or subcontractors, which arises out of the services described in this Agreement. CITY shall also notify COUNTY whenever CITY has a reasonable basis for believing that CITY and/or its employees, officers, agents or subcontractors, and/or COUNTY, might become the subject of a claim, action, cause of action, administrative action,

criminal arrest, criminal charge or litigation arising out of and/or related to the services described in this Agreement.

9. DATA

CITY, its officers, agents, owners, partners, employees, volunteers and subCITYs shall, to the extent applicable, abide by the provisions of the Minnesota Government Data Practices Act, Minnesota Statutes, chapter 13 (MGDPA) and all other applicable state and federal laws, rules, regulations and orders relating to data privacy or confidentiality, which may include the Health Insurance Portability and Accountability Act of 1996 (HIPAA). For clarification and not limitation, COUNTY hereby notifies CITY that the requirements of Minnesota Statutes section 13.05, subd. 11, apply to this Agreement. CITY shall promptly notify COUNTY if CITY becomes aware of any potential claims, or facts giving rise to such claims, under the MGDPA or other data or privacy laws.

Classification of data as trade secret data will be determined pursuant to applicable law and, accordingly, merely labeling data as “trade secret” does not necessarily make the data protected as such under any applicable law.

10. RECORDS – AVAILABILITY/ACCESS

Subject to the requirements of Minnesota Statutes section 16C.05, subd. 5, COUNTY, the State Auditor, or any of their authorized representatives, at any time during normal business hours, and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of CITY and involve transactions relating to this Agreement. CITY shall maintain these materials and allow access during the period of this Agreement and for six (6) years after its expiration, cancellation or termination.

11. SUCCESSORS, SUBCONTRACTING AND ASSIGNMENTS

- A. CITY binds itself, its partners, successors, assigns and legal representatives to COUNTY for all covenants, agreements and obligations herein.
- B. CITY shall not assign, transfer or pledge this Agreement and/or the services to be performed, whether in whole or in part, nor assign any monies due or to become due to it without the prior written consent of COUNTY. A consent to assign shall be subject to such conditions and provisions as COUNTY may deem necessary, accomplished by execution of a form prepared by COUNTY and signed by CITY, the assignee and COUNTY. Permission to assign, however, shall under no circumstances relieve CITY of its liabilities and obligations under the Agreement.
- C. CITY shall not subcontract this Agreement and/or the services to be performed, whether in whole or in part, without the prior written consent of COUNTY. Permission to subcontract, however, shall under no circumstances relieve CITY of

its liabilities and obligations under the Agreement. Further, CITY shall be fully responsible for the acts, omissions, and failure of its subcontractors in the performance of the specified contractual services, and of person(s) directly or indirectly employed by subcontractors. Contracts between CITY and each subcontractor shall require that the subcontractor's services be performed in accordance with this Agreement. CITY shall make contracts between CITY and subcontractors available upon request. For clarification and not limitation of Section 15E, none of the following constitutes assent by COUNTY to a contract between CITY and a subcontractor, or a waiver or release by COUNTY of CITY's full compliance with the requirements of this Section: (1) COUNTY's request or lack of request for contracts between CITY and subcontractors; (2) COUNTY's review, extent of review or lack of review of any such contracts; or (3) COUNTY's statements or actions or omissions regarding such contracts.

- D. As required by Minnesota Statutes section 471.425, subd. 4a, CONTRACTOR shall pay any subcontractor within ten (10) days of CONTRACTOR's receipt of payment from COUNTY for undisputed services provided by the subcontractor, and CONTRACTOR shall comply with all other provisions of that statute.

12. MERGER, MODIFICATION AND SEVERABILITY

- A. The entire Agreement between the parties is contained herein and supersedes all oral agreements and negotiations between the parties relating to the subject matter. All items that are referenced or that are attached are incorporated and made a part of this Agreement. If there is any conflict between the terms of this Agreement and referenced or attached items, the terms of this Agreement shall prevail.
- B. Any alterations, variations or modifications of the provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement signed by the parties. Except as expressly provided, the substantive legal terms contained in this Agreement including but not limited to Indemnification, Insurance, Merger, Modification and Severability, Default and Cancellation/Termination or Minnesota Law Governs may not be altered, varied, modified or waived by any change order, implementation plan, scope of work, development specification or other development process or document.
- C. If any provision of this Agreement is held invalid, illegal or unenforceable, the remaining provisions will not be affected.

13. DEFAULT AND CANCELLATION/TERMINATION

- A. If CITY fails to perform any of the provisions of this Agreement, fails to administer the work so as to endanger the performance of the Agreement or otherwise breaches or fails to comply with any of the terms of this Agreement, it

shall be in default. Unless CITY's default is excused in writing by COUNTY, COUNTY may upon written notice immediately cancel or terminate this Agreement in its entirety. Additionally, failure to comply with the terms of this Agreement shall be just cause for COUNTY to delay payment until CITY's compliance. In the event of a decision to withhold payment, COUNTY shall furnish prior written notice to CITY.

- B. For purposes of this subsection, "Data" means any data or information, and any copies thereof, created by CITY or acquired by CONTACTOR from or through COUNTY pursuant to this Agreement, including but not limited to handwriting, typewriting, printing, photocopying, photographing, facsimile transmitting, and every other means of recording any form of communication or representation, including electronic media, email, letters, works, pictures, drawings, sounds, videos, or symbols, or combinations thereof.

Upon expiration, cancellation or termination of this Agreement:

1. At the discretion of COUNTY and as specified in writing by the Contract Administrator, CITY shall deliver to the Contract Administrator all Data so specified by COUNTY.
 2. COUNTY shall have full ownership and control of all such Data. If COUNTY permits CITY to retain copies of the Data, CITY shall not, without the prior written consent of COUNTY or unless required by law, use any of the Data for any purpose or in any manner whatsoever; shall not assign, license, loan, sell, copyright, patent and/or transfer any or all of such Data; and shall not do anything which in the opinion of COUNTY would affect COUNTY's ownership and/or control of such Data.
 3. Except to the extent required by law or as agreed to by COUNTY, CITY shall not retain any Data that are confidential, protected, privileged, not public, nonpublic, or private, as those classifications are determined pursuant to applicable law.
- C. Notwithstanding any provision of this Agreement to the contrary, CITY shall remain liable to COUNTY for damages sustained by COUNTY by virtue of any breach of this Agreement by CITY. Upon notice to CITY of the claimed breach and the amount of the claimed damage, COUNTY may withhold any payments to CITY for the purpose of set-off until such time as the exact amount of damages due COUNTY from CITY is determined. Following notice from COUNTY of the claimed breach and damage, CITY and COUNTY shall attempt to resolve the dispute in good faith.
- D. The above remedies shall be in addition to any other right or remedy available to COUNTY under this Agreement, law, statute, rule, and/or equity.

- E. COUNTY's failure to insist upon strict performance of any provision or to exercise any right under this Agreement shall not be deemed a relinquishment or waiver of the same, unless consented to in writing. Such consent shall not constitute a general waiver or relinquishment throughout the entire term of the Agreement.
- F. This Agreement may be canceled/terminated with or without cause by either party upon thirty (30) day written notice.
- G. If this Agreement expires or is cancelled or terminated, with or without cause, by either party, at any time, CITY shall not be entitled to any payment, fees or other monies except for payments duly invoiced for then-delivered and accepted deliverables/milestones pursuant to this Agreement. In the event CITY has performed work toward a deliverable that COUNTY has not accepted at the time of expiration, cancellation or termination, CITY shall not be entitled to any payment for said work including but not limited to incurred costs of performance, termination expenses, profit on the work performed, other costs founded on termination for convenience theories or any other payments, fees, costs or expenses not expressly set forth in this Agreement.
- H. Upon written notice, COUNTY may immediately suspend or cancel/terminate this Agreement in the event any of the following occur: (i) COUNTY does not obtain anticipated funding from an outside source for this project; (ii) funding for this project from an outside source is withdrawn, frozen, shut down, is otherwise made unavailable or COUNTY loses the outside funding for any other reason; or (iii) COUNTY determines, in its sole discretion, that funding is, or has become, insufficient. COUNTY is not obligated to pay for any services that are provided or costs or expenses or obligations incurred or encumbered after the notice and effective date of the suspension or cancellation/termination. In the event COUNTY suspends, cancels or terminates this Agreement pursuant to this paragraph, COUNTY shall pay any amount due and payable prior to the notice of suspension or cancellation/termination except that COUNTY shall not be obligated to pay any amount as or for penalties, early termination fees, charges, time and materials for services not then performed, costs, expenses or profits on work done.
- I. CITY has an affirmative obligation, upon written notice by COUNTY that this Agreement may be suspended or cancelled/terminated, to follow reasonable directions by COUNTY, or absent directions by COUNTY, to exercise a fiduciary obligation to COUNTY, before incurring or making further costs, expenses, obligations or encumbrances arising out of or related to this Agreement.

14. SURVIVAL OF PROVISIONS

Provisions that by their nature are intended to survive the term, cancellation or termination of this Agreement do survive such term, cancellation or termination. Such

provisions include but are not limited to: SERVICES TO BE PROVIDED (as to ownership of property); INDEPENDENT CITY; INDEMNIFICATION; INSURANCE; DUTY TO NOTIFY; DATA; RECORDS-AVAILABILITY/ACCESS; DEFAULT AND CANCELLATION/TERMINATION; MEDIA OUTREACH; and MINNESOTA LAW GOVERNS.

15. CONTRACT ADMINISTRATION

In order to coordinate the services of CITY with the activities of the Environment and Energy Department so as to accomplish the purposes of this Agreement, Ben Knudson, Waste Reduction and Recycling Specialist, or his successor, shall manage this Agreement on behalf of COUNTY and serve as liaison between COUNTY and CITY.

16. COMPLIANCE AND NON-DEBARMENT CERTIFICATION

- A. CITY shall comply with all applicable federal, state and local statutes, regulations, rules and ordinances currently in force or later enacted.
- B. CITY shall comply with all applicable conditions of the COUNTY grant.

17. PAPER RECYCLING

COUNTY encourages CITY to develop and implement an office paper and newsprint recycling program.

18. NOTICES

Unless the parties otherwise agree in writing, any notice or demand which must be given or made by a party under this Agreement or any statute or ordinance shall be in writing, and shall be sent registered or certified mail. Notices to COUNTY shall be sent to the County Administrator with a copy to the originating COUNTY department at the address given in the opening paragraph of this Agreement. Notice to CITY shall be sent to the address stated in the opening paragraph of this Agreement or to the address stated in CITY's Form W-9 provided to COUNTY.

19. CONFLICT OF INTEREST

CITY affirms that to the best of CITY's knowledge, CITY's involvement in this Agreement does not result in a conflict of interest with any party or entity which may be affected by the terms of this Agreement. Should any conflict or potential conflict of interest become known to CITY, CITY shall immediately notify COUNTY of the conflict or potential conflict, specifying the part of this Agreement giving rise to the conflict or potential conflict, and advise COUNTY whether CITY will or will not resign from the other engagement or representation. Unless waived by COUNTY, a conflict or potential conflict may, in COUNTY's discretion, be cause for cancellation or termination of this Agreement.

20. MEDIA OUTREACH

CITY shall notify COUNTY, prior to publication, release or occurrence of any Outreach (as defined below). The parties shall coordinate to produce collaborative and mutually acceptable Outreach. For clarification and not limitation, all Outreach shall be approved by COUNTY, by and through the Public Relations Officer or his/her designee(s), prior to publication or release. As used herein, the term "Outreach" shall mean all media, social media, news releases, external facing communications, advertising, marketing, promotions, client lists, civic/community events or opportunities and/or other forms of outreach created by, or on behalf of, CITY (i) that reference or otherwise use the term "Hennepin County," or any derivative thereof; or (ii) that directly or indirectly relate to, reference or concern the County of Hennepin, this Agreement, the services performed hereunder or COUNTY personnel, including but not limited to COUNTY employees and elected officials.

21. MINNESOTA LAWS GOVERN

The laws of the state of Minnesota shall govern all questions and interpretations concerning the validity and construction of this Agreement and the legal relations between the parties and their performance. The appropriate venue and jurisdiction for any litigation will be those courts located within the County of Hennepin, state of Minnesota. Litigation, however, in the federal courts involving the parties will be in the appropriate federal court within the state of Minnesota.

22. COOPERATIVE PURCHASING

At the time of this Agreement: (1) Hennepin County is a signature party to the Joint Powers Purchasing Agreement (Agreement No. A131396) (the "JPA"); (2) the Minnesota Counties of Anoka, Carver, Dakota, Olmsted, Ramsey, Scott and Washington are signatories to the JPA ("Cooperative Members"); (3) if agreed upon pursuant to a separate agreement between CITY and any Cooperative Member, the JPA allows a Cooperative Member, subject to the terms of the JPA, to purchase the same or substantially similar services based upon terms that are the same or substantially similar to those set forth in this Agreement including but not limited to price/cost; and (4) COUNTY shall have no obligation, liability or responsibility for any order or purchase made under the contract between a Cooperative Member and CITY.

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COUNTY BOARD AUTHORIZATION

Reviewed by the County Attorney's Office

Assistant County Attorney

Date: _____

COUNTY OF HENNEPIN
STATE OF MINNESOTA

By: _____
Chair of Its County Board

ATTEST: _____
Deputy/Clerk of County Board

Date: _____

By: _____
County Administrator

Date: _____

Recommended for Approval

By: _____
Acting Director,
Environment and Energy Department

Date: _____

By: _____
Assistant County Administrator
- Public Works

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: _____

*CITY 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 CITY returns the Agreement to the COUNTY. Documentation is not required for a sole proprietorship.

OPINION OF PROBABLE COSTS
PHEASANT RUN SURFACE IMPROVEMENT PROJECT
PROJECT NO. 02082-00
HANOVER, MN
2/3/2017

No.	Mat. No.	Item	Units	Estimated Unit Price	Estimated Quantity	Estimated Cost
MILL & OVERLAY IMPROVEMENTS						
1	2021.501	MOBILIZATION	L S	\$25,000.00	1	\$25,000.00
2	2104.501	REMOVE SEWER PIPE (STORM)	L F	\$10.00	160	\$1,600.00
3	2104.505	REMOVE BITUMINOUS PAVEMENT	S Y	\$8.00	2,200	\$17,600.00
4	2104.513	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	L F	\$3.00	200	\$600.00
5	2105.501	COMMON EXCAVATION (P)	C Y	\$22.00	650	\$14,300.00
6	2105.507	SUBGRADE EXCAVATION	C Y	\$20.00	1,550	\$31,000.00
7	2105.522	SELECT GRANULAR BORROW (CV)	C Y	\$18.00	1,550	\$27,900.00
8	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	\$150.00	10	\$1,500.00
9	2211.501	AGGREGATE BASE CLASS 5 (100% CRUSHED)	TON	\$16.00	550	\$8,800.00
12	2221.501	AGGREGATE SHOULDERING CLASS 2	TON	\$22.00	400	\$8,800.00
10	2232.501	MILL BITUMINOUS SURFACE (0.5")	S Y	\$1.50	10,500	\$15,750.00
11	2232.604	EDGE MILL BITUMINOUS SURFACE (0.5" TO 1.5")	S Y	\$2.00	14,000	\$28,000.00
13	2350.501	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	\$72.00	3,200	\$230,400.00
14	2350.502	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,B)	TON	\$70.00	275	\$19,250.00
15	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$3.50	2,600	\$9,100.00
16	2501.511	15" RC PIPE SEWER CLASS V	L F	\$35.00	110	\$3,850.00
17	2501.511	18" RC PIPE SEWER CLASS V	L F	\$45.00	50	\$2,250.00
18	2501.515	15" RC PIPE APRON	EA	\$450.00	4	\$1,800.00
19	2501.515	18" RC PIPE APRONS	EA	\$550.00	2	\$1,100.00
20	2501.602	TRASH GUARD FOR 15" PIPE APRON	EA	\$300.00	4	\$1,200.00
21	2501.602	TRASH GUARD FOR 18" PIPE APRON	EA	\$300.00	2	\$600.00
22	2505.601	UTILITY COORDINATION	L S	\$1,000.00	1	\$1,000.00
23	2563.601	TRAFFIC CONTROL	L S	\$1,000.00	1	\$1,000.00
24	2574.525	COMMON TOPSOIL BORROW	C Y	\$30.00	400	\$12,000.00
25	2575.501	SEEDING	ACRE	\$1,500.00	0.75	\$1,125.00
26	2575.501	SEED MIXTURE 25-151	LB	\$3.50	120	\$420.00
SUBTOTAL						\$465,945.00
+ 10% CONTINGENCIES						\$46,594.50
SUBTOTAL						\$512,539.50
+ 15% ADMINISTRATIVE, LEGAL, ETC.						\$76,880.93
TOTAL - MILL & OVERLAY IMPROVEMENTS						\$589,420.43

OPINION OF PROBABLE COSTS
PHEASANT RUN SURFACE IMPROVEMENT PROJECT
PROJECT NO. 02082-00
HANOVER, MN
2/3/2017

No.	Mat. No.	Item	Units	Estimated Unit Price	Estimated Quantity	Estimated Cost
FULL DEPTH RECLAMATION						
1	2021.501	MOBILIZATION	L S	\$45,000.00	1	\$45,000.00
2	2104.501	REMOVE SEWER PIPE (STORM)	L F	\$10.00	160	\$1,600.00
3	2104.505	REMOVE BITUMINOUS PAVEMENT	S Y	\$8.00	125	\$1,000.00
4	2104.513	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	L F	\$3.00	200	\$600.00
5	2104.523	SALVAGE SIGN	EA	\$45.00	22	\$990.00
6	2105.501	COMMON EXCAVATION (P)	C Y	\$22.00	650	\$14,300.00
7	2105.507	SUBGRADE EXCAVATION	C Y	\$20.00	1,550	\$31,000.00
8	2105.522	SELECT GRANULAR BORROW (CV)	C Y	\$18.00	1,550	\$27,900.00
9	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	hour	\$150.00	15	\$2,250.00
10	2211.501	AGGREGATE BASE CLASS 5 (100% CRUSHED)	TON	\$16.00	1,500	\$24,000.00
11	2215.501	FULL DEPTH RECLAMATION	SY	\$3.75	24,500	\$91,875.00
12	2221.501	AGGREGATE SHOULDERING CLASS 2	TON	\$22.00	400	\$8,800.00
13	2350.501	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C)	TON	\$74.00	3,200	\$236,800.00
14	2350.502	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,C)	TON	\$68.00	3,200	\$217,600.00
15	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$3.50	1,250	\$4,375.00
16	2501.511	15" RC PIPE SEWER CLASS V	L F	\$35.00	110	\$3,850.00
17	2501.511	18" RC PIPE SEWER CLASS V	L F	\$45.00	50	\$2,250.00
18	2501.515	15" RC PIPE APRON	EA	\$450.00	4	\$1,800.00
19	2501.515	18" RC PIPE APRONS	EA	\$550.00	2	\$1,100.00
20	2501.602	TRASH GUARD FOR 15" PIPE APRON	EA	\$300.00	4	\$1,200.00
21	2501.602	TRASH GUARD FOR 18" PIPE APRON	EA	\$300.00	2	\$600.00
22	2505.601	UTILITY COORDINATION	L S	\$1,200.00	1	\$1,200.00
23	2540.602	TEMPORARY MAIL BOX	L S	\$1,000.00	1	\$1,000.00
24	2563.601	TRAFFIC CONTROL	L S	\$1,500.00	1	\$1,500.00
25	2564.533	FURNISH SIGN PANELS TYPE C	S F	\$40.00	96	\$3,840.00
26	2564.533	FURNISH SIGN PANELS TYPE D	EA	\$55.00	13	\$715.00
28	2564.602	FURNISH SIGN POSTS	EA	\$75.00	22	\$1,650.00
25	2573.533	SEDIMENT CONTROL LOG TYPE STRAW	L F	\$2.50	2,500	\$6,250.00
26	2574.525	COMMON TOPSOIL BORROW	C Y	\$30.00	675	\$20,250.00
27	2575.501	SEEDING	ACRE	\$1,500.00	1	\$1,500.00
28	2575.501	SEED MIXTURE 25-151	LB	\$3.50	150	\$525.00
SUBTOTAL						\$757,320.00
+ 10% CONTINGENCIES						\$75,732.00
SUBTOTAL						\$833,052.00
+ 15% ADMINISTRATIVE, LEGAL, ETC.						\$124,957.80
TOTAL - RECLAMATION IMPROVEMENTS						\$958,009.80

PHEASANT RUN SANITARY SEWER EXTENSION AND STREET IMPROVEMENT PROJECT City of Hanover, Minnesota Summary of Project Costs	
Proposed Improvements	Total Cost
Total Street Improvements	\$1,495,800
Total Sanitary Sewer Improvements	\$622,400
Total Water main Improvements	\$140,100
Total Storm Sewer Improvements	\$62,000
Total Proposed Improvements	\$2,320,300

PHEASANT RUN SANITARY SEWER EXTENSION AND STREET IMPROVEMENT PROJECT City of Hanover, Minnesota Proposed Funding Sources			
Proposed Improvements	Funding Sources		Total
	Assessable	City	
Street Reconstruction	\$523,530	\$972,270	\$1,495,800
Sanitary Sewer Improvements	\$622,400	\$0	\$622,400
Water main Improvements	\$0	\$140,100	\$140,100
Storm Sewer Improvements	\$21,700	\$40,300	\$62,000
Total	\$1,167,630	\$1,152,670	\$2,320,300

Preliminary Assessment Roll - 24' Wide Road with No Curb
35% Assessment Rate

Pheasant Run Sewer Extension and Street Reconstruction

PHEASANT RUN SANITARY SEWER EXTENSION AND STREET IMPROVEMENT PROJECT				
City of Hanover, Minnesota				
Summary of Project Costs				
Proposed Improvements	Funding Source		Total Cost	Cost/Unit
	Assessment	City Cost		
Total Street Improvements	\$523,530	\$972,270	\$1,495,800	\$6,307.59
Total Culvert/Ditch Improvements	\$21,700	\$40,300	\$62,000	\$261.45
Total Sanitary Sewer Improvements	\$622,400	\$0	\$622,400	\$7,498.80
Total Water main Improvements	\$0	\$140,100	\$140,100	\$0.00
Total Proposed Improvements	\$1,167,630	\$1,152,670	\$2,320,300	\$14,067.83

Address	Water 0%	Construction Costs			Sewer Connection Costs		Total Assessment
		Street 35%	Storm 35%	Sanitary 100%	St. Michael SAC Fee	Est Sewer Connection	
11727 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11739 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11744 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11755 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11766 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11791 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11794 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11808 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11822 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11836 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11843 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11853 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11854 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11863 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11868 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11875 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11884 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11885 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11897 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11902 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11907 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11918 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11919 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11929 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11930 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11939 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11940 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11949 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11959 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11960 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11969 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11970 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11979 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11980 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11989 RIVER VIEW ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11910 9TH STREET NORTH	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11919 9TH STREET NORTH	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11920 9TH STREET NORTH	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11929 9TH STREET NORTH	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11930 9TH STREET NORTH	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11939 9TH STREET NORTH	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11940 9TH STREET NORTH	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11949 9TH STREET NORTH	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
11950 9TH STREET NORTH	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
717 MEANDER ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
720 MEANDER ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
734 MEANDER ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
735 MEANDER ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
748 MEANDER ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
757 MEANDER ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
762 MEANDER ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
769 MEANDER ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
776 MEANDER ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
781 MEANDER ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
790 MEANDER ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
791 MEANDER ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
803 MEANDER ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
804 MEANDER ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
815 MEANDER ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
818 MEANDER ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
829 MEANDER ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
832 MEANDER ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
846 MEANDER ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
850 MEANDER ROAD	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
747 MEADOWLARK	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
761 MEADOWLARK	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
772 MEADOWLARK	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
773 MEADOWLARK	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
783 MEADOWLARK	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
786 MEADOWLARK	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
795 MEADOWLARK	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.00	\$4,500.00	\$20,712.83
798 MEADOWLARK	\$0.00	\$6,307.59	\$261.45	\$7,498.80	\$2,145.		

OPINION OF PROBABLE COSTS
PHEASANT RUN SANITARY SEWER EXTENSION AND STREET IMPROVEMENT PROJECT
PROJECT NO. 02082-00
HANOVER, MN
2/3/2017

No.	Mat. No.	Item	Units	Estimated Unit Price	Estimated Quantity	Estimated Cost
SCHEDULE A - SURFACE IMPROVEMENTS						
1	2021.501	MOBILIZATION	L S	\$100,000.00	1	\$100,000.00
2	2101.502	CLEARING	TREE	\$350.00	6	\$2,100.00
3	2101.507	GRUBBING	TREE	\$225.00	6	\$1,350.00
4	2104.505	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	\$8.00	625	\$5,000.00
5	2104.505	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	\$5.00	975	\$4,875.00
6	2104.511	SAWING CONCRETE PAVEMENT (FULL DEPTH)	L F	\$5.00	575	\$2,875.00
7	2104.513	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	L F	\$3.00	1,650	\$4,950.00
8	2104.523	SALVAGE SIGN	EA	\$45.00	22	\$990.00
9	2104.601	SALVAGE AND REINSTALL LANDSCAPE STRUCTURES	L S	\$7,500.00	1	\$7,500.00
10	2105.501	COMMON EXCAVATION (P)	C Y	\$18.00	8,250	\$148,500.00
11	2105.507	SUBGRADE EXCAVATION	C Y	\$18.00	1,250	\$22,500.00
12	2105.522	SELECT GRANULAR BORROW (CV)	C Y	\$16.00	1,250	\$20,000.00
13	2112.501	SUBGRADE PREPARATION	ROAD STA	\$375.00	80.0	\$30,000.00
14	2123.61	STREET SWEEPER (WITH PICKUP BROOM)	hour	\$150.00	30	\$4,500.00
15	2211.501	AGGREGATE BASE CLASS 5 (100% CRUSHED)	TON	\$16.00	4,675	\$74,800.00
16	2215.501	FULL DEPTH RECLAMATION	SY	\$3.75	24,500	\$91,875.00
17	2221.501	AGGREGATE SHOULDERING CLASS 2	TON	\$22.00	400	\$8,800.00
18	2331.601	BITUMINOUS DRIVEWAY PAVEMENT	S Y	\$21.00	975	\$20,475.00
19	2350.501	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C)	TON	\$74.00	3,200	\$236,800.00
20	2350.502	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,C)	TON	\$68.00	3,200	\$217,600.00
21	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$3.50	1,250	\$4,375.00
22	2504.602	IRRIGATION SYSTEM REPAIR	EA	\$350.00	20	\$7,000.00
23	2505.601	UTILITY COORDINATION	L S	\$2,500.00	1	\$2,500.00
24	2531.507	6" CONCRETE DRIVEWAY PAVEMENT	S Y	\$70.00	625	\$43,750.00
25	2540.602	TEMPORARY MAIL BOX	L S	\$1,000.00	1	\$1,000.00
25	2563.601	TRAFFIC CONTROL	L S	\$2,500.00	1	\$2,500.00
26	2564.533	FURNISH SIGN PANELS TYPE C	S F	\$40.00	96	\$3,840.00
27	2564.533	FURNISH SIGN PANELS TYPE D	EA	\$55.00	13	\$715.00
28	2564.602	FURNISH SIGN POSTS	EA	\$75.00	22	\$1,650.00
29	2571.501	CONIFEROUS TREE 12' HT B&B	EA	\$675.00	3	\$2,025.00
30	2571.502	DECIDUOUS TREE 3" CAL B&B	EA	\$525.00	3	\$1,575.00
31	2573.502	SILT FENCE, TYPE HEAVY DUTY	L F	\$2.00	2,500	\$5,000.00
32	2573.533	SEDIMENT CONTROL LOG TYPE STRAW	L F	\$2.50	2,500	\$6,250.00
33	2573.535	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EA	\$1,250.00	4	\$5,000.00
34	2574.525	COMMON TOPSOIL BORROW	C Y	\$30.00	2,100	\$63,000.00
35	2575.501	SEEDING	ACRE	\$1,000.00	5	\$5,000.00
36	2575.501	SEED MIXTURE 25-151	LB	\$2.50	600	\$1,500.00
SUBTOTAL SCHEDULE A - SURFACE IMPROVEMENTS						\$1,162,170.00
+ 10% CONTINGENCIES						\$116,217.00
SUBTOTAL SCHEDULE A - SURFACE IMPROVEMENTS						\$1,278,387.00
+ 17% ADMINISTRATIVE, LEGAL, ETC.						\$217,325.79
TOTAL SCHEDULE A - SURFACE IMPROVEMENTS						\$1,495,712.79

OPINION OF PROBABLE COSTS

PHEASANT RUN SANITARY SEWER EXTENSION AND STREET IMPROVEMENT PROJECT
 PROJECT NO. 02082-00
 HANOVER, MN
 2/3/2017

No.	Mat. No.	Item	Units	Estimated Unit Price	Estimated Quantity	Estimated Cost
SCHEDULE B - SANITARY SEWER IMPROVEMENTS						
37	2503.602	CONNECT TO EXISTING SANITARY SEWER	EA	\$3,000.00	2	\$6,000.00
38	2503.602	CONNECT TO EXISTING MANHOLES (SAN)	EA	\$2,500.00	2	\$5,000.00
39	2503.602	8"X4" PVC WYE	EA	\$300.00	83	\$24,900.00
40	2503.603	4" PVC PIPE SEWER - SCHEDULE 40	L F	\$23.00	3,000	\$69,000.00
41	2503.603	8" PVC PIPE SEWER - SDR 26	L F	\$35.00	5,400	\$189,000.00
42	2503.603	8" PVC PIPE SEWER - SDR 35	L F	\$32.00	1,225	\$39,200.00
43	2506.516	CASTING ASSEMBLY (SANITARY)	EA	\$750.00	30	\$22,500.00
44	2506.602	CHIMNEY SEALS	EA	\$300.00	30	\$9,000.00
45	2506.603	CONST 48" DIA SAN SEWER MANHOLE	L F	\$280.00	425	\$119,000.00
SUBTOTAL SCHEDULE B - SANITARY SEWER IMPROVEMENTS						\$483,600.00
+ 10% CONTINGENCIES						\$48,360.00
SUBTOTAL SCHEDULE B - SANITARY SEWER IMPROVEMENTS						\$531,960.00
+ 17% ADMINISTRATIVE, LEGAL, ETC.						\$90,433.20
TOTAL SCHEDULE B - SANITARY SEWER IMPROVEMENTS						\$622,393.20

OPINION OF PROBABLE COSTS
PHEASANT RUN SANITARY SEWER EXTENSION AND STREET IMPROVEMENT PROJECT
PROJECT NO. 02082-00
HANOVER, MN
2/3/2017

No.	Mat. No.	Item	Units	Estimated Unit Price	Estimated Quantity	Estimated Cost
SCHEDULE C - WATER SYSTEM IMPROVEMENTS						
46	2104.501	REMOVE WATER MAIN	L F	\$7.50	500	\$3,750.00
47	2104.501	REMOVE WATER SERVICE PIPE	L F	\$7.50	300	\$2,250.00
48	2104.509	REMOVE HYDRANT	EA	\$350.00	5	\$1,750.00
49	2104.509	REMOVE GATE VALVE & BOX	EA	\$275.00	4	\$1,100.00
50	2504.601	TEMPORARY WATER SERVICE	L S	\$8,000.00	1	\$8,000.00
51	2504.602	CONNECT TO EXISTING WATER SERVICE	EA	\$325.00	10	\$3,250.00
52	2504.602	CONNECT TO EXISTING WATER MAIN	EA	\$1,500.00	4	\$6,000.00
53	2504.602	1" CORPORATION STOP	EA	\$425.00	10	\$4,250.00
54	2504.602	8" GATE VALVE AND BOX	EA	\$2,200.00	4	\$8,800.00
55	2504.602	1" CURB STOP & BOX	EA	\$350.00	10	\$3,500.00
56	2504.602	HYDRANT ASSEMBLY	EA	\$4,000.00	5	\$20,000.00
57	2504.603	1" TYPE K COPPER PIPE	L F	\$22.00	300	\$6,600.00
58	2504.603	6" WATERMAIN DUCTILE IRON CL 52 W/ POLY WRAP	L F	\$42.00	100	\$4,200.00
59	2504.603	8" WATERMAIN DUCTILE IRON CL 52 W/ POLY WRAP	L F	\$50.00	500	\$25,000.00
60	2504.604	4" POLYSTYRENE INSULATION	S Y	\$35.00	40	\$1,400.00
61	2504.608	DUCTILE IRON FITTINGS	LB	\$7.50	1,200	\$9,000.00
SUBTOTAL SCHEDULE C - WATER SYSTEM IMPROVEMENTS						\$108,850.00
+ 10% CONTINGENCIES						\$10,885.00
SUBTOTAL SCHEDULE C - WATER SYSTEM IMPROVEMENTS						\$119,735.00
+ 17% ADMINISTRATIVE, LEGAL, ETC.						\$20,354.95
TOTAL SCHEDULE C - WATER SYSTEM IMPROVEMENTS						\$140,089.95

OPINION OF PROBABLE COSTS
PHEASANT RUN SANITARY SEWER EXTENSION AND STREET IMPROVEMENT PROJECT
PROJECT NO. 02082-00
HANOVER, MN
2/3/2017

No.	Mat. No.	Item	Units	Estimated Unit Price	Estimated Quantity	Estimated Cost
SCHEDULE D - DRAINAGE IMPROVEMENTS						
62	2104.501	REMOVE SEWER PIPE (STORM)	L F	\$10.00	800	\$8,000.00
63	2501.511	15" RC PIPE SEWER CLASS V	L F	\$35.00	110	\$3,850.00
64	2501.511	18" RC PIPE SEWER CLASS V	L F	\$45.00	50	\$2,250.00
65	2501.511	15" CS PIPE CULVERT	L F	\$24.00	640	\$15,360.00
66	2501.515	15" CS PIPE APRON	EA	\$350.00	40	\$14,000.00
65	2501.515	15" RC PIPE APRON	EA	\$450.00	4	\$1,800.00
66	2501.515	18" RC PIPE APRONS	EA	\$550.00	2	\$1,100.00
67	2501.602	TRASH GUARD FOR 15" PIPE APRON	EA	\$300.00	4	\$1,200.00
68	2501.602	TRASH GUARD FOR 18" PIPE APRON	EA	\$300.00	2	\$600.00
SUBTOTAL SCHEDULE D - DRAINAGE IMPROVEMENTS						\$48,160.00
+ 10% CONTINGENCIES						\$4,816.00
SUBTOTAL SCHEDULE D - DRAINAGE IMPROVEMENTS						\$52,976.00
+ 17% ADMINISTRATIVE, LEGAL, ETC.						\$9,005.92
TOTAL SCHEDULE D - DRAINAGE IMPROVEMENTS						\$61,981.92

STAFF REPORT



To: Council Members
Planning Commission Members
Cindy Nash, Planner
Brian Hagen, City Administrator

From: Amy L. Biren, Administrative Assistant
Staff Liaison to Planning Commission

Date: January 24, 2017

Re: Review of Planning Commission Meeting
January 23, 2017

The Planning Commission **recommended approval** for the following **amendment to the Zoning Ordinance:**

- **Related to Accessory Uses and Structures**

City Planner Cindy Nash reviewed each of the amendments to the Accessory Uses and Structures Ordinance based on the suggested changes and graphics made by the Planning Commission over the past two months. Nash answered board member questions and incorporated further changes. The goal of the Commission was to make the ordinance easily understood. The amendments clarify accessory apartments and include conditions that had not been included in the previous ordinance; requirements for fences were made more clear and graphics were included to aid in explanation; and outdoor dining was amended to include the industrial districts.

The Planning Commission moved to recommend the amended the Accessory Uses and Structures Ordinance with the suggested changes and to have it proceed to the February 7, 2017, Council Meeting. Nash will draw up the changes and correct the formatting. A copy of it will be sent to the Planning Commission as well as in a memo to Council.

Other Business:

- **Ordinance Related to Principal Building and Uses**

At the last Council meeting, this amendment was returned to the Planning Commission for further review and discussion. Based on a discussion and letter from the City Attorney, Jay Squires, staff brought three talking points to the Commission: the number of principal buildings and uses in residential districts; the number of principal buildings and uses in the commercial and industrial districts; and coordination of Section 10.17 which deals with parcel eligibilities in relation to principal buildings and uses.

Nash presented information regarding the three talking points and answered questions from the Commission. It was decided that after Nash works with Squires, she will bring it back to the Commission at the February 27th meeting and a public hearing will be held. After the public hearing and further discussion, members will make their recommendations to Council.

Collaborative Planning, LLC

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

Memorandum

Date: February 7, 2017
To: Honorable Mayor and Council
From: Cindy Nash, City Planner
RE: Ordinance Amendment related to Accessory Structures

An ordinance is attached for your consideration related to accessory structures. The Planning Commission has been deliberating on changes to this ordinance for several meetings, and recommended approval of the attached ordinance at their January Planning Commission meeting.

Attachments:

- 1) Ordinance

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

ORDINANCE NO. 2016-03

**AN ORDINANCE AMENDING CHAPTER 10, RELATED TO ACCESSORY
USES AND STRUCTURES**

THE CITY COUNCIL OF THE CITY OF HANOVER ORDAINS AS FOLLOWS:

Section 1. Section 10.17 of the City of Hanover Code of Ordinances is repealed in its entirety and a new Section 10.17 is added as follows:

SEC. 10.17 BUILDING ELIGIBILITIES

- A. It is presumed that all parcels of record existing on July 2, 2013 that are zoned for residential use shall be eligible to have one single-family home (“Building Eligibility”) constructed on that parcel, subject to compliance with all other requirements of this Chapter 10 except for lot size requirements.
- B. Every parcel of land containing up to forty (40) acres zoned for residential use shall have one Building Eligibility on that parcel.
- C. For parcels larger than forty (40) acres, the number of Building Eligibilities shall equal one per 40 acres as rounded to the nearest 40 acres. By way of example, both 65 acres and 99 acres rounds to 80 acres, granting two single-family Building Eligibilities to either of those properties.
- D. When a parcel is annexed to the City, the parcel is considered undeveloped for the purpose of this calculation regardless of the number of lots that may have been created while under the Township’s jurisdiction.
- E. In the event that a subdivision is proposed that results in any parcel no longer having the number of Building Eligibilities that would be anticipated under paragraphs A or B above, then a condition of approval of the subdivision shall be that a document is recorded against the property documenting the remaining number of Building Eligibilities for that parcel.
- F. An Accessory Apartment as may be permitted in the RA zoning district is not counted as the use of a Building Eligibility for the purpose of this section.

Section 2. Section 10.25 of the City of Hanover Code of Ordinances is modified to add the following qualifier in the table related to Accessory Apartment:

See Section 10.72

Section 3. Section 10.27 of the City of Hanover Code of Ordinances is modified to add the following qualifier in the table related to Outdoor Dining:

Must be on the same lot as the principal use and cannot be in the right-of-way, sidewalk areas or drainage and utility easements.

Section 4. Section 10.17 of the City of Hanover Code of Ordinances is repealed in its entirety and a new Section 10.17 is added as follows:

SEC. 10.66. FENCES

- A. Permit required. Except as otherwise provided herein, no person shall erect, alter or relocate any fence within the City without first having been issued a permit therefore.
- B. Permit fee. A fee as set forth by resolution of the City Council shall be charged for a permit under this subdivision for new fences, as well as the replacement of fences in the same location.
- C. Application procedures.
 - 1. Residential, single-family and two-family. Each application for a permit under this subdivision shall be submitted to the Administrator or his designee on forms provided for by the city. Each application shall include a site plan drawn to scale showing the location of the houses, garages and other structures on the lot and location of the fencing to be erected, altered or relocated. Fences six (6) feet tall and higher shall be processed as a building permit. Fences less than six (6) feet tall shall be processed as an administrative permit.
 - 2. Commercial, Industrial, and Residential, other than single-family and two-family. Commercial and industrial uses. Request for fencing shall be processed as part of and according to the procedures of site plan review. Fences six (6) feet tall and higher shall require a building permit. Fences less than six (6) feet tall shall be processed as an administrative permit.
 - 3. Agricultural Properties. Fences constructed on properties used for agricultural purposes are exempt from the provisions of this Section 10.66.
- D. Intent of fence regulations. The purpose of this section is to enact minimum restrictions on fencing necessary to ensure orderly and attractive development, to enhance "curb appeal" from city streets, to protect the health and welfare of the citizens, and to allow a free flow of air.

E. General requirements.

1. New construction, maintenance, and design requirements.

- a. Fencing shall be constructed and maintained so as not to endanger life or property. Any fence which through lack of repair, type of construction, or which otherwise imperils health, life, property, or the aesthetic quality of a neighborhood shall be deemed a public nuisance.
- b. The side of the fence considered to be the face shall face abutting property. The face shall be defined as the finished side of the fence rather than the side with structural supports.
- c. If fencing is built away from a property line, property on both sides of the fence must be maintained so as not to create a public nuisance.

2. Fence location requirements.

- a. All fences shall be located entirely upon the private property of the person constructing the fence.
- b. When driveway, trail, access, or walkway easements are located on private property, fences shall not be constructed on the easement. No fence shall be constructed which obstructs the flow of water upon a drainage or utility easement or which would cause the City to be unable to access the easement. The City may require that obstructions to easements be removed at the property owner's expense. Privacy fences and other types of fences that have the potential to restrict the flow of water within a drainage and utility easement shall be constructed to allow not less than three inches of clear area from the ground to the bottom of the fence to allow the passage of water.
- c. Fences shall not be permitted within any right-of-way or within the 100-year floodplain of any lake, river or wetland. Fences shall also not be permitted within the Ordinary High Water Level of any lake, river, pond or wetland.

3. Traffic visibility requirements. On any corner lot, no fence shall be erected in the triangle formed by the front lot line, side street lot line, and a third straight line joining points on such property lines 30 feet from their intersection at the corner of the lot when such action would impede vision above a height of 2 1/2 feet above the centerline grades of the adjacent streets.

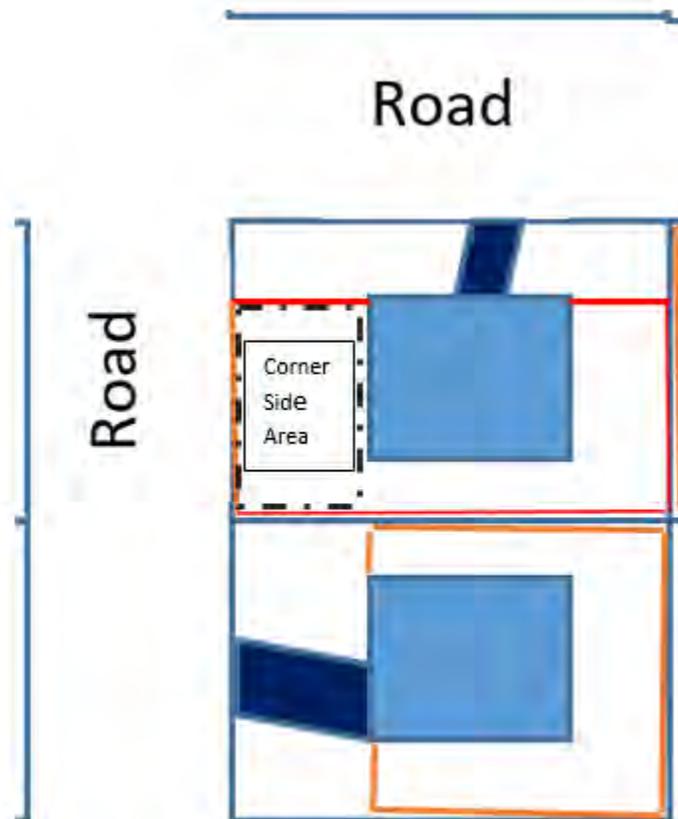
F. Requirements for residential areas.

1. General design requirements.

a. The use of barbed wire, or of any electrical current is prohibited.

2. Rear and side yard fence.

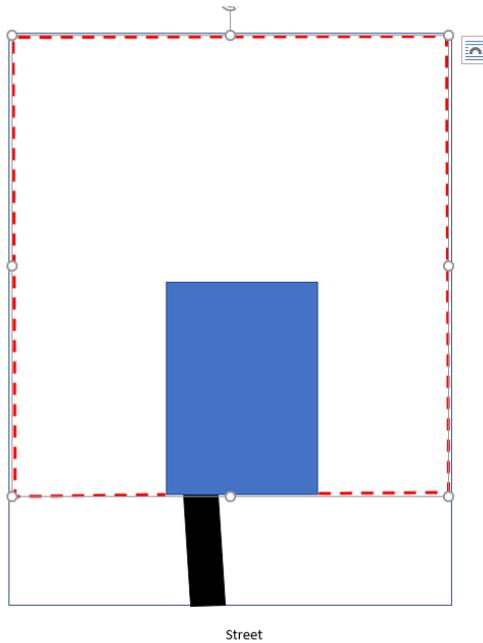
a. Corner Side Yard. Corner side yard fences where the rear lot line is adjacent to the side lot line of a neighboring lot is permitted to have a fence that shall not exceed 4 feet in height and shall have at least 75 percent open area for passage of air and light. Chain link fences with a minimum gauge of 11 are permitted within this area. The area of a lot that is the corner side yard subject to these requirements is shown in the figure below.



b. Height restrictions. A rear and side yard fence shall not exceed six feet in height, except for fences located in

certain corner side yards as described in paragraph F.2.a. above.

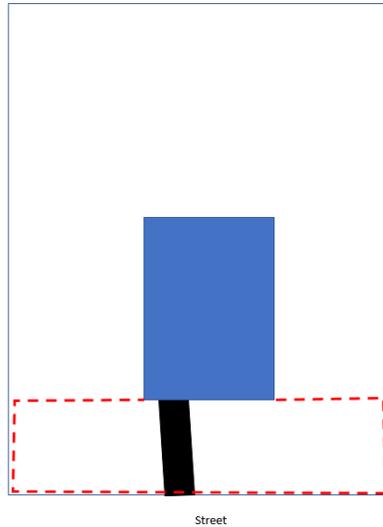
- c. Required yard location. A rear yard fence shall be permitted only within the rear and side yards, not extending forward of a line drawn from the front corners of the primary building to the side lot lines as shown in the figure below. If a chainlink fence is constructed, it shall have a minimum gauge of 11.



3. Front fences.

- a. Height restrictions. A fence shall not exceed four feet in height within the limits of the front and side yards.
- b. Design requirements. A decorative fence is the only type of fence allowed within the limits of the front yard as shown in the figure below. The decorative fence shall not exceed four (4) feet in height and shall have at least seventy-five (75) percent open area for passage of air and light. A fence meeting these design requirements may be erected in the front forward of a line drawn across the front line of the principal building. Decorative fences shall include split rail, wrought iron, picket and other similar types

of fences that meet the design requirements. Chain link fences are not decorative fences.



4. Screening Fence. Lots within Residential Districts which are developed with single family homes may erect an eight (8) foot high privacy fence along the side or rear of the lot that is adjacent to commercial or industrial lots provided the fence is not located in an area that obstructs traffic visibility with relation to any road or driveway.

G. Requirements for commercial and industrial areas.

1. Fences for screening outdoor storage areas.
 - a. Height restrictions. All fences required for the screening of outdoor storage areas shall be at least six but not more than eight feet in height.
 - b. Construction and design requirements.
 - 1) All fences required for screening open storage areas shall have an opacity of at least 90 percent.
 - 2) Screening fences shall be architecturally harmonious with the principal building and shall be compatible with the natural surroundings.
2. Fences for the separation of incompatible land uses.
 - a. Explanation. Fences used for screening may be required at locations where commercial or industrial uses are adjacent to or

across the street from property zoned or developed for residential or public use.

- b. Height restrictions. The screening required shall consist of a continuous fence or wall at least six but not more than eight feet in height.
 - c. Construction and design requirements.
 - 1) The screening fence required shall have an opacity of at least 90 percent.
 - 2) A louvered fence shall be considered adequate if it blocks vision from a 90-degree angle to the fence.
 - 3) Plant materials of a type approved by the City Council may also be required in addition to, or in lieu of, fencing.
 - d. Required location on property.
 - 1) The screening fence shall not extend to within 15 feet of any street or driveway opening onto a street.
 - 2) The fence shall be placed along property lines or, in case of screening along a street, five feet off the property line with landscaping (trees, shrubs, grass, and other plant materials) between the screening fence and the property line.
3. Fences for protection from danger and of valuable private property. It may be necessary for a commercial or industrial use to construct fences specifically to protect people from danger or to guard valuable private property. Such uses may be enclosed with an industrial chainlink fence of at least six feet but not more than eight feet in height topped with three strands of barbed wire, provided they project over the property on the interior side of the fence.

Section 5. A new Section 10.17 is added as follows:

Section 10.72. Accessory Apartment. Accessory apartments must comply with the following standards:

- (A) The accessory apartment shall be clearly a subordinate part of the principal single-family dwelling. In no case shall it be more than thirty (30) percent of the building's total floor area nor greater than eight hundred (800) square feet nor have more than two (2) bedrooms.

(B) The principal single family dwelling shall have at least 1000 square feet of living space remaining exclusive of garage area after creation of the accessory. Accessory apartments shall have at least 500 square feet of living space. Living space square footage for the accessory apartment shall be exclusive of utility rooms, common hallways, entryways or garages. Living space for the accessory apartment shall include a kitchen or cooking facilities, a bathroom and a living room.

(C) No front entrances shall be added to the principal single-family dwelling as a result of the accessory apartment.

(D) The principal single-family dwelling must be owner-occupied.

(E) A minimum of three off-street parking spaces must be provided, two of which must be enclosed.

(F) The accessory apartment and principal single-family dwelling must meet the applicable standards and requirements of the Building Code,

(G) The building and property shall remain in single ownership and title and shall only have one mailing address.

(H) Only one accessory apartment is permitted per detached single family home.

Section 6. This Ordinance shall be in force and effect after adoption and publication in summary form in the official newspaper of the City of Hanover in accordance with applicable law. Staff is directed to prepare a summary form of the ordinance.

Adopted by the Hanover City Council this 7th day of February, 2017.

CITY OF HANOVER

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 7th day of February, 2017.

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 02-07-17-15

**A RESOLUTION RECOGNIZING THE TERMINATION OF
RECREATIONAL LEASE AGREEMENT**

WHEREAS, the City of Hanover (City) and the Hanover Athletic Association (HAA) entered into a Recreational Lease Agreement on November 16, 2016, as attached; and

WHEREAS, the lease was entered into for the intent of constructing ballfield improvements, future field management, and future field maintenance within Settlers; and

WHEREAS, the HAA, on December 14, 2016, voted to void such lease; and

WHEREAS, on January 26, 2017, written notice of the termination, per attached, was submitted to the City requesting immediate termination as no improvements have been made to the property, nor costs incurred on behalf of the HAA.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby recognizes and grants the immediate termination of the attached Recreational Lease Agreement between the City of Hanover and the Hanover Athletic Association.

BE IT FURTHER RESOLVED, that the City Council concurs with the Hanover Athletic Association that no improvements have been made to the property, nor have costs been incurred.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 7th day of February, 2017.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

RECREATIONAL LEASE AGREEMENT

This Lease Agreement ("Agreement") is made this 16th day of November, 2016 by and between the City of Hanover, a Minnesota municipal corporation, with its principal office at 11250 5th Street NE, Hanover, MN 55341 ("City"), and Hanover Athletic Association 11230 5th Street NE, Hanover, MN 55341 ("Lessee").

WHEREAS, Lessee seeks to lease from the City the property located at:

See attached Exhibit A

("Property"), for the purpose of using and constructing improvements to the baseball field and surrounding structures; and

WHEREAS, the City has determined that it is in the best interests of the public for the future use of the Property for baseball and other recreational functions to occur by leasing the Property to the Lessee, subject to the terms and conditions of this Lease; and

NOW, THEREFORE, based on the mutual promises and consideration provided for herein, the sufficiency of which is not disputed, the parties agree as follows:

1. The recitals set forth above are expressly incorporated herein.
2. **PROPERTY.** The City owns certain real property legally described herein as the Property. The City hereby leases the Property to the Lessee for baseball and other related recreational functions, subject to the terms and conditions of this Agreement.
3. **TERM.** The term of this Agreement shall be for fifty (50) years, beginning on Nov. 16, 2016 and subject to the terms of the Termination paragraph herein, shall end on Nov. 16, 2066.
4. **RENT.** The annual rent shall be \$1.00 per year. The Lessee shall pay the City the annual rent on April 1 of each year. The County has advised the parties that it does not believe Lessee's use of the Property under this Agreement would result in the property losing its property tax exempt status. However, in the event the Property is deemed subject to property taxes solely as a result of Lessee's use of the Property, then Lessee shall timely pay all real property taxes determined to be due.
5. **USE.**
 - a. **General.** The Lessee may use the Property for the conduct of organized baseball and softball games and practices. The public shall have the right to utilize the Property and fields on the Property when not being used by Lessee for these purposes. The City may also, in its discretion, schedule other activities for the Property when not being used by Lessee for the above purposes. The City may also request that the Lessee provide a report to the City outlining Lessee's anticipated scheduling of

- activities for the Property for a calendar year. The City shall request the report by March 31 in a given year, and the report shall be provided by April 20.
- b. **Access to the Property.** The Lessee shall have the right to access the Property twenty-four (24) hours per day, seven (7) days per week. The Lessee shall be fully liable for any and all loss, damage or claim associated with its use of the Property.
6. **FACILITIES.** The Lessee shall reasonably and safely maintain and repair all existing improvements to the Property, including but not limited to the dugouts, bleachers, fencing, backstops, all buildings, and irrigation system ("Recreational Facilities"), on the Property at its own expense. The Lessee may construct additional improvements on the Property with the prior written consent and approval of the City ("Additional Improvements"). Upon termination of this Agreement, all Recreational Facilities and Additional Improvements become the property of the City.
7. **MORTGAGES AND ENCUMBRANCES.** Except as expressly authorized by the City in writing, Lessee shall not mortgage its interest in this Agreement, or otherwise encumber the Property in conjunction with construction of Additional Improvements.
8. **UTILITIES & GARBAGE REMOVAL.** Payment of the garbage removal services and utilities that serve the Property shall be the sole responsibility of the Lessee. The Lessee shall be solely responsible for maintaining sufficient garbage removal services.
9. **INSURANCE.**
- a. **Indemnity.**
1. The Lessee shall defend and indemnify the City and hold the City harmless from and against any and all claims and demands relating to the negligence or misconduct of the Lessee, its agents, contractors, officials and employees, including the payment of reasonable attorneys' fees and costs for damages to property and injury or death to persons, including any payments made under any workers' compensation law or any plan for employees' disability and death benefits, which may arise out of any activities on the Property.
 2. To the extent allowable under Minnesota law, the City shall defend and indemnify the Lessee and hold the Lessee harmless from and against any and all claims and demands relating to the negligence or misconduct of the City, its agents, contractors, officials and employees, including the payment of reasonable attorneys' fees and costs for damages to property and injury or death to persons, including any payments made under any workers' compensation law or any plan for employees' disability and death benefits, which may arise out of any activities on the Property.
 3. Nothing in this section shall be construed as a waiver of any liability limits or immunities contained in Minnesota Statutes, Chapter 466.

- b. **Worker's Compensation.** The Lessee must maintain workers' compensation insurance in compliance with all applicable statutes.
 - c. **General Liability.** The Lessee must maintain Commercial General Liability insurance with limits of at least \$1,000,000 per occurrence. Such coverage shall provide for third party bodily injury and property damage arising out of the insured's use, maintenance, or operation of the Property.
 - d. **Property Insurance.** The Lessee must keep in force during the term of the Agreement a policy covering damages to any equipment the Lessee keeps on the Property. The amount of coverage shall be sufficient to replace the damaged property, loss of use and comply with any ordinance or law requirements.
 - e. **Additional Insured & Certificate of Insurance.** The parties shall provide each other with evidence of the required insurance in the form of a Certificate of Insurance by a company licensed to do business in the state of Minnesota, which includes all coverage required in this Agreement. The parties shall name each other as an Additional Insured on their respective Commercial General Liability Policies. The Certificate shall provide that the coverage may not be canceled without thirty (30) days prior written notice to each other.
 - f. **Casualty.** Neither party shall be liable to the other (or to the other's successors or assigns) for any loss or damage caused by fire or other casualty.
10. **TERMINATION.** The parties acknowledge and agree that Lessee will incur substantial costs for leasehold improvements to the Property in reliance upon the long-term nature of this Lease and accordingly agree as follows regarding termination: (1) if Lessee legally dissolves as an entity or for a period of one (1) year or longer fails to administer any recreational programs or activities on the Property, the City may terminate the Lease and all leasehold improvements shall become the property of the City; (2) the Lessee may terminate the Lease at any time during the Term with six (6) months notice to the City and all leasehold improvements shall become the property of the City; (3) The City may terminate the Lease at any time during the Term with six (6) months notice to the Lessee and payment to Lessee of the costs of all leasehold improvements made prior to termination.
11. **PROGRAMMING OF THE RECREATIONAL FACILITIES.** The Lessee shall be solely responsible for administering the use and any programs or activities on the Property.
12. **HAZARDOUS SUBSTANCES.** The Lessee represents and warrants that hazardous substances will not be generated, stored, disposed of or transported to, on, under, or around the Property by the Lessee. The Lessee shall hold City harmless from, defend and indemnify City against any damage, loss, expense, response costs, or liability, including consultant fees and attorneys' fees resulting from hazardous substances generated, stored, disposed of, or transported to, on, under, or around the Property by the Lessee, or its officials, employees, agents or contractors.

13. **RELATIONSHIP OF THE PARTIES.** This Agreement shall not render the Lessee or any of its employees, agents, or volunteers an employee, partner, co-owner, or agent of the City or engaged in a joint venture with the City for any purpose. The Lessee shall have no claim against the City for vacation pay, sick leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, or employment benefits of any kind. The Lessee will be responsible for the hiring, training, supervision and conduct of any staff or volunteers utilized in the Lessee's recreational activities on the Property.
14. **COMPLIANCE WITH LAWS, REGULATIONS, AND POLICIES.** The Lessee shall abide by all federal, state, and local laws and regulations. The Lessee agrees not to discriminate on the basis of race, color, sex, creed, national origin, disability, age, sexual orientation, status with regard to public assistance, or religion.
15. **MISCELLANEOUS.**
- a. **Integration; Amendment.** This Agreement supersedes all prior discussions and negotiations and contains all agreements and understandings between the City and the Lessee. This Agreement may only be amended in writing signed by all parties.
 - b. **Counterparts.** This Agreement may be signed in counterparts by the parties hereto.
 - c. **No Assignment.** The Lessee shall not assign or transfer this Agreement at any time or sublease a portion of the Property without the City's prior written consent. The City may assign this Agreement upon written notice to the Lessee.
 - d. **Notice.** Notices shall be in writing and sent by United States Mail, postage prepaid, certified or registered with return receipt requested or by courier service to the address set forth in this Agreement.
 - e. **Governing Law.** This Agreement shall be construed in accordance with the laws of Minnesota.
 - f. **Severability.** If any term of this Agreement is found to be void or invalid, such invalidity shall not affect the remaining terms of this Agreement, which shall continue in full force and effect.
 - g. **Signature Authority.** Each party represents and warrants to the other that the signatory of that party is authorized to enter into this Agreement for and on behalf of that party.
 - h. **Waiver.** No delay or omission by either party to exercise any right or power it has under this Agreement shall impair or be construed as a waiver of such right or power. A waiver by either party of any covenant or breach shall not be construed to be a waiver of any succeeding breach or of any other covenant. All waivers must be in writing and signed by the party waiving its rights.

IN WITNESS WHEREOF, the parties have executed this Lease Agreement on the day and year first written above.

[Faint, illegible handwritten text or signatures]

HANOVER ATHLETIC ASSOCIATION

By Star Kolasa

By _____

Its President

Its _____

STATE OF MINNESOTA)
) SS.
COUNTY OF HENNEPIN)



B. Hagen
11-16-16

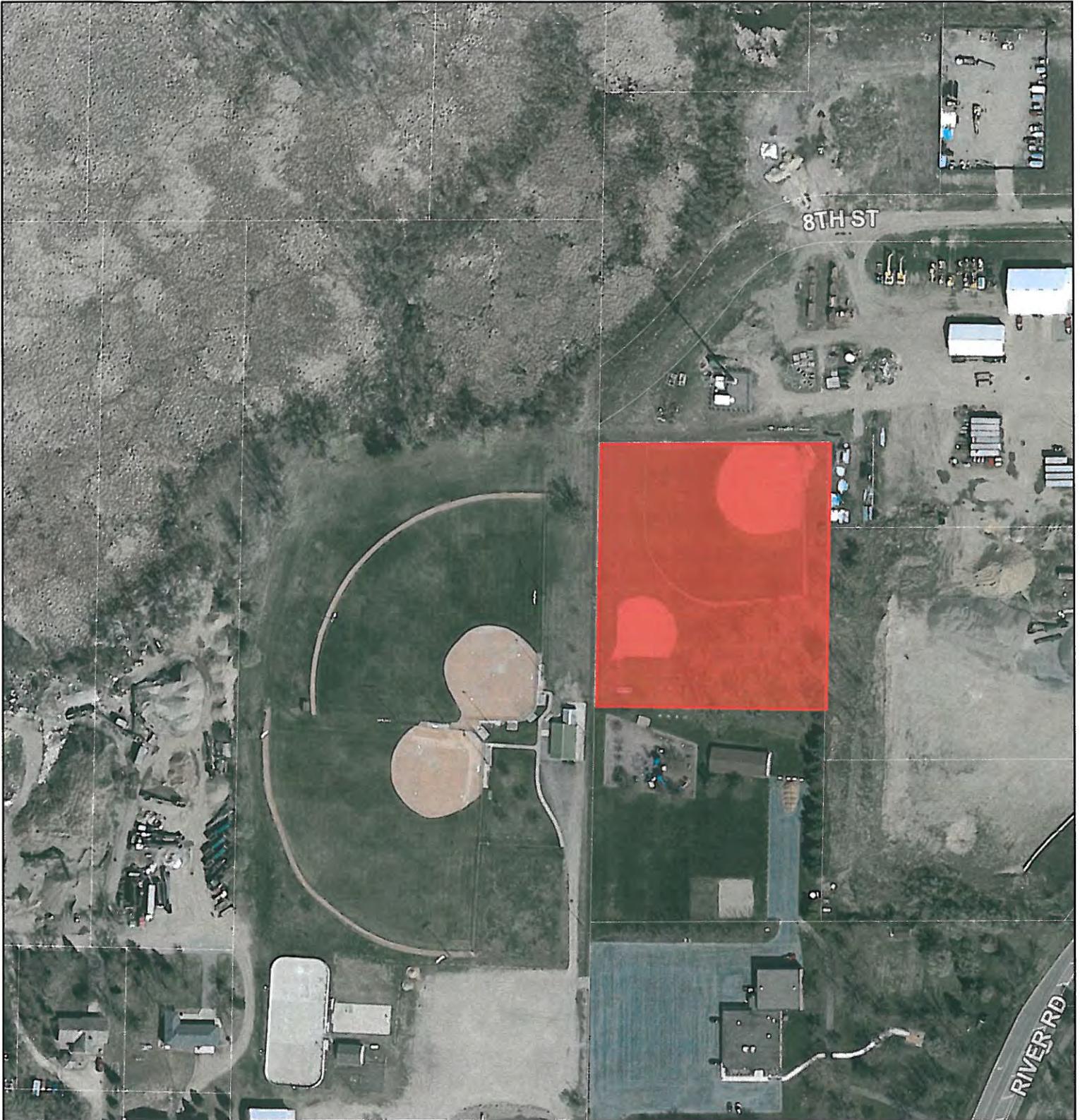
The foregoing instrument was acknowledged before me this 16th day of November, 2016, by Star Kolasa, the President of Hanover Athletic Association, on behalf of the Lessee.

STATE OF MINNESOTA)
) SS.
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this _____ day of _____, 20__, by _____, the _____ of Hanover Athletic Association, on behalf of the Lessee.

RASW: 4862

Exhibit A - Temporary Lease Agreement for Settlers Park Ballfield



1 inch = 188 feet



August 10, 2016

Map Powered by DataLink

To the City of Hanover,

On December 14th, 2016 the Board of Directors and Membership of the Hanover Athletic Association has voted to void the lease with the City of Hanover for the property associated with the ballfields in Settlers Park. Please accept this letter as our formal request to immediately void the lease as no improvements have been made to the property and no cost incurred.

Respectfully,

Stan Kolasa



1-26-17

President

Hanover Athletic Association

**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 7th day of February, 2017.

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 02-07-17-16

**A RESOLUTION ACCEPTING A DONATION
FROM THE HANOVER ATHLETIC ASSOCIATION**

WHEREAS, the Hanover Athletic Association has donated funds to the City of Hanover for purpose of constructing a new ballfield in Settlers Park.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Hanover, Minnesota, hereby accepts the donation of \$50,000 from the Hanover Athletic Association.

BE IT FURTHER RESOLVED, that the City Council expresses its thanks and appreciation for the donation.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 7th day of February, 2017.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator