

**AGENDA
HANOVER CITY COUNCIL
JUNE 16, 2015**

**MAYOR
CHRIS KAUFFMAN**

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

- 1. Call to Order: 6:00 p.m.**
- 2. Approval of Agenda**
- 3. Consent Agenda Items:**
 - a. Approve Minutes of June 2, 2015 City Council Meeting (page 4)**
 - b. Approve Claims as Presented: (page 9)**

➤ Claims	\$ 82,671.41
➤ Payroll	\$ 8,362.09
➤ P/R taxes & Exp	\$ 3,386.21
➤ Other Claims	<u>\$ 2,021.41</u>
➤ Total Claims	<u>\$ 96,441.12</u>
- 4. Dave Libert – 10231 Beebe Lake Road**
- 5. Public Works Facility/Pavement Management Bonding (page 42)**
- 6. Res No 06-16-15-36 – Authorizing Bids for the Historic Bridge Rehabilitation Project (page 51)**
- 7. Ordinance Amendments**
 - a. Public Bathroom Use Ordinance**
 - b. Restricted Residence Ordinance**
 - c. Medical Marijuana Facilities**
 - d. Ordinance 2015-03 – Garage Floor Drains (page 54)**
 - e. Ordinance 2015-04 – Single Family Rental Dwelling License (page 55)**
- 8. Res No 06-16-15-37 – Approving Hire of Accountant/Deputy Clerk (page 57)**
- 9. Payment of Hanover Lions Clean Up Day (page 59)**
- 10. Reports**
- 11. Adjournment**

To: Mayor Kauffman & Members of the Hanover City Council
From: Brian Hagen, City Administrator
Date: June 11, 2015
Re: Review of June 16, 2015 City Council Agenda

1. Call to Order: 6:00 p.m.

2. Approval of Agenda

3. Consent Agenda Items: see attached consent agenda packet

a. Approve Minutes of June 2, 2015 City Council Meeting (page 4)

b. Approve Claims as Presented: (page 9)

➤ Claims	\$ 82,671.41
➤ Payroll	\$ 8,362.09
➤ P/R taxes & Exp	\$ 3,386.21
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➤ Total Claims	<u>\$ 96,441.12</u>

4. Dave Libert – 10231 Beebe Lake Road

Mr. Libert owns this property, but has it listed for sale. Potential buyers would like to keep horses in a current pole barn that has horse stalls within the structure and a riding arena. The barn location does not meet current ordinances for the use of keeping farm animals. Libert will have representatives present at the meeting to advocate on behalf of potential buyers to allow horses to be kept in this barn.

5. Public Works Facility/Pavement Management Bonding (page 42)

Tammy Omdal, Northland Securities, will be present to give an overview of bonding options for various projects. She will also be discussing existing debt as it relates to issuing new debt. Enclosed is a presentation Tammy will give to Council and guests.

6. Res No 06-16-15-36 – Authorizing Bids for the Historic Bridge Rehabilitation Project (page 51)

Staff is seeking Council acceptance of the rehabilitation plans, authorization to advertise for bids on the Historic Bridge Rehabilitation Project. Plans will be presented at the Council Meeting.

7. Ordinance Amendments

- a. Public Bathroom Use Ordinance**
- b. Restricted Residence Ordinance**
- c. Medical Marijuana Facilities**
- d. Ordinance No 2015-03 – Garage Floor Drains (page 54)**
- e. Ordinance No 2015-04 – Single Family Rental Dwelling License (page 55)**

Jay will be present at the meeting to discuss items 6.a. – 6.c. Ordinance No 2015-03 and 2015-04 were drafted by staff and have been enclosed in the packet for further discussion.

8. Res No 06-16-15-37 – Approving Hire of Accountant/Deputy Clerk (page 57)

Staff will present a recommended applicant for hire. Job offer and details will be discussed with Council prior to making the offer to the applicant.

9. Review of Hanover Lions Clean Up Day (page 59)

Enclosed is a summary of the Hanover Lions Clean Up Day.

10. Reports

11. Adjournment

**CITY OF HANOVER
CITY COUNCIL MEETING
JUNE 2, 2015 – DRAFT MINUTES**

Call to Order/Pledge of Allegiance:

Mayor Chris Kauffman called the regular meeting of Tuesday, May 5, 2015 to order at 7:00 p.m. Present were Mayor Kauffman, Councilors John Vajda, Doug Hammerseng, Ken Warpula, and Jim Zajicek. Also present were City Administrator Brian Hagen, Public Works Supervisor Scott Vogel, City Engineer Justin Messner, and City Planner Cindy Nash. Guests present included Hanover Fire Relief Association members, Hennepin County Sheriff, Joanne Novotny, Pat Athmann, Tracy Gutknecht and Aaron Eisen.

Approval of Agenda:

Hagen stated the LuPine Brewing Company withdrew their application for a temporary on-sale liquor license. Hagen further requested two discussion items be added. First, a request from Pearson Brothers to stock pile material on the street in the Industrial Park. Second, to discuss additional soil borings for the Greenhouse project.

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

Consent Agenda:

Hagen added \$158.46 to the claims to pay a credit card bill. The new claims total was changed to 592,036.88.

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

a. Approve Minutes of May 19, 2015 City Council Work Session Meeting

b. Approve Claims as Presented:

➤ Claims	\$ 581,460.08
➤ Payroll	\$ 6,727.33
➤ P/R taxes & Exp	\$ 2,563.53
➤ Other Claims	\$ <u>1,285.94</u>
➤ Total Claims	\$ <u>592,036.88</u>

c. Res No 06-02-15-34 – Accepting Donation for the Annual Easter Egg Hunt

d. Res No 06-02-15-35 – Approving Payment to Snow Plow Drivers

Motion carried unanimously. Vajda was absent at this time

Citizen's Forum:

Vitalization Award – Joanne Novotny

On behalf of the City of Hanover, Mayor Kauffman expressed appreciation to Joanne Novotny for her continued efforts to clean up Hanover as she walks the trails and sidewalks in the city. Kauffman presented Joanne with a Vitalization Award.

Public Hearings:

None

Unfinished Business:

11112 12th St NE Storm Water Drainage

Hagen provided history of a storm water facility maintenance project the City complete in the rear yard of this property in 2014. Hagen further explained that the homeowner feels additional work may be needed to fully correct a drainage issue. Messner educated Council and the guests present of how this facility location is supposed to function. Messner explained the rear yard of this property and adjacent properties have a large drainage and utility easement which acts as a depression area for storm water to collect and infiltrate into the ground. In the event of heavy rainfall, there is an outlet pipe for water to flow away from the area. This outlet pipe is at a higher elevation than the inlet pipe in order to allow infiltration to occur.

Warpula asked if the chain link fence installed in the area effects the drainage. Messner stated that typically permanent structures are not allowed in drainage and utility easements. In this case, a permit was issued for the fence, but it would be the property owner's responsibility to remove the fence if any work needs to be completed in the easement. Messner went on to explain that the property owners are expected to help maintain this area of the property, however, the City does visit sites of this nature twice per year to clean out debris from catch guards. The new MS4 requirements will need these maintenance task documented as well.

Eisen, the homeowner, stated his rear yard is in better condition since the project last year. His concern now is the rear yards of adjacent properties. He feels there is sediment in the area prevent the water to flow past his property line. Council directed Messner and Vogel to visit the site and determine if additional maintenance is required.

FRA Pension Increase

The FRA has requested an increase in pension payout. The request is to increase the per year payment from \$1,400 to \$1,600. Council has requested information on when the City becomes liable to fund the pension account if there becomes more liabilities than assets. Hagen stated that the FRA is required to submit an SC-11 form to the Council July of each year. This form contains information used in a formula to determine the FRA's liabilities to assets. If the FRA's pension fund and annual state aid contribution does not bring the assets higher than the liabilities then the City would have to pay money into the fund. Hagen stated this information was obtained from the State Auditor's office.

Kauffman stated that the FRA is currently at approximately 128% funded. Projections if an increase to \$1,600 per year would put the FRA at approximately 106% funded. Kauffman suggested increasing the per year payout amount to \$1,500.

MOTION by Kauffman to support a \$1,500/year pension amount, seconded by Hammerseng. **Motion carried unanimously. Councilor Warpula abstained due to membership of the Hanover Fire Department.**

New Business:

Greenfield Development Preliminary Plat Review

Nash outlined the draft response letter included in the packet. The letter provides feedback from the City of Hanover to the City of Greenfield. The letter is requesting a partnership in the development because the property would be accessed via a Hanover roadway. Improvements to the Hanover road would be required, and escrow money would be held by Hanover to ensure proper completion of road improvements. Messner added that we would also look at storm water drainage to ensure water from Hanover does not drain onto private property. Any cost for review of the plan moving forward would be

the responsibility of the developer as well. Nash lastly, noted that an agreement should be established, if needed, prior to final plat for maintenance conducted by Hanover to Greenfield's road.

MOTION by Hammerseng to send the letter as drafted, seconded by Zajicek. **Motion carried unanimously.**

Hanover Harvest Fest Tractor Pull

Staff requested direction from Council on a request they received from the Harvest Festival Committee. The Harvest Fest is in conversation with a company to host a mini tractor pull. The proposed location would be on the two acre parcel the City owns in the Industrial Park. Previously, Council authorized staff to assist in the preparation of the Harvest Fest, but given this is a new event and requires additional staff time, further direction was needed.

Tracy Gutknecht, from the Harvest Festival, was present for additional details. Tracy stated a clay based track would be required for the tractor pull. Donations would be made for the clay, and Public Works has been requested to construct the track with the help of the company owner for the tractor pulls. Additionally, some work would be needed to some banking near the track to establish a grass seating area. This event would run from approximately 4 p.m. to 8 p.m. and replace the oval lawn mower races. Council was supportive of Public Works helping with the event. Staff was directed to look into insurance concerns for having the event on the two acre parcel.

Community Hall IT Upgrades

Hagen stated that it would cost approximately \$1,600 to install two projectors in the community hall. This would be beneficial for presentations at board meetings when reviewing land use requests, City financial data, and the packets in general.

MOTION by Warpula to approve up to \$1,600 for Community Hall IT upgrades, seconded by Vajda. **Motion carried unanimously.**

Pearson Brothers Stock Pile Material

Hagen received a request to allow Pearson Brothers to stock pile aggregate material in the cul-de-sac on Lamont Ave. The cul-de-sac is a public road right of way. Messner cautioned that public roads are meant for public use. If this use is allowed, other companies may have similar requests.

MOTION by Kauffman to not allow Pearson Brothers to stock pile aggregate material in the public road right of way, seconded by Zajicek. **Motion carried unanimously.**

Greenhouse Project Soil Borings

Hagen stated that Bradford Development has completed soil borings. There is excess material on-site and the developer is concerned about soil correction cost. One option is to swap material on-site. This would require additional soil borings to find an area with suitable material to be used. WSB & Associates are able to complete the borings, 10 holes, for \$5,180.

Hammerseng stated that if the additional borings show a result of suitable material, then the boring would hold a benefit to the developer. Hammerseng suggested that the City pay for the borings if the results are negative, however, if the results show usable material on-site then the developer pay for the borings.

MOTION by Kauffman to have developer pay for additional soil borings if the results show usable material, the City shall pay for the borings if results are negative, seconded by Hammerseng. **Motion carried unanimously.**

Reports

Vogel

- Park maintenance has been a focus in recent weeks
- Flower pots have been planted and disbursed around City Hall
- The sidewalk extension in the memorial garden has been completed. Last step is to final grade and establish turf.
- The Ginseng Lane erosion project is getting final approval from Hennepin County.
- Sentence to Serve will be helping add wood chips throughout park play grounds

Messner

- CSAH 19 Trail is going nicely. Curbing and driveways completed this week, and paving will happen the week of June 15th.
- Bridge plans are being finalized. The decking is ordered. A resolution to advertise bids will be presented to Council June 16th.

Hagen

- Stated that first round interviews are in process with second round interviews being scheduled June 10.
- The 10 Acre appraisal is near complete

Vajda noted that LuPine Brewing withdrew their application because the Harvest Festival is a family event and historically there has not been alcohol stronger than 3.2% supported by the Harvest Festival Committee.

Zajicek stated the Park Board has been discussing the band shell plans. One question for Messner was structure location in relationship to a water line in the Memorial Garden. Messner stated that permanent structures should not be built above utilities for maintenance reasons.

Messner stated the County Road 19 Trail construction is going good. Good progress was made in the first week.

Vajda

- Stated that himself, Nancy Schmitz, and Hagen attended the volunteer brunch at the Senior Center. It was a good crowd and over the last year they had over 200 volunteers.
- Further expressed appreciation to Nancy Schmitz's employment with the City of Hanover which ended May 29th so she could spend more time at home with family.

Zajicek stated that the park walk through was completed with the Park Board. He is happy to see Hanover's parks in such good condition. Discussion during the walk through was held on switching from wood chips to a pea-rock material because the rock does not deteriorate. Vogel will get cost comparisons.

Warpula

- Requested that the work sessions be moved to Wednesdays because he has medical training the same nights and he has had to miss it for Council.
- Stated the trail is going good. He is happy with contractor and the progress made. Messner did state that the speed limit along the trail will be reduced by 10 mph for safety reasons. The contractor has the ability to reduce it further during working hours.

Adjournment:

MOTION by Warpula to adjourn at 8:30 pm, seconded by Hammerseng. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

HANOVER

Payments

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Current Period: June 2015

Batch Name	06/16/15 PAY	Payment	Computer Dollar Amt	\$82,671.41	Posted	
Refer	935	ACE SMALL ENGINE CENTER	-			
Cash Payment	E 100-45200-220	Repair/Maint Supply (GE Blade				\$125.34
Invoice	14350	6/3/2015				
Transaction Date	6/4/2015	Due 0	Cash	10100	Total	\$125.34
Refer	973	ACTIVE911, INC	-			
Cash Payment	E 100-42260-323	Radio Units	Radios			\$352.50
Invoice						
Transaction Date	6/11/2015	Due 0	Cash	10100	Total	\$352.50
Refer	956	ADVANCED DISPOSAL SERVICES	-			
Cash Payment	E 100-41940-384	Refuse/Garbage Disposa	May Trash			\$199.40
Invoice	G20001474616	6/8/2015				
Transaction Date	6/9/2015	Due 0	Cash	10100	Total	\$199.40
Refer	944	AEM FINANCIAL SOLUTIONS, LLC	-			
Cash Payment	E 100-41530-310	Other Professional Servi	June Services			\$5,000.00
Invoice	348901	6/1/2015				
Transaction Date	6/4/2015	Due 0	Cash	10100	Total	\$5,000.00
Refer	972	ANCOM COMMUNITCATIONS	-			
Cash Payment	E 100-42220-221	Equipment Parts	Speaker issue			\$95.00
Invoice	53101	5/27/2015				
Cash Payment	E 100-42220-221	Equipment Parts	Reset button			\$107.00
Invoice	53101	5/27/2015				
Transaction Date	6/10/2015	Due 0	Cash	10100	Total	\$202.00
Refer	945	BANYON DATA SYSTEMS	-			
Cash Payment	E 100-41570-207	Computer Supplies	Support Service			\$1,590.00
Invoice	152885	6/1/2015				
Transaction Date	6/4/2015	Due 0	Cash	10100	Total	\$1,590.00
Refer	920	BIFFS INC.	-			
Cash Payment	E 100-45200-580	Other Equipment	5905 Pheasant Run Park			\$95.00
Invoice	W561058-IN	5/27/2015				
Cash Payment	E 100-45200-580	Other Equipment	10042 Eagleview Park			\$95.00
Invoice	W561059-IN	5/27/2015				
Cash Payment	E 100-45200-580	Other Equipment	59412 Mallard Park			\$95.00
Invoice	W561060-IN	5/27/2015				
Cash Payment	E 100-45200-580	Other Equipment	59413 Cardinal Circle Park			\$95.00
Invoice	W561061-IN	5/27/2015				
Transaction Date	5/31/2015	Due 0	Cash	10100	Total	\$380.00
Refer	960	BIREN, AMY	-			
Cash Payment	E 100-41435-331	Travel Expenses	GTS Planning Workshop 5/27/15			\$96.03
Invoice		6/9/2015				
Transaction Date	6/10/2015	Due 0	Cash	10100	Total	\$96.03
Refer	953	BLUE STAR HOMES	-			
Cash Payment	E 815-48200-810	Refunds & Reimburseme	Landscape Escrow Release			\$1,500.00
Invoice		6/9/2015				

HANOVER

Payments

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Current Period: June 2015

Cash Payment	E 811-48200-810 Refunds & Reimburseme	Erosion Escrow Release				\$750.00
Invoice	6/9/2015					
Transaction Date	6/9/2015	Due 0	Cash	10100	Total	\$2,250.00
Refer	943 <i>BROCK WHITE</i>					
Cash Payment	E 402-45200-400 Repairs & Maint Cont (G	Erosion Control				\$385.00
Invoice 12544053-00	6/3/2015					
Transaction Date	6/4/2015	Due 0	Cash	10100	Total	\$385.00
Refer	954 <i>BROVEGE, SIMONE</i>					
Cash Payment	E 100-48205-810 Refunds & Reimburseme	Return of Damage Deposit				\$200.00
Invoice	6/9/2015					
Transaction Date	6/9/2015	Due 0	Cash	10100	Total	\$200.00
Refer	951 <i>BURSCH BROS</i>					
Cash Payment	E 402-45200-400 Repairs & Maint Cont (G	Sand for Sidewalk Extension				\$178.50
Invoice 268	6/2/2015					
Transaction Date	6/8/2015	Due 0	Cash	10100	Total	\$178.50
Refer	933 <i>BURSCHVILLE CONSTRUCTION</i>					
Cash Payment	E 100-43122-224 Street Maint Materials	Road Grading				\$660.00
Invoice 3970	5/31/2015					
Transaction Date	6/4/2015	Due 0	Cash	10100	Total	\$660.00
Refer	964 <i>CARDMEMBER SRVC (CENTRAL B</i>					
Cash Payment	E 100-42220-228 Medical Supplies	Forms				\$61.98
Invoice May 2015						
Cash Payment	E 100-42210-306 Dues & Subscriptions	Area Chief Meeting				\$82.29
Invoice May 2015						
Transaction Date	6/10/2015	Due 0	Cash	10100	Total	\$144.27
Refer	941 <i>CARSON, CLELLAND & SCHREDE</i>					
Cash Payment	E 100-41610-304 Legal Fees	Criminal Expenses				\$79.41
Invoice	5/29/2015					
Transaction Date	6/4/2015	Due 0	Cash	10100	Total	\$79.41
Refer	946 <i>CENTERPOINT ENERGY</i>					
Cash Payment	E 100-42280-383 Gas Utilities	Fire Hall				\$57.55
Invoice	6/1/2015					
Cash Payment	E 100-41940-383 Gas Utilities	City Hall				\$110.44
Invoice	6/1/2015					
Transaction Date	6/8/2015	Due 0	Cash	10100	Total	\$167.99
Refer	937 <i>CENTRAL WOOD PRODUCTS</i>					
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE	Wood Chips for Playgroung				\$1,615.00
Invoice 61369	5/27/2015					
Transaction Date	6/4/2015	Due 0	Cash	10100	Total	\$1,615.00
Refer	965 <i>CENTURY LINK</i>					
Cash Payment	E 100-42280-321 Telephone	Service for May 28-June 27				\$28.49
Invoice						
Transaction Date	6/10/2015	Due 0	Cash	10100	Total	\$28.49
Refer	976 <i>CLASSIC CLEANING COMPANY</i>					

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Current Period: June 2015

Cash Payment	E 100-48205-810 Refunds & Reimburseme	Refund for 6/6/15 Rental				\$100.00
Invoice		6/11/2015				
Transaction Date	6/11/2015	Due 0	Cash	10100	Total	\$100.00
Refer	934	<i>ECM PUBLISHERS, INC.</i>	-			
Cash Payment	E 100-41970-341 Employment	Accountant/Deputy Posting				\$224.64
Invoice 515422569		5/31/2015				
Transaction Date	6/4/2015	Due 0	Cash	10100	Total	\$224.64
Refer	966	<i>FINKEN WATER SOLUTIONS</i>	-			
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE					\$19.00
Invoice		6/1/2015				
Transaction Date	6/10/2015	Due 0	Cash	10100	Total	\$19.00
Refer	968	<i>FIRE SAFETY USA, INC.</i>	-			
Cash Payment	E 100-42220-260 Uniforms	Boots				\$284.00
Invoice 79386		5/22/2015				
Transaction Date	6/10/2015	Due 0	Cash	10100	Total	\$284.00
Refer	938	<i>GRAINGER</i>	-			
Cash Payment	E 100-43100-215 Shop Supplies	Safety Glasses				\$58.80
Invoice 9750987092		5/27/2015				
Transaction Date	6/4/2015	Due 0	Cash	10100	Total	\$58.80
Refer	940	<i>HARDWARE HANK</i>	-			
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE	Poison				\$10.78
Invoice		5/31/2015				
Cash Payment	E 100-41940-220 Repair/Maint Supply (GE	Plumbing				\$22.82
Invoice		5/31/2015				
Cash Payment	E 100-42280-220 Repair/Maint Supply (GE	Fire Dept.				\$18.89
Invoice		5/31/2015				
Transaction Date	6/4/2015	Due 0	Cash	10100	Total	\$52.49
Refer	918	<i>HEINS, DENICE</i>	-			
Cash Payment	E 100-41940-520 Buildings and Structures	Storage Lease July 2015				\$120.00
Invoice						
Transaction Date	5/31/2015	Due 0	Cash	10100	Total	\$120.00
Refer	947	<i>KAUL DESIGN GROUP, LLC</i>	-			
Cash Payment	E 201-41330-437 Other Miscellaneous	Priority Maintenance Pkg Monthly fee June 2015				\$200.00
Invoice 15-083		6/5/2015				
Transaction Date	6/8/2015	Due 0	Cash	10100	Total	\$200.00
Refer	971	<i>KOTTKE, BRIAN</i>	-			
Cash Payment	E 100-42280-215 Shop Supplies	Bug Repel				\$23.32
Invoice		6/9/2015				
Cash Payment	E 100-42260-212 Motor Fuels	Nonoxygen Gas				\$37.81
Invoice		6/9/2015				
Cash Payment	E 100-42220-260 Uniforms	Par Tags				\$19.24
Invoice		6/9/2015				
Cash Payment	E 100-42220-580 Other Equipment	Velcro				\$321.94
Invoice		6/9/2015				
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE	Compressor Leak				\$99.32
Invoice		6/9/2015				

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Cash Payment	E 100-42260-220 Repair/Maint Supply (GE Siren Fix					\$87.41
Invoice	6/9/2015					
Transaction Date	6/10/2015	Due 0	Cash	10100	Total	\$589.04
Refer	969 M. MILLER TRUCK & TRAILER					
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE Dash valve, solenoid					\$80.00
Invoice R1734	6/5/2015					
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE Air brake dash button valve					\$193.56
Invoice R1734	6/5/2015					
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE Air vavle					\$114.74
Invoice R1734	6/5/2015					
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE Air bags fittings					\$200.00
Invoice R1697	6/5/2015					
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE Washer					\$2.88
Invoice R1697	6/5/2015					
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE Airbags					\$345.96
Invoice R1697	6/5/2015					
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE Nut					\$3.12
Invoice R1697	6/5/2015					
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE Air brake union					\$12.58
Invoice R1697	6/5/2015					
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE Union tee					\$9.69
Invoice R1697	6/5/2015					
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE Shop Supplies					\$2.87
Invoice R1697	6/5/2015					
Transaction Date	6/10/2015	Due 0	Cash	10100	Total	\$965.40
Refer	952 MINNESOTA PIPE & EQUIPMENT					
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE					\$385.89
Invoice	5/31/2015					
Transaction Date	6/8/2015	Due 0	Cash	10100	Total	\$385.89
Refer	949 MINNESOTA ZOOMOBILE					
Cash Payment	E 100-45200-440 Programs/FYCC					\$325.00
Invoice 5855						
Transaction Date	6/8/2015	Due 0	Cash	10100	Total	\$325.00
Refer	967 MN FIRE SERVICE CERTIFICATIO					
Cash Payment	E 100-42240-208 Training and Instruction					\$500.00
Invoice 3459	6/4/2015					
Cash Payment	E 100-42240-208 Training and Instruction					\$148.00
Invoice 3459	6/4/2015					
Transaction Date	6/10/2015	Due 0	Cash	10100	Total	\$648.00
Refer	961 NAGELL APPRAISAL & CONSULTI					
Cash Payment	E 100-41110-437 Other Miscellaneous					\$900.00
Invoice 22521	5/28/2015					
Transaction Date	6/10/2015	Due 0	Cash	10100	Total	\$900.00
Refer	955 NUTE, NICOLE					
Cash Payment	E 100-48205-810 Refunds & Reimburseme					\$200.00
Invoice	6/9/2015					
Transaction Date	6/9/2015	Due 0	Cash	10100	Total	\$200.00

HANOVER Payments

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Refer	939	PLUNKETTS	-					
Cash Payment	E 100-41940-310	Other Professional Servi	Pest control					\$139.24
Invoice	4812853	6/1/2015						
Transaction Date	6/4/2015	Due 0	Cash	10100			Total	\$139.24
Refer	974	TWIN CITY GARAGE DOOR CO	-					
Cash Payment	E 100-42280-220	Repair/Maint Supply (GE	Fire Hall - Front Door Accident					\$505.50
Invoice	438419	5/9/2015						
Transaction Date	6/11/2015	Due 0	Cash	10100			Total	\$505.50
Refer	977	VEIT DISPOSAL SYSTEMS	-					
Cash Payment	E 100-43240-384	Refuse/Garbage Disposa	Clean up day dumpsters					\$1,784.00
Invoice								
Transaction Date	6/11/2015	Due 0	Cash	10100			Total	\$1,784.00
Refer	962	VEOLIA WATER NORTH AMERICA	-					
Cash Payment	E 601-43252-310	Other Professional Servi	Water Services					\$2,812.75
Invoice	48695	6/15/2015						
Cash Payment	E 602-43252-310	Other Professional Servi	Sewer Services					\$3,849.83
Invoice	48695	6/15/2015						
Transaction Date	6/10/2015	Due 0	Cash	10100			Total	\$6,662.58
Refer	921	WARPULA, KEN	-					
Cash Payment	E 100-42240-331	Travel Expenses	Reimbursement - Fire Instructor Course					\$129.33
Invoice		5/29/2015						
Transaction Date	5/31/2015	Due 0	Cash	10100			Total	\$129.33
Refer	948	WRIGHT COUNTY AUDITOR-TREA	-					
Cash Payment	E 100-42102-310	Other Professional Servi	June Patrol Services					\$7,847.50
Invoice		6/2/2015						
Transaction Date	6/8/2015	Due 0	Cash	10100			Total	\$7,847.50
Refer	963	WRIGHT COUNTY AUDITOR-TREA	-					
Cash Payment	E 100-41550-310	Other Professional Servi	2014 Assessment Contract					\$11,234.50
Invoice	055-15	6/12/2015						
Transaction Date	6/10/2015	Due 0	Cash	10100			Total	\$11,234.50
Refer	959	WSB & ASSOCIATES, INC.	-					
Cash Payment	E 401-41950-303	Engineering Fees	Hennepin CR 19 Trail					\$14,674.50
Invoice	52	5/31/2015				Project 127252		
Cash Payment	E 100-41950-303	Engineering Fees	General Services					\$798.00
Invoice	4	5/31/2015						
Cash Payment	E 401-41950-303	Engineering Fees	Beebe Lk Trail					\$399.00
Invoice	4	5/31/2015				Project 127253		
Cash Payment	E 818-41910-310	Other Professional Servi	675 Kadler Cir Variance					\$266.00
Invoice	4	5/31/2015						
Cash Payment	E 401-49844-400	Repairs & Maint Cont (G	Bridge 92366 Rehabilitation					\$625.50
Invoice	4	5/31/2015				Project 208205		
Transaction Date	6/9/2015	Due 0	Cash	10100			Total	\$16,763.00
Refer	958	XCEL ENERGY	-					
Cash Payment	E 100-43160-381	Electric Utilities	Street Lights					\$1,994.06
Invoice	459014319	6/3/2015						
Transaction Date	6/9/2015	Due 0	Cash	10100			Total	\$1,994.06

HANOVER
Payments

Current Period: June 2015

Fund Summary

	10100 Cash
818 MISC ESCROWS FUND	\$717.25
817 INFRASTRUCTURE ESCROW FUND	\$2,000.00
815 LANDSCAPE ESCROW FUND	\$4,500.00
811 EROSION CONTROL ESCROW FUND	\$2,250.00
602 SEWER ENTERPRISE FUND	\$3,849.83
601 WATER ENTERPRISE FUND	\$2,812.75
402 PARKS CAPITAL PROJECTS	\$6,371.50
401 GENERAL CAPITAL PROJECTS	\$15,699.00
201 EDA SPECIAL REVENUE FUND	\$200.00
100 GENERAL FUND	\$44,271.08
	<hr/>
	\$82,671.41

Pre-Written Check	\$0.00
Checks to be Generated by the Computer	\$82,671.41
Total	<hr/>
	\$82,671.41

CCS Carson, Clelland & Schreder

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

May 29, 2015

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

Professional Services

Amount

Criminal

5/26/2015	Open criminal files, preparation of criminal complaints; preparation of cases for court calendars, including court and jury trials; contact and notice to witnesses for trial testimony, prepare outgoing discovery requests, complete incoming discovery requests for monthly period	18.75
	Open criminal files, preparation of criminal complaints; preparation of cases for court calendars, including court and jury trials; contact and notice to witnesses for trial testimony, prepare outgoing discovery requests, complete incoming discovery requests for monthly period	9.38
	SUBTOTAL:	[28.13]
	For professional services rendered	\$28.13
	Client Expense Charges :	
	<u>Criminal Expenses:</u>	
	Monthly support fee for January - April 2015	51.28
	SUBTOTAL:	[51.28]
	Total Client Expense Charges	\$51.28
	Total amount of this bill	\$79.41
	Previous balance	\$93.13
5/29/2015	Payment - thank you	(\$93.13)

JUN 1 2015

100-41610-304

	<u>Amount</u>
Total payments and adjustments	<u>(\$93.13)</u>
Balance due	<u><u>\$79.41</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.


Jeffrey A. Carson, City Attorney

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

June 9, 2015

City of Hanover
PO Box 278
Hanover, MN 55341

Reference to: City of Hanover -- Plantenberg
Invoice # 2015-063

Date	Task	Hours	Amount
4/30/2015	Prep items for agenda, email to Amy/Brian.	1.25	118.75
5/1/2015	Email to Elizabeth.	0.25	23.75
5/6/2015	Various emails.	0.25	23.75
5/8/2015	Various emails.	0.25	23.75
5/9/2015	Various emails.	0.25	No charge.
5/12/2015	Various emails.	0.25	23.75
5/15/2015	Various emails.	0.25	23.75
		<hr/> 2.75	<hr/> \$237.50

Additional Charges	\$0.00
Total Amount of this Invoice	\$237.50
Previous Balance	\$118.75
Payments Received	\$118.75
Balance Due	\$237.50

818-41910-310

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

June 9, 2015

City of Hanover
PO Box 278
Hanover, MN 55341

Reference to: City of Hanover -- Variance - 518 Kayla
Invoice # 2015-061

(675 Kadler)
Circ

Date	Task	Hours	Amount
4/27/2015	Prep for and attend Planning Commission meeting.	2.25	213.75
		<hr/>	<hr/>
		2.25	\$213.75

Additional Charges	\$0.00
Total Amount of this Invoice	\$213.75
Previous Balance	\$380.00
Payments Received	\$380.00
Balance Due	\$213.75

818-41910-310

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

June 9, 2015

**City of Hanover
PO Box 278
Hanover, MN 55341**

**Reference to: City of Hanover -- Greenhouse
Invoice # 2015-062**

Date	Task	Hours	Amount
4/27/2015	Prep for and attend Planning Commission meeting.	1.75	166.25
4/28/2015	Phone conference with Paul, various emails.	0.75	71.25
4/30/2015	Various emails, prep for Council packets.	0.75	71.25
5/1/2015	Various emails.	0.25	23.75
5/4/2015	Phone conference with Brian, various emails.	0.25	23.75
5/14/2015	Phone conference with Brian, various emails.	0.5	47.50
5/20/2015	Phone conference with Paul Otto.	0.25	23.75
5/21/2015	Phone conference with Brian.	0.25	23.75
		4.75	\$451.25

Additional Charges	\$0.00
Total Amount of this Invoice	\$451.25
Previous Balance	\$475.00
Payments Received	\$475.00
Balance Due	\$451.25

100-41910-310

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

June 9, 2015

**City of Hanover
PO Box 278
Hanover, MN 55341**

**Reference to: City of Hanover -- General Planning
Invoice # 2015-060**

Date	Task	Hours	Amount
4/27/2015	Email from Amy, review PC packet. Email from Amy, review deck survey, email to Amy. Emails re: solar panels.	0.5	47.50
4/28/2015	Phone conference with Brian re: PC meeting. Phone conference with resident re: solar panels.	0.75	71.25
4/30/2015	Email from Brian, review packet.	0.25	23.75
5/1/2015	Phone conference with Amy. Various emails, reviewing Bridges files.	1.25	118.75
5/5/2015	Prep for and attend Council meeting.	4	380.00
5/7/2015	Review app, draft 15.99 letter, email to Amy.	0.5	47.50
5/11/2015	Email from Amy, review ordinances, phone conference with Amy.	0.5	47.50
5/14/2015	Phone conference with Amy, review drawings, phone conference with Amy, various emails.	0.5	47.50
5/15/2015	Email from Brian, review packet.	0.25	23.75
5/18/2015	Various re: lot split, Pearson properties. Phone conference with Brian.	1	95.00
5/20/2015	Phone conference with Paul Otto re: Rockford Twp app. Various with Amy. Review Rest of West info.	1.5	142.50
5/21/2015	Various re: Sylvester property. Various re: other properties, phone conference with Amy. Various emails, phone conference with Amy.	1.75	166.25
5/22/2015	Various re: Bechtold, comp plan changes.	0.5	47.50
		13.25	\$1,258.75

Additional Charges		\$0.00
Total Amount of this Invoice	100-41910-310	\$1,258.75
Previous Balance		\$1,425.00

City of Hanover
General Planning

June 9, 2015
Page 1

Payments Received

\$1,425.00

Balance Due

\$1,258.75



May 31, 2015

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

Re: April, 2015 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 blue ink, appearing to read "Justin Messner", is written over a horizontal line.

Justin Messner
Associate

Enclosures

kc

JUN 9 2015

WWSB City Project Budget Tracking

WSB Project No.	City of Hanover Description	Current Invoice	Year to Date 2015	Billed to Date April 30, 2015
1020-561	Utility Permit Reviews			\$4,637.75
1272-210	General Engineering Services (2012) - \$6.50 Credit			\$16,829.25
1272-330	Bridges at Hanover Plat Changes			\$780.00
1272-390	Hanover Bicycle & Pedestrian Trail			\$146,423.70
1272-420	Storm Water Utility Justification			\$14,069.25
1272-430	Water Property Development Review			\$9,937.00
1272-460	School Sidewalk - CR 19			\$1,005.00
1272-470	Public Works Site Grading Plan			\$12,593.50
1272-480	CR 34 Bike Trail Fed. Enhancement Grant			\$6,728.50
1272-500	2010-2014 Street Maintenance Report			\$335.00
1272-520	Hennepin CR 19 Trail Project	\$14,674.50	\$15,073.50	\$172,798.04
1272-530	Beebe Lake Regional Trail - CR 34		\$1,670.75	\$244,396.00
1272-540	Drainage Analysis for Future PW Site			\$4,327.50
1272-550	2012 Seal Coat / Road Rehabilitation			\$11,499.50
1272-560	PHS West Site Plan Review 2012			\$428.00
1272-570	CR 19 at CR 34 Signal			\$23,081.25
1272-580	Jonquil Lane Ditch Grading			\$2,399.25
1272-590	Lamont Avenue Extension 2012			\$86,667.64
1272-600	Pingree Drainage			\$10,656.25
2082-000	Pheasant Run Street and Sewer Extension			\$17,951.50
2082-010	2013 General Engineering Services			\$15,877.00
2082-011	2014 General Engineering Services			\$19,612.75
2082-012	2015 General Engineering Services	\$1,463.00	\$5,030.75	\$5,030.75
2082-020	GIS Services			\$11,920.50
2082-030	Pavement Management Plan			\$13,548.50
2082-040	Bridges of Hanover Assisted Living Project			\$3,023.21
2082-050	Bridge 92366 Rehabilitation Report			\$2,272.00
2082-070	CSAH 19 Sidewalk Extension	\$625.50	\$13,376.50	\$4,640.50
2931-000	Bridge 92366 Rehabilitation			\$13,376.50
	Current Invoice Total	\$16,763.00	\$35,151.50	



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

May 31, 2015
Project No: 01272-520
Invoice No: 52

Hennepin CR 19 Trail Project

Professional Services from April 01, 2015 to April 30, 2015

401-41950-303

Phase 1 Feasibility / Prel. Des.

Professional Personnel

	Hours	Rate	Amount
Project Management/Coordination			
Messner, Justin 4/21/2015 Precon Agenda and copies of Plan/Specs	2.00	133.00	266.00
Messner, Justin 4/22/2015 CSAH 19 Preconstruction Meeting	3.00	133.00	399.00
Messner, Justin 4/23/2015 Site Review with inspector and newsletters	4.00	133.00	532.00
Pederson, Karla 4/21/2015 Copy and bind addendum	2.00	73.00	146.00
Design			
Perkey, Benjamin 4/28/2015 Shop Drawings	1.00	83.00	83.00
Meetings			
Eggert, Jeffrey 4/23/2015 067 Walk Site	3.00	98.00	294.00
Eggert, Jeffrey 4/24/2015 067 Meet with Cindy Zimmerman	2.00	98.00	196.00
Pederson, Karla 4/28/2015 addendum	.50	73.00	36.50
Office Survey			
Lawrenz, Trevor 4/22/2015 survey staking notes	3.00	101.00	303.00
Totals	20.50		2,255.50
Total Labor			2,255.50

Field Services Billing

2-Person Survey Crew

6.0 Hours @ 160.00 960.00

Total Field Services 960.00

Total this Phase

960.00

\$3,215.50

see next page

Phase 3 Construction

Professional Personnel

	Hours	Rate	Amount
Project Management/Coordination			
Messner, Justin 4/27/2015 Project Management	4.00	133.00	532.00
Messner, Justin 4/29/2015 Project Management	1.00	133.00	133.00

Project	01272-520	HANO - Hennepin CR 19 Trail Project		Invoice	52
Messner, Justin	4/30/2015	4.00	133.00	532.00	
Weekly Construction Meeting/Meeting with Hennepin County/Site Visit					
Construction Observation					
Eggert, Jeffrey	4/27/2015	11.00	98.00	1,078.00	
067 Construction Inspection					
Eggert, Jeffrey	4/28/2015	11.00	98.00	1,078.00	
067 Construction Inspection					
Eggert, Jeffrey	4/29/2015	11.00	98.00	1,078.00	
067 Construction Inspection					
Eggert, Jeffrey	4/30/2015	11.50	98.00	1,127.00	
067 Construction Inspection					
Survey Comps					
Vogt, Richard	4/29/2015	1.00	101.00	101.00	
should be labor code 079 survey comps jack only					
Totals		54.50		5,659.00	
Total Labor					5,659.00

Field Services Billing

1-Person Survey Crew		1.0 Hour @ 130.00	130.00	
3-Person Survey Crew		31.5 Hours @ 180.00	5,670.00	
Total Field Services			5,800.00	5,800.00

Total this Phase \$11,459.00

Total this Invoice \$14,674.50

Billings to Date

	Current	Prior	Total
Labor	7,914.50	141,974.75	149,889.25
Consultant	0.00	8,884.00	8,884.00
Expense	0.00	1,178.79	1,178.79
Field Services	6,760.00	6,086.00	12,846.00
Totals	14,674.50	158,123.54	172,798.04

Comments:

Approved by:

Reviewed by: Andrew Brotzler
Project Manager: Justin Messner

project
1272-520



engineering · planning · environmental · construction

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

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

May 31, 2015
Project No: 02082-012
Invoice No: 4

2015 General Engineering Services
Professional Services from April 01, 2015 to April 30, 2015
Professional Personnel

100-41950-303

	Hours	Rate	Amount
Project Management/Coordination			
Messner, Justin 4/9/2015	6.00	133.00	798.00
Staff Meeting and Site Visits			
Meetings			
Messner, Justin 4/23/2015	3.00	133.00	399.00
Meeting with St. Michael to discuss cost splits/inspection time for Beebe Lake Trail			
Messner, Justin 4/27/2015	2.00	133.00	266.00
Plannning Commission Meeting			
Totals	11.00		1,463.00
Total Labor			

401-41950-303
project 1272-530
818-41910-310
675 Kadler Circle
Variance

Total this Invoice

1,463.00
\$1,463.00
less
above 2
projects =
798

Billings to Date

	Current	Prior	Total
Labor	1,463.00	3,367.75	4,830.75
Field Services	0.00	200.00	200.00
Totals	1,463.00	3,567.75	5,030.75

Comments:

Approved by:

Reviewed by: Andrew Brotzler
Project Manager: Justin Messner



engineering · planning · environmental · construction

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

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

May 31, 2015
Project No: 02931-000
Invoice No: 4

Bridge 92366 Rehabilitation

Professional Services from April 01, 2015 to April 30, 2015

481-49844-400

Phase 4 SHPO

Professional Personnel

	Hours	Rate	Amount	
SHPO				
Osberg, Carl	1.00	153.00	153.00	
SHPO and City Reponse				
Osberg, Carl	.50	153.00	76.50	
SHPO Comment Resolution				
Winters, James	1.00	99.00	99.00	
Coordination of SHPO response				
Winters, James	3.00	99.00	297.00	
SHPO coordination on decking thickness				
Totals	5.50		625.50	
Total Labor				625.50
		Total this Phase		\$625.50

Billing Limits	Current	Prior	To-Date	
Total Billings	625.50	12,751.00	13,376.50	
Limit			31,846.00	
Remaining			18,469.50	
		Total this Invoice		\$625.50

\$625.50

Comments: _____

Approved by:

Reviewed by: Andrew Brotzler
Project Manager: Justin Messner

project 2082-050

HANOVER
Paid Register

Check Number	Employee Number	Employee Name	Pay Period	Pay Group Description	Check Amount	Check Date	Status
500288	000000003	Hagen, Brian S.	12	Bi-Weekly	\$1,797.13	6/5/2015	Outstanding
500289	000000002	Schmitz, Nancy A.	12	Bi-Weekly	\$2,615.50	6/5/2015	Outstanding
500287	000000008	Doboszinski, Jason	12	Bi-Weekly	\$1,306.98	6/5/2015	Outstanding
500286	000000011	Biren, Amy	12	Bi-Weekly	\$1,033.70	6/5/2015	Outstanding
EFT	000000006	Bursch, Jeffrey	12	Bi-Weekly	\$0.00	6/5/2015	Outstanding
EFT	000000007	Heins, Russell	12	Bi-Weekly	\$0.00	6/5/2015	Outstanding
500290	000000005	Vogel, Scott F.	12	Bi-Weekly	\$1,608.78	6/5/2015	Outstanding
					\$8,362.09		

HANOVER

06/03/15 1:01 PM

Page 1

Deduction/Benefit Register

Pay Group: 01 Bi-Weekly

Pay Periods: 2015(12)

Deduction/Benefit Code & Description	Employee Number & Name	Deduction Amount	Benefit Amount
001 Federal	000000011 Biren, Amy	\$179.70	
	000000008 Doboszanski, Jason	\$137.99	
	000000003 Hagen, Brian S.	\$242.45	
	000000002 Schmitz, Nancy A.	\$399.94	
	000000005 Vogel, Scott F.	\$171.69	
	<i>Federal</i>		\$1,131.77
005 State Tax - MN	000000011 Biren, Amy	\$76.41	
	000000008 Doboszanski, Jason	\$61.87	
	000000003 Hagen, Brian S.	\$106.67	
	000000002 Schmitz, Nancy A.	\$180.06	
	000000005 Vogel, Scott F.	\$73.89	
	<i>State Tax - MN</i>		\$498.90
049 Medicare	000000011 Biren, Amy	\$21.78	
	000000008 Doboszanski, Jason	\$25.45	
	000000003 Hagen, Brian S.	\$36.25	
	000000002 Schmitz, Nancy A.	\$51.57	
	000000005 Vogel, Scott F.	\$31.32	
	<i>Medicare</i>		\$166.37
051 Social Security	000000011 Biren, Amy	\$93.15	
	000000008 Doboszanski, Jason	\$108.82	
	000000003 Hagen, Brian S.	\$155.00	
	000000002 Schmitz, Nancy A.	\$220.51	
	000000005 Vogel, Scott F.	\$133.92	
	<i>Social Security</i>		\$711.40
501 Social Security Benefit	000000011 Biren, Amy		\$93.15
	000000008 Doboszanski, Jason		\$108.82
	000000003 Hagen, Brian S.		\$155.00
	000000002 Schmitz, Nancy A.		\$220.51
	000000005 Vogel, Scott F.		\$133.92
	<i>Social Security Benefit</i>		\$711.40
502 Medicare Benefit	000000011 Biren, Amy		\$21.78
	000000008 Doboszanski, Jason		\$25.45
	000000003 Hagen, Brian S.		\$36.25
	000000002 Schmitz, Nancy A.		\$51.57

HANOVER

06/03/15 1:01 PM

Page 2

Deduction/Benefit Register

Pay Group: 01 Bi-Weekly

Pay Periods: 2015(12)

Deduction/Benefit Code & Description	Employee Number & Name	Deduction Amount	Benefit Amount
502 Medicare Benefit	000000005 Vogel, Scott F.		\$31.32
	<i>Medicare Benefit</i>		\$166.37
<i>Grand Total</i>		\$2,508.44	\$877.77

HANOVER

06/03/15 1:01 PM

Page 1

Deduction/Benefit Register

Pay Group: 01 Bi-Weekly

Pay Periods: 2015(12)

Deduction/Benefit Code & Description	Employee Number & Name	Deduction Amount	Benefit Amount
052 PERA	00000011 Biren, Amy	\$97.66	
	00000008 Doboszinski, Jason	\$114.09	
	00000003 Hagen, Brian S.	\$162.50	
	00000002 Schmitz, Nancy A.	\$88.98	
	00000005 Vogel, Scott F.	\$140.40	
	<i>PERA</i>		\$603.63
503 PERA ER	00000011 Biren, Amy		\$112.68
	00000008 Doboszinski, Jason		\$131.64
	00000003 Hagen, Brian S.		\$187.50
	00000002 Schmitz, Nancy A.		\$102.67
	00000005 Vogel, Scott F.		\$162.00
	<i>PERA ER</i>		
<i>Grand Total</i>		\$603.63	\$696.49

HANOVER

06/03/15 1:02 PM

Page 1

Deduction/Benefit Register

Pay Group: 01 Bi-Weekly

Pay Periods: 2015(12)

Deduction/Benefit Code & Description	Employee Number & Name	Deduction Amount	Benefit Amount
505 HSA Contribution	000000011 Biren, Amy		\$215.69
	000000008 Doboszinski, Jason		\$71.30
	000000003 Hagen, Brian S.		\$279.16
	000000005 Vogel, Scott F.		\$155.14
	<i>HSA Contribution</i>		\$721.29
<hr/>			
	<i>Grand Total</i>		\$721.29

HANOVER
Cash Balances
June 2015

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$456,986.25	\$30,986.09	\$130,436.21	\$357,536.13
107 FIRE DEPT DONATIONS FUND	\$29,270.28	\$0.00	\$0.00	\$29,270.28
201 EDA SPECIAL REVENUE FUND	\$77,082.16	\$0.00	\$2,047.34	\$75,034.82
205 EDA BUSINESS INCENTIVE FUND	\$201,804.77	\$511.07	\$0.00	\$202,315.84
311 2008A GO CIP REFUNDING BOND	\$37,604.68	\$0.00	\$0.00	\$37,604.68
312 2009A GO IMP REFUNDING BOND	\$18,521.35	\$0.00	\$0.00	\$18,521.35
313 2010 GO EQUIPMENT CERTIFICATES	-\$20,234.25	\$0.00	\$0.00	-\$20,234.25
314 2011A GO IMP CROSSOVER REF BD	\$359,913.52	\$0.00	\$0.00	\$359,913.52
401 GENERAL CAPITAL PROJECTS	\$830,068.40	\$0.00	\$476,724.11	\$353,344.29
402 PARKS CAPITAL PROJECTS	\$239,919.44	\$0.00	\$6,371.50	\$233,547.94
403 FIRE DEPT CAPITAL FUND	\$111,115.94	\$0.00	\$0.00	\$111,115.94
404 HISTORICAL CAPITAL PROJ FUND	\$96,407.72	\$0.00	\$21,000.00	\$75,407.72
407 TIF REDEV DIST #1	\$4,807.40	\$0.00	\$0.00	\$4,807.40
408 8TH ST CAPITAL PROJ FUND	\$0.00	\$0.00	\$0.00	\$0.00
411 CITY HALL CAPITAL PROJ FUND	\$55,328.83	\$0.00	\$0.00	\$55,328.83
412 CROW RIVER CROSSING PROJ FD	\$0.00	\$0.00	\$0.00	\$0.00
416 RIVER RD RECON FUND	\$0.00	\$0.00	\$0.00	\$0.00
417 EQUIPMENT CAPITAL FUND	\$52,581.87	\$0.00	\$0.00	\$52,581.87
418 STREET CAPITAL PROJ FUND	\$433,615.77	\$0.00	\$0.00	\$433,615.77
601 WATER ENTERPRISE FUND	\$723,170.83	\$13,757.41	\$12,817.75	\$724,110.49
602 SEWER ENTERPRISE FUND	\$292,225.10	\$32,282.25	\$34,562.62	\$289,944.73
603 STORM WATER ENTERPRISE FUND	\$125,604.40	\$2,865.29	\$0.00	\$128,469.69
611 WATER CAPITAL IMP FUND	\$402,621.26	\$0.00	\$0.00	\$402,621.26
612 SEWER CAPITAL IMP FUND	\$1,673,175.41	\$0.00	\$0.00	\$1,673,175.41
613 STORM WATER CAPITAL IMP FUND	\$546,109.59	\$0.00	\$0.00	\$546,109.59
804 SCHENDELS FIELD ESC FUND	\$145,266.61	\$0.00	\$0.00	\$145,266.61
809 BRIDGES AT HANOVER ESC FUND	-\$13,476.50	\$0.00	\$0.00	-\$13,476.50
811 EROSION CONTROL ESCROW FUND	\$37,000.00	\$1,500.00	\$3,000.00	\$35,500.00
815 LANDSCAPE ESCROW FUND	\$50,000.00	\$3,000.00	\$6,000.00	\$47,000.00
817 INFRASTRUCTURE ESCROW FUND	\$25,800.00	\$2,000.00	\$5,800.00	\$22,000.00
818 MISC ESCROWS FUND	\$6,543.02	\$3,800.00	\$1,903.27	\$8,439.75
820 BRIDGES TOWNHOMES ESC FUND	\$3,527.60	\$0.00	\$0.00	\$3,527.60
821 QUAIL PASS 2ND ADD ESCROW FD	\$11,762.91	\$0.00	\$34.00	\$11,728.91
900 INTEREST	\$13,156.89	\$0.00	\$0.00	\$13,156.89
	\$7,027,281.25	\$90,702.11	\$700,696.80	\$6,417,286.56

Revenue Budget by Source

Source Alt Code	Account Descr	June 2015 Amt	2015 YTD Amt	2015 YTD Budget	2015 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
TAXES	R 100-31000 Property Taxes - General	\$0.00	\$0.00	\$995,728.00	\$995,728.00	0.00%
TAXES	R 100-31020 Property Taxes - Fire	\$0.00	\$0.00	\$95,624.00	\$95,624.00	0.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$3,058.64	\$10,000.00	\$6,941.36	30.59%
Source Alt Code TAXES		\$0.00	\$3,058.64	\$1,101,352.00	\$1,098,293.36	0.28%
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	\$525.00	\$4,500.00	\$5,000.00	\$500.00	90.00%
SERVICE	R 100-34107 Assessment Search Fees	\$50.00	\$250.00	\$300.00	\$50.00	83.33%
SERVICE	R 100-34108 Administrative Fees	\$396.55	\$996.55	\$2,000.00	\$1,003.45	49.83%
SERVICE	R 100-34109 Copies/Faxes	\$6.00	\$7.25	\$80.00	\$72.75	9.06%
SERVICE	R 100-34207 Fire Protection Services	\$0.00	\$12,529.05	\$106,964.00	\$94,434.95	11.71%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.00%
SERVICE	R 100-34740 Park & Rec Concessions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SERVICE	R 100-34780 Park Rental Fees	\$434.36	\$2,003.67	\$2,000.00	-\$3.67	100.18%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$1,950.00	\$2,000.00	\$50.00	97.50%
Source Alt Code SERVICE		\$1,411.91	\$22,236.52	\$124,344.00	\$102,107.48	17.88%
MISC	R 100-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$0.00	\$0.75	\$0.00	-\$0.75	0.00%
MISC	R 100-36210 Interest Earnings	\$12.58	\$1,023.03	\$1,000.00	-\$23.03	102.30%
MISC	R 100-36215 Investment Income/Loss	\$0.00	\$4,603.59	\$7,000.00	\$2,396.41	65.77%
MISC	R 100-36230 Contributions and Donations	\$0.00	\$4,345.00	\$0.00	-\$4,345.00	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	\$900.00	\$5,800.00	\$7,000.00	\$1,200.00	82.86%
MISC	R 100-36290 Sale of Vehicles/Equipment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code MISC		\$912.58	\$15,772.37	\$21,000.00	\$5,227.63	75.11%
LIC PERM	R 100-32110 Alcoholic Beverages	\$0.00	\$10,370.00	\$10,300.00	-\$70.00	100.68%
LIC PERM	R 100-32180 Other Bus. Licenses/Permits	\$8.00	\$12.00	\$100.00	\$88.00	12.00%
LIC PERM	R 100-32210 Building Permits	\$13,476.58	\$44,825.05	\$70,000.00	\$25,174.95	64.04%
LIC PERM	R 100-32240 Animal Licenses	\$40.00	\$60.00	\$100.00	\$40.00	60.00%
LIC PERM	R 100-32260 Solid Waste Hauler Licenses	\$0.00	\$500.00	\$1,500.00	\$1,000.00	33.33%
LIC PERM	R 100-32270 Rental Dwelling Licenses	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
LIC PERM	R 100-32280 Other Non-Business Lic/Per	\$0.00	\$10.00	\$50.00	\$40.00	20.00%
Source Alt Code LIC PERM		\$13,524.58	\$55,777.05	\$82,350.00	\$26,572.95	67.73%
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	\$105,859.00	\$105,859.00	0.00%
INTGOVT	R 100-33410 MV Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT	R 100-33420 PERA Aid	\$0.00	\$0.00	\$339.00	\$339.00	0.00%
INTGOVT	R 100-33422 State Fire Aid	\$0.00	\$2,000.00	\$24,000.00	\$22,000.00	8.33%
INTGOVT	R 100-33426 State Police Aid	\$0.00	\$0.00	\$4,600.00	\$4,600.00	0.00%
INTGOVT	R 100-33610 County Grants/Aid for Roads	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
Source Alt Code INTGOVT		\$0.00	\$2,000.00	\$136,298.00	\$134,298.00	1.47%
FINES	R 100-35100 Court Fines	\$0.00	\$1,238.48	\$1,500.00	\$261.52	82.57%
Source Alt Code FINES		\$0.00	\$1,238.48	\$1,500.00	\$261.52	82.57%
Fund 100 GENERAL FUND		\$15,849.07	\$100,083.06	\$1,466,844.00	\$1,366,760.94	6.82%

HANOVER

Expenditure Budget Report

Dept Abbrev	Account Descr	June 2015 Amt	2015 YTD Amt	2015 YTD Budget	2015 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
Dept 41110 Council						
COUNCIL	E 100-41110-111 Committee Wages/Mee	\$0.00	-\$9.18	\$13,700.00	\$13,709.18	-0.07%
COUNCIL	E 100-41110-122 FICA	\$0.00	\$0.00	\$850.00	\$850.00	0.00%
COUNCIL	E 100-41110-123 Medicare	\$0.00	\$0.00	\$199.00	\$199.00	0.00%
COUNCIL	E 100-41110-150 Worker s Comp (GENE	\$0.00	\$20.34	\$150.00	\$129.66	13.56%
COUNCIL	E 100-41110-152 Worker s Comp Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
COUNCIL	E 100-41110-208 Training and Instructio	\$0.00	\$315.00	\$1,500.00	\$1,185.00	21.00%
COUNCIL	E 100-41110-306 Dues & Subscriptions	\$0.00	\$6,292.40	\$2,500.00	-\$3,792.40	251.70%
COUNCIL	E 100-41110-331 Travel Expenses	\$0.00	\$61.24	\$2,000.00	\$1,938.76	3.06%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$1,041.38	\$2,023.30	\$5,000.00	\$2,976.70	40.47%
Dept 41110 Council		\$1,041.38	\$8,703.10	\$25,899.00	\$17,195.90	33.60%
Dept 41330 Boards and Commissions						
BRDCOMM	E 100-41330-111 Committee Wages/Mee	\$0.00	\$0.00	\$5,500.00	\$5,500.00	0.00%
BRDCOMM	E 100-41330-160 Liability Insurance Emp	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
BRDCOMM	E 100-41330-208 Training and Instructio	\$0.00	\$0.00	\$150.00	\$150.00	0.00%
BRDCOMM	E 100-41330-331 Travel Expenses	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
BRDCOMM	E 100-41330-437 Other Miscellaneous	\$0.00	\$21.06	\$0.00	-\$21.06	0.00%
Dept 41330 Boards and Commissions		\$0.00	\$21.06	\$5,850.00	\$5,828.94	0.36%
Dept 41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$0.00	\$12,033.30	\$65,500.00	\$53,466.70	18.37%
CITYADM	E 100-41400-121 PERA	\$0.00	\$1,182.02	\$4,900.00	\$3,717.98	24.12%
CITYADM	E 100-41400-122 FICA	\$0.00	\$977.13	\$4,100.00	\$3,122.87	23.83%
CITYADM	E 100-41400-123 Medicare	\$0.00	\$228.52	\$900.00	\$671.48	25.39%
CITYADM	E 100-41400-131 Employer Paid Health	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CITYADM	E 100-41400-132 Employer Paid HSA	\$721.29	\$2,412.18	\$0.00	-\$2,412.18	0.00%
CITYADM	E 100-41400-134 Employer Paid Life	\$30.67	\$79.41	\$0.00	-\$79.41	0.00%
CITYADM	E 100-41400-150 Worker s Comp (GENE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$126.36	\$3,428.01	\$10,890.00	\$7,461.99	31.48%
CITYADM	E 100-41400-208 Training and Instructio	\$0.00	\$823.90	\$1,000.00	\$176.10	82.39%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$35.00	\$220.00	\$0.00	-\$220.00	0.00%
CITYADM	E 100-41400-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 41400 City Administrator		\$913.32	\$21,384.47	\$87,290.00	\$65,905.53	24.50%
Dept 41410 Elections						
ELECTION	E 100-41410-200 Office Supplies (GENER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELECTION	E 100-41410-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELECTION	E 100-41410-351 Legal Notices Publishin	\$0.00	\$0.00	\$250.00	\$250.00	0.00%
ELECTION	E 100-41410-400 Repairs & Maint Cont (\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
Dept 41410 Elections		\$0.00	\$0.00	\$1,250.00	\$1,250.00	0.00%
Dept 41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$7,558.96	\$54,355.18	\$82,600.00	\$28,244.82	65.81%
CLERICAL	E 100-41430-102 Full-Time Employees O	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CLERICAL	E 100-41430-103 Part-Time Employees	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
CLERICAL	E 100-41430-121 PERA	\$402.85	\$3,931.32	\$6,200.00	\$2,268.68	63.41%
CLERICAL	E 100-41430-122 FICA	\$468.66	\$3,824.95	\$5,100.00	\$1,275.05	75.00%
CLERICAL	E 100-41430-123 Medicare	\$109.60	\$894.50	\$1,200.00	\$305.50	74.54%
CLERICAL	E 100-41430-131 Employer Paid Health	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CLERICAL	E 100-41430-132 Employer Paid HSA	\$494.85	\$2,969.10	\$0.00	-\$2,969.10	0.00%
CLERICAL	E 100-41430-134 Employer Paid Life	\$186.77	\$1,850.18	\$0.00	-\$1,850.18	0.00%
CLERICAL	E 100-41430-142 Unemployment Benefit	\$0.00	\$357.00	\$0.00	-\$357.00	0.00%
CLERICAL	E 100-41430-151 Med/Dental Insurance	\$416.26	\$8,405.84	\$16,932.00	\$8,526.16	49.64%

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Dept Abbrev	Account Descr	June 2015 Amt	2015 YTD Amt	2015 YTD Budget	2015 YTD Balance	%YTD Budget
Dept 41430	Clerical Staff	\$9,637.95	\$76,588.07	\$117,032.00	\$40,443.93	65.44%
Dept 41435	Staff Expenses					
STAFFEXP	E 100-41435-208 Training and Instructio	\$0.00	\$135.00	\$1,500.00	\$1,365.00	9.00%
STAFFEXP	E 100-41435-260 Uniforms	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
STAFFEXP	E 100-41435-306 Dues & Subscriptions	\$0.00	\$165.36	\$4,000.00	\$3,834.64	4.13%
STAFFEXP	E 100-41435-310 Other Professional Serv	\$0.00	\$150.00	\$1,000.00	\$850.00	15.00%
STAFFEXP	E 100-41435-331 Travel Expenses	\$96.03	\$165.76	\$1,500.00	\$1,334.24	11.05%
Dept 41435	Staff Expenses	\$96.03	\$616.12	\$8,300.00	\$7,683.88	7.42%
Dept 41530	Accounting					
ACCTING	E 100-41530-101 Full-Time Employees R	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ACCTING	E 100-41530-121 PERA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ACCTING	E 100-41530-122 FICA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ACCTING	E 100-41530-123 Medicare	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ACCTING	E 100-41530-150 Worker s Comp (GENE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ACCTING	E 100-41530-310 Other Professional Serv	\$5,000.00	\$33,250.00	\$0.00	-\$33,250.00	0.00%
Dept 41530	Accounting	\$5,000.00	\$33,250.00	\$0.00	-\$33,250.00	0.00%
Dept 41540	Auditing					
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$0.00	\$23,400.00	\$26,000.00	\$2,600.00	90.00%
Dept 41540	Auditing	\$0.00	\$23,400.00	\$26,000.00	\$2,600.00	90.00%
Dept 41550	Assessing					
ASSESS G	E 100-41550-310 Other Professional Serv	\$11,234.50	\$11,394.25	\$17,600.00	\$6,205.75	64.74%
Dept 41550	Assessing	\$11,234.50	\$11,394.25	\$17,600.00	\$6,205.75	64.74%
Dept 41570	Purchasing					
PURCHASE	E 100-41570-200 Office Supplies (GENER	\$370.28	\$1,382.02	\$5,500.00	\$4,117.98	25.13%
PURCHASE	E 100-41570-205 Bank Fees	\$0.00	\$2.75	\$100.00	\$97.25	2.75%
PURCHASE	E 100-41570-207 Computer Supplies	\$1,590.00	\$2,109.99	\$3,000.00	\$890.01	70.33%
PURCHASE	E 100-41570-220 Repair/Maint Supply (G	\$96.13	\$1,141.25	\$6,800.00	\$5,658.75	16.78%
PURCHASE	E 100-41570-322 Postage	\$0.00	\$757.39	\$1,500.00	\$742.61	50.49%
PURCHASE	E 100-41570-570 Office Equip and Furnis	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
Dept 41570	Purchasing	\$2,056.41	\$5,393.40	\$20,900.00	\$15,506.60	25.81%
Dept 41600	Computer					
COMPUTER	E 100-41600-220 Repair/Maint Supply (G	\$0.00	\$1,165.00	\$0.00	-\$1,165.00	0.00%
COMPUTER	E 100-41600-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 41600	Computer	\$0.00	\$1,165.00	\$0.00	-\$1,165.00	0.00%
Dept 41610	City Attorney					
CITYATNY	E 100-41610-304 Legal Fees	\$1,069.61	\$4,506.24	\$27,295.00	\$22,788.76	16.51%
Dept 41610	City Attorney	\$1,069.61	\$4,506.24	\$27,295.00	\$22,788.76	16.51%
Dept 41910	Planning and Zoning					
PLANZONG	E 100-41910-310 Other Professional Serv	\$1,187.50	\$5,296.25	\$17,000.00	\$11,703.75	31.15%
Dept 41910	Planning and Zoning	\$1,187.50	\$5,296.25	\$17,000.00	\$11,703.75	31.15%
Dept 41940	General Govt Buildings/Plant					
GOVTBLDG	E 100-41940-210 Operating Supplies (GE	\$0.00	\$617.12	\$5,000.00	\$4,382.88	12.34%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (G	\$22.82	\$1,786.96	\$10,000.00	\$8,213.04	17.87%
GOVTBLDG	E 100-41940-306 Dues & Subscriptions	\$0.00	\$250.00	\$0.00	-\$250.00	0.00%
GOVTBLDG	E 100-41940-310 Other Professional Serv	\$619.24	\$2,632.25	\$8,400.00	\$5,767.75	31.34%
GOVTBLDG	E 100-41940-321 Telephone	\$264.26	\$1,564.57	\$5,500.00	\$3,935.43	28.45%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$220.00	\$7,000.00	\$6,780.00	3.14%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$563.03	\$3,057.37	\$9,000.00	\$5,942.63	33.97%

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Dept Abbrev	Account Descr	June 2015 Amt	2015 YTD Amt	2015 YTD Budget	2015 YTD Balance	%YTD Budget
GOVTBLDG	E 100-41940-383 Gas Utilities	\$110.44	\$1,402.13	\$5,000.00	\$3,597.87	28.04%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$199.40	\$966.33	\$2,000.00	\$1,033.67	48.32%
GOVTBLDG	E 100-41940-415 Other Equipment Renta	\$0.00	\$120.50	\$500.00	\$379.50	24.10%
GOVTBLDG	E 100-41940-520 Buildings and Structure	\$1,070.00	\$2,325.30	\$5,000.00	\$2,674.70	46.51%
GOVTBLDG	E 100-41940-560 Furniture and Fixtures	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.00%
GOVTBLDG	E 100-41940-580 Other Equipment	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
Dept 41940 General Govt Buildings/Plant		\$2,849.19	\$14,942.53	\$60,900.00	\$45,957.47	24.54%
Dept 41950 Engineer						
ENGINEER	E 100-41950-303 Engineering Fees	\$798.00	\$4,365.75	\$25,000.00	\$20,634.25	17.46%
Dept 41950 Engineer		\$798.00	\$4,365.75	\$25,000.00	\$20,634.25	17.46%
Dept 41960 Insurance						
INSURANCE	E 100-41960-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE	E 100-41960-150 Worker s Comp (GENE	\$29,390.00	\$29,738.07	\$2,500.00	-\$27,238.07	189.52%
INSURANCE	E 100-41960-152 Worker s Comp Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE	E 100-41960-361 General Liability Ins	\$0.00	\$9,153.50	\$35,000.00	\$25,846.50	26.15%
Dept 41960 Insurance		\$29,390.00	\$38,891.57	\$37,500.00	-\$1,391.57	103.71%
Dept 41970 Legal Publications						
LEGALPUB	E 100-41970-341 Employment	\$303.92	\$435.42	\$250.00	-\$185.42	174.17%
LEGALPUB	E 100-41970-343 Other Advertising	\$0.00	\$0.00	\$250.00	\$250.00	0.00%
LEGALPUB	E 100-41970-351 Legal Notices Publishin	-\$191.97	\$269.12	\$2,000.00	\$1,730.88	13.46%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 41970 Legal Publications		\$111.95	\$704.54	\$3,000.00	\$2,295.46	23.48%
Dept 42101 Hennepin County Sheriff						
HCSHERIFF	E 100-42101-310 Other Professional Serv	\$0.00	\$17,333.35	\$69,335.00	\$52,001.65	25.00%
Dept 42101 Hennepin County Sheriff		\$0.00	\$17,333.35	\$69,335.00	\$52,001.65	25.00%
Dept 42102 Wright County Sheriff						
WCSHERIFF	E 100-42102-310 Other Professional Serv	\$7,847.50	\$47,468.29	\$94,170.00	\$46,701.71	50.41%
Dept 42102 Wright County Sheriff		\$7,847.50	\$47,468.29	\$94,170.00	\$46,701.71	50.41%
Dept 42210 Fire Dept Administration						
FIREADMIN	E 100-42210-103 Part-Time Employees	\$0.00	\$0.00	\$34,340.00	\$34,340.00	0.00%
FIREADMIN	E 100-42210-122 FICA	\$0.00	\$0.00	\$2,129.00	\$2,129.00	0.00%
FIREADMIN	E 100-42210-123 Medicare	\$0.00	\$0.00	\$515.00	\$515.00	0.00%
FIREADMIN	E 100-42210-142 Unemployment Benefit	\$0.00	\$22.21	\$0.00	-\$22.21	0.00%
FIREADMIN	E 100-42210-150 Worker s Comp (GENE	\$0.00	\$2,745.95	\$10,000.00	\$7,254.05	27.46%
FIREADMIN	E 100-42210-200 Office Supplies (GENER	\$0.00	\$0.00	\$200.00	\$200.00	0.00%
FIREADMIN	E 100-42210-305 Medical and Dental Fee	\$0.00	\$430.00	\$4,000.00	\$3,570.00	10.75%
FIREADMIN	E 100-42210-306 Dues & Subscriptions	\$82.29	\$572.29	\$950.00	\$377.71	60.24%
FIREADMIN	E 100-42210-361 General Liability Ins	\$0.00	\$2,370.08	\$0.00	-\$2,370.08	0.00%
FIREADMIN	E 100-42210-437 Other Miscellaneous	\$32.25	\$67.25	\$10,000.00	\$9,932.75	0.67%
FIREADMIN	E 100-42210-700 Transfers (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 42210 Fire Dept Administration		\$114.54	\$6,207.78	\$62,134.00	\$55,926.22	9.99%
Dept 42220 Fire Dept Equipment						
FIREEQUIP	E 100-42220-221 Equipment Parts	\$202.00	\$802.29	\$5,500.00	\$4,697.71	14.59%
FIREEQUIP	E 100-42220-228 Medical Supplies	\$61.98	\$233.14	\$1,500.00	\$1,266.86	15.54%
FIREEQUIP	E 100-42220-240 Small Tools and Minor	\$0.00	\$0.00	\$850.00	\$850.00	0.00%
FIREEQUIP	E 100-42220-260 Uniforms	\$303.24	\$5,323.74	\$4,500.00	-\$823.74	118.31%
FIREEQUIP	E 100-42220-580 Other Equipment	\$321.94	\$835.79	\$5,000.00	\$4,164.21	16.72%
Dept 42220 Fire Dept Equipment		\$889.16	\$7,194.96	\$17,350.00	\$10,155.04	41.47%
Dept 42240 Fire Dept Training						
FIRETRNG	E 100-42240-208 Training and Instructio	\$1,648.00	\$3,863.00	\$7,500.00	\$3,637.00	51.58%

HANOVER
Expenditure Budget Report

Dept Abbrev	Account Descr	June 2015 Amt	2015 YTD Amt	2015 YTD Budget	2015 YTD Balance	%YTD Budget
FIRETRNG	E 100-42240-331 Travel Expenses	\$129.33	\$447.61	\$1,500.00	\$1,052.39	29.84%
Dept 42240	Fire Dept Training	\$1,777.33	\$4,310.61	\$9,000.00	\$4,689.39	47.90%
Dept 42260 Fire Vehicles						
FIREVEH	E 100-42260-212 Motor Fuels	\$194.53	\$1,546.63	\$5,000.00	\$3,453.37	30.93%
FIREVEH	E 100-42260-220 Repair/Maint Supply (G	\$1,152.13	\$3,456.17	\$9,000.00	\$5,543.83	38.40%
FIREVEH	E 100-42260-240 Small Tools and Minor	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
FIREVEH	E 100-42260-323 Radio Units	\$352.50	\$5,035.47	\$7,465.00	\$2,429.53	67.45%
Dept 42260	Fire Vehicles	\$1,699.16	\$10,038.27	\$23,465.00	\$13,426.73	42.78%
Dept 42280 Fire Stations and Bldgs						
FIREBLDG	E 100-42280-215 Shop Supplies	\$23.32	\$179.65	\$1,650.00	\$1,470.35	10.89%
FIREBLDG	E 100-42280-220 Repair/Maint Supply (G	\$543.39	\$1,627.12	\$3,500.00	\$1,872.88	46.49%
FIREBLDG	E 100-42280-321 Telephone	\$28.49	\$170.70	\$800.00	\$629.30	21.34%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$175.00	\$175.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$245.58	\$1,332.13	\$5,000.00	\$3,667.87	26.64%
FIREBLDG	E 100-42280-383 Gas Utilities	\$57.55	\$3,496.45	\$2,600.00	-\$896.45	134.48%
Dept 42280	Fire Stations and Bldgs	\$898.33	\$6,806.05	\$13,725.00	\$6,918.95	49.59%
Dept 42290 Fire Relief Association						
FIRERELIEF	E 100-42290-124 Fire Pension Contributi	\$0.00	\$2,000.00	\$29,500.00	\$27,500.00	6.78%
FIRERELIEF	E 100-42290-301 Auditing and Acctg Ser	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.00%
Dept 42290	Fire Relief Association	\$0.00	\$2,000.00	\$35,500.00	\$33,500.00	5.63%
Dept 42401 Building Inspection Admin						
INSPADMN	E 100-42401-310 Other Professional Serv	\$1,745.37	\$25,260.61	\$25,000.00	-\$260.61	101.04%
Dept 42401	Building Inspection Admin	\$1,745.37	\$25,260.61	\$25,000.00	-\$260.61	101.04%
Dept 42700 Animal Control						
ANIMCTRL	E 100-42700-210 Operating Supplies (GE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ANIMCTRL	E 100-42700-310 Other Professional Serv	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 42700	Animal Control	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 42800 Cemetery						
CEMETERY	E 100-42800-310 Other Professional Serv	\$0.00	\$0.00	\$150.00	\$150.00	0.00%
Dept 42800	Cemetery	\$0.00	\$0.00	\$150.00	\$150.00	0.00%
Dept 43000 Public Works (GENERAL)						
PUBWRKS	E 100-43000-101 Full-Time Employees R	\$3,915.20	\$38,332.81	\$92,700.00	\$54,367.19	41.35%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$0.00	\$296.40	\$0.00	-\$296.40	0.00%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$0.00	\$354.75	\$1,500.00	\$1,145.25	23.65%
PUBWRKS	E 100-43000-121 PERA	\$293.64	\$3,325.36	\$7,000.00	\$3,674.64	47.51%
PUBWRKS	E 100-43000-122 FICA	\$242.74	\$2,770.68	\$5,700.00	\$2,929.32	48.61%
PUBWRKS	E 100-43000-123 Medicare	\$56.77	\$647.97	\$1,300.00	\$652.03	49.84%
PUBWRKS	E 100-43000-132 Employer Paid HSA	\$226.44	\$1,312.48	\$0.00	-\$1,312.48	0.00%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$159.58	\$1,181.18	\$0.00	-\$1,181.18	0.00%
PUBWRKS	E 100-43000-142 Unemployment Benefit	\$0.00	\$238.10	\$0.00	-\$238.10	0.00%
PUBWRKS	E 100-43000-150 Worker s Comp (GENE	\$0.00	\$2,880.07	\$9,000.00	\$6,119.93	32.00%
PUBWRKS	E 100-43000-151 Med/Dental Insurance	\$98.28	\$13,682.55	\$19,328.00	\$5,645.45	70.79%
PUBWRKS	E 100-43000-152 Worker s Comp Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PUBWRKS	E 100-43000-208 Training and Instructio	\$0.00	\$950.00	\$1,500.00	\$550.00	63.33%
PUBWRKS	E 100-43000-321 Telephone	\$158.46	\$771.16	\$0.00	-\$771.16	0.00%
Dept 43000	Public Works (GENERAL)	\$5,151.11	\$66,743.51	\$138,028.00	\$71,284.49	48.36%
Dept 43100 Hwys, Streets, & Roads						
HWYROAD	E 100-43100-212 Motor Fuels	\$377.54	\$2,412.40	\$10,000.00	\$7,587.60	24.12%
HWYROAD	E 100-43100-215 Shop Supplies	\$58.80	\$362.80	\$5,000.00	\$4,637.20	7.26%
HWYROAD	E 100-43100-220 Repair/Maint Supply (G	-\$29.77	\$1,364.80	\$7,500.00	\$6,135.20	18.20%

HANOVER
Expenditure Budget Report

Dept Abbrev	Account Descr	June 2015 Amt	2015 YTD Amt	2015 YTD Budget	2015 YTD Balance	%YTD Budget
HWYROAD	E 100-43100-240 Small Tools and Minor	\$528.00	\$633.59	\$4,000.00	\$3,366.41	15.84%
HWYROAD	E 100-43100-260 Uniforms	\$0.00	\$38.36	\$2,000.00	\$1,961.64	1.92%
HWYROAD	E 100-43100-310 Other Professional Serv	\$46.50	\$1,343.00	\$3,000.00	\$1,657.00	44.77%
HWYROAD	E 100-43100-325 Taxes	\$0.00	\$39.00	\$200.00	\$161.00	19.50%
Dept 43100 Hwys, Streets, & Roads		\$981.07	\$6,193.95	\$31,700.00	\$25,506.05	19.54%
Dept 43121 Paved Streets						
PAVSTRTS	E 100-43121-224 Street Maint Materials	\$0.00	\$70,693.50	\$16,000.00	-\$54,693.50	441.83%
PAVSTRTS	E 100-43121-226 Sign Repair Materials	\$407.50	\$3,930.24	\$7,000.00	\$3,069.76	56.15%
Dept 43121 Paved Streets		\$407.50	\$74,623.74	\$23,000.00	-\$51,623.74	324.45%
Dept 43122 Unpaved Streets						
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$660.00	\$660.00	\$12,500.00	\$11,840.00	5.28%
UNPAVSTS	E 100-43122-226 Sign Repair Materials	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 43122 Unpaved Streets		\$660.00	\$660.00	\$13,000.00	\$12,340.00	5.08%
Dept 43125 Ice & Snow Removal						
SNOWREMO	E 100-43125-224 Street Maint Materials	\$15,999.93	\$15,999.93	\$15,000.00	-\$999.93	106.67%
Dept 43125 Ice & Snow Removal		\$15,999.93	\$15,999.93	\$15,000.00	-\$999.93	106.67%
Dept 43160 Street Lighting						
STLGHTG	E 100-43160-381 Electric Utilities	\$2,088.77	\$10,645.44	\$30,000.00	\$19,354.56	35.48%
Dept 43160 Street Lighting		\$2,088.77	\$10,645.44	\$30,000.00	\$19,354.56	35.48%
Dept 43240 Waste (refuse) Disposal						
REFDISPO	E 100-43240-384 Refuse/Garbage Dispos	\$2,739.00	\$2,739.00	\$1,000.00	-\$1,739.00	273.90%
Dept 43240 Waste (refuse) Disposal		\$2,739.00	\$2,739.00	\$1,000.00	-\$1,739.00	273.90%
Dept 43245 Recycling: Refuse						
RECYCLING	E 100-43245-215 Shop Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RECYCLING	E 100-43245-384 Refuse/Garbage Dispos	\$2,993.23	\$14,630.80	\$28,000.00	\$13,369.20	52.25%
Dept 43245 Recycling: Refuse		\$2,993.23	\$14,630.80	\$28,000.00	\$13,369.20	52.25%
Dept 43260 Weed Control						
WEEDCTRL	E 100-43260-215 Shop Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
WEEDCTRL	E 100-43260-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43260 Weed Control		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 45186 Senior Center						
SRCENTER	E 100-45186-437 Other Miscellaneous	\$0.00	\$1,457.02	\$7,250.00	\$5,792.98	20.10%
Dept 45186 Senior Center		\$0.00	\$1,457.02	\$7,250.00	\$5,792.98	20.10%
Dept 45200 Parks (GENERAL)						
PARKS	E 100-45200-212 Motor Fuels	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PARKS	E 100-45200-220 Repair/Maint Supply (G	\$2,189.01	\$2,719.45	\$5,000.00	\$2,280.55	54.39%
PARKS	E 100-45200-225 Landscaping Materials	\$184.60	\$1,332.87	\$3,300.00	\$1,967.13	40.39%
PARKS	E 100-45200-381 Electric Utilities	\$248.23	\$837.77	\$1,100.00	\$262.23	76.16%
PARKS	E 100-45200-400 Repairs & Maint Cont (\$0.00	\$355.86	\$6,000.00	\$5,644.14	5.93%
PARKS	E 100-45200-440 Programs/FYCC	\$325.00	\$7,789.16	\$5,300.00	-\$2,489.16	146.97%
PARKS	E 100-45200-441 Community Garden	\$0.00	\$0.00	\$4,500.00	\$4,500.00	0.00%
PARKS	E 100-45200-580 Other Equipment	\$380.00	\$3,635.24	\$2,500.00	-\$1,135.24	145.41%
Dept 45200 Parks (GENERAL)		\$3,326.84	\$16,670.35	\$27,700.00	\$11,029.65	60.18%
Dept 45500 Libraries (GENERAL)						
LIBRARY	E 100-45500-437 Other Miscellaneous	\$0.00	\$1,750.00	\$7,000.00	\$5,250.00	25.00%
Dept 45500 Libraries (GENERAL)		\$0.00	\$1,750.00	\$7,000.00	\$5,250.00	25.00%
Dept 48205 Damage Deposit Refunds						
DMGDEPRF	E 100-48205-810 Refunds & Reimburse	\$1,200.00	\$3,100.00	\$5,000.00	\$1,900.00	62.00%

HANOVER
Expenditure Budget Report

Dept Abbrev	Account Descr	June 2015 Amt	2015 YTD Amt	2015 YTD Budget	2015 YTD Balance	%YTD Budget
Dept 48205	Damage Deposit Refunds	\$1,200.00	\$3,100.00	\$5,000.00	\$1,900.00	62.00%
Dept 49360	Transfers Out					
TRANSFERS	E 100-49360-700 Transfers (GENERAL)	\$0.00	\$0.00	\$299,000.00	\$299,000.00	0.00%
Dept 49360	Transfers Out	\$0.00	\$0.00	\$299,000.00	\$299,000.00	0.00%
Dept 49800	Transit (GENERAL)					
TRANSIT	E 100-49800-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49800	Transit (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 100	GENERAL FUND	\$115,904.68	\$592,456.01	\$1,456,823.00	\$864,366.99	40.67%



CITY OF HANOVER CAPITAL IMPROVEMENT PLANS AND DEBT ISSUING AUTHORITY

Tammy Omdal
Senior Vice President,
Northland Securities

NORTHLAND  SECURITIES
Member FINRA and SIPC

The information in this presentation is based on sources believed to be reliable, but does not purport to be complete and is not warranted by Northland Securities, Inc.

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DISCUSSION ITEMS

- City of Hanover Capital Improvement Plans (CIP)
- Debt issuance authority
 - Statutory authority for financing potential city projects
 - How do bonds work in the structure of the City's CIP
- Special assessments
- Considering new debt in relationship to existing debt

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3

POTENTIAL CAPITAL IMPROVEMENT PLANS

- ⦿ Public works facility
- ⦿ Annual street improvements
- ⦿ Annual street reconstruction
- ⦿ Equipment acquisition



4

OPTIONS FOR CITY COUNCIL TO APPROVE GENERAL OBLIGATION (G.O.) BONDING FOR CIP

- ⦿ G.O. Street Reconstruction Bonds
- ⦿ G.O. Improvement Bonds
- ⦿ G.O. Tax Abatement Bonds
- ⦿ G.O. Capital Improvement Plan Bonds
- ⦿ G.O. Equipment Certificates

Note: The list above is an example of relevant authority and does not include all debt issuance authority for cities.



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G.O. CAPITAL IMPROVEMENT PLAN BONDS MS 475.521

- For the purpose of a city hall, town hall, library, public safety facility, and public works facility
- Must prepare a plan and hold a public hearing
- Bonds must be approved by an affirmative vote of 3/5 of the members of a five-member governing body
- Subject to reverse referendum – petition equal to 5% of voters in last general election with 30 days after hearing

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6

G.O. IMPROVEMENT BONDS ASSESSMENTS MS 429.091

- Financed authorized improvements (MS 429.021)
- No election required if more than 20% of the cost of the improvement to the municipality is to be assessed against benefited property
- Not subject to debt limit
- Procedural requirements to undertake improvements and levy special assessments

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7

G.O. TAX ABATEMENT BONDS MS 469.1814

- ◉ To pay for public improvements that benefit the property, acquire and convey land or other property (as provided in this section), reimburse the property owner for the cost of improvements made to the property, or pay the costs of issuing bonds
- ◉ Total amount of tax abatements granted cannot exceed in any year the greater of (1) 10 percent of the current net tax capacity value or (2) \$200,000
- ◉ Maximum term of abatement is 15 years or 20 years if one other subdivision is asked to participate and declines
- ◉ Not subject to debt limit and not subject to referendum
- ◉ Maximum principal amount may not exceed estimated sum of the abatements from the property for the years authorized
- ◉ Debt service levy can be used to pay interest expense

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8

G.O. STREET RECONSTRUCTION BONDS MS 475.58, SUBD. 3B

- ◉ Street reconstruction and bituminous overlays
- ◉ No election required, subject to debt limit
- ◉ Must prepare a plan and hold a public hearing
- ◉ All members of the governing body (present at the meeting) must approve the plan and the issuance of bonds
- ◉ Subject to reverse referendum – petition equal to 5% of voters in last general election with 30 days after hearing

NORTHLAND  SECURITIES

9

G.O. UTILITY REVENUE BONDS MS 444.075

- ◉ To pay for the capital costs for water, storm sewer, and sanitary sewer facilities
- ◉ Bonds may be made payable primarily from taxes or from special assessments to be levied or from net revenues derived from service charges or from other nontax revenues pledged for their payment, or from two or more of the sources; or may issue special obligations, payable solely from taxes or special assessments or from revenues, or from two or more of the sources
- ◉ Taxes should be used only, and then on a temporary basis, to pay general or special obligations when the other revenues are insufficient

NORTHLAND  SECURITIES

10

G.O. EQUIPMENT CERTIFICATES MS 410.301 (STATUTORY CITY)

- ◉ To purchase capital equipment
- ◉ Payable in not more than ten years and subject to debt limit
- ◉ No election required, but subject to reverse referendum petition if the amount of the certificates or notes to be issued to finance any such purchase exceeds 0.25 percent of the estimated market value of taxable property in the city
- ◉ Levy property tax for payment of debt service

NORTHLAND  SECURITIES

HOW DO BONDS WORK IN THE STRUCTURE OF A CIP ESTIMATING THE AMOUNT OF DEBT

◎ Project costs

- Does engineers estimate include assumption for finance (cost of issuance) expense? And, for contingency?
- Is inflation a consideration?
- Bid versus estimate of project costs?

◎ Finance expense

- Typical costs include underwriter's discount, bond counsel, municipal advisor, rating fee and paying agent fee

◎ Capitalized interest

- How does timing of debt issuance and initial debt service payments relate to the availability of revenues?
- Initial interest payment within 12 months of issuance
- If revenues not available, may need capitalized interest in bond issue.

HOW DO BONDS WORK IN THE STRUCTURE OF A CIP STRUCTURING CONSIDERATIONS

◎ Is level annual debt service adequate for CIP?

- What about existing debt and timeline for repayment?

◎ Other considerations

- Special assessments
 - Prepaid
 - Deferred
- Utility rate changes
- Existing debt and debt service levies



HOW DO BONDS WORK IN THE STRUCTURE OF A CIP TERM

- ⦿ **Balancing term and annual payment**
 - Shorter-term reduces overall interest expense, but increases annual payment
 - Interest rates increase over time
- ⦿ **Try to keep term 20 years or less**
- ⦿ **Market resistance increases (harder to find investors) for longer maturities**



SPECIAL ASSESSMENTS

- ⦿ Amount
- ⦿ Term (number of payment years)
- ⦿ Interest rate
- ⦿ Timing for certification
- ⦿ Structure level principal or level principal and interest

CONSIDERING NEW DEBT IN RELATIONSHIP TO EXISTING DEBT

- ⦿ Structuring around existing debt
- ⦿ Considering opportunities to address revenue challenges for existing debt when issuing new debt
 - Don't toss away an opportunity to manage your actual flow of "money"



CONSIDERING NEW DEBT IN RELATIONSHIP TO EXISTING DEBT

Purpose:	G.O. Capital Improvement Plan, Refunding Bonds, Series 2008A	G.O. Improvement, Refunding Bonds, Series 2009A ¹	
Dated:	06/01/08	11/05/09	
Original Amount:	\$660,000	\$231,000	
Maturity:	1-Feb	1-Feb	
Interest Rates:	2.50-3.90% [*]	2.80-2.90%	
	Annual Payment	Annual Payment	Total
2014	-	-	-
2015	34,448	25,414	59,862
2016	38,430	23,868	62,298
2017	37,320	28,134	65,454
2018	36,210	26,218	62,428
2019	39,973	25,321	65,293
2020	38,608	23,443	62,051
2021	37,243	26,507	63,750
2022	40,780		40,780
TOTAL	303,010	178,904	481,914
Principal Due 2/1/2016	30,000	113,000	
Accrued Interest Due 2/1/2016	4,493	2,567	
Principal 2017-2022	205,000	118,000	
Total Payoff for 2/1/2016	239,493	233,567	

Note 1: Includes Term Bonds 2/1/16, \$113,000 and 2/1/21, \$118,000.



CONSIDERING NEW DEBT IN RELATIONSHIP TO EXISTING DEBT

- ◎ Example of debt issuance to finance \$950,000 of construction costs and \$46,000 cost of issuance
 - 20-year G.O. bonds, estimate approximately \$65,000 annual debt service
 - 25-year G.O. bonds, estimate approximately \$57,000 annual debt service

Note: Amounts shown are preliminary and for illustrative purposes only. Actual amounts will vary based on term and rates and actual costs to be financed. Debt service estimates are based on interest rates as of 2/9/2015 and Aa3 BQ rates.



QUESTIONS

Tammy Omdal

Manager of Northland Strategies/Senior Vice President

Northland Securities, Inc.

45 South 7th Street, Suite 2000

Minneapolis, Minnesota 55402

Direct: (612) 851-4964

Email: tomdal@northlandsecurities.com

www.northlandsecurities.com/public_finance

Member FINRA and SIPC

The information contained in this presentation has been derived from sources believed to be reliable, but is not guaranteed as to accuracy and completeness and does not purport to be a complete analysis of the material discussed. The opinions expressed herein do not necessarily reflect those of Northland Securities, Inc., and are subject to change without notice.



June 11, 2015

The Honorable Mayor, City Council and Staff
c/o Brian Hagen
City of Hanover
11250 5th Street NE
Hanover, MN 55341

Re: Hanover Historic Bridge Rehabilitation Project
City of Hanover, MN
WSB Project No. 02931-000

Dear Honorable Mayor, City Council, and Staff:

Following this letter is a resolution for your consideration at the June 16, 2015 City Council Meeting.

The resolution for your consideration approves the plans and specifications and authorizes the advertisement for bids for the Hanover Historic Bridge Rehabilitation Project.

We anticipate opening bids on or near July 23, 2015 and bringing the bid results to Council on August 4, 2015.

If you have any questions, I will be present at the June 16, 2015 Council Meeting to discuss those with you or please call me at 651-286-8465.

Sincerely,

WSB & Associates, Inc.

Justin Messner, PE
City Engineer

Attachments

**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 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 16th day of June, 2015.

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

The following Council Members were absent: None.

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



RESOLUTION NO 06-16-15-36

**A RESOLUTION ACCEPTING PLANS AND SPECIFICATIONS FOR THE
HANOVER HISTORIC BRIDGE REHABILITATION PROJECT
AND ORDERING ADVERTISEMENT FOR BIDS**

WHEREAS, the engineering firm of WSB & Associates, Inc. has prepared plans and specifications for the improvement by rehabilitation of the Hanover Historic Bridge No. 92336.

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

1. Such improvements are necessary, cost-effective, and feasible.
2. Such plans and specifications are hereby approved.
3. The consulting engineering firm shall prepare and cause to be inserted in the official paper and in the Finance and Commerce, an advertisement for bids upon the making of such improvements under such approved plans and specifications. The advertisement shall be published for two times, shall specify the work to be done, shall state that bids will be opened on or about July 23, 2015, and bids will be considered by the City Council. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the Clerk and accompanied by a cash deposit, cashier's check, bid bond, or certified check payable to the City of Hanover for Five (5%) percent of the amount of such bid.

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

Opposed or abstained: None

Adopted by the city Council this 16th day of June, 2015.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

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

ORDINANCE NO. 2015-03

**AN ORDINANCE AMENDING CHAPTER 9, SECTION 9.10
PERTAINING TO THE ZONING ORDINANCE**

THE CITY COUNCIL OF THE CITY OF HANOVER ORDAINS AS FOLLOWS:

Section 1. Section 9.10, subparagraph S., of the City of Hanover Code of Ordinances is repealed in its entirety and a new Section 9.10, subparagraph S., is added as follows:

Construction of garages from one and two family residences have the option of a garage drain which discharges to daylight. Running the floor drain “to daylight” means the liquid waste from the garage drain would discharge onto the ground surface outside the garage. The liquid waste could not discharge into surface water or otherwise leave the property where it was generated. The following conditions must be met:

1. No commercial or industrial use of the garage.
2. No discharge can be disposed of on-site, either through drywells or on-site sewage treatment systems.
3. No discharge into surface water or surface depression which lead to surface water such as swales, ditches, and tile lines.
4. Discharged water must not cross property lines.
5. Discharge area must be easily visible to the homeowner.

Section 2. This Ordinance shall be in force and effect after adoption and publication in summary form in the official newspaper of the City of Hanover in accordance with applicable law. Staff is directed to prepare a summary form of the ordinance.

Adopted by the Hanover City Council this _____ day of _____ 2015.

CITY OF HANOVER

Chris Kauffman, Mayor

Attest:

Brian Hagen, City Administrator

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

ORDINANCE NO. 2015-04

**AN ORDINANCE AMENDING CHAPTER 4, SECTIONS 4.61, 4.62, 4.65, 4.70 & 4.74
PERTAINING TO THE ZONING ORDINANCE**

THE CITY COUNCIL OF THE CITY OF HANOVER ORDAINS AS FOLLOWS:

Section 1. Section 4.61, subsection C., of the City of Hanover Code of Ordinances is repealed in its entirety and a new Section 4.61, subsection C., is added as follows:

- C. “Provisional Rental License” means a Multi-Family rental license containing certain provisions and/or criteria as required by the City Council.

Section 2. Section 4.61, subsection F., of the City of Hanover Code of Ordinances is repealed in its entirety.

Section 3. Section 4.62 of the City of Hanover Code of Ordinances is repealed in its entirety and a new Section 4.62 is added as follows:

No person, firm or corporation shall allow to be occupied or let another a living unit in a rental dwelling for which a license has not been granted by the City. There shall be two (2) types of licenses: multi-family and provisional.

Section 4. Section 4.65, subsection A., of the City of Hanover Code of Ordinances is repealed in its entirety and a new Section 4.65, subsection A., is added as follows:

- A. Multi-Family Rental Licenses. Initial and renewal licenses shall be issued for a period of two (2) years and shall expire the second year after the date that the license was issued. The license period shall commence on the date of the approved application. Renewal applications shall be filed at least sixty (60) days prior to license expiration date.

Section 5. Section 4.70, subsection A., subparagraph 3 of the City of Hanover Code of Ordinances is repealed in its entirety.

Section 6. Section 4.74, subsection C., of the City of Hanover Code of Ordinances is repealed in its entirety and a new Section 4.74, subsection C., is added as follows:

- C. Multi-Family License. A Multi-Family license may be revoked, if at midterm, or not renewed, if at the end of a term, upon a finding that the premises are only eligible for a provisional license as provided in Section 4.70 hereof.

Section 7. This Ordinance shall be in force and effect after adoption and publication in summary form in the official newspaper of the City of Hanover in accordance with applicable law. Staff is directed to prepare a summary form of the ordinance.

Adopted by the Hanover City Council this 16th day of June 2015.

CITY OF HANOVER

Chris Kauffman, Mayor

Attest:

Brian Hagen, City Administrator

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 6:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 16th day of June, 2015.

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

The following Council Members were absent: None

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



RESOLUTION NO 05-19-15-37

A RESOLUTION APPROVING THE HIRING OF ACCOUNTANT/DEPUTY CLERK

WHEREAS, the City Council authorized advertisement for an Accountant/Deputy Clerk; and

WHEREAS, five applicants were selected for final interviews; and

WHEREAS, staff recommends the hiring of _____ as Accountant/Deputy Clerk in a full time employment capacity.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the hiring of _____ as Accountant/Deputy Clerk.

BE IT FURTHER RESOLVED that the City Council hereby sets the conditions of employment as follows:

- Starting salary is \$_____ plus benefits.
- This is an exempt (salaried) position
- Upon completion of a 6 month probationary period (approximately 01-01-16) a review will be completed subject to the personnel policy.
- Upon successful completion of the probationary period, employment would be subject to the annual review process as define in the personnel policy.

BE IT FURTHER RESOLVED that the City Administrator is authorized to present to job offer, and complete the hiring process.

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

Opposed or abstained:

Adopted by the city Council this 16th day of June, 2015.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

file name "2015 clean up day"

Saturday - May 16, 2015

8 am to noon

total volunteer hours - 120

volunteers

Hanover Lions Club

Lion Dean Lion Kathy
 Lion Linda Lion Mike S
 Lion Sheldon Lion Shane
 Lion Rod Lion Jeanne
 Lion Willis
 Lion Gerald
 Lion Judi
 Lion Edward
 Lion Geke
 Lion Greg

Others

Doug Swanson Boy Scouts
 Marty Waters Chris Aamodt
 Lion Mike P Scott Aamodt
 Lion Tim Mike Snyder
 Barb Olson Matt Snyder
 Stan Kolasa Todd Brand
 Tim Brown John Brand
 Frank Brand

Income & Expenses

2015

Veit

1 40 yd dumpsters-construction debris \$390.00 Lions to pay \$892.32
 2 40yd & 1 30yd dumpster-garbage \$2,286.32 **City to pay direct-\$1,784.00**

Bollig & Sons-1 30 yd & 1 40 dumpsters \$770.00 pd with Lions check
for appliances & metal

Miller Trucking & Landscape \$0.00 donated loader time

Westside Wholesale Tire \$120.00 pd with lions check

Tech Dump - electronics \$955.00 pd with lions check

Dehmers & Sams Club

food for volunteers \$99.77 pd with lions check

dehmers/sams/tom thumb/walmart

Wright-Hennepin-flourescent bulbs \$45.90 pd with lions check

\$0.00

total net expense \$4,666.99

have the City pay directly **-\$1,784.00**

\$2,882.99 total expense to Lions Club

money received on clean up day \$2,883.00

\$0.00

\$2,883.00 cash received by Lions Club

\$0.01 difference

file name "2015 clean up day stats"

6/10/2015

TIRES

	<u>2015</u>	<u>2014</u>	<u>2013</u>
cost	\$120.00	\$72.00	\$100.00
# of tires	38	24	25

FLUORESCENT LIGHT BULBS

	<u>2015</u>	<u>2014</u>	<u>2013</u>
# of bulbs recycled	89	61	125
cost	\$45.90	\$32.10	

VEIT DISPOSAL

	<u>2015</u>	<u>2014</u>	<u>2013</u>
cost	<u>\$2,676.32</u>	<u>\$2,151.24</u>	<u>\$1,597.05</u>
1 - 40yd dmpstr-constr debris	\$390.00	\$380.00	
1 - 30yd dmpstr-constr debris			\$297.00
2 - 30yd dmpstr-garbage-8.21 ton			\$999.65
2 - 40yd dmpstr-garbage-5.03 ton		\$746.95	
extra charges-14 mattresses,7 couches & 3 chairs (24 items x \$25)		\$600.00	
2 40yd & 1 30 yd dmpstr-garbage-9.21 ton	\$1,228.65		
extra charges-17 items @\$30	\$510.00		
taxes and other fees	\$547.67	\$424.29	\$300.40

ELECTRONICS & APPLIANCES

	<u>2015</u>	<u>2014</u>	<u>2013</u>
cost for disposal		\$45.00	\$0.00
dumpster fee	\$770.00	\$770.00	\$670.00
44 tvs including 5 huges ones	\$955.00		

Veit Disposal Systems - Metro
 14000 Veit Place
 Rogers, MN 55374
 Phone: (763) 428-2242
 Fax: (763) 428-1334

INVOICE

INVOICE NO.	0000457047
PAGE	1
DATE	May-31-15
CUSTOMER NO.	10812
SITE NO.	0
REFERENCE NO.	

HANOVER LIONS CLUB
 11776 WHITETAIL DRIVE
 HANOVER, MN 55341

TOTAL INVOICE	\$2,286.32
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SERVICE DATE	CODE	DESCRIPTION	REFERENCE	QTY.	RATE	AMOUNT
		(0001) HANOVER LIONS CLUB - CLEAN UP 11250 - 5TH STREET NE, HANOVER MN				
		Serv #001 Roll Off Service 30.00				
20 - May	R1 30.00	Pick-Up (MSW Comm) W/O #:466733		1.00	\$210.00	\$210.00
20 - May	E4	Extras - MSW Commercial <i>mattress / Furniture</i>		17.00	\$30.00	\$510.00
20 - May	M1	MSW Commercial		3.35	\$65.00	\$217.75
		Serv #002 Roll Off Service 40.00				
20 - May	R1 40.00	Pick-Up (MSW Comm) W/O #:465289		1.00	\$210.00	\$210.00
20 - May	M1	MSW Commercial		3.35	\$65.00	\$217.75
26 - May	R1 40.00	Pick-Up (MSW Comm) W/O #:465290		1.00	\$210.00	\$210.00
26 - May	M1	MSW Commercial		2.51	\$65.00	\$163.15
31 - May	05	MSW Tax Commercial at 17.000% on \$1,738.65				\$295.57
31 - May	06	Hennepin Cty Fee Commeril at 14.500% on \$1,738.65				\$252.10

weighed together 30 + 40 - then she split evenly

total ton 9.21

[Signature]

Billing or Invoices by Email Call: Diana (763) 428-6726 or dmanthei@veitusa.com
 A SERVICE CHG OF 1.5% PER MTH 18 APR ON ANY UNPAID BALANCES AFTER 30 DAYS

CURRENT	31 - 60 DAYS	61 - 90 DAYS	OVER 90 DAYS
\$2,676.32	\$0.00	\$0.00	\$0.00

TOTAL INVOICE	\$2,286.32
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2676.32

Veit Disposal Systems - Metro
 14000 Veit Place
 Rogers, MN 55374
 Phone: (763) 428-2242
 Fax: (763) 428-1334

INVOICE

INVOICE NO.	0000456947
PAGE	1
DATE	May-17-15
CUSTOMER NO.	10812
SITE NO.	0
REFERENCE NO.	

HANOVER LIONS CLUB
 11776 WHITETAIL DRIVE
 HANOVER, MN 55341

TOTAL INVOICE	\$390.00
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SERVICE DATE	CODE	DESCRIPTION	REFERENCE	QTY.	RATE	AMOUNT
		(0001) HANOVER LIONS CLUB - CLEAN UP 11250 - 5TH STREET NE, HANOVER MN				
		Serv #001 Roll Off Service 30.00				
16 - May	R1 30.00	Delivery W/O #:466828		1.00	\$0.00	\$0.00
		Serv #002 Roll Off Service 40.00				
15 - May	R1 40.00	Delivery W/O #:465288		1.00	\$0.00	\$0.00
15 - May	R1 40.00	Delivery W/O #:465286		1.00	\$0.00	\$0.00
15 - May	R1 40.00	Delivery W/O #:465287		1.00	\$0.00	\$0.00
16 - May	R1 40.00	Pick-up W/O #:465291		1.00	\$366.00	\$366.00
16 - May	CN	Const Debris Tons/Yds Bill of Lading: 3 40 40172560		40.00	\$0.00	\$0.00
16 - May	01	MN Sid Waste Fee-\$\$.60/Yd at \$.60/YD on 40.00YD				\$24.00

Construction debris

went to tssr facility - (73% recycled)

Billing or Invoices by Email Call: Diana (763) 428-6726 or dmanthei@veitusa.com

A SERVICE CHG OF 1.5% PER MTH 18 APR ON ANY UNPAID BALANCES AFTER 30 DAYS

CURRENT	31 - 60 DAYS	61 - 90 DAYS	OVER 90 DAYS
\$2,676.32	\$0.00	\$0.00	\$0.00

TOTAL INVOICE	\$390.00
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