

REVISED AGENDA
HANOVER CITY COUNCIL
JUNE 7, 2016

MAYOR
CHRIS KAUFFMAN

COUNCIL
JOHN VAJDA
DOUG HAMMERSENG
KEN WARPULA
JIM ZAJICEK

1. Call to Order/Pledge of Allegiance: 7:00 p.m.
2. Approval of Agenda
3. Consent Agenda Items:
 - a. Approve Minutes of May 17, 2016 City Council Work Session Meeting (pg. 4)
 - b. Approve Minutes of May 23, 2016 Special City Council Meeting (pg. 8)
 - c. Approve Minutes of May 23, 2016 Joint Council/Planning Commission Meeting (pg. 10)
 - d. Approve Claims as Presented: (page 13)

➤ Claims	\$ 103,108.32
➤ Payroll	\$ 7,910.23
➤ P/R taxes & Exp	\$ 3,161.09
➤ Other Claims	\$ 2,541.44
➤ Total Claims	<u>\$ 116,801.08</u>
 - e. Res No 06-07-16-69 – Accepting Donation of Kitchen Supplies (pg. 55)
 - f. Res No 06-07-16-73 – Approving Annual Liquor Licenses (pg. 56)
4. Citizen’s Forum:
5. Public Hearings
 - a. Plug Technologies – Minnesota Investment Fund Grant
6. Unfinished Business
 - a. Direction on Moratorium Amendment
 - b. Public Works Site Commitment
 - c. St. Michael Compost Site Upgrades
 - d. Settlers Park Ballfield Redesign Commitment
7. New Business
8. Reports of Mayor and Council Members, Staff, Boards, and Committees
9. Adjournment

To: Mayor Kauffman & Members of the Hanover City Council
From: Brian Hagen, City Administrator
Date: June 3, 2016
Re: Review of June 7, 2016 City Council Agenda

1. Call to Order/Pledge of Allegiance: 7:00 p.m.
2. Approval of Agenda
3. Consent Agenda Items: *See enclosed consent packet.*
 - a. Approve Minutes of May 17, 2016 City Council Work Session Meeting (pg. xx)
 - b. Approve Minutes of May 23, 2016 Special City Council Meeting (pg. xx)
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 - e. Res No 06-07-16-69 – Accepting Donation of Kitchen Supplies (pg. xx)
 - f. Res No 06-07-16-73 – Approving Annual Liquor Licenses (pg. xx)
4. Citizen’s Forum:
To address the Council in the Citizen’s Forum, please complete the Citizen’s Forum sign-in sheet on the table near the entrance and give it to the Mayor or City Administrator.
5. Public Hearings
 - a. Plug Technologies – Minnesota Investment Fund Grant
The City is required to hold a public hearing to collect public comment on the City’s partnership in obtaining a grant through the Minnesota Investment Fund. This public hearing is held at the end of the funding balance as Plug Technologies has met or exceed the expectations of the agreement.
6. Unfinished Business
 - a. Direction of Moratorium Ordinance
It has been requested that an amendment be made to the moratorium ordinance to reduce the square footage requirements of the housing styles. This suggestion has come after staff has be responsible for holding building permit applications that do not meet the temporary requirements of “Ordinance 2016-03- Establishing a Moratorium on Building Permits for Single Family Dwellings.” Before advertising for a public hearing to discuss an amendment to Ordinance 2016-03, staff seeks full Council direction on the necessity for the amendment.

b. Public Works Site Commitment

In the interest of project timeline, staff is seeking Council decision on whether the future public works facility site will be at the 5 acre parcel (formally referred to 10 acre parcel) on 5th St. NE. By committing to this site, detailed building plans in preparation for bids could be started. At this point, the plans have not been started due to the floor plan being designed for this specific location.

c. St. Michael Compost Site Upgrades

As explained at a previous meeting, St. Michael is seeking support from Hanover to move forward with upgrades to the compost site. The upgrades would include an automated gate system and camera system. The request comes from difficulty being able to maintain optimal staffing levels. Additionally, Councilor Zajicek visited with St. Michael Administrator, Steve Bot, to ask additional questions.

d. Settlers Park Ballfield Redesign Commitment

This request stems from the recent outpour of support for saving the trees. The redesign has been approved, and at this point can move forward. Given recent feedback, staff and Youth Ball are seeking confirmation that the project can move forward. Youth Ball is expected to give a project update to the Minnesota Twins foundation responsible for awarding the grant the received for this project.

7. New Business

a. Res No 06-07-16-70 – Approving EDA Low Interest Loan Program (pg. xx)

Enclosed is a resolution approving changes to this incentive program. Details of the program are attached to the resolution in the program guideline document.

b. Res No 06-07-16-71 – Approving EDA Matching Grant Program (pg. 62)

Enclosed is a resolution approving changes to this incentive program. Details of the program are attached to the resolution in the program guideline document.

c. Res No 06-07-16-72 – Approving EDA Rent Reimbursement Program (page 64)

Enclosed is a resolution approving changes to this incentive program. Details of the program are attached to the resolution in the program guideline document.

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

9. Adjournment

**CITY OF HANOVER
CITY COUNCIL WORK SESSION
MAY 17, 2016 – DRAFT MINUTES**

Call to Order

Mayor Kauffman called the Regular City Council Work Session Meeting of Tuesday, May 17, 2016 to order at 6:05 p.m. Present were Mayor Chris Kauffman, Councilors John Vajda, Doug Hammerseng, Ken Warpula, and Jim Zajicek. Also present were City Administrator Brian Hagen, Accountant/Deputy Clerk Elizabeth Lindrud, and Public Works Supervisor Scott Vogel. Other guests present were Nancy Schulzetenberg with Bergen KDV, and Rusty Fifield with Northland Securities, Claudia Pingree, Adam Lange, Stephanie Gleason, Vonnie and Martin Waters, Joe Kaul, Brad Adkins, Eric Swenson, Tony Mornin, Tim Bienias, Joseph Olson, Brian Kottke, Pat Meister, Stan Kolasa and others.

Approval of Agenda

Hagen requested to add Res No 05-17-16-67 approving the purchase agreement form J.S. Stewart as item 8a. Kauffman requested to add the Foxtailers Snowmobile Club after the Public Hearing.

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

Consent Agenda

Lindrud stated there was an additional claim of \$4,074.85 payable to Albertville Body Shop for fire truck repairs, bringing the total claims amount to \$112,231.41.

MOTION by Warpula to approve consent agenda as amended, seconded by Hammerseng.

a. Approve Minutes of May 3, 2016 City Council Meeting

b. Approve Claims as Presented:

➤ Claims	\$ 98,446.41
➤ Payroll	\$ 8,100.90
➤ P/R taxes & Exp	\$ 3,142.66
➤ Other Claims	<u>\$ 2,541.44</u>
➤ Total Claims	<u>\$ 112,231.41</u>

Motion carried unanimously.

Public Hearings

Capital Improvement Plan

Hagen stated that the Public Hearing is a continuation for the February 29, 2016 to approve the Capital Improvement Plan. The hearing was continued so the City could obtain a more accurate quote on the costs associated with the public works facility. Hagen explained the updated bond amount is \$2.1 million.

Kauffman opened the Public hearing at 6:10 p.m.

Kauffman asked if there were any public comments. Adam Lange asked if the building cost was \$2.1 million, Kauffman explained that is the maximum amount the City can bond for, Council thinks \$1.5 to \$1.7 million in costs is a more realistic number. Hagen stated this cost includes all soil corrections, pavement for driveway and parking lot and the construction of the building. Kauffman explained that the building is 12,000 square feet to accommodate future growth. Joe Kaul inquired if the bond includes the costs to renovate the current Public Works area, Kauffman replied it did not and there are not currently plans to renovate that area. Discussion took place on whether funds from the bond could be used towards retrofitting the Public Works area. Rusty Fifield explained that wording could be added to the resolution allowing funds to be used to improve City Hall. Martin Waters inquired as to why the design changed since the Open House the City hosted. Kauffman explained that changes were made due to feedback received from the Open House.

Discussion took place around the site location for the building. Fifield stated that the approval of the Capital Improvement Plan for the bond are not site specific, that Council is approving resolutions to create authority for the City to bond for the project.

MOTION by Warpula to close the Public Hearing at 7:34 p.m., seconded by Zajicek. **Motion carried unanimously.**

Res No 05-17-16-64 – Adopting a Capital Improvement Plan and Providing Preliminary Approval for the Issuance of Bonds

Council agreed to amend the Capital Improvement Plan and Resolution to also allow for bond funds to be used to make improvements to City Hall.

MOTION by Warpula to approve Res No 05-17-16-64 as amended, seconded by Hammerseng. **Motion carried unanimously.**

Res No 05-17-16-65 – Approving Post-Issuance Compliance Procedure and Policy for Tax-Exempt Government Bonds

MOTION by Warpula to approve Res No 05-17-16-65, seconded by Zajicek. **Motion carried unanimously.**

Res No 05-17-16-66 – Approving the Issuance of General Obligation Capital Improvement Plan Bonds, Series 2016A

MOTION by Kauffman to approve Res No 05-17-16-66, seconded by Hammerseng. **Motion carried unanimously.**

Foxtailers Snowmobile Club – Matting for Bridge Decking

Brad Adkins, Eric Swenson, and Tony Mornin introduced themselves to Council and stated that they have been working on a solution to protect the Historic Bridge decking from the snowmobiles in winter. They explained that in the past the club had screwed plywood to the decking to protect it, but since the Bridge has been restored they want to avoid putting holes in the new decking. He explained they have conveyor belts that would only need to be secured at the end of the bridge, but the plywood could be put underneath without screwing into the deck boards. Hammerseng stated the City has invested a lot of time and money into the Historic Bridge and wants to ensure it is not damaged. The Foxtailers agreed and did state that they are not able to use the County Road 19 Bridge for safety reasons due to the heavy auto traffic. Vogel stated his main concern was around the added weight to the bridge and meeting the weight restriction requirement. Vajda asked the club to come back in September with more information.

2015 Audit Review

Nancy Schulzetenberg from BergenKDV gave a presentation on the 2015 Audit. She explained there was one mid-level finding related to the lack of segregation of duties. She stated that is due to the small staff size and it is mid-level because there are other measures in place, such as Council reviewing claims and financials, to mitigate any threat. Schulzetenberg stated the City's 2015 end result was good.

Hagen explained that the City currently has excess funds in the operating account. These funds can be transferred into capital funds in order to utilize them on upcoming projects versus using other funding sources. Hagen stated Council will see a resolution transferring these funds in the coming meetings.

Res No 05-17-16-67 – Approving Purchase Agreement for Property Located on Fifth Street Northeast. Hagen stated that Jim Stewart delivered signed copies of the purchase agreement and agrees to the terms listed in the document. Hagen further explained that \$20,000 of the purchase price will be put in an escrow and used towards the cost of the watermain assessment.

MOTION by Kauffman to approve Res No 05-17-16-67, seconded by Vajda. **Motion carried 3 to 2.**
Voting aye: Kauffman, Vajda, Hammerseng.

Voting nay: Warpula, Zajicek

Public Works Facility Preliminary Design Approval

Hagen explained that he is seeking direction for John Studer to go forward with the building plans. Council agreed that they approved of the preliminary design. However, further consideration is needed for site location.

MOTION by Vajda to approve the Public Works Facility Preliminary Design, seconded by Zajicek. **Motion carried unanimously.**

Res No 05-03-16-62 – Ordering 5th St. NE Watermain Extension Project

Council agreed that the watermain was needed for future development.

MOTION by Vajda to approve Res No 05-03-16-62, seconded by Warpula. **Motion carried unanimously.**

Res No 05-03-16-63 – Awarding 5th St. NE Watermain Extension Bid

Zajicek inquired if Hagen received any feedback on R.L Larson Excavating, Inc. Hagen stated that Messner has positive experiences working with them before and further stated that they have already worked to reduce the impact on surrounding properties by planning for directional boring on a portion of the project.

MOTION by Warpula to approve Res No 05-03-16-63, seconded by Vajda. **Motion carried unanimously.**

St. Michael Compost Site Upgrades

Hagen explained that St. Michael has been having staffing issues at the compost site and one solution being discussed is having a gate system with an electronic key fob system for residents. Hagen stated the cost to Hanover could go up from \$5,000 a year to \$6,000 with this improvement. Hagen further stated a camera system would also be utilized. Council had questions as to why this system would be needed. Vajda and Zajicek stated they would contact Steve Bot to discuss.

Reports

Vogel:

- Stated that they are hoping to start crack filling next week.
- Staff has been busy mowing and maintenance.
- Stated that there are willow trees growing up through the Beebe Lake trail and he is working with Justin Messner on a solution.
- Stated that the Hanover Lions city cleanup day went well.

Lindrud:

- Began working on the 2017 budget.

Hagen:

- Met with Cindy Nash and Justin Messner for the Comp Plan Amendment.
- Met with Scott Cole, the architect, engineer, and builders to review changes related to parking and emergency vehicle access.

Warpula:

- Extended an invitation to Council to join the Fire Department for the Fire Department's hose testing in August.

Adjournment

MOTION by Warpula to adjourn at 9:55 p.m., seconded by Vajda. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

**CITY OF HANOVER
SPECIAL MEETING OF COUNCIL
MAY 23, 2016 – DRAFT MINUTES**

Call to Order:

Mayor Kauffman called the special council meeting of Monday, May 23, 2016, to order at 6:46 p.m. Present were Chris Kauffman, John Vajda, Doug Hammerseng, and Jim Zajicek. Also present were City Administrator Brian Hagen, Administrative Assistant Amy Biren, and City Planner Cindy Nash. Residents Clark Lee, Stephanie Gleason, Cassandra Vajda, and Krysta Mitchell were present.

Approval of Agenda

MOTION by Hammerseng to approve the agenda as presented, seconded by Vajda. **Motion carried unanimously.**

Public Hearing – Adoption of Moratorium on the Issuance of Single Family Dwelling Building Permits

Mayor Kauffman opened the public hearing at 6:49 p.m.

Mr. Lee felt that an error was made when re-codifying the Zoning Ordinance in 2013. Mr. Lee stated that because the minutes do not reflect changes made to the ordinance, then certain changes were not approved. Mr. Lee specifically was concerned about the removal of minimum housing standards related to house sizes. Hagen explained that minutes are a summary of the meeting held. The changes would be determined if one compared the old zoning ordinance to the ordinance presented to both the Planning Commission and Council in 2013 for the recodification.

Ms. Mitchell felt that Hanover homes should be nicer in order to match the income levels of Hanover residents.

Continued conversation revolved defining how to measure the livable area in relationship to minimum size requirements. The standards presented matched the standards in place prior to the 2013 recodification. Comments made requested the footprint of the livable area of the home be used when determining minimum size requirements.

MOTION by Hammerseng to close the public hearing, seconded by Zajicek. **Motion carried unanimously.**

Res No 05-23-16-68 – Authorizing & Directing the Study of Official Controls on Single Family Dwellings

Hagen explained that in order to move forward with the moratorium ordinance, a resolution directing the study of official controls is required.

MOTION by Vajda to approve Res No 05-23-16-68, seconded by Hammerseng. **Motion carried unanimously.**

Ordinance 2016-03 – Establishing a Moratorium on Building Permits for Single Family Dwellings

Discussion continued on what standards to put in place during the moratorium period were held. Council consensus was to use the outside footprint of the structure, but exclude the garage area, to determine if the house meets the minimum size requirement.

Council also discussed the split foyer/entry home minimum size in relationship to current day standards. The past ordinance required a larger size than the typical 987 sq. ft. split level on today’s market.

Hagen explained that a moratorium ordinance must be adopted with a specific end date. If a final decision is made prior to the end date stated in the ordinance, Council is able to pass a resolution ending earlier. Council discussed a 90 day versus a 180 day period.

MOTION by Kauffman to approve Ordinance 2016-03 not to exceed 180 days and lower the minimum house size of a split foyer/entry to 987 sq. ft., seconded by Zajicek. **Motion carried unanimously.**

Adjournment:

MOTION by Vajda to adjourn at 7:27 p.m., seconded by Hammerseng. **Motion carried unanimously.**

APPROVED:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

**CITY OF HANOVER
JOINT MEETING OF THE
CITY COUNCIL AND PLANNING COMMISSION
MAY 23, 2016
DRAFT MINUTES**

Call to Order/Pledge of Allegiance

Stan Kolasa called the May 23, 2016, the Joint Meeting of the City Council and Planning Commission to order at 7:28 pm after the Special Council Meeting. Council members present were Mayor Chris Kauffman, John Vajda, Jim Zajicek, and Doug Hammerseng. Planning Commission members present were Stan Kolasa, Michelle Armstrong, Dean Kuitunen, and Mike Christenson. Also present were City Administrator Brian Hagen, City Planner Cindy Nash, and Administrative Assistant Amy Biren. Also present: Krysta Mitchell, Clark Lee, Cassandra Vajda, and Stephanie Gleason. Absent: Councilor Ken Warpula, Planning Commissioner Jim Schendel, and City Engineer Justin Messner.

Approval of Agenda

MOTION by Armstrong to approve the agenda as presented, seconded by Kuitunen. **Motion carried unanimously.**

Approval of Minutes from the March 28, 2016, Regular Meeting

MOTION by Armstrong to approve the March 28, 2016, minutes as presented, seconded by Kuitunen. **Motion carried unanimously.**

Citizen's Forum

Clark Lee, 525 Kadler Avenue: Expressed his concerns regarding the lack of minimum floor area requirements for new construction of single family dwellings. He had attended the Council Meeting on May 3, 2016, as well. He voiced his concerns about garages increasing in size and overshadowing the actual homes. He thanked the Council for putting into effect a moratorium on building footprints which took place at the prior Special Council Meeting tonight. Lee would like the standards to be reviewed and revert to those prior to the 2013 Re-codification.

Public Hearing

None

Unfinished Business

Biren informed that the Conditional Use Permit Amendment regarding Rhino Imported Auto Parts has been postponed until the June meeting as the surveyor was unable to survey the property until last week and this delay impacted the site plan drawings. Nash has received official notice asking for an extension.

New Business

Consideration of Amendments to the Performance Standards for Construction of Single Family Dwellings

Biren presented information on current standards compared to those used prior to 2013 (see attached chart). The major differences were in the area of minimum floor area per house type, materials used, driveways, and garages. Staff answered questions from Council and Planning Commission members to further clarify these comparisons and the history of the 2013 Re-codification.

Krysta Mitchell asked if redlined copies of the changes made during the 2013 Re-codification were kept. Nash explained that since there are so many changes and moving sections around during a process of re-codification, that redlining is difficult and distracting.

Mayor Kauffman stated that the major issue appears to be the right sized homes for Hanover and that the Planning Commission would need to look at the sizes and how standards would be determined.

Vajda asked Armstrong about the size of home from a realtor's point of view. Armstrong replied that she needed more time to compare the past and present standards and fully understand them from a planning perspective.

Christenson inquired about how the terms footprint versus floor area are used and if they mean different things. Nash replied that many cities do not have a specific minimums and that the terms are defined differently. Footprint means the outside dimensions and floor area is calculating the space used, but not that space considered "dead" like walls.

Hammerseng asked Armstrong what terms are used in real estate when listing homes. Armstrong replied that foundation size (footprint) and the finished square footage. She said that footprint is what really matters and gave several examples of new construction homes for sale in Hanover and their foundation sizes (taken from her realty website).

Vajda wanted to know what the process would be for a new development, specifically the undeveloped part of Crow River Heights. Nash said that a new developer would have to start from scratch with a new preliminary plat and go from there. She also explained that a Planned Unit Development (PUD) may vary from standards in place if approved by Council, but that a PUD is not a guarantee and developers do not want to take the risk. Some of the bigger developers wouldn't look at Hanover as a possible place to build because they wouldn't want to deal with restrictions.

The Planning Commission will review the general requirements, the building materials, the garage size, the garage frontage, and the minimum building sizes. Minimum building sizes and garages will be discussed at the June meeting.

MOTION:

Vajda moved to close the Council portion of the Joint Meeting, seconded by Zajicek. **Motion carried unanimously.** Council closed at 8:20 pm.

Planning Commission members continued the discussion regarding standards. Nash recalled that prior to the 2013 changes, garages were having to be designed as tandem garages in order to meet the size requirements. Hammerseng stated that Hanover was being hurt by the restrictions and they needed to pull back from them. Builders were also having difficulties meeting the standards and getting product. Kolasa agreed with this. Christenson asked if there were definitions of the types of houses that were referenced in the ordinance prior to 2013. Nash said that was something that would need to be talked about and put either in definitions or the building standards.

Reports and Announcements

Staff:

Biren said that there has been 13 new construction permits since the first of the year and two more are waiting pick up. There has been a lot of deck permits this year. The City Cemetery is being mapped by Cemetery Updating Services out of Winona, MN. They have measured out the Cemetery and located all of the existing graves/head stones and determined if each grave was occupied or not. How the back area of the Cemetery will be plotted still needs to be decided before the project is completed.

Hagen accompanied WSB on the Historic Bridge inspection and there is only one item that needs to be taken care of—finish putting concrete near the abutment and the beam which the Bridge rests. The comprehensive plan will be going to Council for scope of work. Also working towards putting together an informational packet for potential developers.

Nash informed the Board that FEMA has issued new floodplain maps along with updating floodplain management. These maps will need to be approved by November of this year.

Council Liaison

Hammerseng reviewed the concerns expressed by citizens regarding new ballfield design and the necessity to remove trees in order for the redesign. He said at the last Council meeting, the bonding for the new Public Works building merged into looking at the best use of the land and possibilities of locating it on other City property. Also, the Foxtailers Snowmobile Club approached Council with a possible covering for the Historic Bridge, but no decision was made.

Planning Commission

Christenson asked how shipping containers fit in with the City Code and suggested that this be reviewed at a future meeting. Hagen responded that according to the accessory building ordinance, the building must fit in with the surroundings, so a shipping container would not be allowed.

Kuitunen asked about silt fence enforcement and how a new construction property on Erin Street does not put the fence back up after contractors have worked. Biren said that she and Terry Hagstrom, Metro West, have been working together to make sure erosion controls are in place. There was one day when eight sites had stop work orders because silt fencing and rock driveways were not in place in addition to not cleaning the dirt off of the streets. The sites complied and the stop work orders were lifted.

Armstrong asked if anyone new about the JP Brooks property in Crow River Heights that was for sale. It had been the focus of a wetland variance last year. Hagen said that the variance had been withdrawn with the plans to build a house on the lot that would meet the setbacks. It was assumed that this was still the goal.

Adjournment

MOTION by Armstrong to adjourn, seconded by Christenson. **Motion carried unanimously.**
Meeting adjourned at 8:47 pm.

APPROVED:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

HANOVER

Payments

06/02/16 3:23 PM

Page 1

Current Period: June 2016

Batch Name	06/07/16 PAY					
	Payment	Computer Dollar Amt	\$103,188.32	Posted		
Refer	1629 A-1 OUTDOOR POWER, INC.		-			
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	Repair Tele Pruner 4-Mix				\$248.71
Invoice	378873	5/20/2016				
Transaction Date	5/25/2016	Due 0	Cash	10100	Total	\$248.71
Refer	1619 AFLAC		Ck# 001612E 6/7/2016			
Cash Payment	G 100-21706 Medical/Dental Ins	Supplemental Insurance - May 2016 Account#				\$134.16
Invoice	255356	5/12/2016				
Transaction Date	5/24/2016	Due 0	Cash	10100	Total	\$134.16
Refer	1623 ASSURANT EMPLOYEE BENEFITS		-			
Cash Payment	G 100-21707 Life Ins	Life Insurance - June 2016				\$383.65
Invoice		5/18/2016				
Transaction Date	5/24/2016	Due 0	Cash	10100	Total	\$383.65
Refer	1622 AT&T MOBILITY		-			
Cash Payment	E 100-43000-321 Telephone	PW Cell Phone - 4/18/16 - 5/17/16				\$138.06
Invoice	X05252016	5/17/2016				
Transaction Date	5/31/2016	Due 0	Cash	10100	Total	\$138.06
Refer	1618 BAKER, MARY		-			
Cash Payment	E 100-48205-810 Refunds & Reimburseme	Damage Deposit Shelter Rental - 5/19/16				\$100.00
Invoice		5/20/2016				
Transaction Date	5/24/2016	Due 0	Cash	10100	Total	\$100.00
Refer	1630 BANYON DATA SYSTEMS		-			
Cash Payment	E 100-41570-207 Computer Supplies	Support Services - 2016				\$1,590.00
Invoice	00154314	6/1/2016				
Transaction Date	5/26/2016	Due 0	Cash	10100	Total	\$1,590.00
Refer	1627 BERGANKDV		-			
Cash Payment	E 100-41540-301 Auditing and Acctg Servi	Final billing on the audit of Financial Statements for year ending 12/31/15				\$3,400.00
Invoice	922287	5/24/2016				
Transaction Date	5/24/2016	Due 0	Cash	10100	Total	\$3,400.00
Refer	1621 BIFFS INC.		Ck# 001620E 6/7/2016			
Cash Payment	E 100-45200-580 Other Equipment	Pheasant Run Park				\$95.00
Invoice	W597391-IN	5/25/2016				
Cash Payment	E 100-45200-580 Other Equipment	Eagleview Park				\$95.00
Invoice	W597392-IN	5/25/2016				
Cash Payment	E 100-45200-580 Other Equipment	Mallard Park				\$95.00
Invoice	W597392-IN	5/25/2016				
Cash Payment	E 100-45200-580 Other Equipment	Cardinal Circle Park				\$95.00
Invoice	W597392-IN	5/25/2016				
Transaction Date	5/31/2016	Due 0	Cash	10100	Total	\$380.00
Refer	1631 BLUE STAR HOMES		-			
Cash Payment	E 815-48200-810 Refunds & Reimburseme	Landscape - 11554 11th St NE				\$1,500.00
Invoice		6/1/2016				

HANOVER

Payments

06/02/16 3:23 PM
Page 2

Current Period: June 2016

Cash Payment	E 811-48200-810 Refunds & Reimburseme	Erosion - 11554 11th St NE	\$750.00
Invoice	6/1/2016		
Cash Payment	E 817-48200-810 Refunds & Reimburseme	Infrastructure - 11554 11th St NE	\$1,000.00
Invoice	6/1/2016		
Transaction Date	6/1/2016	Due 0 Cash	Total
		10100	\$3,250.00
Refer	1637 <u>BROCK WHITE</u>		
Cash Payment	E 100-43121-224 Street Maint Materials	Roadsaver Sealant (9000)	\$5,220.00
Invoice	12664952-01	5/25/2016	
Transaction Date	6/2/2016	Due 0 Cash	Total
		10100	\$5,220.00
Refer	1615 <u>BURSCVILLE CONSTRUCTION</u>		
Cash Payment	E 100-43122-224 Street Maint Materials	Road Grading - 04/06/16	\$975.00
Invoice	4098	5/14/2016	
Cash Payment	E 100-43122-224 Street Maint Materials	Gravel & Grading Jonquil Lane - 5/03/16	\$1,220.00
Invoice	4098	5/14/2016	
Transaction Date	5/19/2016	Due 0 Cash	Total
		10100	\$2,195.00
Refer	1625 <u>CARSON, CLELLAND & SCHREDE</u>		
Cash Payment	E 100-41610-304 Legal Fees	Legal Support/Work - May 2016	\$81.62
Invoice		5/27/2016	
Transaction Date	5/31/2016	Due 0 Cash	Total
		10100	\$81.62
Refer	1627 <u>CITY OF ST. MICHAEL</u>		
Cash Payment	E 602-49455-310 Other Professional Servi	SAC Fees May 2016 - 583 Kayla	\$4,712.00
Invoice		6/1/2016	
Cash Payment	E 602-49455-310 Other Professional Servi	SAC Fees May 2016 - 545 Kayla	\$4,712.00
Invoice		6/1/2016	
Cash Payment	E 602-49455-310 Other Professional Servi	SAC Fees May 2016 - 1344 Oakwood Lane	\$4,712.00
Invoice		6/1/2016	
Transaction Date	6/1/2016	Due 0 Cash	Total
		10100	\$14,136.00
Refer	1633 <u>COLLABORATIVE PLANNING LLC</u>		
Cash Payment	G 818-20200 Accounts Payable	Rhino Auto CUP Amendment	\$49.00
Invoice	2016-047	4/28/2016	
			Project 208221
Cash Payment	E 100-41910-310 Other Professional Servi	General Planning	\$637.00
Invoice	2016-046	6/1/2016	
Transaction Date	6/2/2016	Due 0 Cash	Total
		10100	\$686.00
Refer	1623 <u>COLONIAL LIFE</u>		
Cash Payment	G 100-21706 Medical/Dental Ins	Supplemental Insurance - June 2016	\$30.26
Invoice	E4475836	5/21/2016	
Transaction Date	5/31/2016	Due 0 Cash	Total
		10100	\$30.26
Refer	1624 <u>COMCAST</u>		
Cash Payment	E 100-41940-321 Telephone	Digital Voice & Internet - June 2016	\$259.26
Invoice		5/25/2016	
Transaction Date	5/31/2016	Due 0 Cash	Total
		10100	\$259.26
Refer	1616 <u>DELTA DENTAL</u>		
Cash Payment	G 100-21706 Medical/Dental Ins	Dental Premiums - June 2016	\$119.10
Invoice	6500100	5/15/2016	
Transaction Date	5/19/2016	Due 0 Cash	Total
		10100	\$119.10
Refer	1636 <u>DESIGN ELECTRIC, INC.</u>		

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Current Period: June 2016

Cash Payment	E 100-45200-400 Repairs & Maint Cont (G	Reset Power Supply Buttons				\$124.25
Invoice 3109						
Transaction Date	6/2/2016	Due 0	Cash	10100	Total	\$124.25
Refer	1611 <u>ECM PUBLISHERS, INC.</u>					
Cash Payment	E 100-41970-351 Legal Notices Publishing	PHN - Moratorium Ordinance				\$87.07
Invoice 347149	5/12/2016					
Cash Payment	E 100-41970-351 Legal Notices Publishing	PHN - June 7 Investment Fund Grant				\$63.32
Invoice 355748	5/26/2016					
Cash Payment	E 100-41970-351 Legal Notices Publishing	Late Fee				\$2.65
Invoice	5/12/2016					
Transaction Date	5/16/2016	Due 0	Cash	10100	Total	\$153.04
Refer	1622 <u>FAMILY HERITAGE LIFE INSURAN</u>					
Cash Payment	G 100-21706 Medical/Dental Ins	Supplemental Insurance - May 2016				\$76.10
Invoice 576371	5/17/2016					
Transaction Date	5/24/2016	Due 0	Cash	10100	Total	\$76.10
Refer	1626 <u>FEDERATED CO-OPS INC.</u>					
Cash Payment	E 100-45200-212 Motor Fuels	Tordon RTU 1 Qt				\$59.90
Invoice 34026423	5/24/2016					
Cash Payment	E 100-45200-212 Motor Fuels	Strike Three 2.5 Gal				\$148.50
Invoice 34026423	5/24/2016					
Transaction Date	5/24/2016	Due 0	Cash	10100	Total	\$208.40
Refer	1637 <u>FEHN COMPANIES</u>					
Cash Payment	E 100-43122-224 Street Maint Materials	Class 5 Gravel				\$1,079.40
Invoice 138	5/20/2016					
Transaction Date	5/27/2016	Due 0	Cash	10100	Total	\$1,079.40
Refer	1614 <u>FIRSTLAB</u>					
Cash Payment	E 100-43000-310 Other Professional Servi	Background Check - T. Notvedt				\$21.25
Invoice FL00148485	5/6/2016					
Transaction Date	5/16/2016	Due 0	Cash	10100	Total	\$21.25
Refer	1632 <u>GRAINGER</u>					
Cash Payment	E 100-43000-215 Shop Supplies	Safety Glasses (2)				\$25.38
Invoice 9116140253	5/19/2016					
Cash Payment	E 100-43000-215 Shop Supplies	Reading Glasses				\$5.07
Invoice 9116140253	5/19/2016					
Transaction Date	5/26/2016	Due 0	Cash	10100	Total	\$30.45
Refer	1631 <u>GUIDANCE POINT TECHNOLOGIE</u>					
Cash Payment	E 100-41600-310 Other Professional Servi	Fixed Council Members wireless access at City Hall				\$135.00
Invoice 9673	5/23/2016					
Cash Payment	E 100-41600-310 Other Professional Servi	Server and Network maintenance				\$202.50
Invoice 9668	5/23/2016					
Transaction Date	5/26/2016	Due 0	Cash	10100	Total	\$337.50
Refer	1640 <u>GWRRA CHAPTER Q</u>					
Cash Payment	E 100-48205-810 Refunds & Reimburseme	Damage Deposit Hall Rental - 5/15/16				\$200.00
Invoice	5/16/2016					
Transaction Date	5/16/2016	Due 0	Cash	10100	Total	\$200.00

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Current Period: June 2016

Refer	1635 I-94 WEST CHAMBER			-	
Cash Payment	E 100-41110-306 Dues & Subscriptions	Membership Dues - 2016			\$300.00
Invoice 4322	5/26/2016				
Cash Payment	E 100-41110-306 Dues & Subscriptions	Scholarship Fund Contribution - 2016			\$25.00
Invoice 4322	5/26/2016				
Transaction Date	5/26/2016	Due 0	Cash	10100	Total \$325.00
Refer	1628 JIM LEUER CONSTRUCTION			-	
Cash Payment	E 811-48200-810 Refunds & Reimburseme	Erosion - 527 Kayla Lane			\$2,000.00
Invoice	6/1/2016				
Cash Payment	E 817-48200-810 Refunds & Reimburseme	Infrastructure - 527 Kayla Lane			\$1,000.00
Invoice	6/1/2016				
Cash Payment	E 811-48200-810 Refunds & Reimburseme	Erosion - 591 Kayla			\$750.00
Invoice	6/1/2016				
Cash Payment	E 817-48200-810 Refunds & Reimburseme	Infrastructure - 591 Kayla			\$1,000.00
Invoice	6/1/2016				
Transaction Date	6/1/2016	Due 0	Cash	10100	Total \$4,750.00
Refer	1626 JOINT POWERS WATER BOARD			-	
Cash Payment	E 601-49410-310 Other Professional Servi	WAC Fees May 2016 - 583 Kayla			\$2,001.00
Invoice	6/1/2016				
Cash Payment	E 601-49410-310 Other Professional Servi	WAC Fees May 2016 - 545 Kayla			\$2,001.00
Invoice	6/1/2016				
Cash Payment	E 601-49410-310 Other Professional Servi	WAC Fees May 2016 - 1344 Oakwood Lane			\$2,001.00
Invoice	6/1/2016				
Transaction Date	6/1/2016	Due 0	Cash	10100	Total \$6,003.00
Refer	1634 LEAGUE OF MN CITIES INS. TRUS			-	
Cash Payment	E 100-41960-361 General Liability Ins	Excess Liability Insurance Gen Govt - 5/31/16 - 12/31/16			\$887.87
Invoice 53278	5/29/2016				
Cash Payment	E 100-42210-361 General Liability Ins	Excess Liability Insurance Fire Dept - 5/31/16 - 12/31/16			\$100.11
Invoice 53278	5/29/2016				
Cash Payment	E 100-41960-361 General Liability Ins	Excess Liability Insurance EDA - 5/31/16 - 12/31/16			\$27.02
Invoice 53278	5/29/2016				
Cash Payment	G 100-15500 Prepaid Items	Excess Liability Insurance Gen Govt - 1/01/17 - 5/31/17			\$887.87
Invoice 53278	5/29/2016				
Cash Payment	G 100-15500 Prepaid Items	Excess Liability Insurance Fire Dept - 1/01/17 - 5/31/17			\$100.11
Invoice 53278	5/29/2016				
Cash Payment	G 100-15500 Prepaid Items	Excess Liability Insurance EDA - 1/01/17 - 5/31/17			\$27.02
Invoice 53278	5/29/2016				
Cash Payment	E 100-41960-361 General Liability Ins	General Liability Insurance Gen Govt - 5/31/16 - 12/31/16			\$3,568.45
Invoice 53277	5/29/2016				
Cash Payment	E 100-42210-361 General Liability Ins	General Liability Insurance Fire Dept - 5/31/16 - 12/31/16			\$2,391.26
Invoice 53277	5/29/2016				

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Cash Payment	E 100-41960-361 General Liability Ins	General Liability Insurance Public Works - 5/31/16 - 12/31/16				\$1,904.41
Invoice 53277	5/29/2016					
Cash Payment	E 602-41960-361 General Liability Ins	General Liability Insurance Sewer - 5/31/16 - 12/31/16				\$1,087.00
Invoice 53277	5/29/2016					
Cash Payment	E 601-41960-361 General Liability Ins	General Liability Insurance Water - 5/31/16 - 12/31/16				\$141.04
Invoice 53277	5/29/2016					
Cash Payment	E 100-41960-361 General Liability Ins	General Liability Insurance Parks - 5/31/16 - 12/31/16				\$3,521.04
Invoice 53277	5/29/2016					
Cash Payment	E 100-41960-361 General Liability Ins	General Liability Insurance City - 5/31/16 - 12/31/16				\$440.20
Invoice 53277	5/29/2016					
Cash Payment	E 100-41960-361 General Liability Ins	General Liability Insurance EDA - 5/31/16 - 12/31/16				\$20.60
Invoice 53277	5/29/2016					
Cash Payment	G 100-15500 Prepaid Items	General Liability Insurance Gen Govt - 1/01/17 - 5/31/17				\$3,568.45
Invoice 53277	5/29/2016					
Cash Payment	G 100-15500 Prepaid Items	General Liability Insurance Fire Dept - 1/01/17 - 5/31/17				\$2,391.26
Invoice 53277	5/29/2016					
Cash Payment	G 100-15500 Prepaid Items	General Liability Insurance Public Works - 1/01/17 - 5/31/17				\$1,904.41
Invoice 53277	5/29/2016					
Cash Payment	G 100-15500 Prepaid Items	General Liability Insurance Sewer - 1/01/17 - 5/31/17				\$1,087.00
Invoice 53277	5/29/2016					
Cash Payment	G 100-11500 Accounts Receivable	General Liability Insurance Water - 1/01/17 - 5/31/17				\$141.04
Invoice 53277	5/29/2016					
Cash Payment	G 100-15500 Prepaid Items	General Liability Insurance Parks - 1/01/17 - 5/31/17				\$3,521.04
Invoice 53277	5/29/2016					
Cash Payment	G 100-11500 Accounts Receivable	General Liability Insurance City - 1/01/17 - 5/31/17				\$440.20
Invoice 53277	5/29/2016					
Cash Payment	G 100-15500 Prepaid Items	General Liability Insurance EDA - 1/01/17 - 5/31/17				\$20.60
Invoice 53277	5/29/2016					
Transaction Date	6/2/2016	Due 0	Cash	10100	Total	\$28,178.00
Refer	1613 <i>LOFFLER COMPANIES, INC.</i>		-			
Cash Payment	E 100-41570-220 Repair/Maint Supply (GE	Contract Overage Charge - 04/17/16 - 5/16/16				\$325.40
Invoice 2235385	5/9/2016					
Transaction Date	5/16/2016	Due 0	Cash	10100	Total	\$325.40
Refer	1637 <i>MENARDS-BUFFALO</i>		-			
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Motion Switch (8)				-\$159.68
Invoice 11595	4/28/2016					
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Switch Plates (9)				-\$7.27
Invoice 11595	4/28/2016					

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Cash Payment	E 100-45200-400 Repairs & Maint Cont (G	Lion Head Supplies				\$16.07
Invoice 11604	4/28/2016					
Cash Payment	E 100-43000-260 Uniforms	Vest				\$9.97
Invoice 12538	4/28/2016					
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Purdy 4"x3/8" WD 3PK Cover				\$6.99
Invoice 12538	4/28/2016					
Cash Payment	E 100-41940-220 Repair/Maint Supply (GE	IV 20A outlet (14)				\$31.71
Invoice 12538	4/28/2016					
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Painters Brush				\$5.99
Invoice 12538	4/28/2016					
Cash Payment	E 100-43000-240 Small Tools and Minor E	2lb deadblow hammer				\$9.99
Invoice 12538	4/28/2016					
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	8 pk roller covers				\$10.97
Invoice 12538	4/28/2016					
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Maxbond ext paint				\$17.54
Invoice 12538	4/28/2016					
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE	Reach Tool (2)				\$19.94
Invoice 13376	5/20/2016					
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE	Geardrive (9)				\$134.73
Invoice 13376	5/20/2016					
Cash Payment	E 100-43121-224 Street Maint Materials	4G RL Diaphragm Backpack				\$84.97
Invoice 13376	5/20/2016					
Cash Payment	E 100-43121-224 Street Maint Materials	Dawn 75 oz (2)				\$15.64
Invoice 13376	5/20/2016					
Cash Payment	E 100-43000-240 Small Tools and Minor E	Flint Striker				\$2.98
Invoice 13376	5/20/2016					
Cash Payment	E 100-43000-240 Small Tools and Minor E	Leather Work Gloves (2)				\$33.98
Invoice 13376	5/20/2016					
Transaction Date	5/13/2016	Due 0	Cash	10100	Total	\$234.52
Refer	1617 MICHALIK, HEATHER					
Cash Payment	E 100-48205-810 Refunds & Reimburseme	Damage Deposit Shelter Rental - 5/22/16				\$100.00
Invoice	5/23/2016					
Transaction Date	5/24/2016	Due 0	Cash	10100	Total	\$100.00
Refer	1630 NOVAK-FLECK, INC					
Cash Payment	E 811-48200-810 Refunds & Reimburseme	Erosion - 11606 8th St				\$750.00
Invoice	6/1/2016					
Cash Payment	E 817-48200-810 Refunds & Reimburseme	Infrastructure - 11606 8th St				\$1,000.00
Invoice	6/1/2016					
Transaction Date	6/1/2016	Due 0	Cash	10100	Total	\$1,750.00
Refer	1629 PETERSON, KIM					
Cash Payment	E 815-48200-810 Refunds & Reimburseme	Landscape - 10202 3rd St NE				\$1,500.00
Invoice	6/1/2016					
Cash Payment	E 811-48200-810 Refunds & Reimburseme	Erosion - 10202 3rd St NE				\$2,250.00
Invoice	6/1/2016					
Transaction Date	6/1/2016	Due 0	Cash	10100	Total	\$3,750.00
Refer	1625 POSTMASTER					
Cash Payment	E 100-41570-322 Postage	Presort Mailing Fee Permit - 2016				\$215.00
Invoice	5/20/2016					

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Transaction Date	5/24/2016	Due 0	Cash	10100	Total	\$215.00
Refer	1633 RANDYS ENVIRONMENTAL SERVI -					
Cash Payment	E 100-43245-384 Refuse/Garbage Dispos		Recycling - May 2016			\$3,154.23
Invoice	5/18/2016					
Transaction Date	5/26/2016	Due 0	Cash	10100	Total	\$3,154.23
Refer	1632 RUPP ANDERSON SQUIRES & WA -					
Cash Payment	E 100-41610-304 Legal Fees		Miscellaneous			\$388.68
Invoice 4307	5/25/2016					
Cash Payment	E 100-41610-304 Legal Fees		City Council and Board/Commission Meetings			\$300.00
Invoice 4307	5/25/2016					
Cash Payment	E 100-41610-304 Legal Fees		Purchase Agreement (5 acre lot)			\$214.50
Invoice 4307	5/25/2016		Project 208218			
Transaction Date	6/2/2016	Due 0	Cash	10100	Total	\$903.18
Refer	1620 S E H Ck# 001613E 6/7/2016					
Cash Payment	E 201-41330-310 Other Professional Servi		EDA Services - May 2016			\$895.44
Invoice 315469	5/17/2016					
Transaction Date	5/24/2016	Due 0	Cash	10100	Total	\$895.44
Refer	1628 THE WHITE SIDEWALLS -					
Cash Payment	E 100-45200-440 Programs		Concert in the Park - 6/16/16 2nd half of payment			\$800.00
Invoice	5/25/2016					
Transaction Date	5/25/2016	Due 0	Cash	10100	Total	\$800.00
Refer	1635 VISA - BANKWEST -					
Cash Payment	E 100-41110-437 Other Miscellaneous		River Inn - Council Work Session			\$42.73
Invoice	5/19/2016					
Cash Payment	E 100-41600-310 Other Professional Servi		MSFT Online Exchange			\$28.00
Invoice	5/19/2016					
Cash Payment	E 100-45200-440 Programs		Easter Egg Hunt - Bunny Suit			\$106.23
Invoice	5/19/2016					
Cash Payment	E 100-43121-224 Street Maint Materials		Landscape Boulder for Blvd			\$59.83
Invoice	5/19/2016					
Cash Payment	E 100-43000-212 Motor Fuels		PW Fuel			\$2.67
Invoice	5/19/2016					
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE		Deli Turf			\$98.00
Invoice	5/19/2016					
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE		Deestone Turf			\$180.00
Invoice	5/19/2016					
Cash Payment	E 100-43000-215 Shop Supplies		Cooling Towels (5)			\$40.89
Invoice	5/19/2016					
Cash Payment	E 100-43000-226 Sign Repair Materials		Yield to Pedestrians (2)			\$170.70
Invoice	5/19/2016					
Transaction Date	6/2/2016	Due 0	Cash	10100	Total	\$729.05
Refer	1636 WCAT -					
Cash Payment	E 100-49800-310 Other Professional Servi		Annual Fee - 2016			\$250.00
Invoice	1/1/2016					
Transaction Date	5/27/2016	Due 0	Cash	10100	Total	\$250.00
Refer	1638 WESTBRIDGE COMMUNITY CHUR -					

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Cash Payment	E 100-48205-810 Refunds & Reimburseme	Damage Deposit Hall Rental - 5/07/16				\$200.00
Invoice		5/13/2016				
Transaction Date	5/13/2016	Due 0	Cash	10100	Total	\$200.00
Refer	1639	WEX BANK				
Cash Payment	E 100-42260-212 Motor Fuels	FD Fuel				\$59.59
Invoice 45198889		5/15/2016				
Cash Payment	E 100-45200-212 Motor Fuels	Parks Fuel				\$27.68
Invoice 45186596		5/15/2016				
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	PW Vehicle Wast				\$14.60
Invoice 45186596		5/15/2016				
Cash Payment	E 100-43000-212 Motor Fuels	PW Fuel				\$373.85
Invoice 45186596		5/15/2016				
Transaction Date	5/16/2016	Due 0	Cash	10100	Total	\$475.72
Refer	1620	WRIGHT COUNTY AUDITOR-TREA				
Cash Payment	E 100-42102-310 Other Professional Servi	WC Patrol Services - June 2016				\$8,174.00
Invoice		5/25/2016				
Transaction Date	5/31/2016	Due 0	Cash	10100	Total	\$8,174.00
Refer	1634	WRIGHT-HENNEPIN COOPERATIV	Ck# 001615E 6/7/2016			
Cash Payment	E 100-45200-381 Electric Utilities	Eagleview Park & Jansen Ave NE/Siren				\$166.53
Invoice		5/18/2016				
Transaction Date	5/26/2016	Due 0	Cash	10100	Total	\$166.53
Refer	1621	WSB & ASSOCIATES, INC.	Ck# 001614E 6/7/2016			
Cash Payment	E 100-41950-303 Engineering Fees	General Engineering - 2016				\$3,357.00
Invoice		5/19/2016				
Cash Payment	E 402-41950-303 Engineering Fees	CSAH 19 Sidewalk Extension				\$574.75
Invoice		5/19/2016			Project 208224	
Cash Payment	E 418-43121-310 Other Professional Servi	Hanover Hills Surface Improvement Project				\$449.50
Invoice		5/19/2016			Project 208219	
Cash Payment	E 401-41950-303 Engineering Fees	5th Street Watermain Extension				\$852.50
Invoice		5/19/2016			Project 208223	
Cash Payment	E 100-41950-303 Engineering Fees	MS4 Services				\$367.50
Invoice		5/19/2016				
Cash Payment	E 404-46323-310 Other Professional Servi	Bridge 92366 Rehabilitation				\$147.00
Invoice		5/19/2016			Project 208205	
Transaction Date	5/24/2016	Due 0	Cash	10100	Total	\$5,748.25
Refer	1624	XCEL ENERGY				
Cash Payment	E 100-42280-381 Electric Utilities	Fire Hall - 04/06/16 - 05/07/16				\$264.45
Invoice 501783087		5/17/2016				
Cash Payment	E 100-41940-381 Electric Utilities	City Hall - 04/06/16 - 05/07/16				\$568.01
Invoice 501783087		5/17/2016				
Cash Payment	E 100-45200-381 Electric Utilities	Historical Bridge Lighting - 04/06/16 - 05/07/16				\$70.56
Invoice 501783087		5/17/2016				
Cash Payment	E 100-43160-381 Electric Utilities	209 Labeaux Ave NE - 04/06/16 - 05/07/16				\$42.21
Invoice 501783087		5/17/2016				
Cash Payment	E 100-45200-381 Electric Utilities	Cardinal Circle Park - 04/06/16 - 05/07/16				\$14.97
Invoice 501783087		5/17/2016				
Cash Payment	E 100-45200-381 Electric Utilities	1033 Mallard St NE - 04/06/16 - 05/07/16				\$12.19
Invoice 501783087		5/17/2016				

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Cash Payment	E 100-43160-381 Electric Utilities	751 Labeaux Ave NE - 04/06/16 - 05/07/16				\$72.40
Invoice	501783087	5/17/2016				
Transaction Date	5/24/2016	Due 0	Cash	10100	Total	\$1,044.79
Refer	1612 ZARNOTH BRUSH WORKS, INC.					
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	Cablewrap				\$434.00
Invoice	0159994-IN	5/4/2016				
Transaction Date	5/16/2016	Due 0	Cash	10100	Total	\$434.00

Fund Summary

	10100 Cash
818 MISC ESCROWS FUND	\$49.00
817 INFRASTRUCTURE ESCROW FUND	\$4,000.00
815 LANDSCAPE ESCROW FUND	\$3,000.00
811 EROSION CONTROL ESCROW FUND	\$6,500.00
602 SEWER ENTERPRISE FUND	\$15,223.00
601 WATER ENTERPRISE FUND	\$6,144.04
418 STREET CAPITAL PROJ FUND	\$449.50
404 HISTORICAL CAPITAL PROJ FUND	\$147.00
402 PARKS CAPITAL PROJECTS	\$574.75
401 GENERAL CAPITAL PROJECTS	\$852.50
201 EDA SPECIAL REVENUE FUND	\$895.44
100 GENERAL FUND	\$65,353.09
	<u>\$103,188.32</u>

Pre-Written Check	\$22,299.42
Checks to be Generated by the Computer	\$80,888.90
Total	\$103,188.32

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*Check Summary Register©

Cks 6/7/2016 - 6/7/2016

Name	Check Date	Check Amt	
10100 Cash			
Paid Chk# 001611E ECM PUBLISHERS, INC.	6/7/2016	\$153.04	PHN - Moratorium Ordinance
Paid Chk# 001612E AFLAC	6/7/2016	\$134.16	Supplemental Insurance - May 2
Paid Chk# 001613E Short Elliott Hendrickson, Inc	6/7/2016	\$895.44	EDA Services - May 2016
Paid Chk# 001614E WSB & ASSOCIATES, INC.	6/7/2016	\$5,748.25	General Engineering - 2016
Paid Chk# 001615E Wright-Hennepin Coop Electric	6/7/2016	\$166.53	Eagleview Park & Jansen Ave NE
Paid Chk# 001620E BIFFS INC.	6/7/2016	\$380.00	Pheasant Run Park
Paid Chk# 001621E CITY OF ST. MICHAEL	6/7/2016	\$14,136.00	SAC Fees May 2016 - 583 Kayla
Paid Chk# 001622E Collaborative Planning LLC	6/7/2016	\$686.00	Rhino Auto CUP Amendment
Paid Chk# 031848 A-1 OUTDOOR POWER, INC.	6/7/2016	\$248.71	Repair Tele Pruner 4-Mix
Paid Chk# 031849 ASSURANT EMPLOYEE BENEFIT	6/7/2016	\$383.65	Life Insurance - June 2016
Paid Chk# 031850 AT&T MOBILITY	6/7/2016	\$138.06	PW Cell Phone - 4/18/16 - 5/17
Paid Chk# 031851 BAKER, MARY	6/7/2016	\$100.00	Damage Deposit Shelter Rental
Paid Chk# 031852 BANYON DATA SYSTEMS	6/7/2016	\$1,590.00	Support Services - 2016
Paid Chk# 031853 BERGAN KDV	6/7/2016	\$3,400.00	Final billing on the audit of
Paid Chk# 031854 BLUE STAR HOMES	6/7/2016	\$3,250.00	Infrastructure - 11554 11th St
Paid Chk# 031855 BROCK WHITE	6/7/2016	\$5,220.00	Roadsaver Sealant (9000)
Paid Chk# 031856 BURSCHVILLE CONSTRUCTION	6/7/2016	\$2,195.00	Road Grading - 04/06/16
Paid Chk# 031857 CARSON, CLELLAND & SCHRED	6/7/2016	\$81.62	Legal Support/Work - May 2016
Paid Chk# 031858 COLONIAL LIFE	6/7/2016	\$30.26	Supplemental Insurance - June
Paid Chk# 031859 COMCAST	6/7/2016	\$259.26	Digital Voice & Internet - Jun
Paid Chk# 031860 Delta Dental of Minnesota	6/7/2016	\$119.10	Dental Premiums - June 2016
Paid Chk# 031861 DESIGN ELECTRIC, INC.	6/7/2016	\$124.25	Reset Power Supply Buttons
Paid Chk# 031862 FAMILY HERITAGE LIFE INSURA	6/7/2016	\$76.10	Supplemental Insurance - May 2
Paid Chk# 031863 FEDERATED CO-OPS INC.	6/7/2016	\$208.40	Tordon RTU 1 Qt
Paid Chk# 031864 FEHN COMPANIES	6/7/2016	\$1,079.40	Class 5 Gravel
Paid Chk# 031865 FIRSTLAB	6/7/2016	\$21.25	Background Check - T. Notvedt
Paid Chk# 031866 GRAINGER	6/7/2016	\$30.45	Safety Glasses (2)
Paid Chk# 031867 Guidance Point Technologies	6/7/2016	\$337.50	Server and Network maintenance
Paid Chk# 031868 GWRRA CHAPTER Q	6/7/2016	\$200.00	Damage Deposit Hall Rental - 5
Paid Chk# 031869 I-94 WEST CHAMBER	6/7/2016	\$325.00	Scholarship Fund Contribution
Paid Chk# 031870 JIM LEUER CONSTRUCTION	6/7/2016	\$4,750.00	Infrastructure - 591 Kayla
Paid Chk# 031871 JOINT POWERS WATER BOARD	6/7/2016	\$6,003.00	WAC Fees May 2016 - 1344 Oakwo
Paid Chk# 031872 LEAGUE OF MN CITIES INS. TRU	6/7/2016	\$28,178.00	Excess Liability Insurance Fir
Paid Chk# 031873 LOFFLER COMPANIES, INC.	6/7/2016	\$325.40	Contract Overage Charge - 04/1
Paid Chk# 031874 MENARDS-BUFFALO	6/7/2016	\$234.52	Dawn 75 oz (2)
Paid Chk# 031875 MICHALIK, HEATHER	6/7/2016	\$100.00	Damage Deposit Shelter Rental
Paid Chk# 031876 NOVAK-FLECK, INC	6/7/2016	\$1,750.00	Infrastructure - 11606 8th St
Paid Chk# 031877 PETERSON, KIM	6/7/2016	\$3,750.00	Landscape - 10202 3rd St NE
Paid Chk# 031878 POSTMASTER	6/7/2016	\$215.00	Presort Mailing Fee Permit -
Paid Chk# 031879 Randy's Environmental Services	6/7/2016	\$3,154.23	Recycling - May 2016
Paid Chk# 031880 Rupp Anderson Squires & Waldsp	6/7/2016	\$903.18	City Council and Board/Commiss
Paid Chk# 031881 THE WHITE SIDEWALLS	6/7/2016	\$800.00	Concert in the Park - 6/16/16
Paid Chk# 031882 VISA	6/7/2016	\$729.05	Landscape Boulder for Blvd
Paid Chk# 031883 WCAT	6/7/2016	\$250.00	Annual Fee - 2016
Paid Chk# 031884 WESTBRIDGE COMMUNITY CHU	6/7/2016	\$200.00	Damage Deposit Hall Rental - 5
Paid Chk# 031885 WEX BANK	6/7/2016	\$475.72	PW Vehicle Wast

HANOVER

06/02/16 3:30 PM

Page 2

*Check Summary Register©

Cks 6/7/2016 - 6/7/2016

	Name	Check Date	Check Amt	
Paid Chk# 031886	WRIGHT COUNTY AUDITOR-TRE	6/7/2016	\$8,174.00	WC Patrol Services - June 2016
Paid Chk# 031887	XCEL ENERGY	6/7/2016	\$1,044.79	Cardinal Circle Park - 04/06/1
Paid Chk# 031888	ZARNOTH BRUSH WORKS, INC.	6/7/2016	\$434.00	Cablewrap
	Total Checks		\$103,188.32	

FILTER: None



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

Invoice No. 922287
Date 05/24/2016
Client No. 02998

Please remit stub with payment.

Audit of the City's financial statements for the year ended
December 31, 2015, as per engagement letter

	\$ 20,900.00
Less: interim billings	<u>(17,500.00)</u>
New Charges	3,400.00
Prior Balance	<u>0.00</u>
Total Balance Due	<u>\$ 3,400.00</u>

0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
3,400.00	0.00	0.00	0.00	0.00	3,400.00

PO Box 1304
St Cloud, MN 56302
(320) 251-7010

A 1% monthly finance charge will be added to balances over 60 days.

100-41540-301 3,400
[Handwritten signature]



Carson, Clelland & Schreder

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

May 27, 2016

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

Professional Services

100-411610-304-81.62

Amount

Criminal

Table with 2 columns: Description of services and Amount. Includes dates like 5/3/2016 and descriptions like 'Review and prepare files for 5/4 court hearings'.

SUBTOTAL:

[67.51]

For professional services rendered

\$67.51

Client Expense Charges :

Criminal Expenses:

Summary table for Client Expense Charges and Total amount of this bill. Includes 'Monthly support fee' and 'Total Client Expense Charges'.

MAY 31 2016

	<u>Amount</u>
5/20/2016 Payment - thank you	<u>(\$49.11)</u>
Total payments and adjustments	<u>(\$49.11)</u>
Balance due	<u><u>\$81.62</u></u>

I hereby declare under the penalties of perjury that the foregoing statement for legal services is just and correct and that no part thereof has been paid.



John J. Thames, City Attorney

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

1622

April 28, 2016

City of Hanover
PO Box 278
Hanover, MN 55341

Reference to: City of Hanover -- Rhino Auto
Invoice # 2016-047

Date	Task	Hours	Amount
4/19/2016	Reviewing file, phone conference with Dave Philips.	0.5	49.00
		<hr/> 0.5	<hr/> \$49.00

Additional Charges	\$0.00
Total Amount of this Invoice	\$49.00
Previous Balance	\$490.00
Payments Received	\$490.00
Balance Due	\$49.00

818-20200 - 49.00
OK

City of Hanover
Rhino Auto

June 1, 2016
Page 1

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

June 1, 2016

City of Hanover
PO Box 278
Hanover, MN 55341

Reference to: City of Hanover -- General Planning
Invoice # 2016-046

Date	Task	Hours	Amount
4/2/2016	Reviewing floodplain info for industrial park. Reviewing floodplain info for octagon house. Various emails. Review council packet.	1.5	147.00
4/7/2016	Phone conference with Amy.	0.25	24.50
4/8/2016	Phone conference with Brian.	0.25	24.50
4/10/2016	Various emails.	0.25	24.50
4/11/2016	Various emails.	0.25	24.50
4/12/2016	Review 11739 Riverview.	0.25	24.50
4/13/2016	Various emails.	0.25	24.50
4/14/2016	Letter for Libert property. Various emails. Review Council packet.	0.5	49.00
4/18/2016	Review deck on house. Various emails.	0.5	49.00
4/19/2016	Phone conference with John Edison. Various re: GIS, 11739 Riverview. Various emails.	1.75	171.50
4/21/2016	Various emails.	0.25	24.50
4/22/2016	Phone conference with John Edison. Phone conference with possible applicant. Phone conference with Amy.	0.5	49.00
		6.5	\$637.00

Additional Charges		\$0.00
Total Amount of this Invoice		<u>\$637.00</u>
Previous Balance		\$931.00
Payments Received	100-41910-310 - 637.00 <i>[Signature]</i>	\$931.00
Balance Due		\$637.00

City of Hanover
 General Planning

June 1, 2016
 Page 1



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: 4/30/2016
Statement Date: 5/25/2016
Statement No. 4307

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

4011(1)-0001: Miscellaneous	100-41610-304	388.68
4011(1)-0004: City Council and Board/Commission Meetings	100-41610-304	300.00
4011(1)-0078: Purchase Agreement (5 Acre Lot)	100-41610-304	214.50
Total Fees and Expenses:		\$903.18
Previous Balance:		-
Total Now Due:		\$903.18

MAY 27 2016



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: 4/30/2016
Statement Date: 5/25/2016
Statement No. 4307

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

4011(1)-0001: Miscellaneous

		Hours	Rate	Amount
04/01/2016	JTS Telephone conference with Brian regarding ballfield, sewer, Stewart issues; Office conference with associate regarding Stewart.	0.30	175.00	52.50
04/12/2016	JTS Brian e-mail regarding Bridge photo usage; Reply.	0.20	175.00	35.00
04/14/2016	JTS Brian e-mail regarding conflict of interest; Reply.	0.10	175.00	17.50
04/19/2016	JPE Telephone conference with Cindy Nash regarding special use permit issue.	0.50	165.00	82.50
04/20/2016	JPE Receive and review River Road CUP application; Analyze issues related to same.	0.30	165.00	49.50
04/22/2016	JPE Review and analyze issues related to conditional use permit application; Telephone conference with Cindy Nash regarding same.	0.60	165.00	99.00
04/22/2016	JPE Receive and review e-mail from Brian Hagen regarding Council position on status of purchase agreement; Voice mail message with Brian Hagen regarding same.	0.10	165.00	16.50

Sub-total Fees:

\$352.50

100-41610-304-352.50

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

		Hours	Rate	Amount
04/01/2016	JPE Telephone conference with Brian Hagen regarding issues for City Council meeting.	0.50	165.00	23.08
04/05/2016	JPE Travel to and from Hanover; Prepare for and participate in City Council meeting.	6.00	165.00	276.92

Sub-total Fees:

\$300.00

100-41610-304-300

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

		Hours	Rate	Amount
04/07/2016 JPE	Prepare for and participate in telephone conference with Brian Hagen regarding issues associated with presenting City counteroffer to Jim Stewart.	0.40	165.00	66.00
04/20/2016 JPE	Telephone conference with Brian Hagen regarding council direction regarding proposed assessment and status of discussions with potential buyer; E-mail correspondence with Brian Hagen regarding same.	0.50	165.00	82.50
04/26/2016 JPE	Telephone conference with Brian Hagen regarding status of negotiations with potential buyer and issues related to same.	0.30	165.00	49.50
04/28/2016 JPE	Receive and review e-mail correspondence between Brian Hagen and proposed buyer regarding status of negotiations.	0.10	165.00	16.50
			Sub-total Fees:	\$214.50

Rate Summary

John P. Edison	9.30 hours at \$165.00/hr	762.00
Jay T. Squires	0.60 hours at \$175.00/hr	105.00
Total hours:	9.90	867.00

Expenses

04/05/2016 Mileage.

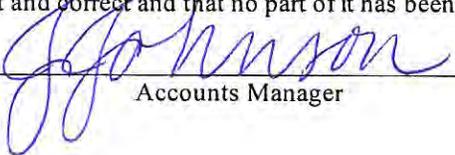
	Units	Price	Amount
	1.00	36.18	36.18
	Sub-total Expenses:		\$36.18

Total Fees and Expenses: \$903.18

Previous Balance: -

Total Now Due: \$903.18

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


 Accounts Manager



Invoice

11613

Invoice Number: 315469

FEIN: 41-1251208 | 651.490.2000 | 800.325.2055

Page 1 of 2

BILL TO:

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

Pay This Amount	\$895.44
Due Date	16-JUN-16
Invoice Date	17-MAY-16
Bill Through Date	30-APR-16
Terms	30 NET
SEH Client #	13874
Client Project #	
Agreement / PO #	135432

REMIT TO:

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

Project Manager / Email / Phone
Heidi Peper / hpeper@sehinc.com / 320.229.4300

Client Service Manager / Email / Phone
Heidi Peper / hpeper@sehinc.com / 320.229.4300

Accounting Representative / Email / Phone
Mary Graff / mgraff@sehinc.com / 720.540.6800

Project #	Project Name	Project Description
135432	HANOV 2016 Economic Developmen	HANOV 2016 Economic Development Services

Project Billing Summary

	Current	Prior	To Date
Totals	\$895.44	\$1,500.44	\$2,395.88

Notes:

201-41380-310-895.44

MAY 20 2016



Invoice

Invoice Number: 315469

FEIN: 41-1251208 | 651.490.2000 | 800.325.2055

Page 2 of 2

Direct

Personnel	Hours	Rate	Amount
Graff, Mary A	0.25	90.00	\$22.50
Peper, Heidi L	6.00	140.00	\$840.00
	6.25		\$862.50

Reimbursed - Expenses

Expenditure Type	Amount
Mileage	\$32.94
	\$32.94

Invoice total \$895.44

#11014

WSB City Project Budget Tracking

WSB Project No.	City of Hanover Description	Current Invoice	Year to Date 2016	Billed to Date April 30, 2016
1272-520	Hennepin CR 19 Trail Project		\$2,632.00	\$247,515.79
1272-610	Simple Sub-division 5th Street Parcel			\$2,776.50
1272-620	Bankwest Survey Hennepin County			\$480.00
2082-013	2016 General Engineering Services	\$3,357.00	\$13,842.50	\$13,842.50
2082-040	Bridges of Hanover Assisted Living Project			\$3,917.71
2082-070	CSAH 19 Sidewalk Extension	\$574.75	\$5,508.75	\$10,149.25
2082-090	Hanover Hills Surface Improvement Project	\$449.50	\$17,100.50	\$25,312.95
2082-100	5th Street Watermain Extension	\$852.50	\$18,225.25	\$18,225.25
2092-750	MS4 Services	\$367.50	\$1,925.75	\$1,925.75
2931-000	Bridge 92366 Rehabilitation	\$147.00	\$10,121.01	\$48,968.98
3245-000	Easement Acquisition - BankWest Parcel			\$66.50
	Current Invoice Total	\$5,748.25	\$69,355.76	

Handwritten initials

100-41950-303
 402-41950-303
 418-43121-340
 401-41950-303
 100-41950-303
 404-41950-303



Building a legacy – your legacy.

477 Temperance Street
St. Paul, MN 55101
Tel: 651-286-8450
Fax: 651-286-8488

May 19, 2016

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

Re: April, 2016 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.

A handwritten signature in black ink that reads "Justin Messner".

Justin Messner
Associate

for

Enclosures

kc



government · energy · commercial

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

May 19, 2016
 Project No: 02082-013
 Invoice No: 4

701 Xenia Avenue South
 Suite 300
 Minneapolis, MN 55416
 Tel: (763) 541-4800
 Fax: (763) 541-1700

2016 General Engineering Services
Professional Services from April 01, 2016 to April 30, 2016
Professional Personnel

	Hours	Rate	Amount
Project Management/Coordination			
Carlson, Jesse 4/7/2016 Public Works Facility Review	4.00	121.00	484.00
Messner, Justin 4/7/2016 Engineering/Staff Meeting	4.00	147.00	588.00
Messner, Justin 4/15/2016 Resolutions	2.00	147.00	294.00
Messner, Justin 4/16/2016 Drake grading plan review	1.00	147.00	147.00
Perkey, Benjamin 4/28/2016 pheasant run	6.00	92.00	552.00
Meetings			
Messner, Justin 4/19/2016 GIS Updating	1.00	147.00	147.00
Messner, Justin 4/21/2016 Engineering/Staff Meeting	3.00	147.00	441.00
Base Mapping			
Rantala, Matthew 4/20/2016 Adding FEMA proposed flood plains and other tweaks to DataLink.	3.00	109.00	327.00
Reutiman, Anita 4/28/2016 prepare aerial map, street map, and zoning map for plot	1.00	99.00	99.00
Reutiman, Anita 4/29/2016 prepare aerial map, street map, and zoning map for plot	2.00	99.00	198.00
Totals	27.00		3,277.00
Total Labor			3,277.00

Field Services Billing

Council Mtg and/or Planning Commission	2.0 Meetings @ 40.00	80.00	
Total Field Services		80.00	80.00
Total this Invoice			\$3,357.00

Billings to Date

	Current	Prior	Total
Labor	3,277.00	9,825.50	13,102.50
Expense	0.00	500.00	500.00
Field Services	80.00	160.00	240.00
Totals	3,357.00	10,485.50	13,842.50

Comments:

Project	02082-013	HANO - 2016 General Engineering Services	Invoice	4
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Approved by: *Roy Chaussee*

Reviewed by: Andrew Brotzler
Project Manager: Justin Messner



government · energy · commercial

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

May 19, 2016
Project No: 02082-070
Invoice No: 6

701 Xenia Avenue South
Suite 300
Minneapolis, MN 55416
Tel: (763) 541-4800
Fax: (763) 541-1700

CSAH 19 Sidewalk Extension
Professional Services from April 01, 2016 to April 30, 2016

Phase 2 Final Design
Professional Personnel

	Hours	Rate	Amount
Project Management/Coordination			
Messner, Justin 4/1/2016 Project Management	1.00	147.00	147.00
Messner, Justin 4/18/2016 Project Management	1.00	147.00	147.00
Messner, Justin 4/20/2016 Coordination with Hennepin County	1.00	147.00	147.00
Pederson, Karla 4/1/2016 bid tab, bid summary and LOR	1.00	75.00	75.00
Pederson, Karla 4/5/2016 Scan and send original bids to City	.25	75.00	18.75
Pederson, Karla 4/22/2016 Review and mail contract to Contractor	.25	75.00	18.75
Administrative			
Harrington, Jean 4/22/2016 Contract and NOA prep	.25	85.00	21.25
Totals	4.75		574.75
Total Labor			574.75
		Total this Phase	\$574.75
		Total this Invoice	\$574.75

Billings to Date

	Current	Prior	Total
Labor	574.75	8,824.50	9,399.25
Field Services	0.00	750.00	750.00
Totals	574.75	9,574.50	10,149.25

Comments:

Approved by:

Project	02082-070	HANO - CSAH 19 Sidewalk Extension	Invoice	6
---------	-----------	-----------------------------------	---------	---

Reviewed by: Andrew Brotzler

Project Manager: Justin Messner



government · energy · commercial

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

May 19, 2016
Project No: 02082-090
Invoice No: 5

701 Xenia Avenue South
Suite 300
Minneapolis, MN 55416
Tel: (763) 541-4800
Fax: (763) 541-1700

Hanover Hills Surface Improvement Project
Professional Services from April 01, 2016 to April 30, 2016

Phase 2 Final Design
Professional Personnel

	Hours	Rate	Amount
Project Management/Coordination			
Messner, Justin	1.00	147.00	147.00
Pederson, Karla	3.75	75.00	281.25
Specifications			
Harrington, Jean	.25	85.00	21.25
Totals	5.00		449.50
Total Labor			449.50

Billing Limits	Current	Prior	To-Date
Total Billings	449.50	24,863.45	25,312.95
Limit			35,200.00
Remaining			9,887.05
		Total this Phase	\$449.50
		Total this Invoice	\$449.50

Billings to Date (All Phases)

	Current	Prior	Total
Labor	449.50	23,029.25	23,478.75
Field Services	0.00	1,834.20	1,834.20
Totals	449.50	24,863.45	25,312.95

Comments:

Approved by:

Reviewed by: Andrew Brotzler
Project Manager: Justin Messner



government · energy · commercial

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

May 19, 2016
 Project No: 02082-100
 Invoice No: 4

701 Xenia Avenue South
 Suite 300
 Minneapolis, MN 55416
 Tel: (763) 541-4800
 Fax: (763) 541-1700

5th Street Watermain Extension

Professional Services from April 01, 2016 to April 30, 2016

Phase 1 Feasibility / Prel. Des.

Reimbursable Expenses

License & Permits

4/30/2016	MN Department of Health	Plan Review Fee	150.00	
	Total Reimbursables		150.00	150.00

Total this Phase \$150.00

Billings to Date

Expense	Current	Prior	Total
	150.00	0.00	150.00
Totals	150.00	0.00	150.00

Phase 2 Final Design

Professional Personnel

	Hours	Rate	Amount
Project Management/Coordination			
Messner, Justin 4/1/2016	1.00	147.00	147.00
Project Management			
Pederson, Karla 4/1/2016	2.00	75.00	150.00
bid tab, bid summary and LOR			
Pederson, Karla 4/5/2016	.50	75.00	37.50
Scan and send original bids to City			
Perkey, Benjamin 4/4/2016	.50	92.00	46.00
MN Dept. of Health Permit			
Design			
Perkey, Benjamin 4/21/2016	1.00	92.00	92.00
Shop Drawings			
Specifications			
Perkey, Benjamin 4/25/2016	.50	92.00	46.00
shop drawings			
Perkey, Benjamin 4/26/2016	2.00	92.00	184.00
presentation			
Totals	7.50		702.50
Total Labor			702.50

Billing Limits

	Current	Prior	To-Date
Total Billings	702.50	17,522.75	18,225.25
Limit			28,600.00
Remaining			10,374.75

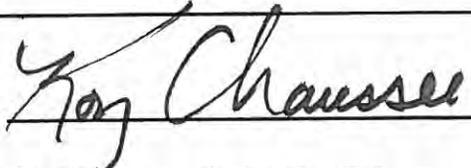
Total this Phase \$702.50

Project	02082-100	HANO - 5th Street Watermain Extension	Invoice	4
---------	-----------	---------------------------------------	---------	---

Billings to Date

	Current	Prior	Total	
Labor	702.50	14,242.75	14,945.25	
Field Services	0.00	3,280.00	3,280.00	
Totals	702.50	17,522.75	18,225.25	
			Total this Invoice	\$852.50

Comments: _____

Approved by: 

Reviewed by: Andrew Brotzler
Project Manager: Justin Messner

100

Due April 7, 2016

Check Request

AMOUNT \$150 DATE PAID _____ CHECK NO. _____

PAYABLE TO Minnesota Department of Health

DESCRIPTION OF EXPENDITURE Plan Review Fee

REQUESTED BY Ben Perkey DATE April 4, 2016

PROJECT NO. 02082-10 ACCT NO. 5210.00

APPROVED: _____

INVOICE CLIENT? Yes ✓

MONTH OF April

Please mail check to St. Paul Office by Thursday April 7th.



government · energy · commercial

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

May 19, 2016
Project No: 02092-750
Invoice No: 3

701 Xenia Avenue South
Suite 300
Minneapolis, MN 55416
Tel: (763) 541-4800
Fax: (763) 541-1700

MS4 Services
Professional Services from April 01, 2016 to April 30, 2016
Professional Personnel

		Hours	Rate	Amount
General				
Johnson, Paul	4/28/2016	1.00	105.00	105.00
MS4 Priority Projects List				
Johnson, Paul	4/29/2016	2.50	105.00	262.50
MS4 Priority Projects List				
Totals		3.50		367.50
Total Labor				367.50
			Total this Invoice	\$367.50

Billings to Date

	Current	Prior	Total
Labor	367.50	1,558.25	1,925.75
Totals	367.50	1,558.25	1,925.75

Comments:

Approved by:

Reviewed by: Justin Messner
Project Manager: Jennifer Hildebrand



government · energy · commercial

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

May 19, 2016
Project No: 02931-000
Invoice No: 15

701 Xenia Avenue South
Suite 300
Minneapolis, MN 55416
Tel: (763) 541-4800
Fax: (763) 541-1700

Bridge 92366 Rehabilitation
Professional Services from April 01, 2016 to April 30, 2016

Phase 5 Construction

Professional Personnel

	Hours	Rate	Amount
Project Management/Coordination			
Messner, Justin	1.00	147.00	147.00
Voucher #5			
Totals	1.00		147.00
Total Labor			147.00
		Total this Phase	\$147.00

Billing Limits	Current	Prior	To-Date
Total Billings	147.00	48,821.98	48,968.98
Limit			57,382.00
Remaining			8,413.02
		Total this Invoice	\$147.00

Comments: _____

Approved by: *Foy Chausser*

Reviewed by: Andrew Brotzler
Project Manager: Justin Messner

HANOVER
Cash Balances
June 2016

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$559,302.55	\$444.95	\$79,132.80	\$480,614.70
107 FIRE DEPT DONATIONS FUND	\$53,548.24	\$0.00	\$0.00	\$53,548.24
201 EDA SPECIAL REVENUE FUND	\$96,769.97	\$0.00	\$895.44	\$95,874.53
205 EDA BUSINESS INCENTIVE FUND	\$236,185.38	\$0.00	\$0.00	\$236,185.38
311 2008A GO CIP REFUNDING BOND	\$33,431.57	\$0.00	\$0.00	\$33,431.57
312 2009A GO IMP REFUNDING BOND	\$19,002.94	\$0.00	\$0.00	\$19,002.94
313 2010 GO EQUIPMENT CERTIFICATES	-\$17,850.59	\$0.00	\$0.00	-\$17,850.59
314 2011A GO IMP CROSSOVER REF BD	\$385,339.10	\$0.00	\$0.00	\$385,339.10
401 GENERAL CAPITAL PROJECTS	\$974,803.35	\$0.00	\$852.50	\$973,950.85
402 PARKS CAPITAL PROJECTS	\$231,046.26	\$0.00	\$574.75	\$230,471.51
403 FIRE DEPT CAPITAL FUND	\$162,448.89	\$0.00	\$0.00	\$162,448.89
404 HISTORICAL CAPITAL PROJ FUND	-\$26,816.49	\$0.00	\$147.00	-\$26,963.49
407 TIF REDEV DIST #1	\$5,651.10	\$0.00	\$0.00	\$5,651.10
411 CITY HALL CAPITAL PROJ FUND	\$33,038.17	\$0.00	\$0.00	\$33,038.17
417 EQUIPMENT CAPITAL FUND	\$107,774.02	\$0.00	\$0.00	\$107,774.02
418 STREET CAPITAL PROJ FUND	\$654,299.26	\$0.00	\$449.50	\$653,849.76
601 WATER ENTERPRISE FUND	\$772,756.85	\$0.00	\$6,144.04	\$766,612.81
602 SEWER ENTERPRISE FUND	\$292,461.42	\$0.00	\$15,223.00	\$277,238.42
603 STORM WATER ENTERPRISE FUND	\$140,863.43	\$0.00	\$0.00	\$140,863.43
611 WATER CAPITAL IMP FUND	\$409,118.60	\$0.00	\$0.00	\$409,118.60
612 SEWER CAPITAL IMP FUND	\$1,745,441.78	\$0.00	\$0.00	\$1,745,441.78
613 STORM WATER CAPITAL IMP FUND	\$553,687.02	\$0.00	\$0.00	\$553,687.02
804 SCHENDELS FIELD ESC FUND	\$147,282.22	\$0.00	\$0.00	\$147,282.22
809 BRIDGES AT HANOVER ESC FUND	-\$13,476.50	\$0.00	\$0.00	-\$13,476.50
811 EROSION CONTROL ESCROW FUND	\$46,500.00	\$0.00	\$6,500.00	\$40,000.00
815 LANDSCAPE ESCROW FUND	\$55,500.00	\$0.00	\$3,000.00	\$52,500.00
817 INFRASTRUCTURE ESCROW FUND	\$29,000.00	\$0.00	\$4,000.00	\$25,000.00
818 MISC ESCROWS FUND	\$5,782.15	\$0.00	\$49.00	\$5,733.15
820 BRIDGES TOWNHOMES ESC FUND	\$3,576.55	\$0.00	\$0.00	\$3,576.55
821 QUAIL PASS 2ND ADD ESCROW FD	\$11,857.43	\$0.00	\$0.00	\$11,857.43
900 INTEREST	\$12,044.24	\$0.00	\$0.00	\$12,044.24
	\$7,720,368.91	\$444.95	\$116,968.03	\$7,603,845.83

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	June 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
TAXES	R 100-31000 Property Taxes - General	\$0.00	\$0.00	\$771,014.33	\$771,014.33	0.00%
TAXES	R 100-31020 Property Taxes - Fire	\$0.00	\$0.00	\$112,838.38	\$112,838.38	0.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$3,446.35	\$12,000.00	\$8,553.65	28.72%
Source Alt Code TAXES		\$0.00	\$3,446.35	\$895,852.71	\$892,406.36	0.38%
SERVICE	R 100-34000 Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SERVICE	R 100-34101 City Hall Rent Revenue	\$0.00	\$2,383.59	\$8,000.00	\$5,616.41	29.79%
SERVICE	R 100-34107 Assessment Search Fees	\$0.00	\$125.00	\$400.00	\$275.00	31.25%
SERVICE	R 100-34108 Administrative Fees	\$0.00	\$450.00	\$2,000.00	\$1,550.00	22.50%
SERVICE	R 100-34109 Copies/Faxes	\$0.00	\$67.00	\$50.00	-\$17.00	134.00%
SERVICE	R 100-34207 Fire Protection Services	\$0.00	\$12,414.37	\$104,284.82	\$91,870.45	11.90%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$0.00	\$847.20	\$6,000.00	\$5,152.80	14.12%
SERVICE	R 100-34740 Park & Rec Concessions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SERVICE	R 100-34780 Park Rental Fees	\$0.00	\$1,335.90	\$3,000.00	\$1,664.10	44.53%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$2,350.00	\$2,000.00	-\$350.00	117.50%
Source Alt Code SERVICE		\$0.00	\$19,973.06	\$125,734.82	\$105,761.76	15.89%
MISC	R 100-36100 Special Assessments	\$0.00	\$1,030.41	\$0.00	-\$1,030.41	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$0.00	\$0.49	\$0.00	-\$0.49	0.00%
MISC	R 100-36210 Interest Earnings	\$0.00	\$168.28	\$1,000.00	\$831.72	16.83%
MISC	R 100-36215 Investment Income/Loss	\$0.00	\$4,829.51	\$6,000.00	\$1,170.49	80.49%
MISC	R 100-36230 Contributions and Donations	\$0.00	\$3,300.00	\$0.00	-\$3,300.00	0.00%
MISC	R 100-36235 Insurance Dividends	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.00%
MISC	R 100-36250 Damage Deposits	\$0.00	\$5,418.00	\$8,000.00	\$2,582.00	67.73%
MISC	R 100-36260 Refunds or Reimbursements	\$0.00	\$4.49	\$0.00	-\$4.49	0.00%
MISC	R 100-36290 Sale of Vehicles/Equipment	\$0.00	\$1,702.00	\$0.00	-\$1,702.00	0.00%
MISC	R 100-39203 Transfer from Other Fund	\$0.00	\$19,200.00	\$0.00	-\$19,200.00	0.00%
Source Alt Code MISC		\$0.00	\$35,653.18	\$21,000.00	-\$14,653.18	169.78%
LIC PERM	R 100-32110 Alcoholic Beverages	\$0.00	\$100.00	\$10,300.00	\$10,200.00	0.97%
LIC PERM	R 100-32180 Other Bus. Licenses/Permits	\$0.00	\$57.00	\$100.00	\$43.00	57.00%
LIC PERM	R 100-32210 Building Permits	\$0.00	\$78,380.65	\$100,000.00	\$21,619.35	78.38%
LIC PERM	R 100-32240 Animal Licenses	\$0.00	\$40.00	\$100.00	\$60.00	40.00%
LIC PERM	R 100-32260 Solid Waste Hauler Licenses	\$0.00	\$1,250.00	\$1,500.00	\$250.00	83.33%
LIC PERM	R 100-32270 Rental Dwelling Licenses	\$0.00	\$795.00	\$150.00	-\$645.00	530.00%
LIC PERM	R 100-32280 Other Non-Business Lic/Per	\$0.00	\$13.00	\$50.00	\$37.00	26.00%
Source Alt Code LIC PERM		\$0.00	\$80,635.65	\$112,200.00	\$31,564.35	71.87%
INTGOVT	R 100-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT	R 100-33401 Local Government Aid	\$0.00	\$0.00	\$107,496.00	\$107,496.00	0.00%
INTGOVT	R 100-33410 MV Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT	R 100-33420 PERA Aid	\$0.00	\$0.00	\$339.00	\$339.00	0.00%
INTGOVT	R 100-33422 State Fire Aid	\$0.00	\$2,000.00	\$36,000.00	\$34,000.00	5.56%
INTGOVT	R 100-33426 State Police Aid	\$0.00	\$0.00	\$5,500.00	\$5,500.00	0.00%
INTGOVT	R 100-33610 County Grants/Aid for Roads	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code INTGOVT		\$0.00	\$2,000.00	\$149,335.00	\$147,335.00	1.34%
FINES	R 100-35100 Court Fines	\$0.00	\$781.18	\$1,500.00	\$718.82	52.08%
Source Alt Code FINES		\$0.00	\$781.18	\$1,500.00	\$718.82	52.08%
Fund 100 GENERAL FUND		\$0.00	\$142,489.42	\$1,305,622.53	\$1,163,133.11	10.91%

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	June 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
		\$0.00	\$142,489.42	\$1,305,622.53	\$1,163,133.11	10.91%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	June 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
Dept 41110 Council						
COUNCIL	E 100-41110-111 Committee Wages/Mee	\$0.00	\$0.00	\$12,000.00	\$12,000.00	0.00%
COUNCIL	E 100-41110-122 FICA	\$0.00	\$0.00	\$744.00	\$744.00	0.00%
COUNCIL	E 100-41110-123 Medicare	\$0.00	\$0.00	\$174.00	\$174.00	0.00%
COUNCIL	E 100-41110-208 Training and Instructio	\$0.00	\$0.00	\$450.00	\$450.00	0.00%
COUNCIL	E 100-41110-306 Dues & Subscriptions	\$325.00	\$6,452.06	\$7,000.00	\$547.94	92.17%
COUNCIL	E 100-41110-331 Travel Expenses	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$42.73	\$673.06	\$25,202.92	\$24,529.86	2.67%
Dept 41110 Council		\$367.73	\$7,125.12	\$46,570.92	\$39,445.80	15.30%
Dept 41330 Boards and Commissions						
BRDCOMM	E 100-41330-111 Committee Wages/Mee	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
BRDCOMM	E 100-41330-208 Training and Instructio	\$0.00	\$0.00	\$150.00	\$150.00	0.00%
BRDCOMM	E 100-41330-331 Travel Expenses	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
Dept 41330 Boards and Commissions		\$0.00	\$0.00	\$4,250.00	\$4,250.00	0.00%
Dept 41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$2,587.50	\$27,252.05	\$67,275.00	\$40,022.95	40.51%
CITYADM	E 100-41400-121 PERA	\$194.06	\$2,132.04	\$5,045.63	\$2,913.59	42.26%
CITYADM	E 100-41400-122 FICA	\$160.43	\$1,762.56	\$4,171.05	\$2,408.49	42.26%
CITYADM	E 100-41400-123 Medicare	\$37.52	\$412.21	\$975.49	\$563.28	42.26%
CITYADM	E 100-41400-134 Employer Paid Life	\$0.00	\$153.35	\$384.00	\$230.65	39.93%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$279.16	\$3,766.46	\$8,400.00	\$4,633.54	44.84%
CITYADM	E 100-41400-208 Training and Instructio	\$0.00	\$410.00	\$1,500.00	\$1,090.00	27.33%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$0.00	\$210.51	\$500.00	\$289.49	42.10%
Dept 41400 City Administrator		\$3,258.67	\$36,099.18	\$88,251.17	\$52,151.99	40.91%
Dept 41410 Elections						
ELECTION	E 100-41410-200 Office Supplies (GENER	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
ELECTION	E 100-41410-310 Other Professional Serv	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
ELECTION	E 100-41410-351 Legal Notices Publishin	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
ELECTION	E 100-41410-400 Repairs & Maint Cont (\$0.00	\$1,014.40	\$1,000.00	-\$14.40	101.44%
Dept 41410 Elections		\$0.00	\$1,014.40	\$8,300.00	\$7,285.60	12.22%
Dept 41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$1,617.60	\$17,053.28	\$42,059.16	\$25,005.88	40.55%
CLERICAL	E 100-41430-121 PERA	\$121.32	\$1,333.89	\$3,154.44	\$1,820.55	42.29%
CLERICAL	E 100-41430-122 FICA	\$100.29	\$1,102.66	\$2,607.67	\$1,505.01	42.29%
CLERICAL	E 100-41430-123 Medicare	\$23.46	\$257.93	\$609.86	\$351.93	42.29%
CLERICAL	E 100-41430-134 Employer Paid Life	\$0.00	\$496.54	\$1,080.00	\$583.46	45.98%
CLERICAL	E 100-41430-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CLERICAL	E 100-41430-151 Med/Dental Insurance	\$222.81	\$3,722.81	\$8,400.00	\$4,677.19	44.32%
CLERICAL	E 100-41430-208 Training and Instructio	\$0.00	\$255.00	\$500.00	\$245.00	51.00%
CLERICAL	E 100-41430-306 Dues & Subscriptions	\$0.00	\$17.50	\$250.00	\$232.50	7.00%
Dept 41430 Clerical Staff		\$2,085.48	\$24,239.61	\$58,661.13	\$34,421.52	41.32%
Dept 41435 Staff Expenses						
STAFFEXP	E 100-41435-260 Uniforms	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
STAFFEXP	E 100-41435-310 Other Professional Serv	\$0.00	\$150.00	\$1,000.00	\$850.00	15.00%
STAFFEXP	E 100-41435-331 Travel Expenses	\$0.00	\$102.06	\$2,000.00	\$1,897.94	5.10%
Dept 41435 Staff Expenses		\$0.00	\$252.06	\$3,300.00	\$3,047.94	7.64%
Dept 41530 Accounting						
ACCTING	E 100-41530-101 Full-Time Employees R	\$1,958.40	\$20,632.08	\$50,918.40	\$30,286.32	40.52%
ACCTING	E 100-41530-121 PERA	\$146.88	\$1,614.53	\$3,818.88	\$2,204.35	42.28%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	June 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
ACCTING	E 100-41530-122 FICA	\$109.02	\$1,234.47	\$3,156.94	\$1,922.47	39.10%
ACCTING	E 100-41530-123 Medicare	\$25.50	\$288.72	\$738.32	\$449.60	39.11%
ACCTING	E 100-41530-134 Employer Paid Life	\$0.00	\$408.50	\$504.00	\$95.50	81.05%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$0.00	\$4,500.00	\$10,800.00	\$6,300.00	41.67%
ACCTING	E 100-41530-208 Training and Instructio	\$0.00	\$410.00	\$1,000.00	\$590.00	41.00%
ACCTING	E 100-41530-306 Dues & Subscriptions	\$0.00	\$77.48	\$500.00	\$422.52	15.50%
ACCTING	E 100-41530-310 Other Professional Serv	\$0.00	\$2,456.80	\$3,000.00	\$543.20	81.89%
Dept 41530 Accounting		\$2,239.80	\$31,622.58	\$74,436.54	\$42,813.96	42.48%
Dept 41540 Auditing						
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$3,400.00	\$29,242.87	\$27,400.00	-\$1,842.87	106.73%
Dept 41540 Auditing		\$3,400.00	\$29,242.87	\$27,400.00	-\$1,842.87	106.73%
Dept 41550 Assessing						
ASSESS G	E 100-41550-310 Other Professional Serv	\$0.00	\$28.00	\$18,000.00	\$17,972.00	0.16%
Dept 41550 Assessing		\$0.00	\$28.00	\$18,000.00	\$17,972.00	0.16%
Dept 41570 Purchasing						
PURCHASE	E 100-41570-200 Office Supplies (GENER	\$0.00	\$1,359.33	\$4,000.00	\$2,640.67	33.98%
PURCHASE	E 100-41570-205 Bank Fees	\$0.00	\$17.00	\$100.00	\$83.00	17.00%
PURCHASE	E 100-41570-207 Computer Supplies	\$1,590.00	\$3,304.88	\$3,500.00	\$195.12	94.43%
PURCHASE	E 100-41570-220 Repair/Maint Supply (G	\$325.40	\$1,116.58	\$5,800.00	\$4,683.42	19.25%
PURCHASE	E 100-41570-322 Postage	\$215.00	\$1,284.44	\$1,500.00	\$215.56	85.63%
PURCHASE	E 100-41570-570 Office Equip and Furnis	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
Dept 41570 Purchasing		\$2,130.40	\$7,082.23	\$18,900.00	\$11,817.77	37.47%
Dept 41600 Computer						
COMPUTER	E 100-41600-310 Other Professional Serv	\$365.50	\$1,118.73	\$4,000.00	\$2,881.27	27.97%
Dept 41600 Computer		\$365.50	\$1,118.73	\$4,000.00	\$2,881.27	27.97%
Dept 41610 City Attorney						
CITYATNY	E 100-41610-304 Legal Fees	\$984.80	\$9,815.62	\$21,786.56	\$11,970.94	45.05%
Dept 41610 City Attorney		\$984.80	\$9,815.62	\$21,786.56	\$11,970.94	45.05%
Dept 41910 Planning and Zoning						
PLANZONG	E 100-41910-310 Other Professional Serv	\$637.00	\$3,315.50	\$17,000.00	\$13,684.50	19.50%
Dept 41910 Planning and Zoning		\$637.00	\$3,315.50	\$17,000.00	\$13,684.50	19.50%
Dept 41940 General Govt Buildings/Plant						
GOVTBLDG	E 100-41940-210 Operating Supplies (GE	\$0.00	\$154.44	\$5,000.00	\$4,845.56	3.09%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (G	\$31.71	\$990.75	\$10,000.00	\$9,009.25	9.91%
GOVTBLDG	E 100-41940-306 Dues & Subscriptions	\$0.00	\$250.00	\$300.00	\$50.00	83.33%
GOVTBLDG	E 100-41940-310 Other Professional Serv	\$0.00	\$2,521.00	\$8,400.00	\$5,879.00	30.01%
GOVTBLDG	E 100-41940-321 Telephone	\$259.26	\$1,562.56	\$3,500.00	\$1,937.44	44.64%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$213.59	\$250.00	\$36.41	85.44%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$568.01	\$3,054.68	\$9,000.00	\$5,945.32	33.94%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$0.00	\$1,630.14	\$5,000.00	\$3,369.86	32.60%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$0.00	\$799.17	\$2,400.00	\$1,600.83	33.30%
GOVTBLDG	E 100-41940-415 Other Equipment Renta	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
GOVTBLDG	E 100-41940-520 Buildings and Structure	\$0.00	\$921.60	\$5,000.00	\$4,078.40	18.43%
GOVTBLDG	E 100-41940-560 Furniture and Fixtures	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.00%
GOVTBLDG	E 100-41940-580 Other Equipment	\$0.00	\$226.16	\$1,000.00	\$773.84	22.62%
Dept 41940 General Govt Buildings/Plant		\$858.98	\$12,324.09	\$52,850.00	\$40,525.91	23.32%
Dept 41950 Engineer						
ENGINEER	E 100-41950-303 Engineering Fees	\$3,724.50	\$15,768.25	\$25,000.00	\$9,231.75	63.07%
Dept 41950 Engineer		\$3,724.50	\$15,768.25	\$25,000.00	\$9,231.75	63.07%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	June 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Dept 41960 Insurance						
INSURANCE	E 100-41960-150 Worker s Comp (GENE	\$0.00	\$3,784.10	\$9,317.50	\$5,533.40	40.61%
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	\$10,369.59	\$21,496.79	\$24,740.10	\$3,243.31	86.89%
Dept 41960 Insurance		\$10,369.59	\$25,280.89	\$34,057.60	\$8,776.71	74.23%
Dept 41970 Legal Publications						
LEGALPUB	E 100-41970-341 Employment	\$0.00	\$273.78	\$250.00	-\$23.78	109.51%
LEGALPUB	E 100-41970-343 Other Advertising	\$0.00	\$39.00	\$250.00	\$211.00	15.60%
LEGALPUB	E 100-41970-351 Legal Notices Publishin	\$153.04	\$697.90	\$2,000.00	\$1,302.10	34.90%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 41970 Legal Publications		\$153.04	\$1,010.68	\$3,000.00	\$1,989.32	33.69%
Dept 42101 Hennepin County Sheriff						
HCSHERIFF	E 100-42101-310 Other Professional Serv	\$0.00	\$17,851.24	\$71,404.96	\$53,553.72	25.00%
Dept 42101 Hennepin County Sheriff		\$0.00	\$17,851.24	\$71,404.96	\$53,553.72	25.00%
Dept 42102 Wright County Sheriff						
WCSHERIFF	E 100-42102-310 Other Professional Serv	\$8,174.00	\$49,460.62	\$98,088.00	\$48,627.38	50.42%
Dept 42102 Wright County Sheriff		\$8,174.00	\$49,460.62	\$98,088.00	\$48,627.38	50.42%
Dept 42210 Fire Dept Administration						
FIREADMIN	E 100-42210-103 Part-Time Employees	\$0.00	\$0.00	\$34,340.00	\$34,340.00	0.00%
FIREADMIN	E 100-42210-122 FICA	\$0.00	\$0.00	\$2,129.00	\$2,129.00	0.00%
FIREADMIN	E 100-42210-123 Medicare	\$0.00	\$0.00	\$515.00	\$515.00	0.00%
FIREADMIN	E 100-42210-150 Worker s Comp (GENE	\$0.00	\$3,050.49	\$10,000.00	\$6,949.51	30.50%
FIREADMIN	E 100-42210-200 Office Supplies (GENER	\$0.00	\$0.00	\$200.00	\$200.00	0.00%
FIREADMIN	E 100-42210-305 Medical and Dental Fee	\$0.00	\$2,074.00	\$4,000.00	\$1,926.00	51.85%
FIREADMIN	E 100-42210-306 Dues & Subscriptions	\$0.00	\$355.00	\$950.00	\$595.00	37.37%
FIREADMIN	E 100-42210-361 General Liability Ins	\$2,491.37	\$2,491.37	\$6,119.40	\$3,628.03	40.71%
FIREADMIN	E 100-42210-437 Other Miscellaneous	\$0.00	\$21.25	\$0.00	-\$21.25	0.00%
Dept 42210 Fire Dept Administration		\$2,491.37	\$7,992.11	\$58,253.40	\$50,261.29	13.72%
Dept 42220 Fire Dept Equipment						
FIREEQUIP	E 100-42220-221 Equipment Parts	\$0.00	\$528.60	\$15,500.00	\$14,971.40	3.41%
FIREEQUIP	E 100-42220-228 Medical Supplies	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
FIREEQUIP	E 100-42220-240 Small Tools and Minor	\$0.00	\$77.54	\$850.00	\$772.46	9.12%
FIREEQUIP	E 100-42220-260 Uniforms	\$0.00	\$604.26	\$4,500.00	\$3,895.74	13.43%
FIREEQUIP	E 100-42220-580 Other Equipment	\$0.00	\$762.50	\$5,000.00	\$4,237.50	15.25%
Dept 42220 Fire Dept Equipment		\$0.00	\$1,972.90	\$27,350.00	\$25,377.10	7.21%
Dept 42240 Fire Dept Training						
FIRETRNG	E 100-42240-208 Training and Instructio	\$0.00	\$856.91	\$7,500.00	\$6,643.09	11.43%
FIRETRNG	E 100-42240-310 Other Professional Serv	\$0.00	\$729.50	\$3,000.00	\$2,270.50	24.32%
FIRETRNG	E 100-42240-331 Travel Expenses	\$0.00	\$1,511.23	\$1,500.00	-\$11.23	100.75%
Dept 42240 Fire Dept Training		\$0.00	\$3,097.64	\$12,000.00	\$8,902.36	25.81%
Dept 42260 Fire Vehicles						
FIREVEH	E 100-42260-212 Motor Fuels	\$59.59	\$706.91	\$5,000.00	\$4,293.09	14.14%
FIREVEH	E 100-42260-220 Repair/Maint Supply (G	\$0.00	\$6,791.41	\$9,000.00	\$2,208.59	75.46%
FIREVEH	E 100-42260-240 Small Tools and Minor	\$0.00	\$53.57	\$2,000.00	\$1,946.43	2.68%
FIREVEH	E 100-42260-323 Radio Units	\$0.00	\$2,820.00	\$7,465.00	\$4,645.00	37.78%
Dept 42260 Fire Vehicles		\$59.59	\$10,371.89	\$23,465.00	\$13,093.11	44.20%
Dept 42280 Fire Stations and Bldgs						
FIREBLDG	E 100-42280-215 Shop Supplies	\$0.00	\$132.27	\$1,650.00	\$1,517.73	8.02%
FIREBLDG	E 100-42280-220 Repair/Maint Supply (G	-\$125.46	\$985.50	\$3,500.00	\$2,514.50	28.16%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	June 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
FIREBLDG	E 100-42280-321 Telephone	\$0.00	\$152.76	\$800.00	\$647.24	19.10%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$175.00	\$175.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$264.45	\$1,176.42	\$5,000.00	\$3,823.58	23.53%
FIREBLDG	E 100-42280-383 Gas Utilities	\$0.00	\$1,273.69	\$3,000.00	\$1,726.31	42.46%
Dept 42280 Fire Stations and Bldgs		\$138.99	\$3,720.64	\$14,125.00	\$10,404.36	26.34%
Dept 42290 Fire Relief Association						
FIRERELIEF	E 100-42290-124 Fire Pension Contributi	\$0.00	\$2,000.00	\$36,000.00	\$34,000.00	5.56%
FIRERELIEF	E 100-42290-125 Other Retirement Contr	\$0.00	\$0.00	\$11,133.58	\$11,133.58	0.00%
FIRERELIEF	E 100-42290-301 Auditing and Acctg Ser	\$0.00	\$0.00	\$6,500.00	\$6,500.00	0.00%
Dept 42290 Fire Relief Association		\$0.00	\$2,000.00	\$53,633.58	\$51,633.58	3.73%
Dept 42401 Building Inspection Admin						
INSPADMN	E 100-42401-310 Other Professional Serv	\$0.00	\$20,310.37	\$35,000.00	\$14,689.63	58.03%
Dept 42401 Building Inspection Admin		\$0.00	\$20,310.37	\$35,000.00	\$14,689.63	58.03%
Dept 42700 Animal Control						
ANIMCTRL	E 100-42700-310 Other Professional Serv	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 42700 Animal Control		\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 42800 Cemetery						
CEMETERY	E 100-42800-310 Other Professional Serv	\$0.00	\$1,023.00	\$2,500.00	\$1,477.00	40.92%
Dept 42800 Cemetery		\$0.00	\$1,023.00	\$2,500.00	\$1,477.00	40.92%
Dept 43000 Public Works (GENERAL)						
PUBWRKS	E 100-43000-101 Full-Time Employees R	\$4,100.80	\$43,179.93	\$106,604.16	\$63,424.23	40.50%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$0.00	\$497.38	\$1,000.00	\$502.62	49.74%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$840.00	\$3,174.96	\$15,000.00	\$11,825.04	21.17%
PUBWRKS	E 100-43000-121 PERA	\$307.56	\$3,414.90	\$7,995.31	\$4,580.41	42.71%
PUBWRKS	E 100-43000-122 FICA	\$306.33	\$3,030.69	\$6,609.46	\$3,578.77	45.85%
PUBWRKS	E 100-43000-123 Medicare	\$71.65	\$708.86	\$1,545.76	\$836.90	45.86%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$0.00	\$775.80	\$1,584.00	\$808.20	48.98%
PUBWRKS	E 100-43000-142 Unemployment Benefit	\$0.00	\$23.79	\$500.00	\$476.21	4.76%
PUBWRKS	E 100-43000-151 Med/Dental Insurance	\$402.47	\$8,402.47	\$19,200.00	\$10,797.53	43.76%
PUBWRKS	E 100-43000-208 Training and Instructio	\$0.00	\$1,379.30	\$1,500.00	\$120.70	91.95%
PUBWRKS	E 100-43000-212 Motor Fuels	\$376.52	\$2,055.22	\$7,000.00	\$4,944.78	29.36%
PUBWRKS	E 100-43000-215 Shop Supplies	\$71.34	\$1,336.05	\$2,500.00	\$1,163.95	53.44%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (G	\$697.31	\$2,177.66	\$6,000.00	\$3,822.34	36.29%
PUBWRKS	E 100-43000-226 Sign Repair Materials	\$170.70	\$170.70	\$1,500.00	\$1,329.30	11.38%
PUBWRKS	E 100-43000-240 Small Tools and Minor	\$46.95	\$134.60	\$5,000.00	\$4,865.40	2.69%
PUBWRKS	E 100-43000-260 Uniforms	\$9.97	\$61.95	\$2,000.00	\$1,938.05	3.10%
PUBWRKS	E 100-43000-310 Other Professional Serv	\$21.25	\$1,271.25	\$16,000.00	\$14,728.75	7.95%
PUBWRKS	E 100-43000-321 Telephone	\$138.06	\$861.97	\$2,000.00	\$1,138.03	43.10%
PUBWRKS	E 100-43000-325 Taxes	\$0.00	\$120.00	\$200.00	\$80.00	60.00%
Dept 43000 Public Works (GENERAL)		\$7,560.91	\$72,777.48	\$203,738.69	\$130,961.21	35.72%
Dept 43100 Hwys, Streets, & Roads						
HWYROAD	E 100-43100-220 Repair/Maint Supply (G	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43100 Hwys, Streets, & Roads		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43121 Paved Streets						
PAVSTRTS	E 100-43121-224 Street Maint Materials	\$5,380.44	\$17,624.99	\$50,000.00	\$32,375.01	35.25%
Dept 43121 Paved Streets		\$5,380.44	\$17,624.99	\$50,000.00	\$32,375.01	35.25%
Dept 43122 Unpaved Streets						
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$3,274.40	\$3,274.40	\$10,000.00	\$6,725.60	32.74%
Dept 43122 Unpaved Streets		\$3,274.40	\$3,274.40	\$10,000.00	\$6,725.60	32.74%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	June 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Dept 43125	Ice & Snow Removal					
	SNOWREMO E 100-43125-224 Street Maint Materials	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43125	Ice & Snow Removal	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43160	Street Lighting					
	STLGHTG E 100-43160-381 Electric Utilities	\$114.61	\$8,673.37	\$27,000.00	\$18,326.63	32.12%
Dept 43160	Street Lighting	\$114.61	\$8,673.37	\$27,000.00	\$18,326.63	32.12%
Dept 43240	Waste (refuse) Disposal					
	REFDISPO E 100-43240-384 Refuse/Garbage Dispos	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
Dept 43240	Waste (refuse) Disposal	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
Dept 43245	Recycling: Refuse					
	RECYCLING E 100-43245-384 Refuse/Garbage Dispos	\$3,154.23	\$15,722.67	\$35,000.00	\$19,277.33	44.92%
Dept 43245	Recycling: Refuse	\$3,154.23	\$15,722.67	\$35,000.00	\$19,277.33	44.92%
Dept 45186	Senior Center					
	SRCENTER E 100-45186-437 Other Miscellaneous	\$0.00	\$1,178.74	\$8,000.00	\$6,821.26	14.73%
Dept 45186	Senior Center	\$0.00	\$1,178.74	\$8,000.00	\$6,821.26	14.73%
Dept 45200	Parks (GENERAL)					
	PARKS E 100-45200-212 Motor Fuels	\$236.08	\$236.08	\$3,000.00	\$2,763.92	7.87%
	PARKS E 100-45200-220 Repair/Maint Supply (G	\$154.67	\$1,254.47	\$6,000.00	\$4,745.53	20.91%
	PARKS E 100-45200-225 Landscaping Materials	\$0.00	\$0.00	\$7,000.00	\$7,000.00	0.00%
	PARKS E 100-45200-310 Other Professional Serv	\$0.00	\$0.00	\$6,800.00	\$6,800.00	0.00%
	PARKS E 100-45200-381 Electric Utilities	\$264.25	\$876.25	\$2,000.00	\$1,123.75	43.81%
	PARKS E 100-45200-400 Repairs & Maint Cont (\$140.32	\$366.41	\$3,000.00	\$2,633.59	12.21%
	PARKS E 100-45200-440 Programs	\$906.23	\$1,891.47	\$1,000.00	-\$891.47	189.15%
	PARKS E 100-45200-580 Other Equipment	\$380.00	\$4,995.74	\$7,000.00	\$2,004.26	71.37%
Dept 45200	Parks (GENERAL)	\$2,081.55	\$9,620.42	\$35,800.00	\$26,179.58	26.87%
Dept 45500	Libraries (GENERAL)					
	LIBRARY E 100-45500-437 Other Miscellaneous	\$0.00	\$4,357.03	\$10,500.00	\$6,142.97	41.50%
Dept 45500	Libraries (GENERAL)	\$0.00	\$4,357.03	\$10,500.00	\$6,142.97	41.50%
Dept 48205	Damage Deposit Refunds					
	DMGDEPRF E 100-48205-810 Refunds & Reimburse	\$600.00	\$3,599.25	\$9,000.00	\$5,400.75	39.99%
Dept 48205	Damage Deposit Refunds	\$600.00	\$3,599.25	\$9,000.00	\$5,400.75	39.99%
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	\$250.00	\$250.00	\$1,000.00	\$750.00	25.00%
Dept 49800	Transit (GENERAL)	\$250.00	\$250.00	\$1,000.00	\$750.00	25.00%
Fund 100	GENERAL FUND	\$63,855.58	\$460,218.57	\$1,309,122.55	\$848,903.98	35.15%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	June 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
		\$63,855.58	\$460,218.57	\$1,309,122.55	\$848,903.98	35.15%

**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 7th day of June, 2016.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 06-07-16-69

A RESOLUTION ACCEPTING A DONATION OF KITCHEN SUPPLIES

WHEREAS, Tatiana Menth hosted a Russian Dinner fundraising event at City Hall; and

WHEREAS, Tatiana Menth donated three baking sheets to the City for use in the full kitchen in City Hall; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Hanover, Minnesota, hereby accepts the donation of the baking sheets.

BE IT FURTHER RESOLVED, that the City Council expresses its thanks and appreciation for the donation.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 7th day of June, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

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

A meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 7th day of June, 2016.

The following Council Members were present:

The following Council Members were absent:

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

.....
RESOLUTION NO 06-07-16-73

APPROVING LIQUOR LICENSE RENEWALS

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

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

WHEREAS, the Sheriff has reviewed and supports the renewals.

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby approve the liquor licenses described above for a period of one year beginning July 1, 2016.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 7th day of June, 2016

APPROVED BY:

ATTEST:

Chris Kauffman, Mayor

Brian Hagen, City Administrator