

**AGENDA
HANOVER ECONOMIC DEVELOPMENT AUTHORITY
MAY 19, 2022**

**TODD BARTELS
JESSICA JOHNSON
BRIAN DISMANG
TED ZRUST
TONY ROSS**

**TOM DIERBERGER
MARYANN HALLSTEIN**

- 1. Call to Order: 8:00 a.m.**
- 2. Approval of:**
 - a. Agenda**
 - b. Minutes of February 17, 2022 Meeting**
 - c. Accounts Payable and Financial Reports**
- 3. Citizen's Forum**
- 4. Unfinished Business**
- 5. New Business**
 - a. Donation Request from Hanover Harvest Festival**
 - b. 2022 EDA Business Social**
- 6. EDA Board and Staff Reports**
 - a. EDA Board Reports**
 - b. Staff Reports**
- 7. Adjournment**

**CITY OF HANOVER
ECONOMIC DEVELOPMENT AUTHORITY MEETING
FEBRUARY 17, 2022**

Call to Order

Chair Bartels called the regular EDA meeting of February 17, 2022 to order at 8:09 a.m. Present were members Todd Bartels, Tony Ross, Brian Dismang, MaryAnn Hallstein and Tom Dierberger. Absent were Jessica Johnson and Ted Zrust. Also present were City Administrator Jennifer Nash and Wright County Economic Development Partnership Executive Director Jolene Foss.

Tom Dierberger completed his Oath of Office for his term 2022-2024.

Approval of Agenda

MOTION by Hallstein to approve the agenda as presented, seconded by Dismang. **Motion carried unanimously.**

Appoint Chair, Vice Chair, Treasurer

MOTION by Hallstein to appoint Bartels to Chair, Hallstein to Vice Chair, and Johnson to Treasurer, seconded by Dismang. There were no other nominations received. **Motion carried unanimously.**

Approval of Minutes from October 14, 2021 Regular Meeting and October 25, 2021 Joint EDA/Planning Commission Meeting

MOTION by Hallstein to approve minutes of October 14, 2021 and October 25, 2021 as presented. **Motion carried unanimously.**

Approval of Accounts Payable and Financial Reports

Administrator Nash handed out one additional page showing transaction activity so far in 2022 and thanked Johnson for bringing this missing page to her attention.

MOTION by Hallstein to approve the Accounts Payable and Financial Reports as presented, seconded by Dierberger. **Motion carried unanimously.**

Citizen's Forum

None

Unfinished Business

a. CSAH 19/123 Access Management Study Update

Nash noted EDA's commission of a study of appropriate road access along County 19 from the bridge and south and east through the Hennepin County side of the community to the intersection where the roadway takes a 90 degree turn again leading out of the community. Following EDA's approval of this study through WSB, work was completed but was put on hold when a developer submitted applications to Hennepin County that would impact the study. Nash stated the City Engineer expressed that about half of the work for this study was completed, and the study could be picked up again and completed if the EDA is interested now that the developer's proposal has stalled.

Members discussed how this road section would connect with planning occurring on the Wright County side of the river. Nash noted that the reviews would work together, but only the Wright County side has been earmarked for improvements. The study of the Hennepin County side would provide for some

usable guidance for potential developers of property within this area including access points and types the County will permit with projected development.

MOTION by Hallstein to direct staff to proceed with completion of the CSAH 19/123 Access Management Study commissioned in 2021, seconded by Dismang. **Motion carried unanimously.**

New Business

a. Wright County Economic Development Partnership Update

WCEDP Director Jolene Foss introduced an application being made by a partner organization Initiative Foundation seeking funding through the Mainstreet Revitalization program at DEED. She noted that Hanover is proposed to be included within the I94 Corridor portion of the application and inquired if there were stories of Covid impacts on businesses felt by the Hanover community that could be incorporated in the grant application to help demonstrate need. Nash noted that area restaurants have been impacted and were permitted to expand operations outdoors during the State's emergency order. Now that the emergency order has been lifted, customers still want the extra space and so businesses are submitting applications for permanent expansion of patios and building expansions. These are expensive projects and also prompt requirements for updating building code, ADA and other site deficiencies that businesses may not have anticipated. Foss noted she will ask Initiative Foundation to include this information in the application.

Foss also noted she is working to do more Business Retention and Expansion interviews with area businesses and asked for suggestions. Members noted recent expansion projects at Astro Engineering and Plug Tech and suggested these companies may be good to chat with. Nash will send contact information for these businesses to Foss and also participate in BRE interviews.

(Ross joined the meeting at 9:00 am)

EDA Board and Staff Reports

Administrator Nash

- Provided an update on current and upcoming residential developments.

Hallstein

- Inquired about the possibility of a downtown business purchasing the parking lot originally developed by the EDA and deeded to the City for public use. Nash noted there is a party that may be interested and that an offer would need to be made to the City and decided on by the full Council under guidance from the City Attorney regarding legal process.

Ross suggested funds from a sale if one occurred be utilized to reinvest in other parking within the downtown area.

Bartels stated he feels a sale price should at least cover expenses incurred by the EDA and City for purchase of the property, demolition of the prior structure and construction of the parking lot to the condition it exists in now.

Adjournment

MOTION by Hallstein to adjourn at 9:55 a.m., seconded by Dismang. **Motion carried unanimously.**

ATTEST:

Jennifer Nash, City Administrator

DRAFT

HANOVER
Cash Balances
 April 2022

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$1,034,367.04	\$21,236.43	\$86,471.12	\$969,132.35
104 AMERICAN RESCUE PLAN ACT FUND	\$191,361.74	\$0.00	\$0.00	\$191,361.74
107 FIRE DEPT DONATIONS FUND	\$41,997.07	\$0.00	\$0.00	\$41,997.07
201 EDA SPECIAL REVENUE FUND	\$124,932.66	\$0.00	\$0.00	\$124,932.66
205 EDA BUSINESS INCENTIVE FUND	\$302,917.77	\$1,332.87	\$0.00	\$304,250.64
311 2008A GO CIP REFUNDING BOND	\$0.00	\$0.00	\$0.00	\$0.00
312 2009A GO IMP REFUNDING BOND	\$0.00	\$0.00	\$0.00	\$0.00
314 2011A GO IMP CROSSOVER REF BD	\$503,649.39	\$0.00	\$0.00	\$503,649.39
315 2016A GO CIP BOND	\$28,422.51	\$0.00	\$0.00	\$28,422.51
401 GENERAL CAPITAL PROJECTS	\$529,512.61	\$0.00	\$0.00	\$529,512.61
402 PARKS CAPITAL PROJECTS	\$145,862.44	\$0.00	\$0.00	\$145,862.44
403 FIRE DEPT CAPITAL FUND	\$70,485.15	\$0.00	\$0.00	\$70,485.15
404 HISTORICAL CAPITAL PROJ FUND	\$0.00	\$0.00	\$0.00	\$0.00
405 PARK DEDICATION FEE	\$416,479.34	\$0.00	\$0.00	\$416,479.34
406 CHARITABLE GAMBLING PROCEEDS	\$34,470.79	\$4,420.63	\$0.00	\$38,891.42
407 TIF REDEV DIST #1	\$10,226.38	\$0.00	\$0.00	\$10,226.38
409 MAHLER PIT - 15TH ST IMP FUND	\$81,685.50	\$0.00	\$0.00	\$81,685.50
411 FACILITIES CAPITAL PROJ FUND	\$15,286.97	\$0.00	\$0.00	\$15,286.97
417 EQUIPMENT CAPITAL FUND	\$129,472.33	\$0.00	\$0.00	\$129,472.33
418 STREET CAPITAL PROJ FUND	\$938,954.04	\$0.00	\$0.00	\$938,954.04
601 WATER ENTERPRISE FUND	\$1,214,383.87	\$5,536.81	\$28,907.76	\$1,191,012.92
602 SEWER ENTERPRISE FUND	\$711,657.19	\$34,171.15	\$79,058.00	\$666,770.34
603 STORM WATER ENTERPRISE FUND	\$245,240.67	\$12,407.52	\$1,681.59	\$255,966.60
611 WATER CAPITAL IMP FUND	\$314,233.29	\$0.00	\$0.00	\$314,233.29
612 SEWER CAPITAL IMP FUND	\$2,462,667.01	\$0.00	\$0.00	\$2,462,667.01
613 STORM WATER CAPITAL IMP FUND	\$832,553.69	\$0.00	\$782.10	\$831,771.59
701 RIVER ROAD CEMETERY	\$37,131.74	\$0.00	\$0.00	\$37,131.74
702 CSAH 19 CEMETERY	\$17,150.00	\$800.00	\$0.00	\$17,950.00
810 BUILDING PERMITS ESCROW FUND	\$435,001.00	\$0.00	\$0.00	\$435,001.00
811 EROSION CONTROL ESCROW FUND	\$50,123.53	\$0.00	\$0.00	\$50,123.53
815 LANDSCAPE ESCROW FUND	\$43,900.65	\$0.00	\$0.00	\$43,900.65
817 INFRASTRUCTURE ESCROW FUND	\$22,500.00	\$0.00	\$0.00	\$22,500.00
818 MISC ESCROWS FUND	\$61,581.95	\$3,000.00	\$2,134.00	\$62,447.95
820 BRIDGES TOWNHOMES ESC FUND	\$3,849.28	\$0.00	\$0.00	\$3,849.28
823 CROW RVR HTS WEST 3RD / BACKES	\$0.00	\$0.00	\$0.00	\$0.00
825 CROW RVR HTS FUT WEST PLAT/PUD	\$0.00	\$0.00	\$0.00	\$0.00
826 CROW RVR HTS 4TH ADD FINL PLAT	\$0.00	\$0.00	\$0.00	\$0.00
827 HANOVER COVE PRELIMINARY PLAT	\$0.00	\$0.00	\$0.00	\$0.00
828 CROW RVR HTS 4TH DEVEL AGRMT	\$0.00	\$0.00	\$0.00	\$0.00
829 RIVER TOWN VILLAS DEVEL AGRMT	\$23,953.80	\$0.00	\$0.00	\$23,953.80
830 FEHN COMP 15TH ST DEVEL AGRMT	\$7,987.73	\$0.00	\$0.00	\$7,987.73

HANOVER

Cash Balances

April 2022

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
831 RIVERS EDGE DEVEL AGRMT	\$58,591.78	\$0.00	\$27.00	\$58,564.78
832 CROW RVR HTS 5TH DEVEL AGRMT	\$44,347.02	\$0.00	\$27.00	\$44,320.02
900 INTEREST	-\$86,827.24	\$0.00	\$0.00	-\$86,827.24
	<u>\$11,100,110.69</u>	<u>\$82,905.41</u>	<u>\$199,088.57</u>	<u>\$10,983,927.53</u>

Expenditure Budget Report - EDA

Dept Abbrev	Account Descr	April 2022 Amt	2022 YTD Amt	2022 YTD Budget	2022 YTD Balance	%YTD Budget
Fund 201 EDA SPECIAL REVENUE FUND						
Dept 41330 Boards and Commissions						
BRDCOMM	E 201-41330-111 Committee Wages/Meeting	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
BRDCOMM	E 201-41330-306 Dues & Subscriptions	\$0.00	\$310.00	\$600.00	\$290.00	51.67%
BRDCOMM	E 201-41330-310 Other Professional Services	\$0.00	\$301.00	\$10,000.00	\$9,699.00	3.01%
BRDCOMM	E 201-41330-437 Other Miscellaneous	\$0.00	\$0.00	\$5,400.00	\$5,400.00	0.00%
Dept 41330 Boards and Commissions		\$0.00	\$611.00	\$18,000.00	\$17,389.00	
Dept 41570 Purchasing						
PURCHASE	E 201-41570-210 Operating Supplies (GENE	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
Dept 41570 Purchasing		\$0.00	\$0.00	\$1,000.00	\$1,000.00	
Dept 49360 Transfers Out						
TRANSFERS	E 201-49360-700 Transfers (GENERAL)	\$0.00	\$0.00	\$30,000.00	\$30,000.00	0.00%
Dept 49360 Transfers Out		\$0.00	\$0.00	\$30,000.00	\$30,000.00	
Fund 201 EDA SPECIAL REVENUE FUND		\$0.00	\$611.00	\$49,000.00	\$48,389.00	

Revenue Budget Report - EDA

Source Alt Code	Account Descr	January 2022 Amt	2022 YTD Amt	2022 YTD Budget	2018 YTD Variance	%YTD Budget
Fund 201 EDA SPECIAL REVENUE FUND						
TAXES	R 201-31000 Property Taxes - General	\$0.00	\$0.00	\$49,000.00	\$49,000.00	0.00%
TAXES	R 201-31010 Tax Abatement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code TAXES		\$0.00	\$0.00	\$49,000.00	\$49,000.00	0.00%
MISC	R 201-36200 Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 201-36210 Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 201-36215 Investment Income/Loss	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code MISC		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT	R 201-33410 MV Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code INTGOVT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 201 EDA SPECIAL REVENUE FUND		\$0.00	\$0.00	\$49,000.00	\$49,000.00	0.00%
Fund 205 EDA BUSINESS INCENTIVE FUND						
MISC	R 205-36200 Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 205-36210 Interest Earnings	\$150.78	\$829.68	\$0.00	-\$829.68	0.00%
MISC	R 205-36215 Investment Income/Loss	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 205-36230 Contributions and Donation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 205-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code MISC		\$150.78	\$829.68	\$0.00	-\$829.68	0.00%
INTGOVT	R 205-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code INTGOVT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 205 EDA BUSINESS INCENTIVE FUND		\$150.78	\$829.68	\$0.00	-\$829.68	0.00%
		\$150.78	\$829.68	\$49,000.00	\$48,170.32	1.69%

Transaction Activity - EDA

Period Name	Check Nbr	Tran Name	Search Name	Amount	Comments	Check/Receipt Date	Fund
Act Year 2021							
PL Type G General Ledger							
Account Descr G 201-10500 Taxes Receivable-Current							
Closing		Journal Entr		\$157.94	YE JE 6 - January Clean		201
				\$157.94			
Account Descr G 201-10700 Taxes Receivable-Delinquent							
Closing		Journal Entr		-\$0.63	YE JE 12 - Adjust Deferr		201
				-\$0.63			
Account Descr G 201-22200 Deferred Revenues							
Closing		Journal Entr		\$0.63	YE JE 12 - Adjust Deferr		201
				\$0.63			
				\$157.94			
PL Type G General Ledger							
PL Type *R Revenue							
Account Descr R 201-31000 Property Taxes - General							
Closing		Journal Entr		-\$129.79	YE JE 6 - January Clean		201
Closing		Journal Entr		-\$28.15	YE JE 6 - January Clean		201
				-\$157.94			
				-\$157.94			
				\$0.00			
Act Year 2022							
PL Type G General Ledger							
Account Descr G 201-10500 Taxes Receivable-Current							
January		Journal Entr		-\$157.94	To Reverse 2021 YE JE		201
				-\$157.94			
Account Descr G 205-12400 EDA Loan Receivable							
March	090123	Cash Recei	ASTRO ENGINEERING	\$1,193.67	EDA Loan Principal Paym	03/02/22	205
March	090106	Cash Recei	BIG BORE BBQ COMPANY	\$838.11	EDA Loan Principal Paym	02/23/22	205
March	090177	Cash Recei	BIG BORE BBQ COMPANY	\$853.17	EDA Loan Principal Paym	03/22/22	205
March	090186	Cash Recei	BIG BORE BBQ COMPANY	\$66,860.05	EDA Loan Principal Paym	03/23/22	205
April	090229	Cash Recei	ASTRO ENGINEERING	\$1,182.09	EDA Loan Principal Paym	04/04/22	205
May	090398	Cash Recei	ASTRO ENGINEERING	\$1,185.40	EDA Loan Principal Paym	05/03/22	205
				\$72,112.49			
				\$71,954.55			
PL Type G General Ledger							
PL Type *R Revenue							
Account Descr R 201-31000 Property Taxes - General							
January		Journal Entr		\$28.15	To Reverse 2021 YE JE		201
January		Journal Entr		\$129.79	To Reverse 2021 YE JE		201
January		Cash Recei	HENNEPIN COUNTY TREA	\$28.15	HC Tax Settlement - Jan		201
January		Cash Recei	WRIGHT COUNTY AUDITO	\$129.79	WC Tax Settlement - Jan		201
				\$315.88			
Account Descr R 205-36210 Interest Earnings							
March	090123	Cash Recei	ASTRO ENGINEERING	\$139.20	EDA Loan Interest Paym	03/02/22	205
March	090106	Cash Recei	BIG BORE BBQ COMPANY	\$78.54	EDA Loan Interest Paym	02/23/22	205
March	090177	Cash Recei	BIG BORE BBQ COMPANY	\$63.48	EDA Loan Interest Paym	03/22/22	205
March	090186	Cash Recei	BIG BORE BBQ COMPANY	\$4.65	EDA Loan Interest Paym	03/23/22	205
April	090229	Cash Recei	ASTRO ENGINEERING	\$150.78	EDA Loan Interest Paym	04/04/22	205

Transaction Activity - EDA

Period Name	Check Nbr	Tran Name	Search Name	Amount	Comments	Check/Receipt Date	Fund
May	090398	Cash Recei	ASTRO ENGINEERING	\$147.47	EDA Loan Interest Paym	05/03/22	205
Account Descr R 205-36210 Interest Earnings				\$584.12			
PL Type *R Revenue				\$900.00			
PL Type -E Expenditure							
Account Descr E 201-41330-310 Other Professional Services							
March	003619	Cash Paym	WSB & ASSOCIATES, INC.	\$301.00	CSAH 19 / 123 Access M	03/29/22	201
Account Descr E 201-41330-310 Other Professional Servi				\$301.00			
PL Type -E Expenditure				\$301.00			
Act Year 2022				\$73,155.55			
				\$73,155.55			

Borrower	5/10/2022	Paid Through
	\$ -	
Astro Engineering	\$ 51,508.60	April
BBBBQ LLC	\$ -	March
Total	\$ 51,508.60	