

**AGENDA
HANOVER CITY COUNCIL
APRIL 19, 2016**

**MAYOR
CHRIS KAUFFMAN**

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

- 1. Call to Order: 6:00 p.m.**
- 2. Approval of Agenda**
- 3. Consent Agenda Items:**
 - a. Approve Minutes of April 5, 2016 Local Board of Appeals and Equalization (pg. 4)**
 - b. Approve Minutes of April 5, 2016 City Council Meeting (pg. 5)**
 - c. Approve Claims as Presented: (pg. 10)**

➤ Claims	\$ 91,490.14
➤ Payroll	\$ 7,269.98
➤ P/R taxes & Exp	\$ 2,987.08
➤ Other Claims	<u>\$ 2,778.34</u>
➤ Total Claims	<u>\$ 104,525.54</u>
- 4. Public Works Facility Project Estimate Update**
- 5. 5th St. Watermain Funding Plan**
- 6. Res No 04-19-16-52 – Awarding Bid for Hanover Hills Surface Improvement Project (pg. 42)**
- 7. Res No 04-19-16-53 – Awarding Bid for CSAH 19 Sidewalk Extension Project (pg. 53)**
- 8. Res No 04-19-16-54 – Calling for Public Hearing for 5th St. Watermain Extension (pg. 60)**
- 9. Solar Garden Subscription Agreement (pg. 63)**
- 10. City Apparel for City Representatives**
- 11. Historic Bridge Photo Use Request**
- 12. Hennepin County Assessing Contract (pg. 99)**
- 13. Cash Flow/Fund Balance Analysis (pg. 110)**
- 14. 2015 4th Quarter Budget Review (pg. 112)**
- 15. Reports**
- 16. Adjournment**

To: Mayor Kauffman & Members of the Hanover City Council
From: Brian Hagen, City Administrator
Date: April 14, 2016
Re: Review of April 19, 2016 City Council Agenda

1. **Call to Order: 8:00 p.m.**
2. **Approval of Agenda**
3. **Consent Agenda Items:**
 - a. **Approve Minutes of April 5, 2016 Local Board of Appeals and Equalization (pg. 4)**
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4. **Public Works Facility Project Estimate Update**
Kinghorn Construction will present an updated cost estimate for the Public Works Facility project.
5. **5th St. Watermain Funding Plan**
Staff will hold discussion on the funding plan for this project. This discussion comes before a required public hearing to be held at the May 3rd meeting. This discussion will help guide information to present to the public.
6. **Res No 04-19-16-52 – Awarding Bid for Hanover Hills Surface Improvement Project (pg. 42)**
Enclosed is a resolution, memo, and bid tabulation for the project. Justin will be present for further questions.
7. **Res No 04-19-16-53 – Awarding Bid for CSAH 19 Sidewalk Extension Project (pg. 53)**
Enclosed is a resolution, memo, and bid tabulation for the project. Justin will be present for further questions.
8. **Res No 04-19-16-54 – Calling for Public Hearing for 5th St. Watermain Extension (pg. 60)**
This resolution calls for a required public hearing prior the awarding of the project to be held on May 3rd.
9. **Solar Garden Subscription Agreement (pg. 63)**
Staff was approached by a company who is offering a subscription to a solar garden. In return the City would see an estimated savings of \$23,000 over the next 25 years. Enclosed is more info.

10. City Apparel for City Representatives

11. Historic Bridge Photo Use Request

The Hanover Historical Society has requested the use of a copyrighted photo of the Historic Bridge. Staff's initial response was the photo was for use by the City or EDA for marketing purposes. The City does own rights to use the photo how they wish. Staff is seeking direction from Council on the request.

12. Hennepin County Assessing Contract (pg. 99)

Enclosed is a draft assessing contract provided by Hennepin County.

13. Cash Flow/Fund Balance Analysis (pg. 110)

Enclosed is a spreadsheet prepared by Liz providing an analysis for the 2016 budget year related to cash flow and fund balances. This will help in the decisions on how projects will be funded.

14. 2015 4th Quarter Budget Review (pg. 112)

Enclosed is a review of the 2015 4th quarter. This is prepared by Liz and will provide a preview to what the auditor's will present on in May.

15. Adjournment

**CITY OF HANOVER
LOCAL BOARD OF APPEALS AND EQUALIZATION
APRIL 5, 2016 – DRAFT MINUTES**

Call to Order/Pledge of Allegiance Local Board of Appeal and Equalization:

Mayor Chris Kauffman called the 2016 Local Board of Appeal and Equalization of Tuesday, April 5, 2016 to order at 7:00 p.m. Present were Mayor Kauffman, Councilors John Vajda, Ken Warpula, and Jim Zajicek. Also present were City Administrator Brian Hagen, Accountant/Deputy Clerk Elizabeth Lindrud, Public Works Supervisor Scott Vogel, City Attorney John Edison and City Engineer Justin Messner, Wright County Assessors and Hennepin County Assessors. There were several guests in attendance.

Wright County Assessor's Office read an opening statement explaining the purpose of the meeting. Wright County Assessor's presented to Council the changes in land values. New construction increased 3.64%. Commercial and Industrial increased 1.57%. Apartment values increased 8.43%. They further stated that overall apartment values are increasing throughout Wright County.

The Hennepin County Assessor's Office stated that residential homes off of the river saw a 3.0% increase in values. Residential properties on the river increased 3.3% in value. Townhome values decreased .08% over the last year. Agricultural properties increased .7%. Overall value increase for Hanover in Hennepin County was 2.3%.

At this time the local board opened the floor for comments from the public.

PID #'s 108-500-032200 & 108-500-032100 - Chris and Wendy Leines

Kauffman stated that Chris Leines contacted himself and Hagen on their property assessment. Keith Triplett stated that when he was evaluating the property the Leines parcel was valued at \$8,500/acre and the neighboring property was \$9,500/acre. Triplett stated he wanted to blend the values so he reduced the value of the neighboring property to \$9,000/acre and raised the value of Leines property to \$9,000/acre. Triplett stated he did find that there were areas of waste land on the property and has adjusted the valuation accordingly. Council consensus was to consider a lower valuation given that the land is utilized for farming purposes in its' current state.

MOTION by Kauffman to pass action on the appeal to Wright County, seconded by Vajda. **Motion carried unanimously.**

Adjournment:

MOTION by Kauffman to adjourn at 7:23 pm, seconded by Warpula. **Motion carried unanimously.**

APPROVED:

Chris Kauffman

ATTEST:

Brian Hagen, City Administrator

**CITY OF HANOVER
CITY COUNCIL MEETING
APRIL 5, 2016 – DRAFT MINUTES**

Call to Order/Pledge of Allegiance:

Mayor Chris Kauffman called the regular meeting of Tuesday, April 5, 2016 to order at 7:25 p.m. Present were Mayor Chris Kauffman, John Vajda, Ken Warpula, and Jim Zajicek. Doug Hammerseng was absent. Also present were City Administrator Brian Hagen, Accountant/Deputy Clerk Elizabeth Lindrud, Public Works Supervisor Scott Vogel, City Attorney John Edison and City Engineer Justin Messner. Doug Voerding from the Wright County Journal Press, resident Andrew Olson, Elizabeth Cole, Jim Stewart, resident Pat Athmann and a Hennepin County Sheriff were present as guests.

Approval of Agenda:

Hagen added item 9h – Escrow Balance for 10330 Beebe Lake Road and item 9i – Discuss request from Hanover Historical Society request to fund their book.

MOTION by Vajda to approve the agenda as amended, seconded by Zajicek. **Motion carried unanimously.**

Consent Agenda:

Vajda inquired as to why the other liquor licenses weren't on the Consent Agenda. Hagen stated the 2AM license is a separate optional license with an earlier due date and the rest of the liquor licenses are being collected for approval at the May meeting. Warpula asked why the 107th and 9th project invoices were just being paid now. Hagen stated that the City was waiting on the warranty information before the retainage payment could be made.

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

a. Approve Minutes of March 15, 2016 City Council Work Session Meeting

b. Approve Claims as Presented:

➤ Claims	\$ 99,496.75
➤ Payroll	\$ 7,477.64
➤ P/R taxes & Exp	\$ 3,006.79
➤ Other Claims	\$ <u>1,463.55</u>
➤ Total Claims	\$ <u>111,444.73</u>

c. Res No 04-05-16-41 – Accepting a Donation from Comfort Matters

d. Res No 04-05-16-42 – Accepting a Donation from Hanover Athletic Association

e. Res No 04-05-16-43 – Accepting a Donation from River Inn

f. Res No 04-05-16-44 – Approving Optional 2 AM Liquor License for Chops Bar & Grill

g. Res No 04-05-16-45 – Approving Miscellaneous Escrow Fund Transfers

h. Res No 04-05-16-46 – Approving Miscellaneous Escrow Fund Releases

i. Res No 04-05-16-49 – Accepting a Donation from Marketplace

Motion carried unanimously.

Citizen's Forum:

None

Public Hearings

None

Unfinished Business:

10754 106th Ave. N Sewer Line Repair

Hagen inquired if Council had any further questions, he also noted that the homeowner, Andrew Olson, was in the audience tonight. Kauffman asked what St. Michael's policy was for sewer damages; Hagen stated St. Michael also does not have a policy in place. Kauffman stated with no ordinance in place he recommends that the City pay for the road repair and the homeowner pay for the sewer line repair. Mr. Olson stated the sewer line repair costs are around \$3,500 and staff estimated road repair around \$5,000. Warpula asked Mr. Olson if he has heard back from his insurance company. Olson stated he is still working with his insurance company.

MOTION by Kauffman to approve the City to pay for the road repair costs related to the sewer line repair at 10754 1016th Ave N, seconded by Zajicek. **Motion carried unanimously.**

JS Stewart

Jim Stewart addressed Council with his concerns on the negotiations for the sale of the 5 acres. Stewart would like his building and the City's Public Works Buildings to be as close to the road as possible. Stewart also stated to Council that he will pay the City back for its portion of the dirt to eliminate the liability issue. Stewart also expressed frustration that the suggestions he has made regarding the site plans are going unheard. Discussion took place around whether the Civil Engineer is making his recommendations around the budget limitations given to him. Council agreed that they would bring up concerns again at the subcommittees next meeting. Stewart stated that he would have to walk away if the cost of the land was more than \$75,000, he has been able to find ready to build land at reasonable prices, but really would prefer to stay in Hanover.

Discussion took place on the ponding issue and if funds were available to offset the storm water costs. Messner stated that since multiple lots have storm water draining to that area the utility funds could be used to build a regional storm pond. Messner stated he has been reviewing Dahlke's site plans, but was under the impression he was creating the plans based on Council's direction.

In the interest of time, Hagen requested that item 9h be moved forward, as Elizabeth Cole was in the audience.

New Business:

Escrow Balance for 10330 Beebe Lake Road

Hagen stated that in June 2014 the City received an application to split property on Beebe Lake road from Elizabeth Cole's mother. The lot split entailed splitting the parcel into a 2.5 acre property with the home and then the remaining 10 acres of land a separate parcel. Hagen stated that the process ran into some issues when an old road order from the 1800's was found and it needed to be determined if it was still active. The City felt vacating the road and recording the vacation against the property would be best as it would clear up the same confusion in a future request.

Elizabeth Cole stated that the process took 13 months and her mother was in poor health. She further stated the reason for the lot split was to sell the 2.5 acres because of the financial issues related to her mother's health. Cole is asking Council to waive \$775.63 of the \$1,775.63. Cole expressed frustration with the amount of time it took the City Planner to complete this lot split and thought the matter was finished, but received an invoice in January 2016. Cole further stated that the County did not require the road vacation, only the City required it. Hagen stated that the invoice was sent as part of the escrow clean-up process recently completed. Hagen stated the current invoice was \$1,775.63 and Cole had previously paid \$1,000.00, the total cost from the City was \$2,775.63.

Kauffman expressed sympathy for the amount of time it can take when working with the government. He further stated the City had a similar issue with a piece of land on the Hennepin County side of Hanover that has taken substantial time and even has required legislative action.

MOTION by Vajda to approve the City to pay for 65% of the lot split costs.

Motion failed to receive a second.

Unfinished Business:

Settlers Park Ballfield Redesign

Lindrud stated that the Park Board made a motion to support the current Settlers Park Ballfield redesign as well as a motion of support requesting that Youth Ball plant trees or other greenery to replace the trees that would be removed. Warpula inquired if the design should have a public hearing for public input. Hagen stated no, Council previously stated that they did not want to hold a public hearing. Zajicek stated that no one on Park Board had any issues with the trees that were being removed. Hagen asked for some clarifying points on what was being approved. Council is agreeing to approve the current ballfield redesign, to restart talks to lease the land to the Hanover Athletic Association, to add trees to the outfield, and that it is ok that the fence is on the property line.

MOTION by Vajda to approve the Settlers Park Ballfield Redesign, seconded by Kauffman. **Motion carried 3 to 1.** Voting aye: Kauffman, Vajda, Zajicek. Voting nay: Warpula. Absent: Hammerseng

New Business:

Ordinance 2016-01 – Amendment to Chapter 10 Related to Impervious Surface Coverage and Municipal Separate Storm Sewer System (MS4) Requirements

Hagen stated the amendment addressed the new Impervious Surface Coverage from 50% to 75% and the addition of the MS4 Requirements. He further stated that the Planning Commission made a recommendation of approval.

MOTION by Kauffman to approve Ordinance 2016-01, seconded by Vajda. **Motion carried unanimously.**

Ordinance 2016-02 – Amendment to Chapter 9 Related to Municipal Separate Storm Sewer System (MS4) Requirements

Hagen stated that the Amendment to Chapter 9 with the required changes to Hanover City code related to the new MS4 requirements.

MOTION by Vajda to approve Ordinance 2016-02, seconded by Kauffman. **Motion carried unanimously.**

Res No 04-05-16-47 – Supporting Crow River Regional Trail

Hagen stated that the proposed Crow River Regional Trail runs from the Luce Line Trail up through Rockford, Hanover, Rogers and ends in Dayton. He further stated they have a proposed trailhead in Hanover and would like the City to help facilitate easements as they come up. Three Rivers Park District is asking for Hanover to pass a motion of support, no financial help will be required.

MOTION by Warpula to approve Res No 04-05-16-47, seconded by Vajda. **Motion carried unanimously.**

Res No 04-05-16-48 – Supporting Regional Park or Trail Designation Application in Greater Minnesota

Hagen stated that this resolution is also to show support of the Crow River Regional Trail, it just holds different verbiage for Wright County's needs.

MOTION by Vajda to approve Res No 04-05-16-48, seconded by Zajicek. **Motion carried unanimously.**

Res No 04-05-16-50 – Approving Cemetery Records Organization

Hagen stated that the City Cemetery records are currently handwritten on a spreadsheet. He stated this service would firm up the records, and also would bring the records to electronic format.

MOTION by Vajda to approve Res No 04-05-16-50, seconded by Zajicek. **Motion carried unanimously.**

Res No 04-05-16-51 – Approving Hiring of Summer Seasonal Employee

Hagen stated that he and Vogel interviewed eight applicants and recommend Terry Notvedt. Vogel stated that Notvedt was also interested in the possibility of coming back next summer as well. Council and Staff agreed on an hourly rate of \$10.50.

MOTION by Warpula to approve Res No 04-05-16-51, seconded by Zajicek. **Motion carried unanimously.**

City Recreational Field Reservations

Lindrud stated that Park Board passed a motion of support to start a field reservation system. Lindrud further stated that she looked into the surrounding City's polices and spoke with FYCC, as they handle the reservations for both St. Michael and Albertville. Warpula inquired how would the City get the word out, Hagen stated the City can contact each of the groups that currently use the fields.

MOTION by Kauffman to approve the implementation of a City Recreational Field Reservation System, seconded by Vajda. **Motion carried unanimously.**

Excess Timber Decking

Vogel stated there are excess timber trimmings from milling down the timbers from the Historic Bridge decking timbers. He further stated he would like to bring them to auction.

MOTION by Warpula to approve the excess timber decking be brought to auction, seconded by Vajda. **Motion carried unanimously.**

Discuss Request to fund Historical Society Book

Hagen stated that the Historical Society sent a request to the EDA for donations to help fund their book on the Historic Bridge. With a donation, the Historical Society would place an ad in the book on behalf of the business/organization. Edison stated that if the book is promoting the City it is acceptable to donate, if there is a public purpose, he stated depending on what was put in the ad in the book it could meet the public purpose requirement. Hagen stated the EDA was willing to match the amount the City would donate. Council directed that at this time the City would be willing to help in other ways.

Reports

Messner

- Opened bids on March 31st for the three projects in 2016 and will be presenting them at the Work Session.
- Bridge decking looks great, LS Black will be out to secure the planks permanently as the weather improves.
- Directed the City to invoice Foxwalk for the mill costs.

Vogel

- Stated that he attended MS4 class last week.
- Stated that he is setting up pond inspections.
- Asked Council direction on park borders, he stated he did some research and to replace the rotting wood with curb would be less expensive than to replace with wood or plastic

edging. He wants to put together some comparisons to present to the Park Board. Vajda stated to check on the safety of using the curbing first.

Vajda

- Stated concern over the new change at the Co. 19 and 117 intersection. Hagen stated that Hennepin County thinks the removal of the stop sign at Crow Hassan Park Road will reduce confusion.

Zajicek

- Stated that Park Board will be working on Comp Plan now that the last of the Park Board Surveys have been sent in.

Lindrud

- Stated that the audit is taking place and everything looks good so far.

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

At this time Mayor Kauffman read a statement identifying authorization to enter into a closed session to discuss the sale of property located at 11149 5th St. NE, Hanover, MN.

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

Councilor Warpula left for a fire call at 10:11 p.m.

Present during the closed session included Mayor Kauffman, Councilors Vajda and Zajicek, City Administrator Hagen, and City Attorney Edison.

Attorney Edison discussed details of the sale with the individuals present.

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

Adjournment

MOTION by Vajda to adjourn at 10:52 p.m., seconded by Zajicek. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

HANOVER

Payments

04/14/16 2:26 PM
Page 1

Current Period: April 2016

Batch Name	04/19/16 PAY	Payment	Computer Dollar Amt	\$91,490.14	Posted
Refer	1587	<u>ADVANCED DISPOSAL SERVICES</u>	Ck# 031763	4/19/2016	
Cash Payment	E 100-41940-384	Refuse/Garbage Dispos	Standard Trash - March 2016		\$170.72
Invoice	G20001563174	3/31/2016			
Transaction Date	4/8/2016	Due 0	Cash	10100	Total \$170.72
Refer	1573	<u>AEM FINANCIAL SOLUTIONS, LLC</u>	Ck# 001573E	4/19/2016	
Cash Payment	E 100-41530-310	Other Professional Servi	Audit Prep and Audit Prep Training		\$10,369.67
Invoice	363633	3/31/2016			
Transaction Date	4/5/2016	Due 0	Cash	10100	Total \$10,369.67
Refer	1588	<u>AVALON SCULPTURE</u>	Ck# 031764	4/19/2016	
Cash Payment	E 100-45200-310	Other Professional Servi	Lion Head - 2nd half payment & Delivery charge		\$1,975.00
Invoice	411	4/8/2016			
Transaction Date	4/8/2016	Due 0	Cash	10100	Total \$1,975.00
Refer	1578	<u>BIFFS INC.</u>	Ck# 001574E	4/19/2016	
Cash Payment	E 100-45200-580	Other Equipment	Eagleview Park		\$95.00
Invoice	W891939-IN	3/30/2016			
Transaction Date	4/5/2016	Due 0	Cash	10100	Total \$95.00
Refer	1598	<u>BUFFALO FLORAL & LANDSCAPIN</u>	Ck# 031765	4/19/2016	
Cash Payment	E 100-41110-437	Other Miscellaneous	Funeral Flowers - Koskela		\$88.99
Invoice	15205	4/1/2016			
Transaction Date	4/11/2016	Due 0	Cash	10100	Total \$88.99
Refer	1579	<u>CARSON, CLELLAND & SCHREDE</u>	Ck# 031766	4/19/2016	
Cash Payment	E 100-41610-304	Legal Fees	Legal Support/Work - March 2016		\$99.12
Invoice		3/31/2016			
Transaction Date	4/5/2016	Due 0	Cash	10100	Total \$99.12
Refer	1600	<u>CEMETERY UPDATING SERVICES</u>	Ck# 031767	4/19/2016	
Cash Payment	E 100-42800-310	Other Professional Servi	Cemetary Records & Maps - 1st half payment		\$1,023.00
Invoice		4/12/2016			
Transaction Date	4/12/2016	Due 0	Cash	10100	Total \$1,023.00
Refer	1576	<u>CENTERPOINT ENERGY</u>	Ck# 031768	4/19/2016	
Cash Payment	E 100-41940-383	Gas Utilities	City Hall - 02/25/16 - 03/28/16		\$301.51
Invoice		3/30/2016			
Cash Payment	E 100-42280-383	Gas Utilities	Fire Department - 02/25/16 - 03/28/16		\$236.62
Invoice		3/30/2016			
Transaction Date	4/5/2016	Due 0	Cash	10100	Total \$538.13
Refer	1605	<u>CENTURY LINK</u>	Ck# 031769	4/19/2016	
Cash Payment	E 100-42280-321	Telephone	Fire Hall Landline - 02/28/16 - 03/27/16		\$30.34
Invoice					
Cash Payment	E 100-42280-321	Telephone	Fire Hall Landline - 03/28/16 - 04/27/16		\$30.34
Invoice					
Transaction Date	4/13/2016	Due 0	Cash	10100	Total \$60.68
Refer	1583	<u>CITY OF ST. MICHAEL</u>	Ck# 001576E	4/19/2016	

HANOVER

Payments

04/14/16 2:26 PM
Page 2

Current Period: April 2016

Cash Payment	E 602-49455-310 Other Professional Servi	SAC Fees March 2016 - 1030 Emerald				\$4,712.00
Invoice						
Cash Payment	E 602-49455-310 Other Professional Servi	SAC Fees March 2016 - 1040 Emerald				\$4,712.00
Invoice						
Cash Payment	E 602-49455-310 Other Professional Servi	SAC Fees March 2016 - 11235 Lambert Ct				\$4,712.00
Invoice						
Cash Payment	E 602-49455-310 Other Professional Servi	SAC Fees March 2016 - 1359 Oakwood				\$4,712.00
Invoice						
Cash Payment	E 602-49455-310 Other Professional Servi	SAC Fees March 2016 - 11561 Erin				\$4,712.00
Invoice						
Transaction Date	4/5/2016	Due 0	Cash	10100	Total	\$23,560.00
Refer	1597 CLASSIC CLEANING COMPANY, LL		Ck# 031770 4/19/2016			
Cash Payment	E 100-41910-310 Other Professional Servi	Monthly Cleaning Fire Hall - April 2016				\$155.00
Invoice 23551	4/8/2016					
Cash Payment	E 100-41940-310 Other Professional Servi	Monthly Cleaning City Hall - April 2016				\$325.00
Invoice 23551	4/8/2016					
Transaction Date	4/11/2016	Due 0	Cash	10100	Total	\$480.00
Refer	1577 COTTENS, INC.		Ck# 031771 4/19/2016			
Cash Payment	E 100-43000-215 Shop Supplies	Oil/MACS Belt				\$51.27
Invoice 233-12857	3/16/2016					
Cash Payment	E 100-43000-215 Shop Supplies	Oil Filter/vacuum tubing				\$23.79
Invoice 233-13622	3/22/2016					
Transaction Date	4/5/2016	Due 0	Cash	10100	Total	\$75.06
Refer	1592 DEISTING, MARK OR CHARLENE		Ck# 031772 4/19/2016			
Cash Payment	E 100-48205-810 Refunds & Reimburseme	Damage Deposit Hall Rental - 04/02/16				\$200.00
Invoice	4/6/2016					
Transaction Date	4/8/2016	Due 0	Cash	10100	Total	\$200.00
Refer	1595 DEPT OF EMPLOYMENT & ECON		Ck# 031773 4/19/2016			
Cash Payment	E 100-43000-142 Unemployment Benefit P	Unemployment Benefit - 1st Quarter 2016 R.				\$23.79
Invoice	4/8/2016	Heins				
Transaction Date	4/11/2016	Due 0	Cash	10100	Total	\$23.79
Refer	1589 EROSION WORKS		Ck# 031774 4/19/2016			
Cash Payment	E 411-41940-310 Other Professional Servi	Public Works Site - Silt Fence				\$546.00
Invoice 23562	3/23/2016	Project 208218				
Transaction Date	4/8/2016	Due 0	Cash	10100	Total	\$546.00
Refer	1607 FINKEN WATER SOLUTIONS		Ck# 031775 4/19/2016			
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Drinking Water 5 Gallons				\$27.85
Invoice 23620TF	4/1/2016					
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Cook & Cold Rental Cooler - April 2016				\$9.50
Invoice 4000872	4/1/2016					
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Cook & Cold Rental Cooler - April 2016				\$9.50
Invoice 4000882	4/1/2016					
Transaction Date	4/13/2016	Due 0	Cash	10100	Total	\$46.85
Refer	1606 FIRE SAFETY USA, INC.		Ck# 031776 4/19/2016			
Cash Payment	E 100-42220-260 Uniforms	Fire-Dex Leather Fire Boot				\$287.50
Invoice 88156	3/30/2016					

HANOVER

Payments

04/14/16 2:26 PM

Page 3

Current Period: April 2016

Transaction Date	4/13/2016	Due 0	Cash	10100	Total	\$287.50
Refer	1599 <u>GONZALES, LINDSEY</u>			<u>Ck# 031777 4/19/2016</u>		
Cash Payment	E 100-48205-810 Refunds & Reimburseme		Cancelled Hall Rental - 9/24/16			\$50.00
Invoice	4/12/2016					
Transaction Date	4/12/2016	Due 0	Cash	10100	Total	\$50.00
Refer	1609 <u>GRONSBURG, BRIAN</u>			<u>Ck# 031778 4/19/2016</u>		
Cash Payment	E 100-42240-331 Travel Expenses		Lodging - Training in Detroit Lakes			\$193.33
Invoice	3/8/2016					
Cash Payment	E 100-42240-331 Travel Expenses		Mileage - Training in Detroit Lakes			\$189.00
Invoice	3/8/2016					
Cash Payment	E 100-42240-331 Travel Expenses		Meal Per Diem - Training in Detroit Lakes			\$120.00
Invoice	3/8/2016					
Transaction Date	4/13/2016	Due 0	Cash	10100	Total	\$502.33
Refer	1584 <u>HANOVER FIRE RELIEF ASSOCIAT</u>			<u>Ck# 031779 4/19/2016</u>		
Cash Payment	E 100-42290-124 Fire Pension Contributio		FRA Aid			\$2,000.00
Invoice	4/5/2016					
Transaction Date	4/5/2016	Due 0	Cash	10100	Total	\$2,000.00
Refer	1575 <u>HARDWARE HANK</u>			<u>Ck# 031780 4/19/2016</u>		
Cash Payment	E 100-43000-215 Shop Supplies		Misc Plumbing			\$1.96
Invoice	1303622 2/29/2016					
Transaction Date	4/5/2016	Due 0	Cash	10100	Total	\$1.96
Refer	1612 <u>HEALTH PARTNERS</u>			<u>Ck# 001578E 4/19/2016</u>		
Cash Payment	G 100-21706 Medical/Dental Ins		Medical Premiums - May 2016			\$2,716.68
Invoice	65177696 4/7/2016					
Transaction Date	4/14/2016	Due 0	Cash	10100	Total	\$2,716.68
Refer	1611 <u>J P BROOKS, INC</u>			<u>Ck# 031781 4/19/2016</u>		
Cash Payment	E 815-48200-810 Refunds & Reimburseme		Landscape - 770 Kadler Ave			\$1,500.00
Invoice	4/14/2016					
Cash Payment	E 811-48200-810 Refunds & Reimburseme		Erosion - 770 Kadler Ave			\$750.00
Invoice	4/14/2016					
Cash Payment	E 817-48200-810 Refunds & Reimburseme		Infrastructure - 770 Kadler Ave			\$1,000.00
Invoice	4/14/2016					
Transaction Date	4/14/2016	Due 0	Cash	10100	Total	\$3,250.00
Refer	1582 <u>JOINT POWERS WATER BOARD</u>			<u>Ck# 031782 4/19/2016</u>		
Cash Payment	E 601-49410-310 Other Professional Servi		WAC Fees March 2016 - 1030 Emerald			\$2,001.00
Invoice	4/5/2016					
Cash Payment	E 601-49410-310 Other Professional Servi		WAC Fees March 2016 - 1040 Emerald			\$2,001.00
Invoice	4/5/2016					
Cash Payment	E 601-49410-310 Other Professional Servi		WAC Fees March 2016 - 11235 Lambert Ct			\$2,001.00
Invoice	4/5/2016					
Cash Payment	E 601-49410-310 Other Professional Servi		WAC Fees March 2016 - 11359 Oakwood			\$2,001.00
Invoice	4/5/2016					
Cash Payment	E 601-49410-310 Other Professional Servi		WAC Fees March 2016 - 11561 Erin			\$2,001.00
Invoice	4/5/2016					
Transaction Date	4/5/2016	Due 0	Cash	10100	Total	\$10,005.00
Refer	1591 <u>KAUL DESIGN GROUP, LLC</u>			<u>Ck# 001577E 4/19/2016</u>		

HANOVER

04/14/16 2:26 PM

Page 4

Payments

Current Period: April 2016

Cash Payment	E 201-41330-437 Other Miscellaneous	Priority Maintenance Package - April 2016			\$200.00
Invoice 16-050	4/4/2016				
Transaction Date	4/8/2016	Due 0	Cash	10100	Total \$200.00
Refer	1594 KOLASA, CARRIE			<u>Ck# 031783 4/19/2016</u>	
Cash Payment	E 100-48205-810 Refunds & Reimburseme	Damage Deposit - 4/09/16			\$200.00
Invoice	4/11/2016				
Transaction Date	4/11/2016	Due 0	Cash	10100	Total \$200.00
Refer	1603 KOTTKE, BRIAN			<u>Ck# 031784 4/19/2016</u>	
Cash Payment	E 100-42240-331 Travel Expenses	Lodging - Baxter			\$165.56
Invoice	3/29/2016				
Cash Payment	E 100-42240-331 Travel Expenses	Meal Per Diem - Baxter			\$60.00
Invoice	3/29/2016				
Cash Payment	E 100-42240-331 Travel Expenses	Mileage - Baxter			\$169.56
Invoice	3/29/2016				
Transaction Date	4/13/2016	Due 0	Cash	10100	Total \$395.12
Refer	1608 METRO WEST INSPECTION SERVI			<u>Ck# 031785 4/19/2016</u>	
Cash Payment	E 100-42401-310 Other Professional Servi	640 Kadler Cr			\$96.59
Invoice	4/12/2016				
Cash Payment	E 100-42401-310 Other Professional Servi	1044 Emerald St			\$1,013.95
Invoice	4/12/2016				
Cash Payment	E 100-42401-310 Other Professional Servi	805 Kadler Ave			\$17.50
Invoice	4/12/2016				
Cash Payment	E 100-42401-310 Other Professional Servi	11701 10th St NE			\$35.00
Invoice	4/12/2016				
Transaction Date	4/13/2016	Due 0	Cash	10100	Total \$1,163.04
Refer	1581 MILLER TRUCKING & LANDSCAPE			<u>Ck# 001575E 4/19/2016</u>	
Cash Payment	E 411-41940-310 Other Professional Servi	Rock for driveway into 10 acres			\$313.25
Invoice 121468	3/7/2016			Project 208218	
Transaction Date	4/5/2016	Due 0	Cash	10100	Total \$313.25
Refer	1613 MN DEPT OF LABOR AND INDUST			<u>Ck# 001579E 4/19/2016</u>	
Cash Payment	E 100-42401-310 Other Professional Servi	Surcharge Fees - 1st Qtr 2016 - Confirmation # 23651053085			\$1,222.45
Invoice					
Transaction Date	4/14/2016	Due 0	Cash	10100	Total \$1,222.45
Refer	1610 RIVERLAND FIRE/EMS/RESCUE			<u>Ck# 031786 4/19/2016</u>	
Cash Payment	E 100-42240-208 Training and Instruction	Training - S. Vrieze			\$120.00
Invoice 002006SFS-45	4/2/2016				
Transaction Date	4/13/2016	Due 0	Cash	10100	Total \$120.00
Refer	1580 RUPP ANDERSON SQUIRES & WA			<u>Ck# 031787 4/19/2016</u>	
Cash Payment	E 100-41610-304 Legal Fees	Miscellaneous			\$199.62
Invoice 4090	3/30/2016				
Cash Payment	E 100-41610-304 Legal Fees	Greenhouse Land Purchase Agreement			\$660.00
Invoice 4090	3/30/2016			Project 208204	
Cash Payment	E 100-41610-304 Legal Fees	Purchase Agreement (5 acre lot)			\$334.33
Invoice 4090	3/30/2016			Project 208218	
Cash Payment	E 100-41610-304 Legal Fees	Volunteer Firefighter Matter			\$82.50
Invoice 4090	3/30/2016				

HANOVER

04/14/16 2:26 PM

Page 5

Payments

Current Period: April 2016

Transaction Date	4/5/2016	Due 0	Cash	10100	Total	\$1,276.45
Refer	1601 SOUTH CENTRAL COLLEGE			<u>Ck# 031788 4/19/2016</u>		
Cash Payment	E 100-42240-208 Training and Instruction			Fire School 2016 - L. Pollock		\$120.00
Invoice	145185			3/18/2016		
Cash Payment	E 100-42240-208 Training and Instruction			Fire School 2016 - A. Wychgram		\$120.00
Invoice	145185			3/18/2016		
Transaction Date	4/13/2016	Due 0	Cash	10100	Total	\$240.00
Refer	1590 STEINKE, KEVIN			<u>Ck# 031789 4/19/2016</u>		
Cash Payment	E 404-46323-310 Other Professional Servi			Sawmill Rental - Historic Bridge Timbers		\$1,500.00
Invoice				4/1/2016		Project 208205
Cash Payment	E 404-46323-310 Other Professional Servi			Bandmill Blades (18) - Historic Bridge Timbers		\$198.00
Invoice				4/1/2016		Project 208205
Transaction Date	4/4/2016	Due 0	Cash	10100	Total	\$1,698.00
Refer	1604 STUMNE, AARON			<u>Ck# 031790 4/19/2016</u>		
Cash Payment	E 100-42240-331 Travel Expenses			Meal Per Diem		\$60.00
Invoice				3/29/2016		
Transaction Date	4/13/2016	Due 0	Cash	10100	Total	\$60.00
Refer	1593 T&S TRUCKING OF BUFFALO INC			<u>Ck# 031791 4/19/2016</u>		
Cash Payment	E 100-43121-224 Street Maint Materials			Street Sweeping - 31.25 hrs Spring 2016		\$2,343.75
Invoice	131			4/4/2016		
Transaction Date	4/11/2016	Due 0	Cash	10100	Total	\$2,343.75
Refer	1574 VEOLIA WATER NORTH AMERICA			<u>Ck# 031792 4/19/2016</u>		
Cash Payment	E 601-43252-310 Other Professional Servi			Water Services - February 2016		\$2,884.38
Invoice	00055529			2/22/2016		
Cash Payment	E 602-43252-310 Other Professional Servi			Sewer Services - February 2016		\$3,983.20
Invoice	00055529			2/22/2016		
Cash Payment	E 601-43252-310 Other Professional Servi			Water Services - March 2016		\$2,884.38
Invoice	00056628			3/24/2016		
Cash Payment	E 602-43252-310 Other Professional Servi			Sewer Services - March 2016		\$3,983.20
Invoice	00056628			3/24/2016		
Transaction Date	4/5/2016	Due 0	Cash	10100	Total	\$13,735.16
Refer	1602 WARPULA, KEN			<u>Ck# 031793 4/19/2016</u>		
Cash Payment	E 100-42240-331 Travel Expenses			Mileage - Training in Nisswa		\$126.36
Invoice				3/17/2016		
Transaction Date	4/13/2016	Due 0	Cash	10100	Total	\$126.36
Refer	1590 WRIGHT COUNTY AUDITOR-TREA			<u>Ck# 031794 4/19/2016</u>		
Cash Payment	E 100-42102-310 Other Professional Servi			WC Patrol Services - April 2016		\$8,174.00
Invoice				4/4/2016		
Transaction Date	4/8/2016	Due 0	Cash	10100	Total	\$8,174.00
Refer	1596 XCEL ENERGY			<u>Ck# 031795 4/19/2016</u>		
Cash Payment	E 100-41940-381 Electric Utilities			City Lights - 03/03/16 - 04/02/16		\$2,036.81
Invoice	496179425			4/4/2016		
Transaction Date	4/11/2016	Due 0	Cash	10100	Total	\$2,036.81
Refer	1586 ZAJICEK, JIM			<u>Ck# 031796 4/19/2016</u>		
Cash Payment	E 100-45200-440 Programs			Park Board - Easter Baskets/Grass		\$20.27
Invoice				4/8/2016		

HANOVER

Payments

Current Period: April 2016

Transaction Date	4/8/2016	Due 0	Cash	10100	Total	\$20.27
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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	\$31,526.40
601 WATER ENTERPRISE FUND	\$15,773.76
411 CITY HALL CAPITAL PROJ FUND	\$859.25
404 HISTORICAL CAPITAL PROJ FUND	\$1,698.00
201 EDA SPECIAL REVENUE FUND	\$200.00
100 GENERAL FUND	\$38,182.73
	\$91,490.14

Pre-Written Check	\$91,490.14
Checks to be Generated by the Computer	\$0.00
Total	\$91,490.14

HANOVER

04/14/16 2:25 PM

Page 1

*Check Summary Register©

Cks 4/19/2016 - 4/19/2016

Name	Check Date	Check Amt	
10100 Cash			
Paid Chk# 001573E AEM FINANCIAL SOLUTIONS, LL	4/19/2016	\$10,369.67	Audit Prep and Audit Prep Trai
Paid Chk# 001574E BIFFS INC.	4/19/2016	\$95.00	Eagleview Park
Paid Chk# 001575E MILLER TRUCKING & LANDSCAP	4/19/2016	\$313.25	Rock for driveway into 10 acre
Paid Chk# 001576E CITY OF ST. MICHAEL	4/19/2016	\$23,560.00	SAC Fees March 2016 - 1030 Eme
Paid Chk# 001577E KAUL DESIGN GROUP, LLC	4/19/2016	\$200.00	Priority Maintenance Package -
Paid Chk# 001578E HEALTH PARTNERS	4/19/2016	\$2,716.68	Medical Premiums - May 2016
Paid Chk# 001579E MN DEPT OF LABOR AND INDUS	4/19/2016	\$1,222.45	Surcharge Fees - 1st Qtr 2016
Paid Chk# 031763 ADVANCED DISPOSAL SERVICE	4/19/2016	\$170.72	Standard Trash - March 2016
Paid Chk# 031764 AVALON SCULPTURE	4/19/2016	\$1,975.00	Lion Head - 2nd half payment &
Paid Chk# 031765 BUFFALO FLORAL & LANDSCAPI	4/19/2016	\$88.99	Funeral Flowers - Koskela
Paid Chk# 031766 CARSON, CLELLAND & SCHRED	4/19/2016	\$99.12	Legal Support/Work - March 201
Paid Chk# 031767 CEMETERY UPDATING SERVICE	4/19/2016	\$1,023.00	Cemetary Records & Maps - 1st
Paid Chk# 031768 CENTERPOINT ENERGY	4/19/2016	\$538.13	Fire Department - 02/25/16 - 0
Paid Chk# 031769 CENTURY LINK	4/19/2016	\$60.68	Fire Hall Landline - 02/28/16
Paid Chk# 031770 CLASSIC CLEANING COMPANY	4/19/2016	\$480.00	Monthly Cleaning City Hall - A
Paid Chk# 031771 COTTENS, INC	4/19/2016	\$75.06	Oil Filter/vacuum tubing
Paid Chk# 031772 DEISTING, MARK OR CHARLENE	4/19/2016	\$200.00	Damage Deposit Hall Rental - 0
Paid Chk# 031773 DEPT OF EMPLOYMENT & ECON	4/19/2016	\$23.79	Unemployment Benefit - 1st Qua
Paid Chk# 031774 EROSION WORKS	4/19/2016	\$546.00	Public Works Site - Silt Fence
Paid Chk# 031775 FINKEN WATER SOLUTIONS	4/19/2016	\$46.85	Cook & Cold Rental Cooler - Ap
Paid Chk# 031776 FIRE SAFETY USA, INC.	4/19/2016	\$287.50	Fire-Dex Leather Fire Boot
Paid Chk# 031777 GONZALES, LINDSEY	4/19/2016	\$50.00	Cancelled Hall Rental - 9/24/1
Paid Chk# 031778 GRONSBURG, BRIAN	4/19/2016	\$502.33	Mileage - Training in Detroit
Paid Chk# 031779 HANOVER FIRE RELIEF ASSOCI	4/19/2016	\$2,000.00	FRA Aid
Paid Chk# 031780 HARDWARE HANK	4/19/2016	\$1.96	Misc Plumbing
Paid Chk# 031781 J P BROOKS, INC	4/19/2016	\$3,250.00	Landscape - 770 Kadler Ave
Paid Chk# 031782 JOINT POWERS WATER BOARD	4/19/2016	\$10,005.00	WAC Fees March 2016 - 1040 Eme
Paid Chk# 031783 KOLASA, CARRIE	4/19/2016	\$200.00	Damage Deposit - 4/09/16
Paid Chk# 031784 KOTTKE, BRIAN	4/19/2016	\$395.12	Lodging - Baxter
Paid Chk# 031785 METRO WEST INSPECTION SER	4/19/2016	\$1,163.04	1044 Emerald St
Paid Chk# 031786 RIVERLAND FIRE/EMS/RESCUE	4/19/2016	\$120.00	Training - S. Vrieze
Paid Chk# 031787 Rupp Anderson Squires & Waldsp	4/19/2016	\$1,276.45	Purchase Agreement (5 acre lot
Paid Chk# 031788 SOUTH CENTRAL COLLEGE	4/19/2016	\$240.00	Fire School 2016 - L. Pollock
Paid Chk# 031789 STEINKE, KEVIN	4/19/2016	\$1,698.00	Sawmill Rental - Historic Brid
Paid Chk# 031790 STUMNE, AARON	4/19/2016	\$60.00	Meal Per Diem
Paid Chk# 031791 T&S TRUCKING OF BUFFALO IN	4/19/2016	\$2,343.75	Street Sweeping - 31.25 hrs Sp
Paid Chk# 031792 Veolia Water North America	4/19/2016	\$13,735.16	Water Services - March 2016
Paid Chk# 031793 WARPULA, KEN	4/19/2016	\$126.36	Mileage - Training in Nisswa
Paid Chk# 031794 WRIGHT COUNTY AUDITOR-TRE	4/19/2016	\$8,174.00	WC Patrol Services - April 201
Paid Chk# 031795 XCEL ENERGY	4/19/2016	\$2,036.81	City Lights - 03/03/16 - 04/02
Paid Chk# 031796 ZAJICEK, JIM	4/19/2016	\$20.27	Park Board - Easter Baskets/Gr
Total Checks		\$91,490.14	

FILTER: None

HANOVER

Payments

Current Period: April 2016

Batch Name	04/07/16 PAY Payment	Computer Dollar Amt	\$236.90	Posted
Refer	1585 <i>POSTMASTER</i>	Ck# 031762	4/7/2016	
Cash Payment	E 100-41570-322 Postage	Postage - 2nd Quarter Newsletter		\$236.90
Invoice	4/7/2016			
Transaction Date	4/7/2016	Due 0 Cash	10100	Total \$236.90

Fund Summary

100 GENERAL FUND	10100 Cash
	\$236.90
	\$236.90

Pre-Written Check	\$236.90
Checks to be Generated by the Computer	\$0.00
Total	\$236.90

HANOVER

04/07/16 4:00 PM

Page 1

*Check Summary Register©

Cks 4/7/2016 - 4/7/2016

Name	Check Date	Check Amt
10100 Cash		
Paid Chk# 031762 POSTMASTER	4/7/2016	\$236.90 Postage - 2nd Quarter Newslett
Total Checks		<u>\$236.90</u>

FILTER: None

AEM Financial Solutions, LLC

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

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

1573

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

Invoice No. 363633
 Date 03/31/2016
 Client No. 90048FS

100-41530-310 - 10,369.67
EB

DATE	SERVICE	STAFF	HOURS	RATE	AMOUNT
10/25/2015	Accounting Communicate with KDV on scheduling Audit Fieldwork	Leonhardt	0.25	\$125.00	\$ 31.25
11/02/2015	Accounting Emails on Audit Prep date changes	Leonhardt	0.25	\$125.00	31.25
11/18/2015	Client Mileage final training date with liz.	Holthaus			36.80
11/18/2015	Client Communications Misc items reviewed with client - northland sec IT plan, upcoming bonds,	Holthaus	0.50	\$160.00	80.00
11/18/2015	Other Final training date with liz.	Holthaus	3.50	\$160.00	560.00
11/18/2015	Travel Travel to and from hanover for final training date	Holthaus	1.75	\$80.00	140.00
01/05/2016	Accounting Audit date confirmation, discussion with Andy at KDV	Leonhardt	0.25	\$125.00	31.25
01/11/2016	Client Communications Misc questions from liz on audit prep	Holthaus	0.25	\$160.00	40.00
01/20/2016	Client Communications Audit prelim meeting with KDV	Holthaus	0.25	\$160.00	40.00

DATE	SERVICE	STAFF	HOURS	RATE	AMOUNT
03/01/2016	Accounting	Albert	1.00	\$140.00	140.00
03/04/2016	Administration Meeting with	Vicky about Audit Prep Albert	0.25	\$140.00	35.00
03/07/2016	Client Mileage	Holthaus			34.56
03/07/2016	Accounting	Albert	6.50	\$140.00	910.00
03/07/2016	Accounting Audit prep	Holthaus	6.50	\$160.00	1,040.00
03/07/2016	Travel	Holthaus	1.75	\$80.00	140.00
03/08/2016	Accounting Questions from Liz and import workpapers	Holthaus	0.25	\$160.00	40.00
03/08/2016	Accounting	Albert	0.50	\$140.00	70.00
03/09/2016	Client Mileage	Holthaus			34.56
03/09/2016	Client Communications Misc 2016 accounting questions with Liz	Holthaus	0.50	\$160.00	80.00
03/09/2016	Accounting Audit prep	Holthaus	7.50	\$160.00	1,200.00
03/09/2016	Accounting	Albert	7.50	\$140.00	1,050.00
03/09/2016	Travel	Holthaus	1.75	\$80.00	140.00
03/10/2016	Accounting Debt Summary w/JE	Albert	0.50	\$140.00	70.00
03/21/2016	Accounting Assessments, fixed assets, grants	Holthaus	2.00	\$160.00	320.00
03/23/2016	Accounting Fixed assets, cwip, grants, def rev	Holthaus	3.75	\$160.00	600.00
03/23/2016	Accounting	Albert	0.50	\$140.00	70.00
03/24/2016	Accounting	Albert	0.50	\$140.00	70.00

DATE	SERVICE	STAFF	HOURS	RATE	AMOUNT
03/25/2016	Client Communications Met with client to review wps and adjustments, posted additional adjustments from client.	Holthaus	1.50	\$160.00	240.00
03/25/2016	Accounting	Albert	0.25	\$140.00	35.00
03/26/2016	Review Assessments and review	Falteysek	2.50	\$320.00	800.00
03/27/2016	Review	Falteysek	5.00	\$320.00	1,600.00
03/28/2016	Accounting Clear comments, prepare wps for city, clear bills comments and update wps, coordinate with KDV on py govt wide recon issue.	Holthaus	3.00	\$160.00	480.00
03/28/2016	Accounting	Albert	1.00	\$140.00	140.00
03/29/2016	Accounting Misc items with liz	Holthaus	0.25	\$160.00	<u>40.00</u>
Current Amount Due					<u>\$ 10,369.67</u>

EXCITING NEWS!!!

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

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

Payment Amount: \$ _____

E-Mail Address: _____ Phone number _____

E-Check: Routing number _____ Account number _____

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

Signature: _____ Date: _____

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



Carson, Clelland & Schreder

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

March 31, 2016

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

APR 4 2016

Professional Services

Amount

Criminal

3/8/2016	Review file and reports	24.38
	Review and prepare files for 3/9 calendar at Brookdale	16.25
3/9/2016	Attend court hearings at Brookdale; review and note files following court appearances	16.25
3/28/2016	Open criminal files, preparation of criminal complaints; preparation of cases for court calendars, including court and jury trials; contact and notice to witnesses for trial testimony, prepare outgoing discovery requests, complete incoming discovery requests for monthly period	9.38
	Open criminal files, preparation of criminal complaints; preparation of cases for court calendars, including court and jury trials; contact and notice to witnesses for trial testimony, prepare outgoing discovery requests, complete incoming discovery requests for monthly period	18.75
SUBTOTAL:		[85.01]
For professional services rendered		\$85.01

Client Expense Charges :

Criminal Expenses:

Monthly support fee	100-411610-204-99.12	14.11
SUBTOTAL:		[14.11]
Total Client Expense Charges		\$14.11
Total amount of this bill		\$99.12
Previous balance		\$780.11

	<u>Amount</u>
3/21/2016 Payment - thank you	<u>(\$780.11)</u>
Total payments and adjustments	<u>(\$780.11)</u>
Balance due	<u><u>\$99.12</u></u>

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



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: 2/29/2016
Statement Date: 3/30/2016
Statement No. 4090

APR 4 2016

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

4011(1)-0001: Miscellaneous	100-41610-304	199.62
4011(1)-0065: Senior Center Land Purchase Agreement	100-41610-304	660.00
4011(1)-0078: Purchase Agreement (5 Acre Lot)	100-41610-304	334.33
4011(1)-0081: Volunteer Firefighter Matter	100-41610-304	82.50

Total Fees and Expenses: \$1,276.45

Previous Balance: -

Total Now Due: \$1,276.45



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: 2/29/2016
 Statement Date: 3/30/2016
 Statement No. 4090

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

4011(1)-0001: Miscellaneous

		Hours	Rate	Amount
02/02/2016 ZJC	Review memorandum regarding exempt employee status; Legal research regarding executive employee exemption.	0.70	165.00	115.50
02/24/2016 JTS	Telephone conference with Brian regarding transitional housing; Error in ordinance.	0.20	175.00	35.00
02/29/2016 JTS	Telephone conference with Brian regarding development agreement; Criminal background check issues.	0.20	175.00	35.00
			Sub-total Fees:	\$185.50

4011(1)-0065: Senior Center Land Purchase Agreement

		Hours	Rate	Amount
02/01/2016 JPE	Continue to review, analyze and revise draft second amendment to purchase agreement; Continue to review, analyze and revised draft assignment agreement; Analysis of issues related to proposed assignment; Telephone conference with Brian Hagen regarding same.	2.10	165.00	346.50
02/02/2016 JPE	Receive and review e-mail correspondence from Brad Bass regarding Bradford Development response to second amended purchase agreement; Draft proposed response to same and e-mail to Brian Hagen for review; Telephone conference with Brian Hagen regarding response to Brad Bass; Receive and review e-mail correspondence related to revised drafts of second amendment and assignment agreement; E-mail correspondence and telephone conferences with Brian Hagen regarding same.	1.80	165.00	297.00
02/05/2016 JPE	E-mail second amendment to purchase agreement and assignment agreement to Zachary Crosby at Stewart Title.	0.10	165.00	16.50
			Sub-total Fees:	\$660.00



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

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

		Hours	Rate	Amount
02/01/2016 JPE	Continue revising purchase agreement and drafting assessment and fill agreements; E-mail correspondence with Brian Hagen regarding same.	1.30	165.00	214.50
02/02/2016 JPE	Receive, review and respond to e-mail from Bill Henney, Jim Stewart's attorney; Telephone conference with Brian Hagen regarding same.	0.20	165.00	33.00
02/05/2016 JPE	Telephone conference and e-mail correspondence with Brian Hagen regarding status of negotiations with Jim Stewart; E-mail correspondence with Bill Henney, Jim Stewart's attorney, regarding status of negotiations.	0.40	165.00	66.00
			Sub-total Fees:	\$313.50

4011(1)-0081: Volunteer Firefighter Matter

		Hours	Rate	Amount
02/29/2016 ZJC	Legal research regarding statutory background checks conducted on firefighters.	0.50	165.00	82.50
			Sub-total Fees:	\$82.50

Rate Summary

Zachary J. Cronen	1.20 hours at \$165.00/hr	198.00
Jay T. Squires	0.40 hours at \$175.00/hr	70.00
John P. Edison	5.90 hours at \$165.00/hr	973.50
Total hours:	7.50	1,241.50

Expenses

	Units	Price	Amount
01/31/2016 Online Legal Research.	1.00	5.38	5.38
01/31/2016 Online Legal Research.	1.00	16.15	16.15
02/29/2016 Online Legal Research.	1.00	4.68	4.68
02/29/2016 Photocopies.	32.00	0.20	6.40
02/29/2016 Online Legal Research.	1.00	2.34	2.34

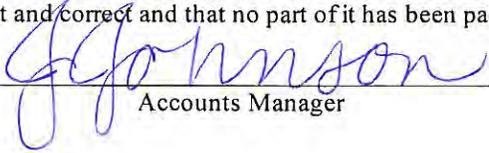
Sub-total Expenses: \$34.95

Total Fees and Expenses: \$1,276.45

Previous Balance: _____ -

Total Now Due: \$1,276.45

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
500447	000000003	Hagen, Brian S.	7	Bi-Weekly	\$1,854.51	4/8/2016	Outstanding
500446	000000008	Doboszinski, Jason	7	Bi-Weekly	\$1,365.97	4/8/2016	Outstanding
500445	000000011	Biren, Amy	7	Bi-Weekly	\$1,108.60	4/8/2016	Outstanding
500449	000000005	Vogel, Scott F.	7	Bi-Weekly	\$1,673.66	4/8/2016	Outstanding
500448	000000060	Lindrud, Elizabeth	7	Bi-Weekly	\$1,267.24	4/8/2016	Outstanding
					<hr/>		
					\$7,269.98		

HANOVER

04/05/16 9:48 AM

Page 1

Deduction/Benefit Register

Pay Groups:

Pay Periods: 2016(7)

Deduction/Benefit Code & Description	Employee Number & Name	Deduction Amount	Benefit Amount
001 Federal	000000011 Biren, Amy	\$196.05	
	000000008 Doboszinski, Jason	\$150.14	
	000000003 Hagen, Brian S.	\$254.53	
	000000060 Lindrud, Elizabeth	\$159.67	
	000000005 Vogel, Scott F.	\$184.90	
	<i>Federal</i>		\$945.29
005 State Tax - MN	000000011 Biren, Amy	\$84.06	
	000000008 Doboszinski, Jason	\$66.27	
	000000003 Hagen, Brian S.	\$112.32	
	000000060 Lindrud, Elizabeth	\$69.67	
	000000005 Vogel, Scott F.	\$79.59	
	<i>State Tax - MN</i>		\$411.91
049 Medicare	000000011 Biren, Amy	\$23.46	
	000000008 Doboszinski, Jason	\$26.73	
	000000003 Hagen, Brian S.	\$37.52	
	000000060 Lindrud, Elizabeth	\$25.50	
	000000005 Vogel, Scott F.	\$32.74	
	<i>Medicare</i>		\$145.95
051 Social Security	000000011 Biren, Amy	\$100.29	
	000000008 Doboszinski, Jason	\$114.28	
	000000003 Hagen, Brian S.	\$160.43	
	000000060 Lindrud, Elizabeth	\$109.02	
	000000005 Vogel, Scott F.	\$139.97	
	<i>Social Security</i>		\$623.99
501 Social Security Benefit	000000011 Biren, Amy		\$100.29
	000000008 Doboszinski, Jason		\$114.28
	000000003 Hagen, Brian S.		\$160.43
	000000060 Lindrud, Elizabeth		\$109.02
	000000005 Vogel, Scott F.		\$139.97
	<i>Social Security Benefit</i>		\$623.99
502 Medicare Benefit	000000011 Biren, Amy		\$23.46
	000000008 Doboszinski, Jason		\$26.73
	000000003 Hagen, Brian S.		\$37.52
	000000060 Lindrud, Elizabeth		\$25.50

HANOVER

04/05/16 9:48 AM

Page 2

Deduction/Benefit Register

Pay Groups:

Pay Periods: 2016(7)

Deduction/Benefit Code & Description	Employee Number & Name	Deduction Amount	Benefit Amount
502 Medicare Benefit	000000005 Vogel, Scott F.		\$32.74
	<i>Medicare Benefit</i>		\$145.95
<i>Grand Total</i>		\$2,127.14	\$769.94

HANOVER

04/12/16 11:24 AM

Page 1

Deduction/Benefit Register

Pay Group: 01 Bi-Weekly

Pay Periods: 2016(7)

Deduction/Benefit Code & Description	Employee Number & Name	Deduction Amount	Benefit Amount
052 PERA	000000011 Biren, Amy	\$105.14	
	000000008 Doboszinski, Jason	\$119.81	
	000000003 Hagen, Brian S.	\$168.19	
	000000060 Lindrud, Elizabeth	\$127.30	
	000000005 Vogel, Scott F.	\$146.74	
	<i>PERA</i>		\$667.18
503 PERA ER	000000011 Biren, Amy		\$121.32
	000000008 Doboszinski, Jason		\$138.24
	000000003 Hagen, Brian S.		\$194.06
	000000060 Lindrud, Elizabeth		\$146.88
	000000005 Vogel, Scott F.		\$169.32
	<i>PERA ER</i>		
<i>Grand Total</i>		\$667.18	\$769.82

HANOVER

04/05/16 9:48 AM

Page 1

Deduction/Benefit Register

Pay Groups:

Pay Periods: 2016(7)

Deduction/Benefit Code & Description	Employee Number & Name	Deduction Amount	Benefit Amount
103 HSA Contribution - Employee	000000060 Lindrud, Elizabeth	\$200.00	
	<i>HSA Contribution - Employee</i>	\$200.00	
505 HSA Contribution - Employer	000000011 Biren, Amy		\$222.81
	000000008 Doboszinski, Jason		\$129.11
	000000003 Hagen, Brian S.		\$279.16
	000000005 Vogel, Scott F.		\$273.36
	<i>HSA Contribution - Employer</i>		\$904.44
	<i>Grand Total</i>	\$200.00	\$904.44

HANOVER
Cash Balances
April 2016

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$712,550.91	\$8,357.26	\$78,052.15	\$642,856.02
107 FIRE DEPT DONATIONS FUND	\$53,548.24	\$0.00	\$0.00	\$53,548.24
201 EDA SPECIAL REVENUE FUND	\$98,455.36	\$0.00	\$519.95	\$97,935.41
205 EDA BUSINESS INCENTIVE FUND	\$234,069.23	\$373.30	\$0.00	\$234,442.53
311 2008A GO CIP REFUNDING BOND	\$33,431.57	\$0.00	\$0.00	\$33,431.57
312 2009A GO IMP REFUNDING BOND	\$19,002.94	\$0.00	\$0.00	\$19,002.94
313 2010 GO EQUIPMENT CERTIFICATES	-\$17,850.59	\$0.00	\$0.00	-\$17,850.59
314 2011A GO IMP CROSSOVER REF BD	\$396,221.60	\$0.00	\$0.00	\$396,221.60
401 GENERAL CAPITAL PROJECTS	\$776,932.77	\$0.00	\$13,348.92	\$763,583.85
402 PARKS CAPITAL PROJECTS	\$236,571.06	\$0.00	\$2,925.30	\$233,645.76
403 FIRE DEPT CAPITAL FUND	\$162,448.89	\$0.00	\$0.00	\$162,448.89
404 HISTORICAL CAPITAL PROJ FUND	-\$19,318.99	\$0.00	\$6,200.50	-\$25,519.49
407 TIF REDEV DIST #1	\$5,651.10	\$0.00	\$0.00	\$5,651.10
411 CITY HALL CAPITAL PROJ FUND	\$47,046.92	\$0.00	\$14,008.75	\$33,038.17
417 EQUIPMENT CAPITAL FUND	\$107,774.02	\$0.00	\$0.00	\$107,774.02
418 STREET CAPITAL PROJ FUND	\$689,596.08	\$0.00	\$30,662.07	\$658,934.01
601 WATER ENTERPRISE FUND	\$777,649.51	\$6,821.86	\$15,773.76	\$768,697.61
602 SEWER ENTERPRISE FUND	\$314,953.85	\$27,346.42	\$31,526.40	\$310,773.87
603 STORM WATER ENTERPRISE FUND	\$137,748.09	\$3,115.34	\$0.00	\$140,863.43
611 WATER CAPITAL IMP FUND	\$409,118.60	\$0.00	\$0.00	\$409,118.60
612 SEWER CAPITAL IMP FUND	\$1,751,221.44	\$0.00	\$5,779.66	\$1,745,441.78
613 STORM WATER CAPITAL IMP FUND	\$553,687.02	\$0.00	\$0.00	\$553,687.02
804 SCHENDELS FIELD ESC FUND	\$147,282.22	\$0.00	\$0.00	\$147,282.22
809 BRIDGES AT HANOVER ESC FUND	-\$13,476.50	\$0.00	\$0.00	-\$13,476.50
811 EROSION CONTROL ESCROW FUND	\$33,250.00	\$4,000.00	\$750.00	\$36,500.00
815 LANDSCAPE ESCROW FUND	\$43,000.00	\$4,000.00	\$1,500.00	\$45,500.00
817 INFRASTRUCTURE ESCROW FUND	\$24,000.00	\$1,000.00	\$1,000.00	\$24,000.00
818 MISC ESCROWS FUND	\$8,709.10	\$1,844.26	\$4,977.50	\$5,575.86
820 BRIDGES TOWNHOMES ESC FUND	\$3,576.55	\$0.00	\$0.00	\$3,576.55
821 QUAIL PASS 2ND ADD ESCROW FD	\$11,857.43	\$0.00	\$0.00	\$11,857.43
900 INTEREST	\$0.00	\$0.00	\$0.00	\$0.00
	\$7,738,708.42	\$56,858.44	\$207,024.96	\$7,588,541.90

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	April 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
TAXES	R 100-31000 Property Taxes - General	\$0.00	\$4,505.00	\$771,014.33	\$766,509.33	0.58%
TAXES	R 100-31020 Property Taxes - Fire	\$0.00	\$0.00	\$112,838.38	\$112,838.38	0.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$3,477.70	\$12,000.00	\$8,522.30	28.98%
Source Alt Code TAXES		\$0.00	\$7,982.70	\$895,852.71	\$887,870.01	0.89%
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	\$433.59	\$1,608.59	\$8,000.00	\$6,391.41	20.11%
SERVICE	R 100-34107 Assessment Search Fees	\$25.00	\$25.00	\$400.00	\$375.00	6.25%
SERVICE	R 100-34108 Administrative Fees	\$100.00	\$400.00	\$2,000.00	\$1,600.00	20.00%
SERVICE	R 100-34109 Copies/Faxes	\$0.00	\$9.25	\$50.00	\$40.75	18.50%
SERVICE	R 100-34207 Fire Protection Services	\$0.00	\$12,414.37	\$104,284.82	\$91,870.45	11.90%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$0.00	\$1,274.20	\$6,000.00	\$4,725.80	21.24%
SERVICE	R 100-34740 Park & Rec Concessions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SERVICE	R 100-34780 Park Rental Fees	\$133.59	\$400.77	\$3,000.00	\$2,599.23	13.36%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$1,650.00	\$2,000.00	\$350.00	82.50%
Source Alt Code SERVICE		\$692.18	\$17,782.18	\$125,734.82	\$107,952.64	14.14%
MISC	R 100-36100 Special Assessments	\$1,030.41	\$1,030.41	\$0.00	-\$1,030.41	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$0.00	\$0.49	\$0.00	-\$0.49	0.00%
MISC	R 100-36210 Interest Earnings	-\$1,332.76	\$168.28	\$1,000.00	\$831.72	16.83%
MISC	R 100-36215 Investment Income/Loss	\$0.00	\$4,829.51	\$6,000.00	\$1,170.49	80.49%
MISC	R 100-36230 Contributions and Donations	\$0.00	\$2,100.00	\$0.00	-\$2,100.00	0.00%
MISC	R 100-36235 Insurance Dividends	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.00%
MISC	R 100-36250 Damage Deposits	\$800.00	\$3,525.00	\$8,000.00	\$4,475.00	44.06%
MISC	R 100-36260 Refunds or Reimbursements	\$0.00	\$5,982.69	\$0.00	-\$5,982.69	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	\$19,200.00	\$0.00	-\$19,200.00	0.00%
Source Alt Code MISC		\$497.65	\$36,836.38	\$21,000.00	-\$15,836.38	175.41%
LIC PERM	R 100-32110 Alcoholic Beverages	\$100.00	\$100.00	\$10,300.00	\$10,200.00	0.97%
LIC PERM	R 100-32180 Other Bus. Licenses/Permits	\$0.00	\$50.00	\$100.00	\$50.00	50.00%
LIC PERM	R 100-32210 Building Permits	\$5,084.67	\$45,786.55	\$100,000.00	\$54,213.45	45.79%
LIC PERM	R 100-32240 Animal Licenses	\$20.00	\$40.00	\$100.00	\$60.00	40.00%
LIC PERM	R 100-32260 Solid Waste Hauler Licenses	\$0.00	\$1,250.00	\$1,500.00	\$250.00	83.33%
LIC PERM	R 100-32270 Rental Dwelling Licenses	\$630.00	\$630.00	\$150.00	-\$480.00	420.00%
LIC PERM	R 100-32280 Other Non-Business Lic/Per	\$0.00	\$2.00	\$50.00	\$48.00	4.00%
Source Alt Code LIC PERM		\$5,834.67	\$47,858.55	\$112,200.00	\$64,341.45	42.65%
INTGOVT	R 100-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT	R 100-33401 Local Government Aid	\$0.00	\$0.00	\$107,496.00	\$107,496.00	0.00%
INTGOVT	R 100-33410 MV Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT	R 100-33420 PERA Aid	\$0.00	\$0.00	\$339.00	\$339.00	0.00%
INTGOVT	R 100-33422 State Fire Aid	\$0.00	\$2,000.00	\$36,000.00	\$34,000.00	5.56%
INTGOVT	R 100-33426 State Police Aid	\$0.00	\$0.00	\$5,500.00	\$5,500.00	0.00%
INTGOVT	R 100-33610 County Grants/Aid for Roads	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code INTGOVT		\$0.00	\$2,000.00	\$149,335.00	\$147,335.00	1.34%
FINES	R 100-35100 Court Fines	\$0.00	\$711.19	\$1,500.00	\$788.81	47.41%
Source Alt Code FINES		\$0.00	\$711.19	\$1,500.00	\$788.81	47.41%
Fund 100 GENERAL FUND		\$7,024.50	\$113,171.00	\$1,305,622.53	\$1,192,451.53	8.67%

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	April 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
		\$7,024.50	\$113,171.00	\$1,305,622.53	\$1,192,451.53	8.67%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	April 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
Dept 41110 Council						
COUNCIL	E 100-41110-111 Committee Wages/Mee	\$0.00	\$0.00	\$12,000.00	\$12,000.00	0.00%
COUNCIL	E 100-41110-122 FICA	\$0.00	\$0.00	\$744.00	\$744.00	0.00%
COUNCIL	E 100-41110-123 Medicare	\$0.00	\$0.00	\$174.00	\$174.00	0.00%
COUNCIL	E 100-41110-208 Training and Instructio	\$0.00	\$0.00	\$450.00	\$450.00	0.00%
COUNCIL	E 100-41110-306 Dues & Subscriptions	\$0.00	\$1,088.90	\$7,000.00	\$5,911.10	15.56%
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	\$188.62	\$630.33	\$25,202.92	\$24,572.59	2.50%
Dept 41110 Council		\$188.62	\$1,719.23	\$46,570.92	\$44,851.69	3.69%
Dept 41330 Boards and Commissions						
BRDCOMM	E 100-41330-111 Committee Wages/Mee	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
BRDCOMM	E 100-41330-208 Training and Instructio	\$0.00	\$0.00	\$150.00	\$150.00	0.00%
BRDCOMM	E 100-41330-331 Travel Expenses	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
Dept 41330 Boards and Commissions		\$0.00	\$0.00	\$4,250.00	\$4,250.00	0.00%
Dept 41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$2,587.50	\$18,077.50	\$67,275.00	\$49,197.50	26.87%
CITYADM	E 100-41400-121 PERA	\$194.06	\$1,355.80	\$5,045.63	\$3,689.83	26.87%
CITYADM	E 100-41400-122 FICA	\$160.43	\$1,120.84	\$4,171.05	\$3,050.21	26.87%
CITYADM	E 100-41400-123 Medicare	\$37.52	\$262.13	\$975.49	\$713.36	26.87%
CITYADM	E 100-41400-134 Employer Paid Life	\$0.00	\$92.01	\$384.00	\$291.99	23.96%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$279.16	\$2,371.54	\$8,400.00	\$6,028.46	28.23%
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	\$0.00	\$500.00	\$500.00	0.00%
Dept 41400 City Administrator		\$3,258.67	\$23,689.82	\$88,251.17	\$64,561.35	26.84%
Dept 41410 Elections						
ELECTION	E 100-41410-200 Office Supplies (GENER	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
ELECTION	E 100-41410-310 Other Professional Serv	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
ELECTION	E 100-41410-351 Legal Notices Publishin	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
ELECTION	E 100-41410-400 Repairs & Maint Cont (\$0.00	\$1,014.40	\$1,000.00	-\$14.40	101.44%
Dept 41410 Elections		\$0.00	\$1,014.40	\$8,300.00	\$7,285.60	12.22%
Dept 41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$1,617.60	\$11,314.72	\$42,059.16	\$30,744.44	26.90%
CLERICAL	E 100-41430-121 PERA	\$121.32	\$848.61	\$3,154.44	\$2,305.83	26.90%
CLERICAL	E 100-41430-122 FICA	\$100.29	\$701.50	\$2,607.67	\$1,906.17	26.90%
CLERICAL	E 100-41430-123 Medicare	\$23.46	\$164.09	\$609.86	\$445.77	26.91%
CLERICAL	E 100-41430-134 Employer Paid Life	\$0.00	\$264.30	\$1,080.00	\$815.70	24.47%
CLERICAL	E 100-41430-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CLERICAL	E 100-41430-151 Med/Dental Insurance	\$222.81	\$2,322.81	\$8,400.00	\$6,077.19	27.65%
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		\$2,085.48	\$15,871.03	\$58,661.13	\$42,790.10	27.06%
Dept 41435 Staff Expenses						
STAFFEXP	E 100-41435-260 Uniforms	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
STAFFEXP	E 100-41435-310 Other Professional Serv	\$0.00	\$150.00	\$1,000.00	\$850.00	15.00%
STAFFEXP	E 100-41435-331 Travel Expenses	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
Dept 41435 Staff Expenses		\$0.00	\$150.00	\$3,300.00	\$3,150.00	4.55%
Dept 41530 Accounting						
ACCTING	E 100-41530-101 Full-Time Employees R	\$1,958.40	\$13,693.44	\$50,918.40	\$37,224.96	26.89%
ACCTING	E 100-41530-121 PERA	\$146.88	\$1,027.01	\$3,818.88	\$2,791.87	26.89%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	April 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
ACCTING	E 100-41530-122 FICA	\$109.02	\$783.91	\$3,156.94	\$2,373.03	24.83%
ACCTING	E 100-41530-123 Medicare	\$25.50	\$183.34	\$738.32	\$554.98	24.83%
ACCTING	E 100-41530-134 Employer Paid Life	\$0.00	\$245.10	\$504.00	\$258.90	48.63%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$0.00	\$2,700.00	\$10,800.00	\$8,100.00	25.00%
ACCTING	E 100-41530-208 Training and Instructio	\$0.00	\$410.00	\$1,000.00	\$590.00	41.00%
ACCTING	E 100-41530-306 Dues & Subscriptions	\$0.00	\$50.00	\$500.00	\$450.00	10.00%
ACCTING	E 100-41530-310 Other Professional Serv	\$10,369.67	\$10,369.67	\$3,000.00	-\$7,369.67	345.66%
Dept 41530 Accounting		\$12,609.47	\$29,462.47	\$74,436.54	\$44,974.07	39.58%
Dept 41540 Auditing						
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$0.00	\$150.00	\$27,400.00	\$27,250.00	0.55%
Dept 41540 Auditing		\$0.00	\$150.00	\$27,400.00	\$27,250.00	0.55%
Dept 41550 Assessing						
ASSESS G	E 100-41550-310 Other Professional Serv	\$0.00	\$28.00	\$18,000.00	\$17,972.00	0.16%
Dept 41550 Assessing		\$0.00	\$28.00	\$18,000.00	\$17,972.00	0.16%
Dept 41570 Purchasing						
PURCHASE	E 100-41570-200 Office Supplies (GENER	\$400.06	\$1,234.75	\$4,000.00	\$2,765.25	30.87%
PURCHASE	E 100-41570-205 Bank Fees	\$0.00	\$14.00	\$100.00	\$86.00	14.00%
PURCHASE	E 100-41570-207 Computer Supplies	\$265.89	\$265.89	\$3,500.00	\$3,234.11	7.60%
PURCHASE	E 100-41570-220 Repair/Maint Supply (G	\$74.37	\$553.96	\$5,800.00	\$5,246.04	9.55%
PURCHASE	E 100-41570-322 Postage	\$236.90	\$1,069.44	\$1,500.00	\$430.56	71.30%
PURCHASE	E 100-41570-570 Office Equip and Furnis	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
Dept 41570 Purchasing		\$977.22	\$3,138.04	\$18,900.00	\$15,761.96	16.60%
Dept 41600 Computer						
COMPUTER	E 100-41600-310 Other Professional Serv	\$28.00	\$204.00	\$4,000.00	\$3,796.00	5.10%
Dept 41600 Computer		\$28.00	\$204.00	\$4,000.00	\$3,796.00	5.10%
Dept 41610 City Attorney						
CITYATNY	E 100-41610-304 Legal Fees	\$1,375.57	\$6,932.54	\$21,786.56	\$14,854.02	31.82%
Dept 41610 City Attorney		\$1,375.57	\$6,932.54	\$21,786.56	\$14,854.02	31.82%
Dept 41910 Planning and Zoning						
PLANZONG	E 100-41910-310 Other Professional Serv	\$939.00	\$1,796.50	\$17,000.00	\$15,203.50	10.57%
Dept 41910 Planning and Zoning		\$939.00	\$1,796.50	\$17,000.00	\$15,203.50	10.57%
Dept 41940 General Govt Buildings/Plant						
GOVTBLDG	E 100-41940-210 Operating Supplies (GE	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (G	\$303.23	\$829.23	\$10,000.00	\$9,170.77	8.29%
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	\$325.00	\$2,041.00	\$8,400.00	\$6,359.00	24.30%
GOVTBLDG	E 100-41940-321 Telephone	\$266.26	\$1,044.04	\$3,500.00	\$2,455.96	29.83%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$213.59	\$250.00	\$36.41	85.44%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$2,952.73	\$7,906.34	\$9,000.00	\$1,093.66	87.85%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$301.51	\$1,412.00	\$5,000.00	\$3,588.00	28.24%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$170.72	\$569.73	\$2,400.00	\$1,830.27	23.74%
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	\$201.60	\$681.60	\$5,000.00	\$4,318.40	13.63%
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		\$4,521.05	\$14,947.53	\$52,850.00	\$37,902.47	28.28%
Dept 41950 Engineer						
ENGINEER	E 100-41950-303 Engineering Fees	\$6,611.25	\$8,851.75	\$25,000.00	\$16,148.25	35.41%
Dept 41950 Engineer		\$6,611.25	\$8,851.75	\$25,000.00	\$16,148.25	35.41%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	April 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	\$0.00	\$9,317.50	\$9,317.50	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	\$24,740.10	\$24,740.10	0.00%
Dept 41960 Insurance		\$0.00	\$0.00	\$34,057.60	\$34,057.60	0.00%
Dept 41970 Legal Publications						
LEGALPUB	E 100-41970-341 Employment	\$97.20	\$97.20	\$250.00	\$152.80	38.88%
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	\$158.31	\$418.22	\$2,000.00	\$1,581.78	20.91%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 41970 Legal Publications		\$255.51	\$515.42	\$3,000.00	\$2,484.58	17.18%
Dept 42101 Hennepin County Sheriff						
HCSHERIFF	E 100-42101-310 Other Professional Serv	\$0.00	\$0.00	\$71,404.96	\$71,404.96	0.00%
Dept 42101 Hennepin County Sheriff		\$0.00	\$0.00	\$71,404.96	\$71,404.96	0.00%
Dept 42102 Wright County Sheriff						
WCSHERIFF	E 100-42102-310 Other Professional Serv	\$8,174.00	\$32,696.00	\$98,088.00	\$65,392.00	33.33%
Dept 42102 Wright County Sheriff		\$8,174.00	\$32,696.00	\$98,088.00	\$65,392.00	33.33%
Dept 42210 Fire Dept Administration						
FIREADMIN	E 100-42210-103 Part-Time Employees	\$0.00	\$0.00	\$34,340.00	\$34,340.00	0.00%
FIREADMIN	E 100-42210-122 FICA	\$0.00	\$0.00	\$2,129.00	\$2,129.00	0.00%
FIREADMIN	E 100-42210-123 Medicare	\$0.00	\$0.00	\$515.00	\$515.00	0.00%
FIREADMIN	E 100-42210-150 Worker s Comp (GENE	\$0.00	\$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	\$1,426.00	\$4,000.00	\$2,574.00	35.65%
FIREADMIN	E 100-42210-306 Dues & Subscriptions	\$0.00	\$355.00	\$950.00	\$595.00	37.37%
FIREADMIN	E 100-42210-361 General Liability Ins	\$0.00	\$0.00	\$6,119.40	\$6,119.40	0.00%
FIREADMIN	E 100-42210-437 Other Miscellaneous	\$21.25	\$21.25	\$0.00	-\$21.25	0.00%
Dept 42210 Fire Dept Administration		\$21.25	\$1,802.25	\$58,253.40	\$56,451.15	3.09%
Dept 42220 Fire Dept Equipment						
FIREEQUIP	E 100-42220-221 Equipment Parts	\$0.00	\$235.00	\$15,500.00	\$15,265.00	1.52%
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	\$72.50	\$850.00	\$777.50	8.53%
FIREEQUIP	E 100-42220-260 Uniforms	\$287.50	\$604.26	\$4,500.00	\$3,895.74	13.43%
FIREEQUIP	E 100-42220-580 Other Equipment	\$0.00	\$762.50	\$5,000.00	\$4,237.50	15.25%
Dept 42220 Fire Dept Equipment		\$287.50	\$1,674.26	\$27,350.00	\$25,675.74	6.12%
Dept 42240 Fire Dept Training						
FIRETRNG	E 100-42240-208 Training and Instructio	\$360.00	\$841.91	\$7,500.00	\$6,658.09	11.23%
FIRETRNG	E 100-42240-310 Other Professional Serv	\$0.00	\$729.50	\$3,000.00	\$2,270.50	24.32%
FIRETRNG	E 100-42240-331 Travel Expenses	\$1,083.81	\$1,511.23	\$1,500.00	-\$11.23	100.75%
Dept 42240 Fire Dept Training		\$1,443.81	\$3,082.64	\$12,000.00	\$8,917.36	25.69%
Dept 42260 Fire Vehicles						
FIREVEH	E 100-42260-212 Motor Fuels	\$129.90	\$500.14	\$5,000.00	\$4,499.86	10.00%
FIREVEH	E 100-42260-220 Repair/Maint Supply (G	\$0.00	\$1,034.76	\$9,000.00	\$7,965.24	11.50%
FIREVEH	E 100-42260-240 Small Tools and Minor	\$0.00	\$53.57	\$2,000.00	\$1,946.43	2.68%
FIREVEH	E 100-42260-323 Radio Units	\$0.00	\$2,325.00	\$7,465.00	\$5,140.00	31.15%
Dept 42260 Fire Vehicles		\$129.90	\$3,913.47	\$23,465.00	\$19,551.53	16.68%
Dept 42280 Fire Stations and Bldgs						
FIREBLDG	E 100-42280-215 Shop Supplies	\$58.44	\$132.27	\$1,650.00	\$1,517.73	8.02%
FIREBLDG	E 100-42280-220 Repair/Maint Supply (G	\$46.85	\$774.15	\$3,500.00	\$2,725.85	22.18%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	April 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
FIREBLDG	E 100-42280-321 Telephone	\$60.68	\$122.44	\$800.00	\$677.56	15.31%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$175.00	\$175.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$329.75	\$665.85	\$5,000.00	\$4,334.15	13.32%
FIREBLDG	E 100-42280-383 Gas Utilities	\$236.62	\$1,168.13	\$3,000.00	\$1,831.87	38.94%
Dept 42280 Fire Stations and Bldgs		\$732.34	\$2,862.84	\$14,125.00	\$11,262.16	20.27%
Dept 42290 Fire Relief Association						
FIRERELIEF	E 100-42290-124 Fire Pension Contributi	\$2,000.00	\$2,000.00	\$36,000.00	\$34,000.00	5.56%
FIRERELIEF	E 100-42290-125 Other Retirement Contr	\$0.00	\$0.00	\$11,133.58	\$11,133.58	0.00%
FIRERELIEF	E 100-42290-301 Auditing and Acctg Ser	\$0.00	\$0.00	\$6,500.00	\$6,500.00	0.00%
Dept 42290 Fire Relief Association		\$2,000.00	\$2,000.00	\$53,633.58	\$51,633.58	3.73%
Dept 42401 Building Inspection Admin						
INSPADMN	E 100-42401-310 Other Professional Serv	\$8,033.43	\$15,956.30	\$35,000.00	\$19,043.70	45.59%
Dept 42401 Building Inspection Admin		\$8,033.43	\$15,956.30	\$35,000.00	\$19,043.70	45.59%
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	\$1,023.00	\$1,023.00	\$2,500.00	\$1,477.00	40.92%
Dept 42800 Cemetery		\$1,023.00	\$1,023.00	\$2,500.00	\$1,477.00	40.92%
Dept 43000 Public Works (GENERAL)						
PUBWRKS	E 100-43000-101 Full-Time Employees R	\$4,100.80	\$28,631.36	\$106,604.16	\$77,972.80	26.86%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$0.00	\$497.38	\$1,000.00	\$502.62	49.74%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$0.00	\$670.00	\$15,000.00	\$14,330.00	4.47%
PUBWRKS	E 100-43000-121 PERA	\$307.56	\$2,184.66	\$7,995.31	\$5,810.65	27.32%
PUBWRKS	E 100-43000-122 FICA	\$254.25	\$1,847.53	\$6,609.46	\$4,761.93	27.95%
PUBWRKS	E 100-43000-123 Medicare	\$59.47	\$432.12	\$1,545.76	\$1,113.64	27.96%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$0.00	\$465.48	\$1,584.00	\$1,118.52	29.39%
PUBWRKS	E 100-43000-142 Unemployment Benefit	\$23.79	\$23.79	\$500.00	\$476.21	4.76%
PUBWRKS	E 100-43000-151 Med/Dental Insurance	\$402.47	\$5,202.47	\$19,200.00	\$13,997.53	27.10%
PUBWRKS	E 100-43000-208 Training and Instructio	\$156.70	\$426.70	\$1,500.00	\$1,073.30	28.45%
PUBWRKS	E 100-43000-212 Motor Fuels	\$231.21	\$1,374.25	\$7,000.00	\$5,625.75	19.63%
PUBWRKS	E 100-43000-215 Shop Supplies	\$240.38	\$1,035.26	\$2,500.00	\$1,464.74	41.41%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (G	\$13.60	\$703.46	\$6,000.00	\$5,296.54	11.72%
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	\$54.98	\$79.15	\$5,000.00	\$4,920.85	1.58%
PUBWRKS	E 100-43000-260 Uniforms	\$51.98	\$51.98	\$2,000.00	\$1,948.02	2.60%
PUBWRKS	E 100-43000-310 Other Professional Serv	\$0.00	\$1,250.00	\$16,000.00	\$14,750.00	7.81%
PUBWRKS	E 100-43000-321 Telephone	\$159.60	\$585.85	\$2,000.00	\$1,414.15	29.29%
PUBWRKS	E 100-43000-325 Taxes	\$0.00	\$120.00	\$200.00	\$80.00	60.00%
Dept 43000 Public Works (GENERAL)		\$6,056.79	\$45,581.44	\$203,738.69	\$158,157.25	22.37%
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	\$2,343.75	\$2,343.75	\$50,000.00	\$47,656.25	4.69%
Dept 43121 Paved Streets		\$2,343.75	\$2,343.75	\$50,000.00	\$47,656.25	4.69%
Dept 43122 Unpaved Streets						
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$0.00	\$0.00	\$10,000.00	\$10,000.00	0.00%
Dept 43122 Unpaved Streets		\$0.00	\$0.00	\$10,000.00	\$10,000.00	0.00%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	April 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Dept 43125	Ice & Snow Removal					
	SNOWREMO E 100-43125-224 Street Maint Materials	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43125	Ice & Snow Removal	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43160	Street Lighting					
	STLGHTG E 100-43160-381 Electric Utilities	\$138.91	\$276.06	\$27,000.00	\$26,723.94	1.02%
Dept 43160	Street Lighting	\$138.91	\$276.06	\$27,000.00	\$26,723.94	1.02%
Dept 43240	Waste (refuse) Disposal					
	REFDISPO E 100-43240-384 Refuse/Garbage Dispos	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
Dept 43240	Waste (refuse) Disposal	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
Dept 43245	Recycling: Refuse					
	RECYCLING E 100-43245-384 Refuse/Garbage Dispos	\$3,151.20	\$9,417.24	\$35,000.00	\$25,582.76	26.91%
Dept 43245	Recycling: Refuse	\$3,151.20	\$9,417.24	\$35,000.00	\$25,582.76	26.91%
Dept 45186	Senior Center					
	SRCENTER E 100-45186-437 Other Miscellaneous	\$0.00	\$1,178.74	\$8,000.00	\$6,821.26	14.73%
Dept 45186	Senior Center	\$0.00	\$1,178.74	\$8,000.00	\$6,821.26	14.73%
Dept 45200	Parks (GENERAL)					
	PARKS E 100-45200-212 Motor Fuels	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
	PARKS E 100-45200-220 Repair/Maint Supply (G	\$118.20	\$750.68	\$6,000.00	\$5,249.32	12.51%
	PARKS E 100-45200-225 Landscaping Materials	\$0.00	\$0.00	\$7,000.00	\$7,000.00	0.00%
	PARKS E 100-45200-310 Other Professional Serv	\$1,975.00	\$1,975.00	\$6,800.00	\$4,825.00	29.04%
	PARKS E 100-45200-381 Electric Utilities	\$182.15	\$443.11	\$2,000.00	\$1,556.89	22.16%
	PARKS E 100-45200-400 Repairs & Maint Cont (\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
	PARKS E 100-45200-440 Programs	\$820.27	\$985.24	\$1,000.00	\$14.76	98.52%
	PARKS E 100-45200-580 Other Equipment	\$95.00	\$376.62	\$7,000.00	\$6,623.38	5.38%
Dept 45200	Parks (GENERAL)	\$3,190.62	\$4,530.65	\$35,800.00	\$31,269.35	12.66%
Dept 45500	Libraries (GENERAL)					
	LIBRARY E 100-45500-437 Other Miscellaneous	\$0.00	\$4,357.03	\$10,500.00	\$6,142.97	41.50%
Dept 45500	Libraries (GENERAL)	\$0.00	\$4,357.03	\$10,500.00	\$6,142.97	41.50%
Dept 48205	Damage Deposit Refunds					
	DMGDEPRF E 100-48205-810 Refunds & Reimburse	\$966.25	\$2,566.25	\$9,000.00	\$6,433.75	28.51%
Dept 48205	Damage Deposit Refunds	\$966.25	\$2,566.25	\$9,000.00	\$6,433.75	28.51%
Dept 49360	Transfers Out					
	TRANSFERS E 100-49360-700 Transfers (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49360	Transfers Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49800	Transit (GENERAL)					
	TRANSIT E 100-49800-310 Other Professional Serv	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
Dept 49800	Transit (GENERAL)	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
Fund 100	GENERAL FUND	\$70,542.59	\$243,732.65	\$1,309,122.55	\$1,065,389.90	18.62%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	April 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
		\$70,542.59	\$243,732.65	\$1,309,122.55	\$1,065,389.90	18.62%

**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 19th day of April, 2016.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 04-05-16-52

**A RESOLUTION AWARDED BID FOR THE
HANOVER HILLS SURFACE IMPROVEMENT PROJECT**

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

	Contractor	Base Bid	Alternate	Grand Total Bid
1	Knife River Corp. – North Central	\$424,544.05	\$67,425.75	\$491,969.80
2	Hardrives, Inc.	\$483,806.16	\$76,486.96	\$560,293.12
3	Park Construction	\$511,575.30	\$80,514.88	\$592,090.18
4	Omann Brothers, Inc.	\$499,847.46	\$93,707.42	\$593,554.88
5	Valley Paving	\$546,047.16	\$88,884.54	\$634,931.70
6	Asphalt Surface Technologies	\$558,453.83	\$99,464.50	\$657,918.33
7	GMH Asphalt	\$573,909.24	\$88,535.11	\$662,444.35
8	Northwest Asphalt	\$580,471.00	\$94,076.00	\$674,547.00
9	Midwest Asphalt	\$599,992.88	\$96,798.75	\$696,791.63

WHEREAS, it appears that Knife River Corporation – North Central of Sauk Rapids, MN is the lowest responsible bidder,

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

1. The Mayor and City Administrator are hereby authorized and directed to enter into a contract with Knife River Corporation – North Central in the amount of \$491,969.80 in the name of the City of Hanover, Minnesota for the improvement outlined in the above-referenced project according to the plans and specifications, therefore, approved by the City Council and on file in the office of the City Clerk.

2. The Engineer, WSB & Associates, Inc., is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next two lowest bidders shall be retained until a contract has been signed.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 19th day of April, 2016.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



April 14, 2016

Honorable Mayor and City Council
City of Hanover
11250 5th Street NE
Hanover, MN 55341

Re: Hanover Hills Surface Improvement Project
City of Hanover project No. 2016-01
WSB Project No. 2082-09

Dear Mayor and Council Members:

Bids were received for the above-referenced project on Thursday, March 31, 2016, and were opened and read aloud. Nine bids were received. The bids were checked for mathematical accuracy and tabulated. Please find enclosed the bid tabulation indicating the low bid as submitted by Knife River Corporation – North Central, Sauk Rapids, Minnesota, in the amount of \$491,969.80 for the Base Bid plus the Alternate. The Engineer's Estimate was \$724,601.88.

We recommend that the City Council consider these bids and award a contract in the amount of \$491,969.80 to Knife River Corporation-North Central based on the results of the bids received. If you have any questions, I will be present at the April 19, 2016 Council Meeting to discuss those with you or please call me at 651-286-8465.

Sincerely,

WSB & Associates, Inc.

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

Justin Messner, PE
City Engineer

Enclosures

kkp

BID TABULATION SUMMARY

PROJECT:
Hanover Hills Surface Improvement Project

OWNER:
City of Hanover, MN Project NO. 2016-01

WSB PROJECT NO.:
2082-09

Bids Opened: Thursday, March 31, 2016 @ 9:30 am

Contractor	Bid Security (5%)	Base Bid	Alternate	Grand Total Bid
1 Knife River	X	\$424,544.05	\$67,425.75	\$491,969.80
2 Hardrives, Inc.	X	\$483,806.16	\$76,486.96	\$560,293.12
3 Park Construction	X	\$511,575.30	\$80,514.88	\$592,090.18
4 Omann Borthers, Inc	X	\$499,847.46	\$93,707.42	\$593,554.88
5 Valley Paving	X	\$546,047.16	\$88,884.54	\$634,931.70
6 Asphalt Surface Technologies	X	\$558,453.83	\$99,464.50	\$657,918.33
7 GMH Asphalt	X	\$573,909.24	\$88,535.11	\$662,444.35
8 Northwest Asphalt	X	\$580,471.00	\$94,076.00	\$674,547.00
9 Midwest Asphalt	X	\$599,992.88	\$96,798.75	\$696,791.63
Engineer's Opinion of Cost		\$626,773.13	\$97,828.75	\$724,601.88

I hereby certify that this is a true and correct tabulation of the bids as received on March 31, 2016.



Justin Messner, PE Project Manager

Denotes corrected figure



**WSB
Project Bid Abstract**

Project Name: HANO - HANOVER HILLS SURFACE IMPROVEMENT PROJECT
Contract No.:
Client: City of Hanover
Bid Opening: 03/31/2016 9:30 AM
Project No.: 02082-09
Owner: St. Paul

Project: 02082-09 - HANO - HANOVER HILLS SURFACE IMPROVEMENT PROJECT				Engineers Estimate		Knife River		Hardrives, Inc. (Rogers)		Park Construction Company - Mpls		
Line No.	Item	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	
Schedule A - Base Bid												
1	2021.501	MOBILIZATION	LUMP SUM	1	\$22,500.00	\$22,500.00	\$7,000.00	\$7,000.00	\$14,372.72	\$14,372.72	\$20,000.00	\$20,000.00
2	2104.501	REMOVE PIPE CULVERTS	L F	90	\$15.00	\$1,350.00	\$15.00	\$1,350.00	\$10.50	\$945.00	\$6.70	\$603.00
3	2104.509	REMOVE SIGN	EACH	14	\$25.00	\$350.00	\$25.00	\$350.00	\$26.24	\$367.36	\$25.00	\$350.00
4	2104.511	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	30	\$5.00	\$150.00	\$10.00	\$300.00	\$6.30	\$189.00	\$6.10	\$183.00
5	2104.513	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	440	\$3.00	\$1,320.00	\$3.50	\$1,540.00	\$3.15	\$1,386.00	\$2.10	\$924.00
6	2105.501	COMMON EXCAVATION	CU YD	270	\$15.00	\$4,050.00	\$10.00	\$2,700.00	\$16.80	\$4,536.00	\$17.80	\$4,806.00
7	2105.507	SUBGRADE EXCAVATION	CU YD	500	\$15.00	\$7,500.00	\$8.00	\$4,000.00	\$16.80	\$8,400.00	\$11.40	\$5,700.00
8	2105.526	SELECT TOPSOIL BORROW (LV)	CU YD	350	\$30.00	\$10,500.00	\$30.00	\$10,500.00	\$26.24	\$9,184.00	\$34.30	\$12,005.00
9	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	10	\$150.00	\$1,500.00	\$50.00	\$500.00	\$161.65	\$1,616.50	\$120.00	\$1,200.00
10	2211.501	AGGREGATE BASE CLASS 5 (100% CRUSHED)	TON	700	\$20.00	\$14,000.00	\$9.00	\$6,300.00	\$15.27	\$10,689.00	\$15.70	\$10,990.00
11	2215.501	FULL DEPTH RECLAMATION	SQ YD	9985	\$2.25	\$22,466.25	\$1.50	\$14,977.50	\$1.48	\$14,777.80	\$0.92	\$9,186.20
12	2221.501	AGGREGATE SHOULDERING CLASS 2	TON	430	\$22.00	\$9,460.00	\$30.00	\$12,900.00	\$28.87	\$12,414.10	\$26.40	\$11,352.00
13	2232.501	MILL BITUMINOUS SURFACE (0.5")	SQ YD	15220	\$1.25	\$19,025.00	\$0.90	\$13,698.00	\$0.99	\$15,067.80	\$0.77	\$11,719.40
14	2332.604	EDGE MILL BITUMINOUS SURFACE 7' WIDE (0.5" TO 1.75")	SQ YD	14290	\$1.50	\$21,435.00	\$1.25	\$17,862.50	\$1.14	\$16,290.60	\$0.97	\$13,861.30
15	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	3450	\$3.00	\$10,350.00	\$2.00	\$6,900.00	\$1.34	\$4,623.00	\$2.45	\$8,452.50
16	2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	3700	\$68.00	\$251,600.00	\$42.00	\$155,400.00	\$50.10	\$185,370.00	\$53.90	\$199,430.00
17	2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C)	TON	1250	\$73.00	\$91,250.00	\$50.00	\$62,500.00	\$56.27	\$70,337.50	\$60.00	\$75,000.00
18	2360.501	TYPE SP 12.5 WEARING COURSE MIXTURE (2,C)	TON	1250	\$72.00	\$90,000.00	\$50.00	\$62,500.00	\$53.31	\$66,637.50	\$57.10	\$71,375.00
19	2501.511	18" RC PIPE CULVERT CLASS V	LIN FT	64	\$40.00	\$2,560.00	\$50.00	\$3,200.00	\$68.23	\$4,366.72	\$28.40	\$1,817.60
20	2501.515	18" RC PIPE APRON WITH TRASH GUARD	EACH	4	\$1,250.00	\$5,000.00	\$1,500.00	\$6,000.00	\$1,443.24	\$5,772.96	\$1,050.00	\$4,200.00
21	2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	20	\$70.00	\$1,400.00	\$100.00	\$2,000.00	\$94.47	\$1,889.40	\$95.80	\$1,916.00
22	2540.602	TEMPORARY MAIL BOX	LUMP SUM	1	\$500.00	\$500.00	\$200.00	\$200.00	\$1.05	\$1.05	\$1,000.00	\$1,000.00
23	2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$5,000.00	\$5,000.00	\$1,400.00	\$1,400.00	\$1,469.48	\$1,469.48	\$2,300.00	\$2,300.00
24	2564.531	SIGN PANELS TYPE C	SQ FT	68.5	\$40.00	\$2,740.00	\$40.00	\$2,740.00	\$41.99	\$2,876.32	\$32.50	\$2,226.25

Project: 02082-09 - HANO - HANOVER HILLS SURFACE IMPROVEMENT PROJCT				Engineers Estimate		Knife River		Hardrives, Inc. (Rogers)		Park Construction Company - Mpls		
Line No.	Item	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	
25	2564.531	SIGN PANELS TYPE D	SQ FT	24.375	\$45.00	\$1,096.88	\$30.00	\$731.25	\$31.49	\$767.57	\$62.00	\$1,511.25
26	2573.502	SILT FENCE, TYPE MACHINE SLICED	LIN FT	360	\$4.00	\$1,440.00	\$3.00	\$1,080.00	\$2.20	\$792.00	\$2.50	\$900.00
27	2573.540	FILTER LOG TYPE WOOD FIBER BIOROLL	LIN FT	600	\$4.25	\$2,550.00	\$3.00	\$1,800.00	\$3.15	\$1,890.00	\$3.95	\$2,370.00
28	2573.602	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	2	\$1,500.00	\$3,000.00	\$50.00	\$100.00	\$782.02	\$1,564.04	\$1,050.00	\$2,100.00
29	2575.523	EROSION CONTROL BLANKETS CATEGORY 3	SQ YD	180	\$3.00	\$540.00	\$3.00	\$540.00	\$3.15	\$567.00	\$2.25	\$405.00
30	2575.605	BLOWN COMPOST SEEDING	SQ YD	4160	\$3.00	\$12,480.00	\$4.00	\$16,640.00	\$4.20	\$17,472.00	\$4.95	\$20,592.00
31	2582.502	24" SOLID LINE WHITE-EPOXY	LIN FT	126	\$10.00	\$1,260.00	\$9.80	\$1,234.80	\$10.29	\$1,296.54	\$18.30	\$2,305.80
Total Schedule A - Base Bid:						\$618,373.13		\$418,944.05		\$477,928.96		\$500,781.30
Schedule B - Alternate Bid												
32	2021.501	MOBILIZATION	LS	1	\$4,000.00	\$4,000.00	\$750.00	\$750.00	\$2,186.76	\$2,186.76	\$5,000.00	\$5,000.00
33	2104.509	REMOVE SIGN	EACH	4	\$25.00	\$100.00	\$25.00	\$100.00	\$26.24	\$104.96	\$25.00	\$100.00
34	2104.513	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	180	\$3.00	\$540.00	\$3.50	\$630.00	\$3.15	\$567.00	\$2.05	\$369.00
35	2105.501	COMMON EXCAVATION	C Y	30	\$15.00	\$450.00	\$10.00	\$300.00	\$26.17	\$785.10	\$19.70	\$591.00
36	2105.507	SUBGRADE EXCAVATION	C Y	340	\$15.00	\$5,100.00	\$8.00	\$2,720.00	\$16.80	\$5,712.00	\$11.50	\$3,910.00
37	2105.522	SELECT GRANULAR BORROW (LV)	C Y	220	\$15.00	\$3,300.00	\$16.00	\$3,520.00	\$19.42	\$4,272.40	\$19.50	\$4,290.00
38	2105.603	DITCH CLEANING	L F	500	\$10.00	\$5,000.00	\$12.50	\$6,250.00	\$3.65	\$1,825.00	\$2.05	\$1,025.00
39	2211.501	AGGREGATE BASE CLASS 5 (100% CRUSHED)	TON	315	\$20.00	\$6,300.00	\$10.00	\$3,150.00	\$15.27	\$4,810.05	\$16.20	\$5,103.00
40	2215.501	FULL DEPTH RECLAMATION	S Y	3020	\$2.25	\$6,795.00	\$1.50	\$4,530.00	\$1.67	\$5,043.40	\$1.05	\$3,171.00
41	2221.501	AGGREGATE SHOULDERING CLASS 2	TON	50	\$22.00	\$1,100.00	\$32.00	\$1,600.00	\$28.86	\$1,443.00	\$34.50	\$1,725.00
42	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	155	\$3.00	\$465.00	\$2.00	\$310.00	\$1.34	\$207.70	\$4.25	\$658.75
43	2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C)	TON	380	\$73.00	\$27,740.00	\$50.00	\$19,000.00	\$57.25	\$21,755.00	\$61.10	\$23,218.00
44	2360.501	TYPE SP 12.5 WEARING COURSE MIXTURE (2,C)	TON	380	\$72.00	\$27,360.00	\$50.00	\$19,000.00	\$54.15	\$20,577.00	\$58.40	\$22,192.00
45	2540.602	TEMPORARY MAIL BOX	LS	1	\$500.00	\$500.00	\$100.00	\$100.00	\$1.05	\$1.05	\$250.00	\$250.00
46	2563.601	TRAFFIC CONTROL	LS	1	\$1,500.00	\$1,500.00	\$300.00	\$300.00	\$314.389	\$314.39	\$100.00	\$100.00
47	2564.531	SIGN PANELS TYPE C	S F	20.25	\$40.00	\$810.00	\$50.00	\$1,012.50	\$52.48	\$1,062.72	\$32.50	\$658.13
48	2564.531	SIGN PANELS TYPE D	S F	3.75	\$45.00	\$168.75	\$55.00	\$206.25	\$57.73	\$216.49	\$62.00	\$232.50
49	2573.602	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	2	\$1,500.00	\$3,000.00	\$50.00	\$100.00	\$782.02	\$1,564.04	\$841.00	\$1,682.00
50	2575.605	BLOWN COMPOST SEEDING	S Y	700	\$3.00	\$2,100.00	\$4.00	\$2,800.00	\$4.20	\$2,940.00	\$5.95	\$4,165.00
51	2582.502	24" SOLID LINE WHITE-EPOXY	L F	15	\$10.00	\$150.00	\$9.80	\$147.00	\$10.29	\$154.35	\$18.30	\$274.50
Total Schedule B - Alternate Bid:						\$96,478.75		\$66,525.75		\$75,542.41		\$78,714.88
Schedule A - Base Bid												
52	2575.535	WATER (TURF ESTABLISHMENT)	MGAL	280	\$30.00	\$8,400.00	\$20.00	\$5,600.00	\$20.99	\$5,877.20	\$38.55	\$10,794.00
Total Schedule A - Base Bid:						\$8,400.00		\$5,600.00		\$5,877.20		\$10,794.00
Schedule B - Alternate Bid												
53	2575.535	WATER (TURF ESTABLISHMENT)	MGAL	45	\$30.00	\$1,350.00	\$20.00	\$900.00	\$20.99	\$944.55	\$40.00	\$1,800.00

Project: 02082-09 - HANO - HANOVER HILLS SURFACE IMPROVEMENT PROJCT				Engineers Estimate		Knife River		Hardrives, Inc. (Rogers)		Park Construction Company - Mpls	
Line No.	Item	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
Total Schedule B - Alternate Bid:											
Total Schedule A - Base Bid:					\$618,373.13		\$418,944.05		\$477,928.96		\$500,781.30
Total Schedule B - Alternate Bid:					\$96,478.75		\$66,525.75		\$75,542.41		\$78,714.88
Total Schedule A - Base Bid:					\$8,400.00		\$5,600.00		\$5,877.20		\$10,794.00
Totals for Project 02082-09					\$724,601.88		\$491,969.80		\$560,293.12		\$592,090.18
% of Estimate for Project 02082-09							-32.10%		-22.68%		-18.29%

Project: 02082-09 - HANO - HANOVER HILLS SURFACE IMPROVEMENT PROJCT					Engineers Estimate		Omamn Brothers, Inc.		Valley Paving - Shakopee		Asphalt Surface Technologies Corporation a/k/a ASTECH Corp	
Line No.	Item	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	
Schedule A - Base Bid												
1	2021.501	MOBILIZATION	LUMP SUM	1	\$22,500.00	\$22,500.00	\$8,000.00	\$8,000.00	\$16,500.00	\$16,500.00	\$6,750.00	\$6,750.00
2	2104.501	REMOVE PIPE CULVERTS	L F	90	\$15.00	\$1,350.00	\$10.32	\$928.80	\$5.15	\$463.50	\$12.00	\$1,080.00
3	2104.509	REMOVE SIGN	EACH	14	\$25.00	\$350.00	\$25.80	\$361.20	\$25.75	\$360.50	\$50.00	\$700.00
4	2104.511	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	30	\$5.00	\$150.00	\$2.00	\$60.00	\$25.00	\$750.00	\$5.50	\$165.00
5	2104.513	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	440	\$3.00	\$1,320.00	\$2.00	\$880.00	\$4.30	\$1,892.00	\$3.50	\$1,540.00
6	2105.501	COMMON EXCAVATION	CU YD	270	\$15.00	\$4,050.00	\$29.95	\$8,086.50	\$33.00	\$8,910.00	\$20.00	\$5,400.00
7	2105.507	SUBGRADE EXCAVATION	CU YD	500	\$15.00	\$7,500.00	\$15.00	\$7,500.00	\$23.00	\$11,500.00	\$24.00	\$12,000.00
8	2105.526	SELECT TOPSOIL BORROW (LV)	CU YD	350	\$30.00	\$10,500.00	\$36.00	\$12,600.00	\$31.86	\$11,151.00	\$26.00	\$9,100.00
9	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	10	\$150.00	\$1,500.00	\$125.00	\$1,250.00	\$114.59	\$1,145.90	\$130.00	\$1,300.00
10	2211.501	AGGREGATE BASE CLASS 5 (100% CRUSHED)	TON	700	\$20.00	\$14,000.00	\$13.00	\$9,100.00	\$16.30	\$11,410.00	\$35.50	\$24,850.00
11	2215.501	FULL DEPTH RECLAMATION	SQ YD	9985	\$2.25	\$22,466.25	\$1.40	\$13,979.00	\$1.13	\$11,283.05	\$2.08	\$20,768.80
12	2221.501	AGGREGATE SHOULDERING CLASS 2	TON	430	\$22.00	\$9,460.00	\$41.60	\$17,888.00	\$36.50	\$15,695.00	\$38.55	\$16,576.50
13	2232.501	MILL BITUMINOUS SURFACE (0.5")	SQ YD	15220	\$1.25	\$19,025.00	\$0.39	\$5,935.80	\$0.73	\$11,110.60	\$0.75	\$11,415.00
14	2332.604	EDGE MILL BITUMINOUS SURFACE 7' WIDE (0.5" TO 1.75")	SQ YD	14290	\$1.50	\$21,435.00	\$0.69	\$9,860.10	\$1.16	\$16,576.40	\$0.91	\$13,003.90
15	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	3450	\$3.00	\$10,350.00	\$2.50	\$8,625.00	\$1.28	\$4,416.00	\$3.00	\$10,350.00
16	2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	3700	\$68.00	\$251,600.00	\$51.00	\$188,700.00	\$58.62	\$216,894.00	\$57.56	\$212,972.00
17	2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C)	TON	1250	\$73.00	\$91,250.00	\$57.85	\$72,312.50	\$64.66	\$80,825.00	\$64.98	\$81,225.00
18	2360.501	TYPE SP 12.5 WEARING COURSE MIXTURE (2,C)	TON	1250	\$72.00	\$90,000.00	\$57.85	\$72,312.50	\$60.97	\$76,212.50	\$62.40	\$78,000.00
19	2501.511	18" RC PIPE CULVERT CLASS V	LIN FT	64	\$40.00	\$2,560.00	\$67.00	\$4,288.00	\$66.95	\$4,284.80	\$50.00	\$3,200.00
20	2501.515	18" RC PIPE APRON WITH TRASH GUARD	EACH	4	\$1,250.00	\$5,000.00	\$1,419.00	\$5,676.00	\$1,416.25	\$5,665.00	\$850.00	\$3,400.00
21	2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	20	\$70.00	\$1,400.00	\$92.88	\$1,857.60	\$92.70	\$1,854.00	\$97.00	\$1,940.00
22	2540.602	TEMPORARY MAIL BOX	LUMP SUM	1	\$500.00	\$500.00	\$4,128.00	\$4,128.00	\$3,090.00	\$3,090.00	\$150.00	\$150.00
23	2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$5,000.00	\$5,000.00	\$2,500.00	\$2,500.00	\$1,442.00	\$1,442.00	\$2,400.00	\$2,400.00
24	2564.531	SIGN PANELS TYPE C	SQ FT	68.5	\$40.00	\$2,740.00	\$33.54	\$2,297.49	\$41.20	\$2,822.20	\$35.00	\$2,397.50
25	2564.531	SIGN PANELS TYPE D	SQ FT	24.375	\$45.00	\$1,096.88	\$63.98	\$1,559.51	\$30.90	\$753.19	\$27.00	\$658.13
26	2573.502	SILT FENCE, TYPE MACHINE SLICED	LIN FT	360	\$4.00	\$1,440.00	\$2.32	\$835.20	\$2.25	\$810.00	\$2.25	\$810.00
27	2573.540	FILTER LOG TYPE WOOD FIBER BIOROLL	LIN FT	600	\$4.25	\$2,550.00	\$3.04	\$1,824.00	\$3.19	\$1,914.00	\$3.25	\$1,950.00
28	2573.602	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	2	\$1,500.00	\$3,000.00	\$1,200.00	\$2,400.00	\$0.01	\$0.02	\$2,000.00	\$4,000.00
29	2575.523	EROSION CONTROL BLANKETS CATEGORY 3	SQ YD	180	\$3.00	\$540.00	\$2.06	\$370.80	\$3.20	\$576.00	\$3.25	\$585.00
30	2575.605	BLOWN COMPOST SEEDING	SQ YD	4160	\$3.00	\$12,480.00	\$5.11	\$21,257.60	\$4.25	\$17,680.00	\$5.00	\$20,800.00
31	2582.502	24" SOLID LINE WHITE-EPOXY	LIN FT	126	\$10.00	\$1,260.00	\$10.11	\$1,273.86	\$16.75	\$2,110.50	\$4.50	\$567.00
Total Schedule A - Base Bid:						\$618,373.13		\$488,647.46		\$540,097.16		\$550,053.83
Schedule B - Alternate Bid												
32	2021.501	MOBILIZATION	LS	1	\$4,000.00	\$4,000.00	\$2,000.00	\$2,000.00	\$2,300.00	\$2,300.00	\$2,500.00	\$2,500.00

Project: 02082-09 - HANO - HANOVER HILLS SURFACE IMPROVEMENT PROJECT				Engineers Estimate		Omamn Brothers, Inc.		Valley Paving - Shakopee		Asphalt Surface Technologies Corporation a/k/a ASTECH Corp		
Line No.	Item	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	
33	2104.509 REMOVE SIGN	EACH	4	\$25.00	\$100.00	\$25.80	\$103.20	\$25.75	\$103.00	\$50.00	\$200.00	
34	2104.513 SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	180	\$3.00	\$540.00	\$2.00	\$360.00	\$4.30	\$774.00	\$3.50	\$630.00	
35	2105.501 COMMON EXCAVATION	C Y	30	\$15.00	\$450.00	\$40.00	\$1,200.00	\$33.00	\$990.00	\$25.00	\$750.00	
36	2105.507 SUBGRADE EXCAVATION	C Y	340	\$15.00	\$5,100.00	\$15.00	\$5,100.00	\$23.12	\$7,860.80	\$25.00	\$8,500.00	
37	2105.522 SELECT GRANULAR BORROW (LV)	C Y	220	\$15.00	\$3,300.00	\$21.00	\$4,620.00	\$28.50	\$6,270.00	\$12.00	\$2,640.00	
38	2105.603 DITCH CLEANING	L F	500	\$10.00	\$5,000.00	\$17.50	\$8,750.00	\$11.00	\$5,500.00	\$15.00	\$7,500.00	
39	2211.501 AGGREGATE BASE CLASS 5 (100% CRUSHED)	TON	315	\$20.00	\$6,300.00	\$13.33	\$4,198.95	\$16.30	\$5,134.50	\$38.00	\$11,970.00	
40	2215.501 FULL DEPTH RECLAMATION	S Y	3020	\$2.25	\$6,795.00	\$1.40	\$4,228.00	\$1.13	\$3,412.60	\$2.10	\$6,342.00	
41	2221.501 AGGREGATE SHOULDERING CLASS 2	TON	50	\$22.00	\$1,100.00	\$50.00	\$2,500.00	\$36.50	\$1,825.00	\$40.00	\$2,000.00	
42	2357.502 BITUMINOUS MATERIAL FOR TACK COAT	GAL	155	\$3.00	\$465.00	\$2.50	\$387.50	\$1.28	\$198.40	\$3.00	\$465.00	
43	2360.501 TYPE SP 9.5 WEARING COURSE MIXTURE (2,C)	TON	380	\$73.00	\$27,740.00	\$62.30	\$23,674.00	\$64.66	\$24,570.80	\$58.00	\$22,040.00	
44	2360.501 TYPE SP 12.5 WEARING COURSE MIXTURE (2,C)	TON	380	\$72.00	\$27,360.00	\$62.30	\$23,674.00	\$60.97	\$23,168.60	\$63.00	\$23,940.00	
45	2540.602 TEMPORARY MAIL BOX	LS	1	\$500.00	\$500.00	\$2,064.00	\$2,064.00	\$1,030.00	\$1,030.00	\$150.00	\$150.00	
46	2563.601 TRAFFIC CONTROL	LS	1	\$1,500.00	\$1,500.00	\$2,000.00	\$2,000.00	\$309.00	\$309.00	\$110.00	\$110.00	
47	2564.531 SIGN PANELS TYPE C	S F	20.25	\$40.00	\$810.00	\$33.54	\$679.19	\$51.50	\$1,042.88	\$35.00	\$708.75	
48	2564.531 SIGN PANELS TYPE D	S F	3.75	\$45.00	\$168.75	\$63.98	\$239.93	\$56.65	\$212.44	\$27.00	\$101.25	
49	2573.602 TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	2	\$1,500.00	\$3,000.00	\$1,200.00	\$2,400.00	\$0.01	\$0.02	\$2,000.00	\$4,000.00	
50	2575.605 BLOWN COMPOST SEEDING	S Y	700	\$3.00	\$2,100.00	\$5.11	\$3,577.00	\$4.25	\$2,975.00	\$5.00	\$3,500.00	
51	2582.502 24" SOLID LINE WHITE-EPOXY	L F	15	\$10.00	\$150.00	\$10.11	\$151.65	\$16.75	\$251.25	\$4.50	\$67.50	
Total Schedule B - Alternate Bid:						\$96,478.75		\$91,907.42		\$87,928.29		\$98,114.50
Schedule A - Base Bid												
52	2575.535 WATER (TURF ESTABLISHMENT)	MGAL	280	\$30.00	\$8,400.00	\$40.00	\$11,200.00	\$21.25	\$5,950.00	\$30.00	\$8,400.00	
Total Schedule A - Base Bid:						\$8,400.00		\$11,200.00		\$5,950.00		\$8,400.00
Schedule B - Alternate Bid												
53	2575.535 WATER (TURF ESTABLISHMENT)	MGAL	45	\$30.00	\$1,350.00	\$40.00	\$1,800.00	\$21.25	\$956.25	\$30.00	\$1,350.00	
Total Schedule B - Alternate Bid:												
Total Schedule A - Base Bid:						\$618,373.13		\$488,647.46		\$540,097.16		\$550,053.83
Total Schedule B - Alternate Bid:						\$96,478.75		\$91,907.42		\$87,928.29		\$98,114.50
Total Schedule A - Base Bid:						\$8,400.00		\$11,200.00		\$5,950.00		\$8,400.00
Totals for Project 02082-09						\$724,601.88		\$593,554.88		\$634,931.70		\$657,918.33
% of Estimate for Project 02082-09								-18.09%		-12.38%		-9.20%

Project: 02082-09 - HANO - HANOVER HILLS SURFACE IMPROVEMENT PROJCT				Engineers Estimate		GMH Asphalt Corporation		Northwest Asphalt, Inc.		Midwest Asphalt Corporation (EdnPrie)		
Line No.	Item	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	
Schedule A - Base Bid												
1	2021.501	MOBILIZATION	LUMP SUM	1	\$22,500.00	\$22,500.00	\$15,000.00	\$15,000.00	\$68,500.00	\$68,500.00	\$29,000.00	\$29,000.00
2	2104.501	REMOVE PIPE CULVERTS	L F	90	\$15.00	\$1,350.00	\$5.30	\$477.00	\$22.00	\$1,980.00	\$10.00	\$900.00
3	2104.509	REMOVE SIGN	EACH	14	\$25.00	\$350.00	\$26.40	\$369.60	\$40.00	\$560.00	\$50.00	\$700.00
4	2104.511	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	30	\$5.00	\$150.00	\$5.50	\$165.00	\$4.10	\$123.00	\$5.00	\$150.00
5	2104.513	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	440	\$3.00	\$1,320.00	\$3.00	\$1,320.00	\$4.00	\$1,760.00	\$4.00	\$1,760.00
6	2105.501	COMMON EXCAVATION	CU YD	270	\$15.00	\$4,050.00	\$24.00	\$6,480.00	\$18.80	\$5,076.00	\$44.00	\$11,880.00
7	2105.507	SUBGRADE EXCAVATION	CU YD	500	\$15.00	\$7,500.00	\$24.00	\$12,000.00	\$18.25	\$9,125.00	\$22.00	\$11,000.00
8	2105.526	SELECT TOPSOIL BORROW (LV)	CU YD	350	\$30.00	\$10,500.00	\$33.55	\$11,742.50	\$32.00	\$11,200.00	\$29.00	\$10,150.00
9	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	10	\$150.00	\$1,500.00	\$120.00	\$1,200.00	\$125.00	\$1,250.00	\$125.00	\$1,250.00
10	2211.501	AGGREGATE BASE CLASS 5 (100% CRUSHED)	TON	700	\$20.00	\$14,000.00	\$16.75	\$11,725.00	\$12.25	\$8,575.00	\$15.00	\$10,500.00
11	2215.501	FULL DEPTH RECLAMATION	SQ YD	9985	\$2.25	\$22,466.25	\$1.75	\$17,473.75	\$1.25	\$12,481.25	\$3.00	\$29,955.00
12	2221.501	AGGREGATE SHOULDERING CLASS 2	TON	430	\$22.00	\$9,460.00	\$42.00	\$18,060.00	\$26.25	\$11,287.50	\$40.00	\$17,200.00
13	2232.501	MILL BITUMINOUS SURFACE (0.5")	SQ YD	15220	\$1.25	\$19,025.00	\$0.75	\$11,415.00	\$0.75	\$11,415.00	\$1.00	\$15,220.00
14	2332.604	EDGE MILL BITUMINOUS SURFACE 7' WIDE (0.5" TO 1.75")	SQ YD	14290	\$1.50	\$21,435.00	\$1.15	\$16,433.50	\$0.80	\$11,432.00	\$1.00	\$14,290.00
15	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	3450	\$3.00	\$10,350.00	\$3.00	\$10,350.00	\$2.60	\$8,970.00	\$2.00	\$6,900.00
16	2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	3700	\$68.00	\$251,600.00	\$60.20	\$222,740.00	\$58.00	\$214,600.00	\$57.00	\$210,900.00
17	2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C)	TON	1250	\$73.00	\$91,250.00	\$66.50	\$83,125.00	\$63.50	\$79,375.00	\$64.00	\$80,000.00
18	2360.501	TYPE SP 12.5 WEARING COURSE MIXTURE (2,C)	TON	1250	\$72.00	\$90,000.00	\$64.05	\$80,062.50	\$60.50	\$75,625.00	\$61.00	\$76,250.00
19	2501.511	18" RC PIPE CULVERT CLASS V	LIN FT	64	\$40.00	\$2,560.00	\$88.40	\$5,657.60	\$48.30	\$3,091.20	\$72.00	\$4,608.00
20	2501.515	18" RC PIPE APRON WITH TRASH GUARD	EACH	4	\$1,250.00	\$5,000.00	\$1,451.00	\$5,804.00	\$1,010.75	\$4,043.00	\$1,500.00	\$6,000.00
21	2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	20	\$70.00	\$1,400.00	\$106.00	\$2,120.00	\$100.00	\$2,000.00	\$110.00	\$2,200.00
22	2540.602	TEMPORARY MAIL BOX	LUMP SUM	1	\$500.00	\$500.00	\$4,220.00	\$4,220.00	\$4,000.00	\$4,000.00	\$550.00	\$550.00
23	2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$5,000.00	\$5,000.00	\$1,500.00	\$1,500.00	\$1,600.00	\$1,600.00	\$5,000.00	\$5,000.00
24	2564.531	SIGN PANELS TYPE C	SQ FT	68.5	\$40.00	\$2,740.00	\$42.20	\$2,890.70	\$40.00	\$2,740.00	\$55.00	\$3,767.50
25	2564.531	SIGN PANELS TYPE D	SQ FT	24.375	\$45.00	\$1,096.88	\$31.70	\$772.69	\$30.00	\$731.25	\$33.00	\$804.38
26	2573.502	SILT FENCE, TYPE MACHINE SLICED	LIN FT	360	\$4.00	\$1,440.00	\$2.22	\$799.20	\$3.10	\$1,116.00	\$3.25	\$1,170.00
27	2573.540	FILTER LOG TYPE WOOD FIBER BIOROLL	LIN FT	600	\$4.25	\$2,550.00	\$3.17	\$1,902.00	\$3.00	\$1,800.00	\$5.00	\$3,000.00
28	2573.602	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	2	\$1,500.00	\$3,000.00	\$750.00	\$1,500.00	\$1,000.00	\$2,000.00	\$1,600.00	\$3,200.00
29	2575.523	EROSION CONTROL BLANKETS CATEGORY 3	SQ YD	180	\$3.00	\$540.00	\$3.17	\$570.60	\$3.00	\$540.00	\$7.90	\$1,422.00
30	2575.605	BLOWN COMPOST SEEDING	SQ YD	4160	\$3.00	\$12,480.00	\$4.22	\$17,555.20	\$4.00	\$16,640.00	\$4.50	\$18,720.00
31	2582.502	24" SOLID LINE WHITE-EPOXY	LIN FT	126	\$10.00	\$1,260.00	\$20.40	\$2,570.40	\$9.80	\$1,234.80	\$11.00	\$1,386.00
Total Schedule A - Base Bid:						\$618,373.13		\$568,001.24		\$574,871.00		\$579,832.88
Schedule B - Alternate Bid												
32	2021.501	MOBILIZATION	LS	1	\$4,000.00	\$4,000.00	\$2,500.00	\$2,500.00	\$11,500.25	\$11,500.25	\$2,800.00	\$2,800.00

Project: 02082-09 - HANO - HANOVER HILLS SURFACE IMPROVEMENT PROJECT				Engineers Estimate		GMH Asphalt Corporation		Northwest Asphalt, Inc.		Midwest Asphalt Corporation (EdnPrie)		
Line No.	Item	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	
33	2104.509 REMOVE SIGN	EACH	4	\$25.00	\$100.00	\$26.40	\$105.60	\$40.00	\$160.00	\$50.00	\$200.00	
34	2104.513 SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	180	\$3.00	\$540.00	\$3.00	\$540.00	\$4.15	\$747.00	\$4.00	\$720.00	
35	2105.501 COMMON EXCAVATION	C Y	30	\$15.00	\$450.00	\$24.00	\$720.00	\$19.10	\$573.00	\$44.00	\$1,320.00	
36	2105.507 SUBGRADE EXCAVATION	C Y	340	\$15.00	\$5,100.00	\$24.00	\$8,160.00	\$18.75	\$6,375.00	\$21.00	\$7,140.00	
37	2105.522 SELECT GRANULAR BORROW (LV)	C Y	220	\$15.00	\$3,300.00	\$15.35	\$3,377.00	\$17.50	\$3,850.00	\$29.00	\$6,380.00	
38	2105.603 DITCH CLEANING	L F	500	\$10.00	\$5,000.00	\$6.00	\$3,000.00	\$10.00	\$5,000.00	\$5.00	\$2,500.00	
39	2211.501 AGGREGATE BASE CLASS 5 (100% CRUSHED)	TON	315	\$20.00	\$6,300.00	\$16.75	\$5,276.25	\$12.75	\$4,016.25	\$15.00	\$4,725.00	
40	2215.501 FULL DEPTH RECLAMATION	S Y	3020	\$2.25	\$6,795.00	\$1.75	\$5,285.00	\$1.35	\$4,077.00	\$3.00	\$9,060.00	
41	2221.501 AGGREGATE SHOULDERING CLASS 2	TON	50	\$22.00	\$1,100.00	\$42.00	\$2,100.00	\$27.00	\$1,350.00	\$40.00	\$2,000.00	
42	2357.502 BITUMINOUS MATERIAL FOR TACK COAT	GAL	155	\$3.00	\$465.00	\$3.00	\$465.00	\$2.60	\$403.00	\$2.00	\$310.00	
43	2360.501 TYPE SP 9.5 WEARING COURSE MIXTURE (2,C)	TON	380	\$73.00	\$27,740.00	\$66.50	\$25,270.00	\$64.75	\$24,605.00	\$64.00	\$24,320.00	
44	2360.501 TYPE SP 12.5 WEARING COURSE MIXTURE (2,C)	TON	380	\$72.00	\$27,360.00	\$64.05	\$24,339.00	\$62.50	\$23,750.00	\$61.00	\$23,180.00	
45	2540.602 TEMPORARY MAIL BOX	LS	1	\$500.00	\$500.00	\$0.01	\$0.01	\$500.00	\$500.00	\$550.00	\$550.00	
46	2563.601 TRAFFIC CONTROL	LS	1	\$1,500.00	\$1,500.00	\$400.00	\$400.00	\$400.00	\$400.00	\$500.00	\$500.00	
47	2564.531 SIGN PANELS TYPE C	S F	20.25	\$40.00	\$810.00	\$53.00	\$1,073.25	\$40.00	\$810.00	\$55.00	\$1,113.75	
48	2564.531 SIGN PANELS TYPE D	S F	3.75	\$45.00	\$168.75	\$58.00	\$217.50	\$30.00	\$112.50	\$60.00	\$225.00	
49	2573.602 TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	2	\$1,500.00	\$3,000.00	\$750.00	\$1,500.00	\$1,000.00	\$2,000.00	\$1,600.00	\$3,200.00	
50	2575.605 BLOWN COMPOST SEEDING	S Y	700	\$3.00	\$2,100.00	\$4.43	\$3,101.00	\$4.00	\$2,800.00	\$4.50	\$3,150.00	
51	2582.502 24" SOLID LINE WHITE-EPOXY	L F	15	\$10.00	\$150.00	\$10.40	\$156.00	\$9.80	\$147.00	\$11.00	\$165.00	
Total Schedule B - Alternate Bid:						\$96,478.75		\$87,585.61		\$93,176.00		\$93,558.75
Schedule A - Base Bid												
52	2575.535 WATER (TURF ESTABLISHMENT)	MGAL	280	\$30.00	\$8,400.00	\$21.10	\$5,908.00	\$20.00	\$5,600.00	\$72.00	\$20,160.00	
Total Schedule A - Base Bid:						\$8,400.00		\$5,908.00		\$5,600.00		\$20,160.00
Schedule B - Alternate Bid												
53	2575.535 WATER (TURF ESTABLISHMENT)	MGAL	45	\$30.00	\$1,350.00	\$21.10	\$949.50	\$20.00	\$900.00	\$72.00	\$3,240.00	
Total Schedule B - Alternate Bid:												
Total Schedule A - Base Bid:						\$618,373.13		\$568,001.24		\$574,871.00		\$579,832.88
Total Schedule B - Alternate Bid:						\$96,478.75		\$87,585.61		\$93,176.00		\$93,558.75
Total Schedule A - Base Bid:						\$8,400.00		\$5,908.00		\$5,600.00		\$20,160.00
Totals for Project 02082-09						\$724,601.88		\$662,444.35		\$674,547.00		\$696,791.63
% of Estimate for Project 02082-09								-8.58%		-6.91%		-3.84%

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

Certified By:  License No. 45857
Date: March 31, 2016

**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 19th day of April, 2016.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 04-05-16-53

**A RESOLUTION AWARDED BID FOR THE
CSAH 19 SIDEWALK EXTENSION PROJECT**

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

	<u>Contractor</u>	<u>Total Bid</u>
1	Burschville Construction, Inc.	\$84,443.50
2	Sunram Construction, Inc.	\$86,345.00
3	New Look Contracting, Inc.	\$89,872.00
4	Barber Construction Inc.	\$153,967.00

WHEREAS, it appears that Burschville Construction, Inc. of Hanover, MN is the lowest responsible bidder,

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

1. The Mayor and City Administrator are hereby authorized and directed to enter into a contract with Burschville Construction, Inc. in the amount of \$84,443.50 in the name of the City of Hanover, Minnesota for the improvement outlined in the above-referenced project according to the plans and specifications, therefore, approved by the City Council and on file in the office of the City Clerk.
2. The Engineer, WSB & Associates, Inc., is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next two lowest bidders shall be retained until a contract has been signed.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 19th day of April, 2016.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



April 14, 2016

Honorable Mayor and City Council
City of Hanover
11250 5th Street NE
Hanover, MN 55341

Re: CSAH 19 Sidewalk Extension
City of Hanover project No. 2016-03
WSB Project No. 2082-07

Dear Mayor and Council Members:

Bids were received for the above-referenced project on Thursday, March 31, 2016, and were opened and read aloud. Four bids were received. The bids were checked for mathematical accuracy and tabulated. Please find enclosed the bid tabulation indicating the low bid as submitted by Burschville Construction, Inc., Hanover, Minnesota, in the amount of \$84,443.50. The Engineer's Estimate was \$131,000.00.

We recommend that the City Council consider these bids and award a contract in the amount of \$84,443.50 to Burschville Construction, Inc. based on the results of the bids received. If you have any questions, I will be present at the April 19, 2016 Council Meeting to discuss those with you or please call me at 651-286-8465.

Sincerely,

WSB & Associates, Inc.

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

Justin Messner, PE
City Engineer

Enclosures

kkp

BID TABULATION SUMMARY

PROJECT:
CSAH 19 SIDEWALK EXTENSION

OWNER:
City of Hanover Project No. 2016-03

WSB PROJECT NO.:
2082-07

Bids Opened: Thursday, March 31, 2016 at 10:00 am

Contractor	Bid Security (5%)	Grand Total Bid
1 Burschville Construction, Inc.	X	\$84,443.50
2 Sunram Construction, Inc.	X	\$86,345.00
3 New Look Contracting, Inc.	X	\$89,872.00
4 Barber Construction Inc.	X	\$153,967.00

Engineer's Opinion of Cost		\$131,000.00
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I hereby certify that this is a true and correct tabulation of the bids as received on March 31, 2016.


Justin Messner, PE Project Manager

 Denotes corrected figure



**WSB
Project Bid Abstract**

Project Name: **HANO - CSAH 19 Sidewalk Extension** Contract No.:
 Client: **City of Hanover** Project No.: **02082-07**
 Bid Opening: **03/31/2016 10:00 AM** Owner: **St. Paul**

Project: 02082-07 - HANO - CSAH 19 Sidewalk Extension				Engineers Estimate		Burschville Construction, Inc.		Sunram Construction		New Look Contracting, Inc.	
Line No.	Item	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
BASE BID											
1	2021.501 MOBILIZATION	LUMP SUM	1	\$5,000.00	\$5,000.00	\$2,500.00	\$2,500.00	\$5,200.20	\$5,200.20	\$7,500.00	\$7,500.00
2	2104.501 REMOVE CURB AND GUTTER	LIN FT	60	\$100.00	\$6,000.00	\$6.00	\$360.00	\$8.50	\$510.00	\$10.00	\$600.00
3	2104.505 REMOVE BITUMINOUS PAVEMENT	SQ YD	370	\$20.00	\$7,400.00	\$5.00	\$1,850.00	\$2.25	\$832.50	\$9.00	\$3,330.00
4	2104.513 SAWCUT BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	350	\$4.00	\$1,400.00	\$5.00	\$1,750.00	\$2.85	\$997.50	\$3.00	\$1,050.00
5	2105.501 COMMON EXCAVATION (P)	CU YD	345	\$20.00	\$6,900.00	\$20.00	\$6,900.00	\$29.00	\$10,005.00	\$20.00	\$6,900.00
6	2105.521 GRANULAR BORROW (LV)	CU YD	150	\$23.00	\$3,450.00	\$19.00	\$2,850.00	\$35.80	\$5,370.00	\$30.00	\$4,500.00
7	2105.525 TOPSOIL BORROW (LV)	CU YD	50	\$20.00	\$1,000.00	\$29.00	\$1,450.00	\$49.25	\$2,462.50	\$35.00	\$1,750.00
8	2211.501 AGGREGATE BASE CLASS 5 (CV) (100% CRUSHED)	CU YD	150	\$22.00	\$3,300.00	\$30.00	\$4,500.00	\$49.25	\$7,387.50	\$40.00	\$6,000.00
9	2232.501 MILL BITUMINOUS SURFACE (2.0")	SQ YD	90	\$10.00	\$900.00	\$15.00	\$1,350.00	\$13.15	\$1,183.50	\$18.00	\$1,620.00
10	2360.503 TYPE SP 12.5 WEARING COURSE MIXTURE (2,B) 2.0" THICK	SQ YD	120	\$80.00	\$9,600.00	\$45.00	\$5,400.00	\$42.90	\$5,148.00	\$32.00	\$3,840.00
11	2501.602 12" HDPE PIPE APRON	EACH	3	\$1,500.00	\$4,500.00	\$375.00	\$1,125.00	\$450.00	\$1,350.00	\$500.00	\$1,500.00
12	2503.603 12" HDPE PIPE SEWER	LIN FT	62	\$40.00	\$2,480.00	\$55.00	\$3,410.00	\$52.00	\$3,224.00	\$50.00	\$3,100.00
13	2506.502 CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL (2'X3')	LIN FT	1	\$4,000.00	\$4,000.00	\$2,000.00	\$2,000.00	\$3,000.00	\$3,000.00	\$2,250.00	\$2,250.00
14	2511.501 RANDOM RIPRAP CLASS III	CU YD	15	\$150.00	\$2,250.00	\$100.00	\$1,500.00	\$110.00	\$1,650.00	\$110.00	\$1,650.00
15	2511.515 GEOTEXTILE FILTER TYPE IV	SQ YD	20	\$3.00	\$60.00	\$5.00	\$100.00	\$3.00	\$60.00	\$10.00	\$200.00
16	2521.501 4" CONCRETE WALK	SQ FT	5240	\$6.25	\$32,750.00	\$5.30	\$27,772.00	\$3.30	\$17,292.00	\$3.65	\$19,126.00
17	2531.501 CONCRETE CURB & GUTTER DESIGN B618	LIN FT	380	\$28.00	\$10,640.00	\$20.00	\$7,600.00	\$23.60	\$8,968.00	\$22.00	\$8,360.00
18	2531.602 PEDESTRIAN CURB RAMP	EACH	3	\$500.00	\$1,500.00	\$425.00	\$1,275.00	\$360.00	\$1,080.00	\$425.00	\$1,275.00
19	2531.618 TRUNCATED DOMES	SQ FT	40	\$40.00	\$1,600.00	\$55.00	\$2,200.00	\$38.00	\$1,520.00	\$55.00	\$2,200.00
20	2540.602 SALVAGE AND REINSTALL MAIL BOX	EACH	1	\$100.00	\$100.00	\$300.00	\$300.00	\$250.00	\$250.00	\$750.00	\$750.00
21	2563.601 TRAFFIC CONTROL	LUMP SUM	1	\$15,000.00	\$15,000.00	\$2,000.00	\$2,000.00	\$2,500.00	\$2,500.00	\$2,000.00	\$2,000.00
22	2573.502 SILT FENCE, TYPE MACHINE SLICED	LIN FT	650	\$3.00	\$1,950.00	\$2.25	\$1,462.50	\$2.55	\$1,657.50	\$3.00	\$1,950.00
23	2573.530 STORM DRAIN INLET PROTECTION	EACH	1	\$300.00	\$300.00	\$200.00	\$200.00	\$200.00	\$200.00	\$350.00	\$350.00
24	2574.508 FERTILIZER TYPE 3	LB	140	\$5.00	\$700.00	\$1.00	\$140.00	\$0.85	\$119.00	\$3.00	\$420.00

Project: 02082-07 - HANO - CSAH 19 Sidewalk Extension				Engineers Estimate		Burschville Construction, Inc.		Sunram Construction		New Look Contracting, Inc.	
Line No.	Item	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
25	2575.501 SEEDING	ACRE	0.4	\$4,000.00	\$1,600.00	\$500.00	\$200.00	\$475.00	\$190.00	\$2,000.00	\$800.00
26	2575.502 SEED MIXTURE 25-141	LB	30	\$10.00	\$300.00	\$5.00	\$150.00	\$3.75	\$112.50	\$10.00	\$300.00
27	2575.523 EROSION CONTROL BLANKETS CATEGORY 3	SQ YD	1940	\$2.00	\$3,880.00	\$1.40	\$2,716.00	\$1.42	\$2,754.80	\$2.00	\$3,880.00
28	2582.502 4" SOLID LINE WHITE-EPOXY	LIN FT	250	\$4.00	\$1,000.00	\$1.50	\$375.00	\$1.25	\$312.50	\$5.50	\$1,375.00
29	2582.503 CROSSWALK MARKING-EPOXY	SQ FT	144	\$10.00	\$1,440.00	\$7.00	\$1,008.00	\$7.00	\$1,008.00	\$9.00	\$1,296.00
Total BASE BID:						\$131,000.00		\$84,443.50		\$86,345.00	\$89,872.00
Total BASE BID:						\$131,000.00		\$84,443.50		\$86,345.00	\$89,872.00
Totals for Project 02082-07						\$131,000.00		\$84,443.50		\$86,345.00	\$89,872.00
% of Estimate for Project 02082-07								-35.54%		-34.09%	-31.40%

Project: 02082-07 - HANO - CSAH 19 Sidewalk Extension			Engineers Estimate			Barber Construction Co., Inc.		
Line No.	Item	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	
BASE BID								
1	2021.501 MOBILIZATION	LUMP SUM	1	\$5,000.00	\$5,000.00	\$6,500.00	\$6,500.00	
2	2104.501 REMOVE CURB AND GUTTER	LIN FT	60	\$100.00	\$6,000.00	\$50.00	\$3,000.00	
3	2104.505 REMOVE BITUMINOUS PAVEMENT	SQ YD	370	\$20.00	\$7,400.00	\$9.00	\$3,330.00	
4	2104.513 SAWCUT BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	350	\$4.00	\$1,400.00	\$25.00	\$8,750.00	
5	2105.501 COMMON EXCAVATION (P)	CU YD	345	\$20.00	\$6,900.00	\$45.00	\$15,525.00	
6	2105.521 GRANULAR BORROW (LV)	CU YD	150	\$23.00	\$3,450.00	\$47.00	\$7,050.00	
7	2105.525 TOPSOIL BORROW (LV)	CU YD	50	\$20.00	\$1,000.00	\$45.00	\$2,250.00	
8	2211.501 AGGREGATE BASE CLASS 5 (CV) (100% CRUSHED)	CU YD	150	\$22.00	\$3,300.00	\$60.00	\$9,000.00	
9	2232.501 MILL BITUMINOUS SURFACE (2.0")	SQ YD	90	\$10.00	\$900.00	\$25.00	\$2,250.00	
10	2360.503 TYPE SP 12.5 WEARING COURSE MIXTURE (2,B) 2.0" THICK	SQ YD	120	\$80.00	\$9,600.00	\$32.00	\$3,840.00	
11	2501.602 12" HDPE PIPE APRON	EACH	3	\$1,500.00	\$4,500.00	\$350.00	\$1,050.00	
12	2503.603 12" HDPE PIPE SEWER	LIN FT	62	\$40.00	\$2,480.00	\$89.00	\$5,518.00	
13	2506.502 CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL (2'X3')	LIN FT	1	\$4,000.00	\$4,000.00	\$4,500.00	\$4,500.00	
14	2511.501 RANDOM RIPRAP CLASS III	CU YD	15	\$150.00	\$2,250.00	\$100.00	\$1,500.00	
15	2511.515 GEOTEXTILE FILTER TYPE IV	SQ YD	20	\$3.00	\$60.00	\$45.00	\$900.00	
16	2521.501 4" CONCRETE WALK	SQ FT	5240	\$6.25	\$32,750.00	\$5.75	\$30,130.00	
17	2531.501 CONCRETE CURB & GUTTER DESIGN B618	LIN FT	380	\$28.00	\$10,640.00	\$39.00	\$14,820.00	
18	2531.602 PEDESTRIAN CURB RAMP	EACH	3	\$500.00	\$1,500.00	\$1,200.00	\$3,600.00	
19	2531.618 TRUNCATED DOMES	SQ FT	40	\$40.00	\$1,600.00	\$90.00	\$3,600.00	
20	2540.602 SALVAGE AND REINSTALL MAIL BOX	EACH	1	\$100.00	\$100.00	\$500.00	\$500.00	
21	2563.601 TRAFFIC CONTROL	LUMP SUM	1	\$15,000.00	\$15,000.00	\$6,500.00	\$6,500.00	
22	2573.502 SILT FENCE, TYPE MACHINE SLICED	LIN FT	650	\$3.00	\$1,950.00	\$8.00	\$5,200.00	
23	2573.530 STORM DRAIN INLET PROTECTION	EACH	1	\$300.00	\$300.00	\$200.00	\$200.00	
24	2574.508 FERTILIZER TYPE 3	LB	140	\$5.00	\$700.00	\$2.50	\$350.00	
25	2575.501 SEEDING	ACRE	0.4	\$4,000.00	\$1,600.00	\$2,000.00	\$800.00	
26	2575.502 SEED MIXTURE 25-141	LB	30	\$10.00	\$300.00	\$8.00	\$240.00	
27	2575.523 EROSION CONTROL BLANKETS CATEGORY 3	SQ YD	1940	\$2.00	\$3,880.00	\$4.00	\$7,760.00	
28	2582.502 4" SOLID LINE WHITE-EPOXY	LIN FT	250	\$4.00	\$1,000.00	\$12.00	\$3,000.00	
29	2582.503 CROSSWALK MARKING-EPOXY	SQ FT	144	\$10.00	\$1,440.00	\$16.00	\$2,304.00	
Total BASE BID:						\$131,000.00		\$153,967.00
Total BASE BID:						\$131,000.00		\$153,967.00
Totals for Project 02082-07						\$131,000.00		\$153,967.00
% of Estimate for Project 02082-07								17.53%

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

Certified By:  License No. 45857
Date: March 31, 2016

**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 19th day of April, 2016.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 04-05-16-54

**A RESOLUTION CALLING A HEARING FOR THE
FIFTH STREET WATERMAIN EXTENSION PROJECT**

WHEREAS, pursuant to direction of the City Council of the City of Hanover, a report has been prepared with reference to the extension of municipal watermain along 5th St. NE between CR 19 to River Road.

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

1. The Council will consider the improvement of such street and utilities in accordance with the report and the assessment of abutting property for a portion of the cost of the improvement pursuant to Minnesota Statutes Chapter 429 at an estimated total cost of the improvements of \$250,000.
2. A public hearing shall be held on such proposed improvements on the 3rd day of May 2016, in the Council Chambers of the City Hall at 7:00 P.M. or as soon thereafter as possible, and the Clerk shall give mailed and published notice of such hearing and improvements as required by law.
3. The City Clerk is hereby directed to cause a notice of the hearing on the proposed improvements to be published twice in the official newspaper at least one week apart and at least three days prior to the hearing.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 19th day of April, 2016.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



April 14, 2016

Honorable Mayor and City Council
City of Hanover
11250 5th Street NE
Hanover, MN 55341

Re: CSAH 19 Sidewalk Extension
City of Hanover project No. 2016-03
WSB Project No. 2082-07

Dear Mayor and Council Members:

Following this letter is a resolution calling a hearing for the 5th Street Watermain Extension Project. This resolution sets a public hearing to be held on May 3, 2016 at 7:00 pm. On March 31, 2016, bids for the 5th Street Watermain Extension Project were opened. The low bid received for the project was \$218,443.22. The estimated total cost of the improvement includes engineering, legal, and administrative fees is \$250,000. The total cost of the improvement as presented to Council when seeking approval of plans was \$270,230.

If you have any questions, I will be present at the April 19, 2016 Council Meeting to discuss those with you or please call me at 651-286-8465.

Sincerely,

WSB & Associates, Inc.

Justin Messner, PE
City Engineer

Enclosures

kkp



City of Hanover Solar Rewards Cost Savings Analysis

March, 2016

XCEL ENERGY SOLAR*REWARDS PROGRAM OVERVIEW

In 2013, Minnesota State legislation directed Minneapolis-based utility, Xcel Energy, to create a program for community solar gardens (Minnesota Statute # 216b.1641). Xcel named the program the Xcel Energy Solar*Rewards Program, and it is overseen by the state's Public Utilities Commission. A community solar garden is a centralized, shared solar project connected to the energy grid that has multiple subscribers. Each subscriber receives a credit on their Xcel Energy electric bill based upon the production of the solar facility and their subscription share of that facility.

Xcel Energy Program Rules (apply to all community solar garden developments)

- Eligible gardens are up to 1 MW, and up to five gardens may be located next to one another.
- The program is limited to Xcel Energy customers in the state of Minnesota.
- Subscribers must be located within the same county, or within an adjacent county, to the subscribed solar garden location(s).
- Each subscriber may be allocated up to 40% of a single community solar garden.
- There is a minimum requirement of 5 subscribers per solar garden.

ABOUT GERONIMO ENERGY

Geronimo Energy is a North American utility-scale wind and solar development company based in Minneapolis, Minnesota. Geronimo has developed over 1,500 megawatts of contracted wind farms and solar projects throughout the United States and has a pipeline of projects that boast an aggregate nameplate capacity exceeding 3,000 megawatts of clean energy – roughly enough to power one million American homes. Geronimo solar projects provide clean electricity to utilities and other large energy consumers. Recent Geronimo Energy solar developments include the multi-store Slumberland Furniture installation and the internationally recognized Aurora Utility-Scale Distributed Solar Generation Project.

Geronimo's current community solar garden (CSG) subscribers span a variety of industries and geographic locations and include non-profits, colleges and universities, corporations, government agencies and residential units. Presently, Geronimo serves residential customers through its executed subscriptions with our non-profit, education and government organizations, which together make up nearly half of Geronimo's CSG subscription base.

GERONIMO ENERGY'S COMMUNITY SOLAR GARDENS

Geronimo Energy is actively working with and seeking subscribers. Like all Minnesota community solar garden developments, the energy produced by Geronimo's solar gardens will be delivered to Xcel's local distribution system under Xcel Solar* Rewards Community program.

Together with its finance partner, Geronimo provides a complete set of services to guarantee a superior level of service and reliability for subscribers. Subscribers under Geronimo's community solar garden program are ensured smooth implementation and operation of community solar garden projects, including subscription management, real time solar production monitoring, and lifetime maintenance and facility upkeep.



GERONIMO ENERGY PROGRAM BENEFITS FOR SUBSCRIBERS

- No upfront investment or future capital requirements.
- Annual energy savings through a simple, straight-forward pricing structure.
- Xcel Energy remains your electricity provider
- Geronimo’s CSG subscriptions are transferable.
- Work with one of the nation’s best and most **landowner-friendly** development companies.
- Enjoy the security of the financial backing from a global powerhouse.
- Support renewable energy.
- Keep your energy dollars’ local.
- Geronimo’s projects are *real* – advanced site control, permitting, and interconnection.
- No maintenance or overhead - each solar facility is professionally maintained.

GERONIMO ENERGY PROGRAM BENEFITS FOR CITY OF HANOVER

- There are (15) 1MW gardens open for new subscriptions within your County or adjacent Counties.
- Your average annual usage is 108,220 kWh.
- Subscribing to 2% of 3 gardens available to you will allow you to offset 93% of your consumption, 100,740 kWh.
- **First Year savings of \$1,007.00** – at one penny (\$0.01) per kWh.
- **25 year savings of \$23,730.27** – including a slight degradation factor of the garden at one half of one percent (0.5%) per year.

COMMUNITY SOLAR REWARDS PROGRAM COST SAVINGS

Garden	Orion 1	Orion 2	Orion 3	Annual Total
Year 1	\$ 335.80	\$ 335.80	\$ 335.80	\$ 1,007.40
Year 2	\$ 334.12	\$ 334.12	\$ 334.12	\$ 1,002.36
Year 3	\$ 332.45	\$ 332.45	\$ 332.45	\$ 997.35
Year 4	\$ 330.79	\$ 330.79	\$ 330.79	\$ 992.36
Year 5	\$ 329.13	\$ 329.13	\$ 329.13	\$ 987.40
Year 6	\$ 327.49	\$ 327.49	\$ 327.49	\$ 982.47
Year 7	\$ 325.85	\$ 325.85	\$ 325.85	\$ 977.55
Year 8	\$ 324.22	\$ 324.22	\$ 324.22	\$ 972.67
Year 9	\$ 322.60	\$ 322.60	\$ 322.60	\$ 967.80
Year 10	\$ 320.99	\$ 320.99	\$ 320.99	\$ 962.96
Year 11	\$ 319.38	\$ 319.38	\$ 319.38	\$ 958.15
Year 12	\$ 317.79	\$ 317.79	\$ 317.79	\$ 953.36
Year 13	\$ 316.20	\$ 316.20	\$ 316.20	\$ 948.59
Year 14	\$ 314.62	\$ 314.62	\$ 314.62	\$ 943.85
Year 15	\$ 313.04	\$ 313.04	\$ 313.04	\$ 939.13
Year 16	\$ 311.48	\$ 311.48	\$ 311.48	\$ 934.43
Year 17	\$ 309.92	\$ 309.92	\$ 309.92	\$ 929.76
Year 18	\$ 308.37	\$ 308.37	\$ 308.37	\$ 925.11
Year 19	\$ 306.83	\$ 306.83	\$ 306.83	\$ 920.49
Year 20	\$ 305.29	\$ 305.29	\$ 305.29	\$ 915.88
Year 21	\$ 303.77	\$ 303.77	\$ 303.77	\$ 911.30
Year 22	\$ 302.25	\$ 302.25	\$ 302.25	\$ 906.75
Year 23	\$ 300.74	\$ 300.74	\$ 300.74	\$ 902.21
Year 24	\$ 299.23	\$ 299.23	\$ 299.23	\$ 897.70
Year 25	\$ 297.74	\$ 297.74	\$ 297.74	\$ 893.21
25 Year Total	\$ 7,910.09	\$ 7,910.09	\$ 7,910.09	\$ 23,730.27

Annual garden electric savings analysis is an estimate only. Variations will depend upon amount of allocation, available capacity, space in available gardens, permit approvals from cities and counties, interconnection agreement with Xcel Energy, and other factors in consultation with financial partner.

Community Solar Gardens

MINNESOTA COMMUNITY SOLAR GARDEN PROGRAM OVERVIEW

In 2013, Minnesota legislation directed Minneapolis-based utility, Xcel Energy, to create a program for community solar gardens. A community solar garden is a centralized, shared solar project connected to the energy grid that has multiple subscribers. Each subscriber receives a credit on their Xcel Energy electric bill based upon the production of the solar facility and their ownership share of that facility. The program is available to Xcel Energy customers, and each subscriber may own up to 40% of a single community solar garden. Under the program rules, a subscriber must be located within one county of the subscribed garden location.

PROGRAM OFFERING

OFFERING	SUBSCRIBERS	REQUIREMENTS	DETAILS	STATUS
25 Year Subscriptions	Available to commercial, industrial, non-government organizations (NGO), and government agencies	Must be an Xcel energy customer located within the same or an adjacent county of the selected solar garden.	Please contact us for information, as offering details vary based on organization type.	Now Enrolling

GERONIMO ENERGY'S COMMUNITY SOLAR GARDENS

Geronimo Energy is currently actively working with and seeking potential subscribers. The energy produced by Geronimo's solar gardens will be delivered to Xcel's local distribution system under Xcel Solar Rewards Community program.

ABOUT GERONIMO ENERGY

Geronimo Energy is a utility-scale wind and solar development company based in Minneapolis, Minnesota. Geronimo has developed over 1,500 megawatts of operating and contracted wind farms and solar projects throughout the United States and has a pipeline of projects that boast an aggregate nameplate capacity exceeding 3,000 megawatts of clean energy – roughly enough to power one million American homes. Geronimo solar projects provide clean electricity to utilities and other large energy consumers. Recent Geronimo Energy solar developments include the multi-store Slumberland Furniture installation and the internationally recognized Aurora Utility-Scale Distributed Solar Generation Project.

Geronimo provides a complete set of services to ensure smooth implementation and operation of community solar garden projects. As a solar energy developer, Geronimo will secure a credit-worthy off-take partner for all of its community solar garden facilities. Geronimo will work to ensure that this partner has superior subscription management capabilities, real-time solar production monitoring, and a strategy for delivering lifetime maintenance and facility upkeep in order to guarantee a superior level of service and reliability for subscribers.



PROGRAM BENEFITS FOR SUBSCRIBERS

- Monthly energy savings
- No upfront investment
- Support renewable energy
- Keep your energy dollars local
- No maintenance or overhead - each solar facility is professionally maintained

MORE INFORMATION

Email:
solargardens@geronimoenergy.com

Phone:
952-988-9000



Community Solar Gardens

FREQUENTLY ASKED QUESTIONS

HOW MUCH LAND DOES A 1 MW SOLAR GARDEN USE?

Typically, a 1 MW solar facility utilizes 5 acres of contiguous flat land.

HOW MANY HOMES DOES A 1 MW SOLAR GARDEN POWER?

A 1 MW solar facility will power approximately 180 homes each year.

HOW MUCH CARBON DIOXIDE EMISSIONS DOES A 1 MW GARDEN OFF-SET?

On average, a 1 MW solar facility will off-set an estimated 1,100 metric tons of CO₂ emissions annually. Across Geronimo's 102 MW solar garden portfolio, an estimated 112,200 metric tons of CO₂ will be reduced every year during operation. That's equivalent to removing the emissions of over 28,000 cars - or, replacing the carbon sequestered from 111,105 acres of U.S. forests in just one year.

WHAT IS THE CAPITAL INVESTMENT FOR A 1 MW SOLAR GARDEN?

It is estimated that the capital investment for a typical 1 MW solar garden is \$2 million.

HOW DO SOLAR GARDENS ECONOMICALLY BENEFIT MINNESOTA?

In addition to the environmental benefits, Geronimo's solar gardens will benefit the local and state governments by boosting tax revenue, creating jobs and increasing local spending (in the form of landowner payments and spending by contractors and partners in the projects' host communities).

IS SOLAR ECONOMICALLY COMPETITIVE WITH OTHER ENERGY SOURCES?

Solar energy has been proven to be economically advantageous over other energy sources. In fact, recently, the Minnesota Public Utilities Commission agreed with an Administrative Law Judge that solar was less expensive than natural gas when it awarded Geronimo with a PPA with Xcel Energy for the historic Aurora Solar Project, which is a distributed solar project across 17 Minnesota counties.

DOES SOLAR ENERGY WORK IN MINNESOTA YEAR ROUND?

Solar panels operate in all weather conditions, including severe winter climates. The solar resource in Minnesota varies throughout the year, and typically, panels deliver peak power in the summer. However, panels also produce excellent power during clear, sunny days in the winter, as well.

ABOUT GERONIMO ENERGY

Geronimo Energy is a North American utility-scale wind and solar development company based in Minneapolis, Minnesota. Geronimo has developed over 1,500 megawatts of operating and contracted wind farms and solar projects throughout the United States and has a pipeline of projects that boast an aggregate nameplate capacity exceeding 3,000 megawatts of clean energy – roughly enough to power one million American homes. Geronimo solar projects provide clean electricity to utilities and other large energy consumers. Recent Geronimo Energy solar developments include the multi-store Slumberland Furniture installation and the internationally recognized Aurora Utility-Scale Distributed Solar Generation Project.

Together with its finance partner, Berkshire Hathaway, Geronimo provides a complete set of services to guarantee a superior level of service and reliability for subscribers and ensure smooth implementation and operation of community solar garden projects, including subscription management, real-time solar production monitoring, and lifetime maintenance and facility upkeep.



PROGRAM BENEFITS FOR SUBSCRIBERS

- No upfront investment
- Monthly energy savings
- Market organization as "green"
- Support renewable energy
- Keep your energy dollars local
- No maintenance or overhead - each solar facility is professionally maintained

MORE INFORMATION

Email:

solargardens@geronimoenergy.com

Phone:

952-988-9000



Delivering the Value We Need

By PETE SANDBERG, Assistant Vice President for Facilities, St. Olaf College

St. Olaf College operates 2,000,000 square feet of space in Northfield, Minnesota. The college has 3,000 students (with about 2,800 students in campus residences) and 800 employees. St. Olaf is closely focused on sustainability and resilience, and aims to operate the campus as reliably and with as little carbon emission as practical.

COMMUNITY SOLAR GARDENS

In 2013, Minnesota legislation directed Minneapolis-based utility, Xcel Energy, to create a program for community solar gardens. A community solar garden is a centralized, shared solar project connected to the energy grid that has multiple subscribers. Each subscriber receives a credit on their Xcel Energy electric bill based upon the production of the solar facility and their subscription share of that facility.

Geronimo Energy is actively working with and seeking subscribers. Together with its finance partner, Geronimo provides a complete set of services to guarantee a superior level of service and reliability for subscribers. Subscribers are ensured smooth implementation and operation of community solar garden projects, including subscription management, real-time solar production monitoring, and lifetime maintenance and facility upkeep.

OUR HISTORY

In 2000, a 4.2 megawatt (MW) diesel standby power plant was installed as a life safety and resilience project. The lights need to stay on reliably with so many residents, and the college gets Xcel Energy's best load shedding rate, which more than paid for the project.

In 2006, a self-generating 1.65 MW wind turbine was installed in order to off-set the power requirements of the 190,000 square foot Regents Hall of Natural Sciences, and together, the projects are better than carbon neutral. A great deal of conservation work happened as well, and today, St. Olaf consumes fewer kilowatt hours (kWh) annually than when there were 265,000 square feet less.

THE FUTURE

With that background, as we looked towards our energy future, I hoped to find partners that were **well funded, entrepreneurial, with solid and experienced professionals in place**, who knew and worked well with the regional utility partners, and had strong leadership. We became aware of graduates who were with Geronimo Energy. Contacts were made, we explored the firm, and we have been working together on a number of things for several years now.

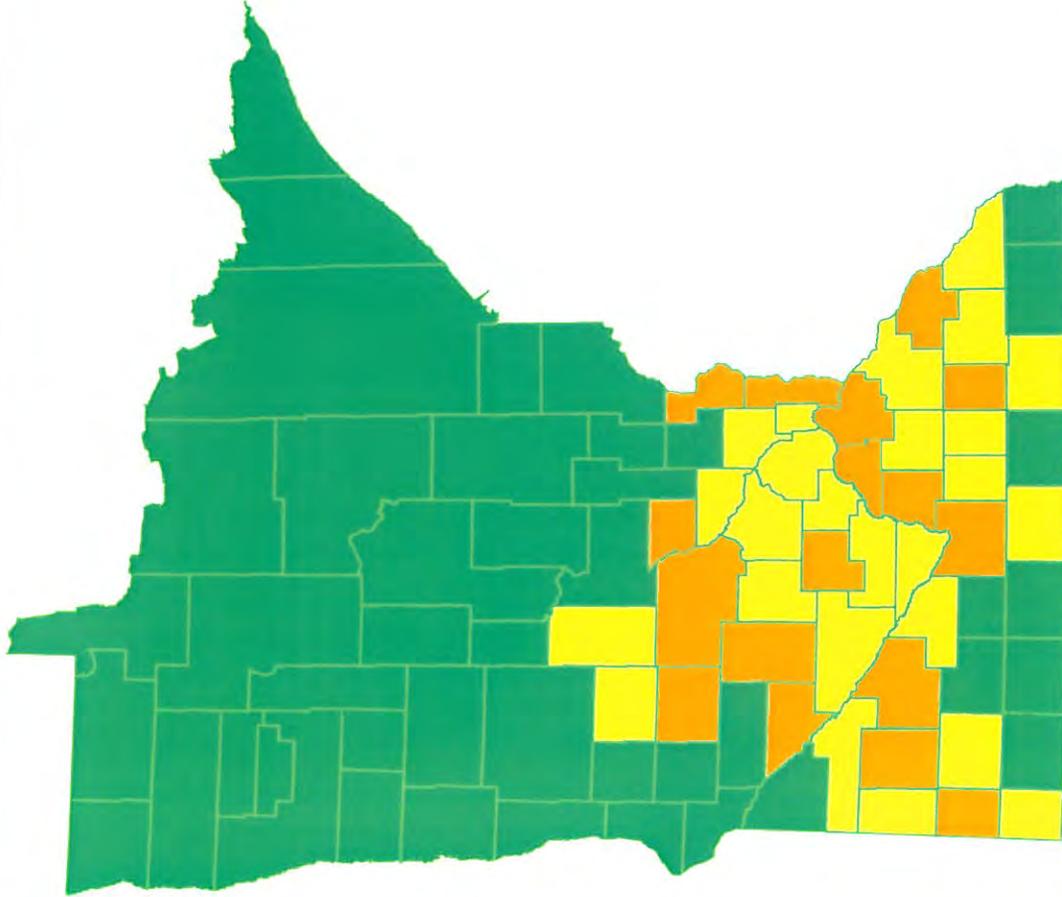
Today, Geronimo and St. Olaf are partnering on a 5 MW Community Solar Garden to be constructed on St. Olaf land in the spring of 2016, with St. Olaf as a 40% subscriber. St. Olaf is also subscribing to additional Geronimo CSGs with a goal of reaching a total 10,000,000 kWh of production from photovoltaic generation annually.

St. Olaf Facilities **focuses on value**, defined as getting exactly what is needed at a fair cost, and we believe we have found a partner who focuses on delivering the value we need in Geronimo.

We believe
we have
found a
partner.



COMMUNITY SOLAR GARDENS



Community Solar Garden	County	Capacity
Andromeda	McLeod	5
Antares	Lyon	3
Antlia	Pipestone	2
Argo Navis	Washington	3
Aries	Dodge	4
Caelum	Benton	2
Capella	Pipestone	5
Carina	Wabasha	4
Centaurus	Chippewa	2
Chisago	Chisago	4
Corvus	Blue Earth	5
Crater	Chippewa	3
Delphinus	Benton	2
Gemini	Chisago	3
Lyra	LeSueur	3
Mapleton	Blue Earth	2
Morgan	Redwood	3
Northfield	Dakota	5
Orion	Stearns	3
Paynesville	Stearns	5
Pegasus	Stearns	2
Pollux	Scott	2
Rosemount	Dakota	5
Spica	Kandiyohi	2
Sunrise	Chisago	5
Taurus	Chippewa	4
Ursa	Dakota	5
Vega	Pope	5

■ Community Solar Garden Locations and Subscribers
■ Additional Subscriber Base
 * Subscribers must be located within the county of the project location or within an adjacent county, and be a current Minnesota Xcel Energy customer

*These solar gardens are offered by Geronimo Energy, not Xcel Energy. Xcel Energy is not affiliated or otherwise legally associated with Geronimo Energy and your subscription contract, and all terms and conditions are with Geronimo Energy, not with Xcel Energy. Xcel Energy's Solar Rewards Community enables the solar garden to connect to our electricity system to deliver the solar energy to all of our customers, and makes it possible for you to receive payment for your subscription's energy through a credit on your monthly Xcel Energy bill.

Community Solar Gardens

Subscription Breakdown

HOW MUCH ENERGY WILL MY SUBSCRIPTION PRODUCE?

YEAR 1 GARDEN GENERATION KWH					
Subscription Size: MW and %	5%	10%	20%	30%	40%
1	86,000	172,000	344,000	516,000	688,000
2	172,000	344,000	688,000	1,032,000	1,376,000
3	258,000	516,000	1,032,000	1,548,000	2,064,000
4	344,000	688,000	1,376,000	2,064,000	2,752,000
5	430,000	860,000	1,720,000	2,580,000	3,440,000
6	516,000	1,032,000	2,064,000	3,096,000	4,128,000
7	602,000	1,204,000	2,408,000	3,612,000	4,816,000
8	688,000	1,376,000	2,752,000	4,128,000	5,504,000
9	774,000	1,548,000	3,096,000	4,644,000	6,192,000
10	860,000	1,720,000	3,440,000	5,160,000	6,880,000

HOW MUCH WILL MY SUBSCRIPTION SAVE ME OVER THE FIRST YEAR?

YEAR 1 GARDEN SAVINGS					
Subscription Size: MW and %	5%	10%	20%	30%	40%
1	\$860	\$1,720	\$3,440	\$5,160	\$6,880
2	\$1,720	\$3,440	\$6,880	\$10,320	\$13,760
3	\$2,580	\$5,160	\$10,320	\$15,480	\$20,640
4	\$3,440	\$6,880	\$13,760	\$20,640	\$27,520
5	\$4,300	\$8,600	\$17,200	\$25,800	\$34,400
6	\$5,160	\$10,320	\$20,640	\$30,960	\$41,280
7	\$6,020	\$12,040	\$24,080	\$36,120	\$48,160
8	\$6,880	\$13,760	\$27,520	\$41,280	\$55,040
9	\$7,740	\$15,480	\$30,960	\$46,440	\$61,920
10	\$8,600	\$17,200	\$34,400	\$51,600	\$68,800

HOW MUCH WILL MY SUBSCRIPTION SAVE ME OVER 25 YEARS?

YEAR 25 CUMULATIVE GARDEN SAVINGS					
Subscription Size: MW and %	5%	10%	20%	30%	40%
1	\$20,258	\$40,516	\$81,032	\$121,549	\$162,065
2	\$40,516	\$81,032	\$162,065	\$243,097	\$324,130
3	\$60,774	\$121,549	\$243,097	\$364,646	\$486,195
4	\$81,032	\$162,065	\$324,130	\$486,195	\$648,260
5	\$101,291	\$202,581	\$405,162	\$607,744	\$810,325
6	\$121,549	\$243,097	\$486,195	\$729,292	\$972,390
7	\$141,807	\$283,614	\$567,227	\$850,841	\$1,134,455
8	\$162,065	\$324,130	\$648,260	\$972,390	\$1,296,520
9	\$182,323	\$364,646	\$729,292	\$1,093,938	\$1,458,585
10	\$202,581	\$405,162	\$810,325	\$1,215,487	\$1,620,649

*All data presented are estimates based on average solar resource and data information available from SOURCE LIST. Assumed 1 MW AC output of 1,720,000.

ABOUT GERONIMO ENERGY

Geronimo Energy is a North American utility-scale wind and solar development company based in Minneapolis, Minnesota. Geronimo has developed over 1,500 megawatts of operating and contracted wind farms and solar projects throughout the United States and has a pipeline of projects that boast an aggregate nameplate capacity exceeding 3,000 megawatts of clean energy – roughly enough to power one million American homes. Geronimo solar projects provide clean electricity to utilities and other large energy consumers. Recent Geronimo Energy solar developments include the multi-store Slumberland Furniture installation and the internationally recognized Aurora Utility-Scale Distributed Solar Generation Project.

Together with its finance partner, Berkshire Hathaway, Geronimo provides a complete set of services to guarantee a superior level of service and reliability for subscribers and ensure smooth implementation and operation of community solar garden projects, including subscription management, real-time solar production monitoring, and lifetime maintenance and facility upkeep.



PROGRAM BENEFITS FOR SUBSCRIBERS

- No upfront investment
- Monthly energy savings
- Market organization as “green”
- Support renewable energy
- Keep your energy dollars local
- No maintenance or overhead - each solar facility is professionally maintained

MORE INFORMATION

Email:
solargardens@geronimoenergy.com

Phone:
952-988-9000



SOLAR GARDEN SUBSCRIPTION AGREEMENT

This Solar Garden Subscription Agreement (“**Agreement**”) is entered into as of the [●] day of [●], 20[●] (the “**Effective Date**”) by and between [Community Solar Garden], a [●] limited liability company (“**Owner**”), and [●], a [●] (the “**Subscriber**”). In this Agreement, Owner and Subscriber are sometimes referred to individually as a “**Party**” and collectively as the “**Parties**.”

RECITALS

A. Owner intends to develop, own, operate and maintain a photovoltaic generation facility qualified as a “Community Solar Garden” pursuant to Minn. Stat. 216B.1641 (“**CSG Program**”) to be located at [●] (the “**Facility**”) and has entered or will enter into a Standard Contract for Solar*Rewards Community (“**CSG Contract**”) with the local electric distribution company (the “**LDC**”). The designed capacity of the Facility shall be approximately 1000 kW_{AC}, subject to adjustment as described herein (the “**Facility Capacity**”);

B. The energy produced by the Facility will be delivered by Owner to the LDC via interconnection of the Facility to the electric grid, and the LDC will calculate the monetary value of the energy received from the Facility per the applicable utility tariff and convert that amount into credits per kilowatt hour (the “**Bill Credit Rate**” as defined in the CSG Contract) on the bills from LDC to the subscribers to the Facility (“**Credits**”);

C. Owner will, in accordance with the terms hereof, and through the administrative process established by the LDC as approved by the Minnesota Public Utilities Commission (“**MPUC**”), allocate and sell the right to receive Credits to its subscribers according to their respective Allocations (as defined below);

D. Subscriber is an LDC customer (Northern States Power Company Premise. No. [●]) and desires to purchase Credits from Owner in proportion to its expected consumption of electricity at [Customer Address] (“**Customer Site**”).

NOW, THEREFORE, in consideration of the foregoing recitals, the mutual premises, representations, warranties, covenants, conditions herein contained, and the Exhibits attached hereto, Subscriber and Owner agree as follows.

1. **Term.** The term of this Agreement shall commence on the Effective Date and, unless terminated earlier pursuant to the provisions hereof, shall terminate on the 25th anniversary of the Commercial Operation Date (as defined below) (the “**Term**”). The Term shall not be extended by virtue of any period of disconnection or event of Force Majeure experienced by the Facility.

2. **Operation of the Facility.**

a. Owner shall operate the Facility during the Term so as to deliver all energy generated by the Facility to the LDC in accordance with the CSG Contract and applicable LDC tariffs.

b. Owner shall maintain the Facility in good working order at all times during the Term, and shall operate the Facility in a commercially reasonable manner intended to maximize the amount of Credits allocable to Subscriber, consistent with good custom and practice for operation of utility solar generating facilities.

3. **Sale and Purchase of Credits; Allocation.**

a. Owner shall promptly notify Subscriber of the date commercial operation of the Facility commences as established pursuant to the CSG Contract (“**Commercial Operation Date**”). In the event that the Commercial Operation Date is not achieved by December 31, 2017, and either of the following events or circumstances occur, either Party may terminate this Agreement, without liability, upon delivery of notice of termination to the other Party:

i. after timely application to the LDC and commercially reasonable efforts to secure interconnection services, Owner has not received written confirmation and evidence that interconnection services will be available for the energy generated by the Facility at the Facility Capacity; or

ii. the LDC or another party with the authority to do so disqualifies Owner or the Facility from participating in the CSG Program.

b. Owner shall allocate a portion of Facility Capacity to Subscriber equal to [●] percent ([●] %) of Facility Capacity (the “**Allocation**”). Owner shall provide to LDC the Allocation along with Subscriber’s name, LDC account number(s), and service address(es) (“**Subscriber Data**”).

c. Owner shall sell to Subscriber and Subscriber shall purchase from Owner, the right to receive an amount of Credits calculated on the basis of that portion of the total kilowatt_{AC} hours delivered by the Facility to LDC which corresponds to the Allocation. The Allocation shall be effective for each and every LDC Production Month (as defined in the CSG Contract) during the Term. Owner shall post Credits to Subscriber’s account monthly for invoicing pursuant to Section 4 of this Agreement (“**Subscriber’s Monthly Credits**”). Thus, where x = number of Subscriber’s Monthly Credits, y = kilowatt_{AC} hours delivered in an LDC Production Month, and a = Allocation, $x = y * a$.

4. **Price and Payment.**

a. For the right to receive Subscriber’s Monthly Credits generated by the Facility each month, Subscriber shall pay to Owner an amount equal to the product of (i) the corresponding Subscriber’s Monthly Credits, and (ii) the Bill Credit Rate then applicable to the LDC’s Solar Rewards Community Program minus one cent (\$.01) (the “**Monthly Allocation Payment**”).

b. Beginning with the second calendar month following the Commercial Operation Date, Owner shall invoice Subscriber for the Monthly Allocation Payment for the Credits posted to Subscriber’s account since the prior invoice date. Subscriber shall make its payments to Owner no later than thirty (30) days following receipt of the applicable invoice. Owner shall include with each invoice, a copy of the LDC statement delivered to Owner that

indicates the kWh_{AC} upon which the LDC calculates the Credit to Subscriber. Subscriber agrees that Owner is entitled to charge and accrue interest on any past due balance at the rate of 1.5% per month or the maximum interest allowable by Applicable Laws, if such laws limit interest to a lesser amount. If Owner employs a collection agency or attorneys to collect any outstanding invoice(s), Subscriber agrees to pay all actual expenses of collection.

5. **Records and Audits.**

a. Upon written request by Subscriber, Owner shall provide (i) reasonable evidence of the accuracy of its metering equipment for the Facility and/or (ii) such other information and records reasonably requested by Subscriber to enable Subscriber to verify the accuracy of the Credits awarded by the LDC and any other calculation or measurements described in this Agreement.

b. Owner shall provide reports to Subscriber (i) monthly, containing the energy produced by the Facility, and (ii) annually, containing an audited financial statement of Owner, and a current statement of management, financing parties, and operatorship of Owner. Subscriber may provide comments to Owner on the accuracy and completeness of the annual reports, and shall provide a copy of any such comments to the LDC.

c. As required by Minnesota Statutes, section 16C.05, subdivision 5, the records, books, documents, and accounting procedures and practices of Owner and of any subcontractor of Owner relating to work performed pursuant to this Agreement shall be subject to audit and examination by the Subscriber and the Legislative Auditor or State Auditor as described in such subdivision. Owner and any subcontractor of Owner shall permit, upon reasonable advance written notice, the Subscriber or its designee, at its own expense, to inspect, copy, and audit its accounts, records, and business documents at any reasonable time during regular business hours, as they may relate to the performance under this Agreement. Audits conducted by the Subscriber under this provision shall be in accordance with generally accepted auditing standards.

6. **Taxes.**

a. Subscriber shall be solely liable for sales or similar taxes imposed by a governmental entity, if any, attributable to the sale of Credits allocated to the Subscriber.

b. Subscriber shall have no interest in and have no entitlement to claim any investment tax credit or other tax benefits related to the construction, ownership, operation or maintenance of the Facility.

7. **Representations, Warranties and Covenants.**

a. Each Party represents and warrants to the other Party:

i. The Party is duly organized, validly existing, and in good standing in the jurisdiction of its organization and is qualified to do business in the State of Minnesota;

ii. The Party has full legal capacity to enter into and perform this Agreement;

iii. The execution of the Agreement has been duly authorized, and each person executing the Agreement on behalf of the Party has full authority to do so and to fully bind the Party; and

iv. To the best of its knowledge, there is no litigation, action, proceeding or investigation pending before any court or other Governmental Authority by, against, affecting or involving its ability to carry out the transactions contemplated herein.

b. Owner represents, warrants, and covenants to Subscriber:

i. Owner has, or in the ordinary course will obtain, all licenses, permits and any other required documents to construct and operate the Facility;

ii. Owner shall perform its obligations under the CSG Contract and otherwise comply with all provisions of the CSG Program and other applicable tariffs.

iii. Except as specifically provided for in this Agreement and may be required by law or regulation, or with Subscriber's consent, Owner will not publicly disclose Subscriber's LDC account information, energy usage data, or Credits.

c. Subscriber represents, warrants, and covenants to Owner:

i. Subscriber's average annual energy consumption for its subscribing account(s) set forth below over the two (2) year period prior to the Effective Date is [●] kWh_{AC};

ii. Subscriber shall not install or procure any other distributed generation resource(s) serving Subscriber's premises to which energy is delivered by LDC under Account No. [●], which resource(s), when combined with the Allocation, may generate energy (including energy upon which the Credits are based) exceeding one hundred twenty percent (120%) of Subscriber's average annual energy consumption over the twenty-four (24) months prior to such installment or procurement.

iii. Within thirty (30) days of request by Owner, Subscriber shall complete, execute, and deliver to Owner the Subscriber Agency Agreement in the form attached hereto as Exhibit A. Upon execution, all of the information and statements of Subscriber provided therein shall be accurate.

iv. Subscriber understands and agrees it will have no interest in or entitlement to (a) benefits or derivatives of "Unsubscribed Energy" or "RECs" associated with the Facility as each is defined in the CSG Contract; and (b) incentives under the Minnesota Department of Commerce's Made in Minnesota program and LDC's Solar Rewards program associated with the Facility.

8. **Performance Guarantee.** Owner hereby guarantees that in every period of two (2) consecutive calendar years during the Term, beginning with the first full calendar year after the Facility achieves its Commercial Operation Date, Owner will provide Credits from operation of the Facility in an amount not less than ninety percent (90%) of Expected Deliveries (weather adjusted) as set forth on Exhibit B hereto (the “***Guaranteed Performance***”). Owner shall pay Subscriber one cent (\$.01) per Credit to the extent the actual number of Credits purchased by Subscriber during any such two (2) consecutive calendar year periods (the “***Measurement Period***”) is less than the Guaranteed Performance for the entire Measurement Period (combining the Expected Deliveries for both consecutive calendar years). Such payment shall be Subscriber’s sole remedy for non-performance by Owner under this Section 8. Owner shall have no liability under this Section 8 if the Facility’s failure to achieve Guaranteed Performance is due to an event of Force Majeure.

9. **Default and Force Majeure.**

a. **Events of Default.** The following shall each constitute an Event of Default by a Party:

i. The Party fails to make any payment due under this Agreement within thirty (30) days after delivery of notice from the other Party that such payment is overdue.

ii. The Party materially fails to perform or comply with any material representation, warranty, obligation, covenant or agreement set forth in this Agreement and such failure continues for a period of thirty (30) days after delivery of notice thereof from the other Party.

iii. The Party is subject to a petition for dissolution or reorganization, voluntary or involuntary, under the U.S. Bankruptcy Code or any state law (including appointment of a receiver or assignment for the benefit of creditors), which is not terminated within sixty (60) days of commencement.

b. **Force Majeure.** Except as specifically provided herein, if by reason of Force Majeure, a Party is unable to carry out, either in whole or in part, any of its obligations herein contained, such Party shall not be deemed to be in default during the continuation of such inability, provided that: (i) the non-performing Party, within a reasonable time after the occurrence of the Force Majeure event, gives the other Party notice describing the particulars of the occurrence and the anticipated period of delay; (ii) the suspension of performance be of no greater scope and of no longer duration than is required by the Force Majeure event; (iii) no obligations of the non-performing Party, which were to be performed prior to the occurrence causing the suspension of performance, shall be excused as a result of the occurrence; and (iv) the non-performing Party shall use commercially reasonable efforts to remedy the cause(s) preventing it from carrying out its obligations. “***Force Majeure***” as used in this Agreement shall mean an event or circumstances beyond the commercially reasonable control of a Party, which was not reasonably foreseeable and not resulting from the Party’s negligence, gross negligence or intentional acts, including, but not limited to fire, acts of God, earthquake, flood or other casualty or accident; break down or failure of the LDC’s electric distribution system; serial equipment defect; strikes or labor disputes; war, civil strife or other violence; and any law, order,

proclamation, regulation, ordinance, action, demand or requirement of any government agency or utility. Force Majeure does not include the lack of funds, inability to make a payment or general change in the economy or particular markets.

10. Remedies; Limitation of Liability; Waiver.

a. Remedies. Subject to the limitations set forth in this Agreement, the Parties each reserve and shall have all rights and remedies available to it at law or in equity with respect to the performance or non-performance of the other Party hereto under this Agreement. Under no circumstances shall Owner's liability under this Agreement exceed, in any one (1) calendar year, an amount equal to (i) the Allocation percentage times (ii) \$15,000. (For example, if the Allocation is 40%, then the limit described in the preceding sentence shall equal 40% x \$15,000 or \$6,000 total).

b. Owner Damages. In the event of Subscriber's breach, repudiation, or termination of this Agreement in violation of the provisions hereof, Owner shall be entitled to recover from Subscriber (subject to Owner's duty to mitigate damages including its duty to try and find a replacement subscriber): (i) the unpaid Monthly Allocation Payments due at the time of termination; and (ii) Owner's damages resulting from Subscriber's breach, including estimated Monthly Allocation Payments over the remaining Term less compensation received from the LDC, if any, attributable to Subscriber's Allocation. Any post-termination Monthly Allocation Payments that may qualify as damages under this section will be calculated-based upon the Schedule of Expected Deliveries of Credits, Exhibit B and the Bill Credit Rate at the time of Subscriber's breach of this Agreement.

c. Limitation of Liability. EXCEPT AS EXPRESSLY ALLOWED HEREIN, NO PARTY SHALL BE LIABLE TO THE OTHER PARTY FOR SPECIAL, INDIRECT, CONSEQUENTIAL OR PUNITIVE DAMAGES OF ANY CHARACTER, RESULTING FROM, ARISING OUT OF, IN CONNECTION WITH OR IN ANY WAY INCIDENT TO ANY ACT OR OMISSION OF A PARTY RELATED TO THE PROVISIONS OF THIS AGREEMENT, IRRESPECTIVE OF WHETHER CLAIMS OR ACTIONS FOR SUCH DAMAGES ARE BASED UPON CONTRACT, WARRANTY, NEGLIGENCE, STRICT LIABILITY OR ANY OTHER THEORY AT LAW OR EQUITY.

d. Exclusions. NOTWITHSTANDING ANYTHING TO THE CONTRARY IN THIS SECTION 10, THE LIMITATIONS OF THIS SECTION 10 DO NOT APPLY TO A CLAIMS FOR (i) GROSS NEGLIGENCE OR WILLFUL MISCONDUCT, (ii) FAILURE TO COMPLY WITH APPLICABLE LAWS, (iii) INDEMNIFICATION, (iv) BREACH OF CONFIDENTIALITY OR (v) INTELLECTUAL PROPERTY INFRINGEMENT.

11. Early Termination.

a. Owner may terminate this Agreement on notice thereof to Subscriber in the event that Owner is unable to obtain financing or adequate subscriptions for the Facility on commercially reasonable terms on or before December 31, 2017.

b. If Owner fails to perform under this Agreement due to an event of Force Majeure that lasts more than twelve (12) months or fails to restore the Facility to full operation at

its designed Facility Capacity within twelve (12) months following an event of Force Majeure, Subscriber shall have the right to terminate this Agreement by giving Owner at least sixty (60) days prior written notice of its intent to terminate based on such failure(s). In the event of termination pursuant to this Section 11(b), Owner shall pay to Subscriber, as liquidated damages, one cent (\$.01) for each Credit expected to have been allocated to Subscriber for the six (6) month period following the expiration of such twelve (12) month period based upon the Schedule of Expected Deliveries, Exhibit B.

c. In the event (i) the CSG Contract is terminated based on Owner's breach thereof or (ii) Owner materially breaches its obligations of performance in this Agreement and such breach is not cured within thirty (30) days after Owner receives written notice of such breach from Subscriber, then Subscriber may terminate this Agreement as provided in this Section 11; provided, however, if such breach is not capable of being cured within such thirty (30) day period and Owner has commenced and diligently continues actions to cure such breach, then the cure period shall be extended to one hundred eighty (180) days. In the event of a termination by Subscriber described in the preceding sentence, Owner shall pay Subscriber, as liquidated damages, one cent (\$.01) for each Credit expected to have been allocated to Subscriber for one (1) calendar year following termination based upon to the Schedule of Expected Deliveries, Exhibit B.

d. Subscriber may choose to terminate this Agreement for its convenience prior to expiration of the Term by giving Owner at least sixty (60) days prior written notice of its intent to terminate. In the event of termination pursuant to this Section 11(d), Subscriber shall pay to Owner a termination fee equal to (i) the unpaid Monthly Allocation Payments due at the time of termination; and (ii) the amount of estimated post-termination Monthly Allocation Payments over the unexpired Term less compensation expected to be received from the LDC attributable to Subscriber's Allocation. The post-termination Monthly Allocation Payments, under this section, will be calculated based upon the Schedule of Expected Deliveries, Exhibit B multiplied by the Bill Credit Rate as of the date of termination less the Expected Deliveries of Credits as set forth on Exhibit B multiplied by the LDC's expected avoided cost rate at the time of Subscriber's termination notice, plus \$0.01/kWh associated with the remarketing of renewable energy credits. Owner shall use commercially reasonable efforts to find a replacement subscriber, at similar terms and conditions stated herein and following receipt of Subscriber's termination notice, and upon the successful remarketing to a replacement subscriber, the post-termination Monthly Allocation Payment shall equal zero.

e. The Parties agree that actual damages in the event of termination of this Agreement as specified in Sections 11(b) and 11(c), would be difficult to calculate and that the liquidated damages specified herein are a reasonable approximation of such actual damages.

12. **Assignment**. No Party shall assign or in any manner transfer this Agreement or any part thereof excepting in the following circumstances: (a) Subscriber's assignment to a party approved in advance by Owner, which approval shall not be unreasonably withheld. For such assignment in subparagraph (a), Owner's approval shall give due consideration to only (i) the party's creditworthiness, (ii) the party's eligibility under the Solar*Rewards Community Program, (iii) Subscriber's payment to Owner of seven hundred fifty dollars (\$750) to cover Owner's administrative expenses associated with the transfer (the "***Transfer Fee***") and (iv) other

factors which may evidence an increase in a material risk of a breach of this Agreement, (b) Owner's assignment of this Agreement to any affiliate that owns or, by long-term lease, controls the Facility, provided that such affiliate has the same or better credit strength and has agreed in writing to recognize Subscriber's rights under this Agreement and to comply with the terms of this Agreement; (c) Owner's collateral assignment of this Agreement to any financial institution that provides financing for the Facility that has agreed in writing to recognize Subscriber's rights under this Agreement and to comply with the terms of this Agreement upon the foreclosure or conveyance in lieu thereof, and, in connection with any collateral assignment of this Agreement, Subscriber agrees to comply with the lender accommodations set forth in Exhibit C to this Agreement; (d) Owner's assignment of this Agreement, prior to the Commercial Operation Date, to another operator/owner of a community garden facility, in the same County and qualified under the Solar*Rewards Community Program which has sufficient capacity to accept Subscriber's Allocation, has the same or better credit strength, and agrees in writing to recognize Subscriber's rights under this Agreement and to comply with the terms of this Agreement; or (e) Subscriber's assignment of this Agreement to any of its affiliate or successor entity if the Minnesota legislature reassigns responsibility for the services provided by Subscriber (without change of service address) provided that such affiliate or successor entity has the same or better credit strength.

13. Miscellaneous.

a. LDC Disputes. Owner shall be solely responsible for resolving any dispute with LDC regarding the production of energy by the Facility. Subscriber shall be solely responsible for resolving any dispute with LDC regarding the calculation of the Bill Credit Rate.

b. Notices.

i. All notices and other formal communications which any Party may give to another under or in connection with this Agreement shall be in writing (except where expressly provided for otherwise), shall be deemed delivered upon mailing, deposit with a courier for hand delivery, or electronic transmission, and shall be sent by any of the following methods: hand delivery; reputable overnight courier; certified mail, return receipt requested; or email transmission.

ii. Subscriber shall promptly notify Owner of any changes in Subscriber Data.

The notices and communications shall be sent to the following addresses:

If to Owner:

Owner
c/o BHE Renewables, LLC
Program Manager – MN Community Solar Gardens
1850 N. Central Ave. Suite 1025
Phoenix, AZ 85004
Phone: 515-252-6677
Email: BHERenewables@bherenewables.com

If to Subscriber:

[●]

c. Severability. If any term, covenant or condition in the Agreement shall, to any extent, be invalid or unenforceable in any respect under Applicable Law, the remainder of the Agreement shall not be affected thereby, and each term, covenant or condition of the Agreement shall be valid and enforceable to the fullest extent permitted by Applicable Law, unless such invalidity or unenforceability frustrates or negates an essential purpose of this Agreement.

d. Governing Law. This Agreement shall be governed by and construed in accordance with the domestic laws of the State of Minnesota without reference to any choice of law principles.

e. Dispute Resolution.

i. Amicable Settlement. The Parties shall attempt in good faith to resolve all disputes arising in connection with the interpretation or application of the provisions of this Agreement or in connection with the determination of any other matters arising under this Agreement by mutual agreement.

ii. Continuation of Performance. During the pendency of any dispute hereunder, the Parties shall continue to perform their respective obligations under this Agreement.

iii. Equitable Relief. Nothing in this Agreement shall be construed to preclude either Party from seeking or obtaining urgent equitable or injunctive relief from a court of law in relation to this Agreement.

iv. Venue and Jurisdiction. The Parties agree that the courts of the State of Minnesota and the Federal Courts sitting therein shall have jurisdiction over any action or proceeding arising under the Agreement to the fullest extent permitted by Applicable Law.

v. Binding Arbitration. Each party hereto agrees to binding arbitration. Such arbitration shall be in accordance with the rules and procedures of the American Arbitration Association (“AAA”). Notwithstanding any AAA rules and procedures, or any other provision of any state or federal laws, the parties agree that the arbitrators shall not consider or award consequential, incidental or punitive damages as a remedy. Upon the party’s request, AAA shall provide the parties a list of arbitrators each of whom have experience and expertise applicable to this agreement. Upon the parties’ receipt of such list, each party shall have ten (10) days to select an arbitrator. The two selected arbitrators shall then select a third arbitrator within thirty (30) days from the date the initial two arbitrators were selected and the matter subject to arbitration shall be arbitrated and a decision of the arbitrators issued within sixty (60) days after the selection of the third arbitrator.

f. Insurance. With respect to the services provided pursuant to this Agreement, Owner shall at all times during the term of this Agreement and beyond such term when so required have and keep in force the following insurance coverages and limits:

i. 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

ii. Workers' Compensation and Employer's Liability:

Workers' Compensation	Statutory
-----------------------	-----------

iii. Employer's Liability. Bodily injury by:

Accident—Each Accident	\$500,000
Disease—Policy Limit	\$500,000
Disease—Each Employee	\$500,000

An umbrella or excess policy over primary liability insurance coverages is an acceptable method to provide the required insurance limits.

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

iv. Owner shall not commence performance under this Agreement until it has obtained required insurance and filed with Subscriber a properly executed Certificate of Insurance establishing compliance. The certificate(s) must name Subscriber as the certificate holder and as an additional insured for the liability coverage(s) for all operations covered under this Agreement. Owner shall furnish to Subscriber updated certificates during the term of this Agreement as insurance policies expire.

g. Compliance with Law. Owner shall comply with all applicable laws, ordinances, codes, tariffs, rules and regulations (collectively, "**Applicable Laws**") regarding Owner's obligations and performance under this Agreement. Owner shall obtain and maintain any and all permits, licenses, bonds, certificates and other similar approvals required in connection with this Agreement. In the event of an allegation that Owner has failed to comply with any Applicable Laws or failed to obtain any and all permits, licenses, bonds, certificates and/or any other similar approvals required in connection with this Agreement, Owner shall pay any fines or penalties imposed upon Subscriber as a result of such failure and shall reimburse Subscriber for

any expenses (including reasonable attorneys' fees) incurred by Subscriber in responding to such allegation.

h. Entire Agreement. This Agreement, and all documents referenced herein, contain the entire agreement between Parties with respect to the subject matter hereof, and supersede all other understandings or agreements, both written and oral, between the Parties relating to the subject matter hereof.

i. No Joint Venture. Each Party will perform all obligations under this Agreement as an independent contractor. Nothing herein contained shall be deemed to constitute any Party a partner, agent or legal representative of another Party or to create a joint venture, partnership, agency or any relationship between the Parties. The obligations of Subscriber and Owner hereunder are individual and neither collective nor joint in nature.

j. Amendments; Binding Effect. This Agreement may not be amended, changed, modified, or altered unless such amendment, change, modification, or alteration is in writing and signed by each Party to this Agreement or its successor in interest. This Agreement inures to the benefit of and is binding upon the Parties and their respective successors and permitted assigns.

k. Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which shall constitute one and the same agreement.

l. Further Assurances. From time to time and at any time at and after the execution of this Agreement, each Party shall execute, acknowledge and deliver such documents and assurances, reasonably requested by the other for the purpose of effecting or confirming any of the transactions contemplated by this Agreement.

m. Survival. The provisions of Sections 10, (Remedies, Limitation of Liability; Waiver), 13(c) (Severability), 13(d) (Governing Law), 13(e) (Dispute Resolution), and 13(g) (Indemnity) and 13(p) (Confidentiality) shall survive the expiration or earlier termination of this Agreement.

n. No Third-Party Beneficiaries. This Agreement is intended solely for the benefit of the Parties hereto. Except as expressly set forth in this Agreement, nothing in this Agreement shall be construed to create any duty to or standard of care with reference to, or any liability to, or any benefit for, any person not a party to this Agreement.

o. Confidentiality. Each Party agrees that it will not disclose Not Public Data (as hereinafter defined), directly or indirectly, under any circumstances or by any means (excluding disclosures to the LDC or as are required as a participant in the CSG Program), to any third person (excepting Owner's agents and subcontractors performing services in fulfillment of Owner's obligations under this Agreement) without the express written consent of the other Party unless such disclosure is permitted by the Minnesota Government Data Practices Act, Minn. Stat. ch. 13 (the "**Minnesota Government Data Practices Act**"), or required by applicable Law. "**Not Public Data**" means, not public data as defined in Minnesota Statutes § 13.02, subd. 8a (2014).

p. Data Practices.

i. Consistent with Minnesota Statutes, section 13.05, subdivision 6, if any data on individuals is made available to Owner by Subscriber under this Agreement, Owner will administer and maintain any such data in accordance with Minnesota Government Data Practices Act, and any other statutory provisions applicable to the data. If and to the extent that Minnesota Statutes, section 13.05, subdivision 11, is applicable to this Agreement, then: (A) all of the data created, collected, received, stored, used, maintained, or disseminated by Owner in performing this Agreement are subject to the requirements of the Minnesota Government Data Practices Act; (B) Owner must comply with those requirements as if it were a government entity; and (C) the remedies in Minnesota Statutes, section 13.08 apply to Owner.

ii. Consistent with Minnesota Statutes, section 13.055, if “private data on individuals,” “confidential data on individuals” or other Not Public Data are provided to or made accessible to Owner by the Subscriber, Owner must: (A) have safeguards to ensure private or confidential data on individuals or other Not Public Data is only accessible or viewable by Owner employees, agents or subcontractors whose work assignments in connection with the performance of this Agreement reasonably require them to have access to the data; (B) immediately notify the Subscriber of any unauthorized access by Owner employees, agents or subcontractors, and unauthorized access by third parties; (C) fully cooperate with Subscriber investigations into any breach in the security of private or confidential data on individuals or other Not Public Data that may have occurred in connection with Owner’s access to or use of the data; and (D) fully cooperate with the Subscriber in fulfilling the notice and reporting requirements of Minnesota Statutes, section 13.055. The penalties in Minnesota Statutes, section 13.09 governing unauthorized acquisition of Not Public Data apply to Owner and Owner employees, agents and subcontractors. If Owner utilizes agents or subcontractors to perform Owner’s obligations under this Agreement, Owner shall incorporate these data practices provisions into any of its subcontracts.

iii. If Owner receives a request to release data referred to in this section, Owner must promptly notify Subscriber. The Subscriber will promptly give Owner instructions concerning the release of the data to the requesting party before the data is released.

[Signature page follows]

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date.

SUBSCRIBER

By: _____

Name: _____

Title: _____

OWNER

By: _____

Name: _____

Title: _____

EXHIBIT A

Subscriber Agency Agreement and Consent Form

Solar*Rewards Community

Subscriber Agency Agreement and Consent Form

The undersigned (“*Subscriber*”) has a Subscription to the following Community Solar Garden:

Community Solar Garden Name:	_____
Community Solar Garden Address:	_____
Community Solar Garden Operator:	_____
Community Solar Garden contact information for Subscriber questions and complaints:	BHE Renewables, LLC
Address (if different from above):	1850 N. Central Avenue, Suite 1025, Phoenix, AZ 85004
Telephone number:	515-252-6677
Email address:	BHERenewables@bherenewables.com
Web Site URL:	http://www.bherenewables.com/

Subscriber Name:	_____
Subscriber’s Account Number with Northern States Power Company:	_____
Subscriber Service Address where receiving electrical service from Northern States Power Company:	_____

By signing this Solar Rewards Community Subscriber Agency Agreement and Consent Form, the Subscriber agrees to all of the following:

1. Assignment of Renewable Energy Credits (“RECs”), Energy and Capacity to Northern States Power Company, a Minnesota corporation. The Subscriber agrees that the Community Solar Garden Operator has authority to assign all energy produced and capacity associated with the photovoltaic energy system at the Community Solar Garden to Northern States Power Company, and the Subscriber agrees that all energy produced, and capacity associated with the photovoltaic energy system at the Community Solar Garden shall belong to Northern States Power Company. The Subscriber also agrees that the Community Solar Garden Operator has authority to assign all RECs associated with the photovoltaic energy system at the Community Solar Garden to Northern States Power Company, and that if the Community Solar Garden or a person or entity on its behalf has assigned the RECs to Northern States Power Company, then all RECs associated with the photovoltaic energy system at the Community Solar Garden shall belong to Northern States Power Company.

2. Tax Implications. The Community Solar Garden Operator has provided the Subscriber with a statement that Northern States Power Company makes no representations concerning the taxable consequences to the Subscriber with respect to its Bill Credits to the Subscriber or other tax issues relating to participation in the Community Solar Garden.

3. Northern States Power Company hereby discloses to the Subscriber that it recognizes that not all production risk factors, such as grid-failure events or atypically cloudy weather, are within the Community Solar Garden Operator's control.

4. Information Sharing. Participating in the Solar*Rewards Community Program will require sharing Subscriber's Account Information (name, account number, service address, telephone number, email address, web site URL, information on Subscriber participation in other distributed generation serving the premises of the Subscriber, Subscriber specific Bill Credit(s)) and Subscriber's Energy Use Data (the past, present and future electricity usage attributable to the Subscriber for the service address and account number identified for participation in the Community Solar Garden). The following outlines the type of information that will be shared, and how that information will be used.

a. Subscriber's Account Information and Subscriber Energy Usage Data. The Subscriber authorizes Northern States Power Company to provide the Community Solar Garden Operator (and the Community Solar Garden Operator's designated subcontractors and agents) with the Subscriber's Account Information and Subscriber's Energy Usage Data as described in Section 4 above. This information is needed to allow the Community Solar Garden Operator determine the extent to which the Subscriber is entitled to participate in the Community Solar Garden, and to validate the amount of the Bill Credits to be provided by Northern States Power Company to the Subscriber. The current data privacy policies of Northern States Power Company applicable to its Solar*Rewards Community Program provided to the Subscriber by the Community Solar Garden Operator pursuant Section 3 above are attached as Exhibit 1 of this Solar*Rewards Community Subscriber Agency Agreement and Consent Form. These

privacy policies include definitions of “Subscriber's Account Information” and "Subscriber's Energy Usage Data."

b. Subscriber's Subscription Information: The Subscriber authorizes the Community Solar Garden Operator to provide information to Northern States Power Company identifying the Subscriber (with the Subscriber's name, service address, and account number) and detailing the Subscriber's proportional share in kilowatts of the Community Solar Garden and to provide additional updates of this information to Northern States Power Company as circumstances change. This information is needed to allow Northern States Power Company to properly apply Bill Credits for the photovoltaic energy generated by the Community Solar Garden. Also, this information is needed to allow Northern States Power Company to send to the Subscriber notices or other mailings pertaining to their involvement in the Solar*Rewards Community Program. The Community Solar Garden Operator shall not disclose Subscriber information in annual reports or other public documents absent explicit, informed consent from the Subscriber. The Community Solar Garden Operator will not release any Subscriber data to third parties except to fulfill the regulated purposes of the Solar*Rewards Community Program, to comply with a legal or regulatory requirement, or upon explicit, informed consent from the Subscriber.

c. Aggregate Information. Aggregate information concerning production at the Community Solar Garden may be publicly disclosed to support regulatory oversight of the Solar*Rewards Community Program. This includes annual reports available to the public related to specific Community Solar Gardens, including but not limited to production from the Community Solar Gardens; size, location and the type of Community Solar Garden subscriber groups; reporting on known complaints and the resolution of these complaints; lessons learned and any potential changes to the Solar*Rewards Community Program; reporting on Bill Credits earned and paid; and reporting on the application process. Aggregated information will not identify individual Subscribers or provide Subscriber-Specific Account Information, Subscriber-Specific Energy Usage Data or Subscriber-specific Bill Credits unless a Subscriber provides explicit informed consent. Depending on the nature of the aggregated information, however, it may still be possible to infer the amount of production attributed to individual Subscribers to the Community Solar Garden. The Subscriber agrees to the inclusion of its production information in the creation of the aggregated information. The Community Solar Garden Operator will not use aggregated information for purposes unrelated to the Solar*Rewards Community Program without first providing notice and obtaining further consent, unless the aggregated information is otherwise available as public information. The policies of Northern States Power Company related to sharing aggregated information are part of the data privacy policies contained in the attached Exhibit 1 of this Solar*Rewards Community Subscriber Agency Agreement and Consent Form and should be provided to the Subscriber by the Community Solar Garden Operator pursuant Section 3 above.

d. Information Requests from the MPUC or the Department of Commerce. The Subscriber agrees that the Community Solar Garden Operator and Northern States Power Company are authorized to provide any information they possess related to the

Subscriber or the Subscriber's participation in the Community Solar Garden to the Minnesota Public Utilities Commission (MPUC), the Minnesota Department of Commerce, or the Minnesota Office of Attorney General. This information is needed to allow proper regulatory oversight of Northern States Power Company and of the Solar*Rewards Community Program.

e. Liability Release. Northern States Power Company shall not be responsible for monitoring or taking any steps to ensure that the Community Solar Garden Operator maintains the confidentiality of the Subscriber's Account Information, the Subscriber's Energy Usage or the Bill Credits received pertaining to the Subscriber's participation in the Community Solar Garden. However, Northern States Power Company shall remain liable for its own inappropriate release of Subscriber's Account Information and Subscriber's Energy Use Data.

f. Duration of Consent. The Subscriber's consent to this information sharing shall be ongoing for the Term of the CSG Contract between the Community Solar Garden Operator and Northern States Power Company, or until the Subscriber no longer has a Subscription to the Community Solar Garden and the Community Solar Garden Operator notifies Northern States Power Company of this fact through the CSG Application System. Provided, however, the Subscriber's consent shall also apply thereafter to all such information of the Subscriber pertaining to that period of time during which the Subscriber had a Subscription to the Community Solar Garden.

g. Modification. The above provisions addressing data privacy and in Exhibit 1 shall remain in place until and unless other requirements are adopted by the MPUC in its generic privacy proceeding, Docket No. E,G999/CI-12-1344, or other MPUC Order. Northern States Power Company shall file necessary revisions to its tariffs and contracts within thirty (30) days of such Order.

Subscriber's Name: _____

Subscriber's Signature: _____

Date: _____

**Exhibit 1 to
Solar*Rewards Community Subscriber Agency Agreement and Consent Form**

**Data Privacy Policies of Northern States Power Company Pertaining to the Solar*Rewards
Community Program**

The data privacy policies of Northern States Power Company pertaining to the Solar*Rewards Community Program are as follows and may be changed from time to time as filed in the Company's tariff or as otherwise may be authorized by the Minnesota Public Utilities Commission ("MPUC"):

Definitions

Unless indicated otherwise, the same definition and meaning of terms in this document are the same as contained in the Standard Contract for Solar*Rewards Community. For ease of reference, here are some of the specific definitions:

“Company” means Northern States Power Company, a Minnesota Corporation, and its affiliates and agents.

“Subscribed Energy” means electricity generated by the PV System attributable to the Subscribers' Subscriptions and delivered to the Company at the Production Meter on or after the Date of Commercial Operation.

“Subscriber” means a retail customer of the Company who owns one or more Subscriptions of a community solar garden interconnected with the Company.

“Subscriber’s Account Information” consists of the Subscriber's name, account number, service address, telephone number, email address, web site URL, information on Subscriber participation in other distributed generation serving the premises of the Subscriber, and Subscriber specific Bill Credit(s).

“Subscriber's Energy Usage Data” includes the past, present and future electricity usage attributable to the Subscriber for the service address and account number identified for participation in the Community Solar Garden.

Overview

This section addresses how Subscriber's Account Information and Subscriber's Energy Usage Data will be collected, used and shared as part of participation in the Solar*Rewards Community Program.

1. How Subscriber's Account Information and Energy Usage Data Will Be Exchanged

a. Subscriber Specific Information

Once a Subscriber has executed a Subscriber Agency Agreement and Consent Form, an ongoing data exchange will occur between the Company and a Community Solar Garden Operator (and their designated subcontractors and agents):

(i) The Company will disclose the following Subscriber-specific information to the Community Solar Garden Operator:

- Subscriber's Account Information
- Subscriber's Energy Usage Data
- Bill credits

(ii) The Community Solar Garden Operator will disclose to the Company the following Subscriber-specific information:

- Subscriber's Account Information
- Community Solar Garden Allocation for each Subscriber's Subscription stated in kW
- Production data related to the PV System
- Monthly Subscription Information

b. Aggregated Subscriber Information

Aggregated Subscriber information will be reported as part of Permitted Public Reporting, outlined in Section 2(b) below.

To be considered "aggregated" the reported information must include information attributable to all Subscribers participating in a specific Solar*Rewards Community program site, which based on program requirements will contain a minimum of five Subscribers. Depending on the nature of the aggregated information, however, from this information alone or in combination with other publicly available information it may still be possible to infer the amount of production attributed to individual Subscribers to the Community Solar Garden.

2. How Subscriber's Information Will Be Used

The following outlines how the Subscriber's Account Information and Subscriber Energy Usage Data will be used as part of the Solar*Rewards Community Program.

a. Program Management

As part of administering the Solar*Rewards Community program, the Solar Garden Operator and the Company may provide information related to the Subscriber and/or the Community Solar Garden to:

- the MPUC
- the Minnesota Department of Commerce
- the Minnesota Office of Attorney General
- Other governmental or private entities as required by law or regulation

Account Information and Subscriber's Energy Usage Data to service providers, agents, or contracted agents who support the program on its behalf. The Company prohibits these service providers from using or disclosing the Subscriber's information except as necessary to perform these specific services or to comply with legal requirements. More information about the Company's general privacy practices is explained in its Privacy Policy available on www.xcelenergy.com.

b. Permitted Public Reporting

The Subscriber's Energy Usage Data of each participating Subscriber to a Community Solar Garden will be combined and reported in the aggregate by the Community Solar Garden Operator in its annual report on the Solar*Rewards Community program. The identity of specific Subscribers, the specific Subscriber's Account Information, Subscriber's Energy Usage Data and Subscriber-specific Bill Credit will not be listed in the public annual report unless the Subscriber has provided the Community Solar Garden Operator with prior written consent.

Per the requirements of the MPUC, the Company will provide to the MPUC annual reports which will include information or data requested by the MPUC or Minnesota Department of Commerce, including the following:

- Reporting on Solar*Rewards Community program costs, including an analysis of the deposit, application, participation and metering fees and further justification for these fees going forward;
- Reporting on the Solar*Rewards Community Gardens, including but not limited to size, location and the type of Solar*Rewards Community subscriber groups;
- Reporting on known complaints and the resolution of these complaints;

- A copy of each contract signed with a Community Solar Garden Operator, if not previously filed;
 - Lessons learned and any potential changes to the program;
 - Report on bill credits earned and paid; and the
 - Application process
- c. Prohibited Reporting or Sharing

Except as otherwise provided in this document, the Company will not disclose the Subscriber's Account Information, Subscriber's Energy Usage Data or Subscriber-specific Bill Credits to a third party without first obtaining the Subscriber's written consent.

Any requests by the Community Solar Garden Operator to the Company for information about a Subscriber that is not Subscriber's Account Information or Subscriber's Energy Usage Data will require execution of a separate written consent by the Subscriber. Notwithstanding the previous statement, the Company will not provide the Community Solar Garden Operator with the Subscriber's Social Security Number unless directed to do so by the MPUC or Minnesota Department of Commerce or compelled by law or regulation.

3. Subscriber Data Access and Correction

The following outlines what information is available to the Subscriber from the Company and the Community Solar Garden Operator, and methods of correcting any inaccuracies.

a. Information Available from the Company

Subscribers can contact the Company's call center to obtain information pertaining to their specific Bill Credit attributable to their participation in Solar*Rewards Community Program. The correction of any allocation of previously-applied Bill Credits among Subscribers or payments to the Community Solar Garden Operator for Unsubscribed Energy, pertaining to a particular month due to any inaccuracy reflected in such Monthly Subscription Information with regard to a Subscriber's Subscription in the PV System and the beneficial share of photovoltaic energy produced by the PV System, or the share of Unsubscribed Energy, shall be the full responsibility of the Community Solar Garden Operator, unless such inaccuracies are caused by the Company .

Subscribers may also obtain from the Company the following information related to the Solar*Rewards Community Program without obtaining written consent from the Community Solar Garden Operator:

- Site location
- Operator name
- Nameplate capacity

- Production data related to the PV system
- Bill Credit Rate and total amount of Bill Credits applied to the PV System
- Any other information pertaining to the Subscriber's Subscription

Other information regarding the Community Solar Garden Operator known to the Company will not be disclosed unless the Subscriber obtains prior explicit informed consent from the Community Solar Garden Operator or unless directed to do so by the MPUC or Minnesota Department of Commerce or compelled by law or regulation.

b. Information Available from the Community Solar Garden Operator

Subscribers and prospective subscribers can contact the Community Solar Garden Operator to obtain the following information:

- Future costs and benefits of the Subscription, including:
 - i. All nonrecurring (i.e., one-time) charges;
 - ii. All recurring charges;
 - iii. Terms and conditions of service;
 - iv. Whether any charges may increase during the course of service, and if so, how much advance notice is provided to the Subscriber;
 - v. Whether the Subscriber may be required to sign a term contract;
 - vi. Terms and conditions for early termination;
 - vii. Any penalties that the Community Solar Garden may charge to the Subscriber;
 - viii. The process for unsubscribing and any associated costs;
 - ix. An explanation of the Subscriber data the Community Solar Garden Operator will share with Northern States Power Company and that Northern States Power Company will share with the Community Solar Garden Operator;
 - x. The data privacy policies of Northern States Power Company and of the Community Solar Garden Operator;
 - xi. The method of providing notice to Subscribers when the Community Solar Garden is out of service, including notice of estimated length and loss of production;

- xii. Assurance that all installations, upgrades and repairs will be under direct supervision of a NABCEP-certified solar professional and that maintenance will be performed according to industry standards, including the recommendations of the manufacturers of solar panels and other operational components;
 - xiii. Allocation of unsubscribed production; and
 - xiv. A statement that the Community Solar Garden Operator is solely responsible for resolving any disputes with Northern States Power Company or the Subscriber about the accuracy of the Community Solar Garden production and that Northern States Power Company is solely responsible for resolving any disputes with the Subscriber about the applicable rate used to determine the amount of the Bill Credit.
- Copy of the contract with Northern States Power Company for the Solar*Rewards Community Program
 - Copy of the solar panel warranty
 - Description of the compensation to be paid for any underperformance
 - Proof of insurance
 - Proof of a long-term maintenance plan
 - Current production projections and a description of the methodology used to develop production projections
 - Community Solar Garden Operator contact information for questions and complaints
 - Demonstration to the Subscriber by the Community Solar Garden Operator that it has sufficient funds to operate and maintain the Solar*Rewards Community Program

The Community Solar Garden Operator is solely responsible for the accuracy of the Subscriber's share of the Community Solar Garden production information forwarded to the Company, and should resolve with the Subscriber any dispute regarding the accuracy of such information.

Subscribers can submit comments to the Company on the accuracy and completeness of its annual report by contacting solarrewardscommunity@xcelenergy.com.

4. Data Retention

The Company will retain the Subscriber's Account Information, Subscriber's Energy Usage Data and information on Bill Credits for as long as required under applicable law.

EXHIBIT B

**Schedule of Expected Deliveries of Credits
[pro forma; final to be provided prior to commencement of construction]**

Subscriber's Share (kWh_{AC}) (hereinafter "*Expected Deliveries*")

Year 1

Year 2

Year 3

Year 4

Year 5

Year 6

Year 7

Year 8

Year 9

Year 10

Year 11

Year 12

Year 13

Year 14

Year 15

Year 16

Year 17

Year 18

Year 19

Year 20

Year 21

Year 22

Year 23

Year 24

Year 25

Weather Adjustment Protocol for Expected Deliveries

For the Measurement Period respecting application of the Performance Guarantee, Expected Deliveries shall be adjusted to reflect any negative difference (shortfall) between Expected Solar Irradiation (“*ESI*”) and Actual Solar Irradiation (“*ASI*”). The ratio of ASI to ESI for the Measurement Period shall be applied to Expected Deliveries as a weather adjustment prior to comparing Actual Deliveries to Expected Deliveries for the purposes of the Performance Guarantee.

The method of the weather adjustment is as follows.

1. The ESI for the Facility is 1390 KWh per square meter.
2. The ASI is to be determined by monthly pyranometer readings at the Facility. The monthly readings are to be averaged for each of the two (2) consecutive calendar years in the Measurement Period.
3. The weather adjustment factor for the Measurement Period is the ratio of (i) ASI, determined per Step 2 above of this method to (ii) ESI, determined per Step 1 of this method. The Expected Deliveries for the Measurement Period is multiplied by this ratio to derive the Guaranteed Performance.

EXHIBIT C

Lender Accommodations

Subscriber acknowledges that Owner may be financing the installation of the Facility either through a lessor, lender or with financing accommodations from one or more financial institutions (“*Financing Party*”) and that Owner may sell or assign the Facility and/or may secure Owner’s obligations by, among other collateral, a pledge or collateral assignment of this Agreement and a first security interest in the Facility. In order to facilitate such sale, conveyance, or financing, and with respect to any such Financing Party for which Owner has notified Subscriber in writing Subscriber agrees as follows:

(a) Consent to Collateral Assignment. Provided the Financing Party has agreed in writing to recognize Subscriber’s rights under this Agreement and to comply with the terms of the Agreement with respect to any of Subscriber’s rights thereunder upon the foreclosure or conveyance in lieu thereof, Subscriber consents to either the sale or conveyance by Owner to a Financing Party that has provided financing of Owner’s right, title and interest in the Facility and to this Agreement.

(b) Notices of Default. Subscriber will deliver to the Financing Party, concurrently with delivery thereof to Owner, a copy of each notice of default given by Subscriber under the Agreement, inclusive of a reasonable description of Owner default. Subscriber will not mutually agree with Owner to terminate the Agreement without the written consent of the Financing Party.

(c) Rights Upon Event of Default. Notwithstanding any contrary term of this Agreement, during the continuation of an event of default by Owner under its agreements with Financing Party, provided that the Financing Party has agreed in writing to recognize Subscriber’s rights under the Agreement and to not disturb any of Subscriber’s rights thereunder:

i. The Financing Party, as collateral assignee, shall be entitled to exercise, in the place and stead of Owner, any and all rights and remedies of Owner under this Agreement in accordance with the terms of this Agreement and the Financing Party shall also be entitled to exercise all rights and remedies of secured parties generally with respect to this Agreement.

ii. The Financing Party shall have the right, but not the obligation, to pay all sums due under this Agreement and to perform any other act, duty or obligation required of Owner thereunder or cause to be cured any default of Owner thereunder in the time and manner provided by the terms of this Agreement. Nothing herein requires the Financing Party to cure any default of Owner under this Agreement or (unless the Financing Party has succeeded to Owner’s interests under this Agreement) to perform any act, duty or obligation of Owner under this Agreement, but Subscriber hereby gives it the option to do so.

iii. The exercise of remedies under its security interest in the Facility, including any sale thereof by the Financing Party, whether by judicial proceeding or under any power of sale contained therein, or any conveyance from Owner to the Financing Party (or any assignee of the Financing Party), shall not constitute a default under this Agreement.

iv. Upon any rejection or other termination of this Agreement pursuant to any process undertaken with respect to Owner under the United States Bankruptcy Code or any similar state law, at the request of the Financing Party made within ninety (90) days of such termination or rejection, Subscriber shall enter into a new agreement with the Financing Party or its assignee having the same terms and conditions as this Agreement.

(d) Right to Cure.

i. Except for termination pursuant to Section 3(a) of the Subscription Agreement in connection with a failure to achieve commercial operation by December 31, 2017, Subscriber will not exercise any right to terminate or suspend this Agreement unless it shall have given the Financing Party prior written notice by sending notice to the Financing Party (at the address provided by Owner) of its intent to terminate or suspend this Agreement, specifying the condition giving rise to such right, and the Financing Party shall not have caused to be cured the condition giving rise to the right of termination or suspension within thirty (30) days after its receipt of notice thereof or (if longer) the periods provided for in this Agreement. The Parties respective obligations will otherwise remain in effect during any cure periods; provided that if such Owner default reasonably cannot be cured by the Financing Party within such periods and the Financing Party commences and continuously pursues cure of such default within such periods, such periods for cure will be extended for a reasonable period of time under the circumstances not to exceed additional sixty (60) days.

ii. If the Financing Party (including any transferee), pursuant to an exercise of remedies by the Financing Party, shall acquire title to or control of Owner's assets and shall, within the time periods described in subsection (d)(i) above, cure all defaults under this Agreement existing as of the date of such change in title or control in the manner required by this Agreement and which are capable of cure by a third person or entity, then such person or entity shall no longer be in default under this Agreement, and this Agreement shall continue in full force and effect.

AGREEMENT

THIS AGREEMENT, Made and entered into by and between the COUNTY OF HENNEPIN, a political subdivision of the State of Minnesota, hereinafter referred to as the "COUNTY", and the CITY OF "Name of City Here", a political subdivision of the State of Minnesota, hereinafter referred to as "CITY";

WHEREAS, said CITY lies wholly within the COUNTY OF HENNEPIN and constitutes a separate assessment district; and

WHEREAS, under such circumstances, the provisions of Minnesota Statutes, Section 273.072 and Minnesota Statutes, Section 471.59 permit the County Assessor to provide for the assessment of property; and

WHEREAS, said CITY desires the COUNTY to perform certain assessments on behalf of said CITY; and

WHEREAS, the COUNTY is willing to cooperate with said CITY by completing the assessment in a proper manner;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, it is agreed as follows:

1. The COUNTY shall perform the 2017, 2018, 2019, and 2020 property assessment for the CITY OF "Name of City Here" in accordance with property assessment procedures and practices established and observed by the COUNTY, the validity and reasonableness of which are hereby acknowledged and approved by the CITY. Any such practices and procedures may be changed from time to time, by the COUNTY in its sole judgment, when good and efficient assessment procedures so require. The property assessment by the COUNTY shall be composed of those

assessment services which are set forth in Exhibit A, attached hereto and made a part hereof by this reference, provided that the time frames set forth therein shall be considered to be approximate only.

2. All information, records, data, reports, etc. necessary to allow the COUNTY to carry out its herein responsibilities shall be furnished to the COUNTY without charge by the CITY, and the CITY agrees to cooperate in good faith with the COUNTY in carrying out the work under this Agreement.

3. The CITY agrees to furnish, without charge, office space needed by the COUNTY at appropriate places in the CITY's offices. Such office space shall be sufficient in size to accommodate reasonably "# of appraiser(s)" and any furniture placed therein. The office space shall be available for the COUNTY's use at any and all times during typical business hours, and during all such hours the COUNTY shall be provided with levels of heat, air conditioning and ventilation as are appropriate for the seasons.

4. The CITY also agrees to provide appropriate desk and office furniture as necessary, clerical and secretarial support necessary and reasonable for the carrying out of the work herein, necessary office supplies and equipment, copying machines and fax machines and their respective supplies, and telephone service to the COUNTY, all without charge to the COUNTY.

5. It shall be the responsibility of the CITY to have available at the CITY's offices a person who has the knowledge and skill to be able to answer routine questions pertaining to homesteads and property assessment matters and to receive, evaluate and organize homestead applications. The CITY shall store all homestead applications and homestead data in secure storage meeting the requirements set by the COUNTY.

It shall also be the responsibility of the CITY to promptly refer any homestead application which needs investigation to the COUNTY.

6. In accordance with Hennepin County Affirmative Action Policy and the County Commissioners' policies against discrimination, no person shall be excluded from full employment rights or participation in or the benefits of any program, service or activity on the grounds of race, color, creed, religion, age, sex, disability, marital status, sexual orientation, public assistance status, ex-offender status or national origin; and no person who is protected by applicable Federal or State laws, rules and regulations against discrimination shall be otherwise subjected to discrimination.

7. It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of joint venturers or co-partners between the parties hereto or as constituting the CITY as the agent, representative or employee of the COUNTY for any purpose or in any manner whatsoever. Any and all personnel of CITY or other persons, while engaged in the performance of any activity under this Agreement, shall have no contractual relationship with the COUNTY and shall not be considered employees of the COUNTY and any and all claims that may or might arise under the Workers' Compensation Act of the State of Minnesota on behalf of said personnel or other persons while so engaged, and any and all claims whatsoever on behalf of any such person or personnel arising out of employment or alleged employment including, without limitation, claims of discrimination against the CITY, its officers, agents, CITY or employees shall in no way be the responsibility of the COUNTY, and CITY shall defend, indemnify and hold the COUNTY, its officials, officers, agents, employees and duly authorized volunteers harmless from any and all such claims regardless of any determination of any pertinent tribunal,

agency, board, commission or court. Such personnel or other persons shall not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from the COUNTY, including, without limitation, tenure rights, medical and hospital care, sick and vacation leave, Workers' Compensation, Re-employment Compensation, disability, severance pay and retirement benefits.

8. CITY agrees that it will defend, indemnify and hold the COUNTY, its elected officials, officers, agents, employees and duly authorized volunteers harmless from any and all liability (statutory or otherwise) claims, suits, damages, judgments, interest, costs or expenses (including reasonable attorney's fees, witness fees and disbursements incurred in the defense thereof) resulting from or caused by the negligent or intentional acts or omissions of the CITY, its officers, agents, contractors, employees or duly authorized volunteers in the performance of the responsibilities provided by this Agreement. The CITY's liability shall be governed by Minn. Stat. Chapter 466 and other applicable law, rule and regulation, including common law.

9. COUNTY agrees that it will defend, indemnify and hold the CITY, its elected officials, officers, agents, employees and duly authorized volunteers harmless from any and all liability (statutory or otherwise) claims, suits, damages, judgments, interest, costs or expenses (including reasonable attorney's fees, witness fees and disbursements incurred in the defense thereof) resulting from or caused by the negligent or intentional acts or omissions of the COUNTY, its officers, agents, contractors, employees or duly authorized volunteers in the performance of the responsibilities provided by this Agreement. The COUNTY's liability shall be governed by Minn. Stat. Chapter 466 and other applicable law, rule and regulation, including common law.

10. The COUNTY shall endeavor to perform all services called for herein in an efficient manner. The sole and exclusive remedy for any breach of this Agreement by the COUNTY and for COUNTY's liability of any kind whatsoever, including but not limited to liability arising out of, resulting from or in any manner related to contract, tort, warranty, statute or otherwise, shall be limited to correcting diligently any deficiency in said services as is reasonably possible under the pertinent circumstances.

11. Neither party hereto shall be deemed to be in default of any provision of this Agreement, or for delay or failure in performance, resulting from causes beyond the reasonable control of such party, which causes shall include, but are not limited to, acts of God, labor disputes, acts of civil or military authority, fire, civil disturbance, changes in laws, ordinances or regulations which materially affect the provisions hereof, or any other causes beyond the parties' reasonable control.

12. This Agreement shall commence on August 1, 2016, and shall terminate on July 31, 2020. Either party may initiate an extension of this Agreement for a term of four (4) years by giving the other written notice of its intent to so extend prior to March 1, 2020. If the party who receives said notice of intent to extend gives written notice to the other party of its desire not to extend prior to, April 15, 2020 this Agreement shall terminate on July 31, 2020.

Nothing herein shall preclude the parties, prior to the end of this Agreement, from agreeing to extend this contract for a term of four (4) years. Any extended term hereof shall be on the same terms and conditions set forth herein and shall commence on August 1, 2020. Either party may terminate this Agreement for "just cause" as determined by the Commissioner of Revenue after hearing for such a determination is held by the Commissioner of Revenue and which has been attended by representatives of COUNTY and CITY or which said

representatives had a reasonable opportunity to attend, provided that after such determination, any party desiring to cancel this Agreement may do so by giving the other party no less than 120 days' written notice. If the CITY should cancel this Agreement, as above provided, before the completion of the then current property assessment by the COUNTY, the CITY agrees to defend and hold the COUNTY, its officials, officers, agents, employees and duly authorized volunteers harmless from any liability that might ensue as a result of the non-completion of a property tax assessment.

For the purpose of this Agreement, the term "just cause" shall mean the failure of any party hereto reasonably to perform a material responsibility arising hereunder.

13.A. In consideration of said assessment services, the CITY agrees to pay the COUNTY the sum of "Contract Dollar Amount" Thousand Dollars (\$??,???) for each assessment, provided that any payment for the current year's assessment may be increased or decreased by that amount which exceeds or is less than the COUNTY's estimated cost of appraising new construction and new parcels for the current year's assessment. The amount of any increase or decrease shall be specified in the billing for the current year's assessment.

13.B. Regarding each assessment, in addition to being subject to adjustment in the above manner, said assessment cost of \$??,??? may also be increased by the COUNTY if:

- (1) The COUNTY determines that any cost to the COUNTY in carrying out any aspect of this Agreement has increased, including but not limited to the following types of costs: **new construction and new parcel appraisals, mileage, postage, supplies, labor (including fringe benefits) and other types of costs, whether similar or dissimilar;** and/or
- 2) The COUNTY reasonably determines that other costs should be included in the costs of assessment work.

If the COUNTY desires to increase the assessment cost pursuant to this paragraph 13(B), it shall give written notice thereof by June 15 of any year and such increase shall apply to the assessment for the calendar year next following the current calendar year. Any such notification shall specifically set forth the amount of any new construction and new parcel appraisal charges. Notwithstanding any provisions herein to the contrary, if any such increase, exclusive of any charge for the estimated costs of new construction and new parcel appraisals, exceeds seven and one half percent (7.5%) of the amount charged for the assessment for the then current calendar year, exclusive of any charge for the estimated costs of new construction and new parcel appraisals, the CITY may cancel this Agreement by giving to the COUNTY written notice thereof, provided that said cancellation notice must be received by the COUNTY not later than July 24 of the then current calendar year and said cancellation shall be effective no earlier than five (5) days after the receipt of said notice by the COUNTY and not later than July 31 of said next calendar year. Supportive records of the cost increase will be open to inspection by the CITY at such times as are mutually agreed upon by the COUNTY and CITY.

Failure of the COUNTY to give the CITY a price-change notice by June 15 shall not preclude the COUNTY from giving CITY such notice after said date but prior to September 1 of any year, provided that if such price increase exceeds said ten (10%) - all as above set forth - the CITY may cancel this Agreement if the COUNTY receives notice thereof not later than thirty-nine (39) days from the date of receipt by the CITY of any said late price-change notice, provided further that any such cancellation shall be effective not earlier than five (5) days after COUNTY's receipt of said cancellation notice and not later than forty-six (46) days after the CITY's receipt of any said price-increase notice.

Payment for each assessment shall be made in the following manner:

Approximately one-half (1/2) of the cost of an assessment (the amount payable being set forth in a bill sent by the COUNTY to the CITY) shall be paid by the CITY no later than the fifteenth (15th) day of the December which precedes the pertinent assessment year; and the remaining portion of said cost (the amount payable being set forth in a bill sent by the COUNTY to the CITY) shall be paid by the CITY no later than July 15 of the pertinent year.

The COUNTY may bill the CITY after the aforesaid dates and in each such case, the CITY shall pay such bill within thirty (30) days after receipt thereof.

14. Any notice or demand, which may or must be given or made by a party hereto, under the terms of this Agreement or any statute or ordinance, shall be in writing and shall be sent registered or certified mail to the other party addressed as follows:

TO CITY: Mayor, City of "Name of City"
Address
Address, MN XXXXX

TO COUNTY: Hennepin County Administrator
2300A Government Center
Minneapolis, MN 55487

copies to: County Assessor
Hennepin County
2103A Government Center
Minneapolis, MN 55487

copies to: Assistant County Assessor
Hennepin County
2103A Government Center
Minneapolis, MN 55487

Any party may designate a different addressee or address at any time by giving written notice thereof as above provided. Any notice, if mailed, properly addressed, postage prepaid, registered or certified mail, shall be deemed dispatched on the registered date or that stamped on the certified mail receipt and shall be deemed received within the second business day thereafter or when it is actually received, whichever is sooner. Any notice delivered by hand shall be deemed received upon actual delivery.

15. It is expressly understood that the obligations of the CITY under Paragraphs 7, 8, 11, and 12 hereof and the obligations of the CITY which, by their sense and context, are intended to survive the performance thereof by the CITY, shall so survive the completion of performance, termination or cancellation of this Agreement.

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IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by its duly authorized officers and delivered on its behalf, this _____ day of _____, 2016.

COUNTY OF HENNEPIN
STATE OF MINNESOTA

Reviewed by County
Attorney's Office:

By: _____
Chair of the County Board

Date: _____

And: _____
Assistant/Deputy/County Administrator

ATTEST: _____
Deputy/Clerk of the County Board

CITY OF "Name of City Here"

By: _____

Its _____

And: _____

Its _____

City organized under:

_____ Statutory _____ Option A _____ Option B _____ Charter

EXHIBIT A

CITY OF "Name of City Here"

During the contract term, the County shall:

1. Physically inspect and revalue 20% of the real property, as required by law.
2. Physically inspect and value all new construction, additions and renovation.
3. Adjust estimated market values on those properties not physically inspected as deemed necessary per sales ratio analysis.
4. Prepare the initial assessment roll.
5. Print and mail valuation notices.
6. Respond to taxpayers regarding assessment or appraisal problems or inquiries.
7. Conduct valuation reviews prior to Board of Review or Open Book Meetings, as determined by the City – approximate dates: March through May 15.
8. Attend Board of Review or conduct Open Book Meeting. Prepare all necessary review appraisals. Approximate dates: April 1 – May 31.
9. Maintain an updated property file – current values, classification data and characteristic data.
10. Prepare divisions and combinations as required.
11. Administer the abatement process pursuant to Minn. Stat. §375.192.
12. Prepare appraisals; defend and/or negotiate all Tax Court cases.

	January	February	March	April	May	June	July	August	September	October	November	December	Year End Totals
Opening Balance	7,870,390	7,839,875	7,936,441	7,875,001	7,956,582	7,127,450	6,585,130	7,181,354	7,090,422	7,048,790	7,054,658	6,998,239	
Investments	6,462,681	6,462,681	6,462,681	5,715,681	5,465,681	5,465,681	5,465,681	5,465,681	5,465,681	5,465,681	5,465,681	5,465,681	
Cash (Money Market and Checking)	1,407,709	1,377,194	1,473,760	2,159,320	2,490,901	1,661,769	1,119,449	1,715,673	1,624,741	1,583,109	1,588,977	1,532,558	

Revenues	<i>Actuals</i>	<i>Actuals</i>	<i>Actuals</i>	<i>Actuals</i>									
General Fund (100)	21,530	43,646	40,980	22,000	27,500	35,000	532,426	22,000	22,000	42,000	14,500	516,926	1,340,508
Fire Donations (107)	-	-	14,400	-	-	-	-	2,000	-	-	-	-	16,400
EDA Special Revenue Fund (201)	170	-	853	-	-	-	24,500	-	-	-	-	24,500	50,023
EDA Business Incentive Fund (205)	52	72	2,060	81	81	81	81	81	81	81	81	28,097	30,929
2008A GO Refunding Bond (311)	-	-	290	-	-	-	19,302	-	-	-	-	19,302	38,893
2009A GO IMP Refunding Bond (312)	-	-	164	-	-	-	11,491	-	-	-	-	11,491	23,146
2010 GO Equipment Certificates (313)	-	-	-	-	-	-	15,067	-	-	-	-	15,067	30,134
2011A Go Improvement Bond (314)	-	-	3,411	-	-	-	62,700	-	-	-	-	62,700	128,811
General Capital (401)	6,500	150,000	7,180	212,500	-	100,000	-	234,535	-	-	-	-	710,715
Parks Capital (402)	-	-	2,036	-	-	-	-	-	-	-	-	-	2,036
Fire Dept Capital (403)	-	-	1,420	-	-	-	15,000	-	-	-	-	15,000	31,420
Historical Capital Project (404)	-	-	78,000	-	-	-	-	50,000	-	-	-	-	128,000
TIF District (407)	-	-	50	-	-	-	3,500	-	-	-	-	3,500	7,050
Facilities Capital Fund (411)	-	-	405	-	-	-	-	-	-	-	-	-	405
Equipment Capital Fund (417)	-	-	930	-	-	-	28,750	-	-	-	-	28,750	58,430
Street Capital (418)	-	-	6,000	-	-	-	111,250	-	-	-	-	111,250	228,500
Water Enterprise Fund (601)	7,200	14,939	14,950	6,000	7,000	8,000	10,000	11,000	10,000	10,500	6,000	4,400	109,989
Sewer Enterprise Fund (602)	30,000	43,800	19,000	22,000	23,000	22,000	22,000	22,000	22,000	22,000	22,000	22,000	291,800
Storm Water Enterprise Fund (603)	3,000	3,010	1,200	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	34,210
Water Capital Fund (611)	-	-	3,500	-	-	-	-	-	-	-	-	-	3,500
Sewer Capital Fund (612)	200	-	15,100	-	-	-	-	-	-	-	-	-	15,300
Storm Water Capital Fund (613)	-	-	4,800	-	-	-	-	-	-	-	-	-	4,800
Escrow Accounts (811/815/817/818)	5,000	20,000	15,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	85,000
Interest (900)	37,700	20,415	(58,130)	-	-	-	-	-	-	-	-	-	(15)
Total Revenues	111,352	295,881	173,599	270,581	65,581	173,081	864,067	349,616	62,081	82,581	50,581	870,983	3,369,983

Expenses	<i>Actuals</i>	<i>Actuals</i>	<i>Actuals</i>	<i>Actuals</i>									
General Fund (100)	41,000	80,000	53,000	70,600	183,000	183,000	120,000	120,000	60,000	60,000	100,000	230,000	1,300,600
Fire Donations (107)	-	-	-	-	-	-	-	2,000	-	-	-	-	2,000
EDA Special Revenue Fund (201)	200	1,500	200	520	2,000	2,000	2,000	2,000	2,000	2,000	2,000	5,000	21,420
EDA Business Incentive Fund (205)	-	-	1,500	-	-	-	-	-	-	-	-	28,016	29,516
2008A GO Refunding Bonds (311)	39,500	-	-	-	-	-	-	4,000	-	-	-	-	43,500
2009A GO IMP Refunding Bond (312)	21,567	-	-	-	-	-	-	2,300	-	-	-	-	23,867
2010 GO Equipment Certificates (313)	-	23,500	-	-	-	-	-	11,000	-	-	-	-	34,500
2011A Go Improvement Bond (314)	-	-	-	-	-	10,400	-	-	-	-	-	150,400	160,800
General Capital (401)	-	16,200	151,400	13,400	114,000	-	-	50,000	-	-	-	-	345,000
Parks Capital (402)	-	-	-	3,000	-	-	-	234,535	-	-	-	-	237,535
Fire Dept Capital (403)	-	-	3,000	-	-	-	-	-	-	-	-	-	3,000
Historical Capital Project (404)	27,100	58,000	5,800	6,200	25,000	-	-	-	-	-	-	-	122,100
TIF District (407)	-	-	-	-	-	-	-	-	-	-	-	7,000	7,000
Facilities Capital Fund (411)	-	-	-	14,000	-	-	-	-	-	-	-	-	14,000
Equipment Capital Fund (417)	-	-	-	-	-	-	-	-	-	-	-	2,500	2,500
Street Capital (418)	-	3,500	-	30,700	556,000	-	-	-	-	-	-	-	590,200
Water Enterprise Fund (601)	2,900	2,000	6,003	15,800	5,001	265,001	5,001	5,001	5,001	5,001	-	-	316,709
Sewer Enterprise Fund (602)	9,600	4,800	14,136	31,530	4,712	-	135,842	4,712	31,712	4,712	-	27,000	268,756
Storm Water Enterprise Fund (603)	-	515	-	-	-	-	-	-	-	-	-	-	515
Storm Water Capital Fund (613)	-	-	-	-	-	250,000	-	-	-	-	-	-	250,000
Escrow Accounts (811/815/817/818)	-	9,300	-	3,250	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	52,550
Total Expenditures	141,867	199,315	235,039	189,000	894,713	715,401	267,843	440,548	103,713	76,713	107,000	454,916	3,826,068

Ending Balance	7,839,875	7,936,441	7,875,001	7,956,582	7,127,450	6,585,130	7,181,354	7,090,422	7,048,790	7,054,658	6,998,239	7,414,305
Ending Cash Balance	1,377,194	1,473,760	1,412,320	2,240,901	1,661,769	1,119,449	1,715,673	1,624,741	1,583,109	1,588,977	1,532,558	1,948,624

	<i>Actuals</i>	<i>Actuals</i>	<i>Actuals</i>											
	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>Change</u>	
401 - General Capital	\$ 787,808	\$ 921,608	\$ 777,388	\$ 976,488	\$ 862,488	\$ 962,488	\$ 962,488	\$ 1,147,023	\$ 1,147,023	\$ 1,147,023	\$ 1,147,023	\$ 1,147,023	\$ 359,215	
402 - Parks Capital	\$ 234,535	\$ 234,535	\$ 236,571	\$ 233,571	\$ 233,571	\$ 233,571	\$ 233,571	\$ (964)	\$ (964)	\$ (964)	\$ (964)	\$ (964)	\$ (235,499)	
403 - FD Capital	\$ 164,033	\$ 164,033	\$ 162,453	\$ 162,453	\$ 162,453	\$ 162,453	\$ 177,453	\$ 177,453	\$ 177,453	\$ 177,453	\$ 177,453	\$ 192,453	\$ 28,420	
404 - Historical Capital	\$ (34,059)	\$ (92,059)	\$ (19,859)	\$ (26,059)	\$ (51,059)	\$ (51,059)	\$ (51,059)	\$ (1,059)	\$ (1,059)	\$ (1,059)	\$ (1,059)	\$ (1,059)	\$ 33,000	
407 - TIF Redev. Dist. #1	\$ 5,602	\$ 5,602	\$ 5,652	\$ 5,652	\$ 5,652	\$ 5,652	\$ 9,152	\$ 9,152	\$ 9,152	\$ 9,152	\$ 9,152	\$ 5,652	\$ 50	
411 - Facilities Capital	\$ 46,642	\$ 46,642	\$ 47,047	\$ 33,047	\$ 33,047	\$ 33,047	\$ 33,047	\$ 33,047	\$ 33,047	\$ 33,047	\$ 33,047	\$ 33,047	\$ (13,595)	
417 - Equip. Capital	\$ 106,846	\$ 106,846	\$ 107,776	\$ 107,776	\$ 107,776	\$ 107,776	\$ 136,526	\$ 136,526	\$ 136,526	\$ 136,526	\$ 136,526	\$ 162,776	\$ 55,930	
418 - Street Capital	\$ 687,110	\$ 683,610	\$ 689,610	\$ 658,910	\$ 102,910	\$ 102,910	\$ 214,160	\$ 214,160	\$ 214,160	\$ 214,160	\$ 214,160	\$ 325,410	\$ (361,700)	

Cash and Investments

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

	<u>12/31/2015</u>	<u>12/31/2014</u>	<u>Increase/(Decrease)</u>
Checking	824,816	706,607	118,209
Investments (at market value)	<u>7,036,827</u>	<u>6,270,016</u>	<u>766,811</u>
Total cash and Investments	<u><u>7,861,643</u></u>	<u><u>6,976,622</u></u>	<u><u>885,020</u></u>

<u>Investment Type</u>	<u>12/31/2015</u>	<u>12/31/2014</u>	<u>Increase/(Decrease)</u>
Checking	824,816	706,607	118,209
Money Market	574,146	863,251	(289,105)
Negotiable CDs	5,649,388	3,929,329	1,720,059
Municipal bond	553,305	978,321	(425,016)
Government agency securities	<u>259,988</u>	<u>499,115</u>	<u>(239,127)</u>
Total Investments	<u><u>7,861,643</u></u>	<u><u>6,976,622</u></u>	<u><u>885,020</u></u>

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City of Hanover, Minnesota

Cash Position

As of 12/31/15

<u>Bank West</u>	<u>Maturity Date</u>	<u>Interest</u>	<u>Current Balance</u>	<u>% of Total</u>
Checking Account (reconciled)	N/A	0.10%	\$ 581,961	
Money Market Savings Account	N/A	0.15%	\$ 316,620	
Bank Certificates of Deposit	24-48 months	0.61% <i>avg</i>	\$ 371,530	
averages	35 months	0.26%		
Total Bank West			\$ 1,270,111	16%
<u>Central Bank</u>				
Savings Account	N/A	0.20%	\$ 242,654	
Total Central Bank			\$ 242,654	3%
<u>Financial Security Bank</u>				
Money Market Savings Account	N/A	0.35%	\$ 101,425	
Total Financial Security Bank			\$ 101,425	1%
<u>FNB of Elk River</u>				
Non-brokered Certificates of Deposit	41 months	0.85%	\$ 258,995	
Total FNB of Elk River			\$ 258,995	3%
<u>UBS</u>				
Money Market Savings Account	N/A	0.03%	\$ 153,150	
Brokered Certificates of Deposit	4-73 months	1.67% <i>avg</i>	\$ 4,022,533	
Municipal Securities	1-50 months	3.13% <i>avg</i>	\$ 813,293	
averages		1.86%		
Total UBS			\$ 4,988,976	63%
<u>4M Fund</u>				
Money Market Savings Account	N/A	0.03%	\$ 2,951	
Brokered Certificates of Deposit	3-4 months	0.31% <i>avg</i>	\$ 996,331	
averages		0.31%		
Total 4M Fund			\$ 999,282	13%
Total Deposits and Investments			\$ 7,861,443	
Average Interest	28 months	1.29%		
<u>Petty Cash</u>				
Administration	N/A	N/A	\$ 200	
Total Petty Cash			\$ 200	

City of Hanover, Minnesota
Statement of Revenues and Expenditures - Budget and Actual - General Fund (Unaudited)
For the year ended December 31, 2015

	Annual Budget	Actual Thru 12/31/15	Variance - Favorable (Unfavorable)	Percent Received or Expended Based on Budget thru 12/31/15
Revenues				
Taxes	1,101,352	1,135,414	34,062	103.09
Licenses and permits	132,350	151,212	18,862	114.25
Local government aid	105,859	105,859	-	100.00
Intergovernmental	69,194	102,088	32,894	147.54
Fines and forfeitures	1,500	2,643	1,143	176.19
Interest earnings	8,000	36,219	28,219	452.74
Charges for service	124,344	130,973	6,629	105.33
Contributions & Donations	-	6,280	6,280	-
Miscellaneous revenue	13,000	40,039	27,039	307.99
Total Revenues	1,555,599	1,710,727	155,128	109.97

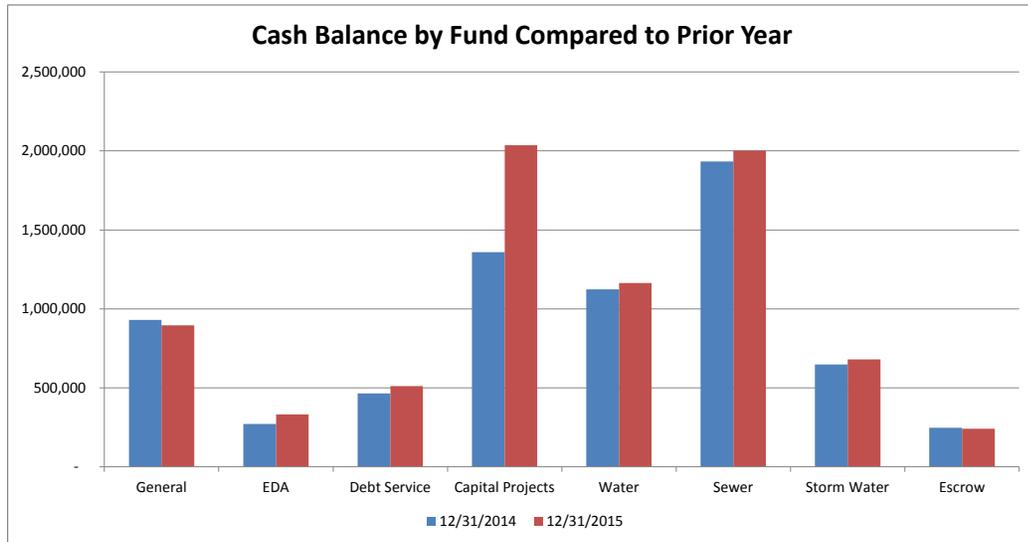
	Annual Budget	Actual Thru 12/31/15	Variance - (Favorable) Unfavorable	Percent Received or Expended Based on Budget thru 12/31/15
Expenditures				
City Council & Commissions	30,838	23,702	(7,136)	76.86
Administration	177,321	181,040	3,719	102.10
Elections	1,000	79	(921)	7.91
Accounting & Auditing	134,010	120,970	(13,040)	90.27
Legal	21,152	18,947	(2,205)	89.57
Planning & Zoning	17,000	19,945	2,945	117.32
City Hall	56,600	43,495	(13,105)	76.85
Engineering	25,000	23,493	(1,507)	93.97
Insurance	25,450	25,045	(405)	98.41
Public safety	370,179	373,526	3,347	100.90
Cemetery	150	50	(100)	33.33
Public works	310,713	303,987	(6,726)	97.84
Recycling	37,000	37,896	896	102.42
Culture and recreation	39,650	31,241	(8,409)	78.79
Miscellaneous (Damage Deposit)	5,000	11,079	6,079	221.57
Capital outlay	17,000	13,392	(3,608)	78.78
Operating transfers out	269,000	476,300	207,300	177.06
Total Expenditures	1,537,063	1,704,187	167,124	110.87
Excess (Deficiency) of Revenues over (Under) Expenditures	18,536	6,540	(11,996)	

Item Explanation of expense items overbudget

- (1) Damage Deposit Refunds are offset by Damage Deposit Revenues, YTD Damage Deposit Revenue is \$11,500
- (2) Planning & Zoning had increased work related to the Greenhouse
- (2) Transferred 2014 Budget Surplus and 2015 Budgeted Transfers

City of Hanover, Minnesota
Unaudited Cash Balances by Fund
December 31, 2014, September 30, 2015 and December 31, 2015

Fund	Balance 12/31/14	9/30/2015	12/31/2015	YTD Change from	
				9/30/15	Change from 12/31/14
100 GENERAL FUND	898,108	722,581	853,968	131,387	(44,140)
107 FIRE DEPT DONATIONS FUND	31,389	36,415	42,257	5,842	10,868
201 EDA SPECIAL REVENUE FUND	96,399	97,683	101,556	3,873	5,158
205 EDA BUSINESS INCENTIVE FUND	174,966	209,723	230,005	20,282	55,039
311 2008A GO CIP REFUNDING BOND	66,598	52,716	72,636	19,921	6,038
312 2009A GO IMP REFUNDING BOND	41,378	28,434	40,406	11,972	(972)
313 2010 GO EQUIPMENT CERTIFICATES	1,750	(19,042)	5,607	24,649	3,857
314 2011A GO IMP CROSSOVER REF BD	354,098	447,397	392,811	(54,586)	38,713
401 GENERAL CAPITAL PROJECTS	364,994	576,954	782,295	205,341	417,301
402 PARKS CAPITAL PROJECTS	238,852	234,394	234,535	141	(4,317)
403 FIRE DEPT CAPITAL FUND	110,621	139,949	164,033	24,084	53,412
404 HISTORICAL CAPITAL PROJ FUND	95,979	43,770	(1,967)	(45,737)	(97,945)
407 TIF REDEV DIST #1	4,786	8,634	5,602	(3,032)	816
411 CITY HALL CAPITAL PROJ FUND	60,060	55,585	48,617	(6,968)	(11,443)
417 EQUIPMENT CAPITAL FUND	52,348	51,873	106,846	54,973	54,499
418 STREET CAPITAL PROJ FUND	431,529	505,027	695,322	190,295	263,793
601 WATER ENTERPRISE FUND	723,206	728,279	757,543	29,264	34,337
602 SEWER ENTERPRISE FUND	263,124	217,966	266,071	48,106	2,947
603 STORM WATER ENTERPRISE FUND	103,977	139,559	131,111	(8,448)	27,134
611 WATER CAPITAL IMP FUND	400,829	404,451	405,597	1,146	4,768
612 SEWER CAPITAL IMP FUND	1,671,235	1,706,710	1,735,959	29,249	64,725
613 STORM WATER CAPITAL IMP FUND	543,679	548,591	548,921	330	5,242
804 SCHENDELS FIELD ESC FUND	144,620	145,927	146,015	88	1,394
809 BRIDGES AT HANOVER ESC FUND	(13,523)	(13,477)	(13,477)	-	47
811 EROSION CONTROL ESCROW FUND	33,250	29,500	31,750	2,250	(1,500)
815 LANDSCAPE ESCROW FUND	44,000	41,000	41,000	-	(3,000)
817 INFRASTRUCTURE ESCROW FUND	16,500	16,000	16,000	-	(500)
818 MISC ESCROWS FUND	6,649	6,863	5,320	(1,543)	(1,329)
820 BRIDGES TOWNHOMES ESC FUND	3,512	3,544	3,546	2	34
821 QUAIL PASS 2ND ADD ESCROW FD	11,711	11,782	11,755	(27)	45
Total	\$ 6,976,622	\$ 7,178,788	\$ 7,861,643	\$ 682,855	\$ 885,020



City of Hanover, Minnesota
Statement of Revenues and Expenditures - Budget and Actual - Water Fund (Unaudited)
For the year ended December 31, 2015

	<u>Actual Thru 12/31/14</u>	<u>Actual Thru 12/31/15</u>	<u>Variance - Favorable (Unfavorable)</u>
Revenues			
Water and sewer sales	158,001	132,678	(25,323)
Interest earnings	9,108	6,799	(2,309)
Special Assessments	(2,418)	158	2,576
Total Revenues	<u>164,692</u>	<u>139,636</u>	<u>(25,056)</u>
Expenses			
Other services and charges	107,454	84,032	(23,422)
Repairs and maintenance	10,496	12,725	2,229
Utilities	-	-	-
Depreciation	50,304	50,304	-
Total Expenses	<u>168,254</u>	<u>147,061</u>	<u>(21,193)</u>
Excess (Deficiency) of Revenues over (under) Expense	(3,562)	(7,426)	(3,863)
Other Financing Sources and (Uses)			
Transfers In	-	-	-
Transfers Out	-	-	-
Excess (Deficiency) of Revenues and other Financing Sources over (Under)			
Expenditures	<u>(3,562)</u>	<u>(7,426)</u>	<u>(3,863)</u>

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

- (1) New water connections were down in 2015, which reduced the revenue generated by connection fees
- (2) New water connections were down in 2015, which reduced the costs generated

City of Hanover, Minnesota
Statement of Revenues and Expenditures - Budget and Actual - Sewer Fund (Unaudited)
For the year ended December 31, 2015

	<u>Actual Thru 12/31/14</u>	<u>Actual Thru 12/31/15</u>	<u>Variance - Favorable (Unfavorable)</u>
Revenues			
Water and sewer sales	410,470	382,423	(28,047)
Interest earnings	3,445	2,411	(1,034)
Special Assessments	418	708	290
Total Revenues	414,333	385,541	(28,791)
Expenses			
Other services and charges	287,782	263,944	(23,838)
Interest	15,853	12,463	(3,389)
Depreciation	159,120	157,181	(1,939)
Total Expenses	462,755	433,589	(29,166)
Excess (Deficiency) of Revenues over (under) Expense	(48,422)	(48,047)	375
Other Financing Sources and (Uses)			
Transfers In	-	-	-
Transfers Out	-	-	-
Excess (Deficiency) of Revenues and other Financing Sources over (Under) Expenditures	(48,422)	(48,047)	375

- Item Explanation of items percentage received/expended with a variance greater than \$10,000
- (1) New sewer connections were down in 2015, which reduced the revenue generated by connection fees
- (2) New sewer connections were down in 2015, which reduced the costs generated