

**AGENDA  
HANOVER CITY COUNCIL  
MAY 5, 2015**

**MAYOR  
CHRIS KAUFFMAN**

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

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

➤ Claims	\$ 73,639.37
➤ Payroll	\$ 6,604.33
➤ P/R taxes & Exp	\$ 2,494.27
➤ Other Claims	<u>\$ 1,259.33</u>
➤ Total Claims	<u>\$ 83,997.30</u>
  - c. Res No 05-05-15-27 – Approving Liquor License Renewals**
  - d. Res No 05-05-15-28 – Authorizing Trap Shooting at 9173 Division St. East, Buffalo MN**
- 4. Citizen’s Forum:**

*To address the Council in the Citizen’s Forum, please complete the Citizen’s Forum sign-in sheet on the table near the entrance and give it to the Mayor or City Administrator.*
- 5. Public Hearings**
  - a. Road Vacation of former Frankfurt Township Road Order (page 71)**
- 6. 2014 Audit Presentation**
- 7. 2015 First Quarter Budget Review (page 32)**
- 8. Unfinished Business**
  - a. Greenhouse Concept Plan (page 57)**
  - b. Wetland Delineation**
  - c. 10 Acre Appraisal (page 65)**
  - d. Res No 05-05-15-29 – Removing Hanover as a Greenstep City (page 66)**
  - e. Authorization to Advertise for Front Office Vacant Position (page 67)**
- 9. New Business**
  - a. Res No 05-05-15-30 – Vacating former Frankfurt Township Road Order (page 71)**
  - b. Res No 05-05-15-31 - Approving Lot Split for Ardell Plantenburg (page 78)**

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

**11. Adjournment**

**To: Mayor Kauffman & Members of the Hanover City Council**  
**From: Brian Hagen, City Administrator**  
**Date: April 30, 2015**  
**Re: Review of May 5, 2015 City Council Agenda**

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

➤ <b>Claims</b>	<b>\$ 73,639.37</b>
➤ <b>Payroll</b>	<b>\$ 6,604.33</b>
➤ <b>P/R taxes &amp; Exp</b>	<b>\$ 2,494.27</b>
➤ <b>Other Claims</b>	<b>\$ <u>1,259.33</u></b>
➤ <b>Total Claims</b>	<b>\$ <u>83,997.30</u></b>
  - c. **Res No 05-05-15-27 – Approving Liquor License Renewals**
  - d. **Res No 05-05-15-28 – Authorizing Trap Shooting at 9173 Division St. East, Buffalo MN**
4. **Citizen’s Forum:**

*To address the Council in the Citizen’s Forum, please complete the Citizen’s Forum sign-in sheet on the table near the entrance and give it to the Mayor or City Administrator.*
5. **Public Hearings**
  - a. **Road Vacation of former Frankfurt township Road Order (page 71)**

*Council previously passed a resolution setting this public hearing. Please see content included for item number 9.a. Res No 05-05-15-30.*
6. **2014 Audit Presentation**

*Matt Mayer from KDV will be present to provide the 2014 Audit Presentation.*
7. **2015 First Quarter Budget Review (page 32)**

*Enclosed is the first quarter budget report created by AEM. The City’s finance consultant, Vicki Holthaus, will be present to review and answer questions.*

## **8. Unfinished Business**

### **a. Greenhouse Concept Plan (page 57)**

*Enclosed is a memo from City Planner Cindy Nash. The memo outlines preliminary staff comments and Planning Commission recommendations.*

### **b. Wetland Delineation**

*Discussion on future requirements for variance requests will be held.*

### **c. 10 Acre Appraisal (page 65)**

*Enclosed is an engagement letter submitted by Nagell Appraisal @ Consulting. Bill Waytas has completed appraisals for the City of Hanover in the past. The engagement letter states an appraisal report would be provided to the City for \$900. Nagell Appraisal @ Consulting was the lowest quote as well.*

### **d. Res No 05-05-15-29 – Removing Hanover as a Greenstep City (page 66)**

*As discussed at the last meeting, a resolution is in front of the Council for consideration to formally remove Hanover as a participant in the Greenstep City Program.*

### **e. Authorization to Advertise for Front Office Vacant Position (page 67)**

*Discussion will be held regarding hiring a Receptionist/Accounting Clerk and keeping AEM as a consultant in some capacity or hiring an individual in a dual role with the main responsibility being accounting functions. For your reference is a past job description for an Accountant/Deputy Clerk.*

## **9. New Business**

### **a. Res No 05-05-15-30 – Vacating former Frankfurt Township Road Order (page 71)**

*See enclosed memo from Cindy.*

### **b. Res No 05-05-15-31 – Approving Lot Split for Ardell Plantenburg (page 78)**

*See enclosed memo from Cindy.*

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

## **11. Adjournment**

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

**Call to Order**

Mayor Kauffman called the Regular City Council Work Session Meeting of Tuesday, April 21, 2015 to order at 6:00 p.m. Present were Mayor Chris Kauffman, Councilors John Vajda, Doug Hammerseng, Ken Warpula, and Jim Zajicek. Also present were City Administrator Brian Hagen, Fire Chief Dave Malewicki, and Maintenance Worker Jason Doboszanski. Guests present included Hanover residents Stand Kolasa, Pat Athmann and Jim Diorio.

**Approval of Agenda**

Hagen removed the rental fee waiver request from Jeremy Halek. Due to unexpected reasons, Mr. Halek stated the event is unable to be organized for this Memorial Day.

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

**Consent Agenda**

**MOTION** by Vajda to approve consent agenda as presented, seconded by Warpula.

**a. Approve Minutes of April 7, 2015 Local Board of Appeals and Equalization**

**b. Approve Minutes of April 7, 2015 City Council Meeting**

**c. Approve Claims as Presented:**

➤ Claims	\$ 48,968.70
➤ Payroll	\$ 6,523.53
➤ P/R taxes & Exp	\$ 2,458.20
➤ Other Claims	\$ 1,964.44
➤ Total Claims	<u>\$ 59,914.87</u>

**Motion carried unanimously.**

**Fire Chief Dave Malewicki**

Chief Malewicki provided a year-end review of 2014. Total number of runs were 159 with an average time from the first page to leaving the station at four (4) minutes and an average response time of nine (9) minutes.

Malewicki gave additional updates related to the fire contract with neighboring communities. The contracts are planned to be amended to encompass a new billing system. The new systems will take into consideration fixed versus variable costs, as well as call volume and market value. Malewicki further requested pension funding to increase from \$1400 to \$1600 a year for retired fire members, and consideration to switch to an hourly pay versus per call. These changes will help with recruitment and retention of members. Malewicki stated they are sending out advertisements in search of daytime firefighters. Council made no decision on these change but will vote on it at a later date. Malewicki's last update was that changes to the conference room at the fire hall will be made. They are upgrading the room to be better suited for training. Malewicki asked for consensus from the Council to spend up to \$1,500 for a laptop. The current laptop no longer works and the department is considering switching to an apple laptop.

Malewicki ended his update by stating the fire department has a great group of individuals, and they should be thanked by everyone for the job they are doing.

### **Stan Kolasa – Rental Fee Waiver for Shelley Moulzolf-Timmerman Benefit**

Kolasa is one of the organizers for the benefit to be held at City Hall. Shelly is an area resident who is battling cancer. Kolasa requested a fee waiver, and stated they would clean up after the event or help with the costs. Council stated they are willing to waive the fees but if a special cleaning is needed because of more than one event scheduled then the benefit would be responsible for the special cleaning costs.

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

*At this time Jim Diorio arrived and requested to address Council*

Mr. Diorio addressed Council on three items. First was the condition of the Hanover Hills neighborhood area roads. Diorio feels there has been deferred maintenance in the neighborhood and that if left alone any longer the roads would be past an ability to repair. Diorio stated he was in favor of assessments if that was what is needed to extended the life of the roads. Diorio further stated that he understands that water and sewer extensions are possible in the future. If correct maintenance is completed now, then when the road needs a full reconstruct it may be feasible to extend water and sewer services at that time.

Next Diorio asked about the status of stops signs being installed at 3<sup>rd</sup>/Kadler Ave. Diorio was in favor of these stop signs versus speed bumps as previously discussed. Council stated that there were mixed reviews from residents, however Council feels that stop signs could be installed and removed at a later date if they are not effective.

**MOTION** by Hammerseng to install signs at the intersection of 3<sup>rd</sup>/Kadler Ave, seconded by Warpula. **Motion carried unanimously.**

Lastly, Diorio requested that the City be responsible for replacing his block mailbox. This past winter a snow plow made contact with the mailbox. The mailbox then proceeded to fall over approximately two and a half months after contact. Diorio claims the contact caused the mailbox to shift on its' foundation which later caused it to fall over. Diorio stated several times that the driver showed negligence by only making contact with his mailbox. Hammerseng stated the current policy that pays \$40 towards mailboxes hit by plows may need updating for material costs of a typical mailbox. Hammerseng further feels the City could cover more of Diorio's mailbox because there are minimal number of block mailboxes. Diorio stated his mailbox has been repaired and the new design prevents the box from overhanging the road.

**MOTION** by Hammerseng to pay for half of the repair cost up to \$500, seconded by Warpula. **Motion carried unanimously.**

### **10 Acres**

Paul Youngquist was present to hold preliminary discussion with Council related to architecture work on the future public works building. Youngquist provided a sketch of what a public works facility could look like. The sketch included a wash bay, storage bays, and offices. Youngquist explained to Council that the first step is to determine how you would like the facility set up. Doboszinski stated that staff has already began these discussions. It would be beneficial to have a drive through wash bay that way you are not pulling equipment in and out of the building as often. Other discussion revolved around different equipment that could be installed within the building.

Warpula asked for an explanation between building materials. Youngquist stated there are three options. First is a steel structure. This would be the least expensive, however, you would still want to added to the interior walls to help insulate and provide more durability to the structure. Next two options would depend on wall height. If wall height exceeds 20 feet then precast concrete panels should be considered

because companies tend to increase the panel cost the shorter the panel gets.. Less than 20 feet a masonry structure could be built for a comparable cost. Youngquist explained that for 7% of project cost, his company would design the building and manage the bid process. The benefit to this is a uniform bid amongst subcontractors that handle the electric, plumbing, etc.

On discussion related to selling a portion of the 10 acres, Hagen asked if Council would be in favor of receiving an updated appraisal. The updated appraisal would be used to determine selling price. The interested business owner has not stated what he would be willing to purchase the land for because of the unknowns. Council agreed an updated appraisal is needed. Hagen further stated that a survey for the property is on file. The survey was completed in 2000. At this time it is not suggested to have a survey completed.

### **Administrative Staff Vacancy**

Hagen informed Council that Nancy Schmitz will be ending her employment with the City. Schmitz holds a desire to be at home with her family more than she is able to while holding full time employment. Hagen further stated that he is weighing the option of hiring a full time accountant. Council directed Hagen to bring back cost comparison to reflect hiring a receptionist/accounting clerk and keeping the finance consultant to some capacity versus hiring a more expensive position of an accountant. Council further reminded Hagen they assumed he would take on the accounting duties. Hagen stated he was confident he could learn enough about accounting to have a good understanding, but that he does not have accounting experience and would not be comfortable being solely responsible for the City's accounting needs.

### **Ginseng Lane**

Hagen reminded Council about an erosion problem on Ginseng Lane. This erosion is from a creek that is nearing the road right of way. Hagen further stated that Hennepin County has visited the site and they have funds available to assist on projects of this nature. Funds from Hennepin County would cover up to 75% of the project cost based on their estimate. Hagen asked Council if the City should pay for the remaining balance of \$4000 out of the storm water utility fees. Council agreed that those fees should be used towards projects of this nature.

### **Cash Flow**

Hagen provided a cash flow chart for the remainder of the year. The chart signifies planned projects and the City's ability to fund the projects with cash on hand in order to keep designated money in investments.

### **Reports**

Doboszinski stated the road restrictions will be coming off April 22.

Hagen

- A Wright County Sheriff Deputy has requested to park a squad car at City Hall. He lives in Hanover but is on the Hennepin County side and therefore cannot bring his squad home due to Wright County policy.
- Provided a draft version of the resolution for the City to remove itself from the Greenstep City program. This resolution was at the request of the Mayor who does not feel the program provides benefit to the City.
- The MS4 Application has been submitted long with payment. Next steps will be to hold discussion with WSB on the implementation process.

**Adjournment**

**MOTION** by Vajda to adjourn at 8:49 p.m., seconded by Hammerseng. **Motion carried unanimously.**

APPROVED BY:

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Chris Kauffman, Mayor

ATTEST:

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Brian Hagen, City Administrator

# HANOVER

## Payments

04/30/15 4:25 PM

Page 1

Current Period: May 2015

Batch Name	05/05/15 PAY	Payment	Computer Dollar Amt	\$73,639.37	Posted	
Refer	<u>779 AFLAC</u>		-			
Cash Payment	E 100-41430-151 Med/Dental Insurance	April Supplemental Insurance - Clerical Staff				\$32.63
Invoice	686308					
Cash Payment	E 100-41400-151 Med/Dental Insurance	April Supplemental Insurance - City Administrator				\$126.36
Invoice	686308					
Cash Payment	E 100-41430-151 Med/Dental Insurance	April Supplemental Insurance - Clerical Staff				\$383.63
Invoice	686308					
Cash Payment	E 100-43000-151 Med/Dental Insurance	April Supplemental Insurance - Public Works				\$98.28
Invoice	686308					
Transaction Date	4/27/2015	Due 0	Cash	10100	<b>Total</b>	<b>\$640.90</b>
Refer	<u>805 ASSURANT EMPLOYEE BENEFITS</u>		-			
Cash Payment	E 100-41430-134 Employer Paid Life	Premium Period 5/1/15 - 5/31/15				\$88.10
Invoice	4/20/2015					
Cash Payment	E 100-43000-134 Employer Paid Life	Premium Period 5/1/15 - 5/31/15				\$75.03
Invoice	4/20/2015					
Cash Payment	E 100-41400-134 Employer Paid Life	Premium Period 5/1/15 - 5/31/15				\$30.67
Invoice	4/20/2015					
Cash Payment	E 100-41430-134 Employer Paid Life	Premium Period 5/1/15 - 5/31/15				\$98.67
Invoice	4/20/2015					
Cash Payment	E 100-43000-134 Employer Paid Life	Premium Period 5/1/15 - 5/31/15				\$52.67
Invoice	4/20/2015					
Transaction Date	4/29/2015	Due 0	Cash	10100	<b>Total</b>	<b>\$345.14</b>
Refer	<u>780 AT&amp;T MOBILITY</u>		-			
Cash Payment	E 100-43000-321 Telephone	Monthly Cell Charges Public Works 3/18/15 - 4/17/15				\$158.68
Invoice						
Transaction Date	4/27/2015	Due 0	Cash	10100	<b>Total</b>	<b>\$158.68</b>
Refer	<u>809 CITY OF ST. MICHAEL</u>		-			
Cash Payment	E 602-43252-310 Other Professional Servi	1st Qtr Lift Station Flows				\$27,194.50
Invoice	04292015-1	4/29/2015				
Transaction Date	4/30/2015	Due 0	Cash	10100	<b>Total</b>	<b>\$27,194.50</b>
Refer	<u>799 COX CONCRETE CONSTRUCTION,</u>		-			
Cash Payment	E 100-41110-437 Other Miscellaneous	1/2 Cost of Mailbox Repair - 10155 3rd St., Jim & Rhonda Diorio				\$480.00
Invoice	64217	4/20/2015				
Transaction Date	4/29/2015	Due 0	Cash	10100	<b>Total</b>	<b>\$480.00</b>
Refer	<u>781 DELTA DENTAL</u>		-			
Cash Payment	G 100-21706 Medical/Dental Ins	Subscriber Period 5/1/15 - 5/31/15				\$115.80
Invoice		4/15/2015				
Transaction Date	4/27/2015	Due 0	Cash	10100	<b>Total</b>	<b>\$115.80</b>
Refer	<u>782 ECM PUBLISHERS, INC.</u>		-			
Cash Payment	E 100-41970-351 Legal Notices Publishing	PHN - 675 Kadler Circle - Wetland Variance				\$79.15
Invoice	209635					

# HANOVER

## Payments

04/30/15 4:25 PM

Page 2

**Current Period: May 2015**

<b>Cash Payment</b>	E 100-41970-351 Legal Notices Publishing Ordinance No. 2015-01		<b>\$63.32</b>
Invoice 209636			
<b>Cash Payment</b>	E 100-41970-351 Legal Notices Publishing Ordinance No. 2015-02		<b>\$55.41</b>
Invoice 209637			
<b>Cash Payment</b>	E 100-41970-351 Legal Notices Publishing PHN - Frankfurt Twp Road		<b>\$112.82</b>
Invoice 212168			
Transaction Date	4/27/2015	Due 0 Cash	<b>Total</b>
		10100	<b>\$310.70</b>
Refer	802 ESS BROTHERS AND SONS INC.		-
<b>Cash Payment</b>	E 100-45200-580 Other Equipment	Curb Stop Covers / Lions Head Drinking Fountain Preperation	<b>\$172.00</b>
Invoice UU1488	4/20/2015		
Transaction Date	4/29/2015	Due 0 Cash	<b>Total</b>
		10100	<b>\$172.00</b>
Refer	784 FASTENAL COMPANY		-
<b>Cash Payment</b>	E 100-43100-215 Shop Supplies	Shop Supplies	<b>\$31.06</b>
Invoice MNTC4105037	4/9/2015		
Transaction Date	4/27/2015	Due 0 Cash	<b>Total</b>
		10100	<b>\$31.06</b>
Refer	783 FYCC		-
<b>Cash Payment</b>	E 100-45200-440 Programs/FYCC	2015 - 8 Week Summer Parks Program June 11th - July 30th	<b>\$6,080.00</b>
Invoice 1150	4/20/2015		
Transaction Date	4/27/2015	Due 0 Cash	<b>Total</b>
		10100	<b>\$6,080.00</b>
Refer	806 HAGEN, BRIAN		-
<b>Cash Payment</b>	E 100-41435-331 Travel Expenses	Anoka County Courthouse	<b>\$23.00</b>
Invoice	3/23/2015		
<b>Cash Payment</b>	E 100-41400-306 Dues & Subscriptions	File Request Payment	<b>\$10.00</b>
Invoice	3/23/2015		
Transaction Date	4/29/2015	Due 0 Cash	<b>Total</b>
		10100	<b>\$33.00</b>
Refer	785 KDV. LTD.		-
<b>Cash Payment</b>	E 100-41540-301 Auditing and Acctg Servi	Interim billing on the audit of Financial Statements for year ending 12/31/14	<b>\$17,000.00</b>
Invoice 221609	4/22/2015		
Transaction Date	4/27/2015	Due 0 Cash	<b>Total</b>
		10100	<b>\$17,000.00</b>
Refer	786 LEAGUE OF MN CITIES INS. TRUS		-
<b>Cash Payment</b>	E 100-41960-150 Worker s Comp (GENER	Volunteer Accident Plan 5/31/15 - 5/31/16	<b>\$213.00</b>
Invoice			
Transaction Date	4/27/2015	Due 0 Cash	<b>Total</b>
		10100	<b>\$213.00</b>
Refer	787 LOGSDON, JENNIFER		-
<b>Cash Payment</b>	E 100-48205-810 Refunds & Reimburseme	Hall Damage Deposit Refund; 4/18/15 Event	<b>\$200.00</b>
Invoice			
Transaction Date	4/27/2015	Due 0 Cash	<b>Total</b>
		10100	<b>\$200.00</b>
Refer	800 MENARDS-BUFFALO		-
<b>Cash Payment</b>	E 100-41940-220 Repair/Maint Supply (GE	Misc.	<b>\$85.84</b>
Invoice 81645	4/15/2015		
<b>Cash Payment</b>	E 100-45200-220 Repair/Maint Supply (GE	Misc.	<b>\$134.79</b>
Invoice 81645	4/15/2015		
Transaction Date	4/29/2015	Due 0 Cash	<b>Total</b>
		10100	<b>\$220.63</b>

# HANOVER

## Payments

04/30/15 4:25 PM  
Page 3

Current Period: May 2015

Refer	790 MN DEPT OF LABOR AND INDUST	-				
Cash Payment	E 100-42401-310 Other Professional Servi	1st Qtr 2015 - Building Surcharge Fees - CONFIRMATION #22382053085				\$237.85
Invoice						
Transaction Date	4/27/2015	Due 0	Cash	10100	<b>Total</b>	\$237.85
Refer	801 MUEHRING, JEFF	-				
Cash Payment	E 100-48205-810 Refunds & Reimburseme	Hall - Damage Deposit Refund; 4/25/15 Event				\$200.00
Invoice						
Transaction Date	4/29/2015	Due 0	Cash	10100	<b>Total</b>	\$200.00
Refer	791 MUNOZ, CYNTHIA	-				
Cash Payment	E 100-48205-810 Refunds & Reimburseme	Hall Damage Deposit Refund; 3/20/15 Event				\$200.00
Invoice						
Transaction Date	4/27/2015	Due 0	Cash	10100	<b>Total</b>	\$200.00
Refer	792 NORTHLAND TRUST	-				
Cash Payment	E 314-47000-611 Bond Interest	COH \$1,225,000 GO Imp Crossover Refunding Bonds, Series 2011A - Interest Payment				\$11,637.50
Invoice HAN11A	3/27/2015					
Cash Payment	E 312-47000-620 Fiscal Agents Fees	COH \$1,225,000 GO Imp Crossover Refunding Bonds, Series 2011A - Paying Agent Fee				\$495.00
Invoice HAN11A	3/27/2015					
Transaction Date	4/27/2015	Due 0	Cash	10100	<b>Total</b>	\$12,132.50
Refer	793 RANDYS ENVIRONMENTAL SERVI	-				
Cash Payment	E 100-43245-384 Refuse/Garbage Disposa	Multi Unit Recycling Service; April 2015 Service Period				\$2,938.55
Invoice	4/18/2015					
Transaction Date	4/27/2015	Due 0	Cash	10100	<b>Total</b>	\$2,938.55
Refer	795 S E H	-				
Cash Payment	E 201-41330-310 Other Professional Servi	Hanover 2015 EDA Services				\$1,417.29
Invoice 296481	4/18/2015					
Transaction Date	4/27/2015	Due 0	Cash	10100	<b>Total</b>	\$1,417.29
Refer	794 SCHENDEL, JIM	-				
Cash Payment	E 100-48205-810 Refunds & Reimburseme	Hall Damage Deposit Refund - 4/5/15 Event				\$200.00
Invoice						
Transaction Date	4/27/2015	Due 0	Cash	10100	<b>Total</b>	\$200.00
Refer	796 SJOLIN, E.L	-				
Cash Payment	E 100-48205-810 Refunds & Reimburseme	Hall Damage Deposit Refund - 4/9/15 Event				\$200.00
Invoice						
Transaction Date	4/27/2015	Due 0	Cash	10100	<b>Total</b>	\$200.00
Refer	803 VISA - BANKWEST	-				
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Global Industrial - FD Pure Flow Cartridge Refills				\$180.14
Invoice	3/24/2015					
Cash Payment	E 201-41330-306 Dues & Subscriptions	Lunarpages - Domain Registration - Hanover EDA				\$19.95
Invoice	3/31/2015					
Cash Payment	E 100-41570-322 Postage	USPS - Office Postage				\$147.00
Invoice	4/8/2015					



# HANOVER

## Payments

Current Period: May 2015

### Fund Summary

	10100 Cash	
602 SEWER ENTERPRISE FUND		\$27,194.50
314 2011A GO IMP CROSSOVER REF BD		\$11,637.50
312 2009A GO IMP REFUNDING BOND		\$495.00
201 EDA SPECIAL REVENUE FUND		\$1,437.24
100 GENERAL FUND		\$32,875.13
		<hr/>
		\$73,639.37

Pre-Written Check	\$0.00
Checks to be Generated by the Computer	\$73,639.37
	<hr/>
Total	\$73,639.37



# Invoice

Invoice Number: 296481

FEIN: 41-1251208 | 651.490.2000 | 800.325.2055

Page 1 of 2

**BILL TO:**

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

**Pay This Amount \$1,417.29**

Due Date	18-MAY-15
Invoice Date	18-APR-15
Bill Through Date	31-MAR-15
Terms	30 NET
SEH Client #	13874
Client Project #	
Agreement / PO #	130741

**REMIT TO:**

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

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

Project #	Project Name	Project Description
130741	HANOV Hanover 2015 EDA Serv	HANOV Hanover 2015 EDA Services

**Project Billing Summary**

	Current	Prior	To Date
<b>Totals</b>	<b>\$1,417.29</b>	<b>\$2,109.54</b>	<b>\$3,526.83</b>

**Notes:**

APR 27 2015

201-41336-310



# Invoice

Invoice Number: **296481**

FEIN: 41-1251208 | 651.490.2000 | 800.325.2055

Page 2 of 2

## Direct

Personnel	Hours	Rate	Amount	
Graff, Mary A	0.25	90.00	\$22.50	
Peper, Heidi L	9.50	138.00	\$1,311.00	
	<u>9.75</u>			<b>\$1,333.50</b>

## Reimbursed - Expenses

Expenditure Type	Amount	
Mileage	\$83.79	
		<b>\$83.79</b>

**Invoice total**      **\$1,417.29**

HANOVER  
Paid Register

Check Number	Employee Number	Employee Name	Pay Period	Pay Group Description	Check Amount	Check Date	Status
500270	000000003	Hagen, Brian S.	9	Bi-Weekly	\$1,797.13	4/24/2015	Outstanding
500271	000000002	Schmitz, Nancy A.	9	Bi-Weekly	\$997.42	4/24/2015	Outstanding
500269	000000008	Doboszanski, Jason	9	Bi-Weekly	\$1,314.31	4/24/2015	Outstanding
500268	000000011	Biren, Amy	9	Bi-Weekly	\$886.69	4/24/2015	Outstanding
EFT	000000006	Bursch, Jeffrey	9	Bi-Weekly	\$0.00	4/24/2015	Outstanding
EFT	000000007	Heins, Russell	9	Bi-Weekly	\$0.00	4/24/2015	Outstanding
500272	000000005	Vogel, Scott F.	9	Bi-Weekly	\$1,608.78	4/24/2015	Outstanding
					<hr/>		
					\$6,604.33		

HANOVER

04/22/15 1:53 PM

Page 1

Deduction/Benefit Register

Pay Group: 01 Bi-Weekly

Pay Periods: 2015(9)

Deduction/Benefit Code & Description	Employee Number & Name	Deduction Amount	Benefit Amount
001 Federal	000000011 Biren, Amy	\$148.09	
	000000008 Doboszinski, Jason	\$139.53	
	000000003 Hagen, Brian S.	\$242.45	
	000000002 Schmitz, Nancy A.	\$73.02	
	000000005 Vogel, Scott F.	\$171.69	
	<i>Federal</i>		\$774.78
005 State Tax - MN	000000011 Biren, Amy	\$61.55	
	000000008 Doboszinski, Jason	\$62.42	
	000000003 Hagen, Brian S.	\$106.67	
	000000002 Schmitz, Nancy A.	\$38.70	
	000000005 Vogel, Scott F.	\$73.89	
	<i>State Tax - MN</i>		\$343.23
049 Medicare	000000011 Biren, Amy	\$18.52	
	000000008 Doboszinski, Jason	\$25.61	
	000000003 Hagen, Brian S.	\$36.25	
	000000002 Schmitz, Nancy A.	\$18.73	
	000000005 Vogel, Scott F.	\$31.32	
	<i>Medicare</i>		\$130.43
051 Social Security	000000011 Biren, Amy	\$79.18	
	000000008 Doboszinski, Jason	\$109.50	
	000000003 Hagen, Brian S.	\$155.00	
	000000002 Schmitz, Nancy A.	\$80.10	
	000000005 Vogel, Scott F.	\$133.92	
	<i>Social Security</i>		\$557.70
501 Social Security Benefit	000000011 Biren, Amy		\$79.18
	000000008 Doboszinski, Jason		\$109.50
	000000003 Hagen, Brian S.		\$155.00
	000000002 Schmitz, Nancy A.		\$80.10
	000000005 Vogel, Scott F.		\$133.92
	<i>Social Security Benefit</i>		\$557.70
502 Medicare Benefit	000000011 Biren, Amy		\$18.52
	000000008 Doboszinski, Jason		\$25.61
	000000003 Hagen, Brian S.		\$36.25
	000000002 Schmitz, Nancy A.		\$18.73

HANOVER

04/22/15 1:53 PM

Page 2

Deduction/Benefit Register

Pay Group: 01 Bi-Weekly

Pay Periods: 2015(9)

Deduction/Benefit Code & Description	Employee Number & Name	Deduction Amount	Benefit Amount
502 Medicare Benefit	000000005 Vogel, Scott F.		\$31.32
	<i>Medicare Benefit</i>		\$130.43
<i>Grand Total</i>		\$1,806.14	\$688.13

HANOVER

04/22/15 1:55 PM

Page 1

Deduction/Benefit Register

Pay Group: 01 Bi-Weekly

Pay Periods: 2015(9)

Deduction/Benefit Code & Description	Employee Number & Name	Deduction Amount	Benefit Amount
504 Medical Insurance	000000011 Biren, Amy		\$451.68
	000000008 Doboszenski, Jason		\$828.70
	000000003 Hagen, Brian S.		\$292.26
	000000005 Vogel, Scott F.		\$391.55
	<i>Medical Insurance</i>		
506 Life Insurance	000000011 Biren, Amy		\$50.00
	000000008 Doboszenski, Jason		\$75.03
	000000003 Hagen, Brian S.		\$30.67
	000000002 Schmitz, Nancy A.		\$98.67
	000000005 Vogel, Scott F.		\$52.67
<i>Life Insurance</i>			\$307.04
<i>Grand Total</i>			\$2,271.23

HANOVER

04/22/15 1:54 PM

Page 1

Deduction/Benefit Register

Pay Group: 01 Bi-Weekly

Pay Periods: 2015(9)

Deduction/Benefit Code & Description	Employee Number & Name	Deduction Amount	Benefit Amount
052 PERA	000000011 Biren, Amy	\$83.01	
	000000008 Doboszinski, Jason	\$114.80	
	000000003 Hagen, Brian S.	\$162.50	
	000000002 Schmitz, Nancy A.	\$83.98	
	000000005 Vogel, Scott F.	\$140.40	
	<i>PERA</i>		\$584.69
503 PERA ER	000000011 Biren, Amy		\$95.78
	000000008 Doboszinski, Jason		\$132.46
	000000003 Hagen, Brian S.		\$187.50
	000000002 Schmitz, Nancy A.		\$96.90
	000000005 Vogel, Scott F.		\$162.00
	<i>PERA ER</i>		
<i>Grand Total</i>		\$584.69	\$674.64

**HANOVER**  
**Cash Balances**  
**May 2015**

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$592,580.48	\$56.70	\$32,931.83	\$559,705.35
107 FIRE DEPT DONATIONS FUND	\$31,529.28	\$0.00	\$0.00	\$31,529.28
201 EDA SPECIAL REVENUE FUND	\$78,019.40	\$0.00	\$1,437.24	\$76,582.16
205 EDA BUSINESS INCENTIVE FUND	\$199,887.85	\$0.00	\$0.00	\$199,887.85
311 2008A GO CIP REFUNDING BOND	\$37,604.68	\$0.00	\$0.00	\$37,604.68
312 2009A GO IMP REFUNDING BOND	\$19,016.35	\$0.00	\$495.00	\$18,521.35
313 2010 GO EQUIPMENT CERTIFICATES	-\$20,234.25	\$0.00	\$0.00	-\$20,234.25
314 2011A GO IMP CROSSOVER REF BD	\$357,588.22	\$0.00	\$11,637.50	\$345,950.72
401 GENERAL CAPITAL PROJECTS	\$829,712.40	\$0.00	\$0.00	\$829,712.40
402 PARKS CAPITAL PROJECTS	\$239,919.44	\$0.00	\$0.00	\$239,919.44
403 FIRE DEPT CAPITAL FUND	\$111,115.94	\$0.00	\$0.00	\$111,115.94
404 HISTORICAL CAPITAL PROJ FUND	\$96,407.72	\$0.00	\$0.00	\$96,407.72
407 TIF REDEV DIST #1	\$4,807.40	\$0.00	\$0.00	\$4,807.40
408 8TH ST CAPITAL PROJ FUND	\$0.00	\$0.00	\$0.00	\$0.00
411 CITY HALL CAPITAL PROJ FUND	\$60,328.83	\$0.00	\$0.00	\$60,328.83
412 CROW RIVER CROSSING PROJ FD	\$0.00	\$0.00	\$0.00	\$0.00
416 RIVER RD RECON FUND	\$0.00	\$0.00	\$0.00	\$0.00
417 EQUIPMENT CAPITAL FUND	\$52,581.87	\$0.00	\$0.00	\$52,581.87
418 STREET CAPITAL PROJ FUND	\$433,615.77	\$0.00	\$0.00	\$433,615.77
601 WATER ENTERPRISE FUND	\$710,416.67	\$0.00	\$0.00	\$710,416.67
602 SEWER ENTERPRISE FUND	\$278,631.56	\$0.00	\$27,194.50	\$251,437.06
603 STORM WATER ENTERPRISE FUND	\$118,810.61	\$0.00	\$0.00	\$118,810.61
611 WATER CAPITAL IMP FUND	\$402,621.26	\$0.00	\$0.00	\$402,621.26
612 SEWER CAPITAL IMP FUND	\$1,679,221.06	\$0.00	\$0.00	\$1,679,221.06
613 STORM WATER CAPITAL IMP FUND	\$546,109.59	\$0.00	\$0.00	\$546,109.59
804 SCHENDELS FIELD ESC FUND	\$145,266.61	\$0.00	\$0.00	\$145,266.61
809 BRIDGES AT HANOVER ESC FUND	-\$13,476.50	\$0.00	\$0.00	-\$13,476.50
811 EROSION CONTROL ESCROW FUND	\$34,000.00	\$0.00	\$0.00	\$34,000.00
815 LANDSCAPE ESCROW FUND	\$45,500.00	\$0.00	\$0.00	\$45,500.00
817 INFRASTRUCTURE ESCROW FUND	\$16,500.00	\$0.00	\$0.00	\$16,500.00
818 MISC ESCROWS FUND	\$6,543.02	\$0.00	\$0.00	\$6,543.02
820 BRIDGES TOWNHOMES ESC FUND	\$3,527.60	\$0.00	\$0.00	\$3,527.60
821 QUAIL PASS 2ND ADD ESCROW FD	\$11,762.91	\$0.00	\$0.00	\$11,762.91
900 INTEREST	\$0.00	\$0.00	\$0.00	\$0.00
	\$7,109,915.77	\$56.70	\$73,696.07	\$7,036,276.40

Revenue Budget by Source

Source Alt Code	Account Descr	May 2015 Amt	2015 YTD Amt	2015 YTD Budget	2015 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
TAXES	R 100-31000 Property Taxes - General	\$0.00	\$0.00	\$995,728.00	\$995,728.00	0.00%
TAXES	R 100-31020 Property Taxes - Fire	\$0.00	\$0.00	\$95,624.00	\$95,624.00	0.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$0.00	\$10,000.00	\$10,000.00	0.00%
Source Alt Code TAXES		\$0.00	\$0.00	\$1,101,352.00	\$1,101,352.00	0.00%
SERVICE	R 100-34000 Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SERVICE	R 100-34101 City Hall Rent Revenue	\$0.00	\$3,075.00	\$5,000.00	\$1,925.00	61.50%
SERVICE	R 100-34107 Assessment Search Fees	\$0.00	\$175.00	\$300.00	\$125.00	58.33%
SERVICE	R 100-34108 Administrative Fees	\$0.00	\$300.00	\$2,000.00	\$1,700.00	15.00%
SERVICE	R 100-34109 Copies/Faxes	\$0.00	\$1.25	\$80.00	\$78.75	1.56%
SERVICE	R 100-34207 Fire Protection Services	\$0.00	\$12,529.05	\$106,964.00	\$94,434.95	11.71%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.00%
SERVICE	R 100-34740 Park & Rec Concessions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SERVICE	R 100-34780 Park Rental Fees	\$0.00	\$767.95	\$2,000.00	\$1,232.05	38.40%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$1,950.00	\$2,000.00	\$50.00	97.50%
Source Alt Code SERVICE		\$0.00	\$18,798.25	\$124,344.00	\$105,545.75	15.12%
MISC	R 100-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36210 Interest Earnings	\$0.00	\$1,010.45	\$1,000.00	-\$10.45	101.05%
MISC	R 100-36215 Investment Income/Loss	\$0.00	\$4,603.59	\$7,000.00	\$2,396.41	65.77%
MISC	R 100-36230 Contributions and Donations	\$0.00	\$325.00	\$0.00	-\$325.00	0.00%
MISC	R 100-36235 Insurance Dividends	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.00%
MISC	R 100-36250 Damage Deposits	\$0.00	\$3,100.00	\$7,000.00	\$3,900.00	44.29%
MISC	R 100-36290 Sale of Vehicles/Equipment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code MISC		\$0.00	\$9,039.04	\$21,000.00	\$11,960.96	43.04%
LIC PERM	R 100-32110 Alcoholic Beverages	\$0.00	\$0.00	\$10,300.00	\$10,300.00	0.00%
LIC PERM	R 100-32180 Other Bus. Licenses/Permits	\$0.00	\$3.00	\$100.00	\$97.00	3.00%
LIC PERM	R 100-32210 Building Permits	\$0.00	\$8,402.93	\$70,000.00	\$61,597.07	12.00%
LIC PERM	R 100-32240 Animal Licenses	\$0.00	\$20.00	\$100.00	\$80.00	20.00%
LIC PERM	R 100-32260 Solid Waste Hauler Licenses	\$0.00	\$500.00	\$1,500.00	\$1,000.00	33.33%
LIC PERM	R 100-32270 Rental Dwelling Licenses	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
LIC PERM	R 100-32280 Other Non-Business Lic/Per	\$0.00	\$10.00	\$50.00	\$40.00	20.00%
Source Alt Code LIC PERM		\$0.00	\$8,935.93	\$82,350.00	\$73,414.07	10.85%
INTGOVT	R 100-33400 State Grants and Aids	\$0.00	\$2,000.00	\$0.00	-\$2,000.00	0.00%
INTGOVT	R 100-33401 Local Government Aid	\$0.00	\$0.00	\$105,859.00	\$105,859.00	0.00%
INTGOVT	R 100-33410 MV Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT	R 100-33420 PERA Aid	\$0.00	\$0.00	\$339.00	\$339.00	0.00%
INTGOVT	R 100-33422 State Fire Aid	\$0.00	\$0.00	\$24,000.00	\$24,000.00	0.00%
INTGOVT	R 100-33426 State Police Aid	\$0.00	\$0.00	\$4,600.00	\$4,600.00	0.00%
INTGOVT	R 100-33610 County Grants/Aid for Roads	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
Source Alt Code INTGOVT		\$0.00	\$2,000.00	\$136,298.00	\$134,298.00	1.47%
FINES	R 100-35100 Court Fines	\$0.00	\$1,031.56	\$1,500.00	\$468.44	68.77%
Source Alt Code FINES		\$0.00	\$1,031.56	\$1,500.00	\$468.44	68.77%
Fund 100 GENERAL FUND		\$0.00	\$39,804.78	\$1,466,844.00	\$1,427,039.22	2.71%

# HANOVER

## Expenditure Budget Report

Dept Abbrev	Account Descr	May 2015 Amt	2015 YTD Amt	2015 YTD Budget	2015 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
Dept 41110 Council						
COUNCIL	E 100-41110-111 Committee Wages/Mee	\$0.00	-\$9.18	\$13,700.00	\$13,709.18	-0.07%
COUNCIL	E 100-41110-122 FICA	\$0.00	\$0.00	\$850.00	\$850.00	0.00%
COUNCIL	E 100-41110-123 Medicare	\$0.00	\$0.00	\$199.00	\$199.00	0.00%
COUNCIL	E 100-41110-150 Worker s Comp (GENE	\$0.00	\$20.34	\$150.00	\$129.66	13.56%
COUNCIL	E 100-41110-152 Worker s Comp Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
COUNCIL	E 100-41110-208 Training and Instructio	\$0.00	\$315.00	\$1,500.00	\$1,185.00	21.00%
COUNCIL	E 100-41110-306 Dues & Subscriptions	\$0.00	\$4,445.30	\$2,500.00	-\$1,945.30	177.81%
COUNCIL	E 100-41110-331 Travel Expenses	\$0.00	\$61.24	\$2,000.00	\$1,938.76	3.06%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$480.00	\$981.92	\$5,000.00	\$4,018.08	19.64%
Dept 41110 Council		\$480.00	\$5,814.62	\$25,899.00	\$20,084.38	22.45%
Dept 41330 Boards and Commissions						
BRDCOMM	E 100-41330-111 Committee Wages/Mee	\$0.00	\$0.00	\$5,500.00	\$5,500.00	0.00%
BRDCOMM	E 100-41330-160 Liability Insurance Emp	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
BRDCOMM	E 100-41330-208 Training and Instructio	\$0.00	\$0.00	\$150.00	\$150.00	0.00%
BRDCOMM	E 100-41330-331 Travel Expenses	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
BRDCOMM	E 100-41330-437 Other Miscellaneous	\$0.00	\$21.06	\$0.00	-\$21.06	0.00%
Dept 41330 Boards and Commissions		\$0.00	\$21.06	\$5,850.00	\$5,828.94	0.36%
Dept 41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$0.00	\$12,033.30	\$65,500.00	\$53,466.70	18.37%
CITYADM	E 100-41400-121 PERA	\$0.00	\$1,182.02	\$4,900.00	\$3,717.98	24.12%
CITYADM	E 100-41400-122 FICA	\$0.00	\$977.13	\$4,100.00	\$3,122.87	23.83%
CITYADM	E 100-41400-123 Medicare	\$0.00	\$228.52	\$900.00	\$671.48	25.39%
CITYADM	E 100-41400-131 Employer Paid Health	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CITYADM	E 100-41400-132 Employer Paid HSA	\$0.00	\$969.60	\$0.00	-\$969.60	0.00%
CITYADM	E 100-41400-134 Employer Paid Life	\$30.67	\$48.74	\$0.00	-\$48.74	0.00%
CITYADM	E 100-41400-150 Worker s Comp (GENE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$126.36	\$3,047.99	\$10,890.00	\$7,842.01	27.99%
CITYADM	E 100-41400-208 Training and Instructio	\$0.00	\$823.90	\$1,000.00	\$176.10	82.39%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$10.00	\$185.00	\$0.00	-\$185.00	0.00%
CITYADM	E 100-41400-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 41400 City Administrator		\$167.03	\$19,496.20	\$87,290.00	\$67,793.80	22.33%
Dept 41410 Elections						
ELECTION	E 100-41410-200 Office Supplies (GENER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELECTION	E 100-41410-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELECTION	E 100-41410-351 Legal Notices Publishin	\$0.00	\$0.00	\$250.00	\$250.00	0.00%
ELECTION	E 100-41410-400 Repairs & Maint Cont (	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
Dept 41410 Elections		\$0.00	\$0.00	\$1,250.00	\$1,250.00	0.00%
Dept 41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$0.00	\$36,076.34	\$82,600.00	\$46,523.66	43.68%
CLERICAL	E 100-41430-102 Full-Time Employees O	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CLERICAL	E 100-41430-103 Part-Time Employees	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
CLERICAL	E 100-41430-121 PERA	\$0.00	\$2,724.48	\$6,200.00	\$3,475.52	43.94%
CLERICAL	E 100-41430-122 FICA	\$0.00	\$2,691.66	\$5,100.00	\$2,408.34	52.78%
CLERICAL	E 100-41430-123 Medicare	\$0.00	\$629.46	\$1,200.00	\$570.54	52.46%
CLERICAL	E 100-41430-131 Employer Paid Health	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CLERICAL	E 100-41430-132 Employer Paid HSA	\$0.00	\$1,979.40	\$0.00	-\$1,979.40	0.00%
CLERICAL	E 100-41430-134 Employer Paid Life	\$186.77	\$1,484.07	\$0.00	-\$1,484.07	0.00%
CLERICAL	E 100-41430-142 Unemployment Benefit	\$0.00	\$357.00	\$0.00	-\$357.00	0.00%
CLERICAL	E 100-41430-151 Med/Dental Insurance	\$416.26	\$6,832.56	\$16,932.00	\$10,099.44	40.35%

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

Dept Abbrev	Account Descr	May 2015 Amt	2015 YTD Amt	2015 YTD Budget	2015 YTD Balance	%YTD Budget
Dept 41430	Clerical Staff	\$603.03	\$52,774.97	\$117,032.00	\$64,257.03	45.09%
Dept 41435	Staff Expenses					
STAFFEXP	E 100-41435-208 Training and Instructio	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
STAFFEXP	E 100-41435-260 Uniforms	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
STAFFEXP	E 100-41435-306 Dues & Subscriptions	\$0.00	\$165.36	\$4,000.00	\$3,834.64	4.13%
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	\$23.00	\$69.73	\$1,500.00	\$1,430.27	4.65%
Dept 41435	Staff Expenses	\$23.00	\$385.09	\$8,300.00	\$7,914.91	4.64%
Dept 41530	Accounting					
ACCTING	E 100-41530-101 Full-Time Employees R	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ACCTING	E 100-41530-121 PERA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ACCTING	E 100-41530-122 FICA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ACCTING	E 100-41530-123 Medicare	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ACCTING	E 100-41530-150 Worker s Comp (GENE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ACCTING	E 100-41530-310 Other Professional Serv	\$0.00	\$23,250.00	\$0.00	-\$23,250.00	0.00%
Dept 41530	Accounting	\$0.00	\$23,250.00	\$0.00	-\$23,250.00	0.00%
Dept 41540	Auditing					
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$17,000.00	\$20,400.00	\$26,000.00	\$5,600.00	78.46%
Dept 41540	Auditing	\$17,000.00	\$20,400.00	\$26,000.00	\$5,600.00	78.46%
Dept 41550	Assessing					
ASSESS G	E 100-41550-310 Other Professional Serv	\$0.00	\$159.75	\$17,600.00	\$17,440.25	0.91%
Dept 41550	Assessing	\$0.00	\$159.75	\$17,600.00	\$17,440.25	0.91%
Dept 41570	Purchasing					
PURCHASE	E 100-41570-200 Office Supplies (GENER	\$5.23	\$746.74	\$5,500.00	\$4,753.26	13.58%
PURCHASE	E 100-41570-205 Bank Fees	\$0.00	\$0.75	\$100.00	\$99.25	0.75%
PURCHASE	E 100-41570-207 Computer Supplies	\$0.00	\$519.99	\$3,000.00	\$2,480.01	17.33%
PURCHASE	E 100-41570-220 Repair/Maint Supply (G	\$0.00	\$963.71	\$6,800.00	\$5,836.29	14.17%
PURCHASE	E 100-41570-322 Postage	\$147.00	\$757.39	\$1,500.00	\$742.61	50.49%
PURCHASE	E 100-41570-570 Office Equip and Furnis	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
Dept 41570	Purchasing	\$152.23	\$2,988.58	\$20,900.00	\$17,911.42	14.30%
Dept 41600	Computer					
COMPUTER	E 100-41600-220 Repair/Maint Supply (G	\$0.00	\$805.00	\$0.00	-\$805.00	0.00%
COMPUTER	E 100-41600-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 41600	Computer	\$0.00	\$805.00	\$0.00	-\$805.00	0.00%
Dept 41610	City Attorney					
CITYATNY	E 100-41610-304 Legal Fees	\$0.00	\$2,643.94	\$27,295.00	\$24,651.06	9.69%
Dept 41610	City Attorney	\$0.00	\$2,643.94	\$27,295.00	\$24,651.06	9.69%
Dept 41910	Planning and Zoning					
PLANZONG	E 100-41910-310 Other Professional Serv	\$0.00	\$1,425.00	\$17,000.00	\$15,575.00	8.38%
Dept 41910	Planning and Zoning	\$0.00	\$1,425.00	\$17,000.00	\$15,575.00	8.38%
Dept 41940	General Govt Buildings/Plant					
GOVTBLDG	E 100-41940-210 Operating Supplies (GE	\$0.00	\$295.07	\$5,000.00	\$4,704.93	5.90%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (G	\$85.84	\$1,466.58	\$10,000.00	\$8,533.42	14.67%
GOVTBLDG	E 100-41940-306 Dues & Subscriptions	\$0.00	\$250.00	\$0.00	-\$250.00	0.00%
GOVTBLDG	E 100-41940-310 Other Professional Serv	\$0.00	\$1,246.01	\$8,400.00	\$7,153.99	14.83%
GOVTBLDG	E 100-41940-321 Telephone	\$0.00	\$1,036.05	\$5,500.00	\$4,463.95	18.84%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$220.00	\$7,000.00	\$6,780.00	3.14%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$627.33	\$2,494.34	\$9,000.00	\$6,505.66	27.71%

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

Dept Abbrev	Account Descr	May 2015 Amt	2015 YTD Amt	2015 YTD Budget	2015 YTD Balance	%YTD Budget
GOVTBLDG	E 100-41940-383 Gas Utilities	\$0.00	\$1,015.08	\$5,000.00	\$3,984.92	20.30%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$0.00	\$582.49	\$2,000.00	\$1,417.51	29.12%
GOVTBLDG	E 100-41940-415 Other Equipment Renta	\$0.00	\$26.00	\$500.00	\$474.00	5.20%
GOVTBLDG	E 100-41940-520 Buildings and Structure	\$0.00	\$1,095.30	\$5,000.00	\$3,904.70	21.91%
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		\$713.17	\$9,726.92	\$60,900.00	\$51,173.08	15.97%
Dept 41950 Engineer						
ENGINEER	E 100-41950-303 Engineering Fees	\$0.00	\$2,091.25	\$25,000.00	\$22,908.75	8.37%
Dept 41950 Engineer		\$0.00	\$2,091.25	\$25,000.00	\$22,908.75	8.37%
Dept 41960 Insurance						
INSURANCE	E 100-41960-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE	E 100-41960-150 Worker s Comp (GENE	\$213.00	\$348.07	\$2,500.00	\$2,151.93	13.92%
INSURANCE	E 100-41960-152 Worker s Comp Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE	E 100-41960-361 General Liability Ins	\$0.00	\$9,153.50	\$35,000.00	\$25,846.50	26.15%
Dept 41960 Insurance		\$213.00	\$9,501.57	\$37,500.00	\$27,998.43	25.34%
Dept 41970 Legal Publications						
LEGALPUB	E 100-41970-341 Employment	\$0.00	\$131.50	\$250.00	\$118.50	52.60%
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	\$310.70	\$461.09	\$2,000.00	\$1,538.91	23.05%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 41970 Legal Publications		\$310.70	\$592.59	\$3,000.00	\$2,407.41	19.75%
Dept 42101 Hennepin County Sheriff						
HCSHERIFF	E 100-42101-310 Other Professional Serv	\$0.00	\$0.00	\$69,335.00	\$69,335.00	0.00%
Dept 42101 Hennepin County Sheriff		\$0.00	\$0.00	\$69,335.00	\$69,335.00	0.00%
Dept 42102 Wright County Sheriff						
WCSHERIFF	E 100-42102-310 Other Professional Serv	\$0.00	\$31,390.00	\$94,170.00	\$62,780.00	33.33%
Dept 42102 Wright County Sheriff		\$0.00	\$31,390.00	\$94,170.00	\$62,780.00	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 100-42210-142 Unemployment Benefit	\$0.00	\$22.21	\$0.00	-\$22.21	0.00%
FIREADMIN	E 100-42210-150 Worker s Comp (GENE	\$0.00	\$2,745.95	\$10,000.00	\$7,254.05	27.46%
FIREADMIN	E 100-42210-200 Office Supplies (GENER	\$0.00	\$0.00	\$200.00	\$200.00	0.00%
FIREADMIN	E 100-42210-305 Medical and Dental Fee	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
FIREADMIN	E 100-42210-306 Dues & Subscriptions	\$0.00	\$490.00	\$950.00	\$460.00	51.58%
FIREADMIN	E 100-42210-361 General Liability Ins	\$0.00	\$2,370.08	\$0.00	-\$2,370.08	0.00%
FIREADMIN	E 100-42210-437 Other Miscellaneous	\$0.00	\$35.00	\$10,000.00	\$9,965.00	0.35%
FIREADMIN	E 100-42210-700 Transfers (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 42210 Fire Dept Administration		\$0.00	\$5,663.24	\$62,134.00	\$56,470.76	9.11%
Dept 42220 Fire Dept Equipment						
FIREEQUIP	E 100-42220-221 Equipment Parts	\$0.00	\$268.15	\$5,500.00	\$5,231.85	4.88%
FIREEQUIP	E 100-42220-228 Medical Supplies	\$0.00	\$171.16	\$1,500.00	\$1,328.84	11.41%
FIREEQUIP	E 100-42220-240 Small Tools and Minor	\$0.00	\$0.00	\$850.00	\$850.00	0.00%
FIREEQUIP	E 100-42220-260 Uniforms	\$0.00	\$277.50	\$4,500.00	\$4,222.50	6.17%
FIREEQUIP	E 100-42220-580 Other Equipment	\$0.00	\$513.85	\$5,000.00	\$4,486.15	10.28%
Dept 42220 Fire Dept Equipment		\$0.00	\$1,230.66	\$17,350.00	\$16,119.34	7.09%
Dept 42240 Fire Dept Training						
FIRETRNG	E 100-42240-208 Training and Instructio	\$0.00	\$2,064.14	\$7,500.00	\$5,435.86	27.25%

# HANOVER

## Expenditure Budget Report

Dept Abbrev	Account Descr	May 2015 Amt	2015 YTD Amt	2015 YTD Budget	2015 YTD Balance	%YTD Budget
FIRETRNG	E 100-42240-331 Travel Expenses	\$0.00	\$318.28	\$1,500.00	\$1,181.72	21.22%
Dept 42240	Fire Dept Training	\$0.00	\$2,382.42	\$9,000.00	\$6,617.58	26.47%
Dept 42260 Fire Vehicles						
FIREVEH	E 100-42260-212 Motor Fuels	\$0.00	\$1,300.14	\$5,000.00	\$3,699.86	26.00%
FIREVEH	E 100-42260-220 Repair/Maint Supply (G	\$0.00	\$2,167.08	\$9,000.00	\$6,832.92	24.08%
FIREVEH	E 100-42260-240 Small Tools and Minor	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
FIREVEH	E 100-42260-323 Radio Units	\$0.00	\$3,929.97	\$7,465.00	\$3,535.03	52.65%
Dept 42260	Fire Vehicles	\$0.00	\$7,397.19	\$23,465.00	\$16,067.81	31.52%
Dept 42280 Fire Stations and Bldgs						
FIREBLDG	E 100-42280-215 Shop Supplies	\$0.00	\$156.33	\$1,650.00	\$1,493.67	9.47%
FIREBLDG	E 100-42280-220 Repair/Maint Supply (G	\$180.14	\$1,049.28	\$3,500.00	\$2,450.72	29.98%
FIREBLDG	E 100-42280-321 Telephone	\$0.00	\$113.72	\$800.00	\$686.28	14.22%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$175.00	\$175.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$244.74	\$1,086.55	\$5,000.00	\$3,913.45	21.73%
FIREBLDG	E 100-42280-383 Gas Utilities	\$0.00	\$2,643.86	\$2,600.00	-\$43.86	101.69%
Dept 42280	Fire Stations and Bldgs	\$424.88	\$5,049.74	\$13,725.00	\$8,675.26	36.79%
Dept 42290 Fire Relief Association						
FIRERELIEF	E 100-42290-124 Fire Pension Contributi	\$0.00	\$0.00	\$29,500.00	\$29,500.00	0.00%
FIRERELIEF	E 100-42290-301 Auditing and Acctg Ser	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.00%
Dept 42290	Fire Relief Association	\$0.00	\$0.00	\$35,500.00	\$35,500.00	0.00%
Dept 42401 Building Inspection Admin						
INSPADMN	E 100-42401-310 Other Professional Serv	\$237.85	\$23,515.24	\$25,000.00	\$1,484.76	94.06%
Dept 42401	Building Inspection Admin	\$237.85	\$23,515.24	\$25,000.00	\$1,484.76	94.06%
Dept 42700 Animal Control						
ANIMCTRL	E 100-42700-210 Operating Supplies (GE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ANIMCTRL	E 100-42700-310 Other Professional Serv	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 42700	Animal Control	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 42800 Cemetery						
CEMETERY	E 100-42800-310 Other Professional Serv	\$0.00	\$0.00	\$150.00	\$150.00	0.00%
Dept 42800	Cemetery	\$0.00	\$0.00	\$150.00	\$150.00	0.00%
Dept 43000 Public Works (GENERAL)						
PUBWRKS	E 100-43000-101 Full-Time Employees R	\$0.00	\$26,587.21	\$92,700.00	\$66,112.79	28.68%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$0.00	\$296.40	\$0.00	-\$296.40	0.00%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$0.00	\$354.75	\$1,500.00	\$1,145.25	23.65%
PUBWRKS	E 100-43000-121 PERA	\$0.00	\$2,444.44	\$7,000.00	\$4,555.56	34.92%
PUBWRKS	E 100-43000-122 FICA	\$0.00	\$2,042.46	\$5,700.00	\$3,657.54	35.83%
PUBWRKS	E 100-43000-123 Medicare	\$0.00	\$477.66	\$1,300.00	\$822.34	36.74%
PUBWRKS	E 100-43000-132 Employer Paid HSA	\$0.00	\$859.60	\$0.00	-\$859.60	0.00%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$127.70	\$893.90	\$0.00	-\$893.90	0.00%
PUBWRKS	E 100-43000-142 Unemployment Benefit	\$0.00	\$238.10	\$0.00	-\$238.10	0.00%
PUBWRKS	E 100-43000-150 Worker s Comp (GENE	\$0.00	\$2,880.07	\$9,000.00	\$6,119.93	32.00%
PUBWRKS	E 100-43000-151 Med/Dental Insurance	\$98.28	\$11,182.37	\$19,328.00	\$8,145.63	57.86%
PUBWRKS	E 100-43000-152 Worker s Comp Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PUBWRKS	E 100-43000-208 Training and Instructio	\$0.00	\$950.00	\$1,500.00	\$550.00	63.33%
PUBWRKS	E 100-43000-321 Telephone	\$158.68	\$612.70	\$0.00	-\$612.70	0.00%
Dept 43000	Public Works (GENERAL)	\$384.66	\$49,819.66	\$138,028.00	\$88,208.34	36.09%
Dept 43100 Hwys, Streets, & Roads						
HWYROAD	E 100-43100-212 Motor Fuels	\$295.51	\$2,034.86	\$10,000.00	\$7,965.14	20.35%
HWYROAD	E 100-43100-215 Shop Supplies	\$31.06	\$304.00	\$5,000.00	\$4,696.00	6.08%
HWYROAD	E 100-43100-220 Repair/Maint Supply (G	\$0.00	\$1,386.33	\$7,500.00	\$6,113.67	18.46%

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

Dept Abbrev	Account Descr	May 2015 Amt	2015 YTD Amt	2015 YTD Budget	2015 YTD Balance	%YTD Budget
HWYROAD	E 100-43100-240 Small Tools and Minor	\$0.00	\$49.99	\$4,000.00	\$3,950.01	1.25%
HWYROAD	E 100-43100-260 Uniforms	\$0.00	\$38.36	\$2,000.00	\$1,961.64	1.92%
HWYROAD	E 100-43100-310 Other Professional Serv	\$0.00	\$1,296.50	\$3,000.00	\$1,703.50	43.22%
HWYROAD	E 100-43100-325 Taxes	\$0.00	\$0.00	\$200.00	\$200.00	0.00%
Dept 43100 Hwys, Streets, & Roads		\$326.57	\$5,110.04	\$31,700.00	\$26,589.96	16.12%
Dept 43121 Paved Streets						
PAVSTRTS	E 100-43121-224 Street Maint Materials	\$0.00	\$3,064.00	\$16,000.00	\$12,936.00	19.15%
PAVSTRTS	E 100-43121-226 Sign Repair Materials	\$0.00	\$3,469.04	\$7,000.00	\$3,530.96	49.56%
Dept 43121 Paved Streets		\$0.00	\$6,533.04	\$23,000.00	\$16,466.96	28.40%
Dept 43122 Unpaved Streets						
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$0.00	\$0.00	\$12,500.00	\$12,500.00	0.00%
UNPAVSTS	E 100-43122-226 Sign Repair Materials	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 43122 Unpaved Streets		\$0.00	\$0.00	\$13,000.00	\$13,000.00	0.00%
Dept 43125 Ice & Snow Removal						
SNOWREMO	E 100-43125-224 Street Maint Materials	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43125 Ice & Snow Removal		\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43160 Street Lighting						
STLGHTG	E 100-43160-381 Electric Utilities	\$104.91	\$6,543.63	\$30,000.00	\$23,456.37	21.81%
Dept 43160 Street Lighting		\$104.91	\$6,543.63	\$30,000.00	\$23,456.37	21.81%
Dept 43240 Waste (refuse) Disposal						
REFDISPO	E 100-43240-384 Refuse/Garbage Dispos	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
Dept 43240 Waste (refuse) Disposal		\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
Dept 43245 Recycling: Refuse						
RECYCLING	E 100-43245-215 Shop Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RECYCLING	E 100-43245-384 Refuse/Garbage Dispos	\$2,938.55	\$11,637.57	\$28,000.00	\$16,362.43	41.56%
Dept 43245 Recycling: Refuse		\$2,938.55	\$11,637.57	\$28,000.00	\$16,362.43	41.56%
Dept 43260 Weed Control						
WEEDCTRL	E 100-43260-215 Shop Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
WEEDCTRL	E 100-43260-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43260 Weed Control		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 45186 Senior Center						
SRCENTER	E 100-45186-437 Other Miscellaneous	\$0.00	\$1,457.02	\$7,250.00	\$5,792.98	20.10%
Dept 45186 Senior Center		\$0.00	\$1,457.02	\$7,250.00	\$5,792.98	20.10%
Dept 45200 Parks (GENERAL)						
PARKS	E 100-45200-212 Motor Fuels	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PARKS	E 100-45200-220 Repair/Maint Supply (G	\$134.79	\$530.44	\$5,000.00	\$4,469.56	10.61%
PARKS	E 100-45200-225 Landscaping Materials	\$1,148.27	\$1,148.27	\$3,300.00	\$2,151.73	34.80%
PARKS	E 100-45200-381 Electric Utilities	\$144.69	\$589.54	\$1,100.00	\$510.46	53.59%
PARKS	E 100-45200-400 Repairs & Maint Cont (	\$0.00	\$355.86	\$6,000.00	\$5,644.14	5.93%
PARKS	E 100-45200-440 Programs/FYCC	\$6,080.00	\$7,464.16	\$5,300.00	-\$2,164.16	140.83%
PARKS	E 100-45200-441 Community Garden	\$0.00	\$0.00	\$4,500.00	\$4,500.00	0.00%
PARKS	E 100-45200-580 Other Equipment	\$172.00	\$2,875.24	\$2,500.00	-\$375.24	115.01%
Dept 45200 Parks (GENERAL)		\$7,679.75	\$12,963.51	\$27,700.00	\$14,736.49	46.80%
Dept 45500 Libraries (GENERAL)						
LIBRARY	E 100-45500-437 Other Miscellaneous	\$0.00	\$1,750.00	\$7,000.00	\$5,250.00	25.00%
Dept 45500 Libraries (GENERAL)		\$0.00	\$1,750.00	\$7,000.00	\$5,250.00	25.00%
Dept 48205 Damage Deposit Refunds						
DMGDEPRF	E 100-48205-810 Refunds & Reimburse	\$1,000.00	\$1,900.00	\$5,000.00	\$3,100.00	38.00%

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

Dept Abbrev	Account Descr	May 2015 Amt	2015 YTD Amt	2015 YTD Budget	2015 YTD Balance	%YTD Budget
Dept 48205	Damage Deposit Refunds	\$1,000.00	\$1,900.00	\$5,000.00	\$3,100.00	38.00%
Dept 49360	Transfers Out					
TRANSFERS	E 100-49360-700 Transfers (GENERAL)	\$0.00	\$0.00	\$299,000.00	\$299,000.00	0.00%
Dept 49360	Transfers Out	\$0.00	\$0.00	\$299,000.00	\$299,000.00	0.00%
Dept 49800	Transit (GENERAL)					
TRANSIT	E 100-49800-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49800	Transit (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 100	GENERAL FUND	\$32,759.33	\$326,419.50	\$1,456,823.00	\$1,130,403.50	22.41%

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

A 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 5<sup>th</sup> day of May, 2015.

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

The following Council Members were absent:

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

.....  
**RESOLUTION NO 05-05-15-27  
APPROVING LIQUOR LICENSE RENEWALS**

**WHEREAS**, the following establishments have provided all necessary application materials, proof of insurance, and fees prior to forwarding said application to the State of Minnesota for approval:

- |                                 |                                   |
|---------------------------------|-----------------------------------|
| 1. River Inn Bar & Grill        | Off Sale, On Sale, Sunday on Sale |
| 2. Hilltop Bar, Inc.            | Off Sale, On Sale, Sunday on Sale |
| 3. Chops Bar & Grill            | Off Sale, On Sale, Sunday on Sale |
| 4. Hanover Wine & Spirits       | Off Sale                          |
| 5. Hanover Lions Club           | 3.2% Malt Liquor On Sale          |
| 6. Hanover Athletic Association | 3.2% Malt Liquor On Sale          |

**NOW, THEREFORE, BE IT RESOLVED** that the City Council does hereby approve the liquor licenses described above for a period of one year beginning July 1, 2015.

The following council members voted in favor: Kauffman, Vajda, Hammerseng, Warpula, Zajicek.

The following council members voted against or abstained: None.

Adopted by the City Council this 5<sup>th</sup> day of May 2015.

APPROVED BY:

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

ATTEST:

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

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

A 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 5<sup>th</sup> day of May, 2015.

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

The following Council Members were absent:

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

.....  
**RESOLUTION NO 05-05-15-28  
AUTHORIZING TRAP SHOOTING AT 9173 DIVISION ST. EAST, BUFFALO MN**

**WHEREAS**, the above referenced property is within the Hanover City limits; and

**WHEREAS**, the owner of the above address is Christopher Leines; and

**WHEREAS**, Mr. Leines has requested to shoot clay trap targets on the property; and

**WHEREAS**, the property lies within the Residential Agriculture District; and

**WHEREAS**, the mentioned property and adjacent property is farm land in nature; and

**WHEREAS**, the Hanover Code of Ordinance allows gun ranges with City Council approval; and

**WHEREAS**, the Hanover City Council agrees to the request until such a time where adjacent properties are platted into single family homes.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Hanover, Minnesota, hereby authorizes Mr. Leines to shoot clay trap targets at 9173 Division St. East, Buffalo MN.

**BE IT FURTHER RESOLVED** that the City Council does not authorize a commercial business trap shooting facility.

**BE IT FURTHER RESOLVED** that if adjacent properties are platted into single family homes, shooting clay targets will no longer be authorized and the City Council shall readdress the request.

The following council members voted in favor: Kauffman, Vajda, Hammerseng, Warpula, Zajicek.

The following council members voted against or abstained: None.

Adopted by the City Council this 5<sup>th</sup> day of May 2015.

APPROVED BY:

---

Chris Kauffman, Mayor

ATTEST:

---

Brian Hagen, City Administrator

# 1<sup>st</sup> Quarter Report

## City of Hanover

Hanover, Minnesota

As of March 31, 2015



*AEM Financial Solutions™*

People  
+ Process®  
Going  
Beyond the  
Numbers<sup>32</sup>



April 30, 2015

## ACCOUNTANT'S COMPILATION REPORT

Honorable Mayor and City Council  
City of Hanover  
Hanover, Minnesota

We have compiled the accompanying General fund budget to actual statement of revenue and expenditures and the statements of revenue and expenses for the Water and Sewer funds of the City of Hanover, Minnesota as of March 31, 2015, for the quarter then ended. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statement is in accordance with accounting principles generally accepted in the United States of America.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

Management has elected to omit substantially all of the disclosures and the statement of cash flows required by accounting principles generally accepted in the United States of America. If the omitted disclosures and the statement of cash flows were included in the financial statements, they might influence the user's conclusions about the Company's financial position, results of operations, and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.

Sincerely,

AEM FINANCIAL SOLUTIONS, LLC

April 30, 2015

Honorable Mayor and City Council  
City of Hanover  
Hanover, Minnesota

Dear Honorable Mayor and City Council:

We have reconciled all bank accounts through March 31, 2015 and reviewed activity in all funds. The following is a summary of our observations. All information presented is unaudited.

**Cash and Investments**

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

	<u>03/31/2015</u>	<u>03/31/2014</u>	<u>Increase/ (Decrease)</u>
Checking	\$ 870,742	\$ 1,186,943	\$ (316,201)
Investments (at market value)	<u>6,301,084</u>	<u>4,796,379</u>	<u>1,504,705</u>
 Total cash and investments	 <u>\$ 7,171,826</u>	 <u>\$ 5,983,322</u>	 <u>\$ 1,188,504</u>
 <u>Investment Type</u>	 <u>03/31/2015</u>	 <u>03/31/2014</u>	 <u>Increase/ (Decrease)</u>
Checking	\$ 870,742	\$ 1,186,943	\$ (316,201)
Money Market	732,914	75,460	657,454
Negotiable CDs	4,089,704	3,618,095	471,609
Municipal bond	563,187	1,102,824	(539,637)
Government agency securities	<u>915,279</u>	<u>-</u>	<u>915,279</u>
 Total investments	 <u>\$ 7,171,826</u>	 <u>\$ 5,983,322</u>	 <u>\$ 1,188,504</u>

**General Fund Cash Balances 2014-2015**



General Fund							
	YTD Budget	YTD Actual	Percent of YTD Budget		YTD Budget	YTD Actual	Percent of YTD Budget
<b>Receipts</b>				<b>Disbursements</b>			
Taxes	\$ -	\$ -	N/A %	Council & Commissions	\$ 7,937	\$ 4,659	59 %
Licenses and permits	20,588	6,653	32 ↓	Administration	53,906	56,150	104 →
Local government aid	-	-	N/A	Elections	313	-	0 ↑
Intergovernmental	9,110	2,000	22 ↓	Accounting & Auditing	15,125	20,243	134 ↓
Fines and forfeitures	375	1,032	275 ↑	Legal	6,824	1,921	28 ↑
Interest earnings	2,000	5,614	281 ↑	Planning & Zoning	4,250	190	4 ↑
Charges for service	29,586	3,976	13 ↓	City Hall	13,100	6,685	51 ↑
Miscellaneous revenue	3,250	2,100	65 ↓	Engineering	6,250	1,380	22 ↑
				Insurance	9,375	9,289	99 →
	<u>\$ 64,908</u>	<u>\$ 21,375</u>	33 ↓	Public safety	86,295	48,355	56 ↑
				Cemetery	38	-	0 ↑
				Public works	62,682	48,975	78 ↑
				Recycling	7,250	5,727	79 ↑
				Culture and recreation	9,863	4,657	47 ↑
				Miscellaneous	1,250	800	64 ↑
				Capital outlay	5,000	2,419	48 ↑
					<u>\$ 289,456</u>	<u>\$ 211,450</u>	73 ↑

**Key**

- ↑ Varies more than 10% than budget positively
- ↓ Varies more than 10% than budget negatively
- Within 10% of budget

Current short-term rates being offered by financial institutions are very low as evidenced by the table of U.S. Treasury rates below. The U.S. Treasury rates provide a benchmark perspective for rate of return.

Date	Treasury yields								
	1 mo	3 mo	6 mo	1 yr	2 yr	3 yr	5 yr	7 yr	10 yr
12/31/2010	0.07	0.12	0.19	0.29	0.61	1.02	2.01	2.71	3.30
12/30/2011	0.01	0.02	0.06	0.12	0.25	0.36	0.83	1.35	1.89
12/31/2012	0.02	0.05	0.11	0.16	0.25	0.36	0.72	1.18	1.78
03/31/2013	0.04	0.07	0.11	0.14	0.25	0.36	0.77	1.24	1.87
06/30/2013	0.02	0.04	0.10	0.15	0.36	0.66	1.41	1.96	2.52
09/30/2013	0.03	0.02	0.04	0.10	0.33	0.63	1.39	2.02	2.64
12/31/2013	0.01	0.07	0.10	0.13	0.38	0.78	1.75	2.45	3.04
03/31/2014	0.03	0.05	0.07	0.13	0.44	0.90	1.73	2.30	2.73
06/30/2014	0.02	0.04	0.07	0.11	0.47	0.88	1.62	2.13	2.53
09/30/2014	0.02	0.02	0.03	0.13	0.58	1.07	1.78	2.22	2.52
12/31/2014	0.03	0.04	0.12	0.25	0.67	1.10	1.65	1.97	2.17

**Budget Summary**

A more detailed analysis of funds is included as Attachment A.

**Cash Balance Summary**

A detailed view of department totals compared with budget is included as Attachment B.

**Investment Summary**

A detailed summary of current investments is included as Attachment C.

**Enterprise Fund Summary**

A detailed summary of enterprise fund financial results is included as Attachment D.

**Revenue and Expenditures**

A detail of revenues and expenditures is included.

\* \* \* \* \*

This information is unaudited and is intended solely for the information and use of management and City Council and is not intended and should not be used by anyone other than these specified parties.

If you have any questions or wish to discuss any of the items contained in this letter or the attachments, please feel free to contact us at your convenience. We wish to thank you for the continued opportunity to be of service and for the courtesy and cooperation extended to us by your staff.

Sincerely,

AEM FINANCIAL SOLUTIONS, LLC

CITY OF HANOVER, MINNESOTA  
 STATEMENT OF REVENUES AND EXPENDITURES -  
 BUDGET AND ACTUAL -  
 GENERAL FUND (UNAUDITED)  
 FOR THE THREE MONTHS ENDED MARCH 31, 2015

Attachment A

	Annual Budget	Budget thru 3/31/2015	Actual Thru 3/31/2015	Variance - Favorable (Unfavorable)	Percent Received or Expended Based on Budget thru 3/31/2015
<b>REVENUES</b>					
Taxes	\$ 1,101,352	\$ -	\$ -	\$ - *	N/A %
Licenses and permits	82,350	20,588	6,653	(13,935)	32.32
Local government aid	105,859	-	-	-	N/A
Intergovernmental	36,439	9,110	2,000	(7,110)	21.95
Fines and forfeitures	1,500	375	1,032	657	275.20
Interest earnings	8,000	2,000	5,614	3,614	280.70
Charges for service	118,344	29,586	3,976	(25,610) (1)	13.44
Miscellaneous revenue	13,000	3,250	2,100	(1,150)	64.62
<b>TOTAL REVENUES</b>	<b>1,466,844</b>	<b>64,908</b>	<b>21,375</b>	<b>(43,533)</b>	<b>32.93</b>
<b>EXPENDITURES</b>					
City Council & Commissions	31,749	7,937	4,659	3,278	58.70
Administration	215,622	53,906	56,150	(2,245)	104.16
Elections	1,250	313	-	313	-
Accounting & Auditing	60,500	15,125	20,243	(5,118)	133.84
Legal	27,295	6,824	1,921	4,903	28.15
Planning & Zoning	17,000	4,250	190	4,060	4.47
City Hall	52,400	13,100	6,685	6,415	51.03
Engineering	25,000	6,250	1,380	4,870	22.08
Insurance	37,500	9,375	9,289	86	99.08
Public safety	345,179	86,295	48,355	37,940 (2)	56.03
Cemetery	150	38	-	38	-
Public works	250,728	62,682	48,975	13,707	78.13
Recycling	29,000	7,250	5,727	1,523	78.99
Culture and recreation	39,450	9,863	4,657	5,206	47.22
Miscellaneous	5,000	1,250	800	450	64.00
Capital outlay	20,000	5,000	2,419	2,581	48.38
<b>TOTAL EXPENDITURES</b>	<b>1,157,823</b>	<b>289,456</b>	<b>211,450</b>	<b>78,006</b>	<b>73.05</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES</b>	<b>309,021</b>	<b>(224,548)</b>	<b>(190,075)</b>	<b>(499,096)</b>	
<b>OTHER FINANCING SOURCES AND (USES)</b>					
Operating transfers out	(299,000)	(74,750)	-	74,750	-
<b>EXCESS (DEFICIENCY) OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES</b>	<b>\$ 10,021</b>	<b>\$ (299,298)</b>	<b>\$ (190,075)</b>	<b>\$ (424,346)</b>	

Item Explanation of items percentage received/expended less than 80% or greater than 120% and \$ variance greater than \$15,000.

- (1) Fire protection contracts are due in July and August.
- (2) 1st Quarter payment to Hennepin County remains uninvoiced, fire wages are paid annually in November/December, fire pension contributions are in October and general operations are under budget year-to-date.

Note: See Accountant's Compilation Report.

CITY OF HANOVER, MINNESOTA  
 UNAUDITED CASH BALANCES BY FUND  
 MARCH 31, 2014, DECEMBER 31, 2014 AND MARCH 31, 2015

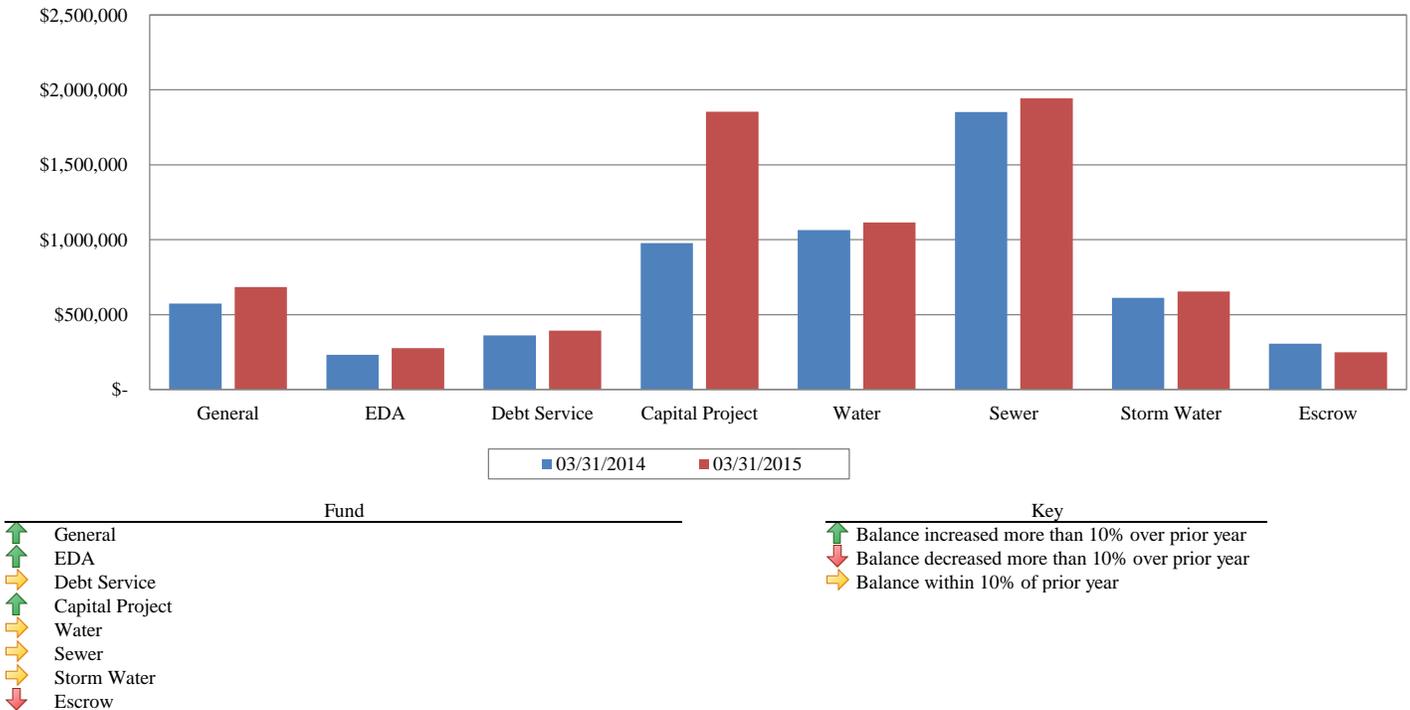
Attachment B

Fund	Balance 03/31/2014	Balance 12/31/2014	Balance 03/31/2015	YTD Change From 12/31/2014	Change from 03/31/2015
101 General	\$ 559,177	\$ 890,294	\$ 652,259	\$ (238,035) (1)	\$ 93,082
107 Fire Donation	15,502	31,280	31,529	249	16,027
201 EDA Special	73,972	81,031	79,173	(1,858)	5,201
205 EDA Business Incentive	157,442	189,362	196,965	7,603	39,523
311 2008A GO CIP Refunding Bonds	31,734	67,263	37,605	(29,658)	5,871
312 2009A GO Improvement Refunding Bonds	16,733	41,713	19,016	(22,697)	2,283
313 2010 GO Equipment Certificates	(28,035)	3,223	(20,234)	(23,457)	7,801
314 2011A GO Improvement Crossover Refunding Bonds	341,950	354,766	357,588	2,822	15,638
401 General Capital Improvement	51,184	363,732	854,936	491,204	803,752
402 Parks Capital Improvement	244,892	238,026	239,919	1,893	(4,973)
403 Fire Capital Improvement	119,073	110,239	111,116	877	(7,957)
404 Historical Capital Improvement	85,343	95,647	96,408	761	11,065
407 TIF Redevelopment District #1	4,402	4,769	4,807	38	405
408 8th Street Capital Improvement	-	-	-	-	-
411 City Hall Capital Improvement	91,257	59,853	60,329	476	(30,928)
412 Crow River Crossing Capital Improvement	-	-	-	-	-
416 River Road Reconstruction	-	-	-	-	-
417 Equipment Capital	53,212	52,167	52,582	-	-
418 Street Capital	329,154	430,037	433,616	3,579	104,462
601 Water Enterprise	669,311	719,803	712,408	(7,395)	43,097
602 Sewer Enterprise	250,294	259,945	265,621	5,676	15,327
603 Storm Water Enterprise	67,709	103,618	109,591	5,973	41,882
611 Water Capital Improvement	395,203	400,347	402,621	2,274	7,418
612 Sewer Capital Improvement	1,601,906	1,667,729	1,678,707	10,978	76,801
613 Storm Water Improvement	544,625	541,800	546,110	4,310	1,485
804 Schendels Field Escrow	143,529	144,120	145,267	1,147	1,738
809 Bridges at Hanover Escrow	(13,421)	(13,477)	(13,477)	-	(56)
811 Erosion Control Escrow	49,250	33,250	34,000	750	(15,250)
815 Landscape Escrow	71,000	44,000	45,500	1,500	(25,500)
817 Infrastructure Escrow	31,185	16,500	16,500	-	(14,685)
818 Miscellaneous Escrow	10,632	6,649	6,073	(576)	(4,559)
820 Bridges Townhome Escrow	3,485	3,500	3,528	28	43
821 Quail Pass Escrow	11,622	11,670	11,763	93	141
<b>Total</b>	<b>\$ 5,983,322</b>	<b>\$ 6,952,856</b>	<b>\$ 7,171,826</b>	<b>\$ 218,555</b>	<b>\$ 1,189,134</b>

**Item** Explanation of changes greater than \$50,000

(1) Transfer to Water and Sewer Fund to support enterprise operations.

**Cash Balance by Fund Compared to Prior Year**



CITY OF HANOVER  
SCHEDULE OF INVESTMENTS  
FOR THE MONTH ENDING MARCH 31, 2015

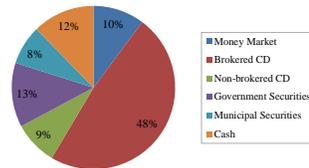
Institution	Identification	Description	Type	Deposits	Expenditures	Transfers	Interest	Cost	Market Value	Unrealized gain / loss	Days to maturity
								3/31/2014	3/31/2014		
Petty Cash	n/a	Cash	Cash	\$ -	\$ -	\$ -	\$ -	\$ 200.00	\$ 200.00	-	-
Bank West	C000137	Checking	Cash	37,850.66	(92,926.92)	-	57.71	636,114.75	636,114.75	-	-
Bank West	0946	Money Market	Money Market	-	-	-	78.49	616,185.51	616,185.51	-	-
Bank West	18919	Non-brokered CD	Non-brokered CD	-	-	-	-	34,462.72	34,462.72	-	374.00
Bank West	19047	Non-brokered CD	Non-brokered CD	-	-	-	-	129,825.74	129,825.74	-	341.00
Bank West	19046	Non-brokered CD	Non-brokered CD	-	-	-	-	133,309.10	133,309.10	-	341.00
Bank West	19022	Non-brokered CD	Non-brokered CD	-	-	-	-	72,110.81	72,110.81	-	326.00
Central Bank	31906636	Savings	Cash	-	(1,007.38)	-	41.23	242,288.88	242,288.88	-	-
Financial Security Bank	222976	Money Market	Money Market	-	-	-	29.09	101,457.87	101,457.87	-	-
FNB of Elk River	C123821 0	Non-brokered CD	Non-brokered CD	-	-	-	-	255,601.69	255,601.69	-	412.00
UBS	RP 43638 SH	UBS SELECT PRIME INST FUND	Money Market	-	-	385.31	0.69	15,570.94	15,570.94	-	-
UBS	17284ARG5	CIT BK SALT LK UT US	Brokered CD	-	-	-	-	100,455.00	100,104.00	(351.00)	392.00
UBS	02587DGL6	AMERICAN EXPRESS C NY US	Brokered CD	-	-	-	-	106,149.75	105,913.50	(236.25)	589.00
UBS	20451PGW0	COMPASS BK BIRMING AL US	Brokered CD	-	-	-	-	240,432.00	240,542.40	110.40	592.00
UBS	38143ARZ0	GOLDMAN SACHS BANK NY US	Brokered CD	-	-	-	-	100,626.00	100,736.00	110.00	767.00
UBS	254670U26	DISCOVER BANK DE US	Brokered CD	-	-	-	-	42,895.02	42,960.54	65.52	891.00
UBS	05588P2A4	BMW BK NA SALT LAKE US US	Brokered CD	-	-	-	-	240,067.20	241,394.40	1,327.20	947.00
UBS	38143AGX7	GOLDMAN SACHS BANK NY US	Brokered CD	-	-	-	-	101,672.00	102,025.00	353.00	1,024.00
UBS	29976DPB0	EVERBANK JACKSONVIL US	Brokered CD	-	-	-	-	240,885.60	242,947.20	2,061.60	1,310.00
UBS	795450QC2	SALLIE MAE BK UT US	Brokered CD	-	-	-	-	239,032.80	241,221.60	2,188.80	1,310.00
UBS	05967ERR2	BANCO POPULAR PR	Brokered CD	-	-	-	-	240,765.60	242,935.20	2,169.60	1,324.00
UBS	02006LNA7	ALLY BANK UT US	Brokered CD	-	-	-	-	237,141.60	239,920.80	2,779.20	1,373.00
UBS	17284AP51	CIT BANK UT US	Brokered CD	-	-	-	-	70,493.50	71,411.20	917.70	1,500.00
UBS	856283UM6	STATE BK INDIA IL US	Brokered CD	-	-	-	-	236,184.00	239,764.80	3,580.80	1,535.00
UBS	06740KH09	BARCLAYS BK DE US	Brokered CD	-	-	-	-	98,846.00	100,358.00	1,512.00	1,568.00
UBS	254671S76	DISCOVER BANK DE US	Brokered CD	-	-	-	-	99,115.00	100,930.00	1,815.00	1,885.00
UBS	140420QS2	CAPITAL ONE BANK U YA US	Brokered CD	-	-	(385.31)	385.31	237,631.20	241,927.20	4,296.00	2,052.00
UBS	02587CCR9	AMERICAN EXPRESS F UT US	Brokered CD	-	-	-	-	237,516.00	242,445.60	4,929.60	2,053.00
UBS	40434AKK4	HSBC BK USA VA US	Brokered CD	-	-	-	-	188,394.50	190,328.70	1,934.20	2,060.00
UBS	36160NTH2	GE CAP RETAIL BANK UT US	Brokered CD	-	-	-	-	231,000.00	235,514.40	4,514.40	2,086.00
UBS	36162YE58	GE CAP RETAIL BANK UT US	Brokered CD	-	-	-	-	140,000.00	141,013.60	1,013.60	2,478.00
UBS	789466PS2	SAINT FRANCIS MI ISD #15	Government Securities	-	-	-	-	100,921.00	100,000.00	(921.00)	366.00
UBS	987414K15	YOUNG SCH PA	Government Securities	-	-	-	-	50,472.50	50,958.00	485.50	549.00
UBS	598690QL3	MILACA MN ISD#912	Government Securities	-	-	-	-	91,881.50	91,513.80	(368.10)	672.00
UBS	492830EA9	KEWAUNEE CITY WI	Municipal Securities	-	-	-	-	51,610.00	51,326.50	(283.50)	762.00
UBS	648159TW1	NEW PRAGUE MN MUN	Municipal Securities	-	-	-	-	71,959.30	71,979.60	20.30	1,038.00
UBS	58434TDX3	MEDFORD W I AREA SCH	Government Securities	-	-	-	-	103,295.00	103,205.00	(90.00)	1,097.00
UBS	535783FP4	LINN CNTY HOSP FAC	Government Securities	-	-	-	-	41,234.40	41,269.20	34.80	1,158.00
UBS	52908ERT2	LEXINGTON-FAYETTE URBAN	Municipal Securities	-	-	-	-	123,524.95	124,623.20	1,098.25	1,523.00
UBS	081401PI9	BEMIDJI MN ISD #31	Government Securities	-	-	-	-	27,088.75	27,428.25	339.50	2,133.00
UBS	54641SS76	LOUISIANA ST	Municipal Securities	-	-	-	-	307,284.00	315,258.00	7,974.00	2,133.00
UBS	3130A3MM3	FHLB BOND STEP-UP	Government Securities	-	-	-	-	499,115.00	500,905.00	1,790.00	2,100.00
				\$ 37,850.66	\$ (93,934.30)	\$ -	\$ 592.52	\$ 7,134,517.58	\$ 7,179,688.70	\$ 45,171.12	



Maturity	Cost	Market Value
	3/31/2014	3/31/2014
Current	\$ 1,611,517.95	\$ 1,611,517.95
< 1 year	335,245.65	335,245.65
1-2 years	737,101.16	979,096.11
2-3 years	485,260.22	610,422.04
3-4 years	957,825.60	1,111,499.00
5+ years	1,399,180.20	2,531,907.95
<b>Total</b>	<b>\$ 5,526,130.78</b>	<b>\$ 7,179,688.70</b>

Weighted average rate of return	0.14%	3/31/2014
Average Maturity	1.84	3/31/2014



Investment Type	Market Value
	3/31/2014
Money Market	732,914.32
Brokered CD	3,464,394.14
Non-brokered CD	625,310.06
Government Securities	915,279.25
Municipal Securities	563,187.30
Cash	878,603.63
<b>Total</b>	<b>\$ 7,179,688.70</b>

<b>Operating Account</b>	
O/S Deposits	-
O/S Checks	(7,863.01)
<b>Reconciled Balance</b>	<b>\$ 7,171,825.69</b>

CITY OF HANOVER, MINNESOTA  
STATEMENT OF REVENUES AND EXPENSES -  
BUDGET AND ACTUAL -  
WATER FUND (UNAUDITED)  
FOR THE THREE MONTHS ENDED MARCH 31, 2015

Attachment D

	<u>Actual Thru 3/31/2014</u>	<u>Actual Thru 3/31/2015</u>	<u>Variance- Favorable (Unfavorable)</u>
<b>REVENUES</b>			
Water and sewer sales	\$ 25,898	\$ 6,499	\$ (19,399) (1)
Interest earnings	3,822	5,625	1,803
<b>TOTAL REVENUES</b>	<u>29,720</u>	<u>12,124</u>	<u>(17,596)</u>
<b>EXPENSES</b>			
Other services and charges	24,402	10,424	13,978 (2)
Repairs and maintenance	-	-	-
Utilities	-	-	-
Depreciation	-	-	-
<b>TOTAL EXPENSES</b>	<u>24,402</u>	<u>10,424</u>	<u>13,978</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENSES</b>	5,318	1,700	(3,618)
<b>OTHER FINANCING SOURCES AND (USES)</b>			
Transfers In	-	-	-
Transfers Out	-	-	-
<b>EXCESS (DEFICIENCY) OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES</b>	<u>\$ 5,318</u>	<u>\$ 1,700</u>	<u>\$ (3,618)</u>

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

- (1)    1st quarter of 2014 there were \$16,008 in water connect / reconnect fees from permits issued.
- (2)    1st quarter of 2014 there were \$14,007 in payments to JPWB for water connection fees from permits issued.

Note:    See Accountant's Compilation Report.

CITY OF HANOVER, MINNESOTA  
 STATEMENT OF REVENUES AND EXPENSES -  
 BUDGET AND ACTUAL -  
 SEWER FUND (UNAUDITED)  
 FOR THE THREE MONTHS ENDED MARCH 31, 2015

Attachment D

	<u>Actual Thru 3/31/2014</u>	<u>Actual Thru 3/31/2015</u>	<u>Variance- Favorable (Unfavorable)</u>
<b>REVENUES</b>			
Water and sewer sales	\$ 62,061	\$ 26,651	\$ (35,410) (1)
Interest earnings	1,402	1,980	578
<b>TOTAL REVENUES</b>	<u>63,463</u>	<u>28,631</u>	<u>(34,832)</u>
<b>EXPENSES</b>			
Other services and charges	47,040	17,102	29,938 (2)
Interest	7,717	6,675	1,042
<b>TOTAL EXPENSES</b>	<u>54,757</u>	<u>23,777</u>	<u>30,980</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENSES</b>	8,706	4,854	(3,852)
<b>OTHER FINANCING SOURCES AND (USES)</b>			
Transfers In	-	-	-
Transfers Out	-	-	-
<b>EXCESS (DEFICIENCY) OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES</b>	<u>\$ 8,706</u>	<u>\$ 4,854</u>	<u>\$ (3,852)</u>

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

- (1)    1st quarter of 2014 there were \$37,696 in water connect / reconnect fees from permits issued.
- (2)    1st quarter of 2014 there were \$30,832 in payments to JPWB for water connection fees from permits issued.

**HANOVER**  
**\*Revenue Guideline©**

04/29/15 8:30 AM

Page 1

Current Period: March 2015

		2015	2015	March	2015	% of YTD
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
<b>GENERAL FUND</b>						
Active	R 100-31000 Property Taxes - General	\$995,728.00	\$0.00	\$0.00	\$995,728.00	0.00%
Active	R 100-31020 Property Taxes - Fire	\$95,624.00	\$0.00	\$0.00	\$95,624.00	0.00%
Active	R 100-31800 Franchise Fees	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
Active	R 100-32110 Alcoholic Beverages	\$10,300.00	\$0.00	\$0.00	\$10,300.00	0.00%
Active	R 100-32180 Other Bus. Licenses/Per	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Active	R 100-32210 Building Permits	\$70,000.00	\$6,123.05	\$669.06	\$63,876.95	8.75%
Active	R 100-32240 Animal Licenses	\$100.00	\$20.00	\$0.00	\$80.00	20.00%
Active	R 100-32260 Solid Waste Hauler Licen	\$1,500.00	\$500.00	\$0.00	\$1,000.00	33.33%
Active	R 100-32270 Rental Dwelling Licenses	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
Active	R 100-32280 Other Non-Business Lic/	\$50.00	\$10.00	\$2.50	\$40.00	20.00%
Active	R 100-33400 State Grants and Aids	\$0.00	\$2,000.00	\$2,000.00	-\$2,000.00	0.00%
Active	R 100-33401 Local Government Aid	\$105,859.00	\$0.00	\$0.00	\$105,859.00	0.00%
Active	R 100-33410 MV Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 100-33420 PERA Aid	\$339.00	\$0.00	\$0.00	\$339.00	0.00%
Active	R 100-33422 State Fire Aid	\$24,000.00	\$0.00	\$0.00	\$24,000.00	0.00%
Active	R 100-33426 State Police Aid	\$4,600.00	\$0.00	\$0.00	\$4,600.00	0.00%
Active	R 100-33610 County Grants/Aid for Ro	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
Active	R 100-34000 Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 100-34101 City Hall Rent Revenue	\$5,000.00	\$2,000.00	\$1,225.00	\$3,000.00	40.00%
Active	R 100-34107 Assessment Search Fee	\$300.00	\$175.00	\$150.00	\$125.00	58.33%
Active	R 100-34108 Administrative Fees	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	R 100-34109 Copies/Faxes	\$80.00	\$0.00	\$0.00	\$80.00	0.00%
Active	R 100-34207 Fire Protection Services	\$106,964.00	\$0.00	\$0.00	\$106,964.00	0.00%
Active	R 100-34403 Recycling Rev/Reimb	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.00%
Active	R 100-34740 Park & Rec Concessions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 100-34780 Park Rental Fees	\$2,000.00	\$500.77	\$267.18	\$1,499.23	25.04%
Active	R 100-34940 Cemetery Revenues	\$2,000.00	\$1,300.00	\$0.00	\$700.00	65.00%
Active	R 100-35100 Court Fines	\$1,500.00	\$1,031.56	\$657.33	\$468.44	68.77%
Active	R 100-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 100-36200 Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 100-36210 Interest Earnings	\$1,000.00	\$1,010.45	\$1,010.45	-\$10.45	101.05%
Active	R 100-36215 Investment Income/Loss	\$7,000.00	\$4,603.59	\$4,603.59	\$2,396.41	65.77%
Active	R 100-36230 Contributions and Donati	\$0.00	\$100.00	\$100.00	-\$100.00	0.00%
Active	R 100-36235 Insurance Dividends	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.00%
Active	R 100-36250 Damage Deposits	\$7,000.00	\$2,000.00	\$1,000.00	\$5,000.00	28.57%
Active	R 100-36290 Sale of Vehicles/Equipm	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 100-39203 Transfer from Other Fun	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total GENERAL FUND</b>		<b>\$1,466,844.00</b>	<b>\$21,374.42</b>	<b>\$11,685.11</b>	<b>\$1,445,469.58</b>	<b>1.46%</b>
<b>FIRE DEPT DONATIONS FUND</b>						
Active	R 107-36210 Interest Earnings	\$0.00	\$44.79	\$44.79	-\$44.79	0.00%
Active	R 107-36215 Investment Income/Loss	\$0.00	\$204.04	\$204.04	-\$204.04	0.00%
Active	R 107-36230 Contributions and Donati	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total FIRE DEPT DONATIONS FUND</b>		<b>\$0.00</b>	<b>\$248.83</b>	<b>\$248.83</b>	<b>-\$248.83</b>	<b>0.00%</b>
<b>EDA SPECIAL REVENUE FUND</b>						
Active	R 201-31000 Property Taxes - General	\$49,000.00	\$41.08	\$0.00	\$48,958.92	0.08%
Active	R 201-31010 Tax Abatement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-33410 MV Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 201-36210 Interest Earnings	\$100.00	\$114.15	\$114.15	-\$14.15	114.15%
Active	R 201-36215 Investment Income/Loss	\$1,100.00	\$520.07	\$520.07	\$579.93	47.28%
<b>Total EDA SPECIAL REVENUE FUND</b>		<b>\$50,200.00</b>	<b>\$675.30</b>	<b>\$634.22</b>	<b>\$49,524.70</b>	<b>1.35%</b>
<b>EDA BUSINESS INCENTIVE FUND</b>						

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04/29/15 8:30 AM

Page 2

Current Period: March 2015

		2015	2015	March	2015	% of YTD
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	R 205-33400 State Grants and Aids	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.00%
Active	R 205-36200 Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 205-36210 Interest Earnings	\$1,000.00	\$531.27	\$432.52	\$468.73	53.13%
Active	R 205-36215 Investment Income/Loss	\$3,000.00	\$1,254.41	\$1,254.41	\$1,745.59	41.81%
Active	R 205-36230 Contributions and Donati	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 205-39203 Transfer from Other Fun	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
<b>Total EDA BUSINESS INCENTIVE FUND</b>		<b>\$69,000.00</b>	<b>\$1,785.68</b>	<b>\$1,686.93</b>	<b>\$67,214.32</b>	<b>2.59%</b>
<b>2008A GO CIP REFUNDING BOND</b>						
Active	R 311-31000 Property Taxes - General	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 311-36210 Interest Earnings	\$0.00	\$53.42	\$53.42	-\$53.42	0.00%
Active	R 311-36215 Investment Income/Loss	\$0.00	\$243.36	\$243.36	-\$243.36	0.00%
<b>Total 2008A GO CIP REFUNDING BOND</b>		<b>\$0.00</b>	<b>\$296.78</b>	<b>\$296.78</b>	<b>-\$296.78</b>	<b>0.00%</b>
<b>2009A GO IMP REFUNDING BOND</b>						
Active	R 312-31000 Property Taxes - General	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 312-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 312-36210 Interest Earnings	\$0.00	\$27.01	\$27.01	-\$27.01	0.00%
Active	R 312-36215 Investment Income/Loss	\$0.00	\$123.06	\$123.06	-\$123.06	0.00%
<b>Total 2009A GO IMP REFUNDING BOND</b>		<b>\$0.00</b>	<b>\$150.07</b>	<b>\$150.07</b>	<b>-\$150.07</b>	<b>0.00%</b>
<b>2010 GO EQUIPMENT CERTIFICATES</b>						
Active	R 313-31000 Property Taxes - General	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 313-36210 Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 313-36215 Investment Income/Loss	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 313-39203 Transfer from Other Fun	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total 2010 GO EQUIPMENT CERTIFICATES</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>2011A GO IMP CROSSOVER REF BD</b>						
Active	R 314-31000 Property Taxes - General	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 314-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 314-36210 Interest Earnings	\$0.00	\$507.93	\$507.93	-\$507.93	0.00%
Active	R 314-36215 Investment Income/Loss	\$0.00	\$2,314.11	\$2,314.11	-\$2,314.11	0.00%
<b>Total 2011A GO IMP CROSSOVER REF BD</b>		<b>\$0.00</b>	<b>\$2,822.04</b>	<b>\$2,822.04</b>	<b>-\$2,822.04</b>	<b>0.00%</b>
<b>GENERAL CAPITAL PROJECTS</b>						
Active	R 401-31000 Property Taxes - General	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 401-31701 Mining Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 401-31702 Gravel Tax	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 401-33000 Intergovernmental Reven	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 401-34300 Highways and Street Ch	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 401-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 401-36210 Interest Earnings	\$0.00	\$981.87	\$981.87	-\$981.87	0.00%
Active	R 401-36215 Investment Income/Loss	\$0.00	\$4,473.33	\$4,473.33	-\$4,473.33	0.00%
Active	R 401-39201 Transfer from General Fu	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total GENERAL CAPITAL PROJECTS</b>		<b>\$0.00</b>	<b>\$5,455.20</b>	<b>\$5,455.20</b>	<b>-\$5,455.20</b>	<b>0.00%</b>
<b>PARKS CAPITAL PROJECTS</b>						
Active	R 402-36210 Interest Earnings	\$0.00	\$340.79	\$340.79	-\$340.79	0.00%
Active	R 402-36215 Investment Income/Loss	\$0.00	\$1,552.63	\$1,552.63	-\$1,552.63	0.00%
Active	R 402-39201 Transfer from General Fu	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total PARKS CAPITAL PROJECTS</b>		<b>\$0.00</b>	<b>\$1,893.42</b>	<b>\$1,893.42</b>	<b>-\$1,893.42</b>	<b>0.00%</b>
<b>FIRE DEPT CAPITAL FUND</b>						
Active	R 403-36210 Interest Earnings	\$0.00	\$157.83	\$157.83	-\$157.83	0.00%
Active	R 403-36215 Investment Income/Loss	\$0.00	\$719.08	\$719.08	-\$719.08	0.00%
Active	R 403-39201 Transfer from General Fu	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total FIRE DEPT CAPITAL FUND</b>		<b>\$0.00</b>	<b>\$876.91</b>	<b>\$876.91</b>	<b>-\$876.91</b>	<b>0.00%</b>

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04/29/15 8:30 AM

Page 3

Current Period: March 2015

		2015	2015	March	2015	% of YTD
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
<b>HISTORICAL CAPITAL PROJ FUND</b>						
Active	R 404-36210 Interest Earnings	\$0.00	\$136.94	\$136.94	-\$136.94	0.00%
Active	R 404-36215 Investment Income/Loss	\$0.00	\$623.90	\$623.90	-\$623.90	0.00%
Active	R 404-39201 Transfer from General Fu	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total HISTORICAL CAPITAL PROJ FUND</b>		\$0.00	\$760.84	\$760.84	-\$760.84	0.00%
<b>TIF REDEV DIST #1</b>						
Active	R 407-31050 Tax Increments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 407-36210 Interest Earnings	\$0.00	\$6.83	\$6.83	-\$6.83	0.00%
Active	R 407-36215 Investment Income/Loss	\$0.00	\$31.11	\$31.11	-\$31.11	0.00%
<b>Total TIF REDEV DIST #1</b>		\$0.00	\$37.94	\$37.94	-\$37.94	0.00%
<b>CITY HALL CAPITAL PROJ FUND</b>						
Active	R 411-36210 Interest Earnings	\$0.00	\$85.69	\$85.69	-\$85.69	0.00%
Active	R 411-36215 Investment Income/Loss	\$0.00	\$390.41	\$390.41	-\$390.41	0.00%
Active	R 411-39201 Transfer from General Fu	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total CITY HALL CAPITAL PROJ FUND</b>		\$0.00	\$476.10	\$476.10	-\$476.10	0.00%
<b>EQUIPMENT CAPITAL FUND</b>						
Active	R 417-36210 Interest Earnings	\$0.00	\$74.69	\$74.69	-\$74.69	0.00%
Active	R 417-36215 Investment Income/Loss	\$0.00	\$340.28	\$340.28	-\$340.28	0.00%
Active	R 417-39201 Transfer from General Fu	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total EQUIPMENT CAPITAL FUND</b>		\$0.00	\$414.97	\$414.97	-\$414.97	0.00%
<b>STREET CAPITAL PROJ FUND</b>						
Active	R 418-36100 Special Assessments	\$0.00	\$8.82	\$0.00	-\$8.82	0.00%
Active	R 418-36210 Interest Earnings	\$0.00	\$615.92	\$615.92	-\$615.92	0.00%
Active	R 418-36215 Investment Income/Loss	\$0.00	\$2,806.12	\$2,806.12	-\$2,806.12	0.00%
Active	R 418-39201 Transfer from General Fu	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total STREET CAPITAL PROJ FUND</b>		\$0.00	\$3,430.86	\$3,422.04	-\$3,430.86	0.00%
<b>WATER ENTERPRISE FUND</b>						
Active	R 601-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-36210 Interest Earnings	\$0.00	\$1,012.49	\$1,012.49	-\$1,012.49	0.00%
Active	R 601-36215 Investment Income/Loss	\$0.00	\$4,612.86	\$4,612.86	-\$4,612.86	0.00%
Active	R 601-37100 Water Sales	\$0.00	\$3,733.31	\$3,733.31	-\$3,733.31	0.00%
Active	R 601-37150 Water Connect/Reconne	\$0.00	\$240.00	\$0.00	-\$240.00	0.00%
Active	R 601-37155 City WAC	\$0.00	\$400.00	\$0.00	-\$400.00	0.00%
Active	R 601-37156 Water Meter Fee	\$0.00	\$2,001.00	\$0.00	-\$2,001.00	0.00%
Active	R 601-37157 Water Permit Fee	\$0.00	\$125.00	\$0.00	-\$125.00	0.00%
Active	R 601-37158 Water Trunk Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total WATER ENTERPRISE FUND</b>		\$0.00	\$12,124.66	\$9,358.66	-\$12,124.66	0.00%
<b>SEWER ENTERPRISE FUND</b>						
Active	R 602-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-36210 Interest Earnings	\$0.00	\$356.33	\$356.33	-\$356.33	0.00%
Active	R 602-36215 Investment Income/Loss	\$0.00	\$1,623.40	\$1,623.40	-\$1,623.40	0.00%
Active	R 602-37110 Storm Water Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-37150 Water Connect/Reconne	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-37155 City WAC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-37156 Water Meter Fee	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-37157 Water Permit Fee	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-37200 Sewer Sales	\$0.00	\$21,314.47	\$21,314.47	-\$21,314.47	0.00%
Active	R 602-37250 Sewer Connect/Reconne	\$0.00	\$4,712.00	\$0.00	-\$4,712.00	0.00%
Active	R 602-37255 City SAC	\$0.00	\$500.00	\$0.00	-\$500.00	0.00%
Active	R 602-37257 Sewer Permit Fee	\$0.00	\$125.00	\$0.00	-\$125.00	0.00%
Active	R 602-37258 Sewer Trunk Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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04/29/15 8:30 AM  
Page 4

Current Period: March 2015

		2015	2015	March	2015	% of YTD
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
<b>Total SEWER ENTERPRISE FUND</b>		\$0.00	\$28,631.20	\$23,294.20	-\$28,631.20	0.00%
<b>STORM WATER ENTERPRISE FUND</b>						
Active	R 603-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 603-36210 Interest Earnings	\$0.00	\$152.11	\$152.11	-\$152.11	0.00%
Active	R 603-36215 Investment Income/Loss	\$0.00	\$693.02	\$693.02	-\$693.02	0.00%
Active	R 603-37110 Storm Water Fees	\$0.00	\$2,894.02	\$2,894.02	-\$2,894.02	0.00%
<b>Total STORM WATER ENTERPRISE FUND</b>		\$0.00	\$3,739.15	\$3,739.15	-\$3,739.15	0.00%
<b>WATER CAPITAL IMP FUND</b>						
Active	R 611-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 611-36210 Interest Earnings	\$0.00	\$571.90	\$571.90	-\$571.90	0.00%
Active	R 611-36215 Investment Income/Loss	\$0.00	\$2,605.54	\$2,605.54	-\$2,605.54	0.00%
<b>Total WATER CAPITAL IMP FUND</b>		\$0.00	\$3,177.44	\$3,177.44	-\$3,177.44	0.00%
<b>SEWER CAPITAL IMP FUND</b>						
Active	R 612-31000 Property Taxes - General	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 612-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 612-36210 Interest Earnings	\$0.00	\$2,384.50	\$2,384.50	-\$2,384.50	0.00%
Active	R 612-36215 Investment Income/Loss	\$0.00	\$10,863.66	\$10,863.66	-\$10,863.66	0.00%
<b>Total SEWER CAPITAL IMP FUND</b>		\$0.00	\$13,248.16	\$13,248.16	-\$13,248.16	0.00%
<b>STORM WATER CAPITAL IMP FUND</b>						
Active	R 613-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 613-36210 Interest Earnings	\$0.00	\$775.71	\$775.71	-\$775.71	0.00%
Active	R 613-36215 Investment Income/Loss	\$0.00	\$3,534.12	\$3,534.12	-\$3,534.12	0.00%
<b>Total STORM WATER CAPITAL IMP FUND</b>		\$0.00	\$4,309.83	\$4,309.83	-\$4,309.83	0.00%
<b>SCHEDEL'S FIELD ESC FUND</b>						
Active	R 804-36210 Interest Earnings	\$0.00	\$206.34	\$206.34	-\$206.34	0.00%
Active	R 804-36215 Investment Income/Loss	\$0.00	\$940.08	\$940.08	-\$940.08	0.00%
<b>Total SCHEDEL'S FIELD ESC FUND</b>		\$0.00	\$1,146.42	\$1,146.42	-\$1,146.42	0.00%
<b>BRIDGES AT HANOVER ESC FUND</b>						
Active	R 809-36210 Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 809-36215 Investment Income/Loss	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total BRIDGES AT HANOVER ESC FUND</b>		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>EROSION CONTROL ESCROW FUND</b>						
Active	R 811-36390 Escrow Fund Receipts	\$0.00	\$750.00	\$0.00	-\$750.00	0.00%
<b>Total EROSION CONTROL ESCROW FUND</b>		\$0.00	\$750.00	\$0.00	-\$750.00	0.00%
<b>LANDSCAPE ESCROW FUND</b>						
Active	R 815-36390 Escrow Fund Receipts	\$0.00	\$1,500.00	\$0.00	-\$1,500.00	0.00%
<b>Total LANDSCAPE ESCROW FUND</b>		\$0.00	\$1,500.00	\$0.00	-\$1,500.00	0.00%
<b>INFRASTRUCTURE ESCROW FUND</b>						
Active	R 817-36390 Escrow Fund Receipts	\$0.00	\$1,000.00	\$0.00	-\$1,000.00	0.00%
<b>Total INFRASTRUCTURE ESCROW FUND</b>		\$0.00	\$1,000.00	\$0.00	-\$1,000.00	0.00%
<b>MISC ESCROWS FUND</b>						
Active	R 818-36390 Escrow Fund Receipts	\$0.00	\$860.25	\$0.00	-\$860.25	0.00%
<b>Total MISC ESCROWS FUND</b>		\$0.00	\$860.25	\$0.00	-\$860.25	0.00%
<b>BRIDGES TOWNHOMES ESC FUND</b>						
Active	R 820-36210 Interest Earnings	\$0.00	\$5.01	\$5.01	-\$5.01	0.00%
Active	R 820-36215 Investment Income/Loss	\$0.00	\$22.83	\$22.83	-\$22.83	0.00%
<b>Total BRIDGES TOWNHOMES ESC FUND</b>		\$0.00	\$27.84	\$27.84	-\$27.84	0.00%
<b>QUAIL PASS 2ND ADD ESCROW FD</b>						
Active	R 821-36210 Interest Earnings	\$0.00	\$16.71	\$16.71	-\$16.71	0.00%
Active	R 821-36215 Investment Income/Loss	\$0.00	\$76.12	\$76.12	-\$76.12	0.00%
<b>Total QUAIL PASS 2ND ADD ESCROW FD</b>		\$0.00	\$92.83	\$92.83	-\$92.83	0.00%

**HANOVER**  
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Current Period: March 2015

		2015	2015	March	2015	% of YTD
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
<b>INTEREST</b>						
Active	R 900-36210 Interest Earnings	\$0.00	\$0.00	(\$9,322.23)	\$0.00	0.00%
Active	R 900-36215 Investment Income/Loss	\$0.00	\$0.00	(\$19,210.83)	\$0.00	0.00%
	<b>Total INTEREST</b>	<u>\$0.00</u>	<u>\$0.00</u>	<u>-\$28,533.06</u>	<u>\$0.00</u>	<u>0.00%</u>
	<b>Report Total</b>	\$1,586,044.00	\$111,307.14	\$60,722.87	\$1,474,736.86	7.02%

**HANOVER**  
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04/29/15 8:29 AM

Page 1

Current Period: March 2015

		2015	2015	March	Enc	2015	% of YTD
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
<b>GENERAL FUND</b>							
<b>Council</b>							
Active	E 100-41110-111 Committee Wage	\$13,700.00	-\$9.18	\$0.00	\$0.00	\$13,709.18	-0.07%
Active	E 100-41110-122 FICA	\$850.00	\$0.00	\$0.00	\$0.00	\$850.00	0.00%
Active	E 100-41110-123 Medicare	\$199.00	\$0.00	\$0.00	\$0.00	\$199.00	0.00%
Active	E 100-41110-150 Worker s Comp (	\$150.00	\$20.34	\$0.00	\$0.00	\$129.66	13.56%
Active	E 100-41110-152 Worker s Comp B	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 100-41110-208 Training and Instr	\$1,500.00	\$315.00	\$0.00	\$0.00	\$1,185.00	21.00%
Active	E 100-41110-306 Dues & Subscripti	\$2,500.00	\$4,245.30	\$0.00	\$0.00	-\$1,745.30	169.81%
Active	E 100-41110-331 Travel Expenses	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	E 100-41110-437 Other Miscellane	\$5,000.00	\$66.11	\$0.00	\$0.00	\$4,933.89	1.32%
	<b>Total Counc</b>	<b>\$25,899.00</b>	<b>\$4,637.57</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$21,261.43</b>	<b>17.91%</b>
<b>Boards and Commissions</b>							
Active	E 100-41330-111 Committee Wage	\$5,500.00	\$0.00	\$0.00	\$0.00	\$5,500.00	0.00%
Active	E 100-41330-160 Liability Insurance	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 100-41330-208 Training and Instr	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	0.00%
Active	E 100-41330-331 Travel Expenses	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 100-41330-437 Other Miscellane	\$0.00	\$21.06	\$21.06	\$0.00	-\$21.06	0.00%
	<b>Total Boards and Commission</b>	<b>\$5,850.00</b>	<b>\$21.06</b>	<b>\$21.06</b>	<b>\$0.00</b>	<b>\$5,828.94</b>	<b>0.36%</b>
<b>City Administrator</b>							
Active	E 100-41400-101 Full-Time Employ	\$65,500.00	\$12,033.30	\$0.00	\$0.00	\$53,466.70	18.37%
Active	E 100-41400-121 PERA	\$4,900.00	\$1,182.02	\$0.00	\$0.00	\$3,717.98	24.12%
Active	E 100-41400-122 FICA	\$4,100.00	\$977.13	\$0.00	\$0.00	\$3,122.87	23.83%
Active	E 100-41400-123 Medicare	\$900.00	\$228.52	\$0.00	\$0.00	\$671.48	25.39%
Active	E 100-41400-131 Employer Paid H	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 100-41400-132 Employer Paid H	\$0.00	\$248.31	\$0.00	\$0.00	-\$248.31	0.00%
Active	E 100-41400-134 Employer Paid Lif	\$0.00	-\$12.60	(\$102.05)	\$0.00	\$12.60	0.00%
Active	E 100-41400-150 Worker s Comp (	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 100-41400-151 Med/Dental Insur	\$10,890.00	\$2,667.97	\$126.36	\$0.00	\$8,222.03	24.50%
Active	E 100-41400-208 Training and Instr	\$1,000.00	\$200.00	\$0.00	\$0.00	\$800.00	20.00%
Active	E 100-41400-306 Dues & Subscripti	\$0.00	\$155.00	\$0.00	\$0.00	-\$155.00	0.00%
Active	E 100-41400-310 Other Profession	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	<b>Total City Administratc</b>	<b>\$87,290.00</b>	<b>\$17,679.65</b>	<b>\$24.31</b>	<b>\$0.00</b>	<b>\$69,610.35</b>	<b>20.25%</b>
<b>Elections</b>							
Active	E 100-41410-200 Office Supplies (	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 100-41410-310 Other Profession	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 100-41410-351 Legal Notices Pu	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00%
Active	E 100-41410-400 Repairs & Maint	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
	<b>Total Election</b>	<b>\$1,250.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,250.00</b>	<b>0.00%</b>
<b>Clerical Staff</b>							
Active	E 100-41430-101 Full-Time Employ	\$82,600.00	\$25,708.95	\$10,564.40	\$0.00	\$56,891.05	31.12%
Active	E 100-41430-102 Full-Time Employ	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 100-41430-103 Part-Time Emplo	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
Active	E 100-41430-121 PERA	\$6,200.00	\$1,946.92	\$260.76	\$0.00	\$4,253.08	31.40%
Active	E 100-41430-122 FICA	\$5,100.00	\$2,048.88	\$654.99	\$0.00	\$3,051.12	40.17%
Active	E 100-41430-123 Medicare	\$1,200.00	\$479.14	\$153.17	\$0.00	\$720.86	39.93%
Active	E 100-41430-131 Employer Paid H	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 100-41430-132 Employer Paid H	\$0.00	\$1,484.55	\$494.85	\$0.00	-\$1,484.55	0.00%
Active	E 100-41430-134 Employer Paid Lif	\$0.00	\$931.19	\$572.51	\$0.00	-\$931.19	0.00%
Active	E 100-41430-142 Unemployment B	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 100-41430-151 Med/Dental Insur	\$16,932.00	\$4,716.66	\$1,160.20	\$0.00	\$12,215.34	27.86%
	<b>Total Clerical Staff</b>	<b>\$117,032.00</b>	<b>\$37,316.29</b>	<b>\$13,860.88</b>	<b>\$0.00</b>	<b>\$79,715.71</b>	<b>31.89%</b>

**HANOVER**  
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04/29/15 8:29 AM

Page 2

Current Period: March 2015

		2015	2015	March	Enc	2015	% of YTD
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
<b>Staff Expenses</b>							
Active	E 100-41435-208 Training and Instr	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0.00%
Active	E 100-41435-260 Uniforms	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
Active	E 100-41435-306 Dues & Subscripti	\$4,000.00	\$73.36	\$28.00	\$0.00	\$3,926.64	1.83%
Active	E 100-41435-310 Other Profession	\$1,000.00	\$150.00	\$0.00	\$0.00	\$850.00	15.00%
Active	E 100-41435-331 Travel Expenses	\$1,500.00	\$46.73	\$46.73	\$0.00	\$1,453.27	3.12%
	<b>Total Staff Expense</b>	<b>\$8,300.00</b>	<b>\$270.09</b>	<b>\$74.73</b>	<b>\$0.00</b>	<b>\$8,029.91</b>	<b>3.25%</b>
<b>Accounting</b>							
Active	E 100-41530-101 Full-Time Employ	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 100-41530-121 PERA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 100-41530-122 FICA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 100-41530-123 Medicare	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 100-41530-150 Worker s Comp (	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 100-41530-151 Med/Dental Insur	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 100-41530-310 Other Profession	\$0.00	\$18,250.00	\$5,000.00	\$0.00	-\$18,250.00	0.00%
	<b>Total Accountin</b>	<b>\$0.00</b>	<b>\$18,250.00</b>	<b>\$5,000.00</b>	<b>\$0.00</b>	<b>-\$18,250.00</b>	<b>0.00%</b>
<b>Auditing</b>							
Active	E 100-41540-301 Auditing and Acct	\$26,000.00	\$150.00	\$0.00	\$0.00	\$25,850.00	0.58%
	<b>Total Auditin</b>	<b>\$26,000.00</b>	<b>\$150.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$25,850.00</b>	<b>0.58%</b>
<b>Assessing</b>							
Active	E 100-41550-310 Other Profession	\$17,600.00	\$159.75	\$0.00	\$0.00	\$17,440.25	0.91%
	<b>Total Assessin</b>	<b>\$17,600.00</b>	<b>\$159.75</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$17,440.25</b>	<b>0.91%</b>
<b>Purchasing</b>							
Active	E 100-41570-200 Office Supplies (	\$5,500.00	\$652.05	\$426.89	\$0.00	\$4,847.95	11.86%
Active	E 100-41570-205 Bank Fees	\$100.00	\$0.75	\$2.00	\$0.00	\$99.25	0.75%
Active	E 100-41570-207 Computer Supplie	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	E 100-41570-220 Repair/Maint Sup	\$6,800.00	\$419.92	\$88.70	\$0.00	\$6,380.08	6.18%
Active	E 100-41570-322 Postage	\$1,500.00	\$610.39	\$228.72	\$0.00	\$889.61	40.69%
Active	E 100-41570-570 Office Equip and	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0.00%
	<b>Total Purchasin</b>	<b>\$20,900.00</b>	<b>\$1,683.11</b>	<b>\$746.31</b>	<b>\$0.00</b>	<b>\$19,216.89</b>	<b>8.05%</b>
<b>Computer</b>							
Active	E 100-41600-220 Repair/Maint Sup	\$0.00	\$805.00	\$205.00	\$0.00	-\$805.00	0.00%
Active	E 100-41600-310 Other Profession	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	<b>Total Compute</b>	<b>\$0.00</b>	<b>\$805.00</b>	<b>\$205.00</b>	<b>\$0.00</b>	<b>-\$805.00</b>	<b>0.00%</b>
<b>City Attorney</b>							
Active	E 100-41610-304 Legal Fees	\$27,295.00	\$1,920.81	\$1,699.55	\$0.00	\$25,374.19	7.04%
	<b>Total City Attorne</b>	<b>\$27,295.00</b>	<b>\$1,920.81</b>	<b>\$1,699.55</b>	<b>\$0.00</b>	<b>\$25,374.19</b>	<b>7.04%</b>
<b>Planning and Zoning</b>							
Active	E 100-41910-310 Other Profession	\$17,000.00	\$190.00	\$0.00	\$0.00	\$16,810.00	1.12%
	<b>Total Planning and Zonin</b>	<b>\$17,000.00</b>	<b>\$190.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$16,810.00</b>	<b>1.12%</b>
<b>General Govt Buildings/Plant</b>							
Active	E 100-41940-210 Operating Supplie	\$5,000.00	\$295.07	\$0.00	\$0.00	\$4,704.93	5.90%
Active	E 100-41940-220 Repair/Maint Sup	\$10,000.00	\$1,380.74	\$1,037.73	\$0.00	\$8,619.26	13.81%
Active	E 100-41940-306 Dues & Subscripti	\$0.00	\$250.00	\$250.00	\$0.00	-\$250.00	0.00%
Active	E 100-41940-310 Other Profession	\$8,400.00	\$1,246.01	\$574.01	\$0.00	\$7,153.99	14.83%
Active	E 100-41940-321 Telephone	\$5,500.00	\$778.79	\$257.26	\$0.00	\$4,721.21	14.16%
Active	E 100-41940-325 Taxes	\$7,000.00	\$220.00	\$0.00	\$0.00	\$6,780.00	3.14%
Active	E 100-41940-381 Electric Utilities	\$9,000.00	\$1,110.53	\$698.20	\$0.00	\$7,889.47	12.34%
Active	E 100-41940-383 Gas Utilities	\$5,000.00	\$1,015.08	\$1,015.08	\$0.00	\$3,984.92	20.30%
Active	E 100-41940-384 Refuse/Garbage	\$2,000.00	\$388.55	\$193.50	\$0.00	\$1,611.45	19.43%
Active	E 100-41940-415 Other Equipment	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%

**HANOVER**  
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04/29/15 8:29 AM

Page 3

Current Period: March 2015

		2015	2015	March	Enc	2015	% of YTD
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
Active	E 100-41940-520 Buildings and Str	\$5,000.00	\$409.51	\$169.51	\$0.00	\$4,590.49	8.19%
Active	E 100-41940-560 Furniture and Fixt	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.00%
Active	E 100-41940-580 Other Equipment	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
<b>Total General Govt Buildings/Plan</b>		\$60,900.00	\$7,094.28	\$4,195.29	\$0.00	\$53,805.72	11.65%
<b>Engineer</b>							
Active	E 100-41950-303 Engineering Fees	\$25,000.00	\$1,379.50	\$1,379.50	\$0.00	\$23,620.50	5.52%
<b>Total Enginee</b>		\$25,000.00	\$1,379.50	\$1,379.50	\$0.00	\$23,620.50	5.52%
<b>Insurance</b>							
Active	E 100-41960-142 Unemployment B	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 100-41960-150 Worker s Comp (	\$2,500.00	\$135.07	\$0.00	\$0.00	\$2,364.93	5.40%
Active	E 100-41960-152 Worker s Comp B	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 100-41960-361 General Liability I	\$35,000.00	\$9,153.50	\$0.00	\$0.00	\$25,846.50	26.15%
<b>Total Insuranc</b>		\$37,500.00	\$9,288.57	\$0.00	\$0.00	\$28,211.43	24.77%
<b>Legal Publications</b>							
Active	E 100-41970-341 Employment	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00%
Active	E 100-41970-343 Other Advertising	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00%
Active	E 100-41970-351 Legal Notices Pu	\$2,000.00	\$79.15	\$79.15	\$0.00	\$1,920.85	3.96%
Active	E 100-41970-354 Recording Fees	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
<b>Total Legal Publication</b>		\$3,000.00	\$79.15	\$79.15	\$0.00	\$2,920.85	2.64%
<b>Hennepin County Sheriff</b>							
Active	E 100-42101-310 Other Profession	\$69,335.00	\$0.00	\$0.00	\$0.00	\$69,335.00	0.00%
<b>Total Hennepin County Sherif</b>		\$69,335.00	\$0.00	\$0.00	\$0.00	\$69,335.00	0.00%
<b>Wright County Sheriff</b>							
Active	E 100-42102-310 Other Profession	\$94,170.00	\$23,542.50	\$7,847.50	\$0.00	\$70,627.50	25.00%
<b>Total Wright County Sherif</b>		\$94,170.00	\$23,542.50	\$7,847.50	\$0.00	\$70,627.50	25.00%
<b>Fire Dept Administration</b>							
Active	E 100-42210-103 Part-Time Emplo	\$34,340.00	\$0.00	\$0.00	\$0.00	\$34,340.00	0.00%
Active	E 100-42210-122 FICA	\$2,129.00	\$0.00	\$0.00	\$0.00	\$2,129.00	0.00%
Active	E 100-42210-123 Medicare	\$515.00	\$0.00	\$0.00	\$0.00	\$515.00	0.00%
Active	E 100-42210-142 Unemployment B	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 100-42210-150 Worker s Comp (	\$10,000.00	\$2,745.95	\$0.00	\$0.00	\$7,254.05	27.46%
Active	E 100-42210-200 Office Supplies (	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
Active	E 100-42210-305 Medical and Dent	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0.00%
Active	E 100-42210-306 Dues & Subscripti	\$950.00	\$490.00	\$100.00	\$0.00	\$460.00	51.58%
Active	E 100-42210-361 General Liability I	\$0.00	\$2,370.08	\$0.00	\$0.00	-\$2,370.08	0.00%
Active	E 100-42210-437 Other Miscellane	\$10,000.00	\$35.00	\$0.00	\$0.00	\$9,965.00	0.35%
Active	E 100-42210-700 Transfers (GENE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Fire Dept Administratio</b>		\$62,134.00	\$5,641.03	\$100.00	\$0.00	\$56,492.97	9.08%
<b>Fire Dept Equipment</b>							
Active	E 100-42220-221 Equipment Parts	\$5,500.00	\$190.65	\$80.65	\$0.00	\$5,309.35	3.47%
Active	E 100-42220-228 Medical Supplies	\$1,500.00	\$171.16	\$0.00	\$0.00	\$1,328.84	11.41%
Active	E 100-42220-240 Small Tools and	\$850.00	\$0.00	\$0.00	\$0.00	\$850.00	0.00%
Active	E 100-42220-260 Uniforms	\$4,500.00	\$277.50	\$277.50	\$0.00	\$4,222.50	6.17%
Active	E 100-42220-580 Other Equipment	\$5,000.00	\$513.85	\$440.66	\$0.00	\$4,486.15	10.28%
<b>Total Fire Dept Equipmen</b>		\$17,350.00	\$1,153.16	\$798.81	\$0.00	\$16,196.84	6.65%
<b>Fire Dept Training</b>							
Active	E 100-42240-208 Training and Instr	\$7,500.00	\$120.00	\$120.00	\$0.00	\$7,380.00	1.60%
Active	E 100-42240-331 Travel Expenses	\$1,500.00	\$318.28	\$318.28	\$0.00	\$1,181.72	21.22%
<b>Total Fire Dept Trainin</b>		\$9,000.00	\$438.28	\$438.28	\$0.00	\$8,561.72	4.87%
<b>Fire Vehicles</b>							
Active	E 100-42260-212 Motor Fuels	\$5,000.00	\$857.33	\$522.64	\$0.00	\$4,142.67	17.15%

HANOVER

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Current Period: March 2015

		2015	2015	March	Enc	2015	% of YTD
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
Active	E 100-42260-220 Repair/Maint Sup	\$9,000.00	\$260.04	\$86.94	\$0.00	\$8,739.96	2.89%
Active	E 100-42260-240 Small Tools and	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	E 100-42260-323 Radio Units	\$7,465.00	\$3,810.00	\$0.00	\$0.00	\$3,655.00	51.04%
<b>Total Fire Vehicle</b>		<b>\$23,465.00</b>	<b>\$4,927.37</b>	<b>\$609.58</b>	<b>\$0.00</b>	<b>\$18,537.63</b>	<b>21.00%</b>
<b>Fire Stations and Bldgs</b>							
Active	E 100-42280-215 Shop Supplies	\$1,650.00	\$130.21	\$0.00	\$0.00	\$1,519.79	7.89%
Active	E 100-42280-220 Repair/Maint Sup	\$3,500.00	\$225.50	\$225.50	\$0.00	\$3,274.50	6.44%
Active	E 100-42280-321 Telephone	\$800.00	\$85.26	\$28.46	\$0.00	\$714.74	10.66%
Active	E 100-42280-325 Taxes	\$175.00	\$0.00	\$0.00	\$0.00	\$175.00	0.00%
Active	E 100-42280-381 Electric Utilities	\$5,000.00	\$547.26	\$379.49	\$0.00	\$4,452.74	10.95%
Active	E 100-42280-383 Gas Utilities	\$2,600.00	\$2,275.04	\$561.00	\$0.00	\$324.96	87.50%
<b>Total Fire Stations and Bldg</b>		<b>\$13,725.00</b>	<b>\$3,263.27</b>	<b>\$1,194.45</b>	<b>\$0.00</b>	<b>\$10,461.73</b>	<b>23.78%</b>
<b>Fire Relief Association</b>							
Active	E 100-42290-124 Fire Pension Cont	\$29,500.00	\$0.00	\$0.00	\$0.00	\$29,500.00	0.00%
Active	E 100-42290-301 Auditing and Acct	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	0.00%
<b>Total Fire Relief Associatio</b>		<b>\$35,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$35,500.00</b>	<b>0.00%</b>
<b>Building Inspection Admin</b>							
Active	E 100-42401-310 Other Profession	\$25,000.00	\$9,903.01	\$7,670.17	\$0.00	\$15,096.99	39.61%
<b>Total Building Inspection Admin</b>		<b>\$25,000.00</b>	<b>\$9,903.01</b>	<b>\$7,670.17</b>	<b>\$0.00</b>	<b>\$15,096.99</b>	<b>39.61%</b>
<b>Animal Control</b>							
On Hold	E 100-42700-210 Operating Supplie	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 100-42700-310 Other Profession	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
<b>Total Animal Contrc</b>		<b>\$500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$500.00</b>	<b>0.00%</b>
<b>Cemetery</b>							
Active	E 100-42800-310 Other Profession	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	0.00%
<b>Total Cemeter</b>		<b>\$150.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$150.00</b>	<b>0.00%</b>
<b>Public Works (GENERAL)</b>							
Active	E 100-43000-101 Full-Time Employ	\$92,700.00	\$19,079.82	\$7,132.80	\$0.00	\$73,620.18	20.58%
Active	E 100-43000-102 Full-Time Employ	\$0.00	\$296.40	\$0.00	\$0.00	-\$296.40	0.00%
Active	E 100-43000-103 Part-Time Emplo	\$1,500.00	\$354.75	\$449.17	\$0.00	\$1,145.25	23.65%
Active	E 100-43000-121 PERA	\$7,000.00	\$1,881.39	\$534.96	\$0.00	\$5,118.61	26.88%
Active	E 100-43000-122 FICA	\$5,700.00	\$1,577.00	\$452.16	\$0.00	\$4,123.00	27.67%
Active	E 100-43000-123 Medicare	\$1,300.00	\$368.80	\$105.74	\$0.00	\$931.20	28.37%
Active	E 100-43000-132 Employer Paid H	\$0.00	\$633.16	\$226.44	\$0.00	-\$633.16	0.00%
Active	E 100-43000-134 Employer Paid Lif	\$0.00	\$510.80	\$255.40	\$0.00	-\$510.80	0.00%
Active	E 100-43000-142 Unemployment B	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 100-43000-150 Worker s Comp (	\$9,000.00	\$2,880.07	\$0.00	\$0.00	\$6,119.93	32.00%
Active	E 100-43000-151 Med/Dental Insur	\$19,328.00	\$8,583.91	\$1,318.53	\$0.00	\$10,744.09	44.41%
Active	E 100-43000-152 Worker s Comp B	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 100-43000-208 Training and Instr	\$1,500.00	\$950.00	\$0.00	\$0.00	\$550.00	63.33%
Active	E 100-43000-321 Telephone	\$0.00	\$289.42	\$289.42	\$0.00	-\$289.42	0.00%
<b>Total Public Works (GENERAL)</b>		<b>\$138,028.00</b>	<b>\$37,405.52</b>	<b>\$10,764.62</b>	<b>\$0.00</b>	<b>\$100,622.48</b>	<b>27.10%</b>
<b>Hwys, Streets, &amp; Roads</b>							
Active	E 100-43100-212 Motor Fuels	\$10,000.00	\$1,568.77	\$150.52	\$0.00	\$8,431.23	15.69%
Active	E 100-43100-215 Shop Supplies	\$5,000.00	\$272.94	\$4.46	\$0.00	\$4,727.06	5.46%
Active	E 100-43100-220 Repair/Maint Sup	\$7,500.00	\$769.31	\$167.62	\$0.00	\$6,730.69	10.26%
Active	E 100-43100-240 Small Tools and	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0.00%
Active	E 100-43100-260 Uniforms	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	E 100-43100-310 Other Profession	\$3,000.00	\$1,296.50	\$1,296.50	\$0.00	\$1,703.50	43.22%
Active	E 100-43100-325 Taxes	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
<b>Total Hwys, Streets, &amp; Road</b>		<b>\$31,700.00</b>	<b>\$3,907.52</b>	<b>\$1,619.10</b>	<b>\$0.00</b>	<b>\$27,792.48</b>	<b>12.33%</b>

**HANOVER**  
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04/29/15 8:29 AM

Page 5

Current Period: March 2015

		2015	2015	March	Enc	2015	% of YTD
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
<b>Paved Streets</b>							
Active	E 100-43121-224 Street Maint Mate	\$16,000.00	\$0.00	\$0.00	\$0.00	\$16,000.00	0.00%
Active	E 100-43121-226 Sign Repair Mate	\$7,000.00	\$3,347.93	\$3,347.93	\$0.00	\$3,652.07	47.83%
<b>Total Paved Street</b>		\$23,000.00	\$3,347.93	\$3,347.93	\$0.00	\$19,652.07	14.56%
<b>Unpaved Streets</b>							
Active	E 100-43122-224 Street Maint Mate	\$12,500.00	\$0.00	\$0.00	\$0.00	\$12,500.00	0.00%
Active	E 100-43122-226 Sign Repair Mate	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
<b>Total Unpaved Street</b>		\$13,000.00	\$0.00	\$0.00	\$0.00	\$13,000.00	0.00%
<b>Ice &amp; Snow Removal</b>							
Active	E 100-43125-224 Street Maint Mate	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0.00%
<b>Total Ice &amp; Snow Removal</b>		\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0.00%
<b>Street Lighting</b>							
Active	E 100-43160-381 Electric Utilities	\$30,000.00	\$4,313.54	\$1,647.66	\$0.00	\$25,686.46	14.38%
<b>Total Street Lightin</b>		\$30,000.00	\$4,313.54	\$1,647.66	\$0.00	\$25,686.46	14.38%
<b>Waste (refuse) Disposal</b>							
Active	E 100-43240-384 Refuse/Garbage	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
<b>Total Waste (refuse) Dispos</b>		\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
<b>Recycling: Refuse</b>							
Active	E 100-43245-215 Shop Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 100-43245-384 Refuse/Garbage	\$28,000.00	\$5,726.92	\$2,916.11	\$0.00	\$22,273.08	20.45%
<b>Total Recycling: Refus</b>		\$28,000.00	\$5,726.92	\$2,916.11	\$0.00	\$22,273.08	20.45%
<b>Weed Control</b>							
Active	E 100-43260-215 Shop Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 100-43260-310 Other Profession	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Weed Contr</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Senior Center</b>							
Active	E 100-45186-437 Other Miscellane	\$7,250.00	\$1,457.02	\$1,457.02	\$0.00	\$5,792.98	20.10%
<b>Total Senior Cente</b>		\$7,250.00	\$1,457.02	\$1,457.02	\$0.00	\$5,792.98	20.10%
<b>Parks (GENERAL)</b>							
Active	E 100-45200-212 Motor Fuels	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 100-45200-220 Repair/Maint Sup	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
Active	E 100-45200-225 Landscaping Mat	\$3,300.00	\$0.00	\$0.00	\$0.00	\$3,300.00	0.00%
Active	E 100-45200-381 Electric Utilities	\$1,100.00	\$294.29	\$168.89	\$0.00	\$805.71	26.75%
Active	E 100-45200-400 Repairs & Maint	\$6,000.00	\$355.86	\$0.00	\$0.00	\$5,644.14	5.93%
Active	E 100-45200-440 Programs/FYCC	\$5,300.00	\$800.00	\$800.00	\$0.00	\$4,500.00	15.09%
Active	E 100-45200-441 Community Gard	\$4,500.00	\$0.00	\$0.00	\$0.00	\$4,500.00	0.00%
Active	E 100-45200-580 Other Equipment	\$2,500.00	\$1,495.68	\$380.00	\$0.00	\$1,004.32	59.83%
<b>Total Parks (GENERAL)</b>		\$27,700.00	\$2,945.83	\$1,348.89	\$0.00	\$24,754.17	10.63%
<b>Libraries (GENERAL)</b>							
Active	E 100-45500-437 Other Miscellane	\$7,000.00	\$1,750.00	\$1,750.00	\$0.00	\$5,250.00	25.00%
<b>Total Libraries (GENERAL)</b>		\$7,000.00	\$1,750.00	\$1,750.00	\$0.00	\$5,250.00	25.00%
<b>Damage Deposit Refunds</b>							
Active	E 100-48205-810 Refunds & Reimb	\$5,000.00	\$800.00	\$800.00	\$0.00	\$4,200.00	16.00%
<b>Total Damage Deposit Refund</b>		\$5,000.00	\$800.00	\$800.00	\$0.00	\$4,200.00	16.00%
<b>Transfers Out</b>							
Active	E 100-49360-700 Transfers (GENE	\$299,000.00	\$0.00	\$0.00	\$0.00	\$299,000.00	0.00%
<b>Total Transfers Ou</b>		\$299,000.00	\$0.00	\$0.00	\$0.00	\$299,000.00	0.00%
<b>Transit (GENERAL)</b>							
Active	E 100-49800-310 Other Profession	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Transit (GENERAL)</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total GENERAL FUND</b>		\$1,456,823.00	\$211,447.73	\$71,595.90	\$0.00	\$1,245,375.27	14.51%

**HANOVER**  
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04/29/15 8:29 AM  
Page 6

Current Period: March 2015

		2015	2015	March	Enc	2015	% of YTD
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
<b>FIRE DEPT DONATIONS FUND</b>							
<b>Fire Dept Administration</b>							
Active	E 107-42210-437 Other Miscellane	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Fire Dept Administratio</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>Fire Dept Equipment</b>							
Active	E 107-42220-580 Other Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Fire Dept Equipmen</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>Total FIRE DEPT DONATIONS FUND</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>EDA SPECIAL REVENUE FUND</b>							
<b>Boards and Commissions</b>							
Active	E 201-41330-111 Committee Wage	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	E 201-41330-306 Dues & Subscripti	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 201-41330-310 Other Profession	\$25,000.00	\$1,155.84	\$1,155.84	\$0.00	\$23,844.16	4.62%
Active	E 201-41330-437 Other Miscellane	\$7,500.00	\$1,262.00	\$200.00	\$0.00	\$6,238.00	16.83%
<b>Total Boards and Commission</b>		<b>\$36,500.00</b>	<b>\$2,417.84</b>	<b>\$1,355.84</b>	<b>\$0.00</b>	<b>\$34,082.16</b>	<b>6.62%</b>
<b>Purchasing</b>							
Active	E 201-41570-210 Operating Supplie	\$2,100.00	\$0.00	\$0.00	\$0.00	\$2,100.00	0.00%
<b>Total Purchasin</b>		<b>\$2,100.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,100.00</b>	<b>0.00%</b>
<b>Economic Develop mt (GENERAL)</b>							
Active	E 201-46500-811 Tax Abatement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Economic Develop mt (GENERAL)</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>Transfers Out</b>							
Active	E 201-49360-700 Transfers (GENE	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0.00%
<b>Total Transfers Ou</b>		<b>\$15,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$15,000.00</b>	<b>0.00%</b>
<b>Total EDA SPECIAL REVENUE FUND</b>		<b>\$53,600.00</b>	<b>\$2,417.84</b>	<b>\$1,355.84</b>	<b>\$0.00</b>	<b>\$51,182.16</b>	<b>4.51%</b>
<b>EDA BUSINESS INCENTIVE FUND</b>							
<b>Economic Develop mt (GENERAL)</b>							
Active	E 205-46500-810 Refunds & Reimb	\$7,200.00	\$0.00	\$0.00	\$0.00	\$7,200.00	0.00%
<b>Total Economic Develop mt (GENERAL)</b>		<b>\$7,200.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$7,200.00</b>	<b>0.00%</b>
<b>Other Finanacing Uses</b>							
Active	E 205-49300-318 EDA BIF: Matchin	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
Active	E 205-49300-319 EDA BIF: EDA Lo	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Other Finanacing Use</b>		<b>\$50,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$50,000.00</b>	<b>0.00%</b>
<b>Total EDA BUSINESS INCENTIVE FUND</b>		<b>\$57,200.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$57,200.00</b>	<b>0.00%</b>
<b>2008A GO CIP REFUNDING BOND</b>							
<b>Debt Service (GENERAL)</b>							
Active	E 311-47000-601 Debt Srv Bond Pri	\$0.00	\$25,000.00	\$0.00	\$0.00	-\$25,000.00	0.00%
Active	E 311-47000-611 Bond Interest	\$0.00	\$4,955.00	\$0.00	\$0.00	-\$4,955.00	0.00%
Active	E 311-47000-620 Fiscal Agents Fe	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Debt Service (GENERAL)</b>		<b>\$0.00</b>	<b>\$29,955.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$29,955.00</b>	<b>0.00%</b>
<b>Total 2008A GO CIP REFUNDING BOND</b>		<b>\$0.00</b>	<b>\$29,955.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$29,955.00</b>	<b>0.00%</b>
<b>2009A GO IMP REFUNDING BOND</b>							
<b>Debt Service (GENERAL)</b>							
Active	E 312-47000-601 Debt Srv Bond Pri	\$0.00	\$20,000.00	\$0.00	\$0.00	-\$20,000.00	0.00%
Active	E 312-47000-611 Bond Interest	\$0.00	\$2,847.00	\$0.00	\$0.00	-\$2,847.00	0.00%
Active	E 312-47000-620 Fiscal Agents Fe	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Debt Service (GENERAL)</b>		<b>\$0.00</b>	<b>\$22,847.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$22,847.00</b>	<b>0.00%</b>
<b>Total 2009A GO IMP REFUNDING BOND</b>		<b>\$0.00</b>	<b>\$22,847.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$22,847.00</b>	<b>0.00%</b>
<b>2010 GO EQUIPMENT CERTIFICATES</b>							
<b>Debt Service (GENERAL)</b>							
Active	E 313-47000-601 Debt Srv Bond Pri	\$0.00	\$21,731.41	\$0.00	\$0.00	-\$21,731.41	0.00%

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Current Period: March 2015

		2015	2015	March	Enc	2015	% of YTD
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
Active	E 313-47000-611 Bond Interest	\$0.00	\$1,725.76	\$0.00	\$0.00	-\$1,725.76	0.00%
Active	E 313-47000-620 Fiscal Agents Fe	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Debt Service (GENERAL)</b>		\$0.00	\$23,457.17	\$0.00	\$0.00	-\$23,457.17	0.00%
<b>Total 2010 GO EQUIPMENT CERTIFICATES</b>		\$0.00	\$23,457.17	\$0.00	\$0.00	-\$23,457.17	0.00%
<b>2011A GO IMP CROSSOVER REF BD</b>							
<b>Debt Service (GENERAL)</b>							
Active	E 314-47000-601 Debt Srv Bond Pri	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 314-47000-611 Bond Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 314-47000-620 Fiscal Agents Fe	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Debt Service (GENERAL)</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Transfers Out</b>							
Active	E 314-49360-700 Transfers (GENE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Transfers Out</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total 2011A GO IMP CROSSOVER REF BD</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>GENERAL CAPITAL PROJECTS</b>							
<b>Recording and Reporting</b>							
Active	E 401-41420-310 Other Profession	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Recording and Reporting</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Planning and Zoning</b>							
Active	E 401-41910-310 Other Profession	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Planning and Zoning</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>General Govt Buildings/Plant</b>							
Active	E 401-41940-520 Buildings and Str	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total General Govt Buildings/Plant</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Engineer</b>							
Active	E 401-41950-303 Engineering Fees	\$0.00	\$1,670.75	\$1,670.75	\$0.00	-\$1,670.75	0.00%
<b>Total Engineer</b>		\$0.00	\$1,670.75	\$1,670.75	\$0.00	-\$1,670.75	0.00%
<b>Traffic Engineering</b>							
Active	E 401-42600-580 Other Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Traffic Engineering</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Paved Streets</b>							
Active	E 401-43121-310 Other Profession	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Paved Street</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Trails</b>							
Active	E 401-43123-310 Other Profession	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 401-43123-510 Land	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Trail</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Storm Drainage</b>							
Active	E 401-43150-306 Dues & Subscripti	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Storm Drainag</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Escrow Releases</b>							
Active	E 401-48200-540 Heavy Machinery	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Escrow Release</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 401-48210-540 Heavy Machinery	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Administration</b>							
Active	E 401-49844-400 Repairs & Maint	\$0.00	\$14,415.00	\$4,615.00	\$0.00	-\$14,415.00	0.00%
<b>Total Administratio</b>		\$0.00	\$14,415.00	\$4,615.00	\$0.00	-\$14,415.00	0.00%
<b>Total GENERAL CAPITAL PROJECTS</b>		\$0.00	\$16,085.75	\$6,285.75	\$0.00	-\$16,085.75	0.00%
<b>PARKS CAPITAL PROJECTS</b>							

**HANOVER**  
**\*Expenditure Guideline©**

04/29/15 8:29 AM  
Page 8

Current Period: March 2015

		2015	2015	March	Enc	2015	% of YTD
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
<b>Engineer</b>							
Active	E 402-41950-303 Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Engineer</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Parks (GENERAL)</b>							
Active	E 402-45200-400 Repairs & Maint	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Parks (GENERAL)</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total PARKS CAPITAL PROJECTS</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>FIRE DEPT CAPITAL FUND</b>							
<b>Fire Stations and Bldgs</b>							
Active	E 403-42280-310 Other Profession	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 403-42280-400 Repairs & Maint	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Fire Stations and Bldg</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total FIRE DEPT CAPITAL FUND</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>TIF REDEV DIST #1</b>							
<b>Economic Develop mt (GENERAL)</b>							
Active	E 407-46500-812 Tax Increment Fi	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Economic Develop mt (GENERAL)</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total TIF REDEV DIST #1</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>CITY HALL CAPITAL PROJ FUND</b>							
<b>Computer</b>							
Active	E 411-41600-310 Other Profession	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Compute</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>General Govt Buildings/Plant</b>							
Active	E 411-41940-310 Other Profession	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total General Govt Buildings/Plan</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total CITY HALL CAPITAL PROJ FUND</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>EQUIPMENT CAPITAL FUND</b>							
<b>Public Works (GENERAL)</b>							
Active	E 417-43000-540 Heavy Machinery	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Public Works (GENERAL)</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total EQUIPMENT CAPITAL FUND</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>WATER ENTERPRISE FUND</b>							
<b>Insurance</b>							
Active	E 601-41960-361 General Liability I	\$0.00	\$82.33	\$0.00	\$0.00	-\$82.33	0.00%
<b>Total Insuranc</b>		\$0.00	\$82.33	\$0.00	\$0.00	-\$82.33	0.00%
<b>Sanitary Sewer Maintenance</b>							
Active	E 601-43252-227 Utility Maint Suppl	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-43252-310 Other Profession	\$0.00	\$8,340.83	\$5,625.50	\$0.00	-\$8,340.83	0.00%
Active	E 601-43252-405 Depreciation (GE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Sanitary Sewer Maintenanc</b>		\$0.00	\$8,340.83	\$5,625.50	\$0.00	-\$8,340.83	0.00%
<b>Water Connection Fees</b>							
Active	E 601-49410-310 Other Profession	\$0.00	\$2,001.00	\$2,001.00	\$0.00	-\$2,001.00	0.00%
<b>Total Water Connection Fee</b>		\$0.00	\$2,001.00	\$2,001.00	\$0.00	-\$2,001.00	0.00%
<b>Total WATER ENTERPRISE FUND</b>		\$0.00	\$10,424.16	\$7,626.50	\$0.00	-\$10,424.16	0.00%
<b>SEWER ENTERPRISE FUND</b>							
<b>Insurance</b>							
Active	E 602-41960-361 General Liability I	\$0.00	\$960.19	\$0.00	\$0.00	-\$960.19	0.00%
<b>Total Insuranc</b>		\$0.00	\$960.19	\$0.00	\$0.00	-\$960.19	0.00%
<b>Sanitary Sewer Maintenance</b>							
Active	E 602-43252-310 Other Profession	\$0.00	\$11,429.99	\$7,699.66	\$0.00	-\$11,429.99	0.00%
Active	E 602-43252-405 Depreciation (GE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

**HANOVER**  
**\*Expenditure Guideline©**

Current Period: March 2015

		2015	2015	March	Enc	2015	% of YTD
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
<b>Total Sanitary Sewer Maintenan</b>		\$0.00	\$11,429.99	\$7,699.66	\$0.00	-\$11,429.99	0.00%
<b>Debt Service (GENERAL)</b>							
Active	E 602-47000-601 Debt Srv Bond Pri	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-47000-611 Bond Interest	\$0.00	\$6,675.35	\$0.00	\$0.00	-\$6,675.35	0.00%
<b>Total Debt Service (GENERAL)</b>		\$0.00	\$6,675.35	\$0.00	\$0.00	-\$6,675.35	0.00%
<b>Sewer Connection Fees</b>							
Active	E 602-49455-310 Other Profession	\$0.00	\$4,712.00	\$4,712.00	\$0.00	-\$4,712.00	0.00%
<b>Total Sewer Connection Fee</b>		\$0.00	\$4,712.00	\$4,712.00	\$0.00	-\$4,712.00	0.00%
<b>Total SEWER ENTERPRISE FUND</b>		\$0.00	\$23,777.53	\$12,411.66	\$0.00	-\$23,777.53	0.00%
<b>STORM WATER ENTERPRISE FUND</b>							
<b>Storm Drainage</b>							
Active	E 603-43150-220 Repair/Maint Sup	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 603-43150-306 Dues & Subscripti	\$0.00	\$515.00	\$515.00	\$0.00	-\$515.00	0.00%
Active	E 603-43150-310 Other Profession	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 603-43150-405 Depreciation (GE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Storm Drainag</b>		\$0.00	\$515.00	\$515.00	\$0.00	-\$515.00	0.00%
<b>Total STORM WATER ENTERPRISE FUND</b>		\$0.00	\$515.00	\$515.00	\$0.00	-\$515.00	0.00%
<b>STORM WATER CAPITAL IMP FUND</b>							
<b>Flood Control</b>							
Active	E 613-42850-400 Repairs & Maint	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Flood Contrc</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Storm Drainage</b>							
Active	E 613-43150-400 Repairs & Maint	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Storm Drainag</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total STORM WATER CAPITAL IMP FUND</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>EROSION CONTROL ESCROW FUND</b>							
<b>Escrow Releases</b>							
Active	E 811-48200-810 Refunds & Reimb	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Escrow Release</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total EROSION CONTROL ESCROW FUND</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>LANDSCAPE ESCROW FUND</b>							
<b>Escrow Releases</b>							
Active	E 815-48200-810 Refunds & Reimb	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Escrow Release</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total LANDSCAPE ESCROW FUND</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>INFRASTRUCTURE ESCROW FUND</b>							
<b>Escrow Releases</b>							
Active	E 817-48200-810 Refunds & Reimb	\$0.00	\$1,000.00	\$0.00	\$0.00	-\$1,000.00	0.00%
<b>Total Escrow Release</b>		\$0.00	\$1,000.00	\$0.00	\$0.00	-\$1,000.00	0.00%
<b>Total INFRASTRUCTURE ESCROW FUND</b>		\$0.00	\$1,000.00	\$0.00	\$0.00	-\$1,000.00	0.00%
<b>MISC ESCROWS FUND</b>							
<b>Planning and Zoning</b>							
Active	E 818-41910-310 Other Profession	\$0.00	\$332.50	\$0.00	\$0.00	-\$332.50	0.00%
<b>Total Planning and Zonin</b>		\$0.00	\$332.50	\$0.00	\$0.00	-\$332.50	0.00%
<b>Engineer</b>							
Active	E 818-41950-310 Other Profession	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Enginee</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Legal Publications</b>							
Active	E 818-41970-351 Legal Notices Pu	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Legal Publication</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Escrow Releases</b>							

**HANOVER**  
**\*Expenditure Guideline©**

Current Period: March 2015

		2015	2015	March	Enc	2015	% of YTD
		YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
Active	E 818-48200-810 Refunds & Reimb	\$0.00	\$777.56	\$0.00	\$0.00	-\$777.56	0.00%
	<b>Total Escrow Release</b>	\$0.00	\$777.56	\$0.00	\$0.00	-\$777.56	0.00%
	<b>Total MISC ESCROWS FUND</b>	\$0.00	\$1,110.06	\$0.00	\$0.00	-\$1,110.06	0.00%
	<b>Report Total</b>	\$1,567,623.00	\$343,037.24	\$99,790.65	\$0.00	\$1,224,585.76	21.88%

***Collaborative Planning, LLC***

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

## Memorandum

Date: April 30, 2015

To: Honorable Mayor and Council

From: Cindy Nash, City Planner

RE: Greenhouse

---

Attached please find a concept plan for the Greenhouse property located in the Bridges.

Preliminary staff comments on this concept plan are the following:

1. The site was planned for senior living in the original Planned Unit Development (PUD).
2. The project will require a Conditional Use Permit and Site Plan Review. An amendment to the existing PUD may be required.
3. As proposed in the Concept Plan, a subdivision of the property will be necessary. The developer has indicated that they may not subdivide and may leave the property as one parcel.
4. Full architectural details including colored elevation renderings should be submitted with the application.
5. The driveway location is located across from the existing pond in the Bridges, as has been previously discussed with the Bridges HOA.
6. An analysis to determine if sufficient parking stalls are provided will be completed with site plan review.
7. A landscaping plan is required to be submitted with the civil plans.
8. The Developer's Engineer is advised to discuss submittal requirements with the City Engineer.

The Planning Commission reviewed this concept plan at their meeting on April 27<sup>th</sup>, 2015. They recommended approval subject to two additional comments:

1. The building should be one-story rather than two-story.
2. Parking arrangement should be changed so that not all of the parking is in the front (use the building to hide the parking).

**ABBREVIATIONS**

A.P. ACCESS PANEL	EXT. EXTERIOR FLASHING	PTN. PARTITION PATCH AS REQUIRED
AC. AC. BD. ACOUSTIC BOARD	FL. FLOOR	PLAS. PLASTER
AC. T. ACOUSTIC TILE	F.D. FLOOR DRAIN	PL. PLATE
ADD. ADDENDUM	FIN. FINISH	POL. POLISHED
ADDN. ADDITION	FF. FINISH FLOOR	P.P.T. PORCELAIN TILE
ALUM. ALUMINUM	F.E. FIRE EXTINGUISHER	Q.T. QUARRY TILE
ALT. ALTERNATE	F.F. FIXTURE	R. RADIUS OR RISER
A.B. ANCHOR BOLT	FR. FRAME	REF. REFRIGERATOR
APT. APARTMENT	F.A. FRESH AIR	REG. REGISTER
A.T. ASPHALT TILE	FUR. FURRING	REQ. REQUIRED
B. BASEMENT	G.I. GALVANIZED IRON	RET. RETAINING
B. BATHROOM	GA. GAUGE	R.D. ROOF DRAIN
B.M. BENCHMARK	GEN. GENERAL	RH. ROD
BET. BETWEEN	GLAZED; GLASS	R.S. ROUGH SAWN
BIT. BITUMINOUS	GYP. GYPSUM	RUB. RUBBER
BLK. BLOCK	HDW. HARDWARE	S.F. SANDFLOAT FINISH
BLKG. BLOCKING	H.D.P. HANDICAP	SECT. SECTION
BD. BOARD	HDWD. HARDWOOD	SH. SHEET
B.W. BOTH WAYS	HDR. HEADER	SIM. SIMILAR
BOT. BOTTOM	HIT. HEATER	S. S. SOIL BORING
B.C. BOTTOM OF CURB	H.C. HOLLOW CORE	S.C. SOLID CORE
BRKTS. BRACKETS	H.M. HOLLOW METAL	SPEC. SPECIFICATIONS
BR. BRICK	HORIZ. HORIZONTAL	S. BLK. SPLASH BLOCK
CAB. CABINET	H.B. HOT WATER	SO. SQUARE
CPT. CARPET	I.D. INSIDE DIAMETER	STD. STANDARD
C.W. CASTWORK	INSUL. INSULATION	STL. STEEL
C.I. CAST IRON	INT. INTERIOR	STR. STRUCTURAL
C.B. CATCH BASIN	INTER. INTERMEDIATE	SUSP. SUSPENDED
CALLK. GALLIE (SPELL OUT)	INTV. INVERT	SW. SWITCH BOARD
CER. CERAMIC	JAN. JANITOR	SW. BD. SWITCH BOARD
CLG. CEILING	JOINT JOINT	TUB. TUB
CEM. CEMENT	JOIST JOIST	TEL. TELEPHONE
C.T. CERAMIC TILE	JST. JOIST	TELEVISION
C.O. CLEANOUT	L.P. LAMINATED PLASTIC	TER. TERRAZO
C.L. CLOSET	LAV. LAVATORY	TEXT. TEXTURE
COL. COLUMN	L.C. LIGHT	T.P.H. TOILET PAPER HOLDER
CONC. CONCRETE	L.W.C.B. LIGHTWEIGHT CONCRETE	T.C. TOP OF CURB
COND. CONDUCTIVE	LN. LINEN CLOSET	T.D.E. TOP OF DECK
CONST. CONSTRUCTION	L.R. LIVING ROOM	T.O.P. TOP OF PARAPET
CONT. CONTINUOUS	LVT. LUXURY VINYL TILE	T & G TONGUE AND GROOVE
CONTR. CONTRACTOR	M.O. MASONRY OPENING	T.B. TREAD
CORR. CORRIDOR	MAX. MAXIMUM	T. TREAD
C.J. CONTROL JOINT	MECH. MECHANICAL	TYP. TYPICAL
CSK. COUNTERSINK	M.C. MEDICINE CABINET	U. UP (FOR STAIRS) OR URINAL
DET. DETAIL	MET. METAL	U.H. UNIT HEATER
DIM. DIMENSION	MIN. MINIMUM	V.S.E. VENEER SHELF ELEVATION
DR. DOOR	MISC. MET. MISCELLANEOUS	V. VENT
DN. DOWN (FOR STAIRS)	M.LDG. MOLDING	VENT. VENTILATION OR VENTILATOR
DWG. DRAWINGS	MTD. MOUNTED	VERT. VERTICAL
DF. DRINKING FTL.	N.C. NO CHANGE	VEST. VESTIBULE
EA. EACH	N.I.C. NOT IN CONTRACT	V.A.T. VINYL ASBESTOS TILE
ELEC. ELECTRICAL	N.T.S. NOT TO SCALE	V.W.C. VINYL WALL COVERING
EL. ELEVATION	NOM. NOMINAL	W. WAINS
ELEV. ELEVATOR	NO. NUMBER	W. WASTE
ENGR. ENGINEER	OBS. OBSOLETE	W.C. WATER CLOSET
ENT. ENTRANCE	ON CENTER	W.R. WATER RESISTANT
EQUIP. EQUIPMENT	OPNG. OPENING	W.D. WINDOW
EXIST. EXISTING	O.D. OUTSIDE DIAMETER	W. GL. WIRE GLASS
EXP. EXPOSED OR EXPANSION	O.H. OVERHEAD	W/O WITHOUT
	PT. PAINT	W.I. WROUGHT IRON
	PR. PAIR	YD. YARD
	PNL. PANEL	

**REVISIONS**

#	SHEETS	REMARKS	DATE

# GREENHOUSE ASSISTED LIVING

## of HANOVER

### HANOVER, MINNESOTA

**BUILDING CODE**

APPLICABLE CODES : IBC 2012 EDITION, 2015 MINNESOTA STATE BUILDING CODE BY REFERENCE

**BASIC OCCUPANCY & CONSTRUCTION REQUIREMENTS**

IBC SECTION 308.2 GROUP I-1

OCCUPANCY: I1 (ASSISTED LIVING)  
 CONSTRUCTION TYPE: V-A  
 BASIC ALLOWABLE AREA PER FLOOR: 10,500 S.F.  
 ALLOWABLE HEIGHT: 3 STORY  
 ACTUAL AREA OF LARGEST FLOOR (1ST. FLOOR) = 8,253 S.F.  
 BUILDING HEIGHT: 2 STORY  
 BUILDING SPRINKLED IN ACCORDANCE WITH NFPA 13  
 APPLICATION OF I-2 (NURSING HOME) LIFE SAFETY PROVISIONS FOR ALTERNATIVE DESIGN OBJECTIVES, SEE SHEET A2.0

\*HOUSING MORE THAN 16 PERSONS, ON A 24-HOUR BASIS, WHO BECAUSE OF AGE, MENTAL DISABILITY OR OTHER REASONS, LIVE IN A SUPERVISED RESIDENTIAL ENVIRONMENT THAT PROVIDES PERSONAL CARE SERVICES. THE OCCUPANTS ARE CAPABLE OF RESPONDING TO AN EMERGENCY SITUATION WITHOUT PHYSICAL ASSISTANCE FROM STAFF.\*

**MATERIALS**


**SYMBOLS**


**BUILDING DATA**

GARAGE AREA	=	397 SQ.FT.
FIRST FLOOR	=	7,965 SQ.FT.
SECOND FLOOR	=	8,252 SQ.FT.
TOTAL BUILDING GROSS	=	16,614 SQ.FT.
TOTAL BUILDING GROSS WITHOUT GARAGE	=	16,217 SQ.FT.

**CERTIFICATION BLOCK INDEX**

I hereby certify that the portion of this technical submission described below was prepared by me or under my direct supervision and that I am a duly Licensed Architect under the laws of the State of MINNESOTA  
 Name: Roger F. Johnson  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Registration expires: 7-31-2014 Date issued: 4-4-1978  
 Pages or sheets covered by this seal: \_\_\_\_\_  
 Pages total: \_\_\_\_\_

**SHEET INDEX**

- CS COVER SHEET
- 1.1 SITE PLAN
- 1.2 LANDSCAPE PLAN, SITE DETAILS
- 2.0 CODE REVIEW PLANS
- 2.1 FIRST FLOOR PLAN
- 2.2 SECOND FLOOR PLAN
- 2.3 ROOF PLAN & ACCESS DETAILS
- 2.4 FIRST FLOOR SOFFITS / SUSPENDED CEILING PLAN
- 3.1 UNIT PLANS & BATH ELEVATIONS
- 4.1 EXTERIOR ELEVATIONS
- 5.1 WALL SECTIONS
- 5.2 WALL SECTIONS
- 6.1 ENLARGED KITCHEN PLAN INTERIOR ELEVATIONS
- 6.2 ENLARGED LIVING ROOM PLAN INTERIOR ELEVATIONS
- 6.3 ENLARGED PLANS INTERIOR ELEVATIONS
- 7.1 DETAILS
- 7.2 KITCHEN VENT ENCLOSURES
- 8.1 SCHEDULES
- S1 FOOTING AND FNDN
- S2 1ST FLOOR FRAMING
- S3 2ND FLOOR FRAMING
- S4 3RD FLOOR FRAMING
- S5 ROOF FRAMING
- S6 STRUCTURAL SECTIONS
- S7 STRUCTURAL SECTIONS
- S8 STRUCTURAL DETAILS
- S9 STRUCTURAL NOTES AND SCHEDULES

**SITE DATA**

SITE AREA	=	64,164 SQ.FT. = 1.47 ACRES
BUILDING COVERAGE	=	8,362 SQ.FT. = 13%

**PARKING**

ON GRADE	21 STALLS
GARAGE	1 STALL
TOTAL	22 STALLS

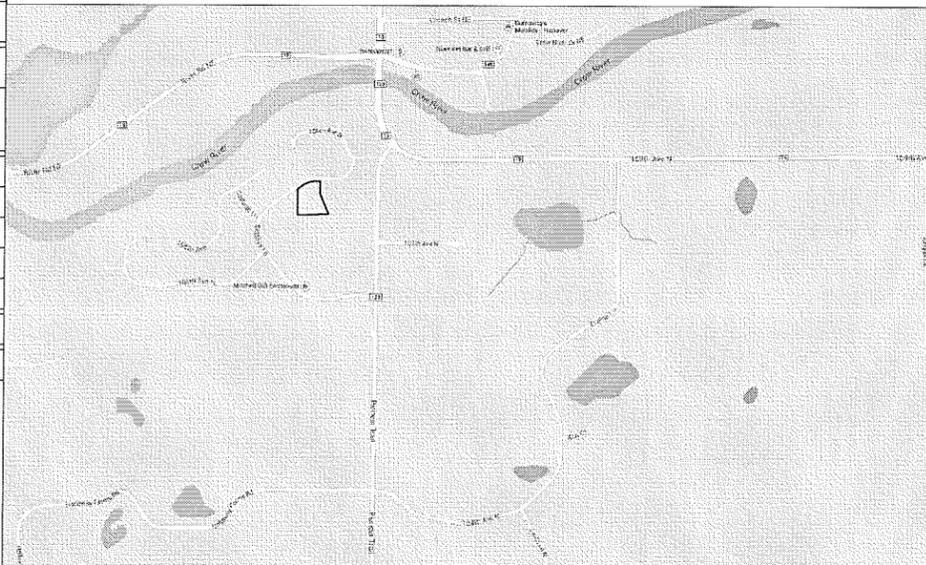
**UNIT BREAKDOWN**

UNIT	1st	2nd	TOTAL	UNIT AREA (GROSS)	TOTAL AREA (GROSS)
UNIT A	5	5	10	271 SQ.FT.	2,710 SQ.FT.
UNIT A CORNER	2	2	4	274 SQ.FT.	1,096 SQ.FT.
UNIT A 116	1	1	2	278 SQ.FT.	556 SQ.FT.
UNIT B	3	3	6	283 SQ.FT.	1,698 SQ.FT.
UNIT C	1	1	2	303 SQ.FT.	606 SQ.FT.
TOTAL	12	12	24		
TOTAL GROSS RESIDENTIAL AREA					6,666 SQ.FT.

**PROJECT TEAM**

<b>OWNER</b> GRACE SENIOR SERVICES, INC. 118 RAVEN COURT MANKATO, MINNESOTA 56001 (507) 386-3660	<b>ARCHITECT</b> JSSH ARCHITECTS, INC. 14525 HWY. 7 SUITE 375 MINNETONKA, MINNESOTA 55345 (952) 935-6337	<b>STRUCTURAL ENGINEER</b>	<b>GENERAL CONTRACTOR</b>
<b>DEVELOPER</b> BRADFORD DEVELOPMENT OF MANKATO 118 RAVEN COURT MANKATO, MINNESOTA 56001 (507) 386-3660	<b>MECHANICAL &amp; ELECTRICAL</b>		

**VICINITY MAP**



**JSSH ARCHITECTS, INC.**  
 14525 Highway 7 Suite 375  
 Minnetonka, MN 55345  
 ph. 952-935-6337 fax. 952-935-0878  
 email: jssh@jssh.com

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Architect under the laws of the State of MINNESOTA  
 Print Name: ROGER F. JOHNSON  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 License # \_\_\_\_\_

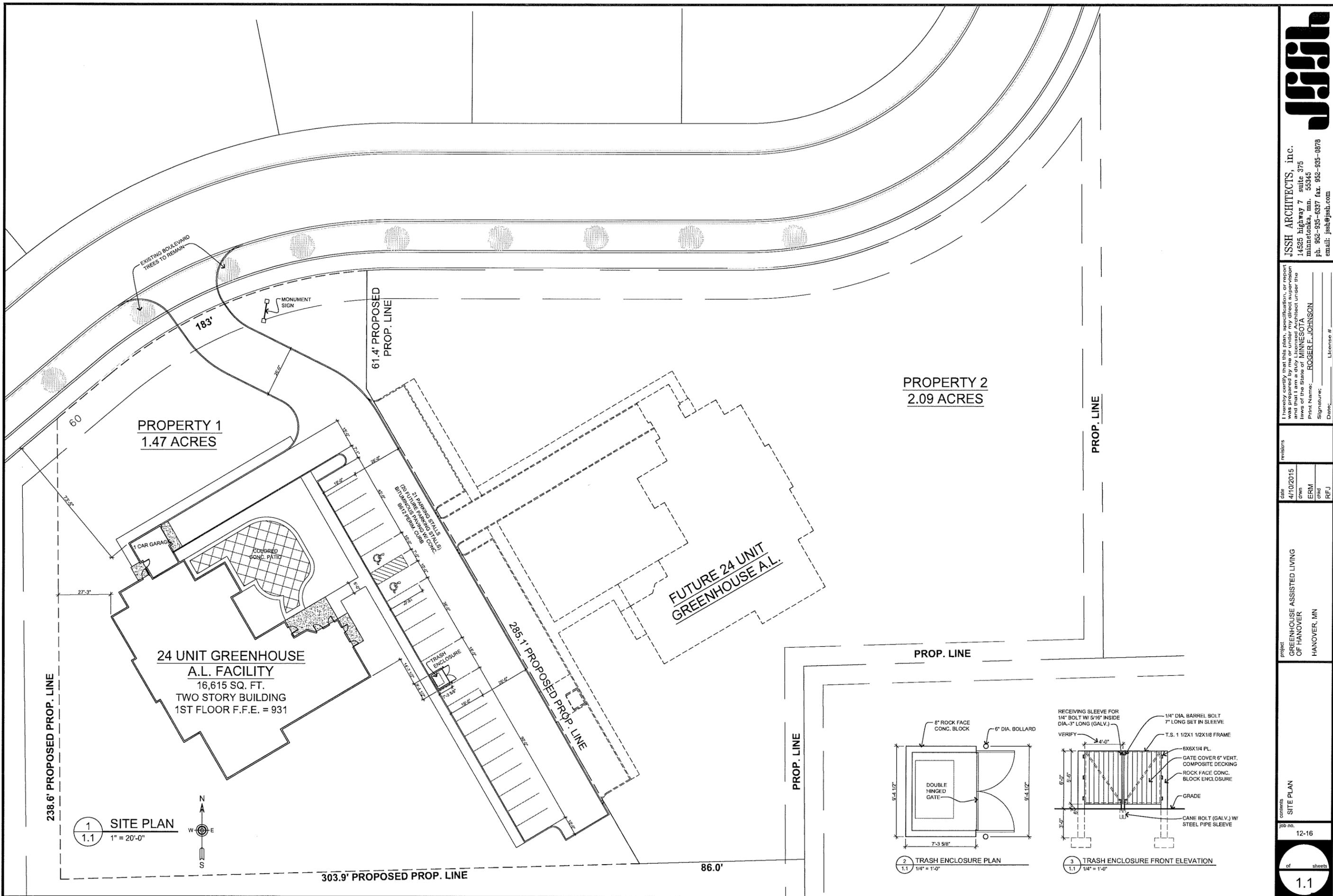
project GREENHOUSE ASSISTED LIVING OF HANOVER HANOVER, MN

date 4/10/2015  
 drawn ERM  
 checked RFJ

contents COVER SHEET

job no. 12-16

of sheets CS



PROPERTY 1  
1.47 ACRES

PROPERTY 2  
2.09 ACRES

24 UNIT GREENHOUSE  
A.L. FACILITY  
16,615 SQ. FT.  
TWO STORY BUILDING  
1ST FLOOR F.F.E. = 931

FUTURE 24 UNIT  
GREENHOUSE A.L.

238.6' PROPOSED PROP. LINE

61.4' PROPOSED PROP. LINE

285.1' PROPOSED PROP. LINE

PROP. LINE

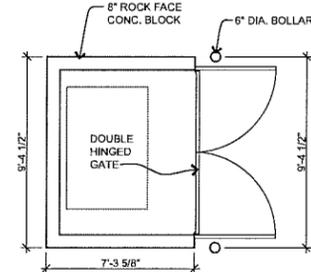
PROP. LINE

PROP. LINE

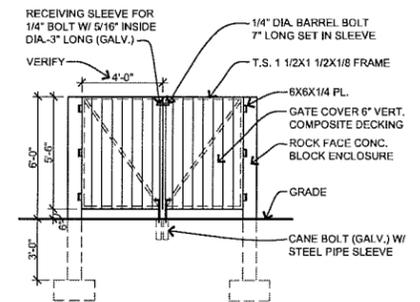
303.9' PROPOSED PROP. LINE

86.0'

1 SITE PLAN  
1.1 1" = 20'-0"



2 TRASH ENCLOSURE PLAN  
1.1 1/4" = 1'-0"



3 TRASH ENCLOSURE FRONT ELEVATION  
1.1 1/4" = 1'-0"

comments

SITE PLAN

job no.

project

GREENHOUSE ASSISTED LIVING OF HANOVER

date

4/10/2015

revisions

date	drawn	checked
4/10/2015	ERM	RFJ

signature

ROGER E. JOHNSON

license #

print name

ROGER E. JOHNSON

date

license #

email

jesh@jssh.com

phone

952-935-6337

fax

952-935-0878

address

14525 highway 7 suite 375 minnetonka, mn. 55345

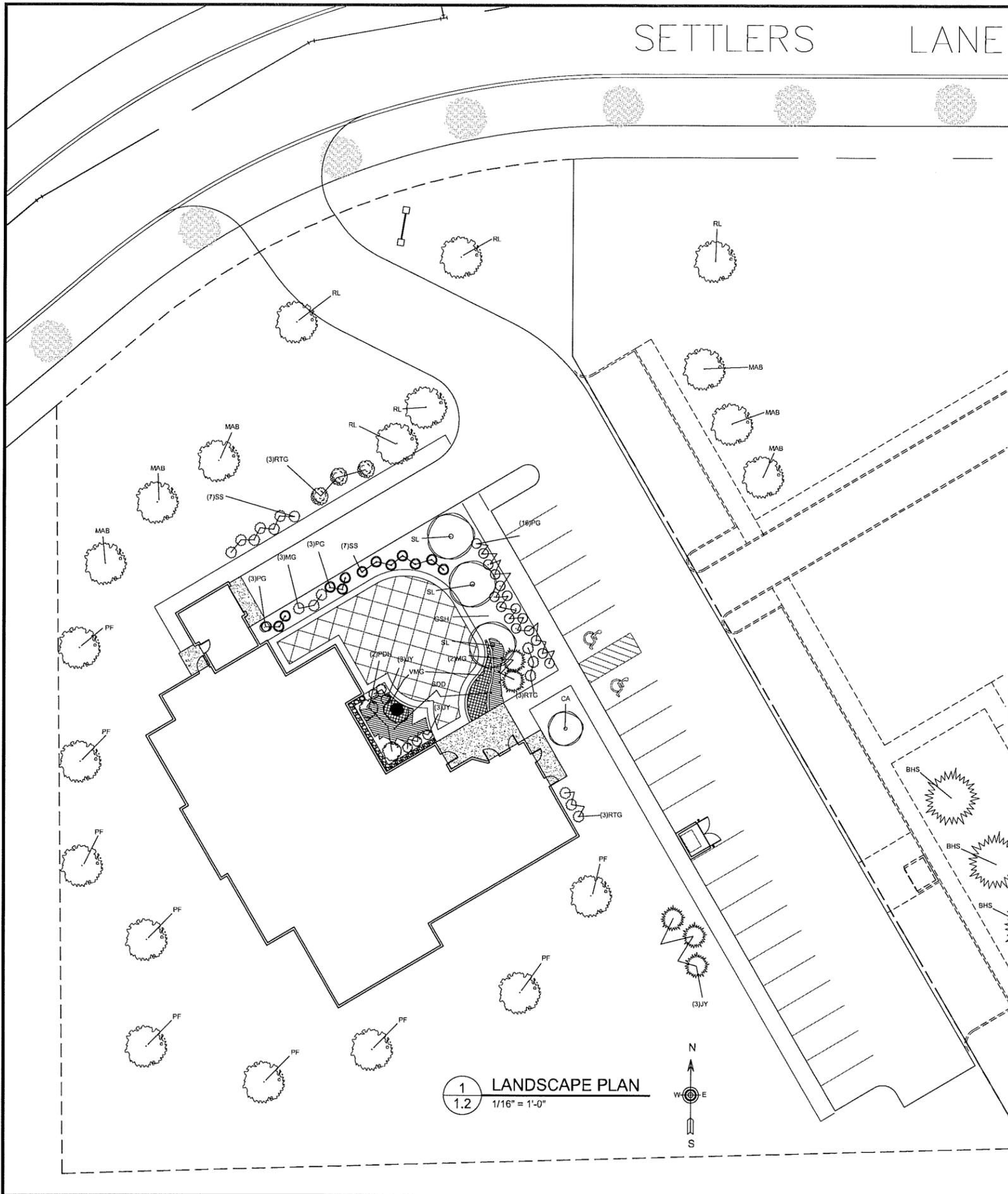
company

JSSH ARCHITECTS, inc.

12-16

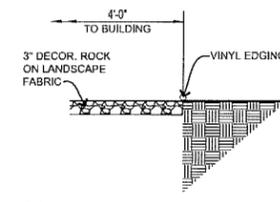
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# SETTLERS LANE

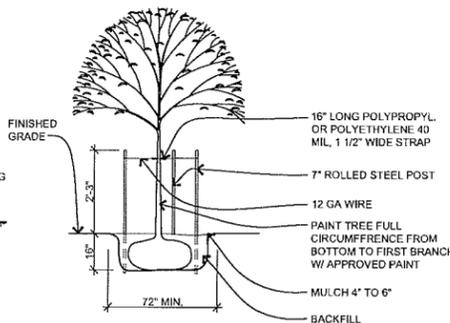


7  
1.2

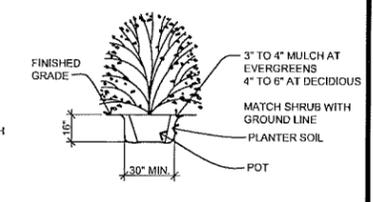
SCREED DETAIL



TREE PLANTING DETAIL

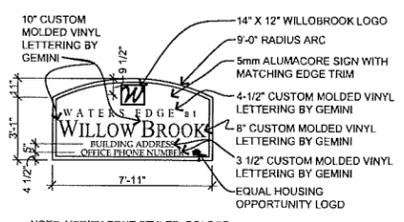
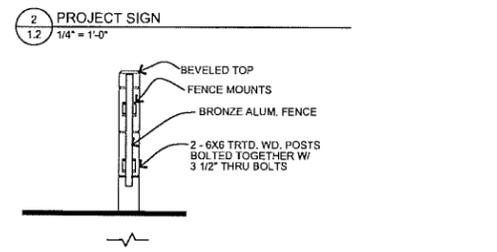
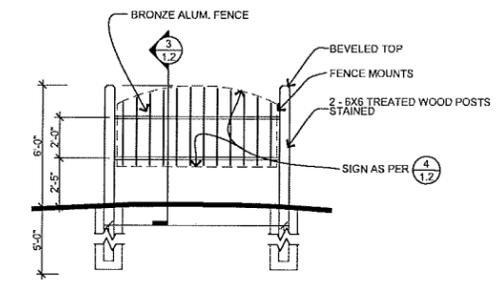


SHRUB PLANTING DETAIL



## PLANTING SCHEDULE

	COMMON NAME	NO.	SIZE	ROOT
<b>PERRENIALS</b>				
GSD	GOLD STANDARD HOSTA	12	2 GAL.	POT
SDD	STELAA D'ORO DAYLILLY	21	2 GAL.	POT
VMG	VARIEGATED MOOR GRASS	24	2 GAL.	POT
<b>SHRUBS</b>				
AC	ALPINE CURRANT	3	18"	POT
SS	SPIREA SNOW MOUND	14	18"	POT
PG	POTENTILLA GOLDROP	22	18"	POT
MG	MOCKORANGE GOLDEN	5	18"	POT
JY	JAPANESE YEW	9	18"	POT
RTD	REDTWIG DOGWOOD	9	18"	POT
PDH	PINK DIAMOND HYDRANGEA	2	18"	POT
WRP	WEIGELA, RED PRINCE	5	18"	POT
<b>TREES</b>				
CA	CRABAPPLE, SPRING SNOW	1	1 1/2"	B&B
RL	REDMUND LINDEN	5	1 1/2"	B&B
MAB	MAPLE, AUTUMN BLAZE	6	2"	B&B
BHS	BLACK HILLS SPRUCE	3	6'	B&B
PF	PRAIRIE FIRE CRABAPPLE	9	1 1/2"	B&B
SL	SKYLINE LOCUST	3	2 1/2"	B&B



NOTE: VERIFY FONT STYLES, COLORS & EXACT WORDING W/ DEVELOPER



JSSH ARCHITECTS, inc.  
14525 Highway 7, suite 375  
Minnetonka, mn. 55345  
ph. 952-835-6337 fax. 952-835-0878  
email: jssh@jssh.com

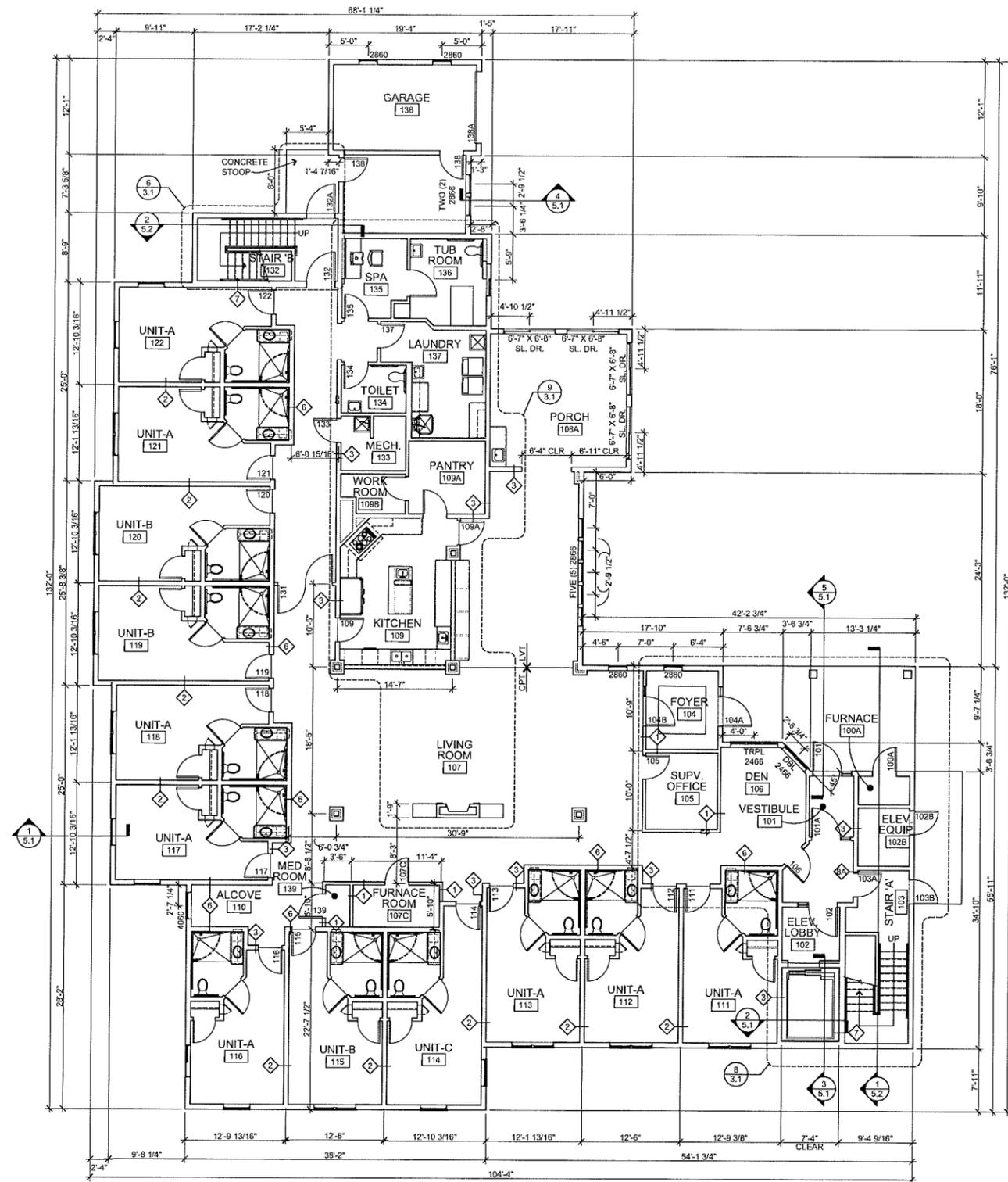
I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly licensed Architect under the laws of the State of MINNESOTA.  
Print Name: ROGER E. JOHNSON  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_ License # \_\_\_\_\_

revisions	date	drawn	checked	by
	4/10/2015	ERM	chc	RFJ

project: GREENHOUSE ASSISTED LIVING OF HANOVER  
HANOVER, MN

contents: LANDSCAPE PLAN

job no. 12-16



- FLOOR PLAN KEY NOTES**
1. CONC. STOOP
  2. RECESSED FLOOR MAT, 4'0"X5'4" @ DR. 101, 5'4"X8'0" @ DR. 104A.
  3. AUTO OPENER ACTIVATOR, EA. SIDE OF DOOR.
  4. ACCESS CONTROL DEVICE BY OWNER
  5. PREFIN. MTL. MAIL BOXES TO INCLUDE MIN. 40 TOTAL HORIZ. FRONT LOADING USPS STD. 4C MAILBOXES. SEE ELEV. 16/6.3.
  6. COAT ROD & WD. SHELF
  7. FIRE EXT. & SEMI RECESSED CAB. (2 @ EA. FLOOR).
  8. WOOD CORRIDOR HANDRAIL
  9. 5 ADJ. SHELVES @ 108B.
  10. 2X6 EXTERIOR WALL W/ 5/8" GYP. BD. OVER EXTERIOR SHEATHING
  11. ORNAMENTAL COL. ENCL. SEE SECT. 2/5.1.
  12. SOFFIT W/ 5/8" GYP. BD. & COVE WD. TRIM.
  13. SOFFIT W/ 5/8" GYP. BD. OVER MTL. FRAMING DTL. 2/17.1
  14. DEEP SERVICE SINK IN BASE CABINET (EMPLOYEE WORK AREA ONLY)
  15. 2x4 PLBG. WALL (FRONT OF CORRIDOR WALL) FOR SINK PLBG. RGH-IN.

1 FIRST FLOOR PLAN  
2-1/1/8" = 1'-0"



**JSSH**

**JSSH ARCHITECTS, inc.**  
14525 highway 7 suite 375  
minnetonka, mn. 55345  
ph. 952-935-6337 fax. 952-935-0878  
email: jssh@jssh.com

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Print Name: ROGER E. JOHNSON  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_ License # \_\_\_\_\_

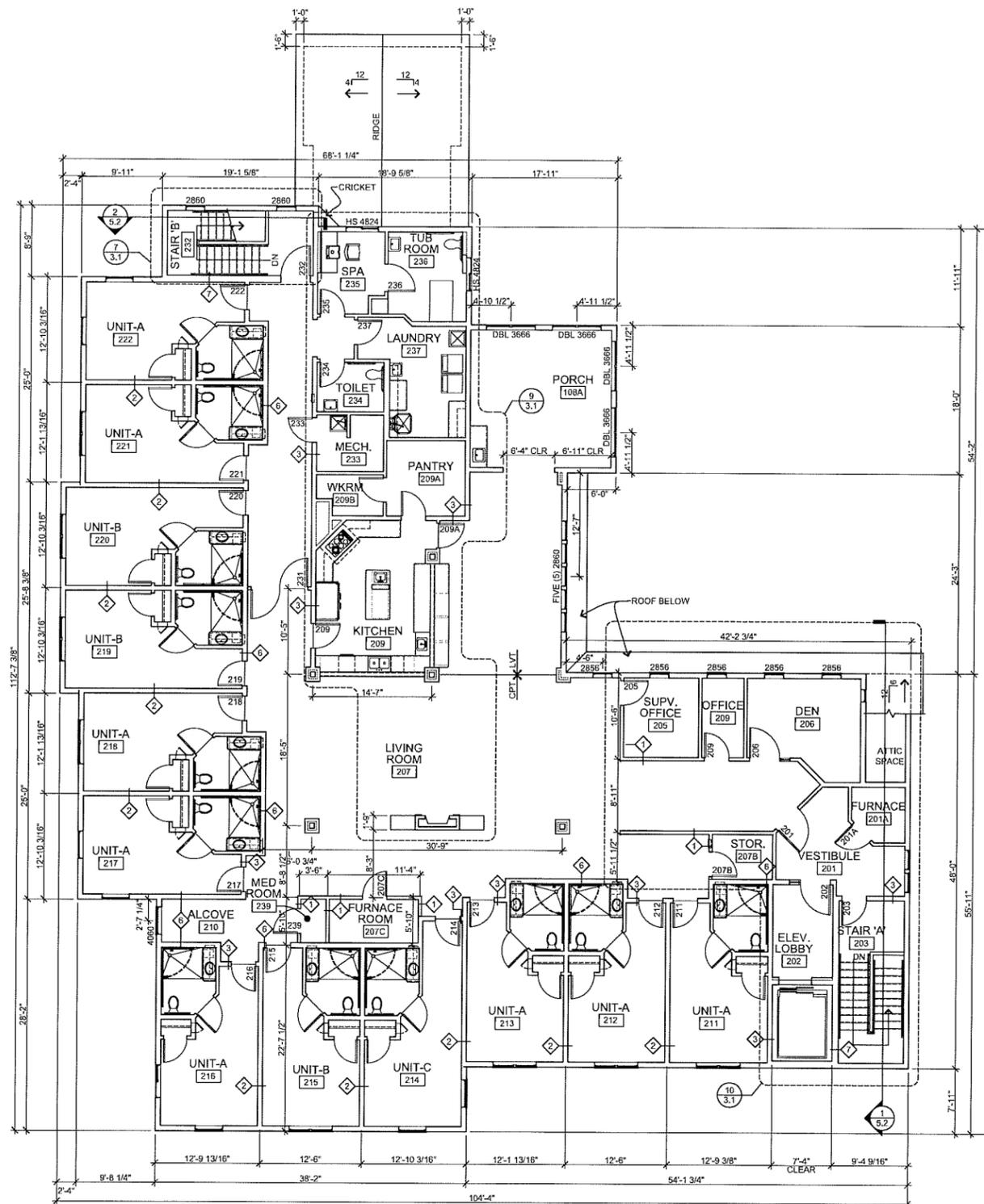
revisions	date	drawn	checked
	4/10/2015	ERM	RFJ

project  
GREENHOUSE ASSISTED LIVING  
OF HANOVER  
HANOVER, MN

contents  
FIRST FLOOR PLAN

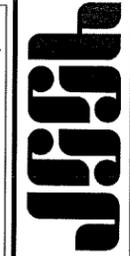
job no.  
12-16

of sheets  
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- FLOOR PLAN KEY NOTES**
1. CONC. STOOP
  2. RECESSED FLOOR MAT, 4'0"X5'4" @ DR. 101, 5'4"X6'0" @ DR. 104A.
  3. AUTO OPENER ACTIVATOR, EA. SIDE OF DOOR.
  4. ACCESS CONTROL DEVICE BY OWNER
  5. PREFIN. MTL. MAIL BOXES TO INCLUDE MIN. 40 TOTAL HORIZ. FRONT LOADING USPS STD. 4C MAILBOXES. SEE ELEV. 166.3.
  6. COAT ROD & WD. SHELF
  7. FIRE EXT. & SEMI RECESSED CAB. (2 @ EA. FLOOR).
  8. WOOD CORRIDOR HANDRAIL
  9. 5 ADJ. SHELVES @ 108B.
  10. 2X6 EXTERIOR WALL W/ 5/8" GYP. BD. OVER EXTERIOR SHEATHING
  11. ORNAMENTAL COL. ENCL. SEE SECT. 2/5.1.
  12. SOFFIT W/ 5/8" GYP. BD. & COVE WD. TRIM.
  13. SOFFIT W/ 5/8" GYP. BD. OVER MTL. FRAMING DTL. 207.1
  14. DEEP SERVICE SINK IN BASE CABINET (EMPLOYEE WORK AREA ONLY)
  15. 2x4 PLBG. WALL (FRONT OF CORRIDOR WALL) FOR SINK PLBG. RGH-IN.

1 SECOND FLOOR PLAN  
2.2 1/8" = 1'-0"



**JSSH ARCHITECTS, inc.**  
14525 highway 7 suite 375  
minnetonka, mn. 55345  
ph. 952-935-6337 fax. 952-935-0878  
email: jssh@jssh.com

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Architect in the State of MINNESOTA.  
Print Name: ROBERT E. JOHNSON  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_ License # \_\_\_\_\_

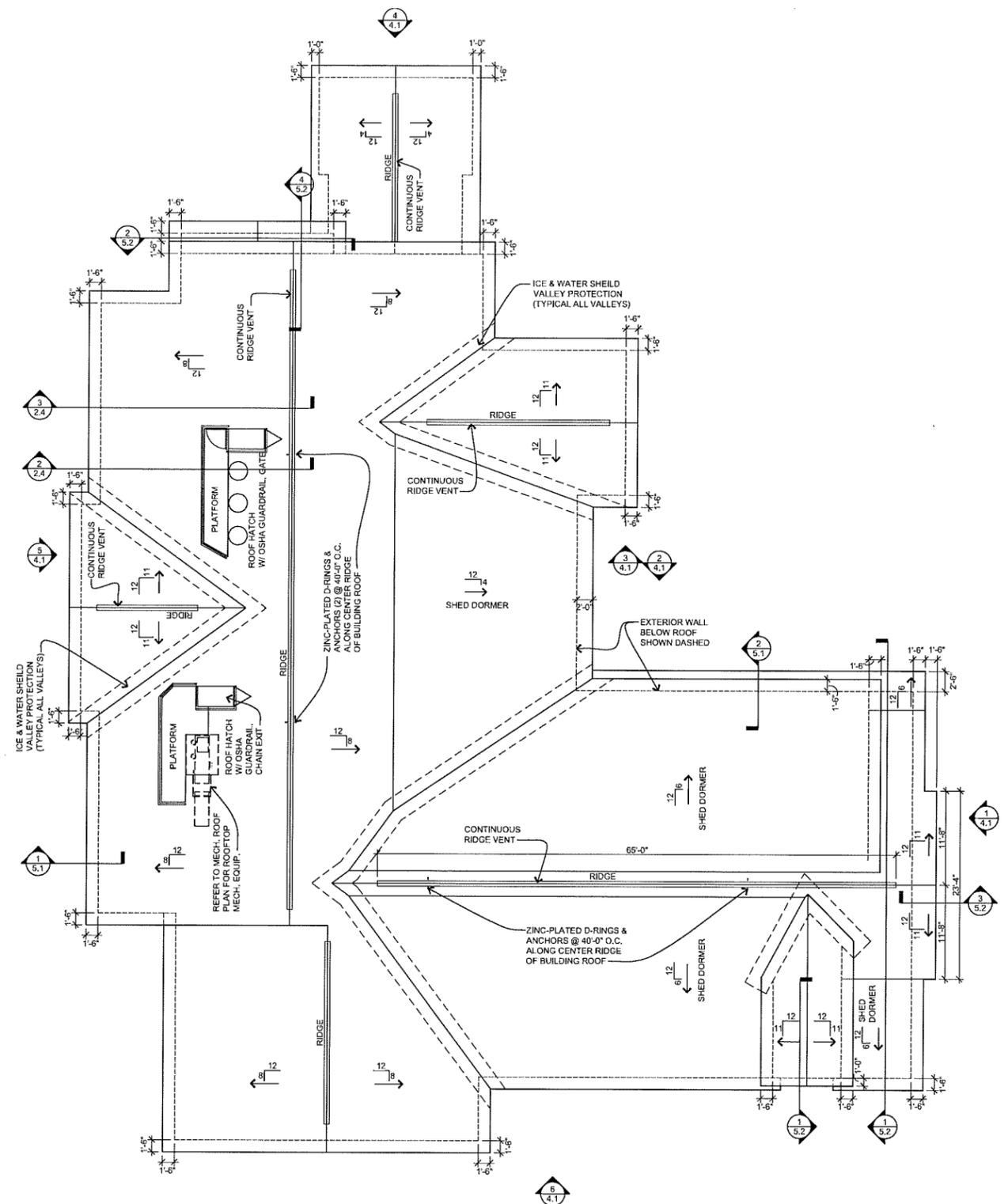
Revisions	Date	By	For
	4/10/2015	ERM	RFJ

Project: **GREENHOUSE ASSISTED LIVING OF HANOVER**  
HANOVER, MN

Contents: **SECOND FLOOR PLAN**

Job no. 12-16

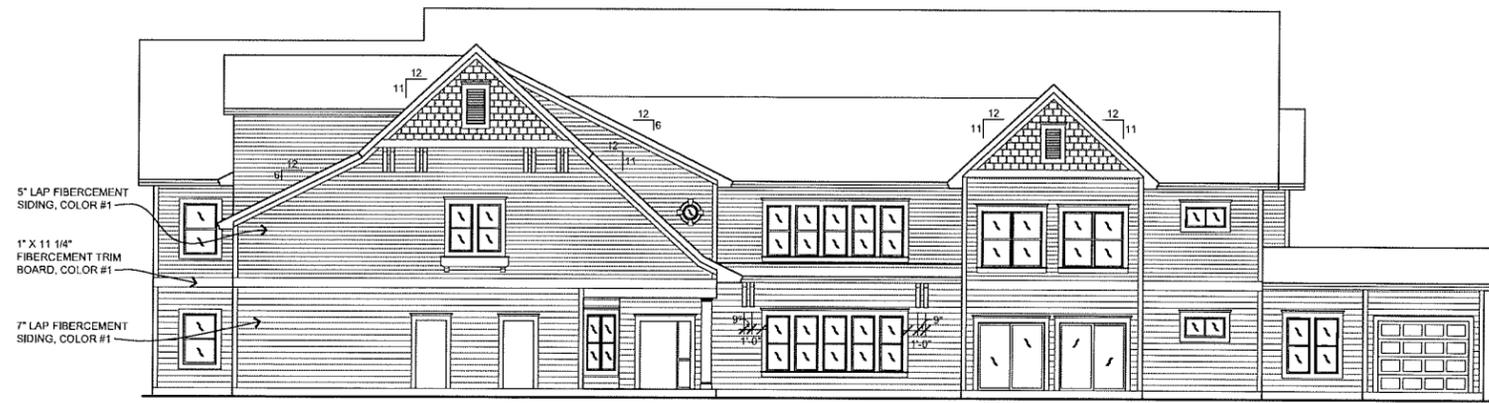
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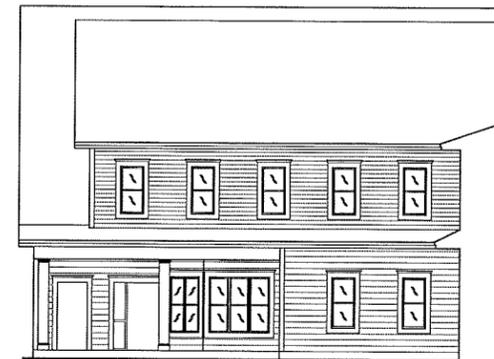
1 ROOF PLAN  
2.3 1/8" = 1'-0"



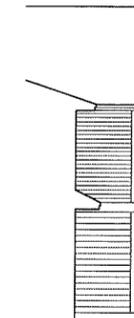
project <b>GREENHOUSE ASSISTED LIVING OF HANOVER</b> HANOVER, MN		date 4/10/2015		revisions	
		drawn ERM	checked RFJ	Signature: _____ Date: _____	
contents <b>ROOF PLAN</b>		job no. 12-16		of sheets 2.3	
JSSH ARCHITECTS, inc. 14525 highway 7 suite 375 rosmetoka, mn. 55345 ph. 952-935-6337 fax. 952-935-0878 email: jssh@jssh.com		I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer of the State of MINNESOTA. Print Name: <b>ROGER E. JOHNSON</b> License # _____			



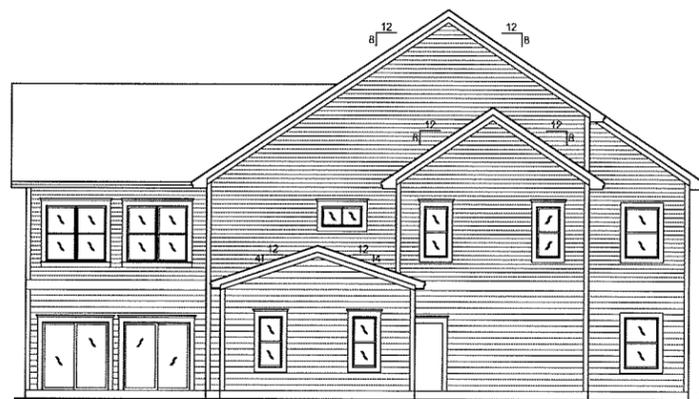
1 EAST FACING ELEVATION  
4.1 1/8" = 1'-0"



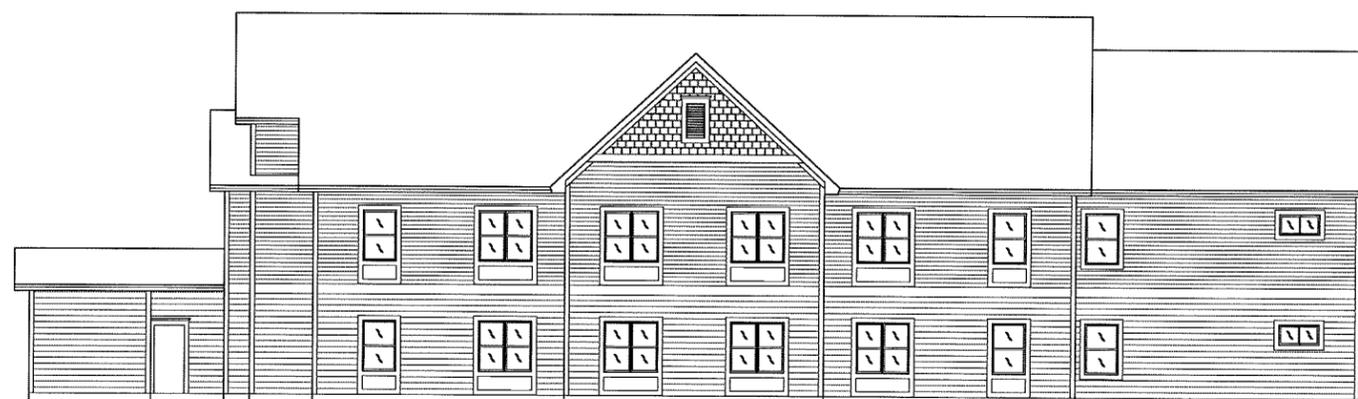
2 NORTH FACING COURTYARD ELEVATION  
4.1 1/8" = 1'-0"



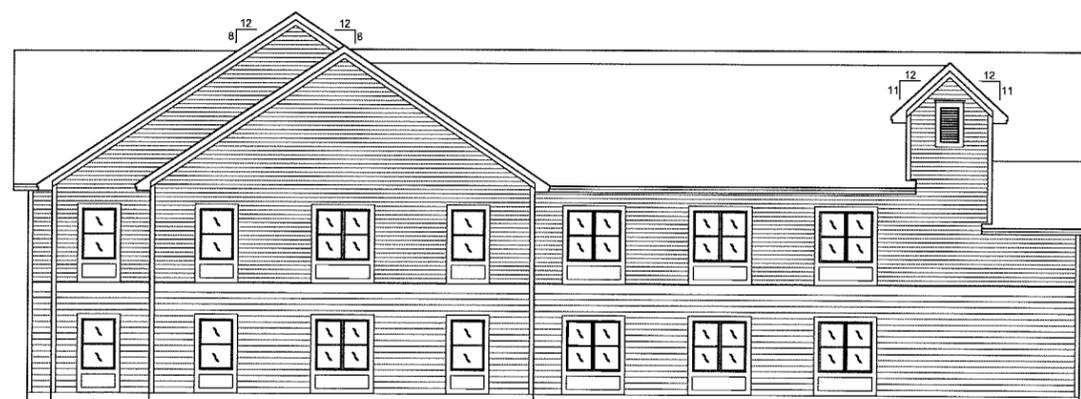
3 SOUTH COURTYARD  
4.1 1/8" = 1'-0"



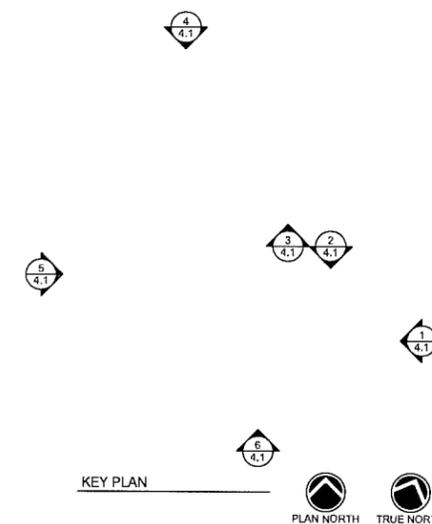
4 NORTH FACING ELEVATION  
4.1 1/8" = 1'-0"



5 WEST FACING ELEVATION  
4.1 1/8" = 1'-0"



6 SOUTH FACING ELEVATION  
4.1 1/8" = 1'-0"



I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly licensed architect under the laws of the State of MINNESOTA.  
 Print Name: ROGER E. JOHNSON  
 Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_ License # \_\_\_\_\_

Case	4/10/2015
Drawn	ERM
Check	RFJ

Project: GREENHOUSE ASSISTED LIVING OF HANOVER HANOVER, MN

Contents: ELEVATIONS  
 Job no. 12-16

**JSSH**  
 JSSH ARCHITECTS, Inc.  
 14525 Highway 7, Suite 375  
 Minneapolis, MN 55345  
 Ph: 952-935-6337 fax: 952-935-0870  
 email: jssh@jssh.com

# NAGELL APPRAISAL & CONSULTING

12805 Highway 55  
Plymouth, MN 55441  
*Established in 1968*

Minneapolis: 952-544-8966  
St. Paul 651-209-6159  
Central Fax 952-544-8969

**Client:** City of Hanover  
Attn: Brian Hagen  
11250 Fifth Street NE  
Hanover, MN 55341-0278

April 30, 2015

**RE:** An appraisal of an industrial property (real estate only)  
XXXXX Fifth Street NE  
Hanover, MN

Dear Brian:

Thank you for your interest in obtaining appraisal services regarding the property above. Per our conversation, you indicated an appraisal report with the following research and analysis is needed.

**Report Use:** Decision making regarding selling about half of the site to a local business owner.

**Value Type:** Current market value (as is condition, fee simple interest to be appraised) reflecting highest and best use per Uniform Standards of Professional Appraisal Practice will be provided.

**Property Description:** Industrial zoned property containing 10 acres (108-500-363226)

**Contact for access:** Brian at 763-497-3777, ext. 1.

**Scope of Report:** (1) View the property and neighborhood. (2) Report the physical and/or economic factors that could affect the property. (3) Appropriate research, collection, verification, analysis and viewing of pertinent market data will be conducted. ***The appropriate approach(s) to value will be applied.*** (4) Report findings and conclusions.

**Report Format:** An **Appraisal Report** (narrative format) will be used. It has a summary of statements of the data, analysis and conclusions. Appropriate photos, maps and exhibits are included. *An electronic (PDF) copy of the report will be provided.*

**Fee:** The fee is **\$900**. Name client above is responsible for payment in a timely manner.

**Due Date:** The report can be completed in about **2-3 weeks** (sooner if possible) from signed confirmation.

**Information needed by the appraiser:** Any site parcel drawings, location of utilities.

**Our Company:** has 12 employees and has been in business since 1968 and have sufficient knowledge, experience, education, contacts and resources to competently complete this assignment. Neither the employment to make the appraisal, nor the compensation for it, is contingent upon the appraised value of the property. If you agree to the above terms, please sign below and return by fax or mail. If you have any additional questions, please do not hesitate to contact me.

Sincerely,



William R. Waytas  
Certified General 4000813, MN

Signature\_\_\_\_\_

Date\_\_\_\_\_

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 5<sup>th</sup> day of May, 2015.

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

The following Council Members were absent: None.

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

.....

**RESOLUTION NO 05-05-15-29**

**A RESOLUTION REMOVING HANOVER AS A MINNESOTA GREENSTEP CITY**

**WHEREAS**, on January 3, 2012, the City Council of the City of Hanover, adopted a resolution authorizing the City to participate as a Minnesota Greenstep City; and

**WHEREAS**, the members of the City Council in 2015 do not share the same aspirations of participating as a Minnesota Greenstep City; and

**WHEREAS**, the City of Hanover wishes to formally remove themselves as a participating member of the Minnesota Greenstep City program.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hanover, Minnesota, hereby removes the City as a participating member of the Minnesota Greenstep City program.

Council members voting in favor:

Opposed or abstained: None

Adopted by the city Council this 5<sup>th</sup> day of May, 2015.

APPROVED BY:

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

ATTEST:

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

**CITY OF HANOVER  
EMPLOYMENT POSITION DESCRIPTION**

**RECEPTIONIST/ACCOUNTING CLERK**

**GENERAL DEFINITION OF WORK:**

*FLSA Status: Non-Exempt*

Performs organized clerical work preparing and maintaining detailed files and records. This position serves as the receptionist, as well as data related to the documents being filed. Skills used include organization, word processor, excel spreadsheet, and customer service. Work is performed under general supervision.

**ESSENTIAL FUNCTIONAL/TYPICAL TASKS:**

**Preparing and maintaining files and records involving word processing duties; serving as receptionist and customer service representative, answering telephone and City Hall emails, providing information or directing the public to the appropriate staff or other agencies; assist with payroll, accounts payable, audit reporting, and other financial reporting support.**

*(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)*

- Greets visitors to City Hall and answers the telephones and City Hall emails; refers the public to the appropriate individual or agency.
- Conducts research needed to respond to citizen requests for information.
- Delivers mail to the post office; processes and distributes mail.
- Copies agenda and agenda materials for meetings of the City Council and Boards/Commissions; drafts and posts notices for hearings and meetings.
- Receives, processes and issues applications and permits.
- Collects, accounts for and receipts fees.
- Conducts special assessment searches.
- Maintains official records and updates address files.
- Orders office supplies.
- Compiles information for reports and assists in filing reports to government agencies.
- Composes routine correspondence to residents regarding complaints and ordinance violations.
- Prepares public quarterly newsletter and other information fliers or brochures as needed.
- Schedules municipal rooms and facilities, prepares and maintains calendar of Council and commission meetings and municipal events
- Assists with accounts payable process by keying in claims, attaching check stubs to invoices, and mailing checks.
- Assists with payroll by keying in hours from timesheets, and generating payroll reports.
- Updates information on City website.
- Proofreads minutes from Council and boards/commissions meetings.
- Operates various office machines and telephone equipment as required.
- Performs related tasks as required.

**KNOWLEDGE, SKILLS AND ABILITIES:**

General knowledge of standard office practices and procedures; general knowledge of operations of the functions and activities of the city government; ability to speak clearly; ability to understand and respond to written and oral communications; ability to handle transactions with the public requiring effective accountability and accurate controls; ability to operate computer and keyboard accurately and at a reasonable rate of speed; ability to compile and calculate statistical data from source documents; ability to solve problems within scope of responsibility; ability to establish and maintain effective working relationships with others.

**EDUCATION AND EXPERIENCE:**

At least two years of post-high school education and/or experience in clerical and bookkeeping work.

**PHYSICAL REQUIREMENTS:**

This is sedentary work requiring the exertion of up to 10 pounds of force occasionally and a negligible amount of force frequently or constantly to move objects, and some light work requiring the exertion of up to 20 pounds of force occasionally, up to 10 pounds of force frequently, and a negligible amount of force constantly to move objects; work requires stooping, kneeling, crouching, reaching, standing, fingering, grasping, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for peripheral vision, preparing and analyzing written or computer data, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is not subject to adverse environmental conditions.

**SPECIAL REQUIREMENTS:**

Possession of a valid Minnesota driver's license. Availability to attend public meetings held outside of normal operating hours. Ability to complete in an official capacity meeting recordings, and take sufficient notes to prepare meeting minutes.

**CITY OF HANOVER  
EMPLOYMENT POSITION DESCRIPTION**

**ACCOUNTANT/DEPUTY CLERK**

**GENERAL DEFINITION OF WORK:**

*FLSA Status: Non-Exempt*

Performs difficult professional and administrative in the maintenance and preparation of complex financial records; does related work as required. Work is performed under the general supervision of the City Administrator. May perform limited supervision in the absence of the City Administrator.

**ESSENTIAL FUNCTIONS/TYPICAL TASKS:**

**Maintaining and preparing accounting, payroll, internal auditing, fixed assets, cash management, investment of funds and other financial record-keeping programs of the City; preparing budgets for all City funds and financial reports to monitor revenues and expenditures; performing special projects as assigned by the City Administrator.**

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Prepares, maintains and processes accounts receivable; issues invoices for the collection of receivables.
- Prepares, codes, and verifies vendor invoices for presentation to the City Council; issues checks and maintains records of accounts payable.
- Prepares and maintains all payroll records, including 1099 earnings of independent contractors; prepares and files all required federal, state and PERA reports and payments.
- Maintains the general ledger according to accepted accounting principles; creates and processes all year-end journal entries.
- Tracks and maintains fixed asset records, including depreciation expense.
- Monitors and analyzes to ongoing financial condition of the City; prepares budget and financial reports for all funds for consideration by the City Administrator and City Council.
- Prepares budgets and financial reports for all funds.
- Coordinates and manages the annual audit.
- Reconciles all special assessment and tax payments from the counties.
- Manages cash flow; ensures the profitability of all enterprise funds; makes recommendations for investment of idle funds.
- Prepares bank deposits; and records; reconciles all banking and investment accounts.
- Issues City licenses.

- Serves as the City's recycling coordinator; assists with the administration of other City operations as requested.
- Coordinates special projects as assigned; assumes the role of acting city administrator in the absence of the City Administrator.
- Assists City Administrator with the coordination and supervision of general and special elections.
- Assists with personnel management, as assigned.
- Performs related tasks as required.

**KNOWLEDGE, SKILLS AND ABILITIES:**

Thorough knowledge of the principles, methods and practices of municipal accounting and budgeting; thorough knowledge of the laws, ordinances and regulations governing municipal financial matters; thorough knowledge of standard office procedures, practices and equipment; working knowledge of computer operations and relevant software programs; ability to prepare complex financial reports and records; ability to analyze and evaluate complex financial reports and records; ability to establish and maintain effective working relationships with others; ability to express technical ideas effectively, orally and in writing.

**EDUCATION AND EXPERIENCE:**

Any combination of education and experience equivalent to graduation from an accredited college or university with a bachelor's degree in accounting, business administration or related field and some experience in public finance.

**PHYSICAL REQUIREMENTS:**

This is sedentary work requiring the exertion of up to 10 pounds of force occasionally, and a negligible amount of force frequently or constantly to move objects; work requires stooping, reaching, walking, lifting, fingering, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for preparing and analyzing written or computer data, operation of machines, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is not subject to adverse environmental conditions.

**SPECIAL REQUIREMENTS:**

None.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

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

A 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 5<sup>th</sup> day of May, 2015.

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

The following Council Members were absent:

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

.....

**RESOLUTION NO 05-05-15-30  
A RESOLUTION VACATING A ROAD**

**WHEREAS**, the City Council previously passed Resolution No 04-07-15-23 noting its interest in vacating, pursuant to Minnesota Statute §412.851, that former Frankfurt Township road described in a May 20, 1882 Frankfurt Township Road Order and located in Sections 26 and 35, Township 120, Range 24, Wright County, Minnesota; and

**WHEREAS**, a public hearing to consider the vacation of such road was held on the 5th day of May, 2015, before the City Council in the City Hall located at 11220 River Road at 7:00 p.m. after due published and posted notice had been given, as well as personal mailed notice to all affected property owners by the City Clerk on the 9th day of April, 2015 and all interested and affected persons were given an opportunity to voice their concerns and be heard; and

**WHEREAS**, any person, corporation or public body owning or controlling easements contained upon the property vacated, reserves the right to continue maintaining the same or to enter upon such way or portion thereof vacated to maintain, repair, replace or otherwise attend thereto; and

**WHEREAS**, the Council in its discretion has determined that the vacation will benefit the public interest because the road has not been used as a public road for many years, and vacation of the road will encourage development of property in the area.

**WHEREAS**, four-fifths of all members of the City Council concur in this resolution;

**NOW THEREFORE, BE IT RESOLVED** that by the City Council of the City of Hanover, Minnesota, that the road described above is hereby vacated.

**BE IT FURTHER RESOLVED**, that the Mayor and City Clerk are hereby authorized to sign all documents necessary to effectuate the intent of this resolution.

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

Opposed or abstained: None

Adopted by the Council this 5<sup>th</sup> day of May, 2015.

APPROVED BY:

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Chris Kauffman, Mayor

ATTEST:

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Brian Hagen, City Administrator

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STATE OF MINNESOTA

COUNTIES OF WRIGHT AND HENNEPIN

I, Brian Hagen, duly appointed, qualified, and acting clerk to the Council for the City of Hanover, Counties of Wright and Hennepin, State of Minnesota, do hereby certify that I have compared the foregoing copy of a resolution or motion with the original minutes of the proceedings of the Hanover City Council, at their session held on the 5<sup>th</sup> day of May, 2015 now on file in my office, and have found the same to be true and correct copy thereof.

Witness my hand and official seal at Hanover, Minnesota, the \_\_\_\_ day of May, 2015.

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

## EASEMENT AGREEMENT

THIS AGREEMENT is entered into this 20<sup>th</sup> day of February, 2015, by and between **Ardell A. Plantenberg, a single person** ("Plantenberg"), and **Steven B. Schirmers, Trustee of the Elroy Schirmers Family Trust** ("Schirmers") (collectively "Owners" and each individually as an "Owner").

Whereas, Plantenberg is the fee owner of the following described real property in Wright County, Minnesota (the "Plantenberg Property"):

That part of the Northeast Quarter of the Northwest Quarter of Section 35, Township 120, Range 24, Wright County, Minnesota, that lies:

- 1) Northerly of County Road 34;
- 2) East of the West 257.67 feet of said Northeast Quarter of the Northwest Quarter

Whereas, Schirmers are the fee owners of the following described real property in Wright County, Minnesota (the "Schirmers Property"):

Northeast Quarter of Northwest Quarter of Section 34, Township 120, Range 24. Containing 40.0 acres. Also the right of ingress and egress over the North 25 feet of the Northwest Quarter of Northwest Quarter of said Section 34. Also the right of ingress and egress over the West 33 feet of the South 14 acres of Government Lot 6 and the North 33 feet of the said South 14 acres lying West of Wright County Highway No. 34, all in Section 27, Township 120, Range 24.

AND

The North Half of the Northeast Quarter of Section 35 and the South Half of the Southwest Quarter of the Southeast Quarter of Section 26, Township 120, Range 24. EXCEPT the following three tracts:

1. All of Maple Hill Addition to the City of Hanover

2. All of Maple Hill Fourth Addition; and

3. That part of the Northeast Quarter of Section 35, Township 120, Range 24, Wright County, Minnesota, described as follows: Commencing at the Northeast corner of the Northeast Quarter; thence West along the North line of said Northeast Quarter, a distance of 407.53 feet to the actual point of beginning; thence continue West along said North line, a distance of 518.72 feet; thence South deflecting left 89 degrees 08 minutes 20 seconds West, a distance of 407.02 feet; thence East parallel with the North line of said Northeast Quarter, a distance of 544.81 feet to the West line of a road dedicated in Maple Hill Addition, according to plat thereof on file and of record in the Office of the County Recorder, Wright County, Minnesota; thence Northerly along West line of road in said Maple Hill Addition, a distance of 443.72 feet to the point of beginning. Containing 5.00 acres.

Whereas, a road on the eastern boundary of the Plantenberg property provides access to the Schirmers property.

Whereas, the City of Hanover requires that the road on the eastern boundary of the Plantenberg property be vacated.

Whereas, neither Plantenberg nor Schirmers knowingly created these encroachments.

Whereas, this encroachment can be resolved with an easement.

Whereas, a utility easement exists on and adjacent to the above described road.

Whereas, the Owners desire to create a recordable instrument describing the easements and their respective rights.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTAL BENEFITS TO BE HEREBY DERIVED, AND IN CONSIDERATION OF THE FOREGOING RECITALS WHICH ARE INCORPORATED HEREIN AS MATERIAL ELEMENTS OF THE AGREEMENT, IT IS AGREED:

1. **Grant of Road Easement.** Plantenberg hereby conveys and quit claims to Schirmers the following described easement:

A terminable easement for ingress, egress, road, and road maintenance across the following described property:

That part of the Northeast Quarter of the Northwest Quarter of Section 35, Township 120, Range 24, Wright County, Minnesota, that lies:

1. Northerly of County Road 34;

2. East of the West 257.67 feet of said Northeast Quarter of the Northwest Quarter;

AND

3. Southerly and Easterly of the following described line:

Commencing at the northeast corner of the West 257.67 feet of said Northeast Quarter of the Northwest Quarter; thence on an assumed bearing of South 00 degrees 17 minutes 23 seconds West, along the East line of said West 257.67 feet of the Northeast Quarter of the Northwest Quarter, a distance of 141.12 feet to the point of beginning of said line; thence South 89 degrees 51 minutes 48 seconds East, a distance of 313.66 feet; thence South 00 degrees 10 minutes 27 seconds West, a distance of 371.54 feet to the Northerly right of way line of said County Road No. 34 and said line there terminating.

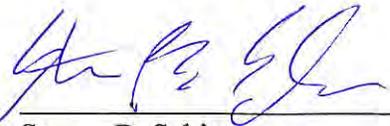
That lies Southerly and Easterly of the following described line:

Commencing at the Northeast corner of said Northeast Quarter of the Northwest Quarter; thence on an assumed bearing of South 00 degrees 29 minutes 22 seconds West, along the East line of said Northeast Quarter of the Northwest Quarter, a distance of 116.45 feet to the point of beginning of said line; thence North 89 degrees 30 minutes 38 seconds West, a distance of 28.45 feet; thence South 01 degrees 37 minutes 02 seconds West, a distance of 539.83 feet to the Northerly right of way line of said County Road 34 and said line there terminating.

2. **Termination of Easement.** This easement shall terminate upon the development of either Owner's property requiring alternate road or driveway access.
3. **Road Maintenance.** Schirmers shall be solely responsible for all road maintenance, including snow removal, and all costs associated therewith.
4. **Utility Easement.** Upon termination of the utility easement, Schirmers shall be responsible for the cost, if any, of removing the utilities.
5. **After-Acquired Title.** This grant includes after-acquired title.
6. **Mutual Benefit.** The foregoing Easement is declared by the Owners to be of mutual benefit to both Properties, and, to the extent not inconsistent with the provisions of this Agreement, the general rules of law regarding commonly held easements and liability for personal or property damage due to negligence or willful acts or omissions shall apply thereto.
7. **Agreement Runs With the Land.** The Owners declare that the covenants of this Agreement shall run with the Properties, and that the Properties, shall be owned, used, occupied

and conveyed subject to and together with the covenants, restrictions, and easements set forth herein, all of which shall be binding upon and inure to the benefit of all persons owning or acquiring any right, title, or interest therein, and their heirs, personal representatives, successors, and assigns.

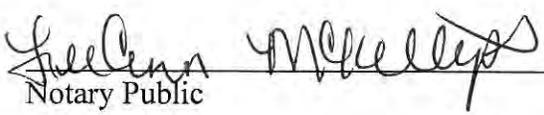
  
Ardell A. Plantenberg

  
Steven B. Schirmers  
As Trustee of the Elroy Schirmers Trust

STATE OF MINNESOTA )  
  )  
COUNTY OF WRIGHT )

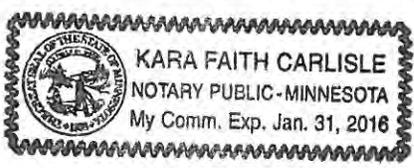
This instrument was acknowledged before me this 20<sup>th</sup> day of February, 2015, by Ardell A. Plantenberg, a single person.

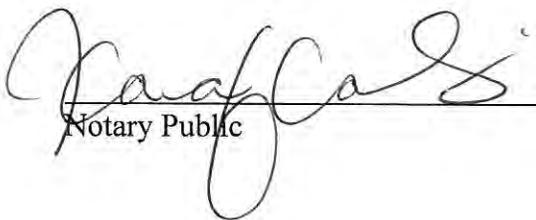


  
Notary Public

STATE OF MINNESOTA )  
  )  
COUNTY OF WRIGHT )

This instrument was acknowledged before me this 23<sup>rd</sup> day of February, 2015, by Steven B. Schirmers, as trustee of the Elroy Schirmers Trust.



  
Notary Public

This Instrument was Drafted by:  
Conroy Law Office, Ltd.  
261 E. Broadway  
P.O. Box 999  
Monticello, MN 55362  
763-295-6667

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

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

# Memorandum

Date: April 30, 2015

To: Honorable Mayor and Council

From: Cindy Nash, City Planner

RE: Plantenburg – Vacation of Road and Lot Split

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The City has received an application to complete a lot split of an existing approximately 14.7 acre parcel related to the Plantenburg estate. The parcel ID is 108500352102.



The purpose of the split is to separate the existing home from the developable remaining acreage. The home would be sold to an individual, and the remaining acreage could then be sold to a developer for a future neighborhood.

### **Discussion**

The existing home is served by a driveway from Beebe Lake Road that will remain in place. However, there is an existing “roadway” that at initial review appeared to be an

encroachment of a driveway for a neighboring parcel along the eastern boundary. Upon further review, that driveway is actually an old road given to Frankfort Township under an old road order. When that property was annexed to the City, it then became a city road. The driveway serves one home and isn't maintained by the City.

Wright County review determined that the split was permissible, but that the driveway/road would be the point of access for this parcel. However, the road doesn't meet spacing guidelines with Kayla Lane across the street. As such, the road needs to be vacated at this time, and then in the future if/when development occurs a new road would be installed and the existing driveway connection to Beebe Lake Road would be addressed in the future.

In the interim, the property owners involved have negotiated an access easement, which is included in your packets. Recording of this easement is a recommended condition of approval.

**Recommendation**

Staff recommends approval of the road vacation.

Staff recommends approval of the lot split subject to the following conditions:

1. Drainage and utility easement documents granting the easements as shown on the survey shall be submitted to the City for review and approval and shall be recorded in the office of the County Recorder.
2. An access easement shall be recorded in the Office of the County Recorder.

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

A 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 5<sup>th</sup> day of May, 2015.

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

The following Council Members were absent: None.

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

.....

**RESOLUTION NO 05-05-15-31**

**A RESOLUTION APPROVING A LOT SPLIT FOR ARDELL PLANTENBURG**

**WHEREAS**, Ardell Plantenburg is the owner of property proposed to be subdivided as shown on Exhibit "A"; and

**WHEREAS**, the City Council reviewed the request in regards to this property at its meeting on May 5, 2015; and

**NOW, THEREFORE, BE IT RESOLVED** that the City Council hereby approves the request for a lot split/lot line adjustment subject to the following conditions:

1. Drainage and utility easement documents granting the easements as shown on the survey shall be submitted to the City for review and approval and shall be recorded in the office of the County Recorder.
2. An access easement over the vacated road shall be recorded in the Office of the County Recorder.

Council members voting in favor:

Opposed or abstained:

Adopted by the Council this 5<sup>th</sup> day of May, 2015.

APPROVED BY:

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

ATTEST:

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

\*\*\*\*\*

STATE OF MINNESOTA

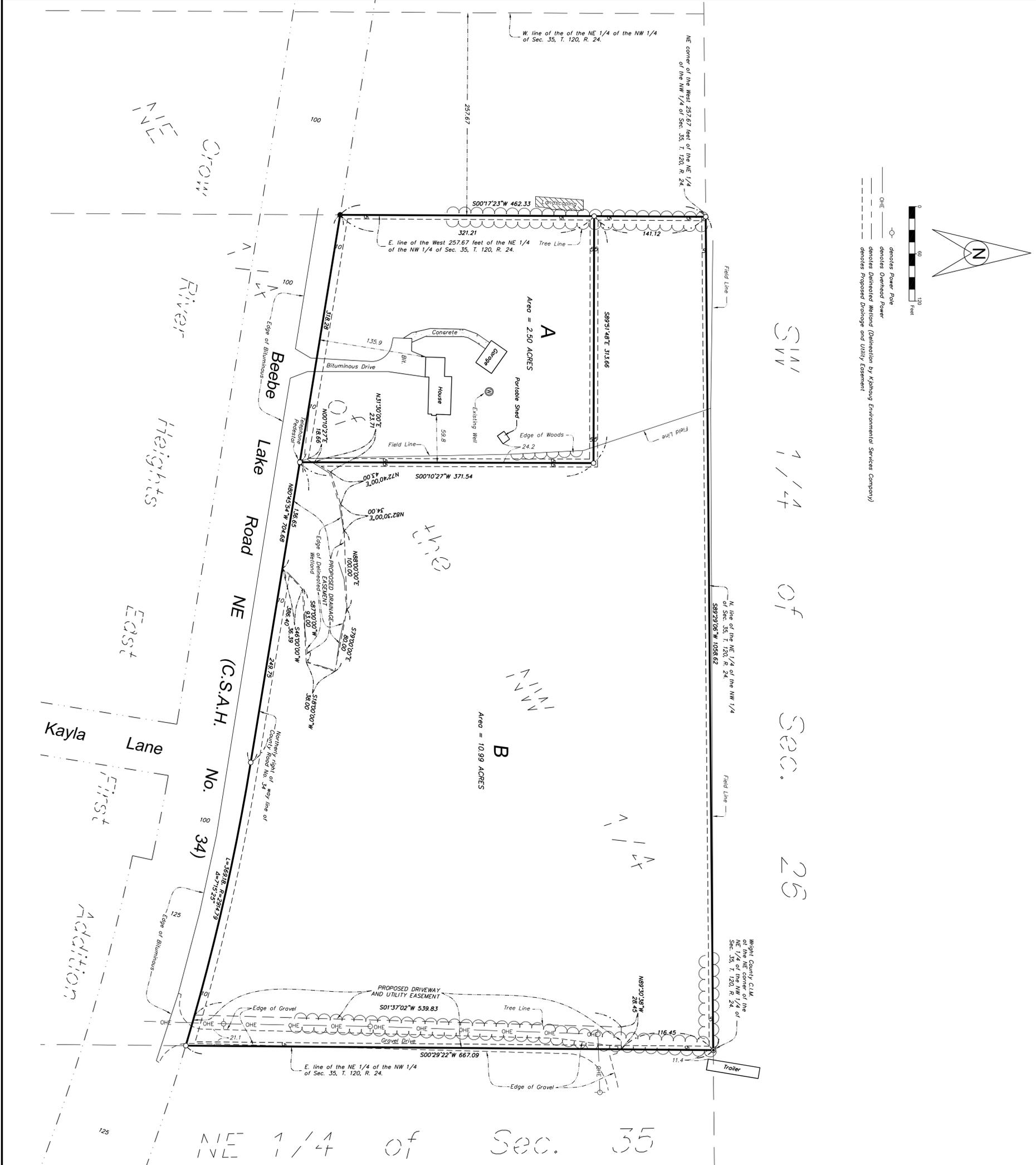
COUNTIES OF WRIGHT AND HENNEPIN

I, Brian Hagen, duly appointed, qualified, and acting clerk to the Council for the City of Hanover, Counties of Wright and Hennepin, State of Minnesota, do hereby certify that I have compared the foregoing copy of a resolution or motion with the original minutes of the proceedings of the Hanover City Council, at their session held on the 5<sup>th</sup> day of May, 2015 now on file in my office, and have found the same to be true and correct copy thereof.

Witness my hand and official seal at Hanover, Minnesota, the \_\_\_\_ day of May, 2015.

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

# Certificate of Survey



**PROPOSED PROPERTY DESCRIPTIONS**

**PARCEL A:**  
That part of the Northeast Quarter of the Northwest Quarter of Section 35, Township 120, Range 24, Wright County, Minnesota, that lies:

- Northerly of County Road 34;
- East of the West 257.67 feet of said Northeast Quarter of the Northwest Quarter;
- Southerly and Easterly of the following described line:

Commencing at the Northeast corner of the West 257.67 feet of said Northeast Quarter of the Northwest Quarter, thence on an assumed bearing of South 00 degrees 17 minutes 23 seconds West, along the East line of said West 257.67 feet of the Northwest Quarter of the Northwest Quarter, a distance of 141.12 feet to the point of beginning of said line; thence South 89 degrees 51 minutes 48 seconds East, a distance of 313.66 feet; thence South 89 degrees 51 minutes 48 seconds East, a distance of 313.66 feet; thence South 89 degrees 51 minutes 48 seconds East, a distance of 313.66 feet to the Northern right of way line of said County Road No. 34 and said line there terminating.

**PROPOSED DRAINAGE AND UTILITY EASEMENTS**

**PARCEL A:**  
A perpetual easement over, under, and across the South 10.00 feet, the East 5.00 feet, the West 5.00 feet, and the North 5.00 feet of the following described property:

That part of the Northeast Quarter of the Northwest Quarter of Section 35, Township 120, Range 24, Wright County, Minnesota, that lies:

- Northerly of County Road 34;
- East of the West 257.67 feet of said Northeast Quarter of the Northwest Quarter;
- Southerly and Easterly of the following described line:

Commencing at the Northeast corner of the West 257.67 feet of said Northeast Quarter of the Northwest Quarter, thence on an assumed bearing of South 00 degrees 17 minutes 23 seconds West, along the East line of said West 257.67 feet of the Northwest Quarter of the Northwest Quarter, a distance of 141.12 feet to the point of beginning of said line; thence South 89 degrees 51 minutes 48 seconds East, a distance of 313.66 feet; thence South 89 degrees 51 minutes 48 seconds East, a distance of 313.66 feet; thence South 89 degrees 51 minutes 48 seconds East, a distance of 313.66 feet to the Northern right of way line of said County Road No. 34 and said line there terminating.

**PARCEL B:**  
A perpetual easement over, under, and across the South 10.00 feet, the East 5.00 feet, the West 5.00 feet, and the North 5.00 feet of the following described property:

That part of the Northeast Quarter of the Northwest Quarter of Section 35, Township 120, Range 24, Wright County, Minnesota, that lies:

- Northerly of County Road 34;
- Northerly of County Road 34;
- Northerly and Westerly of the following described line:

Commencing at the Northeast corner of the West 257.67 feet of said Northeast Quarter of the Northwest Quarter, thence on an assumed bearing of South 00 degrees 17 minutes 23 seconds West, along the East line of said West 257.67 feet of the Northwest Quarter of the Northwest Quarter, a distance of 141.12 feet to the point of beginning of said line; thence South 89 degrees 51 minutes 48 seconds East, a distance of 313.66 feet; thence South 89 degrees 51 minutes 48 seconds East, a distance of 313.66 feet; thence South 89 degrees 51 minutes 48 seconds East, a distance of 313.66 feet to the Northern right of way line of said County Road No. 34 and said line there terminating.

**PROPOSED DRAINAGE EASEMENT - PARCEL B**  
A perpetual easement for drainage purposes over, under, and across the following described property:

That part of the Northeast Quarter of the Northwest Quarter of Section 35, Township 120, Range 24, Wright County, Minnesota, that lies:

- Northerly of County Road 34;
- Northerly of County Road 34;
- Northerly and Westerly of the following described line:

Commencing at the Northeast corner of the West 257.67 feet of said Northeast Quarter of the Northwest Quarter, thence on an assumed bearing of South 00 degrees 17 minutes 23 seconds West, along the East line of said West 257.67 feet of the Northwest Quarter of the Northwest Quarter, a distance of 141.12 feet to the point of beginning of said line; thence South 89 degrees 51 minutes 48 seconds East, a distance of 313.66 feet; thence South 89 degrees 51 minutes 48 seconds East, a distance of 313.66 feet; thence South 89 degrees 51 minutes 48 seconds East, a distance of 313.66 feet to the Northern right of way line of said County Road No. 34 and said line there terminating.

**PROPOSED DRIVEWAY AND UTILITY EASEMENT**  
An easement for driveway and utility purposes over, under, and across the following described property:

That part of the Northeast Quarter of the Northwest Quarter of Section 35, Township 120, Range 24, Wright County, Minnesota, that lies:

- Northerly of County Road 34;
- East of the West 257.67 feet of said Northeast Quarter of the Northwest Quarter;
- Southerly and Easterly of the following described line:

Commencing at the Northeast corner of the West 257.67 feet of said Northeast Quarter of the Northwest Quarter, thence on an assumed bearing of South 00 degrees 17 minutes 23 seconds West, along the East line of said West 257.67 feet of the Northwest Quarter of the Northwest Quarter, a distance of 141.12 feet to the point of beginning of said line; thence South 89 degrees 51 minutes 48 seconds East, a distance of 313.66 feet; thence South 89 degrees 51 minutes 48 seconds East, a distance of 313.66 feet; thence South 89 degrees 51 minutes 48 seconds East, a distance of 313.66 feet to the Northern right of way line of said County Road No. 34 and said line there terminating.

**PROPOSED DRIVEWAY AND UTILITY EASEMENT**  
An easement for driveway and utility purposes over, under, and across the following described property:

That part of the Northeast Quarter of the Northwest Quarter of Section 35, Township 120, Range 24, Wright County, Minnesota, that lies:

- Northerly of County Road 34;
- East of the West 257.67 feet of said Northeast Quarter of the Northwest Quarter;
- Southerly and Easterly of the following described line:

Commencing at the Northeast corner of the West 257.67 feet of said Northeast Quarter of the Northwest Quarter, thence on an assumed bearing of South 00 degrees 17 minutes 23 seconds West, along the East line of said West 257.67 feet of the Northwest Quarter of the Northwest Quarter, a distance of 141.12 feet to the point of beginning of said line; thence South 89 degrees 51 minutes 48 seconds East, a distance of 313.66 feet; thence South 89 degrees 51 minutes 48 seconds East, a distance of 313.66 feet; thence South 89 degrees 51 minutes 48 seconds East, a distance of 313.66 feet to the Northern right of way line of said County Road No. 34 and said line there terminating.

That lies Southerly and Easterly of the following described line:

Commencing at the Northeast corner of the Northwest Quarter of the Northwest Quarter, thence on an assumed bearing of South 00 degrees 29 minutes 22 seconds West, along the East line of said Northeast Quarter of the Northwest Quarter, a distance of 116.45 feet to the point of beginning of said line; thence North 89 degrees 30 minutes 38 seconds West, a distance of 28.45 feet; thence South 01 degrees 37 minutes 34 seconds East, a distance of 533.63 feet to the Northern right of way line of said County Road 34 and said line there terminating.

<p>Certificate of Survey on part of the NE 1/4 of the NW 1/4 of Section 35, Township 120, Range 24, Wright County, Minnesota.</p> <p>Revised: Parcels 2-10-15</p>	<p>I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.</p> <p style="text-align: center;"><b>Ardell Plantenberg</b></p> <p>Paul E. Otto License #40062 Date: 2-10-15</p>	<p>Requested By:</p> <p style="text-align: center;"><b>Ardell Plantenberg</b></p>	<p>Date:</p> <p style="text-align: center;">2-2-15</p>	<p>Drawn By:</p> <p style="text-align: center;">T.J.B.</p>	<p>Scale:</p> <p style="text-align: center;">1"=60'</p>	<p>Checked By:</p> <p style="text-align: center;">P.E.O.</p>	<p>Project No.</p> <p style="text-align: center;">14-0285</p>
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www.ottoassociates.com

9 West Division Street  
Buffalo, MN 55313  
(763)682-4727  
Fax: (763)682-3522

Engineers & Land Surveyors, Inc.

● denotes iron monument found  
○ denotes 1/2 inch by 14 inch iron pipe set and marked by License #40062