

**AGENDA
HANOVER CITY COUNCIL
JUNE 4, 2019**

MAYOR

CHRIS KAUFFMAN

COUNCIL

DOUG HAMMERSENG

KEN WARPULA

JIM ZAJICEK

MARYANN HALLSTEIN

- 1. Call to Order/Pledge of Allegiance Regular City Council Meeting: 7:00 p.m.**
- 2. Approval of Agenda**
- 3. Consent Agenda Items:**
 - a. Approve Minutes of May 21, 2019 City Council Work Session Meeting (4)**
 - b. Approve Claims as Presented: (7)**

➤ Claims	\$ 49,612.31
➤ Payroll	\$ 10,249.91
➤ P/R taxes & Exp	\$ 3,697.54
➤ Other Claims	<u>\$ 1,994.00</u>
➤ Total Claims	<u>\$ 65,553.76</u>
 - b. Res No 06-04-19-41 – Approving Capital Funds Transfers (37)**
 - c. Res No 06-04-19-42 – Approving Purchase of Fire Department Equipment (38)**
 - d. Res No 06-04-19-43 – Approving Quote for Asphalt Patches (39)**
 - e. Res No 06-04-19-44 – Approving Annual Liquor License Renewals (42)**
 - f. Res No 06-04-19-45 – Approving Temporary Liquor License (43)**
 - g. Res No 06-04-19-46 – Approving Purchase of Trees for Settlers Park Ballfield (44)**
 - h. Res No 06-04-19-47 – Approving Purchase of AED (46)**
 - i. Res No 06-04-19-51 – Authorizing the Sale of Equipment (47)**
- 4. Citizen’s Forum:**
 - a. Fire Department Pinning – Stacy Thompson**
- 5. Public Hearings**
- 6. Unfinished Business**
 - a. Work Hours Discussion (48)**
- 7. New Business**
 - a. Res No 06-04-19-48 – Approving Variance for 500 Kadler Ave (49)**
 - b. Res No 06-04-19-49 – Approving EDA Low Interest Loan Request (71)**
 - c. Res No 06-04-19-50 – Approving EDA Matching Grant Request (83)**
 - d. Ordinance 2019-03 – Amending Zoning Map and Text Changes (84)**
 - e. Economic Development Finance Professional Certification Program (103)**
- 8. Reports**
- 9. Adjournment**

To: Mayor Kauffman & Members of the Hanover City Council
From: Brian Hagen, City Administrator
Date: May 31, 2019
Re: Review of June 4, 2019 City Council Agenda

1. Call to Order/Pledge of Allegiance Regular City Council Meeting: 7:00 p.m.
2. Approval of Agenda
3. Consent Agenda Items:
 - a. Approve Minutes of May 21, 2019 City Council Work Session Meeting (4)
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 - i. Res No 06-04-19-51 – Authorizing the Sale of Equipment (47)
4. Citizen’s Forum:
 - a. Fire Department Pinning – Stacy Thompson
5. Public Hearings
6. Unfinished Business
 - a. Work Hours Discussion (48)
See enclosed memo.

7. New Business

- a. Res No 06-04-19-48 – Approving Variance for 500 Kadler Ave (49)**
See enclosed resolution and memo. City Planner Nash will be present to answer any questions.
- b. Res No 06-04-19-49 – Approving EDA Low Interest Loan Request (71)**
Enclosed is a resolution approving the loan based on EDA’s recommendation from their May 29, 2019 meeting.
- c. Res No 06-04-19-50 – Approving EDA Matching Grant Request (83)**
Enclosed is a resolution approving the grant based on EDA’s recommendation from their May 29, 2019 meeting.
- d. Ordinance 2019-03 – Amending Zoning Map and Text Changes (84)**
See enclosed ordinance and zoning map. City Planner Nash will be present to answer any questions.
- e. Economic Development Finance Professional Certification Program (103)**
See enclosed memo(s) and information. The EDA has recommended approval of this training.

8. Reports

9. Adjournment

**CITY OF HANOVER
CITY COUNCIL MEETING
MAY 21, 2019 – DRAFT MINUTES**

Call to Order:

Mayor Chris Kauffman called the regular meeting of Tuesday, May 21, 2019 to order at 7:00 p.m. Present were Mayor Chris Kauffman, Councilors Doug Hammerseng, Ken Warpula, Jim Zajicek, and MaryAnn Hallstein. Also present were City Administrator Brian Hagen, City Engineer Nick Preisler, City Planner Cindy Nash, and Public Works Supervisor Jason Doboszanski. Guests Present included Andrew Grice, Bergan KDV, Buck Backes, and Doug Voerding, Wright County Journal Press.

Approval of Agenda:

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

Consent Agenda:

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

- a. **Approve Minutes of May 2, 2019 City Council Meeting**
- b. **Approve Minutes of May 13, 2019 Joint Council & Planning Commission Meeting**
- c. **Approve Claims as Presented:**
 - **Claims** \$ **87,024.48**
 - **Payroll** \$ **9,933.10**
 - **P/R taxes & Exp.** \$ **3,571.88**
 - **Other Claims** \$ **2,600.52**
 - **Total Claims** \$ **103,129.98**

Motion carried unanimously.

Citizen's Forum

2018 Audit Review – Bergan KDV

Grice provided an overview of the City's 2018 Annual Audit. Grice noted the City received a modified opinion due to the FRA not meeting all GASB standards. Grice further noted that when looking solely and the City's finances, the City received an unmodified opinion, which is the best a city can receive.

Res No 05-21-19-39 – Approving Crow River Heights W. 4th Add. Final Plat

Nash outlined the request noting that the plans conform to the previously approved Preliminary Plat for Crow River Heights West Future Additions. Mr. Backes noted that sales have increased from last year. He further anticipates four more phases before completion.

Nash also review the Developers agreement at this time. She provided an updated version which included costs owed by the developer to the City. Nash indicated that minor adjustments may be needed prior to signing, but these adjustments would not impact the City's liability coverage in the agreement.

MOTION by Hallstein to approve Res No 05-21-19-39, seconded by Hammerseng. **Motion carried unanimously.**

Res No 05-21-19-40 – Approving Crow River Heights W. 4th Add. Developers Agreement

MOTION by Hammerseng to approve Res No 05-21-19-40, seconded by Warpula. **Motion carried unanimously.**

Medium Duty Truck Replacement

Staff provided an update on the truck replacement. Two quotes were provided, one to purchase the truck and a second to complete the build out of the dump box, and snowplowing equipment. Doboszinski noted that the truck was quoted as a 2019, but once ordered it may be built as a 2020. The dealer was not aware of a price adjustment due to the model year difference. Doboszinski further recommended upgrading the dump box with the stainless-steel option. As quoted the total price would come to \$81,776.43

MOTION by Zajicek to purchase the truck replacement as recommended with a 5% contingency for price adjustments, seconded by Warpula. **Motion carried unanimously.**

Cemetery Columbarium Concept Plan

Hagen presented the sketch plans prepared by staff. Council supported the option where three columbarium would be placed in a curved fashion. Hagen noted this plan would likely start with one structure, but we could prep the site by installing two columbarium footings for future structures.

Council directed staff to obtain quotes to build out the columbarium and continue to work with the local contractor on their indicated donation to the project.

Work Hours Discussion

Hagen presented the idea of adjusting normal working hours to reflect a nine-hour working day Monday-Thursday and a four-hour working day on Fridays. Initial thoughts would be to adjust hours to 7-4:30 Monday-Thursday and 7-11 on Friday for office staff. Public Works would adjust to 6-3:30 Monday-Thursday and 6-10 on Friday. Hagen further noted that the current hours of being open until 5:30 does not produce many visitors, whereas during the summer staff arrives to work with contractors waiting to pick up building permits. Friday afternoons can fluctuate with visitors but in most cases, it is weekend renters picking up keys. Hagen noted that staff can conduct additional reminder calls to renters to remind them of our office hours.

Kauffman and Zajicek questioned the customer service these hours would provide. Kauffman noted he did not want to reduce the even hours for commuters. Hagen reiterated that we have not experience residents utilizing these hours. Hagen also noted that typically a staff person is here once per week for an evening meeting. This would allow a period of time where residents can be assisted on a case by case basis after hours.

Hammerseng, Warpula, and Hallstein generally favored an adjustment to the normal working hours noting it is not uncommon for Minnesota businesses to have reduced hours on Fridays during the summer. A suggestion was provided to give it a trial period for the summer. Hammerseng further offered an option of a 7:30 am start for office staff which would still provide morning customer service hours, but reduced Friday hours.

Council did express hesitation to Public Works beginning at 6 am. Doboszinski noted that the hour in the morning would be utilized in prepping equipment for the day and not out in the field where residents would be impacted by early noises. Other tasks would include emptying garbage in the parks or general shop cleaning.

Council directed the discussion be brought back at the next meeting so they can look into what other cities do.

Reports

Doboszinski

- Cleanup Day went well. Hagen noted we received approximately \$1,300 more than last year.
- Fixed a stormwater pipe hole/repared asphalt on Kayla Ln
- Inquired about hanging flags on the poles. Council directed staff to hang flags for Memorial Day, July 4th, Flag day, Labor Day, Veteran’s Day, and 9/11.
- Inquired as to whether staff can sell old hay wagons that are no longer being used. Council directed a resolution authorizing sale be brought back to the next meeting.

Hallstein

- Noted the Annual LMC Conference is in June
- Noted LMC is seeking individuals interested in serving on various boards.

Adjournment

MOTION by Hallstein to adjourn at 8:56 p.m., seconded by Warpula. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

CITY OF HANOVER

05/29/19 3:00 PM

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Payments

Current Period: May 2019

Batch Name 5/24/19 PAY
 Payment Computer Dollar Amt \$11.40 Posted

Refer 2677 MN DEPT OF REVENUE Ck# 002664E 5/24/2019
 Cash Payment E 100-43000-212 Motor Fuels Petroleum Tax - April 2019 \$11.40
 Invoice 5/24/2019
 Transaction Date 5/28/2019 Due 0 Cash 10100 Total \$11.40

Fund Summary

	10100 Cash	
100 GENERAL FUND	\$11.40	
	<hr/>	\$11.40

Pre-Written Check	\$11.40
Checks to be Generated by the Computer	\$0.00
Total	<hr/> \$11.40

CITY OF HANOVER

05/29/19 3:00 PM

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*Check Summary Register©

Cks 5/24/2019 - 5/24/2019

Name	Check Date	Check Amt
<hr/>		
10100 Cash		
Paid Chk# 002664E MN DEPT OF REVENUE	5/24/2019	<u>\$11.40</u> Petroleum Tax - April 2019
	Total Checks	\$11.40

FILTER: None

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Payments

Current Period: June 2019

Batch Name	06/04/19 PAY				
	Payment	Computer Dollar Amt	\$49,600.91	Posted	
Refer	2694 AMERICAN PRESSURE INC.		Ck# 034285 6/4/2019		
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	FD Pressure Washer: Several Leaks, Power			\$283.80
		Switch Intermittent			
Invoice	107860	4/30/2019			
Transaction Date	5/30/2019	Due 0	Cash	10100	Total \$283.80
Refer	2671 BANYON DATA SYSTEMS		Ck# 034286 6/4/2019		
Cash Payment	E 100-41570-207 Computer Supplies	Banyon Support Services 2019			\$1,785.00
Invoice	00158881	6/1/2019			
Transaction Date	5/30/2019	Due 0	Cash	10100	Total \$1,785.00
Refer	2685 BLUE TARP FINANCIAL		Ck# 002671E 6/4/2019		
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	TopWind A-Frame Jack for Generator			\$44.99
Invoice	0191088218	5/9/2201			
Cash Payment	E 100-43000-215 Shop Supplies	100 Count Nitrile Gloves			\$12.99
Invoice	0191088218	5/9/2201			
Transaction Date	5/30/2019	Due 0	Cash	10100	Total \$57.98
Refer	2692 CARDMEMBER SRVC (CENTRAL B		Ck# 034287 6/4/2019		
Cash Payment	E 100-42210-306 Dues & Subscriptions	Active 911 - 12 Month Renewal - 14 @ \$13.00			\$182.00
		per			
Invoice					
Cash Payment	E 100-42260-212 Motor Fuels	Non Oxy Fuel: 5.406 Gallons @ \$3.329			\$18.00
Invoice					
Cash Payment	E 100-42240-208 Training and Instruction	Chief's Meeting: Catering by Russell's on the			\$552.81
		Lake			
Invoice					
Transaction Date	5/30/2019	Due 0	Cash	10100	Total \$752.81
Refer	2687 CITY OF ST. MICHAEL		Ck# 002672E 6/4/2019		
Cash Payment	E 602-43252-310 Other Professional Servi	Industrial Lift Station Annual Pump Maintenance			\$250.00
		on 5-7-19			
Invoice	05172019-2	5/17/2019			
Cash Payment	E 602-43252-310 Other Professional Servi	Industrial Lift Station Jetting on 5-8-19			\$250.00
Invoice	05172019-2	5/17/2019			
Cash Payment	E 602-43252-310 Other Professional Servi	34th Street Lift Station Annual Pump			\$625.00
		Maintenance on 5-13 & 5-14-19			
Invoice	05172019-2	5/17/2019			
Cash Payment	E 602-43252-310 Other Professional Servi	Riverview Lift Station Annual Pump			\$250.00
		Maintenance on 5-14-19			
Invoice	05172019-2	5/17/2019			
Cash Payment	E 602-43252-310 Other Professional Servi	Mill Pond Lift Station Annual Pump			\$250.00
		Maintenance on 5-14-19			
Invoice	05172019-2	5/17/2019			
Cash Payment	E 602-43252-310 Other Professional Servi	Mill Pond Lift Station Jetting on 5-15-19			\$525.00
Invoice	05172019-2	5/17/2019			
Transaction Date	5/30/2019	Due 0	Cash	10100	Total \$2,150.00
Refer	2677 COMCAST		Ck# 034288 6/4/2019		
Cash Payment	E 100-43000-321 Telephone	PW: Digital Voice & Internet - June 2019			\$150.79
Invoice		5/18/2019			

CITY OF HANOVER

Payments

Current Period: June 2019

Cash Payment	E 100-41940-321 Telephone	CH: Digital Voice & Internet - June 2019				\$83.02
Invoice	5/18/2019					
Transaction Date	5/30/2019	Due 0	Cash	10100	Total	\$233.81
Refer	2681 GO2 PRINT MEDIA GROUP	Ck# 034289 6/4/2019				
Cash Payment	E 100-41435-260 Uniforms	A. Biren: Carhartt Sweatshirt Embroidery				\$13.11
Invoice 18435	4/30/2019					
Cash Payment	E 100-41435-260 Uniforms	J. Heinz: Carhartt Sweatshirt Embroidery				\$13.11
Invoice 18435	4/30/2019					
Cash Payment	E 100-43000-260 Uniforms	Public Works: 3 Carhartt Sweatshirts & 2 Carhartt Coats Embroidery				\$65.56
Invoice 18435	4/30/2019					
Cash Payment	E 100-41435-260 Uniforms	B. Hagen: 2 Shirts Purchased and Embroidery				\$116.18
Invoice 18435	4/30/2019					
Transaction Date	5/30/2019	Due 0	Cash	10100	Total	\$207.96
Refer	2670 GUIDANCE POINT TECHNOLOGIE	Ck# 034290 6/4/2019				
Cash Payment	E 100-41600-310 Other Professional Servi	5/23/19 Remote Service: Symantic VIP Program Not Working on Jackie's Computer				\$150.00
Invoice 13124	5/28/2019					
Transaction Date	5/30/2019	Due 0	Cash	10100	Total	\$150.00
Refer	2674 GWRRA CHAPTER Q	Ck# 034291 6/4/2019				
Cash Payment	E 100-48205-810 Refunds & Reimburseme	Hall Damage Deposit Release - 5/19/19 Event				\$200.00
Invoice	5/20/2019					
Transaction Date	5/30/2019	Due 0	Cash	10100	Total	\$200.00
Refer	2686 HANOVER WINE & SPIRITS LLC	Ck# 034292 6/4/2019				
Cash Payment	E 100-48205-810 Refunds & Reimburseme	Hall Damage Deposit Release - 5/3/19 Event				\$200.00
Invoice	5/13/2019					
Transaction Date	5/30/2019	Due 0	Cash	10100	Total	\$200.00
Refer	2672 KAZADI, SHARUFA	Ck# 034293 6/4/2019				
Cash Payment	E 100-48205-810 Refunds & Reimburseme	Hall Damage Deposit Release - 5/25/19 Event				\$200.00
Invoice	5/27/2019					
Transaction Date	5/30/2019	Due 0	Cash	10100	Total	\$200.00
Refer	2698 LEAGUE OF MN CITIES INS. TRUS	Ck# 034294 6/4/2019				
Cash Payment	E 100-42210-150 Worker s Comp (GENER	Work Comp Firefighters: 05/31/19 - 12/31/19				\$5,199.36
Invoice	5/16/2019					
Cash Payment	G 100-15500 Prepaid Items	Work Comp Firefighters: 01/01/20 - 05/31/20				\$3,466.24
Invoice	5/16/2019					
Cash Payment	E 100-41960-150 Worker s Comp (GENER	Work Comp Clerical / Office: 05/31/19 - 12/31/19				\$582.95
Invoice	5/16/2019					
Cash Payment	G 100-15500 Prepaid Items	Work Comp Clerical / Office: 01/01/20 - 05/31/20				\$388.64
Invoice	5/16/2019					
Cash Payment	E 100-41960-150 Worker s Comp (GENER	Work Comp Public Works: 05/31/19 - 12/31/19				\$7,008.06
Invoice	5/16/2019					
Cash Payment	G 100-15500 Prepaid Items	Work Comp Public Works: 01/01/20 - 05/31/20				\$4,672.03
Invoice	5/16/2019					
Cash Payment	E 100-41960-150 Worker s Comp (GENER	Work Comp Boards / Elected Officials: 05/31/19 - 12/31/19				\$40.03
Invoice	5/16/2019					

CITY OF HANOVER

Payments

Current Period: June 2019

Cash Payment	G 100-15500 Prepaid Items	Work Comp Boards / Elected Officials: 01/01/20 - 05/31/20			\$26.69
Invoice	5/16/2019				
Transaction Date	5/31/2019	Due 0	Cash	10100	Total \$21,384.00
Refer	2684 MARCO TECHNOLOGIES, LLC	Ck# 034295	6/4/2019		
Cash Payment	E 100-41570-220 Repair/Maint Supply (GE	Contract Base Rate Charge for 05/20/19 - 06/19/19			\$176.05
Invoice	INV6374884	5/20/2019			
Transaction Date	5/30/2019	Due 0	Cash	10100	Total \$176.05
Refer	2679 MCFOA REGION IV	Ck# 034296	6/4/2019		
Cash Payment	E 100-41530-208 Training and Instruction	MCFOA Region IV Training - Disaster Management			\$20.00
Invoice					
Transaction Date	5/30/2019	Due 0	Cash	10100	Total \$20.00
Refer	2675 METRO WEST INSPECTION SERVI	Ck# 034297	6/4/2019		
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 66-18 @ 10757 Settlers Lane			\$1,706.84
Invoice 1994	5/22/2019				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 15-19 @ 11250 Lambert Court			\$47.25
Invoice 1994	5/22/2019				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 16-19 @ 11654 8th Street NE			\$35.00
Invoice 1994	5/22/2019				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 17-19 @ 11680 Riverview Road			\$33.25
Invoice 1994	5/22/2019				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 22-19 @ 1252 Irvine Drive			\$33.25
Invoice 1994	5/22/2019				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 24-19 @ 10570 Prairie Lane			\$33.25
Invoice 1994	5/22/2019				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 27-19 @ 531 Kayla Lane			\$120.84
Invoice 1994	5/22/2019				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 30-19 @ 10584 Rosedale Avenue			\$33.25
Invoice 1994	5/22/2019				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 33-19 @ 1395 Irvine Drive			\$73.38
Invoice 1994	5/22/2019				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 36-19 @ 11836 Riverview Road			\$33.25
Invoice 1994	5/22/2019				
Transaction Date	5/30/2019	Due 0	Cash	10100	Total \$2,149.56
Refer	2695 MN FIRE SERVICE CERTIFICATIO	Ck# 034298	6/4/2019		
Cash Payment	E 100-42240-208 Training and Instruction	S. Thompson: Firefighter II Certification Exam Taken at Long Lake on 4/27/19			\$115.00
Invoice	6635	5/14/2019			
Transaction Date	5/30/2019	Due 0	Cash	10100	Total \$115.00
Refer	2688 NELSON ELECTRIC MOTOR REPAI	Ck# 034299	6/4/2019		
Cash Payment	E 602-43252-310 Other Professional Servi	Industrial Park Lift Station: 10 hp Reconditioned Hydromatic Pump Installed			\$2,175.00
Invoice	8920	5/20/2019			
Transaction Date	5/30/2019	Due 0	Cash	10100	Total \$2,175.00
Refer	2683 PLUNKETTS	Ck# 034300	6/4/2019		

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Payments

Current Period: June 2019

Cash Payment	E 100-41940-310 Other Professional Servi	General Pest Control				\$142.72
Invoice	6272786	5/14/2019				
Transaction Date	5/30/2019	Due 0	Cash	10100	Total	\$142.72
Refer	2689 RANDYS ENVIRONMENTAL SERVI	Ck# 002673E 6/4/2019				
Cash Payment	E 100-43245-384 Refuse/Garbage Dispos	Recycling - May 2019				\$3,462.40
Invoice		5/17/2019				
Cash Payment	E 100-41940-384 Refuse/Garbage Dispos	General Trash - City Hall - June 2019				\$272.77
Invoice		5/17/2019				
Cash Payment	E 100-41940-384 Refuse/Garbage Dispos	General Trash - Fire Station - June 2019				\$30.35
Invoice		5/17/2019				
Transaction Date	5/30/2019	Due 0	Cash	10100	Total	\$3,765.52
Refer	2673 RUPP ANDERSON SQUIRES & WA	Ck# 034301 6/4/2019				
Cash Payment	E 818-41610-310 Other Professional Servi	Riverside Acres Annexation: March 2019				\$18.50
Invoice	8975	5/16/2019			Project 208252	
Cash Payment	E 100-41610-304 Legal Fees	Miscellaneous: March 2019				\$555.00
Invoice	8975	5/16/2019				
Cash Payment	E 100-41610-304 Legal Fees	City Council and Board / Commission Meetings: March 2019				\$300.00
Invoice	8975	5/16/2019				
Cash Payment	E 100-41610-304 Legal Fees	Mileage & Photocopies: March 2019				\$60.50
Invoice	8975	5/16/2019				
Transaction Date	5/30/2019	Due 0	Cash	10100	Total	\$934.00
Refer	2678 SCHULTES GREENHOUSE	Ck# 034302 6/4/2019				
Cash Payment	E 100-45200-225 Landscaping Materials	Flowers for City Hall Pots				\$274.23
Invoice	004168	5/24/2019				
Transaction Date	5/30/2019	Due 0	Cash	10100	Total	\$274.23
Refer	2690 SITE ONE LANDSCAPE SUPPLY	Ck# 034303 6/4/2019				
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE	LESCO 24-0-11 Fertilizer				\$810.04
Invoice	91676049-001	5/28/2019				
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE	Posting Sticks and Posting Signs				\$110.49
Invoice	91676267-001	5/28/2019				
Transaction Date	5/30/2019	Due 0	Cash	10100	Total	\$920.53
Refer	2676 TECHMATE	Ck# 034304 6/4/2019				
Cash Payment	E 100-43240-384 Refuse/Garbage Dispos	2019 City Clean Up Day: TV, Monitors, Flat Screens & Printer Disposal				\$985.00
Invoice	926	5/21/2019				
Transaction Date	5/30/2019	Due 0	Cash	10100	Total	\$985.00
Refer	2697 VETRANO, DANIELLE	Ck# 034305 6/4/2019				
Cash Payment	E 100-45200-440 Programs	Easter Egg Hunt Prizes for 2020				\$42.92
Invoice						
Transaction Date	5/31/2019	Due 0	Cash	10100	Total	\$42.92
Refer	2696 VISA - BANKWEST	Ck# 034306 6/4/2019				
Cash Payment	E 100-41330-208 Training and Instruction	M. Armstrong: Basics of Planning & Zoning Workshop on 4-25-19				\$150.00
Invoice		4/18/2019				
Cash Payment	E 100-41330-208 Training and Instruction	M. Armstrong: Beyond the Basics of Planning & Zoning Workshop on 5-9-19				\$100.00
Invoice		4/18/2019				

CITY OF HANOVER

Payments

Current Period: June 2019

Cash Payment	E 100-41940-560 Furniture and Fixtures	For Hall Kitchen: Tumblers, Coffee Carafes, Pitchers, Plates, Silverware, Coffee Cups	\$2,855.99
Invoice	39802899	4/19/2019	
Cash Payment	E 201-41330-437 Other Miscellaneous	EDA Social 2019: Therapeutic Massage Gift Certificate	\$65.00
Invoice		4/23/2019	
Cash Payment	E 100-41940-321 Telephone	CH: Phone Services - 5 Lines - 5/23/19 - 6/22/19	\$192.88
Invoice	INV00102643	5/24/2019	
Cash Payment	E 100-43000-321 Telephone	PW: Phone Services - 3 Lines - 5/23/19 - 6/22/19	\$115.02
Invoice	INV00102643	5/24/2019	
Cash Payment	E 100-43000-215 Shop Supplies	Toilet Paper	\$16.09
Invoice	5542	4/25/2019	
Cash Payment	E 100-43000-208 Training and Instruction	Juice and Donuts for Training	\$14.39
Invoice	5542	4/25/2019	
Cash Payment	E 100-42220-260 Uniforms	2 Bullard PX Structural Firefighter Helmets	\$530.66
Invoice	19110	4/24/2019	
Cash Payment	E 100-41110-437 Other Miscellaneous	2019 Goal Setting Session: Supplies	\$7.23
Invoice		4/29/2019	
Cash Payment	E 601-49410-310 Other Professional Servi	1028 Mallard Street Water Main Break: 1.5 - 3" River Rock	\$43.73
Invoice	67772	5/2/2019	
Cash Payment	E 601-49410-310 Other Professional Servi	1028 Mallard Street Water Main Break: 1.5" River Rock	\$35.00
Invoice	1363141954	5/2/2019	
Cash Payment	E 100-41110-437 Other Miscellaneous	2019 Goal Setting Session: Breakfast Tray, Juice, Oranges	\$32.44
Invoice		5/3/2019	
Cash Payment	E 100-41110-437 Other Miscellaneous	2019 Goal Setting Session: Lunch from River Inn	\$204.53
Invoice		5/4/2019	
Cash Payment	E 100-41430-208 Training and Instruction	A. Biren: Hostile Event Training	\$30.00
Invoice		5/6/2019	
Cash Payment	E 100-41530-208 Training and Instruction	J. Heinz: Hostile Event Training	\$30.00
Invoice		5/6/2019	
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	PW: 3 Liftmaster Garage Door Remotes	\$77.14
Invoice		5/10/2019	
Cash Payment	E 100-42220-221 Equipment Parts	FD: Safety Effects Scotchlite Helmet Crescents - 5 Captain and 10 Firefighter	\$83.84
Invoice	E1846179	5/10/2019	
Cash Payment	E 100-41600-310 Other Professional Servi	Office 365 Business Software	\$8.86
Invoice	E060089BK4	5/13/2019	
Cash Payment	E 100-41600-310 Other Professional Servi	Microsoft Online Exchange - 28 E-Mail Accounts	\$112.00
Invoice	E060089BJ8	5/13/2019	
Cash Payment	E 100-42220-221 Equipment Parts	Helmet Stickers - 5 Captain and 10 Firefighter	\$131.90
Invoice	13132299-1	5/15/2019	
Cash Payment	E 100-41430-208 Training and Instruction	A. Biren: 5/9/19 Planning & Zoning Workshop Cancelled	-\$100.00
Invoice		5/19/2019	
Cash Payment	E 100-41330-208 Training and Instruction	M. Armstrong: 5/9/19 Planning & Zoning Workshop Cancelled	-\$100.00
Invoice		5/19/2019	

CITY OF HANOVER

Payments

Current Period: June 2019

Transaction Date	5/30/2019	Due 0	Cash	10100	Total	\$4,636.70
Refer	2691 WESTSIDE WHOLESAL TIRE & S		Ck# 002674E 6/4/2019			
Cash Payment	E 100-43240-384	Refuse/Garbage Dispos	2019 Clean Up Day: Tire Disposal			\$161.00
Invoice	834896	5/20/2019				
Transaction Date	5/30/2019	Due 0	Cash	10100	Total	\$161.00
Refer	2680 WRIGHT-HENNEPIN COOPERATIV		Ck# 002670E 6/4/2019			
Cash Payment	E 100-45200-381	Electric Utilities	EagleView Park - 3 Light Poles			\$56.16
Invoice	35027207337	5/16/2019				
Cash Payment	E 100-43000-310	Other Professional Servi	PW Building: Fire Panel Monitoring 7/31/19			\$27.95
Invoice	35027207337	5/16/2019				
Cash Payment	E 100-43000-310	Other Professional Servi	PW Building: Fire Alarm Testing / Inspection 7/31/19			\$18.95
Invoice	35027207337	5/16/2019				
Cash Payment	E 100-45200-381	Electric Utilities	Jansen Avenue Siren - November 2018 to April 2019			\$207.68
Invoice	35027207337	5/16/2019				
Transaction Date	5/30/2019	Due 0	Cash	10100	Total	\$310.74
Refer	2669 WSB & ASSOCIATES, INC.		Ck# 002669E 6/4/2019			
Cash Payment	E 823-41950-310	Other Professional Servi	CRHW 3rd Addition - Phase 2 Construction - Construction Observation: April 2019			\$1,150.00
Invoice	010287-24-0519	5/29/2019				
Cash Payment	E 818-41950-310	Other Professional Servi	CRHW 4th Addition - Phase 1 Plan Review - Plan Review: April 2019			\$1,506.00
Invoice	012259-3-0519	5/29/2019	Project 208257			
Cash Payment	E 100-41950-303	Engineering Fees	General Engineering Services: April 2019			\$708.50
Invoice	013265-4-0519	5/29/2019				
Cash Payment	E 603-41950-310	Other Professional Servi	MS4 Services: April 2019			\$460.00
Invoice	013432-3-0519	5/29/2019				
Cash Payment	E 818-41950-310	Other Professional Servi	Fehn Mining - IUP: April 2019			\$478.00
Invoice	014135-1-0519	5/29/2019	Project 208249			
Transaction Date	5/30/2019	Due 0	Cash	10100	Total	\$4,302.50
Refer	2682 XCEL ENERGY		Ck# 034307 6/4/2019			
Cash Payment	E 100-42280-381	Electric Utilities	Fire Station 04/08/19 - 05/07/19			\$113.87
Invoice						
Cash Payment	E 100-41940-381	Electric Utilities	City Hall 04/08/19 - 05/07/19			\$386.03
Invoice	638399245	5/16/2019				
Cash Payment	E 100-45200-381	Electric Utilities	Historical Bridge Lighting 04/08/19 - 05/07/19			\$29.14
Invoice	638399245	5/16/2019				
Cash Payment	E 100-43160-381	Electric Utilities	209 LaBeaux Avenue NE 04/08/19 - 05/07/19			\$20.08
Invoice	638399245	5/16/2019				
Cash Payment	E 100-45200-381	Electric Utilities	Cardinal Circle Park 04/09/19 - 05/08/19			\$12.92
Invoice	638399245	5/16/2019				
Cash Payment	E 100-45200-381	Electric Utilities	1033 Mallard Street NE 04/09/19 - 05/08/19			\$11.44
Invoice	638399245	5/16/2019				
Cash Payment	E 100-43160-381	Electric Utilities	751 LaBeaux Avenue NE 04/09/19 - 05/08/19			\$28.89
Invoice	638399245	5/16/2019				
Cash Payment	E 100-43000-381	Electric Utilities	Public Works Building 04/08/19 - 05/07/19			\$281.71
Invoice	638399245	5/16/2019				
Transaction Date	5/30/2019	Due 0	Cash	10100	Total	\$884.08

Payments

Current Period: June 2019

Fund Summary

	10100 Cash
823 CROW RVR HTS WEST 3RD / BACKES	\$1,150.00
818 MISC ESCROWS FUND	\$2,002.50
603 STORM WATER ENTERPRISE FUND	\$460.00
602 SEWER ENTERPRISE FUND	\$4,325.00
601 WATER ENTERPRISE FUND	\$78.73
201 EDA SPECIAL REVENUE FUND	\$65.00
100 GENERAL FUND	\$41,519.68
	<hr/>
	\$49,600.91

Pre-Written Check	\$49,600.91
Checks to be Generated by the Computer	\$0.00
Total	<hr/>
	\$49,600.91

CITY OF HANOVER

05/31/19 11:18 AM

Page 1

*Check Summary Register©

Cks 6/4/2019 - 6/4/2019

Name	Check Date	Check Amt	
10100 Cash			
Paid Chk# 002669E WSB & ASSOCIATES, INC.	6/4/2019	\$4,302.50	CRHW 3rd Addition - Phase 2 Co
Paid Chk# 002670E Wright-Hennepin Coop Electric	6/4/2019	\$310.74	EagleView Park - 3 Light Poles
Paid Chk# 002671E BLUE TARP FINANCIAL	6/4/2019	\$57.98	TopWind A-Frame Jack for Gener
Paid Chk# 002672E CITY OF ST. MICHAEL	6/4/2019	\$2,150.00	Industrial Lift Station Annual
Paid Chk# 002673E Randy's Environmental Services	6/4/2019	\$3,765.52	Recycling - May 2019
Paid Chk# 002674E WESTSIDE WHOLESALE TIRE &	6/4/2019	\$161.00	2019 Clean Up Day: Tire Dispos
Paid Chk# 034285 AMERICAN PRESSURE INC.	6/4/2019	\$283.80	FD Pressure Washer: Several Le
Paid Chk# 034286 BANYON DATA SYSTEMS	6/4/2019	\$1,785.00	Banyon Support Services 2019
Paid Chk# 034287 CARDMEMBER SERVICE	6/4/2019	\$752.81	Chief's Meeting: Catering by R
Paid Chk# 034288 COMCAST	6/4/2019	\$233.81	CH: Digital Voice & Internet -
Paid Chk# 034289 GO2 PRINT MEDIA GROUP	6/4/2019	\$207.96	J. Heinz: Carhartt Sweatshirt
Paid Chk# 034290 Guidance Point Technologies	6/4/2019	\$150.00	5/23/19 Remote Service: Symant
Paid Chk# 034291 GWRRA CHAPTER Q	6/4/2019	\$200.00	Hall Damage Deposit Release -
Paid Chk# 034292 Hanover Wine & Spirits LLC	6/4/2019	\$200.00	Hall Damage Deposit Release -
Paid Chk# 034293 KAZADI, SHARUFA	6/4/2019	\$200.00	Hall Damage Deposit Release -
Paid Chk# 034294 LEAGUE OF MN CITIES INS. TRU	6/4/2019	\$21,384.00	Work Comp Public Works: 01/01/
Paid Chk# 034295 MARCO TECHNOLOGIES, LLC	6/4/2019	\$176.05	Contract Base Rate Charge for
Paid Chk# 034296 MCFOA REGION IV	6/4/2019	\$20.00	MCFOA Region IV Training - Dis
Paid Chk# 034297 METRO WEST INSPECTION SER	6/4/2019	\$2,149.56	Pmt 30-19 @ 10584 Rosedale Av
Paid Chk# 034298 MFSCB	6/4/2019	\$115.00	S. Thompson: Firefighter II Ce
Paid Chk# 034299 NELSON ELECTRIC MOTOR REP	6/4/2019	\$2,175.00	Industrial Park Lift Station:
Paid Chk# 034300 PLUNKETTS	6/4/2019	\$142.72	General Pest Control
Paid Chk# 034301 Rupp Anderson Squires & Waldsp	6/4/2019	\$934.00	City Council and Board / Commi
Paid Chk# 034302 SCHULTES GREENHOUSE	6/4/2019	\$274.23	Flowers for City Hall Pots
Paid Chk# 034303 SITE ONE LANDSCAPE SUPPLY	6/4/2019	\$920.53	Posting Sticks and Posting Sig
Paid Chk# 034304 TECHMATE	6/4/2019	\$985.00	2019 City Clean Up Day: TV, Mo
Paid Chk# 034305 VETRANO, DANIELLE	6/4/2019	\$42.92	Easter Egg Hunt Prizes for 202
Paid Chk# 034306 VISA	6/4/2019	\$4,636.70	2019 Goal Setting Session: Bre
Paid Chk# 034307 XCEL ENERGY	6/4/2019	\$884.08	1033 Mallard Street NE 04/09/1
	Total Checks	\$49,600.91	

FILTER: None



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

333 South Seventh Street, Suite 2800
Minneapolis, MN 55402
Office (612) 436-4300 Fax (612) 436-4340
www.raswlaw.com

Federal Tax ID 46-1641135

Statement as of: 3/31/2019
Statement Date: 5/16/2019
Statement No. 8975

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

4011(1)-0001: Miscellaneous	578.50
4011(1)-0004: City Council and Board/Commission Meetings	300.00
4011(1)-0097: Full Time City Employee Relief Association Pension Issue	55.50

Total Fees and Expenses: \$934.00

Previous Balance: -

Total Now Due: \$934.00

GH

MAY 20 2019



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

333 South Seventh Street, Suite 2800
Minneapolis, MN 55402
Office (612) 436-4300 Fax (612) 436-4340
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Federal Tax ID 46-1641135

Statement as of: 3/31/2019
Statement Date: 5/16/2019
Statement No. 8975

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

4011(1)-0001: Miscellaneous

		Hours	Rate	Amount
03/04/2019 ZJC	Review and revise storm water maintenance agreement to incorporate new indemnification language and reject certain proposals from opposing party; draft cover e-mail to Brian Hagen explaining the same.	0.70	185.00	129.50
03/05/2019 JTS	Review agenda materials and prepare for meeting.	0.60	185.00	111.00
03/12/2019 JTS	Telephone conference with Brian regarding Fire Relief Pension issue.	0.30	185.00	55.50
03/18/2019 JTS	Begin analysis of Fire Relief issue; Brian e-mail; e-mail Brian.	0.80	185.00	148.00
03/26/2019 JTS	Cindy Nash e-mail regarding annexation. <i>Riverside Acres</i>	0.10	185.00	18.50
03/29/2019 JTS	Telephone conference with Brian regarding fire department issue.	0.30	185.00	55.50
	Sub-total Fees:			\$518.00

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

		Hours	Rate	Amount
03/05/2019 JTS	Council meeting.	4.00	185.00	300.00
	Sub-total Fees:			\$300.00

4011(1)-0097: Full Time City Employee Relief Association Pension Issue

		Hours	Rate	Amount
03/18/2019 TSW	Office conference with Jay Squires regarding full time employee firefighter relief association and pension issue; Begin conducting legal research regarding the same.	0.30	185.00	55.50
	Sub-total Fees:			\$55.50

Rate Summary

Tessa S. Wagner	0.30 hours at \$185.00/hr	55.50
Zachary J. Cronen	0.70 hours at \$185.00/hr	129.50
Jay T. Squires	6.10 hours at \$185.00/hr	688.50
Total hours:	7.10	873.50

Expenses

	Units	Price	Amount
03/05/2019 Mileage.	75.00	0.58	43.50
03/29/2019 Photocopies.	85.00	0.20	17.00
Sub-total Expenses:			\$60.50

Total Fees and Expenses: \$934.00

Previous Balance: -

Total Now Due: \$934.00

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

Janice A. Anderson
Accounts Manager

18.50 = E# 818-41610-310

Misc. Escrows

Project # 208252

↳ City Attorney

↳ Other Prof. Svcs.

915.50 = E# 100-41610-304

City Attorney

↳ Legal Fees

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416



2669

May 29, 2019

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

Re: April 2019 Invoices

Dear Mr. Hagen:

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

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

Sincerely,

WSB & Associates, Inc.

Justin Messner
Principal

Enclosures

nf



Project Budget Tracking

For the period 4/1/2019 - 4/30/2019

Project Name	WSB Project #	Project Manager	Current Invoice	Fee Type	JTD Billed	Comments	Client Invoice Reviewer
HANO - 2019 General Engineering Services	R-013265-000	Preisler, Nicholas	\$ 708.50	Hourly	\$ 5,082.50		Hagen, Brian
HANO - 2019 MSA Services	R-013432-000	Johnson, Paul	\$ 460.00	Hourly	\$ 1,311.50		Hagen, Brian
HANO - Crow River Heights West 4th Addition	R-012259-000	Preisler, Nicholas	\$ 1,506.00	Hourly	\$ 2,560.50		Hagen, Brian
HANO - Mahler Mining Pit Expansion	R-014135-000	Preisler, Nicholas	\$ 478.00	Hourly	\$ 478.00		Hagen, Brian
HANO- Crow River Heights West 3rd Addition	R-010287-000	Preisler, Nicholas	\$ 1,150.00	Hourly	\$ 69,247.75		Hagen, Brian
Final Totals			\$ 4,302.50				

JP



701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



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

May 29, 2019
 Project/Invoice: R-010287-000 - 24 - 0519
 Reviewed by: Justin Messner
 Project Manager: Nicholas Preisler

Crow River Heights West 3rd Addition
Professional Services from April 1, 2019 to April 30, 2019

Phase	002	Construction			
Construction Observation					
			Hours	Rate	Amount
Johnson, Paul		4/2/2019	1.50	115.00	172.50
Erosion Control					
Johnson, Paul		4/3/2019	1.00	115.00	115.00
Erosion Control					
Johnson, Paul		4/9/2019	1.50	115.00	172.50
Erosion Control					
Johnson, Paul		4/10/2019	1.00	115.00	115.00
Erosion Control					
Johnson, Paul		4/16/2019	1.50	115.00	172.50
Erosion Control					
Johnson, Paul		4/17/2019	1.00	115.00	115.00
Erosion Control					
Johnson, Paul		4/23/2019	1.50	115.00	172.50
Erosion Control					
Johnson, Paul		4/24/2019	1.00	115.00	115.00
Erosion Control					
	Totals		10.00		1,150.00
	Total Labor				1,150.00
				Total this Task	\$1,150.00
				Total this Phase	\$1,150.00
				Total this Invoice	\$1,150.00

Billings to Date

	Current	Prior	Total
Labor	1,150.00	68,097.75	69,247.75
Totals	1,150.00	68,097.75	69,247.75

E# 823-41950-310
 CRHW 3rd Addition
 ↳ Engineer
 ↳ Other Prof. Sres.

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



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

May 29, 2019
 Project/Invoice: R-012259-000 - 3 - 0519
 Reviewed by: Justin Messner
 Project Manager: Nicholas Preisler

Crow River Heights West 4th Addition
Professional Services from April 1, 2019 to April 30, 2019

Phase 001 Plan Review
 Plan Review

		Hours	Rate	Amount
Fallon, Kendra	4/29/2019	1.50	102.00	153.00
4th Addition Resubmittal Plan Review				
Fallon, Kendra	4/30/2019	2.00	102.00	204.00
4th Addition Resubmittal Plan Review				
Keller, Kris	4/29/2019	.50	124.00	62.00
Plan Review				
Keller, Kris	4/30/2019	4.75	124.00	589.00
Plan Review				
Messner, Justin	4/22/2019	1.00	166.00	166.00
4th Addition Plan Review				
Messner, Justin	4/29/2019	2.00	166.00	332.00
Construction plan review				
Totals		11.75		1,506.00
Total Labor				1,506.00
Total this Task				\$1,506.00
Total this Phase				\$1,506.00

Billing Limits	Current	Prior	To-Date
Total Billings	1,506.00	1,054.50	2,560.50
Limit			60,000.00
Remaining			57,439.50

Total this Invoice \$1,506.00

E# 818-41950-310

Misc. Escrows

↳ Engineer

↳ Other Prof. Svcs.

Project # 208257

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



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

May 29, 2019
 Project/Invoice: R-013265-000-4-0519
 Reviewed by: Justin Messner
 Project Manager: Nicholas Preisler

2019 General Engineering Services
Professional Services from April 1, 2019 to April 30, 2019

Phase	001	General Engineering Services				
Project Management						
			Hours	Rate	Amount	
Messner, Justin	4/3/2019		.25	166.00	41.50	
531 Kayla Deck Permit						
Messner, Justin	4/5/2019		.25	166.00	41.50	
Comcast utility permit						
Messner, Justin	4/18/2019		.25	166.00	41.50	
Shed Permit - 1050 Mallarard						
Messner, Justin	4/19/2019		.25	166.00	41.50	
Deck Permit - 531 Kayla						
Preisler, Nicholas	4/2/2019		.50	124.00	62.00	
9872 Jordan Ave foundation as built						
Preisler, Nicholas	4/3/2019		1.50	124.00	186.00	
11039 Lamont SAC/WAC						
Preisler, Nicholas	4/4/2019		1.00	124.00	124.00	
531 Kayla Deck Permit						
	Totals		4.00		538.00	
	Total Labor				538.00	
					Total this Task	\$538.00
Council Meetings						
Field Services Billing						
Council Mtg and/or Planning Commission						
			1.0 Meeting @ 40.00		40.00	
	Total Field Services				40.00	
					Total this Task	\$40.00
GIS Mapping						
			Hours	Rate	Amount	
Phillippi, Michael	4/22/2019		1.50	87.00	130.50	
updated Zoning Map for Justin						
	Totals		1.50		130.50	
	Total Labor				130.50	

Project R-013265-000 HANO - 2019 General Engineering Services Invoice 4

Total this Task \$130.50

Total this Phase \$708.50

Total this Invoice \$708.50

Billings to Date

	Current	Prior	Total
Labor	668.50	4,334.00	5,002.50
Field Services	40.00	40.00	80.00
Totals	708.50	4,374.00	5,082.50

JH

E # 100 - 41950 - 303

Engineer
↳ Engineering Fees

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



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

May 29, 2019
 Project/Invoice: R-013432-000 - 3 - 0519
 Reviewed by: Justin Messner
 Project Manager: Paul Johnson

2019 MS4 Services

Professional Services from April 1, 2019 to April 30, 2019

Phase 001 2019 MS4 Services
 SWPPP

		Hours	Rate	Amount
Johnson, Paul	4/1/2019	1.50	115.00	172.50
Annual Report and Inspection Correspondence				
Johnson, Paul	4/2/2019	.50	115.00	57.50
MS4 Inspection with Jason D Hanover				
Johnson, Paul	4/29/2019	2.00	115.00	230.00
MS4 Annual Training/presentation prep				
Totals		4.00		460.00
Total Labor				460.00

Total this Task \$460.00

Total this Phase \$460.00

Total this Invoice \$460.00

Billings to Date

	Current	Prior	Total
Labor	460.00	851.50	1,311.50
Totals	460.00	851.50	1,311.50

E# 603-41950-310

Storm Water Ent. Fund

↳ Engineer

↳ Other Prof. Svcs.

701 XENIA AVENUE S
 SUITE 300
 MINNEAPOLIS, MN
 55416



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

May 29, 2019
 Project/Invoice: R-014135-000 - 1 - 0519
 Reviewed by: Justin Messner
 Project Manager: Nicholas Preisler

Mahler Mining Pit Expansion

Professional Services from April 1, 2019 to April 30, 2019

Phase 001 Mahler Mining Pit Expansion
 Plan Review

	Hours	Rate	Amount
Alms, William Mahler Pit Expansion, Hanover – stormwater	4/17/2019 1.00	146.00	146.00
Messner, Justin Mahler Pit EAW comments	4/4/2019 1.50	166.00	249.00
Messner, Justin Mahler Pit Review	4/9/2019 .50	166.00	83.00
Totals	3.00		478.00
Total Labor			478.00
		Total this Task	\$478.00
		Total this Phase	\$478.00
		Total this Invoice	\$478.00

Billings to Date

	Current	Prior	Total
Labor	478.00	0.00	478.00
Totals	478.00	0.00	478.00

JH

E# 818-41950-310

Misc. Escrow

↳ Engineer

↳ Other Prof. Svcs.

Project # 208249

CITY OF HANOVER

Cash Balances

June 2019

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$340,594.37	\$200.00	\$41,719.68	\$299,074.69
107 FIRE DEPT DONATIONS FUND	\$26,595.43	\$0.00	\$0.00	\$26,595.43
201 EDA SPECIAL REVENUE FUND	\$97,732.55	\$0.00	\$65.00	\$97,667.55
205 EDA BUSINESS INCENTIVE FUND	\$146,588.42	\$0.00	\$0.00	\$146,588.42
311 2008A GO CIP REFUNDING BOND	\$46,406.25	\$0.00	\$0.00	\$46,406.25
312 2009A GO IMP REFUNDING BOND	\$10,847.48	\$0.00	\$0.00	\$10,847.48
314 2011A GO IMP CROSSOVER REF BD	\$466,327.25	\$0.00	\$0.00	\$466,327.25
315 2016A GO CIP BOND	\$11,234.06	\$0.00	\$0.00	\$11,234.06
401 GENERAL CAPITAL PROJECTS	\$735,073.49	\$0.00	\$0.00	\$735,073.49
402 PARKS CAPITAL PROJECTS	\$75,293.82	\$0.00	\$0.00	\$75,293.82
403 FIRE DEPT CAPITAL FUND	\$345,197.94	\$0.00	\$0.00	\$345,197.94
404 HISTORICAL CAPITAL PROJ FUND	\$0.00	\$0.00	\$0.00	\$0.00
405 PARK DEDICATION FEE	\$2,740.00	\$0.00	\$0.00	\$2,740.00
406 GAMBLING PROCEEDS	\$11,009.03	\$0.00	\$0.00	\$11,009.03
407 TIF REDEV DIST #1	\$7,914.67	\$0.00	\$0.00	\$7,914.67
409 MAHLER PIT - 15TH ST IMP FUND	\$92,696.66	\$0.00	\$0.00	\$92,696.66
411 FACILITIES CAPITAL PROJ FUND	\$0.00	\$0.00	\$0.00	\$0.00
417 EQUIPMENT CAPITAL FUND	\$128,408.41	\$0.00	\$0.00	\$128,408.41
418 STREET CAPITAL PROJ FUND	\$104,112.70	\$0.00	\$0.00	\$104,112.70
601 WATER ENTERPRISE FUND	\$924,107.64	\$0.00	\$78.73	\$924,028.91
602 SEWER ENTERPRISE FUND	\$405,114.29	\$0.00	\$4,325.00	\$400,789.29
603 STORM WATER ENTERPRISE FUND	\$148,350.58	\$0.00	\$460.00	\$147,890.58
611 WATER CAPITAL IMP FUND	\$179,597.90	\$0.00	\$0.00	\$179,597.90
612 SEWER CAPITAL IMP FUND	\$1,980,774.78	\$0.00	\$0.00	\$1,980,774.78
613 STORM WATER CAPITAL IMP FUND	\$617,032.38	\$0.00	\$0.00	\$617,032.38
701 RIVER ROAD CEMETERY	\$35,981.74	\$0.00	\$0.00	\$35,981.74
811 EROSION CONTROL ESCROW FUND	\$40,000.00	\$0.00	\$0.00	\$40,000.00
815 LANDSCAPE ESCROW FUND	\$38,000.00	\$0.00	\$0.00	\$38,000.00
817 INFRASTRUCTURE ESCROW FUND	\$16,000.00	\$0.00	\$0.00	\$16,000.00
818 MISC ESCROWS FUND	\$29,738.50	\$0.00	\$2,002.50	\$27,736.00
820 BRIDGES TOWNHOMES ESC FUND	\$3,686.68	\$0.00	\$0.00	\$3,686.68
823 CROW RVR HTS WEST 3RD / BACKES	\$13,629.52	\$0.00	\$1,150.00	\$12,479.52
825 CROW RVR HTS FUT WEST PLAT/PUD	\$7,069.56	\$0.00	\$0.00	\$7,069.56
826 CROW RVR HTS 4TH ADD FINL PLAT	\$0.00	\$0.00	\$0.00	\$0.00
827 HANOVER COVE PRELIMINARY PLAT	\$30,128.31	\$0.00	\$0.00	\$30,128.31
900 INTEREST	\$0.00	\$0.00	\$0.00	\$0.00
	\$7,117,984.41	\$200.00	\$49,800.91	\$7,068,383.50

Revenue Budget Report - General Fund

Source Alt Code	Account Descr	June 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
TAXES	R 100-31000 Property Taxes - General	\$0.00	\$0.00	\$1,019,659.00	\$1,019,659.00	0.00%
TAXES	R 100-31020 Property Taxes - Fire	\$0.00	\$0.00	\$101,578.00	\$101,578.00	0.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$3,637.40	\$15,000.00	\$11,362.60	24.25%
Source Alt Code TAXES		\$0.00	\$3,637.40	\$1,136,237.00	\$1,132,599.60	0.32%
SERVICE	R 100-34000 Charges for Services	\$0.00	\$5,117.00	\$0.00	-\$5,117.00	0.00%
SERVICE	R 100-34101 City Hall Rent Revenue	\$0.00	\$5,825.00	\$10,000.00	\$4,175.00	58.25%
SERVICE	R 100-34107 Assessment Search Fees	\$0.00	\$325.00	\$600.00	\$275.00	54.17%
SERVICE	R 100-34108 Administrative Fees	\$0.00	\$3,550.00	\$3,000.00	-\$550.00	118.33%
SERVICE	R 100-34109 Copies/Faxes	\$0.00	\$0.00	\$50.00	\$50.00	0.00%
SERVICE	R 100-34206 Other Public Safety Charges	\$0.00	\$620.00	\$0.00	-\$620.00	0.00%
SERVICE	R 100-34207 Fire Protection Services	\$0.00	\$20,649.47	\$110,755.00	\$90,105.53	18.64%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$0.00	\$1,135.00	\$6,000.00	\$4,865.00	18.92%
SERVICE	R 100-34780 Park Rental Fees	\$0.00	\$1,154.40	\$2,500.00	\$1,345.60	46.18%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$3,400.00	\$2,000.00	-\$1,400.00	170.00%
Source Alt Code SERVICE		\$0.00	\$41,775.87	\$134,905.00	\$93,129.13	30.97%
MISC	R 100-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$0.00	\$325.13	\$100.00	-\$225.13	325.13%
MISC	R 100-36210 Interest Earnings	\$0.00	\$2,063.40	\$0.00	-\$2,063.40	0.00%
MISC	R 100-36215 Investment Income/Loss	\$0.00	\$3,428.31	\$0.00	-\$3,428.31	0.00%
MISC	R 100-36230 Contributions and Donations	\$0.00	\$250.00	\$400.00	\$150.00	62.50%
MISC	R 100-36235 Insurance Dividends	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
MISC	R 100-36250 Damage Deposits	\$0.00	\$5,250.00	\$0.00	-\$5,250.00	0.00%
MISC	R 100-36260 Refunds or Reimbursements	\$0.00	\$19.56	\$0.00	-\$19.56	0.00%
MISC	R 100-36290 Sale of Vehicles/Equipment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-39101 Sales of General Fixed Asset	\$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	\$11,336.40	\$4,500.00	-\$6,836.40	251.92%
LIC PERM	R 100-32110 Alcoholic Beverages	\$0.00	\$3,470.00	\$10,370.00	\$6,900.00	33.46%
LIC PERM	R 100-32180 Other Bus. Licenses/Permits	\$0.00	\$400.00	\$1,000.00	\$600.00	40.00%
LIC PERM	R 100-32210 Building Permits	\$0.00	\$29,061.98	\$100,000.00	\$70,938.02	29.06%
LIC PERM	R 100-32240 Animal Licenses	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LIC PERM	R 100-32260 Solid Waste Hauler Licenses	\$0.00	\$1,500.00	\$1,500.00	\$0.00	100.00%
LIC PERM	R 100-32270 Rental Dwelling Licenses	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LIC PERM	R 100-32280 Other Non-Business Lic/Per	\$0.00	\$0.00	\$50.00	\$50.00	0.00%
Source Alt Code LIC PERM		\$0.00	\$34,431.98	\$112,920.00	\$78,488.02	30.49%
INTGOVT	R 100-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT	R 100-33401 Local Government Aid	\$0.00	\$0.00	\$118,253.00	\$118,253.00	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	\$39,000.00	\$39,000.00	0.00%
INTGOVT	R 100-33426 State Police Aid	\$0.00	\$0.00	\$5,500.00	\$5,500.00	0.00%
INTGOVT	R 100-33610 County Grants/Aid for Roads	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code INTGOVT		\$0.00	\$0.00	\$163,092.00	\$163,092.00	0.00%
FINES	R 100-35100 Court Fines	\$0.00	\$606.63	\$3,000.00	\$2,393.37	20.22%
Source Alt Code FINES		\$0.00	\$606.63	\$3,000.00	\$2,393.37	20.22%
Fund 100 GENERAL FUND		\$0.00	\$91,788.28	\$1,554,654.00	\$1,462,865.72	5.90%

CITY OF HANOVER
Revenue Budget Report - General Fund

Source Alt Code	Account Descr	June 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
		\$0.00	\$91,788.28	\$1,554,654.00	\$1,462,865.72	5.90%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	June 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
Dept 41110 Council						
COUNCIL	E 100-41110-111 Committee Wages/Mee	\$0.00	\$0.00	\$13,000.00	\$13,000.00	0.00%
COUNCIL	E 100-41110-122 FICA	\$0.00	\$0.00	\$806.00	\$806.00	0.00%
COUNCIL	E 100-41110-123 Medicare	\$0.00	\$0.00	\$189.00	\$189.00	0.00%
COUNCIL	E 100-41110-208 Training and Instructio	\$0.00	\$850.00	\$1,000.00	\$150.00	85.00%
COUNCIL	E 100-41110-306 Dues & Subscriptions	\$0.00	\$5,702.59	\$7,500.00	\$1,797.41	76.03%
COUNCIL	E 100-41110-331 Travel Expenses	\$0.00	\$382.00	\$1,000.00	\$618.00	38.20%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$244.20	\$441.02	\$20,000.00	\$19,558.98	2.21%
Dept 41110 Council		\$244.20	\$7,375.61	\$43,495.00	\$36,119.39	16.96%
Dept 41330 Boards and Commissions						
BRDCOMM	E 100-41330-111 Committee Wages/Mee	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
BRDCOMM	E 100-41330-208 Training and Instructio	\$150.00	\$150.00	\$0.00	-\$150.00	0.00%
BRDCOMM	E 100-41330-331 Travel Expenses	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 41330 Boards and Commissions		\$150.00	\$150.00	\$5,000.00	\$4,850.00	3.00%
Dept 41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$0.00	\$29,719.36	\$75,642.00	\$45,922.64	39.29%
CITYADM	E 100-41400-121 PERA	\$0.00	\$2,372.53	\$5,673.00	\$3,300.47	41.82%
CITYADM	E 100-41400-122 FICA	\$0.00	\$1,958.50	\$4,690.00	\$2,731.50	41.76%
CITYADM	E 100-41400-123 Medicare	\$0.00	\$458.05	\$1,097.00	\$638.95	41.75%
CITYADM	E 100-41400-134 Employer Paid Life	\$0.00	\$232.66	\$385.00	\$152.34	60.43%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$0.00	\$3,500.00	\$8,400.00	\$4,900.00	41.67%
CITYADM	E 100-41400-208 Training and Instructio	\$0.00	\$1,195.00	\$1,500.00	\$305.00	79.67%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$0.00	\$68.28	\$250.00	\$181.72	27.31%
Dept 41400 City Administrator		\$0.00	\$39,504.38	\$97,637.00	\$58,132.62	40.46%
Dept 41410 Elections						
ELECTION	E 100-41410-200 Office Supplies (GENER	\$0.00	-\$1,651.40	\$100.00	\$1,751.40	651.40%
ELECTION	E 100-41410-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELECTION	E 100-41410-351 Legal Notices Publishin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELECTION	E 100-41410-400 Repairs & Maint Cont (\$0.00	\$1,201.60	\$2,000.00	\$798.40	60.08%
Dept 41410 Elections		\$0.00	-\$449.80	\$2,100.00	\$2,549.80	-21.42%
Dept 41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$0.00	\$18,890.23	\$48,004.00	\$29,113.77	39.35%
CLERICAL	E 100-41430-121 PERA	\$0.00	\$1,507.88	\$3,600.00	\$2,092.12	41.89%
CLERICAL	E 100-41430-122 FICA	\$0.00	\$1,243.75	\$2,976.00	\$1,732.25	41.79%
CLERICAL	E 100-41430-123 Medicare	\$0.00	\$290.85	\$696.00	\$405.15	41.79%
CLERICAL	E 100-41430-134 Employer Paid Life	\$0.00	\$159.46	\$1,540.00	\$1,380.54	10.35%
CLERICAL	E 100-41430-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CLERICAL	E 100-41430-151 Med/Dental Insurance	\$0.00	\$3,500.00	\$8,400.00	\$4,900.00	41.67%
CLERICAL	E 100-41430-208 Training and Instructio	-\$70.00	\$180.00	\$500.00	\$320.00	36.00%
CLERICAL	E 100-41430-306 Dues & Subscriptions	\$0.00	\$45.00	\$100.00	\$55.00	45.00%
Dept 41430 Clerical Staff		-\$70.00	\$25,817.17	\$65,816.00	\$39,998.83	39.23%
Dept 41435 Staff Expenses						
STAFFEXP	E 100-41435-260 Uniforms	\$142.40	\$262.38	\$300.00	\$37.62	87.46%
STAFFEXP	E 100-41435-310 Other Professional Serv	\$0.00	\$150.00	\$500.00	\$350.00	30.00%
STAFFEXP	E 100-41435-331 Travel Expenses	\$0.00	\$1,052.83	\$2,000.00	\$947.17	52.64%
Dept 41435 Staff Expenses		\$142.40	\$1,465.21	\$2,800.00	\$1,334.79	52.33%
Dept 41530 Accounting						
ACCTING	E 100-41530-101 Full-Time Employees R	\$0.00	\$21,879.20	\$55,692.00	\$33,812.80	39.29%
ACCTING	E 100-41530-121 PERA	\$0.00	\$1,746.65	\$4,177.00	\$2,430.35	41.82%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	June 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
ACCTING	E 100-41530-122 FICA	\$0.00	\$1,443.90	\$3,453.00	\$2,009.10	41.82%
ACCTING	E 100-41530-123 Medicare	\$0.00	\$337.66	\$808.00	\$470.34	41.79%
ACCTING	E 100-41530-134 Employer Paid Life	\$0.00	\$184.08	\$1,060.00	\$875.92	17.37%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$0.00	\$3,351.68	\$8,398.00	\$5,046.32	39.91%
ACCTING	E 100-41530-208 Training and Instructio	\$50.00	\$50.00	\$1,000.00	\$950.00	5.00%
ACCTING	E 100-41530-306 Dues & Subscriptions	\$0.00	\$50.04	\$250.00	\$199.96	20.02%
ACCTING	E 100-41530-310 Other Professional Serv	\$0.00	\$3,137.90	\$2,500.00	-\$637.90	125.52%
Dept 41530 Accounting		\$50.00	\$32,181.11	\$77,338.00	\$45,156.89	41.61%
Dept 41540 Auditing						
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$0.00	\$17,650.00	\$22,000.00	\$4,350.00	80.23%
Dept 41540 Auditing		\$0.00	\$17,650.00	\$22,000.00	\$4,350.00	80.23%
Dept 41550 Assessing						
ASSESS G	E 100-41550-310 Other Professional Serv	\$0.00	\$8.60	\$21,000.00	\$20,991.40	0.04%
Dept 41550 Assessing		\$0.00	\$8.60	\$21,000.00	\$20,991.40	0.04%
Dept 41570 Purchasing						
PURCHASE	E 100-41570-200 Office Supplies (GENER	\$0.00	\$946.09	\$3,500.00	\$2,553.91	27.03%
PURCHASE	E 100-41570-205 Bank Fees	\$0.00	\$34.00	\$200.00	\$166.00	17.00%
PURCHASE	E 100-41570-207 Computer Supplies	\$1,785.00	\$6,129.93	\$6,000.00	-\$129.93	102.17%
PURCHASE	E 100-41570-220 Repair/Maint Supply (G	\$176.05	\$2,220.83	\$4,000.00	\$1,779.17	55.52%
PURCHASE	E 100-41570-322 Postage	\$0.00	\$1,158.93	\$2,500.00	\$1,341.07	46.36%
PURCHASE	E 100-41570-570 Office Equip and Furnis	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
Dept 41570 Purchasing		\$1,961.05	\$10,489.78	\$19,200.00	\$8,710.22	54.63%
Dept 41600 Computer						
COMPUTER	E 100-41600-310 Other Professional Serv	\$270.86	\$3,125.82	\$5,000.00	\$1,874.18	62.52%
Dept 41600 Computer		\$270.86	\$3,125.82	\$5,000.00	\$1,874.18	62.52%
Dept 41610 City Attorney						
CITYATNY	E 100-41610-304 Legal Fees	\$915.50	\$2,418.25	\$23,500.00	\$21,081.75	10.29%
Dept 41610 City Attorney		\$915.50	\$2,418.25	\$23,500.00	\$21,081.75	10.29%
Dept 41910 Planning and Zoning						
PLANZONG	E 100-41910-310 Other Professional Serv	\$0.00	\$7,596.25	\$25,000.00	\$17,403.75	30.39%
Dept 41910 Planning and Zoning		\$0.00	\$7,596.25	\$25,000.00	\$17,403.75	30.39%
Dept 41940 General Govt Buildings/Plant						
GOVTBLDG	E 100-41940-210 Operating Supplies (GE	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (G	\$0.00	\$2,683.97	\$7,000.00	\$4,316.03	38.34%
GOVTBLDG	E 100-41940-306 Dues & Subscriptions	\$0.00	\$525.00	\$525.00	\$0.00	100.00%
GOVTBLDG	E 100-41940-310 Other Professional Serv	\$142.72	\$2,246.21	\$7,500.00	\$5,253.79	29.95%
GOVTBLDG	E 100-41940-321 Telephone	\$275.90	\$2,168.79	\$6,400.00	\$4,231.21	33.89%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$25.06	\$500.00	\$474.94	5.01%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$386.03	\$2,661.49	\$9,600.00	\$6,938.51	27.72%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$0.00	\$2,319.73	\$5,000.00	\$2,680.27	46.39%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$303.12	\$1,566.98	\$3,500.00	\$1,933.02	44.77%
GOVTBLDG	E 100-41940-415 Other Equipment Renta	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
GOVTBLDG	E 100-41940-520 Buildings and Structure	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
GOVTBLDG	E 100-41940-560 Furniture and Fixtures	\$2,855.99	\$3,632.48	\$2,000.00	-\$1,632.48	181.62%
GOVTBLDG	E 100-41940-580 Other Equipment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 41940 General Govt Buildings/Plant		\$3,963.76	\$17,829.71	\$48,025.00	\$30,195.29	37.13%
Dept 41950 Engineer						
ENGINEER	E 100-41950-303 Engineering Fees	\$708.50	\$3,682.00	\$20,000.00	\$16,318.00	18.41%
Dept 41950 Engineer		\$708.50	\$3,682.00	\$20,000.00	\$16,318.00	18.41%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	June 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
Dept 41960 Insurance						
INSURANCE	E 100-41960-150 Worker s Comp (GENE	\$7,631.04	\$12,875.72	\$18,000.00	\$5,124.28	71.53%
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	\$9,658.59	\$25,000.00	\$15,341.41	38.63%
Dept 41960 Insurance		\$7,631.04	\$22,534.31	\$43,000.00	\$20,465.69	52.41%
Dept 41970 Legal Publications						
LEGALPUB	E 100-41970-341 Employment	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
LEGALPUB	E 100-41970-343 Other Advertising	\$0.00	\$119.00	\$100.00	-\$19.00	119.00%
LEGALPUB	E 100-41970-351 Legal Notices Publishin	\$0.00	\$99.58	\$1,000.00	\$900.42	9.96%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$52.65	\$250.00	\$197.35	21.06%
Dept 41970 Legal Publications		\$0.00	\$271.23	\$1,650.00	\$1,378.77	16.44%
Dept 42000 Public Safety (GENERAL)						
PUBSAFTY	E 100-42000-437 Other Miscellaneous	\$0.00	\$20.00	\$0.00	-\$20.00	0.00%
Dept 42000 Public Safety (GENERAL)		\$0.00	\$20.00	\$0.00	-\$20.00	0.00%
Dept 42101 Hennepin County Sheriff						
HCSHERIFF	E 100-42101-310 Other Professional Serv	\$0.00	\$20,679.00	\$82,716.00	\$62,037.00	25.00%
Dept 42101 Hennepin County Sheriff		\$0.00	\$20,679.00	\$82,716.00	\$62,037.00	25.00%
Dept 42102 Wright County Sheriff						
WCSHERIFF	E 100-42102-310 Other Professional Serv	\$0.00	\$45,880.78	\$108,770.00	\$62,889.22	42.18%
Dept 42102 Wright County Sheriff		\$0.00	\$45,880.78	\$108,770.00	\$62,889.22	42.18%
Dept 42210 Fire Dept Administration						
FIREADMIN	E 100-42210-103 Part-Time Employees	\$0.00	-\$2,524.46	\$61,000.00	\$63,524.46	-4.14%
FIREADMIN	E 100-42210-122 FICA	\$0.00	\$2,045.98	\$3,782.00	\$1,736.02	54.10%
FIREADMIN	E 100-42210-123 Medicare	\$0.00	\$478.51	\$885.00	\$406.49	54.07%
FIREADMIN	E 100-42210-142 Unemployment Benefit	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
FIREADMIN	E 100-42210-150 Worker s Comp (GENE	\$5,199.36	\$8,559.48	\$9,000.00	\$440.52	95.11%
FIREADMIN	E 100-42210-200 Office Supplies (GENER	\$0.00	\$628.78	\$350.00	-\$278.78	179.65%
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	\$182.00	\$792.00	\$1,500.00	\$708.00	52.80%
FIREADMIN	E 100-42210-361 General Liability Ins	\$0.00	\$1,431.29	\$5,000.00	\$3,568.71	28.63%
Dept 42210 Fire Dept Administration		\$5,381.36	\$11,411.58	\$85,817.00	\$74,405.42	13.30%
Dept 42220 Fire Dept Equipment						
FIREEQUIP	E 100-42220-221 Equipment Parts	\$215.74	\$840.05	\$15,500.00	\$14,659.95	5.42%
FIREEQUIP	E 100-42220-228 Medical Supplies	\$0.00	\$708.15	\$1,500.00	\$791.85	47.21%
FIREEQUIP	E 100-42220-240 Small Tools and Minor	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
FIREEQUIP	E 100-42220-260 Uniforms	\$530.66	\$3,097.51	\$28,500.00	\$25,402.49	10.87%
FIREEQUIP	E 100-42220-580 Other Equipment	\$0.00	\$3,276.79	\$5,000.00	\$1,723.21	65.54%
Dept 42220 Fire Dept Equipment		\$746.40	\$7,922.50	\$51,500.00	\$43,577.50	15.38%
Dept 42240 Fire Dept Training						
FIRETRNG	E 100-42240-208 Training and Instructio	\$667.81	\$1,890.81	\$12,500.00	\$10,609.19	15.13%
FIRETRNG	E 100-42240-310 Other Professional Serv	\$0.00	\$1,608.56	\$3,210.00	\$1,601.44	50.11%
FIRETRNG	E 100-42240-331 Travel Expenses	\$0.00	\$293.64	\$1,500.00	\$1,206.36	19.58%
Dept 42240 Fire Dept Training		\$667.81	\$3,793.01	\$17,210.00	\$13,416.99	22.04%
Dept 42260 Fire Vehicles						
FIREVEH	E 100-42260-212 Motor Fuels	\$18.00	\$713.89	\$4,500.00	\$3,786.11	15.86%
FIREVEH	E 100-42260-220 Repair/Maint Supply (G	\$0.00	\$334.64	\$9,000.00	\$8,665.36	3.72%
FIREVEH	E 100-42260-240 Small Tools and Minor	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
FIREVEH	E 100-42260-323 Radio Units	\$0.00	\$1,625.30	\$7,805.00	\$6,179.70	20.82%
Dept 42260 Fire Vehicles		\$18.00	\$2,673.83	\$22,305.00	\$19,631.17	11.99%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	June 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
Dept 42280 Fire Stations and Bldgs						
FIREBLDG	E 100-42280-215 Shop Supplies	\$0.00	\$70.64	\$1,650.00	\$1,579.36	4.28%
FIREBLDG	E 100-42280-220 Repair/Maint Supply (G	\$283.80	\$869.26	\$7,500.00	\$6,630.74	11.59%
FIREBLDG	E 100-42280-321 Telephone	\$0.00	\$400.07	\$1,000.00	\$599.93	40.01%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$113.87	\$1,172.98	\$4,500.00	\$3,327.02	26.07%
FIREBLDG	E 100-42280-383 Gas Utilities	\$0.00	\$1,926.64	\$3,000.00	\$1,073.36	64.22%
FIREBLDG	E 100-42280-520 Buildings and Structure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 42280 Fire Stations and Bldgs		\$397.67	\$4,439.59	\$17,650.00	\$13,210.41	25.15%
Dept 42290 Fire Relief Association						
FIRERELIEF	E 100-42290-124 Fire Pension Contributi	\$0.00	\$0.00	\$39,000.00	\$39,000.00	0.00%
FIRERELIEF	E 100-42290-125 Other Retirement Contr	\$0.00	\$0.00	\$11,602.00	\$11,602.00	0.00%
FIRERELIEF	E 100-42290-301 Auditing and Acctg Ser	\$0.00	\$0.00	\$6,250.00	\$6,250.00	0.00%
Dept 42290 Fire Relief Association		\$0.00	\$0.00	\$56,852.00	\$56,852.00	0.00%
Dept 42401 Building Inspection Admin						
INSPADMN	E 100-42401-310 Other Professional Serv	\$2,149.56	\$15,404.44	\$50,000.00	\$34,595.56	30.81%
Dept 42401 Building Inspection Admin		\$2,149.56	\$15,404.44	\$50,000.00	\$34,595.56	30.81%
Dept 42700 Animal Control						
ANIMCTRL	E 100-42700-310 Other Professional Serv	\$0.00	\$457.00	\$1,000.00	\$543.00	45.70%
Dept 42700 Animal Control		\$0.00	\$457.00	\$1,000.00	\$543.00	45.70%
Dept 42800 Cemetery						
CEMETERY	E 100-42800-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 42800 Cemetery		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43000 Public Works (GENERAL)						
PUBWRKS	E 100-43000-101 Full-Time Employees R	\$0.00	\$62,005.12	\$138,997.00	\$76,991.88	44.61%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$0.00	\$1,063.56	\$2,000.00	\$936.44	53.18%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$0.00	\$3,353.58	\$14,580.00	\$11,226.42	23.00%
PUBWRKS	E 100-43000-121 PERA	\$0.00	\$5,044.98	\$12,300.00	\$7,255.02	41.02%
PUBWRKS	E 100-43000-122 FICA	\$0.00	\$4,241.17	\$11,072.00	\$6,830.83	38.31%
PUBWRKS	E 100-43000-123 Medicare	\$0.00	\$991.90	\$2,589.00	\$1,597.10	38.31%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$0.00	\$531.24	\$2,535.00	\$2,003.76	20.96%
PUBWRKS	E 100-43000-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PUBWRKS	E 100-43000-151 Med/Dental Insurance	\$0.00	\$13,278.65	\$32,400.00	\$19,121.35	40.98%
PUBWRKS	E 100-43000-208 Training and Instructio	\$14.39	\$2,003.39	\$2,500.00	\$496.61	80.14%
PUBWRKS	E 100-43000-212 Motor Fuels	\$0.00	\$5,485.86	\$7,000.00	\$1,514.14	78.37%
PUBWRKS	E 100-43000-215 Shop Supplies	\$29.08	\$1,149.07	\$7,500.00	\$6,350.93	15.32%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (G	\$122.13	\$2,310.18	\$12,000.00	\$9,689.82	19.25%
PUBWRKS	E 100-43000-226 Sign Repair Materials	\$0.00	\$273.73	\$1,500.00	\$1,226.27	18.25%
PUBWRKS	E 100-43000-240 Small Tools and Minor	\$0.00	\$2,617.32	\$5,000.00	\$2,382.68	52.35%
PUBWRKS	E 100-43000-260 Uniforms	\$65.56	\$405.51	\$3,000.00	\$2,594.49	13.52%
PUBWRKS	E 100-43000-310 Other Professional Serv	\$46.90	\$1,484.50	\$10,000.00	\$8,515.50	14.85%
PUBWRKS	E 100-43000-321 Telephone	\$265.81	\$2,434.21	\$4,200.00	\$1,765.79	57.96%
PUBWRKS	E 100-43000-325 Taxes	\$0.00	\$19.50	\$200.00	\$180.50	9.75%
PUBWRKS	E 100-43000-381 Electric Utilities	\$281.71	\$1,539.30	\$6,000.00	\$4,460.70	25.66%
PUBWRKS	E 100-43000-383 Gas Utilities	\$0.00	\$3,417.96	\$5,000.00	\$1,582.04	68.36%
Dept 43000 Public Works (GENERAL)		\$825.58	\$113,650.73	\$280,373.00	\$166,722.27	40.54%
Dept 43121 Paved Streets						
PAVSTRTS	E 100-43121-224 Street Maint Materials	\$0.00	\$6,375.00	\$100,000.00	\$93,625.00	6.38%
Dept 43121 Paved Streets		\$0.00	\$6,375.00	\$100,000.00	\$93,625.00	6.38%
Dept 43122 Unpaved Streets						

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	June 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43122	Unpaved Streets	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43125	Ice & Snow Removal					
SNOWREMO	E 100-43125-224 Street Maint Materials	\$0.00	\$4,572.86	\$20,000.00	\$15,427.14	22.86%
Dept 43125	Ice & Snow Removal	\$0.00	\$4,572.86	\$20,000.00	\$15,427.14	22.86%
Dept 43160	Street Lighting					
STLGHGTG	E 100-43160-381 Electric Utilities	\$48.97	\$8,724.65	\$25,000.00	\$16,275.35	34.90%
Dept 43160	Street Lighting	\$48.97	\$8,724.65	\$25,000.00	\$16,275.35	34.90%
Dept 43240	Waste (refuse) Disposal					
REFDISPO	E 100-43240-384 Refuse/Garbage Dispos	\$1,146.00	\$1,313.03	\$1,000.00	-\$313.03	131.30%
Dept 43240	Waste (refuse) Disposal	\$1,146.00	\$1,313.03	\$1,000.00	-\$313.03	131.30%
Dept 43245	Recycling: Refuse					
RECYCLING	E 100-43245-384 Refuse/Garbage Dispos	\$3,462.40	\$17,273.60	\$40,000.00	\$22,726.40	43.18%
Dept 43245	Recycling: Refuse	\$3,462.40	\$17,273.60	\$40,000.00	\$22,726.40	43.18%
Dept 45186	Senior Center					
SRCENTER	E 100-45186-437 Other Miscellaneous	\$0.00	\$2,174.51	\$8,700.00	\$6,525.49	24.99%
Dept 45186	Senior Center	\$0.00	\$2,174.51	\$8,700.00	\$6,525.49	24.99%
Dept 45200	Parks (GENERAL)					
PARKS	E 100-45200-212 Motor Fuels	\$0.00	\$47.33	\$2,000.00	\$1,952.67	2.37%
PARKS	E 100-45200-220 Repair/Maint Supply (G	\$920.53	\$920.53	\$5,000.00	\$4,079.47	18.41%
PARKS	E 100-45200-225 Landscaping Materials	\$274.23	\$1,360.32	\$8,000.00	\$6,639.68	17.00%
PARKS	E 100-45200-310 Other Professional Serv	\$0.00	\$7,000.00	\$7,000.00	\$0.00	100.00%
PARKS	E 100-45200-381 Electric Utilities	\$317.34	\$887.35	\$2,200.00	\$1,312.65	40.33%
PARKS	E 100-45200-400 Repairs & Maint Cont (\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
PARKS	E 100-45200-440 Programs	\$42.92	\$492.05	\$3,000.00	\$2,507.95	16.40%
PARKS	E 100-45200-580 Other Equipment	\$0.00	\$2,446.04	\$8,000.00	\$5,553.96	30.58%
Dept 45200	Parks (GENERAL)	\$1,555.02	\$13,153.62	\$36,700.00	\$23,546.38	35.84%
Dept 45500	Libraries (GENERAL)					
LIBRARY	E 100-45500-437 Other Miscellaneous	\$0.00	\$4,599.82	\$11,500.00	\$6,900.18	40.00%
Dept 45500	Libraries (GENERAL)	\$0.00	\$4,599.82	\$11,500.00	\$6,900.18	40.00%
Dept 48205	Damage Deposit Refunds					
DMGDEPRF	E 100-48205-810 Refunds & Reimburse	\$600.00	\$3,900.00	\$0.00	-\$3,900.00	0.00%
Dept 48205	Damage Deposit Refunds	\$600.00	\$3,900.00	\$0.00	-\$3,900.00	0.00%
Dept 49360	Transfers Out					
TRANSFERS	E 100-49360-700 Transfers (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49360	Transfers Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49800	Transit (GENERAL)					
TRANSIT	E 100-49800-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49800	Transit (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 100	GENERAL FUND	\$32,966.08	\$480,069.18	\$1,554,654.00	\$1,074,584.82	30.88%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	June 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
		\$32,966.08	\$480,069.18	\$1,554,654.00	\$1,074,584.82	30.88%

**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 4th day of June, 2019.

The following Council Members were present:

The following Council Members were absent:

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

.....

RESOLUTION NO 06-04-19-41

A RESOLUTION APPROVING CAPITAL FUND TRANSFERS

WHEREAS, revenue proceeds received from the project known as the Mahler Pit have historically been deposited into the General Capital Fund; and

WHEREAS, these funds include revenue received from Wright County for the Gravel Tax and funds received from the pit operation for future 15th St. NE maintenance; and

WHEREAS, these funds are a restricted fund which would benefit from their own funding code.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves transferring funds from 401 – General Capital to 409 – Mahler Pit in the amount of \$62,424.59.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 4th day of June, 2019.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

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

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The following Council Members were present:

The following Council Members were absent:

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

.....

RESOLUTION NO 06-04-19-42

A RESOLUTION APPROVING PURCHASE OF FIRE DEPARTMENT EQUIPMENT

WHEREAS, the Fire Department is seeking to purchase safety equipment; and

WHEREAS, there are funds available in the Donation/Contribution fund to cover expenses; and

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the purchase of 26 Extrication Gloves in the amount of \$1,137 and 35 Breakaway Safety Vests in the amount of \$1,330.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 4th day of June, 2019.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

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

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The following Council Members were present:

The following Council Members were absent:

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

.....

RESOLUTION NO 06-04-19-43

A RESOLUTION APPROVING QUOTE FOR ASPHALT REPAIRS

WHEREAS, staff has received quotes to complete asphalt repairs; and

WHEREAS, there are three locations including a driveway due to a culvert replacement, a driveway due to a water line break, and a roadway intersection prior to the 2019 chip seal project; and

WHEREAS, DMJ Asphalt quoted \$12,225 and Omann Bros. quoted \$13,580.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the quote, as attached, by DMJ Asphalt in the amount of \$12,225.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 4th day of June, 2019.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



A THIRD GENERATION CONTRACTOR

P.O. Box 186

Buffalo, MN 55313

*763.478.6878 * Fax 763.478.2329*

Email: kari@dmjasphalt.com

Website: www.dmjasphalt.com

May 9, 2019

May 10, 2019 (revised)

Mr. Jason Doboszanski
City of Hanover
11250 5th Street NE
Hanover, MN 55341

Dear Mr. Doboszanski,

Thank you for giving DMJ Asphalt Inc. the opportunity to bid on your asphalt project. We respectfully submit the following proposal:

11028 Mallard Street & 1343 River Road (approx. 293 s.f.):

1. Saw cut existing asphalt as necessary (1343 River Road).
2. Remove existing gravel, grade for proper drainage and compact.
3. Patch with Minnesota Department of Transportation Specification SPWEB330B asphalt and compact to a depth of three (3") inches.
4. Total price furnished and installed, tax included is (*price to be done in conjunction with Oakwood Lane & Irvine Drive*)

:

- \$780.00 (11028 Mallard Street)

- \$819.00 (1343 River Road)

Oakwood Lane & Irvine Drive (approx. 2,309 s.f.):

1. Saw cut and remove existing asphalt, haul off site and recycle.
2. Utilize existing gravel base, add class 5 recycled gravel as necessary, grade for proper drainage and compact.

3. Patch with Minnesota Department of Transportation Specification SPWEB330B asphalt in two (2) lifts for a total compacted depth of four (4") inches.

4. Total price furnished and installed, tax included is \$10,626.00.

*Price based on four (4") inches of asphalt at Oakwood Lane & Irvine Drive, if existing asphalt is thicker than four (4") inches a change order will need to be issued for the additional cost.

If you have any questions, need references or any additional information, please call me at 763-478-6878.

Sincerely,

Dave Dammann
DMJ Asphalt Inc.

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

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The following Council Members were present:

The following Council Members were absent:

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

.....

RESOLUTION NO 06-04-19-44

A RESOLUTION APPROVING ANNUAL LIQUOR LICENSE RENEWALS

WHEREAS, the following establishments have submitted application materials and paid applicable fees for their annual liquor license renewal:

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

WHEREAS, applications require approval from the Sheriff and City Council prior to being forwarded to the State of Minnesota.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Hanover, Minnesota, hereby approves the liquor licenses described above for a period of one year beginning July 1, 2019.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 4th day of June, 2019.

APPROVED:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

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

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The following Council Members were present:

The following Council Members were absent:

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

.....

RESOLUTION NO 06-04-19-45

**A RESOLUTION APPROVING A TEMPORARY
ON-SALE INTOXICATING LIQUOR LICENSE**

WHEREAS, the Hanover Lions Club has submitted an application for a two-day Temporary On-Sale Liquor License for the purpose of selling craft beer at the 2019 Hanover Harvest Festival.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Hanover, Minnesota, hereby approves the Temporary On-Sale Liquor License to Hanover Lions Club for August 2, 2019 and August 3, 2019 at 1125 5th St. NE.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 4th day of June, 2019.

APPROVED:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 4th day of June, 2019.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 06-04-19-46

**A RESOLUTION APPROVING PURCHASE OF
SETTLERS PARK BALLFIELD TREES**

WHEREAS, the last remaining item for the Settlers Park Ballfield Construction Phase is to complete the tree planting/landscaping in the outfield to provide screening from the adjacent Industrial Park.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Hanover, Minnesota, hereby approves up to \$10,000 to purchase trees and final landscaping materials to finish the Settlers Park Ballfield Construction Phase.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 4th day of June, 2019.

APPROVED:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

Settlers Park Ballfield Redesign - First Phase

Action Item	Contract Cost	Contractor	Date Paid
Tree Removal/Stump Grinding	\$ 280.00	Equipment Rental	7/31/2017
Grading/Watermain Wet Tap	\$ 21,995.72	Miller Trucking	7/18/2017
Irrigation	\$ 11,220.00	Northwest Landscape	6/20/2017
Water Meter	\$ 1,681.87	Materials	7/10/2017
Sod Outfield	\$ 12,750.00	Fricke & Sons	6/20/2017
Seed remaining area	\$ 552.44	Materials	7/31/2017
Fencing	\$ 21,760.00	Town & Country Fence	7/31/2017
Fence Capping Material (<i>HAA donated</i>)	\$ 1,086.20	Materials	7/31/2017
Blencher Concrete	\$ 1,347.10	Cemstone	10/17/2017
Dugout Concrete	\$ 1,236.75	Cemstone	11/8/2017
Dugout Roofs	\$ 2,561.22	Materials	varies
Outfield Trees	\$ 10,000.00		
Homeplate, bases, base posts, etc.	\$ 451.55	Materials	9/5/2017
<i>total</i>	\$ 86,922.85		
Twins Grant	\$ 17,000.00		
Foxtailers Donation	\$ 3,000.00		
HYB Donation	\$ 5,000.00		
HAA Donation	\$ 50,000.00		
HAA Donation - Fence Capping	\$ 1,086.20		
<i>Anticipated City Contribution</i>	\$ 10,836.65		

Additional Phases

Action Item	Contract Cost	Contractor	Date Paid
Overhead Lights	\$ 79,129.00	Musco Lighting	10/31/2018
Lighting Electrical	\$ 41,600.00	Starry Electric	11/14/2018
	HAA Donation \$ 100,000.00		
Scoreboard			
Safety Netting			
Higher Backstop Fencing			
Infield Irrigation			
Fence Liner			
Artificial Home Plate			
<i>Total City Contribution</i>	\$ 20,729.00		

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

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The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 06-04-19-47

A RESOLUTION APPROVING PURCHASE OF AED

WHEREAS, staff applied for a Community Partnership Grant from CenterPoint Energy to purchase an AED for the Public Works Facility; and

WHEREAS, staff was informed CenterPoint Energy has awarded the City of Hanover \$900 towards the purchase.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the purchase of a Physio CR2 AED and wall cabinet in the amount of \$1,750.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 4th day of June, 2019.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 4th day of June, 2019.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 06-04-19-51

A RESOLUTION APPROVING THE SALE OF EQUIPMENT

WHEREAS, the City of Hanover, Minnesota owns hay wagons that were previously utilized as stages for concerts; and

WHEREAS, the City has no use for the wagons as they are falling in disrepair.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the sale of the equipment.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 4th day of June, 2019.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

To: Mayor Kauffman & Members of the Hanover City Council

From: Brian Hagen, City Administrator

Re: Work Hour Discussion

Date: May 31, 2019

At the previous meeting we held a discussion related to normal working hours for staff. The discussion was eventually tabled until the June 4th meeting.

As noted at the previous meeting, staff feels adjusting working hours could provide more effectiveness for customer service. Particularly during the summer months, staff will arrive to contractors waiting to pick up building permits prior to City Hall opening at 8 am. On the contrary, our current hours of being open until 5:30 p.m. does not seem to be utilized by residents as much as planned. By adjusting hours throughout the week, Fridays would likely receive a reduction in hours. Friday afternoons throughout the summer are not consistent on visitors, but it does seem that most Fridays tend to be busier with renters versus general city inquiries. These interactions could be addressed by renters picking up keys earlier in the week.

During the first discussion I present office hours to follow a 7-4:30 Monday-Thursday and 7-11 on Friday timeframe, public works hours would adjust to 6-3:30 Monday-Thursday and 6-10 Fridays. Concerns were expressed about whether those hours truly expanded customer service opportunities. Councilor Hammerseng presented an option which would adjust starting hours forward by 30 minutes to have office hours 7:30-4:30 Monday-Thursday and 7:30-1:30 on Fridays. Little discussion was held on public works hours other than a concern about early start times impacting residents prior to 7 am. Doboszinski noted that the early hour would be utilized for quieter tasks or tasks inside of the public works facility.

**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 4th day of June, 2019.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 06-04-19-48

A RESOLUTION APPROVING VARIANCES FOR 500 KADLER AVENUE NE

WHEREAS, Scott Boie (“Owner”) owns property located at 500 Kadler Avenue; and

WHEREAS, David and AuriAnna Mooers (“Developer”) have applied for variances in order to construct a single-family home on the property; and

WHEREAS, the Developer submitted an application for variances to allow a single-family home to be constructed on the lot; and

WHEREAS the public hearing was properly noticed and scheduled for the May 22, 2019 Planning Commission meeting; and

WHEREAS the application was reviewed by the Planning Commission at its meeting on May 22, 2019 and recommended approval of the request; and

WHEREAS the City Council reviewed the request in regard to this property at a meeting on June 4, 2019; and

WHEREAS the City Council concurred with the recommendation of the Planning Commission.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Hanover, Minnesota hereby approves variances to the wetland buffer, rear yard setback, and home subject to the following conditions:

1. The home shall be constructed in substantial conformance with the Certificate of Survey prepared by E.G. Rud & sons, Inc. Land Services, Inc. and dated April 30, 2019. No improvements other than those shown on the Certificate of Survey are permitted, including but not limited to accessory structures and fences. At such time as the property owner wishes to construct any additional improvements, said improvements would need to comply with the City of Hanover ordinances in effect at the time of application.

2. No grading or land disturbing activities are permitted to occur within the existing easement containing the wetland or within a 10' buffer strip surrounding that easement except within the area containing the driveway and retaining wall. Heavy duty silt fence shall be installed at the edge of the buffer strip to provide redundant erosion control methods and to demarcate the location past which no grading, filling or land disturbing activities shall be permitted. This silt fence is in addition to any other erosion and sediment control measures required by the City.
3. The buffer strip shall be maintained in accordance with City ordinances, as amended from time to time.
4. Following completion of construction, signs approved by the City Engineer shall be installed along the edge of the buffer strip in locations approved by the City Engineer denoting that a wetland/conservation area exists on the other side of the line. The signs shall also be installed on the rear property line.
5. The applicants shall file an administrative subdivision to formally combine 500 and 520 Kadler into one lot, and the combination shall be completed prior to the issuance of a building permit.
6. Prior to the issuance of a building permit an escrow of \$10,000 must be provided to the City to ensure compliance with the conditions of this variance and may be used by the City as it determines necessary to complete any conditions of the variance or to restore or mitigate any damage to the wetland caused by the construction on the site. Following completion of the project and conditions in a manner determined satisfactory by the City Engineer, any remaining escrow balance shall be returned to the applicant without interest.
7. The existing culvert under the driveway shall be maintained by the property owner. The retaining wall shall be constructed in such a manner as to leave the culver in its location. Any changes to the culvert must be reviewed and approved by the City Engineer.
8. The Developer shall submit foundation and final grading as-builts for each lot at the time required by city staff.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 4th day of June, 2019.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

Collaborative Planning, LLC

Memorandum

To: Honorable Mayor and Council
From: Cindy Nash, AICP, EDFP
Date: May 30, 2019
Subject: 500 Kadler - variances

The City has received a variance application for review and consideration.

Overview of Request

The subject property is a lot of record in Crow River Heights. A variance request is being made to permit the construction of a home and driveway in locations that would be within thirty (30) feet from the wetland, would be within the rear yard setback, and would not meet a typical orientation to the road right of way.



Crow River Heights received preliminary plat and planned unit development approval prior to the adoption of the current wetland setback requirements. This portion of the development was not final platted until after 2003, however, which means it is not exempted from the wetland buffer provisions as it was not a lot of record in 2003. This lot, along with the adjacent lot (520 Kadler) were approved as a part of the Crow River Heights PUD. Because of the various regulations in place today, it is difficult to site a home on either of these lots in a manner that is in compliance with the

zoning ordinance.

The applicant has designed a custom home for this lot with a goal towards requesting as minimal amount of variance as possible while working with the natural resources present on the property. Per their application, they are also proposing that this lot be combined with 520 Kadler to eliminate that existing lot of record. The home is tilted as compared to the front of building pad as shown on the original plat in order to minimize impacts to the wetland. This tilting also decreases the amount of encroachment into the rear yard setback. To compensate for the tilting as compared to the street line, the home has garage on one side and the front entrance on the other side, both visible from Kadler at angles.

Legal Background on Variances

Minnesota statutes on variances were amended in 2011 to reflect a “practical difficulties” standard, rather than the previously used “undue hardship” standard.

Evaluation of Request

In evaluating variance requests, the following questions should be considered:

1. Is the request a reasonable use of the land?
Staff Note: The proposed request to build a single-family home is a reasonable use of the land. The lots were designed and approved by the City under a PUD and each lot was intended to have a single-family home. The building pad for 500 Kadler is located per the original plans in the general location of the proposed home. The home was designed to minimize to the extent to locate the home as far away from the wetlands as possible. However, as noted on the plans there is a 1’ eave overhang in the wetland buffer area. In addition, there would be some disturbance of the ground in the wetland buffer area associated with the construction of the home. In order to minimize impacts to the wetland buffer, the home is situated on the building pad as it was originally planned which puts it toward the back of the lot into the rear yard setback, as well as at an angle relative to the street. Finally, because a driveway is needed to serve the property, the driveway and a retaining wall would be encroaching into the wetland buffer but are set as far away as possible while still meeting side yard setbacks on the opposite side. Further, the applicant has proposed combining this lot with the adjacent lot so that further impacts to the wetland buffer are not caused by building on the other remaining lot of record.
2. Is the plight of the landowner due to circumstances unique to the property not created by the landowner?
Staff Note: The situation was not created by the landowner. The lot is an existing lot of record. The encroachment is the minimal amount needed to accommodate a home on the property.
3. Will the variance, if granted, alter the essential character of the locality?

Staff Note: The variance will not alter the essential character of the locality. Homes were always planned for this (and other) similarly situated lots in this neighborhood.

Recommendation

Staff recommends approval of the variances with the following conditions:

1. The home shall be constructed in substantial conformance with the Certificate of Survey prepared by E.G. Rud & sons, Inc. Land Services, Inc. and dated April 30, 2019. No improvements other than those shown on the Certificate of Survey are permitted, including but not limited to accessory structures and fences. At such time as the property owner wishes to construct any additional improvements, said improvements would need to comply with the City of Hanover ordinances in effect at the time of application.
2. No grading or land disturbing activities are permitted to occur within the existing easement containing the wetland or within a 10' buffer strip surrounding that easement except within the area containing the driveway and retaining wall. Heavy duty silt fence shall be installed at the edge of the buffer strip to provide redundant erosion control methods and to demarcate the location past which no grading, filling or land disturbing activities shall be permitted. This silt fence is in addition to any other erosion and sediment control measures required by the City.
3. The buffer strip shall be maintained in accordance with City ordinances, as amended from time to time.
4. Following completion of construction, signs approved by the City Engineer shall be installed along the edge of the buffer strip in locations approved by the City Engineer denoting that a wetland/conservation area exists on the other side of the line. The signs shall also be installed on the rear property line.
5. The applicants shall file an administrative subdivision to formally combine 500 and 520 Kadler into one lot, and the combination shall be completed prior to the issuance of a building permit.
6. Prior to the issuance of a building permit an escrow of \$10,000 must be provided to the City to ensure compliance with the conditions of this variance and may be used by the City as it determines necessary to complete any conditions of the variance or to restore or mitigate any damage to the wetland caused by the construction on the site. Following completion of the project and conditions in a manner determined satisfactory by the City Engineer, any remaining escrow balance shall be returned to the applicant without interest.
7. The existing culvert under the driveway shall be maintained by the property owner. The retaining wall shall be constructed in such a manner as to leave the culver in

its location. Any changes to the culvert must be reviewed and approved by the City Engineer.

8. The Developer shall submit foundation and final grading as-builts for each lot at the time required by city staff.



Hanover, MN 55341-0278
 Phone: 763.497.3777 fax: 763.497.1873
www.hanovermn.org
cityhall@ci.hanover.mn.us

For Office Use Only	
Case Number:	
Fee Paid:	Rec 10132
Received by:	AJBR
Date Filed:	5-2-19
Date Complete:	
Base Fee:	300 Escrow: 1000

DEVELOPMENT APPLICATION

TYPE OF APPLICATION		
<input type="checkbox"/> Annexation <input type="checkbox"/> Appeal <input type="checkbox"/> Comprehensive Plan Amendment <input type="checkbox"/> Ordinance Amendment (Text or Map) <input type="checkbox"/> Planned Unit Development (Concept/Gen)	<input checked="" type="checkbox"/> Site Plan & Building Plan <input type="checkbox"/> Sketch Plan <input type="checkbox"/> Conditional Use Permit <input checked="" type="checkbox"/> Variance <input type="checkbox"/> Vacation	<input type="checkbox"/> Simple Land Division <input type="checkbox"/> Subdivision Sketch Plan <input type="checkbox"/> Preliminary Plat <input type="checkbox"/> Final Plat <input type="checkbox"/> Other
PROPERTY INFORMATION		
Street Address: 500/520 Kadler Avenue NE Hanover, MN 55341		
Property Identification Number (PIN#):		
Legal Description (Attach if necessary): The two lots to be combined into one lot.		
APPLICANT INFORMATION		
Name: David and Auri Anna Mooers		Business Name:
Address: 18715 232nd Avenue NW		
City: Big Lake	State: MN	Zip Code: 55309
Telephone: (763) 647-8216	Fax:	E-mail: mooers7@yahoo.com
Contact: David Mooers	Title:	
OWNER INFORMATION (if different from applicant)		
Name: Scott Boie (owner of lots)		Business Name:
Address: 5237 Sumac Lane		
City: Walker	State: MN	Zip Code: 56484
Telephone: (952) 847-0213	Fax:	E-mail:
Contact: Scott Boie	Title:	
DESCRIPTION OF REQUEST (attach additional information if needed)		
Existing Use of Property: Empty lots		
Nature of Proposed Use: Building a residential home		
Reason(s) to Approve Request: It allows the two "problem" lots to be combined into one lot with one residential property. Thus, eliminating the 520 lot building issue altogether and increasing the surrounding property values.		
PREVIOUS APPLICATIONS PERTAINING TO THE SUBJECT SITE		
Project Name:		Date of Application:
Nature of Request:		
NOTE: Applications only accepted with ALL required support documents. See Application Instructions and City Code		

APPLICATION FEES AND EXPENSES:

The City of Hanover required all applicants to reimburse the City for any and all costs incurred by the City to review and act upon applications.

The application fee includes administrative costs which are necessary to process the application. The escrow fee will include all charges for staff time by the City Planner, City Engineer, City Attorney, and/or any other consultants as needed to process the application.

The City will track all consultant costs associated with the application. If these costs are projected to exceed the money initially deposited to your escrow account, you will be notified in the manner that you have identified below that additional monies are required in order for your application process to continue. If you choose to terminate the application (notice must be in writing), you will be responsible for all costs incurred to that point. If you choose to continue the process you will be billed for the additional monies and an explanation of expenses will be furnished. Remittance of these additional fees will be due within thirty (30) days from the date the invoice is mailed. If payment is not received as required by this agreement, the City may approve a special assessment for which the property owner specifically agrees to be to be assessed for 100 percent per annum and waives any and all appeals under Minnesota Statutes Section 429.081 as amended. **All fees and expenses are due whether the application is approved or denied.**

With my signature below, I hereby acknowledge that I have read this agreement in its entirety and understand the terms herein. **I agree to pay to the City all costs incurred during the review process as set forth in this Agreement.** This includes any and all expenses that exceed the initial Escrow Deposit to be paid within 30 days of billing notification. I further understand that the application process will be terminated if payment is not made and application may be denied for failure to reimburse City for costs. I further understand that the City may approve a special assessment against my property for any unpaid escrows and that I specifically waive any and all appeals under Minnesota Statutes 429.081, as amended.

I wish to be notified of additional costs in the following manner:

E-mail moers7@yahoo.com Fax _____ USPS – Certified Mail
arboie16@gmail.com

I, the undersigned, hereby apply for the considerations described above and declare that the information and materials submitted in support of this application are in compliance with adopted City policy and ordinance requirements are complete to the best of my knowledge.

I acknowledge that I have read the statement entitled "Application Fees and Expenses" as listed above.

I understand that this application will be processed in accordance with established City review procedures and Minnesota Statutes Section 15.99 as amended, at such time as it is determined to be complete. Pursuant to Minnesota Statutes Section 15.99, the City will notify the applicant within fifteen (15) business days from the filing date of any incomplete or other information necessary to complete the application. Failure on my part to supply all necessary information as requested by the City may be cause for denying this application.

Applicant: [Signature] Date: 5/1/19

Owner: Scott R. Bue Date: 5.1.19

**NOTE: Applications only accepted with ALL required support documents.
See Application Checklist and City Code**



SUPPLEMENTAL APPLICATION – VARIANCE

Name: David and Auri Anna Moders

Phone: (903) 647-8216

Address: 18715 232nd Avenue NW Big Lake, MN 55309 PID #: _____

1. Present zoning of above described property: Single family residential
2. The request(s) which we desire for our property are in conflict with the following section of the Hanover City Code.
Section: 10.26 Section _____ Section _____
3. Proposed Non-Conformance(s): Variance from wetland set back
4. Would the variance be in harmony with the purposes and intent of the City Code? Attach additional pages if needed. yes, making full use of the property.
5. Is the variance consistent with the Comprehensive Plan? If yes, how so? Attach additional pages if needed? Yes, the first variance is for the driveway leading up to the home. The second variance is for the one foot overhang on the North corner of the home.
6. Does the proposal put property to use in a reasonable manner? Explain. Yes, it places a residence within the buildable portion on lot 500, which in turn allows us to combine lot 500 and lot 520 into one lot.
7. Do special conditions and circumstances result from your own actions? Explain. (If answer is 'yes,' you may not qualify for a variance.) No
8. Are there circumstances unique to the property? Explain. Wetland set backs
9. Will the variance, in granted, alter the essential character of the city of Hanover? Explain. No

10. Will the granting of the variance result in a condition which impairs an adequate supply of light and air to adjacent properties? Yes No
11. Will the granting of the variance result in a condition which diminishes the established property values in the surrounding area? Yes No
12. Will the granting of the variance result in a condition that impairs the public health, safety or welfare of the citizens of the city? Yes No
13. Could the goal be accomplished with a smaller variance? Yes No
 If No, explain: _____

14. Attach to this application any materials outlined in the "Required Material Submission Checklist" for variance applications.

Applicant Signature: 

Date: 5/1/19

Owner Signature: Scott R. Bue

Date: 5.1.19

Minnesota Wetland Conservation Act

Notice of Decision

Local Government Unit (LGU) Wright SWCD	Address 311 Brighton Ave S, Suite C Buffalo, MN 55313
---	--

1. PROJECT INFORMATION

Applicant Name David Sibley	Project Name 520 Kadler Ave Delineation	Date of Application 4-28-16	Application Number
<input checked="" type="checkbox"/> Attach site locator map.			

Type of Decision:

<input checked="" type="checkbox"/> Wetland Boundary or Type	<input type="checkbox"/> No-Loss	<input type="checkbox"/> Exemption	<input type="checkbox"/> Sequencing
<input type="checkbox"/> Replacement Plan	<input type="checkbox"/> Banking Plan		

Technical Evaluation Panel Findings and Recommendation (if any):

<input type="checkbox"/> Approve	<input type="checkbox"/> Approve with conditions	<input type="checkbox"/> Deny
Summary (or attach): No comments received.		

2. LOCAL GOVERNMENT UNIT DECISION

Date of Decision: 6-1-16		
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Approved with conditions (include below)	<input type="checkbox"/> Denied

LGU Findings and Conclusions (attach additional sheets as necessary):

<p>Ben Carlson (Kjolhaug Env. Services) submitted a wetland boundary/type application on behalf of the applicant, David and Nancy Sibley on 4-28-16. The assessment area is located in T120N, R24W, Sec. 34 (City of Hanover) – PID's 108040004020 and 108040004010.</p> <p>A wetland delineation was originally completed for PID 108040004020 on July 23rd, 2015 and submitted to the Wright SWCD on 9-3-15. A WCA Notice of Decision approving that application was issued by the Wright SWCD on 10-5-15.</p> <p>The LGU (Andrew Grean – Wright SWCD) conducted a site visit on 5-11-16 to verify the wetland boundary/type. The LGU determined that the wetland boundary/type was accurate as shown and described within the current application.</p>
--

For Replacement Plans using credits from the State Wetland Bank:

Bank Account #	Bank Service Area	County	Credits Approved for Withdrawal (sq. ft. or nearest .01 acre)
----------------	-------------------	--------	---

Replacement Plan Approval Conditions. In addition to any conditions specified by the LGU, the approval of a Wetland Replacement Plan is conditional upon the following:

- Financial Assurance:** For project-specific replacement that is not in-advance, a financial assurance specified by the LGU must be submitted to the LGU in accordance with MN Rule 8420.0522, Subp. 9 (List amount and type in LGU Findings).
- Deed Recording:** For project-specific replacement, evidence must be provided to the LGU that the BWSR "Declaration of Restrictions and Covenants" and "Consent to Replacement Wetland" forms have been filed with the county recorder's office in which the replacement wetland is located.
- Credit Withdrawal:** For replacement consisting of wetland bank credits, confirmation that BWSR has withdrawn the credits from the state wetland bank as specified in the approved replacement plan.

Wetlands may not be impacted until all applicable conditions have been met!

LGU Authorized Signature:

Signing and mailing of this completed form to the appropriate recipients in accordance with 8420.0255, Subp. 5 provides notice that a decision was made by the LGU under the Wetland Conservation Act as specified above. If additional details on the decision exist, they have been provided to the landowner and are available from the LGU upon request.		
Name Andrew Grean	Title Wetland Specialist	
Signature 	Date 6-1-16	Phone Number and E-mail 763.682.1933 andrew.grean@mn.nacdnet.net

THIS DECISION ONLY APPLIES TO THE MINNESOTA WETLAND CONSERVATION ACT. Additional approvals or permits from local, state, and federal agencies may be required. Check with all appropriate authorities before commencing work in or near wetlands.

Applicants proceed at their own risk if work authorized by this decision is started before the time period for appeal (30 days) has expired. If this decision is reversed or revised under appeal, the applicant may be responsible for restoring or replacing all wetland impacts.

This decision is valid for three years from the date of decision unless a longer period is advised by the TEP and specified in this notice of decision.

3. APPEAL OF THIS DECISION

Pursuant to MN Rule 8420.0905, any appeal of this decision can only be commenced by mailing a petition for appeal, including applicable fee, within thirty (30) calendar days of the date of the mailing of this Notice to the following as indicated:

Check one:

<input type="checkbox"/> Appeal of an LGU staff decision. Send petition and \$0 fee (if applicable) to: Wright SWCD 311 Brighton Ave S, Suite C Buffalo, MN 55313	<input checked="" type="checkbox"/> Appeal of LGU governing body decision. Send petition and \$500 filing fee to: Executive Director Minnesota Board of Water and Soil Resources 520 Lafayette Road North St. Paul, MN 55155
---	--

4. LIST OF ADDRESSEES

SWCD TEP member: **Andrew Grean, Wright SWCD, andrew.grean@mn.nacdnet.net**

BWSR TEP member: **Ben Meyer, BWSR, ben.meyer@state.mn.us**

LGU TEP member (if different than LGU Contact): **Mark Johnson, Wright County Highway Dept., mark.johnson@co.wright.mn.us**

DNR TEP member: **Jason Neuman, DNR, jason.neuman@state.mn.us**

DNR Regional Office (if different than DNR TEP member)

WD or WMO (if applicable):

Applicant (notice only) and Landowner (if different)

David and Nancy Sibley (landowner), n.sibley@outlook.com
Ben Carlson (Kjolhaug Env. Services – Agent), ben@kjolhaugenv.com

Members of the public who requested notice (notice only):

Frank Svoboda, franks@gpsinnovations.com
Cody Okeson, USFWS, cody_okeson@fws.gov

Corps of Engineers Project Manager (notice only):

Andrew Beaudet, ACOE, Andrew.D.Beaudet@usace.army.mil

BWSR Wetland Bank Coordinator (wetland bank plan applications only)

5. MAILING INFORMATION

➤ For a list of BWSR TEP representatives: www.bwsr.state.mn.us/aboutbwsr/workareas/WCA_areas.pdf

➤ For a list of DNR TEP representatives: www.bwsr.state.mn.us/wetlands/wca/DNR_TEP_contacts.pdf

➤ Department of Natural Resources Regional Offices:

<u>NW Region:</u>	<u>NE Region:</u>	<u>Central Region:</u>	<u>Southern Region:</u>
Reg. Env. Assess. Ecol. Div. Ecol. Resources 2115 Birchmont Beach Rd. NE Bemidji, MN 56601	Reg. Env. Assess. Ecol. Div. Ecol. Resources 1201 E. Hwy. 2 Grand Rapids, MN 55744	Reg. Env. Assess. Ecol. Div. Ecol. Resources 1200 Warner Road St. Paul, MN 55106	Reg. Env. Assess. Ecol. Div. Ecol. Resources 261 Hwy. 15 South New Ulm, MN 56073

For a map of DNR Administrative Regions, see: http://files.dnr.state.mn.us/aboutdnr/dnr_regions.pdf

➤ For a list of Corps of Project Managers: www.mvp.usace.army.mil/regulatory/default.asp?pageid=687
or send to:

US Army Corps of Engineers
St. Paul District, ATTN: OP-R
180 Fifth St. East, Suite 700
St. Paul, MN 55101-1678

➤ For Wetland Bank Plan applications, also send a copy of the application to:

Minnesota Board of Water and Soil Resources
Wetland Bank Coordinator
520 Lafayette Road North
St. Paul, MN 55155

6. ATTACHMENTS

In addition to the site locator map, list any other attachments:

Wetland Boundary Figure



Figure 2 - Existing Conditions Map (2013 FSA Photograph)



N



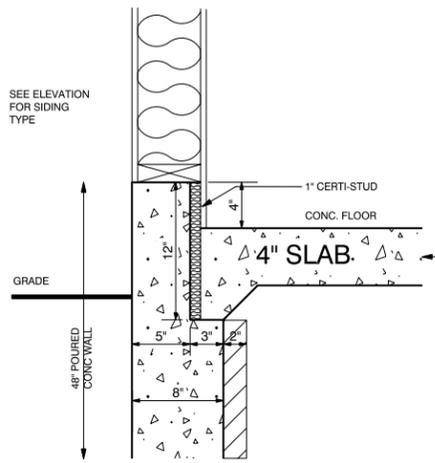
0 50 100

Feet

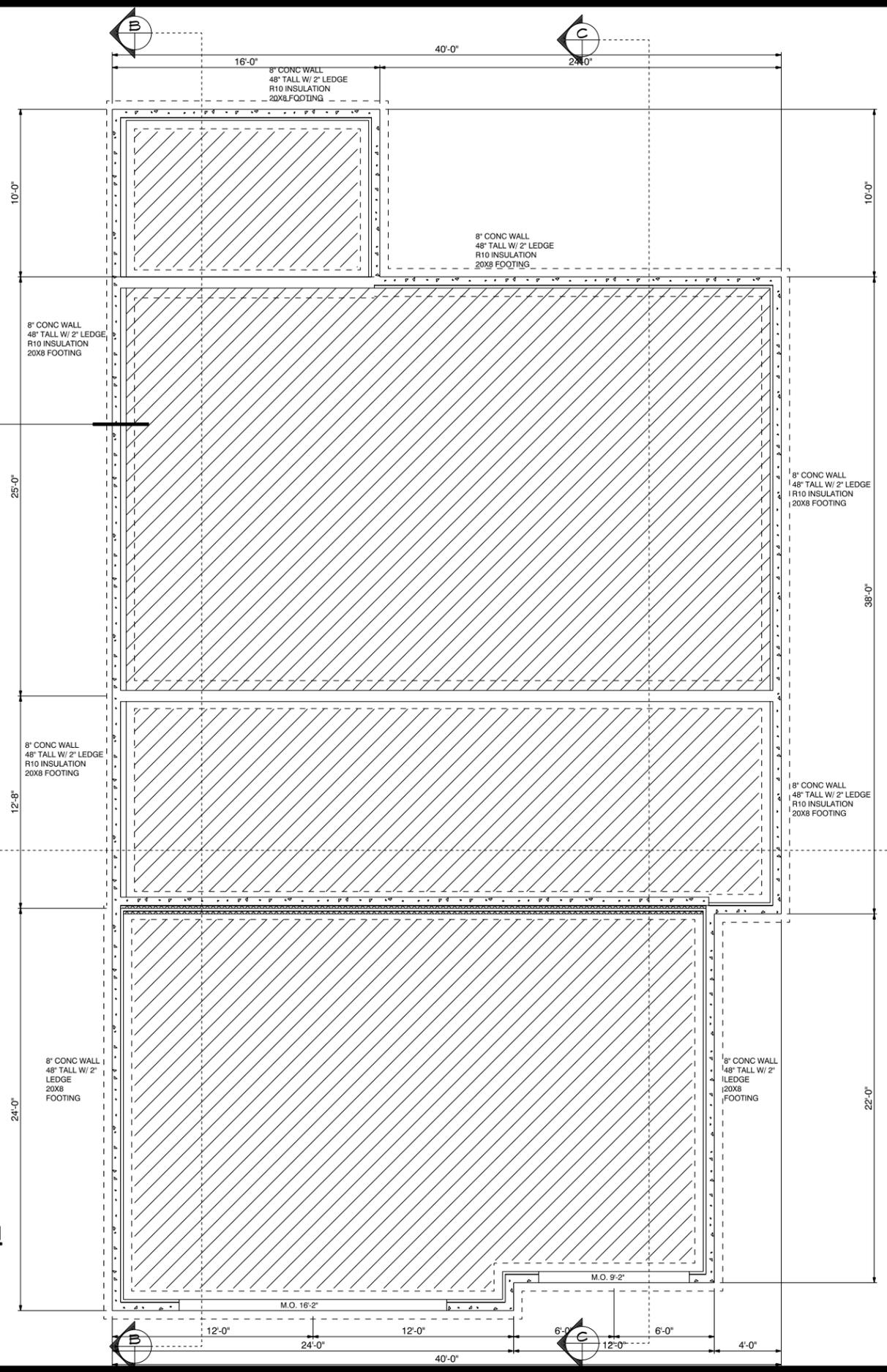
Crow River Heights (KES 2016-058)
Hanover, Minnesota

Note: Boundaries indicated on this figure are approximate and do not constitute an official survey product.

KJOLHAUG ENVIRONMENTAL SERVICES COMPANY



8" POURED CONC. WALL



LOWER FLOOR PLAN

INTERIOR FRAMING
TO BE 24" O.C.

NOTES

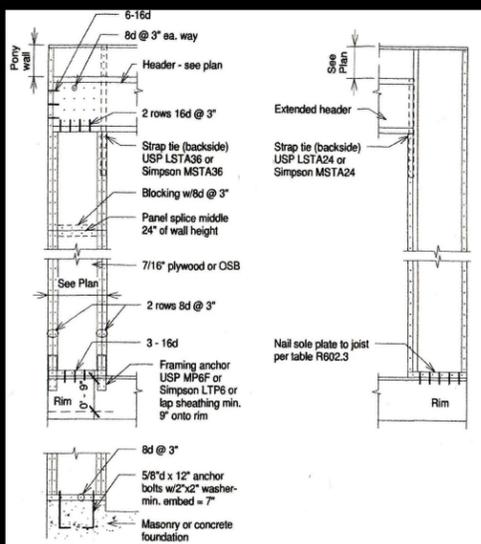
- ALL HEADERS AND POSTS DESIGNED BY SUPPLIER
- ALL HEADERS 2-2X10 UNLESS OTHERWISE NOTED
- ALL RAILINGS TO HAVE LESS THAN 4" SPACE BETWEEN BALUSTERS
- 2 BEADS CAULKING ON ALL INTERIOR AND EXTERIOR WALL PLATES
- STANDARD HEADER HEIGHT ON 8'-4" BASEMENTS TO BE 6'-11 3/8" UNLESS NOTED
- STANDARD HEADER HEIGHT ON 9'-0" BASEMENTS TO BE 7'-11 3/8" UNLESS NOTED
- NOTE: WHERE CERTISTUD APPLIED TO FOUNDATION HOLD FRAMING OUT FLUSH UP WITH CERTISTUD
- 8'-4" HGT. POURED WALLS, 8'-1" +/- FINISHED CEILING UNLESS NOTED
- UNDERSIZE FOUNDATION 2" EACH SIDE FROM EXTERIOR FOR EXTERIOR FOAM, EXCEPT AT WALKOUT WALL. SEE SHEETS E1 AND E2 FOR DETAILS.

SQUARE FOOTAGE

AREA	Gross
UPPER LEVEL	1,680
BONUS SUITE	720
MAIN LEVEL	1,592
TOTAL FINISHED	3,992
UNFIN.	90
GRAND TOTAL AREA	4,082
GARAGE	840

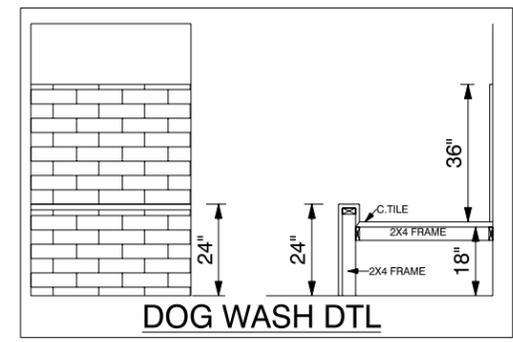
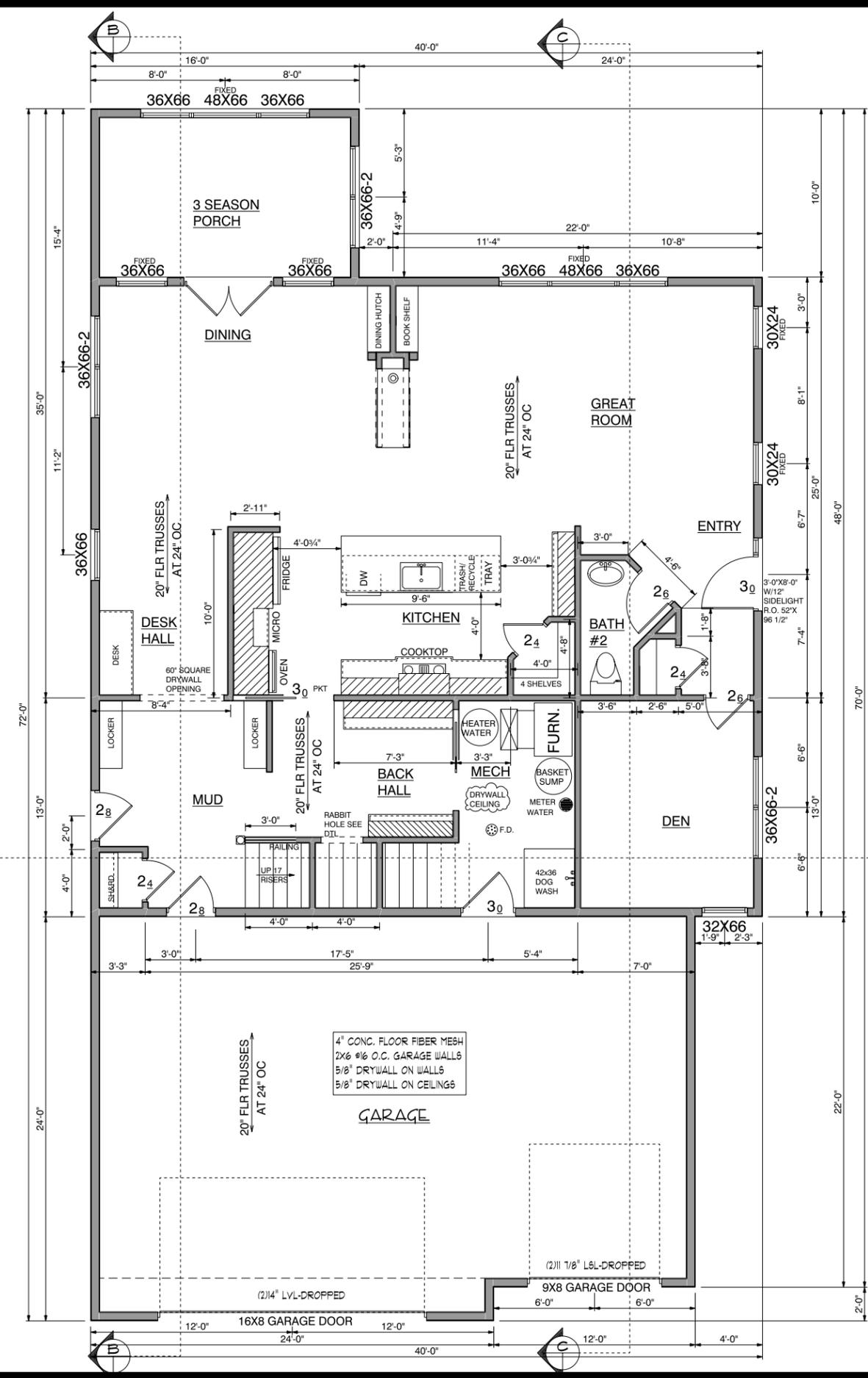
PRELIM DATE	4/10/2019
PRELIM REVISIONS	
CHANGE ORDERS	

RESIDENCE FOR:
MOOERS
500 KADLER AVE NE
CUSTOM



ALTERNATE BRACED PANEL PORTAL FRAME PANEL

MAIN FLOOR PLAN



DOG WASH DTL

INTERIOR FRAMING TO BE 24" O.C.

NOTES

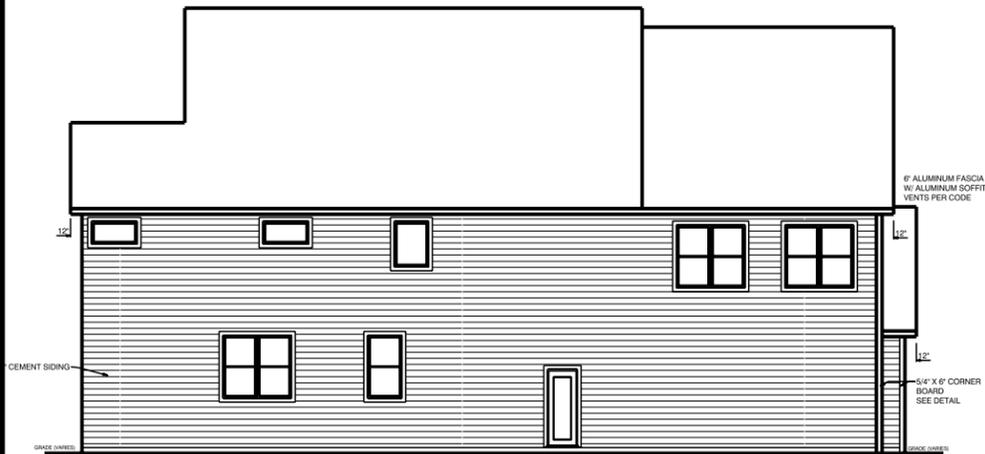
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- ALL RAILINGS TO HAVE LESS THAN 4" SPACE BETWEEN BALUSTERS
- 2 BEADS CAULKING ON ALL INTERIOR AND EXTERIOR WALL PLATES
- 9'-0" CEILING HEIGHT AT THIS LEVEL UNLESS NOTED
- STANDARD HEADER HEIGHT ON 9'-0" MAIN LEVEL TO BE 7'-11 3/8" UNLESS NOTED

SQUARE FOOTAGE

AREA	Gross
UPPER LEVEL	1,680
BONUS SUITE	720
MAIN LEVEL	1,592
TOTAL FINISHED	3,992
UNFIN.	90
GRAND TOTAL AREA	4,082
GARAGE	840

PRELIM DATE 4/10/2019
PRELIM REVISIONS
CHANGE ORDERS

RESIDENCE FOR:
MOOERS
500 KADLER AVE NE
CUSTOM



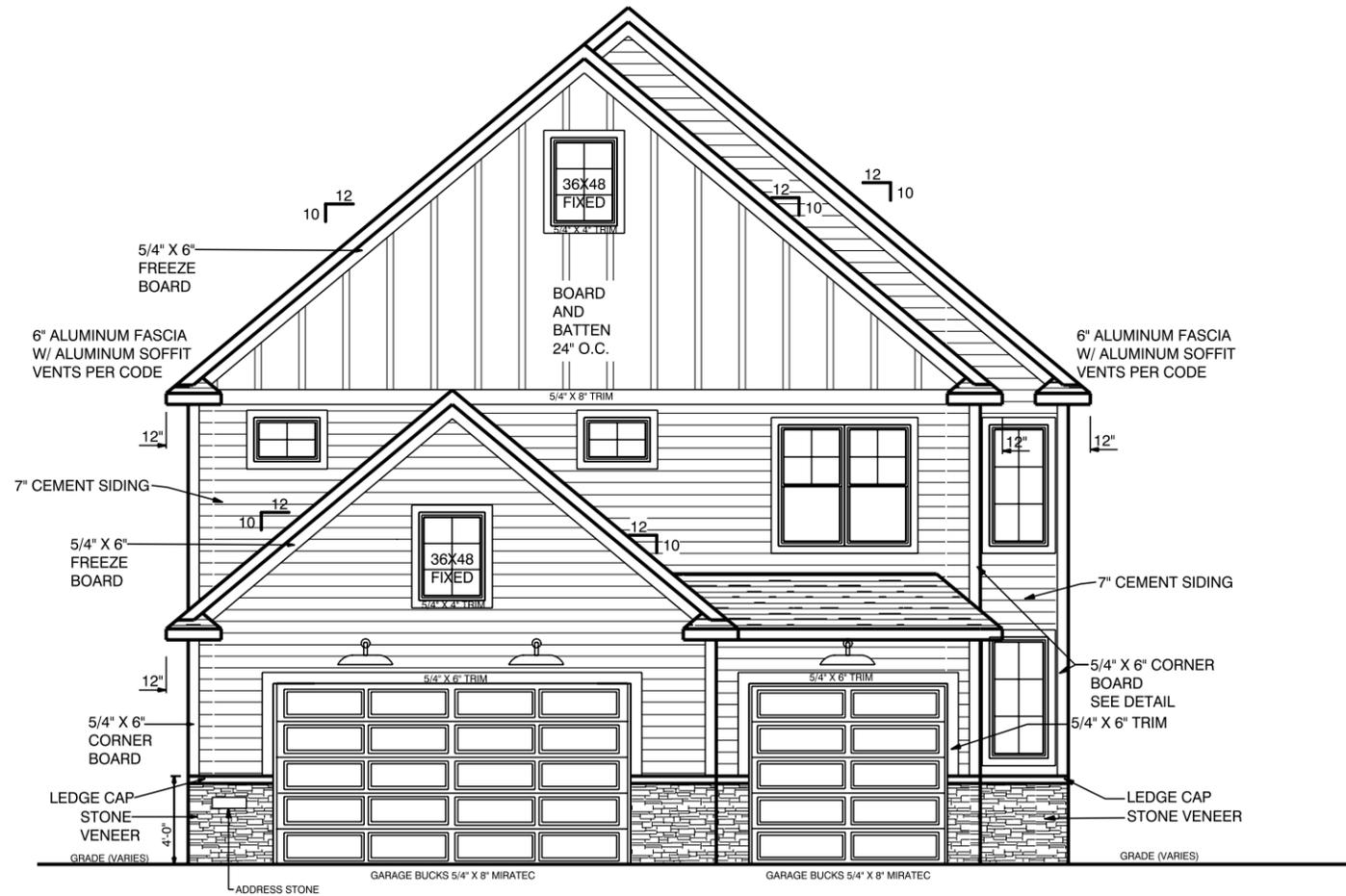
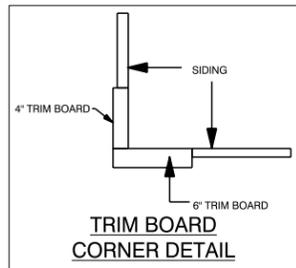
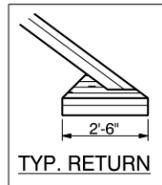
SIDE ELEVATION



REAR ELEVATION



SIDE ELEVATION



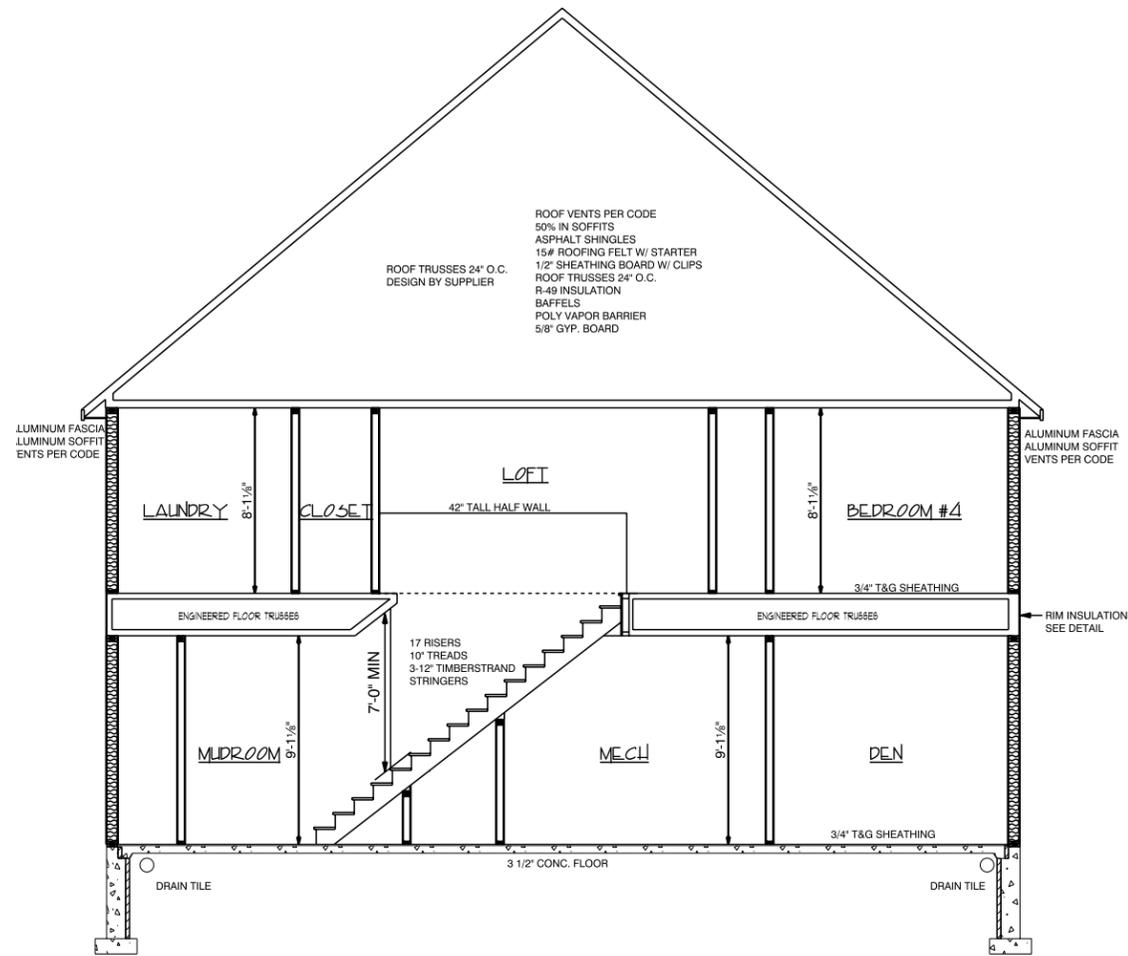
FRONT ELEVATION

PRELIM DATE 4/10/2019

PRELIM REVISIONS
CHANGE ORDERS

RESIDENCE FOR:

MOOERS
500 KADLER AVE NE
CUSTOM



CROSS SECTION A

1/16" O.S.B. SHEATHING

NOTES

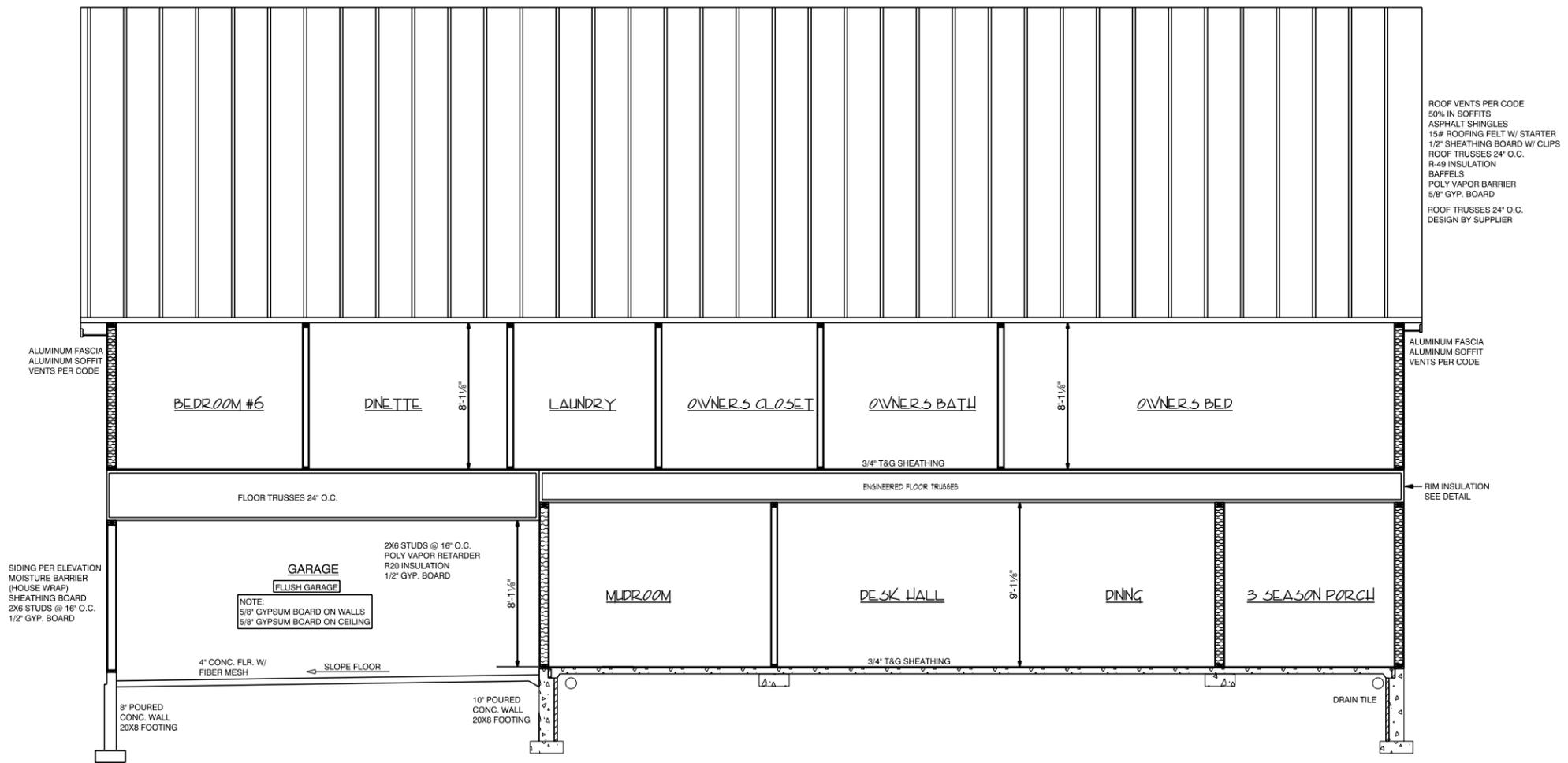
- ALL HEADERS AND POSTS DESIGNED BY SUPPLIER
- NOTE: WHERE CERTISTUD APPLIED TO FOUNDATION HOLD FRAMING OUT FLUSH UP WITH CERTISTUD
- ALL OPENINGS UP TO 4'-11" ONE TRIMMER, 5'-0" AND GREATER TWO TRIMMERS UNLESS NOTED OTHERWISE
- ALL HEADERS 2-2X10 UNLESS OTHERWISE NOTED
- PROVIDE IRRIGATION ANTI-SIPHON VALVE
- 8'-4" HGT. POURED WALLS, 8'-1" +/- FINISHED CEILING
- UNDERSIZE FOUNDATION 2" EACH SIDE FROM EXTERIOR FOR EXTERIOR FOAM, EXCEPT AT WALKOUT WALL. SEE SHEETS E1 AND E2 FOR DETAILS.

RESIDENCE FOR:

MOOERS
500 KADLER AVE NE
CUSTOM

PRELIM DATE
4/10/2019

PRELIM REVISIONS
CHANGE ORDERS



ROOF VENTS PER CODE
 50% IN SOFFITS
 ASPHALT SHINGLES
 15# ROOFING FELT W/ STARTER
 1/2" SHEATHING BOARD W/ CLIPS
 ROOF TRUSSES 24" O.C.
 R-49 INSULATION
 BAFFLES
 POLY VAPOR BARRIER
 5/8" GYP. BOARD
 ROOF TRUSSES 24" O.C.
 DESIGN BY SUPPLIER

ALUMINUM FASCIA
 ALUMINUM SOFFIT
 VENTS PER CODE

ALUMINUM FASCIA
 ALUMINUM SOFFIT
 VENTS PER CODE

SIDING PER ELEVATION
 MOISTURE BARRIER
 (HOUSE WRAP)
 SHEATHING BOARD
 2X6 STUDS @ 16" O.C.
 1/2" GYP. BOARD

NOTE:
 5/8" GYPSUM BOARD ON WALLS
 5/8" GYPSUM BOARD ON CEILING

7/16" O.S.B. SHEATHING

CROSS SECTION B

- NOTES**
- ALL HEADERS AND POSTS DESIGNED BY SUPPLIER
 - NOTE: WHERE CERTISTUD APPLIED TO FOUNDATION HOLD FRAMING OUT FLUSH UP WITH CERTISTUD
 - ALL OPENINGS UP TO 4'-11" ONE TRIMMER, 5'-0" AND GREATER TWO TRIMMERS UNLESS NOTED OTHERWISE
 - ALL HEADERS 2-2X10 UNLESS OTHERWISE NOTED
 - PROVIDE IRRIGATION ANTI-SIPHON VALVE
 - 8'-4" HGT. POURED WALLS, 8'-1" +/- FINISHED CEILING
 - UNDERSIZE FOUNDATION 2" EACH SIDE FROM EXTERIOR FOR EXTERIOR FOAM, EXCEPT AT WALKOUT WALL. SEE SHEETS E1 AND E2 FOR DETAILS.

PRELIM DATE	4/10/2019
PRELIM REVISIONS	
CHANGE ORDERS	

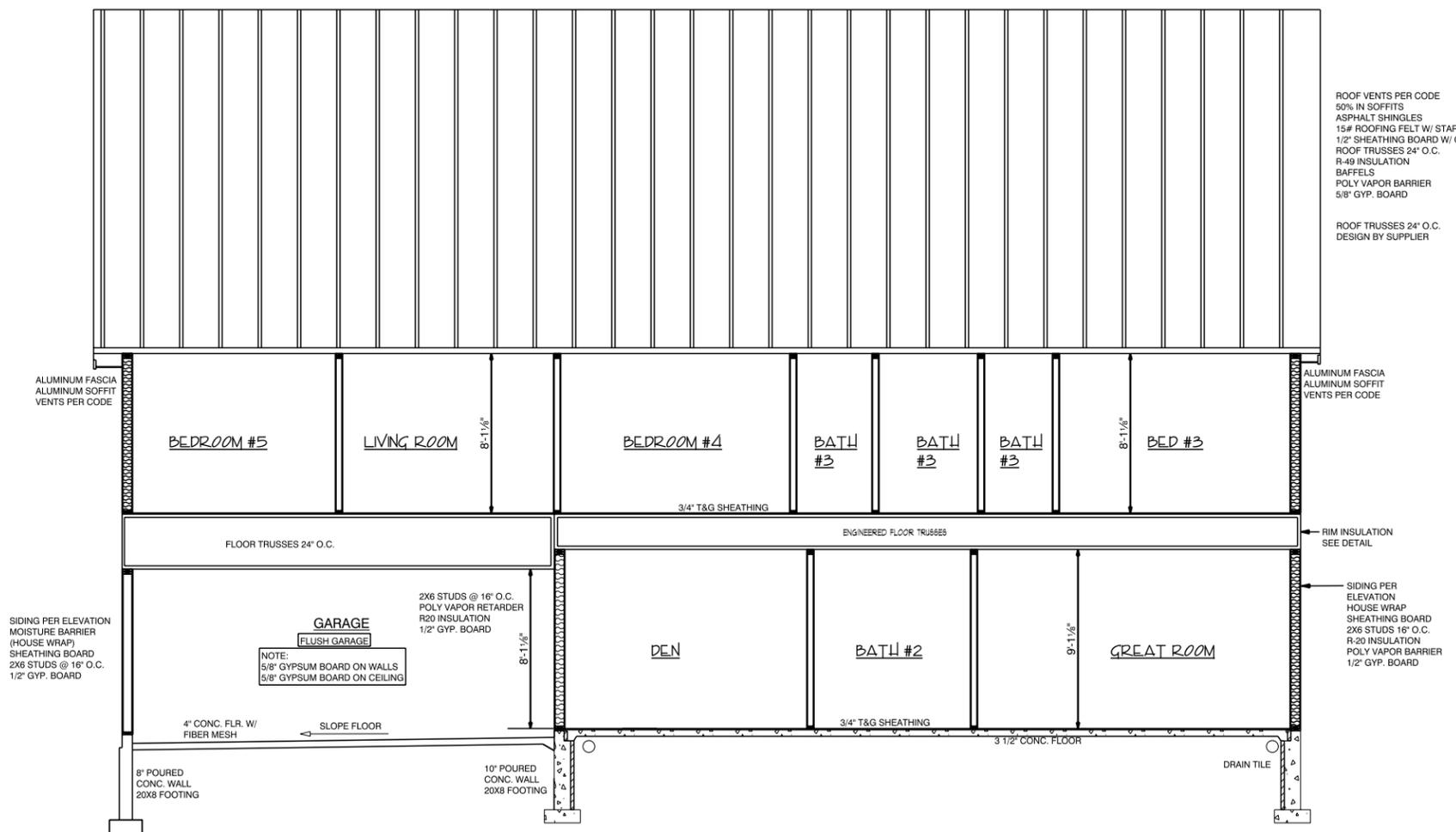
RESIDENCE FOR:
MOOERS
 500 KADLER AVE NE
 CUSTOM

FINAL DATE
4/10/2019

PRELIM DATE

CHANGE
ORDERS

PRELIM. REVISIONS



7/16" O.S.B. SHEATHING

NOTES

- ALL HEADERS AND POSTS DESIGNED BY SUPPLIER
- NOTE: WHERE CERTISTUD APPLIED TO FOUNDATION HOLD FRAMING OUT FLUSH UP WITH CERTISTUD
- ALL OPENINGS UP TO 4'-11" ONE TRIMMER, 5'-0" AND GREATER TWO TRIMMERS UNLESS NOTED OTHERWISE
- ALL HEADERS 2-2X10 UNLESS OTHERWISE NOTED
- PROVIDE IRRIGATION ANTI-SIPHON VALVE
- 8'-4" HGT. POURED WALLS, 8'-1" +/- FINISHED CEILING
- UNDERSIZE FOUNDATION 2" EACH SIDE FROM EXTERIOR FOR EXTERIOR FOAM, EXCEPT AT WALKOUT WALL. SEE SHEETS E1 AND E2 FOR DETAILS.

CROSS SECTION C

RESIDENCE FOR:

MOOERS
500 KADLER AVE NE
CUSTOM

**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 4th day of June, 2019.

The following Council Members were present:

The following Council Members were absent:

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

.....

RESOLUTION NO 06-04-19-49

A RESOLUTION APPROVING EDA LOW INTEREST LOAN REQUEST

WHEREAS, the Hanover Economic Development Authority received and supports a Low Interest Loan Program application from BBBBQ LLC/Big Bore Barbeque Co. for the purpose of purchasing an existing property and to remodel the building into a barbeque style family restaurant; and

WHEREAS, the requested amount is \$92,500; and

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the \$92,500 Low Interest Loan through the Hanover Economic Development Authority business incentive fund subject to the following conditions:

- Have a second real estate mortgaged filed that is personally guaranteed.
- Have a UCC filing against the assets of the operating company.
- An appraisal of the property be provided showing a value in a high enough amount to provide financial security to cover the Hanover EDA’s positions on the second mortgage and UCC filing.
- Title Opinion provided showing ownership of the property.
- Loan repayment monthly over a 10-year term
- All Corporation.LLC documents be supplied to the City
- Other conditions as BankWest sees beneficial to the EDA in order to reduce liability

BE IT FURTHER RESOLVED, that the City Council directs its City Administrator to execute the Low Interest Loan through BankWest with BBBBQ LLC/Big Bore Barbeque Co.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 4th day of June, 2019.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



HANOVER LOW INTEREST LOAN APPLICATION

General Information:

Business Name: BIG BORE BBQ LLC / BARBEQUE CO Date: 5-23-19

Address: 10940 4th ST NE HANOVER, MN 55341

Type (corporation, partnership, etc.): LLC / S Corp

Contact Person: CHAD BRINK Phone: 612-282-9111

Description of Business: BARBEQUE RESTAURANT with a bar.
WE will also offer catering and BBQ products.

Legal Counsel: Trimble & Assoc. Phone: 952-797-7477

Address: 10201 Wayzata Blvd # 130, MINNETONKA, MN 55305

Financial Information:

Have you ever filed for bankruptcy? (If yes, explain) _____

Have you ever defaulted on any loan commitment? No

Have you applied for conventional financing for the project? (If so, where?) YES

SBA 7A - Byline BANK

List three financial references:

- a. _____
- b. _____
- c. _____

Have you ever used this or any other public Assistance Program before? (if yes, where and when?) NO

Project Information:

Location and parcel identification number of proposed project (include map): _____

108-016-001011 & 108-016-001020

Present ownership of site. _____

Present zoning of the site and proposed use of the facility: B-2 Highway Commercial.

Does this project comply with the Hanover Comprehensive Plan and Hanover Zoning Ordinance? Explain. Yes, site is to remain Comm.

Name & Address of Architect/Engineer (if any): N/A

Amount of financial assistance requested (if two or more requests, list amount requested under each specific program) \$ 92,500 Low Interest loan
\$ 7500 GRANT.

Explain the need for financial assistance. Assist with Purchase & Remodel.

What public purpose being met with this project (e.g. job retention, job creation, tax base expansion, redevelopment, etc)? Explain. JOB CREATION & Expansion
My Plan will call for increase of employees.
Also Improve overall Appearance of Property

Number of permanent jobs created as a result of the project (within two years)? _____

15-20 Estimated

Anticipated start date: June 2019

Completion date: Aug 2019

Financial Information:

Attach additional information if needed.

Use of Funds:

Land acquisition \$ _____
 Site development \$ _____
 Building cost \$ _____
 Equipment \$ _____
 Arch/Engineer fees \$ _____
 Legal fees \$ _____
 Other _____ \$ _____
 Other _____ \$ _____

TOTAL \$ _____

Source of Funds:

Private financing \$ _____
 Developer equity \$ _____
 State/Federal \$ _____
 This request \$ _____
 Other _____ \$ _____
 Other _____ \$ _____

TOTAL \$ _____

*SEE SOURCE & USE OF FUNDS IN
Business Plan.*

Please attach the following items to this application:

1. A letter of financial commitment from the participating lender(s), if applicable.
2. Plans and drawings of the project.
3. Background material about the company.
4. Pro Forma analysis (reviewed internally)
5. Financial Statements (income and balance sheets for past two years)
6. Personal Financial Statement (if request for loan)
7. Statement of property ownership or control.

Signature:

The information provided in this application is true and correct to the best of my knowledge. If the information is deemed to be misleading or untruthful, I will withdraw this application and/or allow the City of Hanover/Hanover Economic Development Authority to disregard the application in its entirety. I understand that the acceptance of this application does not ensure approval of financial assistance from the City of Hanover for the completion of the project.

If applying for TIF, I also certify that without the financial assistance provided with tax increment financing, this project could not move forward at the proposed site as planned.

I understand and agree to participate in the submittal of information required by the City of Hanover for the completion of required Business Assistance/Subsidy Reports to the State of Minnesota.

Applicant Signature: 

Date: 5-23-19

Co-Applicant Signature: _____

Date: _____

City of Hanover
Economic Development
Authority



11250 5th St NE
Hanover, Minnesota 55341
763-497-3777
cityhall@ci.hanover.mn.us

HANOVER MATCHING GRANT PROGRAM APPLICATION

Business Name: BBBQ LLC / ^{Big Bone} Barbecue Co. Time in Operation: Startup yrs. mos.

Description of Business: Barbecue Restaurant w/ Bar +
Catering.

Description of Improvements: see construction plan

Total Project Costs: \$ 352,510

**Please include an itemized list of estimated costs you will incur.*

Amount Requested:
Grant Portion: 7500⁰⁰

Loan Portion: _____

**Please reference the program guidelines for details.*

Applicant Signature: [Signature]

Date: 5-23-19

Address: _____

Email: _____

Phone: _____

Property Owner Signature: _____

Date: _____

Email: _____

Phone: _____

**Big Bore Barbecue Company
Sources & Uses Statement**

Purchase (property plus ff&e) \$500,000.00

**Professional Services
Legal (Incorporate and purchase agreement) \$15,000.00**

**Organizational & Development
Insurance Deposit \$2,500.00
Licenses & Permits \$5,000.00
Utility Deposits \$1,500.00
Total \$9,000.00**

**Interior Finishes
Office Equipment \$3,000.00**

**Exterior Finishes
Protech Innovations (see estimate) \$233,600.00
Roof replacement \$ 13,500.00
HVAC Update / Replacement \$ 70,681.00
Walk in Renovations \$ 44,729.00
Total \$362,510.00**

**Equipment
2ea. Pull Behind Smokers (Equity) \$(9,600.00)
2ea. Holding Cabinets \$ 5,000.00
2ea. Dishwashers \$ 4,000.00
Steam Table \$ 2,500.00
Ice Machine \$ 2,000.00
Total \$ 13,500.00**

**Pre Opening Expenses
Construction Period Utilities \$ 4,000.00**

Uniforms & Apparel to Sell	\$ 2,500.00
Manager Salary (during construction)	\$10,000.00
Staff Training	\$ 5,000.00
Soft Opening Party	\$ 3,000.00
Total	\$24,500.00

Opening Inventory	
Liquor	\$15,000.00
Beer	\$10,000.00
Food	\$15,000.00
Soda	\$ 3,000.00
Paper Products	\$ 3,000.00
Total	\$46,000.00

Capital & Contingency	
6 Months Capitol	\$30,000.00
10% Contingency	

Total Project Costs	\$1,007,510.00
----------------------------	-----------------------

Sources

Cash Injection	\$ 112,000.00
Equity (equipment owned)	\$ 9,600.00
EDA Low Interest Loan	\$ 92,500.00
EDA Grant	\$ 7,500.00
SBA 7A Loan	\$ 785,910.00
Total	\$1,007,510.00

Proposal



contractor license # BC720818

Rick Kruse - Owner
6109 4th Ave. South
Minneapolis, MN 55419
Tel: 612-369-3780
Email: RickTKruse@gmail.com

PROPOSAL NO.

4299

DATE

5-13-19

PROPOSAL SUBMITTED TO:

Chad Brink
Big Bore Smokers
chad@bbsmokers.com
612-282-9111

WORK TO BE PERFORMED AT:

10940 4th St NE
Hanover, MN 55341

WE HEREBY PROPOSE TO PERFORM THE LABOR NECESSARY FOR THE COMPLETION OF:

Interior and Exterior Remodeling and Updating(future location of Big Bore Barbecue Company)

EXTERIOR

Exterior demo (not attached to the building): \$3,500

- remove and dispose of/recycle various large items from behind the building
- remove and dispose of all existing fences and posts including the chainlink, wood, and volleyball court fencing and large steel 24ft posts

Siding (east, north, and south facing sides): \$55,000

- remove lighting, security cameras, brackets for electrical conduit, etc
- remove front left entrance structure (approximately 6ftx6ft)
- remove all siding and trim on the east, north, and south sides of the building
- insulate and seal the exterior walls where necessary
- install new sheathing
- install tyvek
- install wood "reclaimed" barn wood siding and trim on north and east sides of the building
- install "reclaimed" corrugated steel and trim on the south side of the building
- caulk and seal/stain all newly installed siding

Siding (west facing side): \$3,000

- pressure wash, mask as necessary, caulk all seams, prime, and paint two coats

Awning (front elevation- east facing): \$16,500

- remove the existing vinyl awning and repair the aluminum framework where necessary
- install reclaimed corrugated steel on the awning framework and water diversion on the top
- install new vented soffit on the bottom side of the awning

South Fence and Exterior Smoker/Cooking area: \$11,500

- install aluminum security fence with large gate (approximately 40LF)
- build and install a steel rooftop for the smoker area (connected to building on one side and 6x6 posts on the other side)

East, North, West sides of the building fence: \$15,900

- install a new security fence around where the existing volleyball courts are

Doors: \$19,500

- remove existing front door and frame with header to accept a new double entry door (commercial grade french doors with panic exit capabilities)
- remove existing door in the back of the building, frame as necessary, and replace with double steel commercial doors and install hardware

Electrical: \$5,800

- update exterior lighting and security system including new decorative entrance light above the new front doors

Landscape: \$2,500

- repair damaged concrete and landscape where necessary
- plant shrubs on the front side of the building
- new mulch and landscape rock where necessary

Exterior Signage: \$10,500

- order custom plasma cut metal signage and install (logo and name)
- order and install new 3M adhesive vinyl logos for the front entrance

Smoker: \$25,000

- design, build, and install 20ft custom proprietary Big Bore Smoker for SE corner of building

Exterior Estimate Total \$168,700

continued on page 2

Proposal



contractor license # BC720818

Rick Kruse - Owner
6109 4th Ave. South
Minneapolis, MN 55419
Tel: 612-369-3780
Email: RickTKruse@gmail.com

PROPOSAL NO. 4299
DATE 5-13-19

PROPOSAL SUBMITTED TO: Chad Brink Big Bore Smokers chad@bbsmokers.com 612-282-9111	WORK TO BE PERFORMED AT: 10940 4th St NE Hanover, MN 55341
---	---

WE HEREBY PROPOSE TO PERFORM THE LABOR NECESSARY FOR THE COMPLETION OF:

INTERIOR

Demo: \$2,200

- remove and dispose of all existing table tops, chairs, stools, bar top, appliances that will not be used, ceiling tiles in the bar area, bathroom toilets and sinks, kitchen sinks, all existing carpet, short wall near the kitchen entrance, and office door

Flooring: \$12,500

- sand and abrade all of the concrete floors to prep for stain
- apply HC Infusion concrete stain on all floors and seal two coats with commercial grade clear coat
- clean and seal all existing floor tile

Restaurant and Bar Furniture and Custom Bar: \$18,500

- purchase new chairs and stools (both high top and standard)
- custom build new table tops and seal and finish with commercial grade poly and barcoat
- custom build new bar top, install, and finish with commercial grade poly and barcoat
- wrap bar face and bar foot rest with custom "reclaimed" barnwood and steel
- wrap bar soffit with custom "reclaimed" barnwood and steel

Bathrooms: \$4,200

- remove and replace damaged tile, install new toilets and sinks, and repair wall damage

Walls and Ceilings: \$12,500

- frame, drywall, and finish where the short wall is to be removed and where the office door is to be removed
- repair damaged walls as necessary, prime, and paint two coats on all interior walls and ceilings

Doors: \$3,800

- remove and replace interior entrance doors (both bar and dining entrances)
- stain/paint doors and install new hardware
- repair, stain/paint both bathroom doors and install new hardware

Electrical: \$6,000

- update and add new lighting, switches, outlets as necessary

Kitchen: \$1,700

- replace the existing sinks in the kitchen with a 3 compartment commercial grade sink

Plumbing: \$3,500

- update and install new fixtures, water lines, traps/drains as necessary

Interior Estimate Total: \$64,900

Payment terms: 30% down at the start of the job, then the remaining balance due upon completion

ALL MATERIAL IS GUARANTEED TO BE AS SPECIFIED, AND THE ABOVE WORK TO BE PERFORMED IN ACCORDANCE WITH THE SPECIFICATIONS ABOVE FOR THE SUM OF:

Two hundred thirty three thousand six hundred dollars (\$233,600.00)

RESPECTFULLY SUBMITTED _____

Rick Kruse

PER _____

Protech Innovations

SIGNATURE _____

ANY ALTERATION OR DEVIATION FROM THE ABOVE SPECIFICATIONS INVOLVING EXTRA COSTS WILL BE EXECUTED ONLY UPON WRITTEN ORDER, AND WILL BECOME AN EXTRA CHARGE ABOVE THE ESTIMATE. ALL AGREEMENTS CONTINGENT UPON STRIKES, ACCIDENTS, OR DELAYS BEYOND OUR CONTROL.

ACCEPTANCE OF PROPOSAL

THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENTS WILL BE MADE AS OUTLINED ABOVE.

SIGNATURE _____

DATE _____

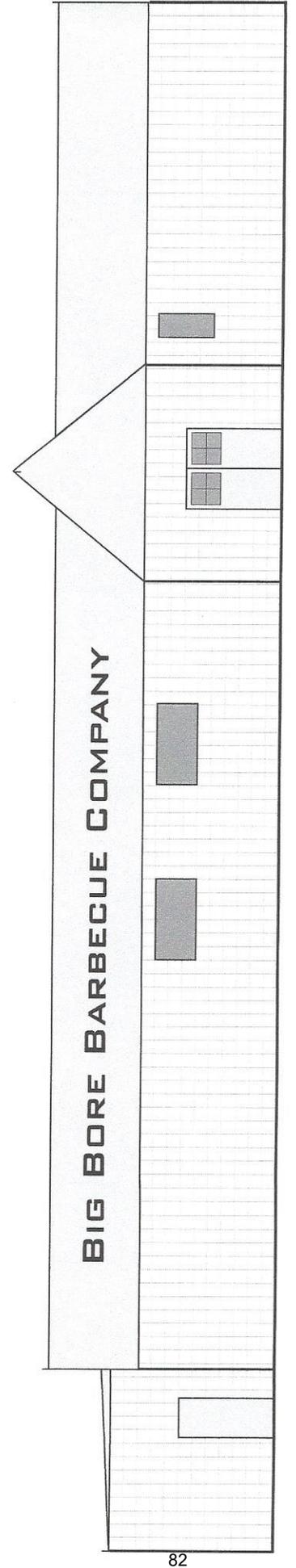
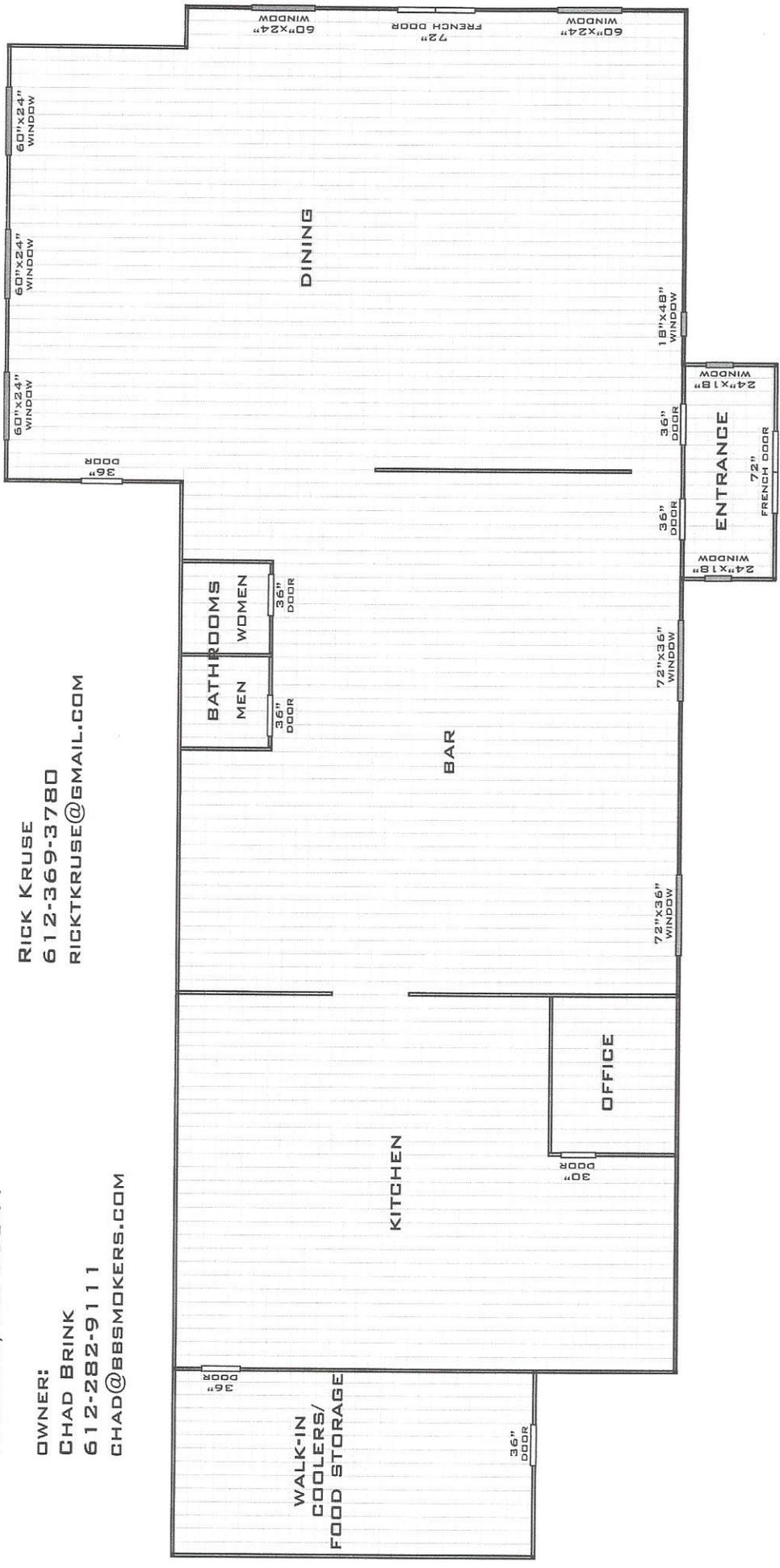
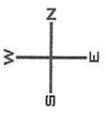
SCALE: 1 SQUARE = 1 FT

PROJECT:
BIG BORE BARBECUE COMPANY
10940 4TH ST NE
HANDOVER, MN 55341

CONTRACTOR:
PROTECH INNOVATIONS
LICENSE # BC720818

RICK KRUSE
612-369-3780
RICKTKRUSE@GMAIL.COM

OWNER:
CHAD BRINK
612-282-9111
CHAD@BBSMOKERS.COM



**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 4th day of June, 2019.

The following Council Members were present:

The following Council Members were absent:

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

.....

RESOLUTION NO 06-04-19-50

A RESOLUTION APPROVING EDA MATCHING GRANT REQUEST

WHEREAS, the Hanover Economic Development Authority received a Matching Grant Program application from BBBBQ LLC/Big Bore Barbeque Co.; and

WHEREAS, the request is for a \$7,500 grant towards construction costs for a building remodel; and

WHEREAS, the Hanover EDA supports the request; and

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the matching grant through the Hanover Economic Development Authority business incentive fund in the amount of \$7,500, subject proof of payment for work related to the building remodel.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 4th day of June, 2019.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

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

ORDINANCE NO. 2019-03

**AN ORDINANCE AMENDING THE HANOVER ZONING ORDINANCE
REGARDING OFFICIAL ZONING MAP AND RELATING TO THE RA, AG, AND RR
DISTRICTS**

THE CITY COUNCIL OF THE CITY OF HANOVER, WRIGHT AND HENNEPIN COUNTY, MINNESOTA, DOES ORDAIN AS FOLLOWS:

Section 1. Amend section. Section 10.17 F. of the Hanover Zoning Ordinance is hereby deleted in its entirety and a new Section 10.17 F. is added as follows:

- F. An Accessory Apartment as may be permitted in the AG zoning district is not counted as the use of a Building Eligibility for the purpose of this section.

Section 2. Amend section. Section 10.22 of the Hanover Zoning Ordinance is hereby deleted in its entirety and a new Section 10.22 is added as follows:

SEC. 10.22. ZONING DISTRICTS AND THE MAP.

- (a) For the purpose of this chapter, the city is hereby divided into the following zoning districts.

Symbol	District Name
AG	Agricultural
RR	Rural Residential
R-1	Neighborhood Residential
R-2	Multifamily Residential
B-1	Downtown River Commercial District
B-1A	Downtown River District
B-2	Highway Commercial District
I-1	Limited Industrial District
I-2	General Industrial District
I-3	Industrial Park District
CD	Conservation Design Overlay District
EC	Ecological Corridor Overlay District

PUD	Planned Unit Development Overlay District
-----	---

(b) The location and boundaries of the districts and overlay districts established by this chapter is set forth on the zoning map which is hereby incorporated as part of this chapter. It shall be the responsibility of the Administrator to maintain and update this map and the amendments to such map shall be recorded on such map within 30 days after official adoption of zoning amendments.

Section 3. Amend section. Section 10.23 of the Hanover Zoning Ordinance is hereby deleted in its entirety and a new Section 10.23 is added as follows:

SEC. 10.23. ANNEXED TERRITORY.

Annexed territory shall be placed in the AG zoning district until such time as a detailed study determining its proper use district is undertaken.

Section 4. Amend section. Section 10.25 of the Hanover Zoning Ordinance is hereby deleted in its entirety and a new Section 10.25 is added as follows:

SEC. 10.25. RESIDENTIAL DISTRICT USE CHART

ALLOWABLE LAND USES WITHIN RESIDENTIAL DISTRICTS

The uses permitted or authorized with a conditional use permit are listed below:

RESIDENTIAL USES AND ZONING DISTRICTS

P= Permitted Use A=Accessory Use CUP=Conditional Use
PUD = Planned Unit Development
Blank space indicates Not Permitted

Type of Land Use	Qualifier	AG	RR		R-1	R-2
Accessory buildings (garages, tool houses, storage sheds, recreational buildings and similar buildings for storage of domestic supplies and non-commercial recreation equipment)	Clearly incidental to main use	A	A		A	A
Accessory Apartment	See Section 10.72	A	A			

Type of Land Use	Qualifier	AG	RR		R-1	R-2
Agriculture, farming, including farm dwellings and agricultural related buildings and structures subject to Minnesota Pollution Control Standards, but not including commercial feedlots or other commercial operations	In Districts other than AG, farming is a permitted use while the property is not developed.	P	P		P	P
Bed and breakfast establishments		C	C			
Boarding or renting of rooms	Not more than two (2) persons per dwelling (four (4) persons in AG district)	A	A		A	A
Daycare facilities, state licensed	Serving 12 or fewer persons	P	P		P	P
Daycare facilities, state licensed	Serving 13 or more persons	C	C		C	C
Facilities for flood and erosion control		A	A		A	A
Fences		A	A		A	A
Garages	For residential use	A	A		A	A
Golf courses/golf clubhouses, commercial outdoor recreational areas, public swimming pools and similar facilities		C	C		C	C
Type of Land Use	Qualifier	AG	RR		R1	R-2
Government Facility		C	C		C	C

Type of Land Use	Qualifier	AG	RR		R-1	R-2
Home occupations	Clearly incidental to main use	P	P		P	P
Keeping of “one animal unit equivalent”	One per 3.5 productive acres, and one additional for every acre thereafter; waste material must be at least 75 feet from property line; not permitted in SD, FW, or FF overlay districts	P				
Land filling and excavation/grading operations 50-250 cubic yards (not minimum)		P	P		P	P
Mineral Extraction		I	I		I	I
Multiple family dwelling structures, containing two (2)-eight (8) dwelling units	No more than six (6) units if in a row; No more than eight (8) units per structure					P
Multiple family dwelling structures, containing nine (9) or more dwelling units						C
Nurseries and greenhouses (non-commercial)	200 square feet or less in area	A	A		A	
Commercial nurseries and greenhouses, commercial	For growing plants only	P				
Parking and loading – off street	For multifamily dwellings					A

Type of Land Use	Qualifier	AG	RR		R-1	R-2
Parking lots for five or more vehicles	For multifamily dwellings					A
Parking of one commercial motor vehicle of not over 3 tons per axle weight and 26 feet in length		A				
Parking of one passenger vehicle for sale		A	A		A	
Personal wireless service antennas	Not located on a public structure or existing tower	C				
Pet enclosures	If screened and located in side or rear yard 10 feet from property line	A	A		A	
Private swimming pools, tennis courts, sports courts and other recreational facilities	Clearly incidental to main use	A	A		A	A
Radio and television receiving antennas including single satellite dish TVROs three (3) meters or less in diameter, short wave radio dispatching antennas, or those necessary for the operation of household electronic equipment including radio receivers, federal licensed amateur radio stations and television receivers.		A				

Type of Land Use	Qualifier	AG	RR		R-1	R-2
Public Parks and Facilities		P	P		P	P
Residential care facilities as regulated and licensed by the State, per Minn. Stat. § 462.357, as amended		C	C		C	C
Riding stables, dog kennels and similar uses (commercial)	At least 10 acres of land	I				
Senior housing complex	80% of units occupied by one person 50 or older/20% open space				C	C
Single detached family dwellings		P	P		P	
Tennis courts, private		A	A			A
Two unit dwellings						P

Section 5. Amend section. Section 10.26 of the Hanover Zoning Ordinance is hereby deleted in its entirety and a new Section 10.26 is added as follows:

SEC. 10.26. RESIDENTIAL USE PERFORMANCE STANDARDS CHART

**LAND USES DIMENSIONAL REQUIREMENTS AND PERFORMANCE STANDARDS
RESIDENTIAL DISTRICTS:**

Performance Standard	AG	RR		R1	R-2
Minimum Lot Area	2.5 acres (1.5 buildable)	2.5 acres (1.5 buildable)		Interior: 12,000 sq. ft Corner: 15,000 sq. ft.	Two Family Dwellings: 15,000 sq. ft

Performance Standard	AG	RR		R1	R-2
					Multiple Family Dwellings: 15,000 sq. ft plus 2,000 sq. ft for each dwelling unit in excess of two (2)
Minimum Lot Width	200 feet	200 feet		80 feet	Two Family Dwellings: 100 feet Multiple Family Dwellings: 150 feet with 15 feet of separation
Minimum Lot Depth	200 feet	200 feet			150 feet
Minimum Single Family Detached Home Floor Area	1000 sq. ft.	1000 sq. ft.		1000 sq. ft.	1000 sq. ft.
Maximum Building Height (except church spires and chimneys)	2.5 stories, or 35 feet, whichever is less	2.5 stories, or 35 feet, whichever is less		2.5 stories, or 35 feet, whichever is less	2.5 stories, or 35 feet, whichever is less
Front yard setback	50 feet	50 feet		30 feet	25 feet
Side yard setback	20 feet	20 feet		10 feet	15 feet

Performance Standard	AG	RR		R1	R-2
Side yard on Corner lot abutting Street	Same as front yard setback	Same as front yard setback		Same as front yard setback	Same as front yard setback
Rear yard setback	35 feet	35 feet		30 feet	30 feet
Arterial road setback	50 feet	50 feet		50 feet	50 feet
Collector road setback	45 feet	45 feet		45 feet	45 feet
Wetland setback	30 feet	30 feet		30 feet	30 feet
Bluff setback (from top of bluff)	30 feet	30 feet		30 feet	30 feet
GD and RD waters setback	75 feet	75 feet		75 feet	75 feet
NE waters setback	200 feet	200 feet		200 feet	200 feet
Impervious coverage in shoreland area	25%	25%		25%	30%
Minimum garage size	576 sq. ft.	576 sq. ft.		576 sq. ft.	

Section 6. Amend section. Section 10.33 C. of the Hanover Zoning Ordinance is hereby deleted in its entirety and a new Section 10.33 C. is added as follows:

- C. PERMITTED USES: The following uses are permitted within the SD, Shoreland Management Overlay District provided the use is permitted in the underlying Zoning District.
1. Agricultural uses such as pasture, grazing, outdoor plant nurseries, horticulture, truck farming, forestry, and wild crop harvesting.

2. Parks and wayside, which do not maintain overnight camping facilities.
3. Nature areas, hiking and riding trails, wildlife preserves, and designated official wetland areas.
4. Designated historical sites.
5. Permitted uses allowed in the following zoning districts:

AG	Agricultural District
RR	Rural Residential
R-1	Neighborhood Residential District
R-2	Multiple Family Residential District
B-1	Downtown River Commercial District
B-2	Highway Business District
I-1	Limited Industrial District
I-2	General Industrial District
I-3	Industrial Park
INS	Institutional District
CD	Conservation Design Overlay
FP	Floodplain Overlay District
FW	Floodway District
FF	Flood Fringe District
PUD	Planned Unit Development Overlay District
SD	Shoreland Management Overlay District
W	Wetlands Overlay District

Section 7. Amend section. Section 10.33 D. of the Hanover Zoning Ordinance is hereby deleted in its entirety and a new Section 10.33 D. is added as follows:

- D. **CONDITIONAL USES:** The following uses are permitted by conditional use permit within the SD; Shoreland Management Overlay District provided the use is permitted as a conditional use in the underlying zoning district
1. All approved aerial or underground utility line crossings such as electrical, telephone, telegraph or gas lines that cannot be reasonably located in other than an SD, Shoreland Management Overlay District.
 2. Non-residential structures used solely in conjunction with raising wild animals or fish provided the structures are of a design approved by the Commissioner and City as being compatible with other general allowable uses of the district.
 3. Other uses of the same general character as listed in Section 10.33(C) (Shoreland Management Overlay District – Permitted Uses) of this Article.
 4. Conditional uses allowed in the following zoning districts:

AG	Agricultural District
RR	Rural Residential
R-1	Neighborhood Residential District
R-2	Multiple Family Residential District
B-1	Downtown River Commercial District
B-2	Highway Business District
I-1	Limited Industrial District
I-2	General Industrial District
I-3	Industrial Park
INS	Institutional District
CD	Conservation Design Overlay
FP	Floodplain Overlay District
FW	Floodway District
FF	Flood Fringe District
PUD	Planned Unit Development Overlay District
SD	Shoreland Management Overlay District
W	Wetlands Overlay District

5. Signs permitted by conditional use identified in Section 10.67 (Signs) of this Chapter
6. Organized group camps.
7. Water supply buildings, reservoirs, wells, elevated tanks, regional pipe lines and power lines, public sewage treatment facilities, sanitary landfill operation and similar essential public utility and service structures.
8. Public swimming pool, private swimming pools serving more than one family.

Section 8. Amend section. Section 10.33 F.1. of the Hanover Zoning Ordinance is hereby deleted in its entirety and a new Section 10.33 F.1. is added as follows:

AG and RR – Shoreland Management Overlay District Requirements:

- a. Lot Area: 2.5 acres (all uses)

Section 9. Amend section. Section 10.48 A. of the Hanover Zoning Ordinance is hereby deleted in its entirety and a new Section 10.48 A. is added as follows:

A. *Residential districts.* In residential districts:

1. No accessory buildings installed on slab or with footings may be located within ten feet of the side lot lines nor within ten feet of the rear lot lines or within a drainage and utility easement; and provided that if the accessory building is moveable, in such event, the side and rear setbacks shall not be less than five feet.
2. No detached accessory storage type building (excluding garages) shall be located in any yard other than a rear yard. For properties located in the Agriculture District

(AG) or Rural Residential District (RR) or on unplatted parcels consisting of at least 2 acres, accessory buildings may be allowed in the side yard upon receiving a Conditional Use Permit (CUP).

3. No accessory building shall exceed the height of the principal building. For properties located in the Agriculture District (AG) accessory buildings may be allowed to exceed the height of the principal building upon receiving a Conditional Use Permit (CUP).
4. An accessory building shall be considered an integral part of the principal building if it is connected to the principal building by a covered, enclosed passageway built on a slab or other suitable foundation. If detached, it shall not be located closer than six feet from the principal structure.
5. One-family and two-family dwellings constructed after November 1, 1989, are required to have two enclosed spaces per unit attached to the dwelling.
6. A site plan shall be submitted with all requests for an accessory detached building permit in all residential districts, and shall include the following information (and other information required by zoning officials):
 - a. Existing buildings and their relationship to property lines.
 - b. Indication of location for well, septic system and driveways.
 - c. Any easements.
 - d. Property lines and setback requirements.
8. All detached accessory buildings shall be both designed and constructed to meet minimum standards as required for residential accessory structures under the state building code and shall be compatible with the principal building and general neighborhood environments, including, but not limited to, exterior finish, materials, overhangs, soffits and fascia. Properties located in the AG and RR Districts are allowed to construct accessory structures with steel siding as long as it is compatible with the principal structure color. Prefabricated sheds not exceeding 120 square feet are allowed in all districts.
9. All accessory buildings shall be constructed to comply with the following side wall height, eaves and overhang restrictions:

Side Heights (feet)	Wall	Eaves (inches)	Overhang (inches)
10 or less		12	12
12 or less		12	18

AG and RR District only: 20 or less	12	18
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(A sidewall height greater than 12 feet in any zoning district except AG and RR, and greater than 20 feet in the AG and RR zoning district, shall not be constructed except after obtaining a conditional use permit authorizing the same.)

10. In all districts except the AG and RR District, an accessory building shall not be a pole barn nor of pole barn type construction. As used in this subsection, pole barn is defined as a structure, the basic support and framework of which is provided by wooden poles inserted vertically into the ground similar to telephone poles. A permitted accessory building exceeding 120 square feet in size shall be an on-site custom-made stick-built structure, and is to mean a building which is wholly constructed on the lot. A building shall be deemed constructed on the lot if 90 percent of the value of the building is constructed on the lot from individual block, board, plywood, siding, roofing, finishing and other individual construction materials. Value shall be measured on the basis of the cost of the materials used in the construction of the building.
11. The combination of all accessory structures, including detached garages, shall not exceed the following area limitations:

Parcel Size	Maximum Floor Area (sq. ft.)
Smaller than ¾ acre	1,000 *
¾ - 2.49 acres	1,500 *
2.5 – 5 acres	3,000 *
Greater than 5 acres	Up to the floor area of the principal structure, but may exceed the floor area of the principal structure if a Conditional Use Permit is obtained.

- *Provided that the total maximum floor area of all accessory structures is not greater than the floor area of the principal structure. The total maximum floor area of all accessory structure may exceed the floor area of the principal structure if approved by Conditional Use Permit, but the Conditional Use Permit may not permit a total maximum floor area for accessory structures that is greater than that allowed for the parcel size as shown in the table above.
12. An accessory building constructed on Farms, for the exclusive use of sheltering agricultural machinery and storage of agricultural products shall be exempt from building permit requirements. Description of the proposed use must be submitted in writing, and signed by the property owner. Administrative review of the site plan is required.
 13. An accessory building constructed for the use of a shelter or stabling facility shall provide a minimum of one hundred (100) square feet of enclosure per “Animal Unit Equivalent” and shall be located a minimum of seventy-five (75) feet from any adjacent lot. This type of building shall be exempt from building permit fees and

agricultural standards. Administrative review of the application and site plan are required.

Section 10. Amend section. Section 10.48 D. of the Hanover Zoning Ordinance is hereby deleted in its entirety and a new Section 10.48 D. is added as follows:

D. *In all districts.*

1. No accessory building or use shall be constructed or developed on a lot prior to construction of the principal building.
2. Accessory structures located on properties subject to the Section 10.33 related to the shoreland district may be located between the public road and the principal structure provided it is clearly demonstrated that physical conditions require such a location. In no event, however, shall the structure be located closer than 20 feet to the public road right-of-way.
3. An accessory building may be located within the rear yard setback provided that the lot is not a through lot and said accessory building does not occupy more than the allowed maximum floor area for the lot size.
4. No accessory building may be used as a dwelling unit except as may be permitted in the AG District.

Section 11. Amend section. Section 10.52 F. of the Hanover Zoning Ordinance is hereby deleted in its entirety and a new Section 10.52 F. is added as follows:

F. The number of access points to a residential lot shall be restricted to one driveway, unless the following conditions are met. If the following conditions are met, no more than two access points shall be allowed.

1. The lot is within the AG , RR, or R1 District.
2. The lot has a minimum of two hundred and fifty (250) feet of road frontage.
3. If the property has two street frontages, the driveways must be on separate frontages. If the property has only one street frontage, then the driveways must be located not less than 50 feet apart.
4. If the driveway is proposed to connect from a County road, the applicant must first obtain a permit from the County.
5. All other driveway requirements of Section 10.52 are met.

Section 12. Amend section. Section 10.67 G. of the Hanover Zoning Ordinance is hereby deleted in its entirety and a new Section 10.67 G. is added as follows:

G. RESIDENCE DISTRICT SIGNS

1. Sign Regulations: The following signs are permitted in residence districts (also refer to chart on next page):
 - a. Single-Family, Duplex: Exclusive of house numbers, 1 nameplate sign for each single-family or duplex dwelling unit which shall not exceed three square feet in area per surface and no sign shall be so constructed as to have more than two display surfaces and must be at least ten feet from the street right-of-way line..
 - b. Multiple-Family Units: Exclusive of house numbers, one nameplate sign for each dwelling group of 6 to 12 units which shall not exceed 6 square feet in area per surface. One nameplate sign for each dwelling group of 12 to 24 units which shall not exceed 24 square feet in area per surface. One nameplate sign for each dwelling unit group above 24 units which shall not exceed 1 square foot per unit in the dwelling group to a maximum of 100 square feet in area per surface. Such nameplate signs may be attached to the wall of a building or may be freestanding. In no case shall more than 1 sign be allowed for each dwelling group. All such signs shall conform to setback requirements of the Code. No sign shall be constructed so as to have more than two display surfaces. Said signs may indicate the names of the buildings, project names, may be a directory for occupants or state any combination of the permitted information.
2. Institutional Uses: Churches, schools and other permitted institutional uses in residence districts may have an illuminated nameplate sign not greater than 50 square feet in gross surface area.

SIGNS ALLOWED IN RESIDENCE DISTRICTS				
AG, RR, R-1, R-2 Districts				
<i>Type</i>	<i>Maximum Number Allowed</i>	<i>Maximum Sign Area Allowed</i>	<i>Placement, Location & Height</i>	<i>Restrictions</i>
Home Occupation	1	2 sq. ft.	In front yard. 2 foot maximum height for freestanding sign.	Non-illuminated
Complex “project” Signage	1 per complex or residential development	50 sq. ft.	5 foot minimum from a property line. 6 foot maximum height.	Can be located on building front or be freestanding.

Institutional Use Signs (school/church)	1 per specified use within the structure or campus. EXCEPT on corner lot where a Master Sign Plan is required.	50 sq. ft. maximum on a single sided sign or 100 sq. ft. maximum on a double sided sign.	5 foot minimum from a property line. 6 foot maximum height.	Illumination allowed.
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Section 13. Amend section. Section 10.68 B. of the Hanover Zoning Ordinance is hereby deleted in its entirety and a new Section 10.68 B. is added as follows:

B. HOME OCCUPATIONS ALLOWED AS INTERIUM USE

1. Only properties that are zoned AG or RR, or unplatted parcels in any residential zoning district, consisting of at least 2 acres and having a driveway access to a county road may be permitted for a home occupation as an interim use under the conditions outlined below.
2. No Home Occupation shall require internal or external alterations or involve construction features not customarily found in a Dwelling Unit except where required to comply with local and State fire and police recommendations.
3. Conduct of the Home Occupation does not generate more noise, vibration, glare, fumes, odors, or electrical interference than normally associated with residential occupancy in the neighborhood.
4. The Home Occupation is not of a scale requiring the use of commercial vehicles that are different from those typically used for routine deliveries to homes (FedEx, USPS, or similar home delivery commercial vehicles) for the delivery of materials to or from the premises.
5. The use shall not generate sewage of a nature or rate greater than that normally associated with residential occupancy nor shall it generate hazardous waste or solid waste at a rate greater than that normally associated with residential occupancy.
6. The Home Occupation may increase vehicular traffic flow and parking by no more than two additional vehicles at a time and any need for parking generated

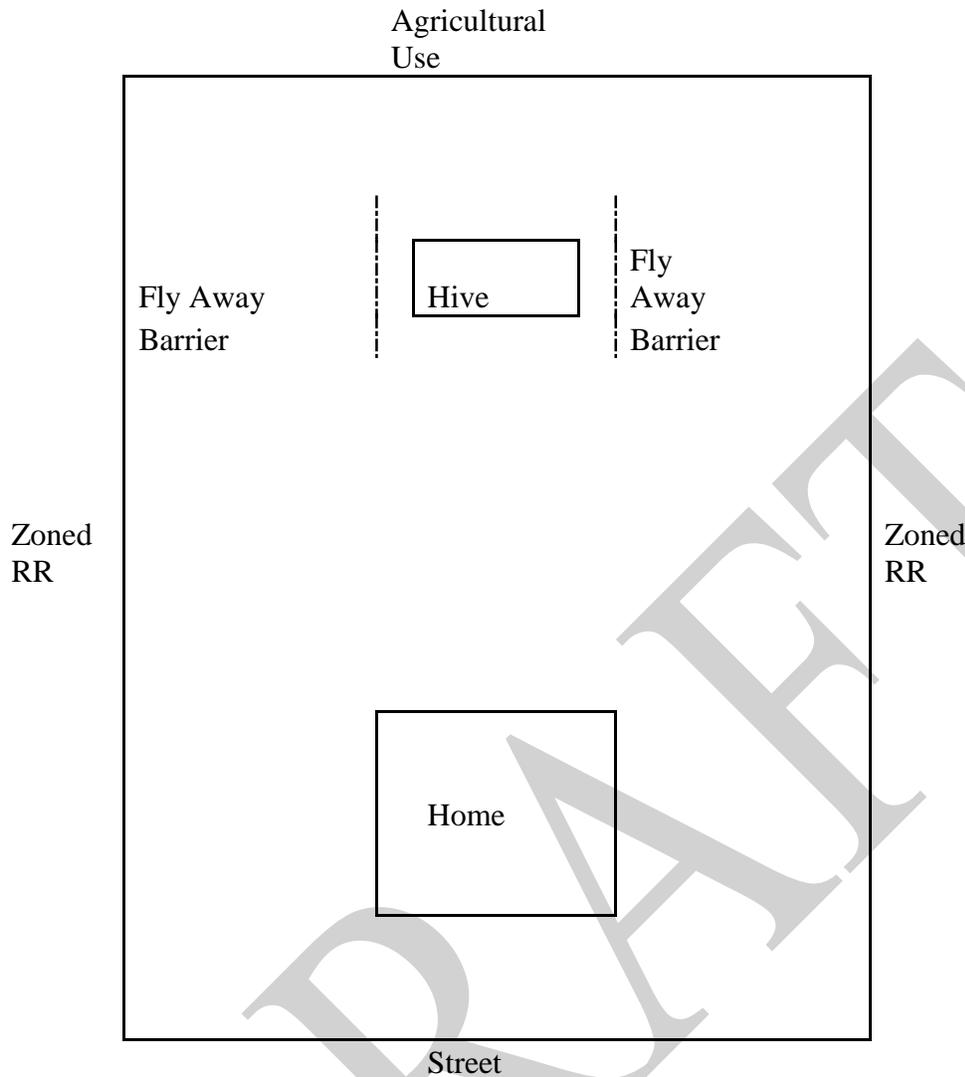
by the conduct of a Home Occupation shall be met off the street, other than in a required front yard, and, if in a driveway, in such a manner that access to the garage is not eliminated.

7. No more than one person other than those living in the residence may be employed in the Home Occupation.
8. No outdoor display of goods or outside storage of equipment or materials shall be permitted.
9. Accessory buildings may be used for operations, display of goods or the storage of equipment or materials used in the Home Occupation.
10. No Home Occupation will be allowed that jeopardizes the health and safety of residents of the City.
11. There shall be no renting of space in a residence for non-residential purposes.
12. Retail is not a permitted home occupation.
13. There shall be no exterior display or exterior signs or interior display or interior signs that are visible from outside the dwelling with the exception of one (1) directional or identification/business sign not to exceed two (2) square feet in area.

Section 14. Amend section. Section 10.69 C. of the Hanover Zoning Ordinance is hereby deleted in its entirety and a new Section 10.69 C. is added as follows:

B. COLONY DENSITY

A colony must be kept not less than 50 feet from the property line of the lot upon which it is located. Except as otherwise provided in this ordinance, the beekeeper shall establish and maintain a flyway barrier at least 6 feet in height. The flyway barrier may consist of a wall, fence, dense vegetation or a combination there of, such that bees will fly over rather than through the material to reach the colony. If a flyway barrier of dense vegetation is used, the initial planting may be 4 feet in height, so long as the vegetation normally reaches 6 feet in height or higher. The flyway barrier must continue parallel to the apiary lot line for 10 feet in either direction from the hive, or contain the hive or hives in an enclosure at least 6 feet in height. A flyway barrier is not required if the property adjoining the apiary lot line (1) is used for agricultural uses and is not less than twenty acres in size, or (2) is a wildlife management area or naturalistic park land with no horse or foot trails located within 50 feet of the apiary lot line.



1. No person is permitted to keep more than the following numbers of colonies on any lot within the AG and RR Zoning District of the City, based upon the size or configuration of the apiary lot:

a. Less than 2.5 acres:	not permitted
b. 2.5 acres but less than 5 acres:	4 colonies
c. 5 acres to less than 10 acres:	8 colonies
d. Larger than 10 acres:	no restriction

2. If the beekeeper serves the community by removing a swarm or swarms of honey bees from locations where they are not desired, the beekeeper shall not be considered in violation the portion of this ordinance limiting the number of colonies if he temporarily houses the swarm on the apiary lot in compliance with the standards of practice set out in this ordinance for no more than 30 days from the date acquired.

Section 15. Amend section. Section 10.71 of the Hanover Zoning Ordinance is hereby deleted in its entirety and a new Section 10.71 is added as follows:

SEC. 10.71. SINGLE FAMILY DESIGN STANDARDS

A. BUILDING ORIENTATION

1. The placement of a principle building in a perpendicular or sideways orientation on an interior lot or through lot is prohibited.
2. All single family detached dwellings shall be designed such that a primary entrance and windows face street right-of-way, except when the lot is within the AG or RR zoning district.

Section 16. Repeal and Replace Zoning Map. The existing Zoning Map is repealed and a new Zoning Map as attached hereto is adopted.

Section 17. Effective Date. This Ordinance shall be in force and effect upon adoption and publication in the official newspaper of the City in accordance with applicable law. The City may publish a summary of this Ordinance.

Section 18. Codification. City staff is directed to codify the revisions to the Zoning Ordinance as enacted in this Ordinance.

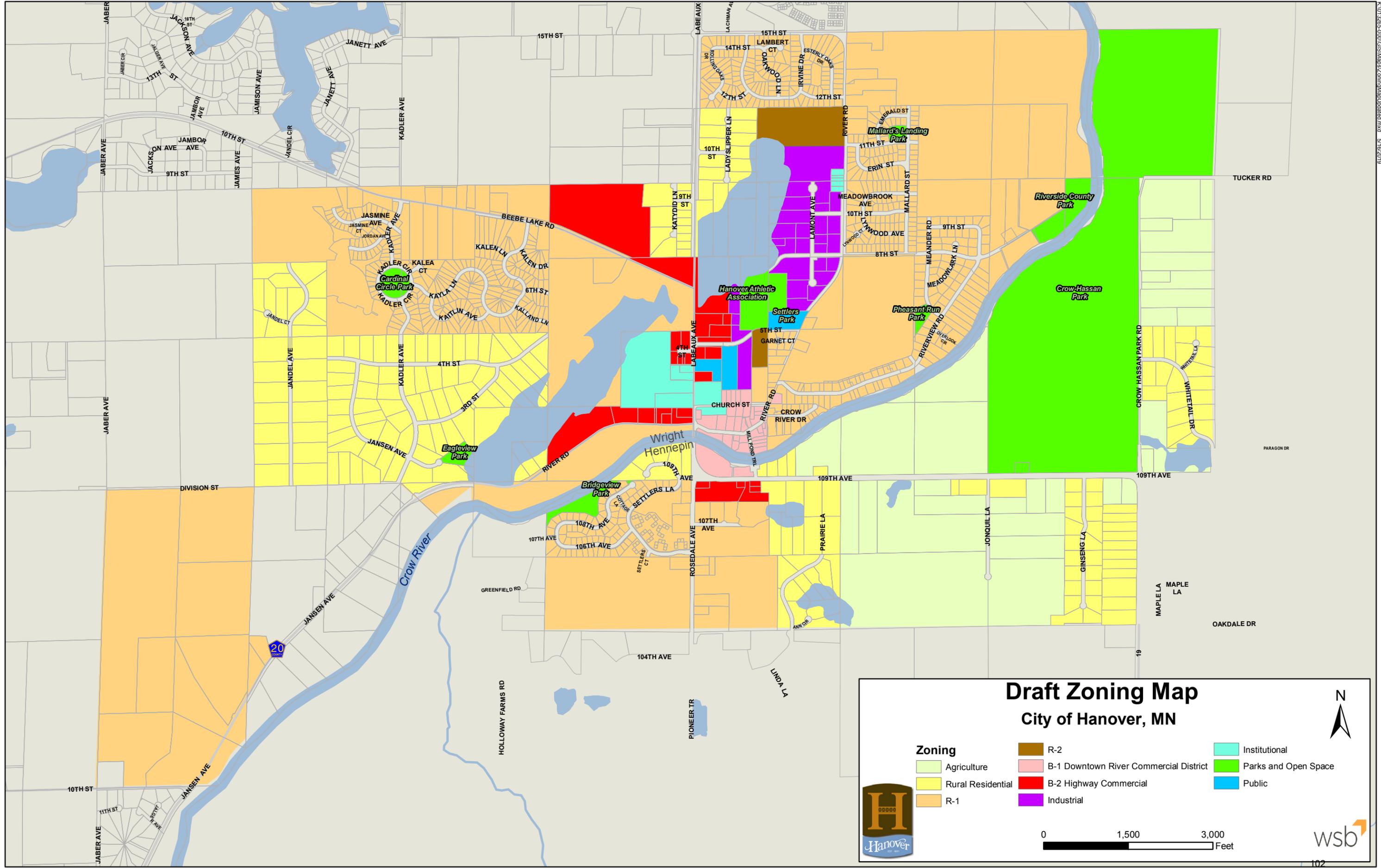
Passed and adopted by the City Council of the City of Hanover on the ____ day of _____, 2019.

Chris Kauffman, Mayor

ATTEST:

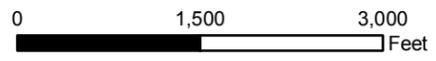
Brian Hagen, City Administrator

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Draft Zoning Map City of Hanover, MN

Zoning	R-2	Institutional
Agriculture	B-1 Downtown River Commercial District	Parks and Open Space
Rural Residential	B-2 Highway Commercial	Public
R-1	Industrial	



To: Mayor Kauffman & Members of the Hanover City Council

From: Brian Hagen, City Administrator

Re: Economic Development Finance Professional Certification

Date: May 30, 2019

Attached is a memo and information I provided to the EDA on May 29, 2019 related to a certification program focused on economic development. The EDA passed a motion recommending the City Council approve the program for me to attend. The cost of the program would be billed to the EDA's other professional services fund which the EDA Consultant fees were previously billed to.

As part of this program, I would also become a member of the Economic Development Association of Minnesota (EDAM). EDAM provides on going training sessions that would be beneficial for future learning opportunities.

To: Chair Bartels & Members of the Hanover EDA

From: Brian Hagen, City Administrator

Re: Economic Development Finance Professional Certification

Date: May 24, 2019

In 2018 the Hanover EDA received notice that our EDA Consultant Heidi Peper took a new career position away from SEH Inc. With the change in employment, the Hanover EDA chose not to replace Heidi with a new consultant. The discussion was related to Hanover not having many available commercial or industrial properties available. Furthermore, I have grown in my knowledge of the EDA and its authority.

At the 2019 Hanover Strategic Planning Session there was some support in the EDA hiring another consultant in order to seek out various programs to assist with funding sources for potential new businesses. I would like to pose an option for consideration.

In speaking with colleagues about various trainings that would be beneficial as it relates to economic development, I have learned about the National Development Council (NDC). The NDC offers a certification program called the Economic Development Finance Professional Certification (EDFP). This is a program that consists of four courses related to economic development finance, business credit analysis, real estate finance, and deal structuring. This program is also supported by the Economic Development Association of Minnesota (EDAM). This would be an opportunity for me to grow my knowledge in this area of my duties as well as broaden my network of colleagues to reach out to when Hanover does receive that opportunity to act of some local EDA related goals or business recruitment.

Cost for the program is \$1,375 per course. However, with a membership in EDAM there is a discount code that can be applied to each course equal to \$275. An EDAM membership cost is \$295. Should the Hanover EDA want to consider this option, I could complete three of the four courses this year with a tentative finish of the program in the spring of 2020. Total cost for the three courses this year would be \$3,300 after discounts plus the \$295 EDAM membership. The 2020 program dates and costs have not been released but I would estimate the costs to be comparable. In addition to the initial certification would be future trainings to stay current with the certification and membership fees.

I have attached the program course descriptions as well as a list of course dates for your review.

Economic Development Finance Professional (EDFP) Certification Program™

NDC's Economic Development Finance Professional (EDFP) Certification Program™ is a rigorous, four-course training series that explores the skills essential for the successful practice of economic development – business credit and real estate finance analysis techniques, loan packaging procedures, negotiating and problem solving skills, and deal structuring techniques. Individuals who successfully complete the four courses and pass the examinations in each class are awarded certification as an EDFP.

ED101 – Economic Development Finance

5 days

Prerequisite: None

The first course in the EDFP Certification Program™, ED101 explores the financial skills required for the successful practice of economic development within the context of an overall economic development finance system. This course provides a conceptual framework for the role of economic development finance in the larger economy and involves participants in analyzing and structuring financing for operating businesses and commercial real estate development projects. Specific topics include:

Economic Development Finance Overview

- Financing gaps in the private capital markets
- Underwriting practices of private sector lenders
- Plugging the gaps with economic development financing incentives
- Implementing financing programs through an economic development finance system

Business Credit Analysis

- Financial statement spreading and analysis
- Quality indicators and ratio analysis
- Calculating debt capacity

Fixed Asset Financing

- Measuring repayment-ability
- Structuring incentive financing

Real Estate Financing

- Developer's pro forma income and expense statement
- Measuring return on investment
- Calculating the financing gap

Economic Development Finance Programs

- Programs under the Stimulus
- SBA 504 and 7(a)
- HUD CDBG and 108
- New Markets Tax Credits
- Revolving loan funds and interim financing
- Loan packaging procedures

Economic Development Finance Professional (EDFP) Certification Program™ (cont.)

ED201 – Business Credit Analysis

5 days

Prerequisite: ED101

The second course in the EDFP Certification Program™, ED201 builds upon the skills taught in ED101 and explores advanced financial techniques used to analyze various types of operating businesses. Credit analysis procedures utilized by commercial lenders are tailored to address the unique needs of the economic development lender. Participants analyze the financial statements of numerous real companies—manufacturing, service and retail—and structure fixed asset and permanent working capital (PWC) financing. Specific topics include:

Credit Analysis Process

- Evaluating a company's strengths and weaknesses
- Refining quality indicator and ratio analysis
- Assessing operating trends
- Measuring a company's ability to digest growth

Permanent Working Capital Analysis

- Determining a company's operating cycle
- Measuring PWC needs
- Financing a company's growth

Cash Flow Analysis

- Analyzing cash flow management
- Determining debt capacity
- Matching sources and uses of funds
- Identifying fast growth syndrome

Projections and Forecasting

- Balance sheet and profit and loss statement projections
- Evaluating financing options
- Break even analysis
- Structuring fixed asset and PWC financing
- Restructuring financing packages

Economic Development Finance Professional (EDFP) Certification Program™ (cont.)

ED202 – Real Estate Finance

5 days

Prerequisite: None

The third course in the EDFP Certification Program™, ED202 presents a step-by-step overview of the real estate development process from the perspectives of lenders and investors. Economic development projects are analyzed using the rates of return required by lenders, developers and investors to quantify the financing gap and amount of public financing needed to fill the gap. Participants learn how to generate equity for real estate projects and lower the amount of public investment needed. Specific topics include:

Real Estate Financing Process

- Calculating project costs
- Projecting the developer's pro forma
- Determining debt capacity
- Measuring equity attracted
- Quantifying the financing gap
- Closing the gap

Return on Investment

- Cash-on-cash rate of return
- After-tax cash flow rate
- Present value analysis
- Internal rate of return

Appraisals

- The capitalization rate
- Three approaches to value
- Reconciling value

Impact of Taxes on Real Estate Ownership

- Depreciation
- Leverage
- Tax credits
- Taxable gains and losses

Economic Development Finance Professional (EDFP) Certification Program™ (cont.)

ED300 – The Art of Deal Structuring

5 days

Prerequisites: ED101, ED201 and ED202

The final course in the EDFP Certification Program™, ED300 integrates the business credit and real estate finance skills learned in previous courses with the creative demands of deal structuring. Participants apply a process for solving problems in order to overcome the myriad obstacles—economic, financial, political, and social—to the successful structuring of business finance and real estate projects. The emphasis of this course is casework. Participants are challenged by case studies that involve complex financial issues such as workouts, business buyouts, and tax credits in real estate projects. Specific topics include:

Problem Solving

- Problem solving process
- Negotiation strategies
- Creating “win-win” solutions

Deal Structuring

- Valuing tax credits

Workouts and Buyouts

- Developing a workout plan
- Business valuation methods
- Structuring a buyout

Syndications

- Equity attraction
- Allocation of benefits
- Limited partnership model

**ECONOMIC DEVELOPMENT FINANCE PROFESSIONAL (EDFP)
CERTIFICATION PROGRAM**

ED202 – Real Estate Finance (*prerequisite none*)

- 07/22/19-07/26/19
- \$1,375
 - Discount of \$275 with EDAM Membership

ED101 – Economic Development Finance (*prerequisite none*)

- 08/12/19-08/16/19
- \$1,375
 - Discount of \$275 with EDAM Membership

ED201 – Business Credit Analysis (*prerequisite ED101*)

- 10/07/19-10/11/19
- \$1,375
 - Discount of \$275 with EDAM Membership

ED300 – The Art of Deal Structuring (*prerequisite ED101, ED201, ED202*)

- Assumed March 2020

**Economic Development Association of Minnesota (EDAM) Membership cost = \$295*