

**AGENDA
HANOVER CITY COUNCIL
FEBRUARY 17, 2015**

**MAYOR
CHRIS KAUFFMAN**

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

- 1. Call to Order: 6:00 p.m.**
- 2. Approval of Agenda**
- 3. Consent Agenda Items:**
 - a. Approve Minutes of February 3, 2015 City Council Meeting (page 4)**
 - b. Approve Claims as Presented: (page 8)**

➤ Claims – 2014	\$ 1,242.70
➤ Claims – 2015	\$ 24,845.46
➤ Payroll	\$ 6,550.01
➤ P/R taxes & Exp	\$ 2,471.78
➤ Other Claims	<u>\$ 1,814.84</u>
➤ Total Claims	<u>\$ 36,924.79</u>
- 4. Hennepin County 19 Trail Bid Update**
- 5. 10 Acres Discussion (page 37)**
- 6. Hanover Hills Stop Sign Survey (page 47)**
- 7. Reports**
- 8. Adjournment**

To: Mayor Kauffman & Members of the Hanover City Council
From: Brian Hagen, City Administrator
Date: February 12, 2015
Re: Review of February 17, 2015 City Council Agenda

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

2. Approval of Agenda

3. Consent Agenda Items: *see attached consent agenda packet*

a. Approve Minutes of February 3, 2015 City Council Meeting

b. Approve Claims as Presented:

➤ Claims – 2014	\$ 1,242.70
➤ Claims – 2015	\$ 24,845.46
➤ Payroll	\$ 6,550.01
➤ P/R taxes & Exp	\$ 2,471.78
➤ Other Claims	<u>\$ 1,814.84</u>
➤ Total Claims	<u>\$ 36,924.79</u>

4. Hennepin County 19 Trail Bid Update

Hanover, Hennepin County and Three Rivers Park District representatives have a meeting set for February 13, 2015 to discuss the shortfall in funding from the Engineer's \$635,000 project estimate and the low project bid of \$875,000. The meeting will focus on the mutual desire for the project to be completed, and the willingness to provide extra funding dollars. An overview of the meeting will be provided to Council. Depending on the time allowed to award or reject the bid, a resolution may be presented at the meeting for a decision to be made.

5. 10 Acres Discussion

At the January 20, 2015 Work Session Council directed staff to conduct soil digging with Jim Stewart in two approximate locations for future buildings. Jim Stewart has not been able to complete the digging to date, and staff has received minimal contact with Mr. Stewart since that time.

Additionally, the Athletic Association has approached staff with an idea of how to construct ball fields on the 10 acres. Over the last two years the City partnered with the Athletic Association to construct additional ball fields in Hanover. The two projects proposed, one in Settlers Park and

the other on the 10 acres, have not happened due to an inability to reach an agreement. Staff had sent the Athletic Association a letter stating the City is willing to continue the partnership and that the Athletic Association can approach us if they have new ideas. The new idea that has been brought to staff is for the City to construct two fields on the 10 acres, and in turn the Athletic Association would provide donations to help supplement the costs.

Further discussion will be held at the meeting on how to move forward with the options. Included in the packet is information related to some of the City's bond debt. Two bonds have a call date of February 2016. In the past it was mentioned this debt may be able to be paid off, and in turn use the same annual debt payment towards a new bond for future Public Works facility. AEM will be conducting a debt analysis to provide a better understanding on the ability to pay the two bonds off early, and what the ability to take on new debt is in relationship to building areas of the budget.

6. Hanover Hills Stop Sign Survey

Late 2014 staff conducted a mailed survey in an attempt to gain an understanding of the residents who live in Hanover Hills on the notion of installing a stop sign at the intersection of 3rd St. and Kadler Ave. Enclosed is a summary of the survey results. The City has authority if they see fit to install a stop sign at intersections that lie on municipal streets.

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

8. Adjournment

**CITY OF HANOVER
CITY COUNCIL MEETING
FEBRUARY 3, 2015 – DRAFT MINUTES**

Call to Order/Pledge of Allegiance:

Mayor Chris Kauffman called the Regular Council Meeting of Tuesday, February 3, 2015 to order at 7:02 p.m. Present were Mayor Kauffman, Councilors John Vajda, Doug Hammerseng, Ken Warpula, and Jim Zajicek. Also present were City Administrator Brian Hagen, City Attorney Jay Squires and Public Works Supervisor Scott Vogel. Guests present included Aaron Brom from Crow River news, Doug Voerding from Wright County Journal Press, the Smith family, representatives for Beds for Kids, and other residents.

Approval of Agenda:

Mayor Kauffman stated newly elected State Representative Eric Lucero wishes to address Council and provide an update of the legislative session. He will be added to the Agenda when he arrives.

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

Consent Agenda:

Hagen added three claims to the 2015 claims. There are for a correction to a River Inn bill for the EDA Business Social, payment for staff life insurance and an escrow release. New claims total is \$48,204.69

MOTION by Vajda to approve the following amended consent agenda, seconded by Warpula.

a. Approve Minutes of January 20, 2015 City Council Work Session Meeting

b. Approve Claims as Presented:

➤ Claims – 2014	\$ 3,150.04
➤ Claims – 2015	\$ 25,119.36
➤ Payroll	\$ 11,635.44
➤ P/R taxes & Exp	\$ 5,890.69
➤ Other Claims	<u>\$ 2,409.16</u>
➤ Total Claims	<u>\$ 48,204.69</u>

Motion carried unanimously.

Citizen's Forum:

Proclaiming February 7-14, 2015 Congenital Heart Defect Awareness Week

Mayor Kauffman read aloud a proclamation setting February 7-14, 2015 Congenital Heart Defect Awareness week in the City of Hanover. Mayor Kauffman then presented a copy of the proclamation to Amy and Clint Smith, along with their son Trey nor.

Beds for Kids Hall Rental Fee Waiver

Sandy Greninger and other representatives for the Beds for Kids program addressed Council on their goals for the program. The program supplies bed frames, mattresses, sheets, pillows, books and other supplies to children who are unfortunate and do not have a bed to sleep on. Majority of the almost 70 beds donated so far have went to children in the Buffalo School District, however, beds are donated to children throughout the Wright County and Hennepin County area. The program is hosts a fundraiser on March 21, 2015 and want to hold the event at Hanover City Hall. The event will have live music and food. Money raised from the event will go towards purchasing materials to build the beds.

Councilor Warpula stated on behalf of the City that they would enjoy being a partner for the event.

MOTION by Warpula to waive the rental fee, seconded by Vajda. **Motion carried unanimously.**

Public Hearings:

None

Unfinished Business:

City Hall Cleaning Contract

Hagen outlined the past concerns and the new contract price for the current company. After Council direction, staff received quotes for cleaning service from three new companies. All quotes were based on a list of expectations outlined in the current contract with Tegrete. The low quote received was from Jani King. This company sells a franchise name to area cleaners. The cleaners that would be contracted with the City are vested in the Jani King name. The monthly charge would be \$414.00, extra cleaning that happens between back to back hall rentals would be \$100.00 each and in similar back to back rentals of Settlers Park the cost of cleaning would be approximately \$45.00. These prices are slightly higher than what we were accustomed to from Tegrete but they still compare. Other quotes received were comparable to the contract price Tegrete is seeking to charge us.

MOTION by Vajda to end the cleaning contract with Tegrete after we interview and are satisfied with cleaners from Jani King, seconded by Hammerseng. **Motion carried unanimously.**

MOTION by Vajda to approve new cleaning service contract with Jani King after staff interviews and is satisfied with representative of Jani King, seconded by Zajicek. **Motion carried unanimously.**

Maris Ehlers Photography Loan Restructure

Hagen stated a motion, second and vote is in order to approve the loan restructure as discussed at the previous meeting. Council is in favor of continuing to provide business assistance to Maris Ehlers Photography.

MOTION by Hammerseng to restructure the loan an additional 18 months and lower the monthly payment, seconded by Vajda. **Motion carried unanimously.**

New Business:

Jandell Ave Catch Basin Repair

Hagen presented a quote to fix four failing catch basins on Jandell Ave. This project was approved last fall with a different contractor. The contractor was unable to start the project due to other obligations and the early winter snow fall. The quote included packet is for \$7,400 and compares to the quote approved fall of 2014 for the same project.

MOTION by Hammerseng to approve quote from Pavement Resources, seconded by Vajda. **Motion carried unanimously.**

Nancy Schmitz Pay Correction

Hagen explained that when Mrs. Schmitz was hired, a memo outlining the probationary period and wage amount was approved as well. According to the hiring memo, Schmitz was to be paid \$16.20 per hour effective January 1, 2015. With the recent performance reviews and Council's motion to give all staff 4% raises, Schmitz would fall below the approved wage according to the memo. Hagen requested direction from Council on what wage Schmitz is to be paid.

MOTION by Kauffman to adjust Schmitz's wage to match what was approved in the original hiring memo, seconded by Warpula. **Motion carried unanimously.**

Advertise for Summer Seasonal Public Works

Mayor Kauffman stated that mowing duties used to be contracted out. He wishes to revisit the idea of contracting the mowing services once again. Vajda explained to Council that in the past there were issues with the contracted mowing during rain events. When it would rain, the contractor had to back all of their clients up in order to make up for rain days. This would cause issues for the City and the need to have the ball fields mowed in time for youth ball games. Hagen stated that he was able to find the old contract and the contract covered approximately half of the City's mowing needs. Furthermore, the contract did not cover additional needs like fertilizer application and tree trimming. The contract cost

was \$7,500 per year. Kauffman suggested tabling the discussion until more research can be done on contracted services. Vogel informed Council that the request to advertise for help is in an effort to be ahead of the need unlike in years past. If we advertise now, like many other cities, we would have the opportunity to bring in a temporary employee at the start of the mowing need. Hammerseng felt the City can advertise and collect applications, while at the same time revisit the contracted services. This way the City is not behind the hiring timeframe if a temporary employee is the route the City finds best. **MOTION** by Hammerseng to advertise for seasonal public works position, seconded by Vajda. **Motion carried unanimously.**

At this time Representative Eric Lucero arrived.

Lucero explained to Council and guests his experience so far at the state government level. He has met many new people and is enjoying the experience. He is a part of several committees like transportation, education and public safety. Lucero stated he is not in favor of the proposed gas tax from the Governor, but he does see a need for public transportation and road improvements. Lucero is focused on prioritizing spending versus additional taxes.

Lucero further explained he is currently the chief author of two bills. The first is for equal education. This is a nonpartisan bill and is aimed at redistributing education dollars. The current contribution is based on per pupil and additional categories. Minneapolis schools are receiving \$14,000 per pupil whereas, St. Michael Schools are receiving \$7,000 per pupil. The second bill is to continue the I-94 expansion in an effort to make it six lanes from Highway 241 in St. Michael to County Road 19 in Albertville.

Lucero stated if anyone wants to reach him for updates of other needs to email him at rep.eric.lucero@housemn. Mayor Kauffman stated we will present items for his support.

Reports:

Vogel stated he is working on collecting quotes for various pavement management projects. He wants to bring a focus back to yearly maintenance needs as well. Vogel also stated that he contact Jim Stewart on multiple occasions and Stewart told him he would call when he is ready. Vajda commented that we should expect that response because Stewart is doing this on his own time.

Messner reminded Council of the meeting to be held the week of February 9th with Hennepin County and Three Rivers Park District. This meeting is to discuss the short fall of funding for the proposed trail along County Road 19 in the Hennepin County portion of Hanover. All parties have an interest in the trail and Messner has hopes for an agreement between the parties to get the trail done.

Vajda stated he intends to work with staff to find apparel for Council with the new logo, as well as look into replacing signs in town that have the old logo on it yet, like the one at the school.

Zajicek provided some information on how the City may reuse the current bridge decking. He had the idea of putting into the desire band shell. Zajicek researched the MPCA and feels it will be possible to reuse the decking as long as it is not an area intended for eating food like picnic tables. Messner stated that given there is state funding dollars on the project, if we do reuse the decking we will need to document what is used. The stated funding requires all contaminated material to be documented.

Adjournment:

MOTION by Vajda to adjourn at 8:34 p.m., seconded by Warpula. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

HANOVER

Payments

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Current Period: December 2014

Batch Name	12/31/14PAY4					
	Payment	Computer Dollar Amt	\$1,242.70	Posted		
Refer	<u>536 CARSON, CLELLAND & SCHREDE</u>	<u>Ck# 030708 2/17/2015</u>				
Cash Payment	E 100-41610-304 Legal Fees	For Services Rendered - 2014 Portion				\$47.50
Invoice	1/29/2015					
Transaction Date	1/30/2015	Due 0	Cash	10100	Total	\$47.50
Refer	<u>577 FINKEN WATER SOLUTIONS</u>	<u>Ck# 030709 2/17/2015</u>				
Cash Payment	E 100-42280-215 Shop Supplies	Fire Hall Bottled Water				\$12.40
Invoice	D-58379					
Cash Payment	E 100-42280-215 Shop Supplies	40# Solar Salt				\$18.50
Invoice	D-58380					
Transaction Date	2/11/2015	Due 0	Cash	10100	Total	\$30.90
Refer	<u>540 MENARDS-BUFFALO</u>	<u>Ck# 030710 2/17/2015</u>				
Cash Payment	E 100-43100-220 Repair/Maint Supply (GE	Hand Riveter				\$31.97
Invoice	71683	12/11/2014				
Cash Payment	E 100-41940-560 Furniture and Fixtures	Christmas Tree				\$50.00
Invoice	72643	12/23/2014				
Cash Payment	E 100-43100-240 Small Tools and Minor E	Air Blow Gun; Chuck Tire Inflator; Chuck Tire Inflator; 4pc Pry Bar Set				\$21.47
Invoice	73199	12/31/2014				
Transaction Date	2/2/2015	Due 0	Cash	10100	Total	\$103.44
Refer	<u>549 PETTY CASH</u>	<u>Ck# 030711 2/17/2015</u>				
Cash Payment	E 100-41410-200 Office Supplies (GENER	Election Judge Food from Marketplace, St. Michael				\$16.26
Invoice	11/3/2014					
Transaction Date	2/5/2015	Due 0	Cash	10100	Total	\$16.26
Refer	<u>545 RUPP ANDERSON SQUIRES & WA</u>	<u>Ck# 030712 2/17/2015</u>				
Cash Payment	E 100-41610-304 Legal Fees	Miscellaneous				\$326.80
Invoice	2563	12/31/2014				
Cash Payment	E 100-41610-304 Legal Fees	City Council and Board/Commission Meetings				\$300.00
Invoice	2563	12/31/2014				
Cash Payment	E 100-41610-304 Legal Fees	Review of Medical Services Director Contract				\$198.00
Invoice	2563	12/31/2014				
Transaction Date	2/2/2015	Due 0	Cash	10100	Total	\$824.80
Refer	<u>583 ZEP SALES & SERVICE</u>	<u>Ck# 030713 2/17/2015</u>				
Cash Payment	E 100-41940-210 Operating Supplies (GE	Cleaning Supplies				\$219.80
Invoice	9001341701	11/26/2014				
Transaction Date	2/12/2015	Due 0	Cash	10100	Total	\$219.80

HANOVER

Payments

Current Period: December 2014

Fund Summary

	10100 Cash
100 GENERAL FUND	<u>\$1,242.70</u>
	\$1,242.70

Pre-Written Check	\$1,242.70
Checks to be Generated by the Computer	<u>\$0.00</u>
Total	\$1,242.70

HANOVER

Payments

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Current Period: February 2015

Batch Name 02/17/15 PAY						
Payment		Computer Dollar Amt	\$24,845.46	Posted		
Refer	562 ADVANCED DISPOSAL SERVICES		Ck# 030714 2/17/2015			
Cash Payment	E 100-41940-384 Refuse/Garbage Disposa		City Trash Service1/1/15 - 1/31/15		\$195.05	
Invoice	G20001440533		1/31/2015			
Transaction Date	2/11/2015	Due 0	Cash	10100	Total	\$195.05
Refer	579 ADVANCED FIRST AID INC.		Ck# 030715 2/17/2015			
Cash Payment	E 100-42220-228 Medical Supplies		Edge System Quick Combo Ready Pak Electrodes		\$171.16	
Invoice	0215-595		2/4/2015			
Transaction Date	2/11/2015	Due 0	Cash	10100	Total	\$171.16
Refer	553 AEM FINANCIAL SOLUTIONS, LLC		Ck# 030716 2/17/2015			
Cash Payment	E 100-41530-310 Other Professional Servi		Professional Financial Management Services February 2015		\$5,000.00	
Invoice	338682		2/1/2015			
Transaction Date	2/5/2015	Due 0	Cash	10100	Total	\$5,000.00
Refer	565 BIFFS INC.		Ck# 030717 2/17/2015			
Cash Payment	E 100-45200-580 Other Equipment		5905 Pheasant Run Park; 1/7/15 - 2/3/15		\$95.00	
Invoice	W552185-IN		2/4/2015			
Cash Payment	E 100-45200-580 Other Equipment		10042 Eagleview Park; 1/7/15 - 2/3/15		\$95.00	
Invoice	W552186-IN		2/4/2015			
Cash Payment	E 100-45200-580 Other Equipment		59412 Mallard Park; 1/7/15 - 2/3/15		\$95.00	
Invoice	W552187-IN		2/4/2015			
Cash Payment	E 100-45200-580 Other Equipment		59413 Cardinal Circle Park; 1/7/15 - 2/3/15		\$95.00	
Invoice	W552188-IN		2/4/2015			
Transaction Date	2/11/2015	Due 0	Cash	10100	Total	\$380.00
Refer	581 CARDMEMBER SRVC (CENTRAL B		Ck# 030718 2/17/2015			
Cash Payment	E 100-42210-437 Other Miscellaneous		Late Fee Charges		\$35.00	
Invoice						
Transaction Date	2/12/2015	Due 0	Cash	10100	Total	\$35.00
Refer	533 CARSON, CLELLAND & SCHREDE		Ck# 030719 2/17/2015			
Cash Payment	E 100-41610-304 Legal Fees		For Professional Services Rendered - 2015 Portion		\$221.26	
Invoice						
Transaction Date	1/29/2015					
Transaction Date	1/30/2015	Due 0	Cash	10100	Total	\$221.26
Refer	557 CENTERPOINT ENERGY		Ck# 030720 2/17/2015			
Cash Payment	E 100-42280-383 Gas Utilities		11250 5th St. NE; Billing Period 12/29/14 to 1/28/15		\$1,120.44	
Invoice						
Transaction Date	1/30/2015					
Cash Payment	E 100-42280-383 Gas Utilities		369 Labeaux Ave NE; Billing Period 12/29/14 - 01/28/15		\$593.60	
Invoice						
Transaction Date	1/30/2015					
Transaction Date	2/5/2015	Due 0	Cash	10100	Total	\$1,714.04
Refer	571 CHARLES, JASON		Ck# 030721 2/17/2015			

HANOVER

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Payments

Current Period: February 2015

Cash Payment	E 818-48200-810 Refunds & Reimburseme	Conditional Use Permit - 11462 Crow Hassan Park Road				\$777.56
Invoice	2/17/2015					
Transaction Date	2/11/2015	Due 0	Cash	10100	Total	\$777.56
Refer	538 <u>COLLABORATIVE PLANNING LLC</u>			<u>Ck# 030722 2/17/2015</u>		
Cash Payment	E 100-41910-310 Other Professional Servi	City of Hanover - General Planning				\$166.25
Invoice	2015-017					
Cash Payment	E 818-41910-310 Other Professional Servi	Ruter				\$71.25
Invoice	2015-018					
Cash Payment	E 818-41910-310 Other Professional Servi	City of Hanover - Plantenburg				\$261.25
Invoice	2015-019					
Cash Payment	E 100-41910-310 Other Professional Servi	City of Hanover - Greenhouse				\$23.75
Invoice	2015-020					
Transaction Date	2/2/2015	Due 0	Cash	10100	Total	\$522.50
Refer	543 <u>COMCAST</u>			<u>Ck# 030723 2/17/2015</u>		
Cash Payment	E 100-41940-321 Telephone	Digital Phone Line Service 2/5/15 - 3/4/15 City Hall				\$264.26
Invoice	1/25/2015					
Transaction Date	2/2/2015	Due 0	Cash	10100	Total	\$264.26
Refer	567 <u>COTTONS, INC.</u>			<u>Ck# 030724 2/17/2015</u>		
Cash Payment	E 100-43100-220 Repair/Maint Supply (GE	Lamp & Bulb				\$70.68
Invoice	950741	1/14/2015				
Transaction Date	2/11/2015	Due 0	Cash	10100	Total	\$70.68
Refer	569 <u>CROW RIVER FARM EQUIPMENT</u>			<u>Ck# 030725 2/17/2015</u>		
Cash Payment	E 100-45200-580 Other Equipment					\$668.72
Invoice	170687	1/5/2015				
Cash Payment	E 100-45200-580 Other Equipment					\$66.96
Invoice	170975	1/23/2015				
Transaction Date	2/11/2015	Due 0	Cash	10100	Total	\$735.68
Refer	576 <u>FINKEN WATER SOLUTIONS</u>			<u>Ck# 030726 2/17/2015</u>		
Cash Payment	E 100-42280-215 Shop Supplies	Cook & Cold Rental Cooler				\$9.50
Invoice	3437332	2/1/2015				
Cash Payment	E 100-42280-215 Shop Supplies	Cook & Cold Rental Cooler				\$9.50
Invoice	3437342	2/1/2015				
Cash Payment	E 100-42280-215 Shop Supplies	Finance Charge - Late Fee				\$3.00
Invoice	3458052	2/1/2015				
Cash Payment	E 100-42280-215 Shop Supplies	Water Drinking 5 Gallon; Solar Salt 40#				\$27.85
Invoice	66315TE	2/9/2015				
Transaction Date	2/11/2015	Due 0	Cash	10100	Total	\$49.85
Refer	580 <u>FIRE SAFETY USA, INC.</u>			<u>Ck# 030727 2/17/2015</u>		
Cash Payment	E 100-42220-221 Equipment Parts	Hose Strap				\$110.00
Invoice	76133	2/5/2015				
Transaction Date	2/11/2015	Due 0	Cash	10100	Total	\$110.00
Refer	550 <u>GUIDANCE POINT TECHNOLOGIE</u>			<u>Ck# 030728 2/17/2015</u>		
Cash Payment	E 100-41600-220 Repair/Maint Supply (GE	On-Site Service & Support				\$360.00
Invoice	8242	1/28/2015				

HANOVER

Payments

Current Period: February 2015

Refer	575 WARPULA, KEN	Ck# 030737	2/17/2015			
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE Reserve 11 Parts					\$7.64
Invoice	1/14/2015					
Transaction Date	2/11/2015	Due 0	Cash	10100	Total	\$7.64
Refer	578 WEX BANK	Ck# 030738	2/17/2015			
Cash Payment	E 100-42260-212 Motor Fuels					\$334.69
Invoice	39539955 1/15/2015					
Transaction Date	2/11/2015	Due 0	Cash	10100	Total	\$334.69
Refer	555 WRIGHT COUNTY AUDITOR-TREA	Ck# 030739	2/17/2015			
Cash Payment	E 100-41540-301 Auditing and Acctg Servi Audit Verification form for City of Hanover					\$150.00
Invoice	A15-City of Han 2/3/2015					
Transaction Date	2/5/2015	Due 0	Cash	10100	Total	\$150.00
Refer	556 WRIGHT COUNTY AUDITOR-TREA	Ck# 030740	2/17/2015			
Cash Payment	E 100-42102-310 Other Professional Servi WC Deputy Service February					\$7,847.50
Invoice	February 1/30/2015					
Transaction Date	2/5/2015	Due 0	Cash	10100	Total	\$7,847.50
Refer	564 XCEL ENERGY	Ck# 030741	2/17/2015			
Cash Payment	E 100-43160-381 Electric Utilities City Street Lighting 1/3/15 - 2/2/15					\$2,596.51
Invoice	556974682 2/3/2015					
Transaction Date	2/11/2015	Due 0	Cash	10100	Total	\$2,596.51
Refer	582 ZEP SALES & SERVICE	Ck# 030742	2/17/2015			
Cash Payment	E 100-41940-210 Operating Supplies (GE Cleaning Supplies					\$295.07
Invoice	9001437989 1/27/2015					
Transaction Date	2/12/2015	Due 0	Cash	10100	Total	\$295.07

Fund Summary

	10100 Cash
818 MISC ESCROWS FUND	\$1,110.06
201 EDA SPECIAL REVENUE FUND	\$200.00
100 GENERAL FUND	\$23,535.40
	\$24,845.46

Pre-Written Check	\$24,845.46
Checks to be Generated by the Computer	\$0.00
Total	\$24,845.46

COPY

AEM Financial Solutions, LLC

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

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

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

Invoice No. 338682
Date 02/01/2015
Client No. 90048FS

Professional financial management services
for the calendar year 2015 per the
Scope of Services outlined in contract

February 2015

\$ 5,000.00

Please provide the following information to pay by credit card:

Payment Amount: \$ _____

I would like a receipt sent to me: E-Mail _____ Mail _____ E-Mail Address: _____

Credit Member Signature: _____ Date: _____

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

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

100-41530-310



Carson, Clelland
& Schreder

COPY

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

January 29, 2015

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

Professional Services

Amount

Criminal

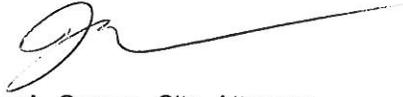
12/31/2014	Handle arraignment/pretrial/in-custody calendar at Brookdale court	47.50
1/14/2015	Attend arraignments and pretrial hearings	48.75
1/20/2015	Review files for 1/21 calendar at Brookdale court	16.25
1/21/2015	Attend arraignments and pretrial hearings	48.75
1/23/2015	Prepare disposition letter, review and note files, instructions to legal assistants	32.50
1/26/2015	Open criminal files, preparation of criminal complaints; preparation of cases for court calendars, including court and jury trials; contact and notice to witnesses for trial testimony, prepare outgoing discovery requests, complete incoming discovery requests for monthly period	28.13
	Open criminal files, preparation of criminal complaints; preparation of cases for court calendars, including court and jury trials; contact and notice to witnesses for trial testimony, prepare outgoing discovery requests, complete incoming discovery requests for monthly period	46.88
	SUBTOTAL:	[268.76]
	For professional services rendered	\$268.76
	Previous balance	\$94.49
1/29/2015	Payment - thank you	(\$94.49)
	Total payments and adjustments	(\$94.49)
	Balance due	\$268.76

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.

COPY

CITY OF HANOVER

Page 2

A handwritten signature in black ink, consisting of a stylized initial 'J' followed by a long horizontal line that tapers to the right.

Jeffrey A. Carson, City Attorney

COPY

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

February 1, 2015

**City of Hanover
PO Box 278
Hanover, MN 55341**

**Reference to: City of Hanover -- General Planning
Invoice # 2015-017**

Date	Task	Hours	Amount
1/2/2015	Email from Brian, review packet, email from Brian, review shed request.	0.25	23.75
1/7/2015	Phone conference with Brian re: accessory building.	0.25	23.75
1/14/2015	Email to Brian.	0.25	23.75
1/16/2015	Email from Brian, review packet.	0.25	23.75
1/19/2015	Email from Hennepin County, email to Brian.	0.25	23.75
1/22/2015	Phone conference with Amy.	0.25	23.75
1/23/2015	Email from Hennepin County, email to Justin, email to Brian.	0.25	23.75
		<hr/> 1.75	<hr/> \$166.25

Additional Charges	\$0.00
Total Amount of this Invoice	\$166.25
Previous Balance	\$232.50
Payments Received	\$232.50
Balance Due	\$166.25

COPY

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

February 1, 2015

**City of Hanover
PO Box 278
Hanover, MN 55341**

**Reference to: City of Hanover -- Ruter
Invoice # 2015-018**

Date	Task	Hours	Amount
1/2/2015	Email from Annita.	0.25	23.75
1/6/2015	Various emails.	0.25	23.75
1/7/2015	Email from Wright County.	0.25	23.75
		<hr/>	<hr/>
		0.75	\$71.25

Additional Charges	\$0.00
Total Amount of this Invoice	\$71.25
Previous Balance	\$116.25
Payments Received	\$116.25
Balance Due	\$71.25

COPY

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

February 1, 2015

**City of Hanover
PO Box 278
Hanover, MN 55341**

**Reference to: City of Hanover -- Plantenburg
Invoice # 2015-019**

Date	Task	Hours	Amount
1/6/2015	Meeting with applicant.	2.25	213.75
1/12/2015	Phone conference with Paul Otto, phone conference with Elizabeth, email to all.	0.5	47.50
		<hr/> 2.75	<hr/> \$261.25

Additional Charges	\$0.00
Total Amount of this Invoice	\$261.25
Previous Balance	\$209.25
Payments Received	\$209.25
Balance Due	\$261.25

818-41910-310

COPY

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

February 1, 2015

**City of Hanover
PO Box 278
Hanover, MN 55341**

**Reference to: City of Hanover -- Greenhouse
Invoice # 2015-020**

Date	Task	Hours	Amount
1/7/2015	Phone conference with Brad, emails with staff.	0.25	23.75
		<hr/>	<hr/>
		0.25	\$23.75

Additional Charges	\$0.00
Total Amount of this Invoice	\$23.75
Previous Balance	\$23.25
Payments Received	\$23.25
Balance Due	\$23.75

100-41910-310

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

527 Marquette Avenue South, Suite 1200
Minneapolis, MN 55402
Office (612) 436-4300 Fax (612) 436-4340
www.raswlaw.com

Federal Tax ID 46-1641135

Statement as of: 12/31/2014

Statement Date: 1/1/2015

Statement No. 2563

City of Hanover
11250 5th St NE
Hanover, MN 55341

4011(1)-0001: Miscellaneous	326.80
4011(1)-0004: City Council and Board/Commission Meetings	300.00
4011(1)-0074: Review of Medical Services Director Contract	198.00

Total Fees and Expenses: \$824.80

Total Now Due: \$824.80

FEB 02 2015

100-41610-304²¹

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

527 Marquette Avenue South, Suite 1200
Minneapolis, MN 55402
Office (612) 436-4300 Fax (612) 436-4340
www.raswlaw.com

Federal Tax ID 46-1641135

Statement as of: 12/31/2014
Statement Date: 1/1/2015
Statement No. 2563

City of Hanover
11250 5th St NE
Hanover, MN 55341

4011(1)-0001: Miscellaneous

		Hours	Rate	Amount
12/02/2014	JTS Telephone conference with mayor regarding evaluation; Review law; Draft summary of same.	0.60	165.00	99.00
12/04/2014	JTS Review liability release regarding meter shut off; Reply to same.	0.20	165.00	33.00
12/11/2014	JTS Telephone conference with Annita regarding evaluation summary and minutes.	0.30	165.00	49.50
12/19/2014	JTS Review and revise waiver sent by Annita.	0.50	165.00	82.50
12/30/2014	JTS E-mail Annita regarding medical services director contract; Review reply.	0.20	165.00	33.00
			Sub-total Fees:	\$297.00

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

		Hours	Rate	Amount
12/15/2014	JTS Council meeting.	5.00	165.00	263.16
12/15/2014	JTS Prepare for council meeting; Review packet.	0.70	165.00	36.84
			Sub-total Fees:	\$300.00

4011(1)-0074: Review of Medical Services Director Contract

		Hours	Rate	Amount
12/29/2014	JTS Review and revise Allina agreement; Review statute regarding duties of medical director.	1.20	165.00	198.00
			Sub-total Fees:	\$198.00

Rate Summary

Jay T. Squires	8.70 hours at \$165.00/hr	795.00
Total hours:	8.70	

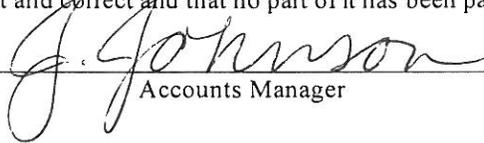
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Expenses

12/31/2014 Photocopies.

	Units	Price	Amount
	149.00	0.20	29.80
Sub-total Expenses:			<u>\$29.80</u>
Total Fees and Expenses:			<u>\$824.80</u>
Total Now Due:			\$824.80

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

HANOVER
Paid Register

Check Number	Employee Number	Employee Name	Pay Period	Pay Group Description	Check Amount	Check Date	Status
500239	000000003	Hagen, Brian S.	4	Bi-Weekly	\$1,797.13	2/13/2015	Outstanding
500240	000000002	Schmitz, Nancy A.	4	Bi-Weekly	\$1,029.89	2/13/2015	Outstanding
500238	000000008	Doboszinski, Jason	4	Bi-Weekly	\$1,197.05	2/13/2015	Outstanding
500237	000000011	Biren, Amy	4	Bi-Weekly	\$1,033.70	2/13/2015	Outstanding
EFT	000000006	Bursch, Jeffrey	4	Bi-Weekly	\$0.00	2/13/2015	Outstanding
EFT	000000007	Heins, Russell	4	Bi-Weekly	\$0.00	2/13/2015	Outstanding
500241	000000005	Vogel, Scott F.	4	Bi-Weekly	\$1,492.24	2/13/2015	Outstanding
					<hr/>		
					\$6,550.01		

HANOVER

02/11/15 10:15 AM

Page 1

Deduction/Benefit Register

Pay Group: 01 Bi-Weekly

Pay Periods: 2015(4)

Deduction/Benefit Code & Description	Employee Number & Name	Deduction Amount	Benefit Amount
001 Federal	000000011 Biren, Amy	\$179.70	
	000000008 Doboszanski, Jason	\$114.92	
	000000003 Hagen, Brian S.	\$242.45	
	000000002 Schmitz, Nancy A.	\$79.84	
	000000005 Vogel, Scott F.	\$147.23	
	<i>Federal</i>		\$764.14
005 State Tax - MN	000000011 Biren, Amy	\$76.41	
	000000008 Doboszanski, Jason	\$53.64	
	000000003 Hagen, Brian S.	\$106.67	
	000000002 Schmitz, Nancy A.	\$41.13	
	000000005 Vogel, Scott F.	\$65.17	
	<i>State Tax - MN</i>		\$343.02
049 Medicare	000000011 Biren, Amy	\$21.78	
	000000008 Doboszanski, Jason	\$23.06	
	000000003 Hagen, Brian S.	\$36.25	
	000000002 Schmitz, Nancy A.	\$19.44	
	000000005 Vogel, Scott F.	\$28.79	
	<i>Medicare</i>		\$129.32
051 Social Security	000000011 Biren, Amy	\$93.15	
	000000008 Doboszanski, Jason	\$98.62	
	000000003 Hagen, Brian S.	\$155.00	
	000000002 Schmitz, Nancy A.	\$83.11	
	000000005 Vogel, Scott F.	\$123.11	
	<i>Social Security</i>		\$552.99
501 Social Security Benefit	000000011 Biren, Amy		\$93.15
	000000008 Doboszanski, Jason		\$98.62
	000000003 Hagen, Brian S.		\$155.00
	000000002 Schmitz, Nancy A.		\$83.11
	000000005 Vogel, Scott F.		\$123.11
	<i>Social Security Benefit</i>		\$552.99
502 Medicare Benefit	000000011 Biren, Amy		\$21.78
	000000008 Doboszanski, Jason		\$23.06
	000000003 Hagen, Brian S.		\$36.25
	000000002 Schmitz, Nancy A.		\$19.44

HANOVER

02/11/15 10:15 AM

Page 2

Deduction/Benefit Register

Pay Group: 01 Bi-Weekly

Pay Periods: 2015(4)

Deduction/Benefit Code & Description	Employee Number & Name	Deduction Amount	Benefit Amount
502 Medicare Benefit	000000005 Vogel, Scott F.		\$28.79
	<i>Medicare Benefit</i>		\$129.32
<i>Grand Total</i>		\$1,789.47	\$682.31

HANOVER

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Page 1

Deduction/Benefit Register

Pay Group: 01 Bi-Weekly

Pay Periods: 2015(4)

Deduction/Benefit Code & Description	Employee Number & Name	Deduction Amount	Benefit Amount
052 PERA	00000011 Biren, Amy	\$97.66	
	00000008 Doboszinski, Jason	\$103.39	
	00000003 Hagen, Brian S.	\$162.50	
	00000002 Schmitz, Nancy A.	\$87.14	
	00000005 Vogel, Scott F.	\$129.06	
	<i>PERA</i>	<hr/>	
		\$579.75	
503 PERA ER	00000011 Biren, Amy		\$112.68
	00000008 Doboszinski, Jason		\$119.30
	00000003 Hagen, Brian S.		\$187.50
	00000002 Schmitz, Nancy A.		\$100.54
	00000005 Vogel, Scott F.		\$148.92
	<i>PERA ER</i>	<hr/>	
			\$668.94
	<i>Grand Total</i>	<hr/>	<hr/>
		\$579.75	\$668.94

HANOVER

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Page 1

Deduction/Benefit Register

Pay Group: 01 Bi-Weekly

Pay Periods: 2015(4)

Deduction/Benefit Code & Description	Employee Number & Name	Deduction Amount	Benefit Amount
505 HSA Contribution	00000011 Biren, Amy		\$215.69
	00000008 Doboszenski, Jason		\$71.30
	00000003 Hagen, Brian S.		\$279.16
	<i>HSA Contribution</i>		\$566.15
<hr/> <i>Grand Total</i>			\$566.15

HANOVER
Cash Balances
February 2015

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$764,235.34	\$16,340.45	\$57,079.39	\$723,496.40
107 FIRE DEPT DONATIONS FUND	\$31,388.94	\$0.00	\$0.00	\$31,388.94
201 EDA SPECIAL REVENUE FUND	\$95,981.34	\$750.00	\$1,612.00	\$95,119.34
205 EDA BUSINESS INCENTIVE FUND	\$174,966.33	\$2,766.98	\$0.00	\$177,733.31
311 2008A GO CIP REFUNDING BOND	\$36,643.35	\$0.00	\$0.00	\$36,643.35
312 2009A GO IMP REFUNDING BOND	\$18,531.31	\$0.00	\$0.00	\$18,531.31
313 2010 GO EQUIPMENT CERTIFICATES	-\$21,707.12	\$0.00	\$0.00	-\$21,707.12
314 2011A GO IMP CROSSOVER REF BD	\$354,097.96	\$0.00	\$0.00	\$354,097.96
401 GENERAL CAPITAL PROJECTS	\$353,373.41	\$3,654.47	\$0.00	\$357,027.88
402 PARKS CAPITAL PROJECTS	\$238,851.53	\$0.00	\$0.00	\$238,851.53
403 FIRE DEPT CAPITAL FUND	\$110,621.36	\$0.00	\$0.00	\$110,621.36
404 HISTORICAL CAPITAL PROJ FUND	\$95,978.60	\$0.00	\$0.00	\$95,978.60
407 TIF REDEV DIST #1	\$4,786.00	\$0.00	\$0.00	\$4,786.00
408 8TH ST CAPITAL PROJ FUND	\$0.00	\$0.00	\$0.00	\$0.00
411 CITY HALL CAPITAL PROJ FUND	\$60,060.31	\$0.00	\$0.00	\$60,060.31
412 CROW RIVER CROSSING PROJ FD	\$0.00	\$0.00	\$0.00	\$0.00
416 RIVER RD RECON FUND	\$0.00	\$0.00	\$0.00	\$0.00
417 EQUIPMENT CAPITAL FUND	\$52,347.82	\$0.00	\$0.00	\$52,347.82
418 STREET CAPITAL PROJ FUND	\$431,528.72	\$0.00	\$0.00	\$431,528.72
601 WATER ENTERPRISE FUND	\$706,573.37	\$6,602.15	\$0.00	\$713,175.52
602 SEWER ENTERPRISE FUND	\$229,158.78	\$26,488.67	\$0.00	\$255,647.45
603 STORM WATER ENTERPRISE FUND	\$103,977.25	\$2,749.00	\$0.00	\$106,726.25
611 WATER CAPITAL IMP FUND	\$400,829.15	\$0.00	\$0.00	\$400,829.15
612 SEWER CAPITAL IMP FUND	\$1,671,234.72	\$0.00	\$0.00	\$1,671,234.72
613 STORM WATER CAPITAL IMP FUND	\$543,678.81	\$0.00	\$0.00	\$543,678.81
804 SCHENDELS FIELD ESC FUND	\$144,620.02	\$0.00	\$0.00	\$144,620.02
809 BRIDGES AT HANOVER ESC FUND	-\$13,523.24	\$0.00	\$0.00	-\$13,523.24
811 EROSION CONTROL ESCROW FUND	\$33,250.00	\$750.00	\$0.00	\$34,000.00
815 LANDSCAPE ESCROW FUND	\$44,000.00	\$1,500.00	\$0.00	\$45,500.00
817 INFRASTRUCTURE ESCROW FUND	\$16,500.00	\$1,000.00	\$1,000.00	\$16,500.00
818 MISC ESCROWS FUND	\$6,323.23	\$860.25	\$1,110.06	\$6,073.42
820 BRIDGES TOWNHOMES ESC FUND	\$3,511.90	\$0.00	\$0.00	\$3,511.90
821 QUAIL PASS 2ND ADD ESCROW FD	\$11,710.55	\$0.00	\$0.00	\$11,710.55
	\$6,703,529.74	\$63,461.97	\$60,801.45	\$6,706,190.26

Revenue Budget by Source

Source Alt Code	Account Descr	February 2015 Amt	2015 YTD Amt	2015 YTD Budget	2015 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
TAXES	R 100-31000 Property Taxes - General	\$0.00	\$0.00	\$995,728.00	\$995,728.00	0.00%
TAXES	R 100-31020 Property Taxes - Fire	\$0.00	\$0.00	\$95,624.00	\$95,624.00	0.00%
TAXES	R 100-31800 Franchise Fees	\$3,100.90	\$3,100.90	\$10,000.00	\$6,899.10	31.01%
Source Alt Code TAXES		\$3,100.90	\$3,100.90	\$1,101,352.00	\$1,098,251.10	0.28%
SERVICE	R 100-34000 Charges for Services	\$3,774.68	\$3,774.68	\$0.00	-\$3,774.68	0.00%
SERVICE	R 100-34101 City Hall Rent Revenue	\$775.00	\$775.00	\$5,000.00	\$4,225.00	15.50%
SERVICE	R 100-34107 Assessment Search Fees	\$25.00	\$25.00	\$300.00	\$275.00	8.33%
SERVICE	R 100-34108 Administrative Fees	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
SERVICE	R 100-34109 Copies/Faxes	\$0.00	\$0.00	\$80.00	\$80.00	0.00%
SERVICE	R 100-34207 Fire Protection Services	\$0.00	\$0.00	\$106,964.00	\$106,964.00	0.00%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.00%
SERVICE	R 100-34740 Park & Rec Concessions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SERVICE	R 100-34780 Park Rental Fees	\$233.59	\$233.59	\$2,000.00	\$1,766.41	11.68%
SERVICE	R 100-34940 Cemetery Revenues	\$1,300.00	\$1,300.00	\$2,000.00	\$700.00	65.00%
Source Alt Code SERVICE		\$6,108.27	\$6,108.27	\$124,344.00	\$118,235.73	4.91%
MISC	R 100-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36210 Interest Earnings	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
MISC	R 100-36215 Investment Income/Loss	\$0.00	\$0.00	\$7,000.00	\$7,000.00	0.00%
MISC	R 100-36230 Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36235 Insurance Dividends	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.00%
MISC	R 100-36250 Damage Deposits	\$1,000.00	\$1,000.00	\$7,000.00	\$6,000.00	14.29%
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		\$1,000.00	\$1,000.00	\$21,000.00	\$20,000.00	4.76%
LIC PERM	R 100-32110 Alcoholic Beverages	\$0.00	\$0.00	\$10,300.00	\$10,300.00	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	\$5,453.99	\$5,453.99	\$70,000.00	\$64,546.01	7.79%
LIC PERM	R 100-32240 Animal Licenses	\$20.00	\$20.00	\$100.00	\$80.00	20.00%
LIC PERM	R 100-32260 Solid Waste Hauler Licenses	\$500.00	\$500.00	\$1,500.00	\$1,000.00	33.33%
LIC PERM	R 100-32270 Rental Dwelling Licenses	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
LIC PERM	R 100-32280 Other Non-Business Lic/Per	\$7.50	\$7.50	\$50.00	\$42.50	15.00%
Source Alt Code LIC PERM		\$5,981.49	\$5,981.49	\$82,350.00	\$76,368.51	7.26%
INTGOVT	R 100-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT	R 100-33401 Local Government Aid	\$0.00	\$0.00	\$105,859.00	\$105,859.00	0.00%
INTGOVT	R 100-33410 MV Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT	R 100-33420 PERA Aid	\$0.00	\$0.00	\$339.00	\$339.00	0.00%
INTGOVT	R 100-33422 State Fire Aid	\$0.00	\$0.00	\$24,000.00	\$24,000.00	0.00%
INTGOVT	R 100-33426 State Police Aid	\$0.00	\$0.00	\$4,600.00	\$4,600.00	0.00%
INTGOVT	R 100-33610 County Grants/Aid for Roads	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
Source Alt Code INTGOVT		\$0.00	\$0.00	\$136,298.00	\$136,298.00	0.00%
FINES	R 100-35100 Court Fines	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
Source Alt Code FINES		\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
Fund 100 GENERAL FUND		\$16,190.66	\$16,190.66	\$1,466,844.00	\$1,450,653.34	1.10%

HANOVER

Expenditure Budget Report

Dept Abbrev	Account Descr	February 2015 Amt	2015 YTD Amt	2015 YTD Budget	2015 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
Dept 41110 Council						
COUNCIL	E 100-41110-111 Committee Wages/Mee	\$0.00	\$120.00	\$13,700.00	\$13,580.00	0.88%
COUNCIL	E 100-41110-122 FICA	\$0.00	\$0.00	\$850.00	\$850.00	0.00%
COUNCIL	E 100-41110-123 Medicare	\$0.00	\$0.00	\$199.00	\$199.00	0.00%
COUNCIL	E 100-41110-150 Worker s Comp (GENE	\$0.00	\$0.00	\$150.00	\$150.00	0.00%
COUNCIL	E 100-41110-152 Worker s Comp Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
COUNCIL	E 100-41110-208 Training and Instructio	\$0.00	\$315.00	\$1,500.00	\$1,185.00	21.00%
COUNCIL	E 100-41110-306 Dues & Subscriptions	\$256.00	\$406.00	\$2,500.00	\$2,094.00	16.24%
COUNCIL	E 100-41110-331 Travel Expenses	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$66.11	\$66.11	\$5,000.00	\$4,933.89	1.32%
Dept 41110 Council		\$322.11	\$907.11	\$25,899.00	\$24,991.89	3.50%
Dept 41330 Boards and Commissions						
BRDCOMM	E 100-41330-111 Committee Wages/Mee	\$0.00	\$0.00	\$5,500.00	\$5,500.00	0.00%
BRDCOMM	E 100-41330-160 Liability Insurance Emp	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
BRDCOMM	E 100-41330-208 Training and Instructio	\$0.00	\$0.00	\$150.00	\$150.00	0.00%
BRDCOMM	E 100-41330-331 Travel Expenses	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
BRDCOMM	E 100-41330-437 Other Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 41330 Boards and Commissions		\$0.00	\$0.00	\$5,850.00	\$5,850.00	0.00%
Dept 41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$0.00	\$15,760.33	\$65,500.00	\$49,739.67	24.06%
CITYADM	E 100-41400-121 PERA	\$0.00	\$1,182.02	\$4,900.00	\$3,717.98	24.12%
CITYADM	E 100-41400-122 FICA	\$0.00	\$977.13	\$4,100.00	\$3,122.87	23.83%
CITYADM	E 100-41400-123 Medicare	\$0.00	\$228.52	\$900.00	\$671.48	25.39%
CITYADM	E 100-41400-131 Employer Paid Health	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CITYADM	E 100-41400-132 Employer Paid HSA	\$0.00	\$248.31	\$0.00	-\$248.31	0.00%
CITYADM	E 100-41400-134 Employer Paid Life	\$0.00	\$89.45	\$0.00	-\$89.45	0.00%
CITYADM	E 100-41400-150 Worker s Comp (GENE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$1,543.45	\$2,541.61	\$10,890.00	\$8,348.39	23.34%
CITYADM	E 100-41400-208 Training and Instructio	\$200.00	\$200.00	\$1,000.00	\$800.00	20.00%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$155.00	\$155.00	\$0.00	-\$155.00	0.00%
CITYADM	E 100-41400-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 41400 City Administrator		\$1,898.45	\$21,382.37	\$87,290.00	\$65,907.63	24.50%
Dept 41410 Elections						
ELECTION	E 100-41410-200 Office Supplies (GENER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELECTION	E 100-41410-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELECTION	E 100-41410-351 Legal Notices Publishin	\$0.00	\$0.00	\$250.00	\$250.00	0.00%
ELECTION	E 100-41410-400 Repairs & Maint Cont (\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
Dept 41410 Elections		\$0.00	\$0.00	\$1,250.00	\$1,250.00	0.00%
Dept 41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$5,342.95	\$17,380.08	\$82,600.00	\$65,219.92	21.04%
CLERICAL	E 100-41430-102 Full-Time Employees O	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CLERICAL	E 100-41430-103 Part-Time Employees	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
CLERICAL	E 100-41430-121 PERA	\$400.72	\$1,303.50	\$6,200.00	\$4,896.50	21.02%
CLERICAL	E 100-41430-122 FICA	\$331.26	\$1,077.56	\$5,100.00	\$4,022.44	21.13%
CLERICAL	E 100-41430-123 Medicare	\$77.47	\$251.99	\$1,200.00	\$948.01	21.00%
CLERICAL	E 100-41430-131 Employer Paid Health	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CLERICAL	E 100-41430-132 Employer Paid HSA	\$494.85	\$989.70	\$0.00	-\$989.70	0.00%
CLERICAL	E 100-41430-134 Employer Paid Life	\$0.00	\$179.34	\$0.00	-\$179.34	0.00%
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	\$1,655.50	\$2,812.52	\$16,932.00	\$14,119.48	16.64%

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Dept 41430	Clerical Staff	\$8,302.75	\$23,994.69	\$117,032.00	\$93,037.31	20.50%
Dept 41435	Staff Expenses					
STAFFEXP	E 100-41435-208 Training and Instructio	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
STAFFEXP	E 100-41435-260 Uniforms	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
STAFFEXP	E 100-41435-306 Dues & Subscriptions	\$28.00	\$28.00	\$4,000.00	\$3,972.00	0.70%
STAFFEXP	E 100-41435-310 Other Professional Serv	\$0.00	\$150.00	\$1,000.00	\$850.00	15.00%
STAFFEXP	E 100-41435-331 Travel Expenses	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
Dept 41435	Staff Expenses	\$28.00	\$178.00	\$8,300.00	\$8,122.00	2.14%
Dept 41530	Accounting					
ACCTING	E 100-41530-101 Full-Time Employees R	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ACCTING	E 100-41530-121 PERA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ACCTING	E 100-41530-122 FICA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ACCTING	E 100-41530-123 Medicare	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ACCTING	E 100-41530-150 Worker s Comp (GENE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ACCTING	E 100-41530-310 Other Professional Serv	\$5,000.00	\$13,250.00	\$0.00	-\$13,250.00	0.00%
Dept 41530	Accounting	\$5,000.00	\$13,250.00	\$0.00	-\$13,250.00	0.00%
Dept 41540	Auditing					
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$150.00	\$150.00	\$26,000.00	\$25,850.00	0.58%
Dept 41540	Auditing	\$150.00	\$150.00	\$26,000.00	\$25,850.00	0.58%
Dept 41550	Assessing					
ASSESS G	E 100-41550-310 Other Professional Serv	\$0.00	\$159.75	\$17,600.00	\$17,440.25	0.91%
Dept 41550	Assessing	\$0.00	\$159.75	\$17,600.00	\$17,440.25	0.91%
Dept 41570	Purchasing					
PURCHASE	E 100-41570-200 Office Supplies (GENER	\$225.16	\$225.16	\$5,500.00	\$5,274.84	4.09%
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	\$0.00	\$3,000.00	\$3,000.00	0.00%
PURCHASE	E 100-41570-220 Repair/Maint Supply (G	\$331.22	\$331.22	\$6,800.00	\$6,468.78	4.87%
PURCHASE	E 100-41570-322 Postage	\$5.95	\$381.67	\$1,500.00	\$1,118.33	25.44%
PURCHASE	E 100-41570-570 Office Equip and Furnis	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
Dept 41570	Purchasing	\$562.33	\$938.05	\$20,900.00	\$19,961.95	4.49%
Dept 41600	Computer					
COMPUTER	E 100-41600-220 Repair/Maint Supply (G	\$600.00	\$600.00	\$0.00	-\$600.00	0.00%
Dept 41600	Computer	\$600.00	\$600.00	\$0.00	-\$600.00	0.00%
Dept 41610	City Attorney					
CITYATNY	E 100-41610-304 Legal Fees	\$221.26	\$221.26	\$27,295.00	\$27,073.74	0.81%
Dept 41610	City Attorney	\$221.26	\$221.26	\$27,295.00	\$27,073.74	0.81%
Dept 41910	Planning and Zoning					
PLANZONG	E 100-41910-310 Other Professional Serv	\$190.00	\$190.00	\$17,000.00	\$16,810.00	1.12%
Dept 41910	Planning and Zoning	\$190.00	\$190.00	\$17,000.00	\$16,810.00	1.12%
Dept 41940	General Govt Buildings/Plant					
GOVTBLDG	E 100-41940-210 Operating Supplies (GE	\$295.07	\$295.07	\$5,000.00	\$4,704.93	5.90%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (G	\$343.01	\$343.01	\$10,000.00	\$9,656.99	3.43%
GOVTBLDG	E 100-41940-306 Dues & Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
GOVTBLDG	E 100-41940-310 Other Professional Serv	\$286.00	\$672.00	\$8,400.00	\$7,728.00	8.00%
GOVTBLDG	E 100-41940-321 Telephone	\$264.26	\$521.53	\$5,500.00	\$4,978.47	9.48%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$220.00	\$7,000.00	\$6,780.00	3.14%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$412.33	\$412.33	\$9,000.00	\$8,587.67	4.58%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%

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GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$195.05	\$195.05	\$2,000.00	\$1,804.95	9.75%
GOVTBLDG	E 100-41940-415 Other Equipment Renta	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
GOVTBLDG	E 100-41940-520 Buildings and Structure	\$120.00	\$240.00	\$5,000.00	\$4,760.00	4.80%
GOVTBLDG	E 100-41940-560 Furniture and Fixtures	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.00%
GOVTBLDG	E 100-41940-580 Other Equipment	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
Dept 41940	General Govt Buildings/Plant	\$1,915.72	\$2,898.99	\$60,900.00	\$58,001.01	4.76%
Dept 41950	Engineer					
ENGINEER	E 100-41950-303 Engineering Fees	\$0.00	\$0.00	\$25,000.00	\$25,000.00	0.00%
Dept 41950	Engineer	\$0.00	\$0.00	\$25,000.00	\$25,000.00	0.00%
Dept 41960	Insurance					
INSURANCE	E 100-41960-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE	E 100-41960-150 Worker s Comp (GENE	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.00%
INSURANCE	E 100-41960-152 Worker s Comp Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE	E 100-41960-361 General Liability Ins	\$0.00	\$0.00	\$35,000.00	\$35,000.00	0.00%
Dept 41960	Insurance	\$0.00	\$0.00	\$37,500.00	\$37,500.00	0.00%
Dept 41970	Legal Publications					
LEGALPUB	E 100-41970-341 Employment	\$0.00	\$0.00	\$250.00	\$250.00	0.00%
LEGALPUB	E 100-41970-343 Other Advertising	\$0.00	\$0.00	\$250.00	\$250.00	0.00%
LEGALPUB	E 100-41970-351 Legal Notices Publishin	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 41970	Legal Publications	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
Dept 42101	Hennepin County Sheriff					
HCSHERIFF	E 100-42101-310 Other Professional Serv	\$0.00	\$0.00	\$69,335.00	\$69,335.00	0.00%
Dept 42101	Hennepin County Sheriff	\$0.00	\$0.00	\$69,335.00	\$69,335.00	0.00%
Dept 42102	Wright County Sheriff					
WCSHERIFF	E 100-42102-310 Other Professional Serv	\$15,695.00	\$15,695.00	\$94,170.00	\$78,475.00	16.67%
Dept 42102	Wright County Sheriff	\$15,695.00	\$15,695.00	\$94,170.00	\$78,475.00	16.67%
Dept 42210	Fire Dept Administration					
FIREADMIN	E 100-42210-103 Part-Time Employees	\$0.00	\$0.00	\$34,340.00	\$34,340.00	0.00%
FIREADMIN	E 100-42210-122 FICA	\$0.00	\$0.00	\$2,129.00	\$2,129.00	0.00%
FIREADMIN	E 100-42210-123 Medicare	\$0.00	\$0.00	\$515.00	\$515.00	0.00%
FIREADMIN	E 100-42210-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FIREADMIN	E 100-42210-150 Worker s Comp (GENE	\$0.00	\$0.00	\$10,000.00	\$10,000.00	0.00%
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	\$150.00	\$950.00	\$800.00	15.79%
FIREADMIN	E 100-42210-361 General Liability Ins	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FIREADMIN	E 100-42210-437 Other Miscellaneous	\$35.00	\$35.00	\$10,000.00	\$9,965.00	0.35%
FIREADMIN	E 100-42210-700 Transfers (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 42210	Fire Dept Administration	\$35.00	\$185.00	\$62,134.00	\$61,949.00	0.30%
Dept 42220	Fire Dept Equipment					
FIREEQUIP	E 100-42220-221 Equipment Parts	\$110.00	\$110.00	\$5,500.00	\$5,390.00	2.00%
FIREEQUIP	E 100-42220-228 Medical Supplies	\$171.16	\$171.16	\$1,500.00	\$1,328.84	11.41%
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	\$73.19	\$5,000.00	\$4,926.81	1.46%
Dept 42220	Fire Dept Equipment	\$281.16	\$354.35	\$17,350.00	\$16,995.65	2.04%
Dept 42240	Fire Dept Training					
FIRETRNG	E 100-42240-208 Training and Instructio	\$0.00	\$0.00	\$7,500.00	\$7,500.00	0.00%
FIRETRNG	E 100-42240-331 Travel Expenses	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%

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Dept 42240	Fire Dept Training	\$0.00	\$0.00	\$9,000.00	\$9,000.00	0.00%
Dept 42260	Fire Vehicles					
	FIREVEH E 100-42260-212 Motor Fuels	\$334.69	\$334.69	\$5,000.00	\$4,665.31	6.69%
	FIREVEH E 100-42260-220 Repair/Maint Supply (G	\$173.10	\$173.10	\$9,000.00	\$8,826.90	1.92%
	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	\$3,810.00	\$7,465.00	\$3,655.00	51.04%
Dept 42260	Fire Vehicles	\$507.79	\$4,317.79	\$23,465.00	\$19,147.21	18.40%
Dept 42280	Fire Stations and Bldgs					
	FIREBLDG E 100-42280-215 Shop Supplies	\$49.85	\$130.21	\$1,650.00	\$1,519.79	7.89%
	FIREBLDG E 100-42280-220 Repair/Maint Supply (G	\$0.00	\$0.00	\$3,500.00	\$3,500.00	0.00%
	FIREBLDG E 100-42280-321 Telephone	\$0.00	\$56.80	\$800.00	\$743.20	7.10%
	FIREBLDG E 100-42280-325 Taxes	\$0.00	\$0.00	\$175.00	\$175.00	0.00%
	FIREBLDG E 100-42280-381 Electric Utilities	\$167.77	\$167.77	\$5,000.00	\$4,832.23	3.36%
	FIREBLDG E 100-42280-383 Gas Utilities	\$1,714.04	\$1,714.04	\$2,600.00	\$885.96	65.92%
Dept 42280	Fire Stations and Bldgs	\$1,931.66	\$2,068.82	\$13,725.00	\$11,656.18	15.07%
Dept 42290	Fire Relief Association					
	FIRERELIEF E 100-42290-124 Fire Pension Contributi	\$0.00	\$0.00	\$29,500.00	\$29,500.00	0.00%
	FIRERELIEF E 100-42290-301 Auditing and Acctg Ser	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.00%
Dept 42290	Fire Relief Association	\$0.00	\$0.00	\$35,500.00	\$35,500.00	0.00%
Dept 42401	Building Inspection Admin					
	INSPADMN E 100-42401-310 Other Professional Serv	\$2,232.84	\$2,232.84	\$25,000.00	\$22,767.16	8.93%
Dept 42401	Building Inspection Admin	\$2,232.84	\$2,232.84	\$25,000.00	\$22,767.16	8.93%
Dept 42700	Animal Control					
	ANIMCTRL E 100-42700-210 Operating Supplies (GE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	ANIMCTRL E 100-42700-310 Other Professional Serv	\$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	\$150.00	\$150.00	0.00%
Dept 42800	Cemetery	\$0.00	\$0.00	\$150.00	\$150.00	0.00%
Dept 43000	Public Works (GENERAL)					
	PUBWRKS E 100-43000-101 Full-Time Employees R	\$3,576.28	\$14,089.66	\$92,700.00	\$78,610.34	15.20%
	PUBWRKS E 100-43000-102 Full-Time Employees O	\$0.00	\$296.40	\$0.00	-\$296.40	0.00%
	PUBWRKS E 100-43000-103 Part-Time Employees	\$0.00	\$190.00	\$1,500.00	\$1,310.00	12.67%
	PUBWRKS E 100-43000-121 PERA	\$268.22	\$1,078.95	\$7,000.00	\$5,921.05	15.41%
	PUBWRKS E 100-43000-122 FICA	\$221.73	\$903.72	\$5,700.00	\$4,796.28	15.85%
	PUBWRKS E 100-43000-123 Medicare	\$51.85	\$211.35	\$1,300.00	\$1,088.65	16.26%
	PUBWRKS E 100-43000-132 Employer Paid HSA	\$71.30	\$406.72	\$0.00	-\$406.72	0.00%
	PUBWRKS E 100-43000-134 Employer Paid Life	\$0.00	\$127.70	\$0.00	-\$127.70	0.00%
	PUBWRKS E 100-43000-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	PUBWRKS E 100-43000-150 Worker s Comp (GENE	\$0.00	\$0.00	\$9,000.00	\$9,000.00	0.00%
	PUBWRKS E 100-43000-151 Med/Dental Insurance	\$3,643.23	\$6,045.13	\$19,328.00	\$13,282.87	31.28%
	PUBWRKS E 100-43000-152 Worker s Comp Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	PUBWRKS E 100-43000-208 Training and Instructio	\$0.00	\$950.00	\$1,500.00	\$550.00	63.33%
Dept 43000	Public Works (GENERAL)	\$7,832.61	\$24,299.63	\$138,028.00	\$113,728.37	17.60%
Dept 43100	Hwys, Streets, & Roads					
	HWYROAD E 100-43100-212 Motor Fuels	\$1,418.25	\$1,418.25	\$10,000.00	\$8,581.75	14.18%
	HWYROAD E 100-43100-215 Shop Supplies	\$22.92	\$268.48	\$5,000.00	\$4,731.52	5.37%
	HWYROAD E 100-43100-220 Repair/Maint Supply (G	\$601.69	\$601.69	\$7,500.00	\$6,898.31	8.02%
	HWYROAD E 100-43100-240 Small Tools and Minor	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
	HWYROAD E 100-43100-260 Uniforms	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%

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	HWYROAD E 100-43100-310 Other Professional Serv	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
	HWYROAD E 100-43100-325 Taxes	\$0.00	\$0.00	\$200.00	\$200.00	0.00%
Dept 43100	Hwys, Streets, & Roads	\$2,042.86	\$2,288.42	\$31,700.00	\$29,411.58	7.22%
Dept 43121	Paved Streets					
	PAVSTRTS E 100-43121-224 Street Maint Materials	\$0.00	\$0.00	\$16,000.00	\$16,000.00	0.00%
	PAVSTRTS E 100-43121-226 Sign Repair Materials	\$0.00	\$0.00	\$7,000.00	\$7,000.00	0.00%
Dept 43121	Paved Streets	\$0.00	\$0.00	\$23,000.00	\$23,000.00	0.00%
Dept 43122	Unpaved Streets					
	UNPAVSTS E 100-43122-224 Street Maint Materials	\$0.00	\$0.00	\$12,500.00	\$12,500.00	0.00%
	UNPAVSTS E 100-43122-226 Sign Repair Materials	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 43122	Unpaved Streets	\$0.00	\$0.00	\$13,000.00	\$13,000.00	0.00%
Dept 43125	Ice & Snow Removal					
	SNOWREMO E 100-43125-224 Street Maint Materials	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43125	Ice & Snow Removal	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43160	Street Lighting					
	STLGHTG E 100-43160-381 Electric Utilities	\$2,665.88	\$2,665.88	\$30,000.00	\$27,334.12	8.89%
Dept 43160	Street Lighting	\$2,665.88	\$2,665.88	\$30,000.00	\$27,334.12	8.89%
Dept 43240	Waste (refuse) Disposal					
	REFDISPO E 100-43240-384 Refuse/Garbage Dispos	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
Dept 43240	Waste (refuse) Disposal	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
Dept 43245	Recycling: Refuse					
	RECYCLING E 100-43245-215 Shop Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	RECYCLING E 100-43245-384 Refuse/Garbage Dispos	\$2,810.81	\$2,810.81	\$28,000.00	\$25,189.19	10.04%
Dept 43245	Recycling: Refuse	\$2,810.81	\$2,810.81	\$28,000.00	\$25,189.19	10.04%
Dept 43260	Weed Control					
	WEEDCTRL E 100-43260-215 Shop Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	WEEDCTRL E 100-43260-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43260	Weed Control	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 45186	Senior Center					
	SRCENTER E 100-45186-437 Other Miscellaneous	\$0.00	\$0.00	\$7,250.00	\$7,250.00	0.00%
Dept 45186	Senior Center	\$0.00	\$0.00	\$7,250.00	\$7,250.00	0.00%
Dept 45200	Parks (GENERAL)					
	PARKS E 100-45200-212 Motor Fuels	\$0.00	\$0.00	\$0.00	\$0.00	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	\$3,300.00	\$3,300.00	0.00%
	PARKS E 100-45200-381 Electric Utilities	\$125.40	\$125.40	\$1,100.00	\$974.60	11.40%
	PARKS E 100-45200-400 Repairs & Maint Cont (\$0.00	\$355.86	\$6,000.00	\$5,644.14	5.93%
	PARKS E 100-45200-440 Programs/FYCC	\$0.00	\$0.00	\$5,300.00	\$5,300.00	0.00%
	PARKS E 100-45200-441 Community Garden	\$0.00	\$0.00	\$4,500.00	\$4,500.00	0.00%
	PARKS E 100-45200-580 Other Equipment	\$1,115.68	\$1,115.68	\$2,500.00	\$1,384.32	44.63%
Dept 45200	Parks (GENERAL)	\$1,241.08	\$1,596.94	\$27,700.00	\$26,103.06	5.77%
Dept 45500	Libraries (GENERAL)					
	LIBRARY E 100-45500-437 Other Miscellaneous	\$0.00	\$0.00	\$7,000.00	\$7,000.00	0.00%
Dept 45500	Libraries (GENERAL)	\$0.00	\$0.00	\$7,000.00	\$7,000.00	0.00%
Dept 48205	Damage Deposit Refunds					
	DMGDEPRF E 100-48205-810 Refunds & Reimburse	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
Dept 48205	Damage Deposit Refunds	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
Dept 49360	Transfers Out					

HANOVER
Expenditure Budget Report

Dept Abbrev	Account Descr	February 2015 Amt	2015 YTD Amt	2015 YTD Budget	2015 YTD Balance	%YTD Budget
TRANSFERS	E 100-49360-700 Transfers (GENERAL)	\$0.00	\$0.00	\$299,000.00	\$299,000.00	0.00%
Dept 49360	Transfers Out	\$0.00	\$0.00	\$299,000.00	\$299,000.00	0.00%
Dept 49800	Transit (GENERAL)					
TRANSIT	E 100-49800-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49800	Transit (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 100	GENERAL FUND	\$56,467.31	\$123,385.70	\$1,456,823.00	\$1,333,437.30	8.47%

City of Hanover, MN
Summary of Series 2008A Bonds and 2009A Bonds

Purpose: G.O. Captial Improvement Plan, Refunding Bonds, Series 2008A

Purpose: G.O. Improvement, Refunding Bonds, Series 2009A

Dated: 06/01/08
Original Amount: \$660,000
Maturity: 1-Feb
Interest Rates: 2.50-3.90%

Dated: 11/05/09
Original Amount: \$231,000 *See Note 1*
Maturity: 1-Feb
Interest Rates: 2.80-2.90%

	Principal	Interest	Annual Payment
2014	\$0.00	\$0.00	\$0.00
2015	\$25,000.00	\$9,447.50	\$34,447.50
2016	\$30,000.00	\$8,430.00	\$38,430.00
2017	\$30,000.00	\$7,320.00	\$37,320.00
2018	\$30,000.00	\$6,210.00	\$36,210.00
2019	\$35,000.00	\$4,972.50	\$39,972.50
2020	\$35,000.00	\$3,607.50	\$38,607.50
2021	\$35,000.00	\$2,242.50	\$37,242.50
2022	\$40,000.00	\$780.00	\$40,780.00
TOTAL	\$260,000.00	\$43,010.00	\$303,010.00

	Principal	Interest	Annual Payment
2014	\$0.00	\$0.00	\$0.00
2015	\$20,000.00	\$5,414.00	\$25,414.00
2016	\$19,000.00	\$4,868.00	\$23,868.00
2017	\$24,000.00	\$4,134.00	\$28,134.00
2018	\$23,000.00	\$3,217.50	\$26,217.50
2019	\$23,000.00	\$2,320.50	\$25,320.50
2020	\$22,000.00	\$1,443.00	\$23,443.00
2021	\$26,000.00	\$507.00	\$26,507.00
2022			
TOTAL	\$157,000.00	\$21,904.00	\$178,904.00

Principal Due 2/1/2016 \$30,000.00
 Accrued Interest Due 2/1/2016 \$4,492.50
 Principal 2017-2022 \$205,000.00
Total Payoff for 2/1/2016 \$239,492.50

Principal Due 2/1/2016 \$113,000.00
 Accrued Interest Due 2/1/2016 \$2,567.00
 Principal 2017-2022 \$118,000.00
Total Payoff for 2/1/2016 \$233,567.00

Note 1: Includes Term Bonds 2/1/16, \$113,000 and 2/1/21, \$118,000.

From: [Tammy Omdal](#)
To: [Brian Hagen](#)
Cc: [Laurie Ukofia](#)
Subject: Follow-up Information
Date: Tuesday, February 10, 2015 3:38:34 PM
Attachments: [ba8cfe.png](#)
[GO Bonds Example Hanover.pdf](#)

Brian,

This is a follow-up to our phone conversation from today. I am providing you with some general information to inform your discussion on capital planning. If you have questions tomorrow and can't reach me, please call Laurie Ukofia at 612-851-5928 or by email at lukofia@northlandsecurities.com. She is familiar with Hanover's debt.

An annual debt service levy of approximately \$66,000 for 20 years (total payments of \$1.32M) would support approximately \$950,000 in project costs. This is after accounting for the cost of financing (issuance of the bonds). See the attached example.

Here is information on the following different statutory authorities for issuing of bonds that may be of interest to you: Capital Improvement Plan Bonds, Lease Revenue Bonds, Limited Tax Obligation Bonds.

Capital Improvement Plan Bonds

Cities may issue Capital Improvement Plan Bonds to finance the construction and maintenance of city hall, town hall, library, public safety facility, and public works facility (Section 475.521). These bonds may not be used to finance any other type of facility or improvement.

The projects to be financed must be included in a capital improvements plan (CIP) that meets the criteria of the statute. The plan must cover at least a five-year period beginning with the date of its adoption. The plan must set forth the estimated schedule, timing, and details of specific capital improvements by year, together with the estimated cost, the need for the improvement, and sources of revenue to pay for the improvement. The CIP should also include information about the factors required by the statute to be considered by the city council. These factors are:

- Condition of the municipality's existing infrastructure, including the projected need for repair or replacement;
- Likely demand for the improvement;
- Estimated cost of the improvement;
- Available public resources;
- Level of overlapping debt in the municipality;
- Relative benefits and costs of alternative uses of the funds;
- Operating costs of the proposed improvements; and
- Alternatives for providing services most efficiently through shared facilities with other municipalities or local government units.

The required CIP may be a document prepared specifically for authorizing the issuance of bonds or it may be incorporated into other capital improvement planning by the city.

The maximum amount of Capital Improvement Plan Bonds is limited. The maximum principal and interest payable in any year for all outstanding CIP Bonds cannot exceed 0.16% of the estimated market value of taxable property in the city. This calculation is made using the estimated market value for the taxes payable year in which the bonds are issued and sold.

The Bonds are subject to the debt limit for cities with a population of 2,500 or more.

Both approval of the CIP and the issuance of Bonds require a public hearing. A single public hearing may be held to meet these requirements. The Bonds must be authorized by a three-fifths vote of a five-member city council. If the city council has more than five members, two-thirds approval is needed.

Issuance of the Bonds is subject to reverse referendum. An election is required the issuance of the Bonds if a petition signed by voters equal to 5% of the votes cast in the city in the last municipal general election is filed with the city clerk within 30 days after the public hearing. If the city does not submit the question to the voters, it may not propose the issuance of bonds under this section for the same purpose and in the same amount for a period of 365 days from the date of receipt of the petition. If the question of issuing the bonds is submitted and not approved by the voters, the city must wait 180 days before voting on the same question again.

Lease Revenue Bonds

Lease Revenue Bonds are used by cities to finance public facilities. There is no specific statutory authority for Lease Revenue Bonds. This form of financing combines two statutory powers. Economic development authorities (EDA) and housing and redevelopment authorities (HRA) have the authority to issue revenue bonds for their corporate purposes, including the construction of public facilities. The security for the Bonds and the revenue to pay debt service comes from a lease purchase agreement (see Lease Purchase Financing) with the city.

A similar form of financing is Certificates of Participation. The investor receives a certificate secured by a share of the lease payments. The underlying security is the same as Lease Revenue Bonds. The bond approach typically has better response in the marketplace.

The taxing power of the EDA may also be pledged to Lease Revenue Bonds (see Limited Tax Obligation Bonds).

Limited Tax Obligation Bonds

Economic Development Authorities (EDA) have the authority to issue bonds to pay to acquire land needed to operate the authority, to purchase or construct facilities, to purchase, construct, install, or furnish capital equipment to operate a facility for economic development of any kind within the city, or to pay to extend, enlarge, or improve a project under its control (Section 469.103). These bonds may be secured by revenues of the EDA, including its limited taxing authority.

An EDA tax levy may not exceed 0.01813% of the estimated market value of the city. This tax levy is made annually by the city at the request of the EDA (Section 469.107). An EDA that is authorized to exercise the powers of a housing and redevelopment authority (HRA) may use additional levy

authority. The HRA levy (Section 469.033, Subd. 6) may not exceed 0.0185% of the estimated market value of the city. The HRA levy, once initially approved by the city, may be levied on an ongoing basis.

The ongoing nature of the HRA levy allows it to be pledged as security for Limited Tax Obligation Bonds. These Bonds are typically secured solely by the HRA levy. Since the taxes limited, the maximum amount of annual principal and interest is less than the maximum levy. This provides bondholders with protection against reductions in estimated market value that reduce the revenue capacity of the levy. The ratio of tax levy to annual debt service varies depending on the nature of the project and the issuer.

Thank you,

Tammy Omdal

Manager of Northland Strategies/Senior Vice President

Northland Securities, Inc.

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Minneapolis, Minnesota 55402

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\$995,000.00 City of Hanover, Minnesota

Bond Example

Aa3 BQ Rates as of February 9, 2005

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\$995,000.00 City of Hanover, Minnesota

Bond Example

Aa3 BQ Rates as of February 9, 2005

Sources & Uses

Dated 08/01/2015 | Delivered 08/01/2015

Sources Of Funds

Par Amount of Bonds	\$995,000.00
---------------------	--------------

Total Sources	\$995,000.00
----------------------	---------------------

Uses Of Funds

Total Underwriter's Discount (1.960%)	19,502.00
---------------------------------------	-----------

Costs of Issuance	27,150.00
-------------------	-----------

Project Construction Fund	948,348.00
---------------------------	------------

Total Uses	\$995,000.00
-------------------	---------------------

\$995,000.00 City of Hanover, Minnesota

Bond Example

Aa3 BQ Rates as of February 9, 2005

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+i
02/01/2016	-	-	-	-
02/01/2017	30,000	0.800%	35,546	65,546
02/01/2018	40,000	0.800%	23,458	63,458
02/01/2019	40,000	1.250%	23,138	63,138
02/01/2020	45,000	1.250%	22,638	67,638
02/01/2021	45,000	1.650%	22,075	67,075
02/01/2022	45,000	1.650%	21,333	66,333
02/01/2023	45,000	2.000%	20,590	65,590
02/01/2024	45,000	2.000%	19,690	64,690
02/01/2025	45,000	2.300%	18,790	63,790
02/01/2026	45,000	2.300%	17,755	62,755
02/01/2027	50,000	2.550%	16,720	66,720
02/01/2028	50,000	2.550%	15,445	65,445
02/01/2029	50,000	2.750%	14,170	64,170
02/01/2030	50,000	2.750%	12,795	62,795
02/01/2031	60,000	2.950%	11,420	71,420
02/01/2032	60,000	2.950%	9,650	69,650
02/01/2033	60,000	3.100%	7,880	67,880
02/01/2034	60,000	3.100%	6,020	66,020
02/01/2035	65,000	3.200%	4,160	69,160
02/01/2036	65,000	3.200%	2,080	67,080
Total	\$995,000	-	\$325,351	\$1,320,351

Date And Term Structure

Dated	8/01/2015
Delivery Date	8/01/2015
First Coupon Date	8/01/2016
First available call date	
Call Price	-

Yield Statistics

Bond Year Dollars	\$11,927.50
Average Life	11.987 Years
Average Coupon	2.7277405%
Net Interest Cost (NIC)	2.8912450%
True Interest Cost (TIC)	2.8929234%
All Inclusive Cost (AIC)	3.1792214%

IRS Form 8038

Net Interest Cost	2.7277405%
Weighted Average Maturity	11.987 Years
Bond Yield for Arbitrage Purposes	2.6939767%



Market Notes

Northland Securities, Inc.

Week of January 26, 2015

Bond Buyer's Index (BBI)

This week.....3.36%
 Last week.....3.29%
 6 months ago.....4.29%
 One year ago.....4.50%

Outlook

The start of a new year brings with it a variety of predictions for the bond market in 2015. There are a couple of points with strong consensus. Federal Reserve action to increase the federal funds rate will lead to higher interest rates for municipal securities. This action seems very likely to occur in 2015. The largest increases are likely to occur in short to mid-term (1 to 10 year) maturities, leading to a flatter "yield curve". Issuers that are counting on current low rates for refinancing or new projects should pay close attention to this situation and changing market conditions.

Tax Reform

Last week, the Senate Finance Committee formed five bipartisan tax reform working groups. The tax-exempt status of municipal securities will be part of that discussion. President Obama is supporting an increase in the annual bank qualified bond cap. While it is hard to imagine meaningful tax reform in the current political environment, the situation bears watching.

Private Placements

An evolving public finance issue involves the interaction between municipal advisors and banks. Does a municipal advisor act as a "placement agent" when negotiating the sale bonds with a local bank? Does this require status as a broker-dealer? Advocates on both sides of this issue have been encouraging the Securities and Exchange Commission to provide guidance.

Projected Debt Service Payments for \$1,000,000 Bond Issue Using Estimated Competitive General Obligation Municipal Bond Rates

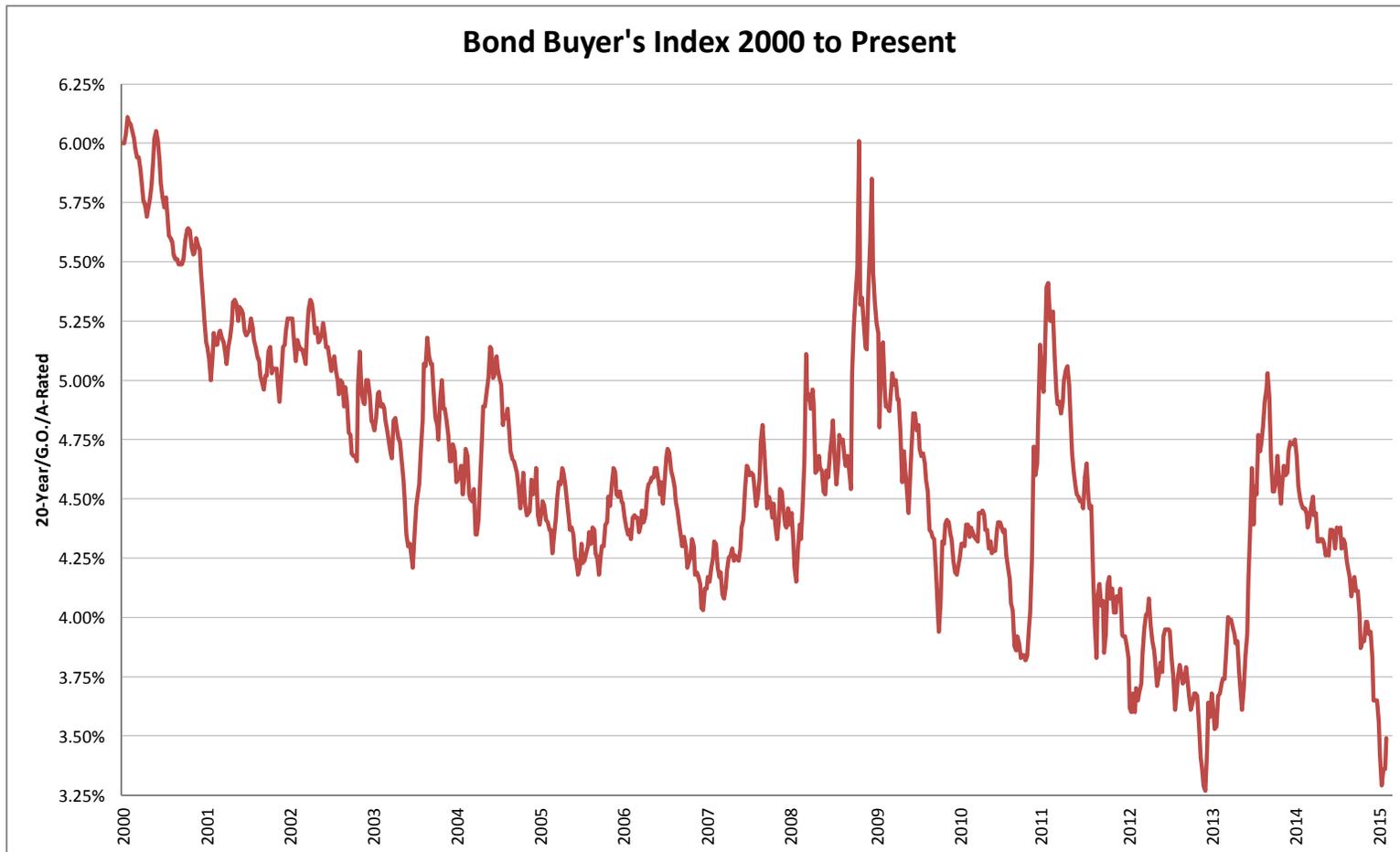
	Bank Qualified				Non-Bank Qualified			
	Term (Years)	Average Coupon	Annual Debt Service	Total Debt Service	Term (Years)	Average Coupon	Annual Debt Service	Total Debt Service
Aa/AA Rated	5	0.95%	205,736	1,028,660	5	0.90%	205,432	1,027,161
	10	1.45%	108,147	1,081,472	10	1.50%	108,434	1,084,342
	15	1.90%	77,244	1,158,667	15	2.10%	78,409	1,176,134
	20	2.35%	63,242	1,264,835	20	2.70%	65,365	1,307,305
	25	2.70%	55,525	1,388,131	25	2.95%	57,108	1,427,710
A1/A+ Rated	5	1.05%	206,344	1,031,719	5	1.00%	206,040	1,030,199
	10	1.60%	109,009	1,090,094	10	1.65%	109,298	1,092,977
	15	2.05%	78,117	1,171,753	15	2.25%	79,289	1,189,328
	20	2.55%	64,450	1,289,010	20	2.90%	66,596	1,331,916
	25	2.90%	56,790	1,419,747	25	3.15%	58,392	1,459,798
Not Rated	5	1.35%	208,172	1,040,862	5	1.40%	208,478	1,042,389
	10	2.00%	111,327	1,113,265	10	2.20%	112,495	1,124,947
	15	2.50%	80,766	1,211,497	15	2.85%	82,860	1,242,906
	20	3.00%	67,216	1,344,314	20	3.55%	70,680	1,413,596
	25	3.35%	59,690	1,492,261	25	3.80%	62,666	1,566,649

Please contact a Northland public finance professional with any questions about how Northland can serve you.

- Monte Eastvold
- George Eilertson
- Bill Fahey
- Rusty Fifield
- Jessica Green
- Michael Hart
- Jeff Heil
- Alan Hopeman
- Steve Mattson
- Tammy Omdal
- Laurie Ukofia
- Dave Wheeler



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Source: Data compiled by Northland Securities from published Bond Buyer's Index

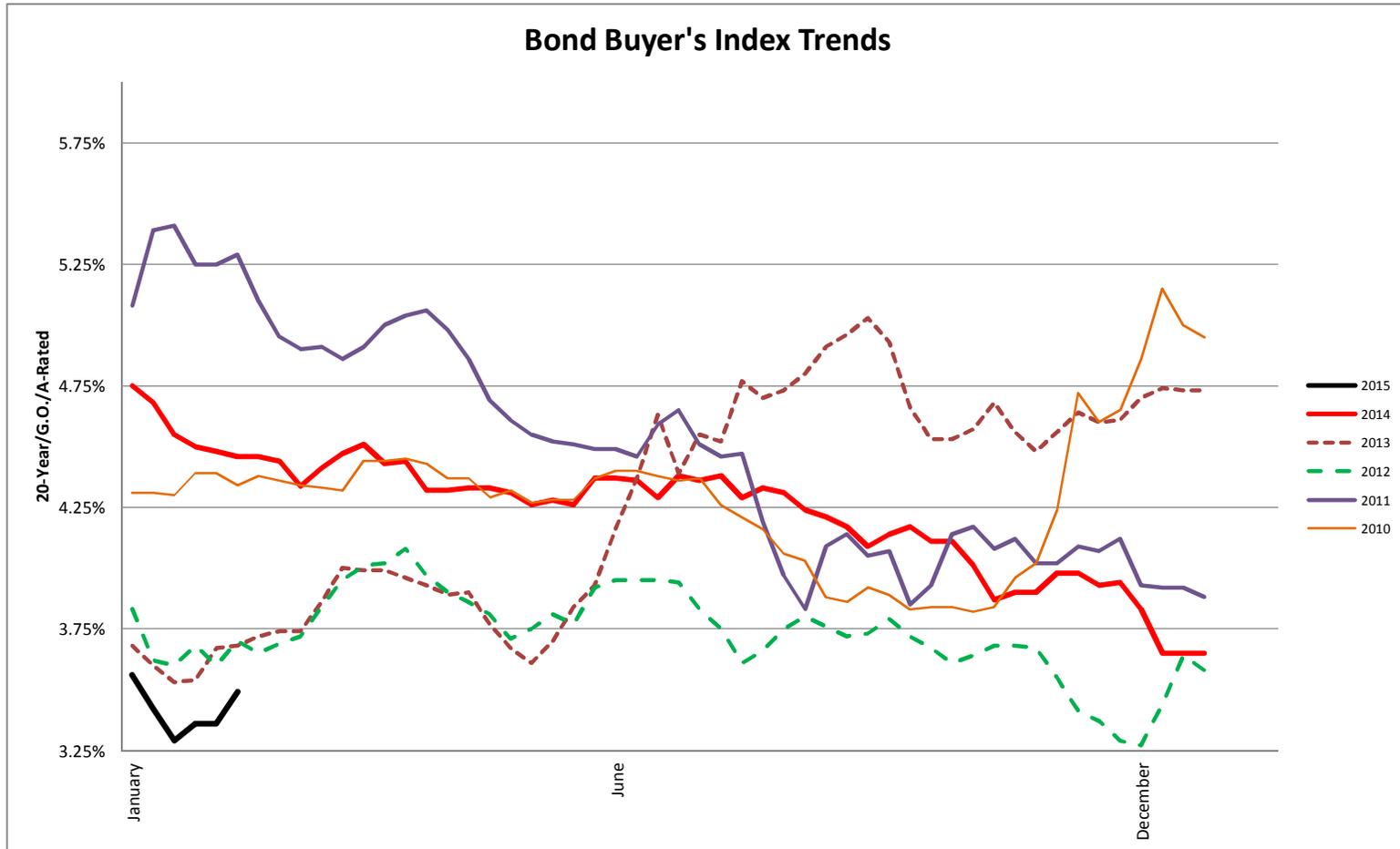


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Chart for illustration only and are not an offer to buy or sell securities (ASL 12-17).



Source: Data compiled by Northland Securities from published Bond Buyer's Index



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Chart for illustration only and are not an offer to buy or sell securities (ASL 12-17).

To Whom It May Concern,

The City of Hanover has received comments expressing a concern about traffic traveling on Kadler Ave through the Hanover Hills development. In an attempt to regulate traffic, the City posted a speed sign along Kadler Ave to inform people of their rate of speed. There have been additional requests to install a stop sign at the intersection of 3rd St NE and Kadler Ave in an attempt to slow traffic down. The City does have the authority to place a sign at that location because it is a City street.

The City Council has requested a survey be sent to the Hanover Hills residents to gauge an overall opinion on whether or not stop signs would be beneficial at that intersection. Please respond to the question below, and return to City Hall by November 26, 2014.

Thank you in advance,

City of Hanover

_____ Yes, I feel a three way stop would be beneficial at the intersection of 3rd St. NE and Kadler Ave NE.

_____ No, I do not feel a three way stop would be beneficial at the intersection of 3rd St. NE and Kadler Ave NE

Other Comments:

Hanover Hills Stop Sign Survey
3rd St./Kadler Ave

YES: 12

NO: 7

Comments Received

- It would also be beneficial to have a four-way on Kadler and Jansen. Or a two-way on this intersection. The slower people have to go through. Will cause them not to “cut through” the neighborhood and be safer for children and people walking.
- We have always felt like people are traveling way too fast on Kadler Ave. We would love to see increased patrol at these stop signs, it is common to see people run the stop sign on Kadler and 4th Street.
- Our friends who live in Hanover Hills gave us a copy of your survey due to the fact we’ll be moving into the neighborhood soon. Yes, we have noticed the “excessive” speed of drivers traveling through on Kadler Ave. It’s a long stretch of road that has no speed/traffic control. Safety issue. Thank you.
- I know there are only four homes with driveways that enter onto Kadler Ave. But for us it is very bad. Cars speed by and we have children/grandchildren and pets. We have had our mailbox and our culvert taken out by cars going too fast and not paying attention.
- Ridiculous! There are too many stop signs to begin with which all waste gas, money and time. Have a cop there a time or two and that will help slow it down when they issue a ticket here and there.
- My wife and I live two houses away from this intersection and we do not see there to be enough speeding to warrant a stop sign.
- Although we have certainly noticed traffic moving quickly in Kadler, we’re not totally confident a stop sign will slow traffic enough to be effective. Cars are always on our tails coming into and leaving the neighborhood—more often than not they appear to head into the new development, although not all the time (meaning they live in Hanover Hills). If feasible, having a cop police speeds on Kadler might teach folks to be more conscious of their speed. A stop sign on that hill by 3rd could be a pain in the winter, if it’s slick, but ultimately if those neighbors feel a stop sign would help slow traffic outside their homes, we would support it. Note: I have pulled onto Kadler from 4th and been passed on the left by another car at 7:30am right by Kadler/3rd. People are in a rush!!
- Either stop signs or traffic control speed bumps. With the increase of traffic due to new home construction and more new building in the future, one of these two options or perhaps closing the entrance from Crow River Heights to Hanover Hills—this was proposed years ago but denied. Thank you.

- Although a stop sign may help with speed at 3rd and Kadler, I question in the winter how wise it is to have cars come to a complete stop on a steep hill coming in to Hanover Hills. If you have ever driven right after it snows until plows come through, it is extremely difficult to navigate that hill from a complete stop. I wouldn't want to see two cars sitting there in that situation. It's an accident waiting to happen. Putting a stop sign on 3rd would keep cars from pulling out into traffic on Kadler. As one of only 3 houses actually facing Kadler on this stretch, this seems like overkill and many of the people we see speeding run through the existing stop sign anyway.
- We have lived on a similar "collector" street in another city where similar "fixes" were suggested. A MNDOT employee attended a meeting where stop signs were discussed to slow down the traffic. These are some of the things I learned at that meeting: 1) MN Statute sets most residential speeds at 30mph, which is faster than most residents want traffic moving; 2) Studies show that stop signs don't slow the traffic—people "make up" the stops by driving faster between the stops; 3) In most cases the "violators" are us (the neighborhood residents)! I'd be more in favor of the use of a portable radar unit used occasionally to remind drivers of their speed and maybe a few tickets for those who are slow learners!
- We don't recall receiving a "survey" prior to installing stop signs at the intersection of Kadler and 4th Street a couple of years ago. In any event, we're hopeful you'll consider the volume of traffic traveling through Hanover Hills on Kadler Avenue as well as the safety of the people who use the road to walk, bike, rollerblade, walk pets, etc. Obviously, you'll receive "No" from some people as they'll feel it's an "inconvenience" to slow down and stop at the intersection. Please keep that in mind. Perhaps a 2-way stop versus a 3-way; meaning stop signs on Kadler Avenue at 3rd Street; north/south. Thank you.
- Yes, if this is the optimum solution for managing the speed. We feel something should be done about the speed on Kadler. Consideration should also be made about making Jansen and Kadler a 4 way stop as the speed is at the maximum at the bottom that hill when leaving the neighborhood. Speed is also an issue on Jansen as many seem to think it is a rural road vs. neighborhood and speeds seem to be in excess of 40 mph on many occasions. Additions of speed limit signs on Jansen would be helpful as there are many kids that live on this road.
- Too many cars go too fast going south on Kadler (towards Division St).
- I feel it is a "must do". Traffic is a problem, cars fly down that road at 30-60 mph. Thanks.