

**AGENDA
HANOVER CITY COUNCIL
JULY 5, 2016**

MAYOR

CHRIS KAUFFMAN

COUNCIL

JOHN VAJDA

DOUG HAMMERSENG

KEN WARPULA

JIM ZAJICEK

1. Call to Order/Pledge of Allegiance: 7:00 p.m.
2. Approval of Agenda
3. Consent Agenda Items:
 - a. Approve Minutes of June 21, 2016 City Council Work Session Meeting (pg. 4)
 - b. Approve Minutes of June 27, 2016 Special City Council Meeting (pg. 7)
 - c. Approve Claims as Presented: (page 8)

➤ Claims	\$ 197,947.63
➤ Payroll	\$ 7,910.23
➤ P/R taxes & Exp	\$ 3,161.09
➤ Other Claims	<u>\$ 2,541.44</u>
➤ Total Claims	<u>\$ 211,560.39</u>
 - d. Res No 07-05-16-77 – Approving 125th Anniversary Tent Rental (pg. 28)
4. Citizen’s Forum:
 - a. CenterPoint Grant Award – Mike Fadden
 - b. Res No 07-05-16-78 – Accepting Donation from Hanover Lions, Lion Fountain Costs
 - c. Res No 07-05-16-79 – Accepting Donation from Hanover Lions, 2016 Cleanup Day
5. Unfinished Business
 - a. Res No 07-05-16-80 – Terminating Ordinance 2016-03 (pg. 33)
6. Public Hearings
 - a. Adoption of an Amendment to Ordinance 2016-03 – Moratorium on Single Family Dwelling Building Permits
7. New Business
 - a. Ordinance 2016-04 – Amending Ordinance 2016-03 Relating to Moratorium on Building Permits for Single Family Dwellings (pg. 35)
 - b. Res No 07-05-16-70 – Approving EDA Low Interest Loan Program (pg. 37)
 - c. Res No 07-05-16-71 – Approving EDA Matching Grant Program (pg. 40)
 - d. Res No 07-05-16-72 – Approving EDA Rent Reimbursement Program (pg. 43)
 - e. August 2, 2016 Council Meeting Time Change
8. Reports of Mayor and Council Members, Staff, Boards, and Committees
9. Adjournment

To: Mayor Kauffman & Members of the Hanover City Council
From: Brian Hagen, City Administrator
Date: July 1, 2016
Re: Review of July 5, 2016 City Council Agenda

1. Call to Order/Pledge of Allegiance: 7:00 p.m.
2. Approval of Agenda
3. Consent Agenda Items: *See enclosed consent packet.*
 - a. Approve Minutes of June 21, 2016 City Council Work Session Meeting (pg. 4)
 - b. Approve Minutes of June 27, 2016 Special City Council Meeting (pg. 7)
 - c. Approve Claims as Presented: (page 8)

➤ Claims	\$ 197,947.63
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➤ Total Claims	\$ <u>211,560.39</u>
 - d. Res No 07-05-16-77 – Approving 125th Anniversary Tent Rental (pg. 28)
4. Citizen’s Forum:
 - a. CenterPoint Grant Award – Mike Fadden
The Fire Department was awarded a grant from CenterPoint Energy. Mr. Fadden will be present for presentation of a check and photo with Council and Fire Department members.
 - b. Res No 07-05-16-78 – Accepting Donation from Hanover Lions, Lion Fountain Costs
The Hanover Lions have graciously donated additional fund to cover total costs associated with the Lion Head Drinking Fountain. A photo will be had.
 - c. Res No 07-05-16-79 – Accepting Donation from Hanover Lions, 2016 Cleanup Day
The Hanover Lions Club has donated money to cover the City’s portion of the 2016 Cleanup Day costs. A photo will be had.

To address the Council in the Citizen’s Forum, please complete the Citizen’s Forum sign-in sheet on the table near the entrance and give it to the Mayor or City Administrator.

5. Unfinished Business

a. Res No 07-05-16-80 – Terminating Ordinance 2016-03 (pg. 33)

The Planning Commission on June 27, 2016 passed a motion recommending the moratorium on single family dwellings be lifted. Additionally, they recommend Council direct the Planning Commission and staff to continue discussing residential home requirements in regards to design elements versus strictly size requirements.

6. Public Hearings

a. Adoption of an Amendment to Ordinance 2016-03 – Moratorium on Single Family Dwelling Building Permits

As previously directed, a public hearing was advertised for this date to consider an amendment to the moratorium ordinance. The consideration is to adjust the minimum size requirements for single family home during the moratorium period. If Res No 07-05-16-80 is approved, this public hearing is not needed.

7. New Business

a. Ordinance 2016-04 – Amending Ordinance 2016-03 Relating to Moratorium on Building Permits for Single Family Dwellings (pg. 35)

The enclosed ordinance would amend a section in Ordinance 2016-03. The amendment would adjust the minimum house size regulation in place with all other details following Ordinance 2016-03. Again, if Resolution 07-05-16-80 is adopted, this ordinance is not needed.

b. Res No 07-05-16-70 – Approving EDA Low Interest Loan Program (pg. 37)

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

c. Res No 07-05-16-71 – Approving EDA Matching Grant Program (pg. 40)

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

d. Res No 07-05-16-72 – Approving EDA Rent Reimbursement Program (page 43)

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

e. August 2, 2016 Council Meeting Time Change

This meeting is in conflict with Nite to Unite. In the past the meeting has been rescheduled for a different time and a different date. I will note that August 9, 2016 is the primary election

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

9. Adjournment

**CITY OF HANOVER
CITY COUNCIL WORK SESSION
JUNE 21, 2016 – DRAFT MINUTES**

Call to Order

Mayor Kauffman called the Regular City Council Work Session Meeting of Tuesday, June 21, 2016 to order at 6:00 p.m. Present were Mayor Chris Kauffman, Councilors John Vajda, Doug Hammerseng, Ken Warpula, and Jim Zajicek. Also present were City Administrator Brian Hagen, Accountant/Deputy Clerk Elizabeth Lindrud, and Public Works Supervisor Scott Vogel. Other guests present were Representative Eric Lucero and Dan Forsberg.

Approval of Agenda

Kauffman added Representative Eric Lucero to follow the Consent Agenda.

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

Consent Agenda

Hagen explained the City is required to appoint election judges. The resolution provided identifies a number of individuals who have stated they are willing to be a judge. Hagen further explained additional judges may be needed, and this resolution provides him the authority to appoint additional as needed. Hammerseng stated there was a typo on Res No 06-21-16-74.

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

a. Approve Minutes of June 7, 2016 City Council Meeting

b. Approve Claims as Presented:

➤ Claims	\$ 106,518.32
➤ Payroll	\$ 8,005.58
➤ P/R taxes & Exp	\$ 3,208.37
➤ Other Claims	\$ 1,437.00
➤ Total Claims	<u>\$ 119,169.27</u>

c. Res No 06-21-16-74 – Appointing 2016 Election Judges

d. Res No 06-21-16-75 – Approving Annual Liquor License Renewal

Motion carried unanimously.

Legislative Update – Eric Lucero

Representative Eric Lucero gave an update on the legislative session. The transportation bill and the tax cut bill were not approved by Governor Dayton. A bill was approved making veteran's pensions tax free in Minnesota. Lucero is continuing work on expanding the metro boundary for equity in education. Kauffman inquired if Lucero could talk to Hennepin County in regards to the intersection of County Road 19 and 117. He stated that last Friday there was a near fatal collision at the intersection and a traffic light or roundabout is needed and Hennepin County wants the City to pay for any traffic control, however both roads are County roads.

Continued Nuisance Abatement Hearing – 1367 Rolling Oaks Drive

Hagen gave a history of the property. The homeowner, Dan Forsberg, replaced a driveway and walkway and during construction the yard was dug up and turf was never reestablished. The homeowner was notified last fall to establish turf or there would be an abatement hearing. Turf was not established at that time, but since it was too late in the year to sod or plant grass seed, Council continued the hearing until spring. Hagen stated that now that it is spring and turf still has not been established the City once again notified Mr. Forsberg of the continuation of the abatement hearing.

Kauffman opened the Nuisance Abatement Hearing at 6:25 p.m..

Dan Forsberg addressed Council and gave a background on his property. He stated that he dug out the turf on his property, since he had not been able to keep his grass growing since purchasing the property in 2003. He further explained that he has been adding black dirt to his yard and plans to seed it in September when the weather is cooler. Kauffman stated it is obvious that Forsberg is making an effort to repair the yard. Council discussed a deadline for grass to be established.

Kauffman closed the Nuisance Abatement Hearing at 6:35 p.m..

MOTION by Zajicek to set August 31st, 2016 as a final date for the seed to be spread and grass to be growing, if the date is not met the City will install sod and pass the cost onto the homeowner, seconded by Hammerseng. **Motion carried unanimously.**

10026 4th St. NE – Nuisance Issues

Hagen explained that the house has been vacant for three years and around two years ago Vogel and a Wright County Sheriff went into the home during the winter to shut off the water after receiving calls from neighbors that the back yard was iced over. It now appears that mold has grown throughout the house. Hagen stated that the City has been receiving more phone calls from residents recently about the home.

Hagen stated that he discussed what the City's options were with City Attorney Jay Squires. The first option would follow the normal nuisance abatement process where the City sends a letter with a timeframe for the homeowner to fix the issue, if the issue is not resolved then an abatement hearing would be held. The second option would be to bring the homeowner to court, all fees would be charged to the homeowner. Hagen is unsure what would be required at this point in regards to cleanup, but it could mean as much as demolishing the home and back filling the basement. Council discussed investigating who currently owns the home and is paying the property taxes and contacting them via certified mail and moving forward from there.

General Fund Reserves Transfer to Capital

Hagen stated that there is approximately \$430,000 in General Fund reserves that can be transferred to Capital Funds. He presented Council with a report outlining future capital expenses where the funds could be used. Council requested Hagen brings back a recommendation at the next meeting. Hagen stated that for 2016 the City did levy \$310,000 to capital funds directly; \$30,000 to the Fire Department based on the Fire Contract and \$222,500 to the street projects based on the CIP Funding Plan, leaving \$57,500 remaining to allocated. Council directed Lindrud to allocate the remaining \$57,500 for the 2016 capital levy to Facilities Capital Fund.

Reports

Vogel:

- Stated that crack filling is done and cost around \$10,000.
- Stated that they will begin working on the pond at Cardinal Circle.
- Stated that they will be fixing the manhole covers and gate valves that need to be raised or lowered.
- Putting together quotes on the curbing and pea gravel for the park.

Vajda:

- Stated that at the last Harvest Festival meeting a group came and let them know they plan on protesting the removal of the trees during Harvest Festival. He further inquired if it is possible to remove the trees prior to the Harvest Festival so that it does not disrupt the event. Hagen explained that the timing was set by Youth Ball so that they could continue to use the field for the current season. Kauffman stated a meeting needs to be set up with Hanover Athletic Association and Youth Ball to start the planning construction and it can be discussed then.

Zajicek:

- Concert in the Park was well attended, with roughly 250 people in attendance.

Hammerseng:

- Requested on update on the purchase agreement with Jim Stewart. Hagen stated Stewart is working with the civil engineer and earnest money has been sent in and the purchase agreement has been signed.
- Requested an update on the Greenhouse project closing date. Hagen stated that the closing is set for June 30th and they would like to start dirt work July 1st.

Warpula:

- Inquired if Council will see a plan for the historic bridge approaches and that he would like them to look nice, similar to what would be found in a park. Vogel stated that the approaches would be concrete and he is also looking into a gate system with the ballards.
- Inquired on the status of the paint color for the bridge. Vogel stated he has reached out to the Historical Society for their input and has contact information for the Eagle Scouts to paint he inside boards and public works will paint the outside boards.

Lindrud:

- Compiling information and prices for Comp Plan discussion at the next Park Board meeting.

Hagen:

- The deadline to send Amy revisions to the newsletter is noon Thursday.

Kauffman

- Requested that the Friday updates continue to be sent.

Adjournment

MOTION by Vajda to adjourn at 8:06 p.m., seconded by Warpula. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

**CITY OF HANOVER
SPECIAL MEETING OF COUNCIL
JUNE 27, 2016 – DRAFT MINUTES**

Call to Order:

Mayor Kauffman called the special council meeting of Monday, June 27, 2016, to order at 6:30 p.m. Present were Chris Kauffman, Doug Hammerseng, Ken Warpula, and Jim Zajicek. Also present was City Administrator Brian Hagen. Councilor John Vajda was absent.

Approval of Agenda

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

Res No 06-27-16-76 – Appointing 2016 Absentee Ballot Boards

Hagen explained that the resolution sets City staff as the Hennepin County Absentee Ballot Board, and Wright County as the Wright County Absentee Ballot Board.

MOTION by Hammerseng to approve Res No 06-27-16-76, seconded by Zajicek. **Motion carried unanimously.**

Adjournment:

MOTION by Hammerseng to adjourn at 6:35 p.m., seconded by Zajicek. **Motion carried unanimously.**

APPROVED:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

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Payments

Current Period: July 2016

Batch Name	07/05/16 PAY	Payment	Computer Dollar Amt	\$197,720.69	Posted
Refer	1664	AFLAC	Ck# 001636E 7/5/2016		
Cash Payment	G 100-21706	Medical/Dental Ins	Supplemental Insurance - June 2016	Account# G1V17	\$134.16
Invoice	714919	6/12/2016			
Transaction Date	6/21/2016	Due 0	Cash	10100	Total \$134.16
Refer	1686	ASSURANT EMPLOYEE BENEFITS	-		
Cash Payment	G 100-21707	Life Ins	Life Insurance - July 2016		\$383.65
Invoice		6/20/2016			
Transaction Date	6/27/2016	Due 0	Cash	10100	Total \$383.65
Refer	1687	AT&T MOBILITY	-		
Cash Payment	E 100-43000-321	Telephone	PW Cell Phone - 5/18/16 - 6/17/16		\$138.36
Invoice		6/17/2016			
Transaction Date	6/27/2016	Due 0	Cash	10100	Total \$138.36
Refer	1676	B & D PLUMBING, HEATING & AIR	-		
Cash Payment	E 100-41940-520	Buildings and Structures	Repair RTU not working		\$234.00
Invoice	113776	6/10/2016			
Transaction Date	6/24/2016	Due 0	Cash	10100	Total \$234.00
Refer	1651	BENZINGER HOMES	-		
Cash Payment	E 811-48200-810	Refunds & Reimburseme	Erosion - 1359 Oakwood Lane		\$2,000.00
Invoice		6/29/2016			
Cash Payment	E 817-48200-810	Refunds & Reimburseme	Infrastructure - 1359 Oakwood Lane		\$1,000.00
Invoice		6/29/2016			
Transaction Date	6/30/2016	Due 0	Cash	10100	Total \$3,000.00
Refer	1670	BERGANKDV	-		
Cash Payment	E 100-42290-301	Auditing and Acctg Servi	FRA Audit - Year Ended 12/31/15		\$6,100.00
Invoice	924974	6/20/2016			
Transaction Date	6/21/2016	Due 0	Cash	10100	Total \$6,100.00
Refer	1684	BIFFS INC.	Ck# 001639E 7/5/2016		
Cash Payment	E 100-45200-580	Other Equipment	Pheasant Run Park		\$95.00
Invoice	W601150-IN	6/22/2016			
Cash Payment	E 100-45200-580	Other Equipment	Eagleview Park		\$95.00
Invoice	W601151-IN	6/22/2016			
Cash Payment	E 100-45200-580	Other Equipment	Mallard Park		\$95.00
Invoice	W601152-IN	6/22/2016			
Cash Payment	E 100-45200-580	Other Equipment	Cardinal Circle Park		\$95.00
Invoice	W601152-IN	6/22/2016			
Transaction Date	6/27/2016	Due 0	Cash	10100	Total \$380.00
Refer	1647	CITY OF ST. MICHAEL	Ck# 001647E 7/5/2016		
Cash Payment	E 602-49455-310	Other Professional Servi	SAC Fees - 1043 Emerald		\$4,712.00
Invoice		6/28/2016			
Cash Payment	E 602-49455-310	Other Professional Servi	SAC Fees - 10725 Settlers Lane		\$4,712.00
Invoice		6/28/2016			

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Payments

Current Period: July 2016

Cash Payment Invoice	E 602-49455-310 Other Professional Servi	SAC Fees - 11589 Erin St				\$4,712.00
	6/28/2016					
Cash Payment Invoice	E 602-49455-310 Other Professional Servi	SAC Fees - 655 Kadler Circle				\$4,712.00
	6/28/2016					
Cash Payment Invoice	E 602-49455-310 Other Professional Servi	SAC Fees - 11586 11th St				\$4,712.00
	6/28/2016					
Cash Payment Invoice	E 602-49455-310 Other Professional Servi	SAC Fees - 11562 11th St				\$4,712.00
	6/28/2016					
Cash Payment Invoice	E 602-49455-310 Other Professional Servi	SAC Fees - 1041 Emerald				\$4,712.00
	6/28/2016					
Transaction Date	6/28/2016	Due 0	Cash	10100	Total	\$32,984.00
Refer	1654 COLONIAL LIFE					
Cash Payment Invoice	G 100-21706 Medical/Dental Ins	Supplemental Insurance - July 2016				\$30.26
	4475836-070128 6/21/2016					
Transaction Date	6/30/2016	Due 0	Cash	10100	Total	\$30.26
Refer	1657 COMCAST					
Cash Payment Invoice	E 100-41940-321 Telephone	Digital Voice & Internet - July 2016				\$259.28
	6/25/2016					
Transaction Date	6/30/2016	Due 0	Cash	10100	Total	\$259.28
Refer	1663 DELTA DENTAL					
Cash Payment Invoice	G 100-21706 Medical/Dental Ins	Dental Premiums - July 2016				\$119.10
	6533708 6/15/2016					
Transaction Date	6/21/2016	Due 0	Cash	10100	Total	\$119.10
Refer	1666 DESIGN ELECTRIC, INC.					
Cash Payment Invoice	E 100-45200-400 Repairs & Maint Cont (G	Crosswalk Button - Beebe Lake & Co Rd 19				\$142.00
	3217 6/15/2016					
Transaction Date	6/21/2016	Due 0	Cash	10100	Total	\$142.00
Refer	1659 DIERBERGER, KAREN					
Cash Payment Invoice	E 100-48205-810 Refunds & Reimburseme	Damage Deposit Shelter Rental - 6/12/16				\$100.00
	6/13/2016					
Transaction Date	6/17/2016	Due 0	Cash	10100	Total	\$100.00
Refer	1650 DRAKE CONSTRUCTION, INC.					
Cash Payment Invoice	E 815-48200-810 Refunds & Reimburseme	Landscaping - 1040 Emerald St				\$2,000.00
	6/29/2016					
Cash Payment Invoice	E 811-48200-810 Refunds & Reimburseme	Erosion - 1040 Emerald St				\$2,000.00
	6/29/2016					
Cash Payment Invoice	E 817-48200-810 Refunds & Reimburseme	Infrastructure - 1040 Emerald St				\$1,000.00
	6/29/2016					
Transaction Date	6/30/2016	Due 0	Cash	10100	Total	\$5,000.00
Refer	1683 ECM PUBLISHERS, INC.	Ck# 001638E 7/5/2016				
Cash Payment Invoice	E 100-41970-351 Legal Notices Publishing	Single Family Dwelling Hearing				\$87.07
	369713 6/23/2016					
Transaction Date	6/27/2016	Due 0	Cash	10100	Total	\$87.07
Refer	1674 FAMILY HERITAGE LIFE INSURAN					
Cash Payment Invoice	G 100-21706 Medical/Dental Ins	Supplemental Insurance - June 2016				\$76.10
	580818 6/15/2016					

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Payments

Current Period: July 2016

Transaction Date	6/24/2016	Due 0	Cash	10100	Total	\$76.10
Refer	1665 <i>FEHN COMPANIES</i>					
Cash Payment	E 100-43122-224 Street Maint Materials		Class 5 Gravel - Gravel Roads			\$2,144.10
Invoice	207	6/3/2016				
Transaction Date	6/21/2016	Due 0	Cash	10100	Total	\$2,144.10
Refer	1649 <i>GIRL SCOUTS CRSU DAY CAMP</i>					
Cash Payment	E 100-48205-810 Refunds & Reimburseme		Damage Deposit Shelter Rental - 6/20-6/24/16			\$200.00
Invoice		6/27/2016				
Transaction Date	6/28/2016	Due 0	Cash	10100	Total	\$200.00
Refer	1668 <i>GUIDANCE POINT TECHNOLOGIE</i>					
Cash Payment	E 100-41600-310 Other Professional Servi		Downloaded and applied 20 MS Updates			\$135.00
Invoice	9740	6/21/2016				
Transaction Date	6/21/2016	Due 0	Cash	10100	Total	\$135.00
Refer	1646 <i>JOINT POWERS WATER BOARD</i>					
Cash Payment	E 601-49410-310 Other Professional Servi		WAC Fees - 1043 Emerald			\$2,001.00
Invoice		6/28/2016				
Cash Payment	E 601-49410-310 Other Professional Servi		WAC Fees - 10725 Settlers Ln			\$2,001.00
Invoice		6/28/2016				
Cash Payment	E 601-49410-310 Other Professional Servi		WAC Fees - 11589 Erin St			\$2,001.00
Invoice		6/28/2016				
Cash Payment	E 601-49410-310 Other Professional Servi		WAC Fees - 655 Kadler Circle			\$2,001.00
Invoice		6/28/2016				
Cash Payment	E 601-49410-310 Other Professional Servi		WAC Fees - 11586 11th St			\$2,001.00
Invoice		6/28/2016				
Cash Payment	E 601-49410-310 Other Professional Servi		WAC Fees - 11562 11th St			\$2,001.00
Invoice		6/28/2016				
Cash Payment	E 601-49410-310 Other Professional Servi		WAC Fees - 1041 Emerald			\$2,001.00
Invoice		6/28/2016				
Transaction Date	6/28/2016	Due 0	Cash	10100	Total	\$14,007.00
Refer	1673 <i>KENNEDY & GRAVEN, CHARTERE</i>					
Cash Payment	E 100-41610-304 Legal Fees		Review Management contract for PFA Loan			\$156.00
Invoice	131943	6/17/2016				
Transaction Date	6/23/2016	Due 0	Cash	10100	Total	\$156.00
Refer	1677 <i>LANO EQUIPMENT - LORETTO</i>					
Cash Payment	E 603-43150-310 Other Professional Servi		Mini Excavator - Pond Maintenance			\$250.00
Invoice	374342	6/24/2016				
Transaction Date	6/27/2016	Due 0	Cash	10100	Total	\$250.00
Refer	1662 <i>LEAGUE OF MINNESOTA CITIES</i>					
Cash Payment	E 100-42210-150 Worker s Comp (GENER		Workers Comp Fire Department - 05/31/16 - 12/31/16			\$4,769.93
Invoice	32362	6/14/2016				
Cash Payment	E 100-41960-150 Worker s Comp (GENER		Workers Comp Clerical/Office - 05/31/16 - 12/31/16			\$526.17
Invoice	32362	6/14/2016				
Cash Payment	E 100-41960-150 Worker s Comp (GENER		Workers Comp Public Works - 05/31/16 - 12/31/16			\$4,040.17
Invoice	32362	6/14/2016				

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Payments

Current Period: July 2016

Cash Payment	E 100-41960-150 Worker s Comp (GENER	Workers Comp Boards/Elected Officials - 05/31/16 - 12/31/16				\$33.93
Invoice 32362	6/14/2016					
Cash Payment	G 100-15500 Prepaid Items	Workers Comp Fire Department - 01/01/17 - 5/31/17				\$3,179.95
Invoice 32362	6/14/2016					
Cash Payment	G 100-15500 Prepaid Items	Workers Comp Clerical/Office - 01/01/17 - 5/31/17				\$350.78
Invoice 32362	6/14/2016					
Cash Payment	G 100-15500 Prepaid Items	Workers Comp Public Works - 01/01/17 - 5/31/17				\$2,693.45
Invoice 32362	6/14/2016					
Cash Payment	G 100-15500 Prepaid Items	Workers Comp Boards/Elected Officials - 01/01/17 - 5/31/17				\$22.62
Invoice 32362	6/14/2016					
Transaction Date	6/20/2016	Due 0	Cash	10100	Total	\$15,617.00
Refer	1648 MASUDA, DELORES					
Cash Payment	E 100-48205-810 Refunds & Reimburseme	Damage Deposit Hall Rental - 6/26/16				\$200.00
Invoice	6/27/2016					
Transaction Date	6/28/2016	Due 0	Cash	10100	Total	\$200.00
Refer	1679 MENARDS-BUFFALO					
Cash Payment	E 100-41940-220 Repair/Maint Supply (GE	Dupont Filters (4)				\$27.96
Invoice 16143	6/20/2016					
Cash Payment	E 100-43000-215 Shop Supplies	Gloves (4)				\$19.96
Invoice 16143	6/20/2016					
Cash Payment	E 100-43121-224 Street Maint Materials	4" PVC Cap				\$14.38
Invoice 15602	6/20/2016					
Cash Payment	E 100-43000-215 Shop Supplies	Rags in Box				\$20.96
Invoice 15602	6/20/2016					
Cash Payment	E 100-43000-215 Shop Supplies	Venom Steel Nitrile				\$15.98
Invoice 15602	6/20/2016					
Cash Payment	E 100-43000-215 Shop Supplies	Water				\$5.58
Invoice 15602	6/20/2016					
Transaction Date	6/27/2016	Due 0	Cash	10100	Total	\$104.82
Refer	1660 MEYER, JEROME					
Cash Payment	E 100-48205-810 Refunds & Reimburseme	Damage Deposit Hall Rental - 6/12/16				\$200.00
Invoice	6/13/2016					
Transaction Date	6/17/2016	Due 0	Cash	10100	Total	\$200.00
Refer	1667 MILOW ELECTRIC, INC					
Cash Payment	E 100-45200-400 Repairs & Maint Cont (G	Locate & repair bad underground wire				\$618.19
Invoice 23295	6/15/2016					
Transaction Date	6/21/2016	Due 0	Cash	10100	Total	\$618.19
Refer	1675 MINNESOTA ZOOMOBILE					
Cash Payment	E 100-45200-440 Programs	Zoomobile - Park Board				\$325.00
Invoice 6134	6/24/2016					
Transaction Date	6/24/2016	Due 0	Cash	10100	Total	\$325.00
Refer	1652 MN PUBLIC FACILITIES AUTHORIT	Ck# 001648E 7/5/2016				

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Payments

Current Period: July 2016

Cash Payment	E 602-47000-611 Bond Interest	PFA Bond Interest			\$5,610.50
Invoice	6/28/2016				
Cash Payment	E 602-47000-601 Debt Srv Bond Principal	PFA Bond Principal			\$95,000.00
Invoice	6/28/2016				
Transaction Date	6/30/2016	Due 0	Cash	10100	Total \$100,610.50
Refer	1678 <u>MTI DISTRIBUTING</u>			<u>Ck# 001637E 7/5/2016</u>	
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE	HOC CAP ASM			\$145.11
Invoice	1072655-00 6/20/2016				
Transaction Date	6/27/2016	Due 0	Cash	10100	Total \$145.11
Refer	1655 <u>NORTHLAND TRUST</u>				
Cash Payment	E 312-47000-611 Bond Interest	G.O. Series Bond 2009A - Interest			\$2,301.00
Invoice	6/17/2016				
Cash Payment	E 312-47000-620 Fiscal Agents Fees	G.O. Series Bond 2009A - Annual Fee			\$425.00
Invoice	6/17/2016				
Cash Payment	E 311-47000-611 Bond Interest	Capital Improvement Series Bond 2008A			\$3,845.00
Invoice	6/17/2016				
Cash Payment	E 311-47000-611 Bond Interest	Capital Improvement Series Bond 2008A - Annual Fee			\$425.00
Invoice	6/17/2016				
Transaction Date	6/30/2016	Due 0	Cash	10100	Total \$6,996.00
Refer	1672 <u>RANDYS ENVIRONMENTAL SERVI</u>				
Cash Payment	E 100-43245-384 Refuse/Garbage Dispos	Recycling - June 2016			\$3,133.23
Invoice	6/9/2016				
Transaction Date	6/23/2016	Due 0	Cash	10100	Total \$3,133.23
Refer	1688 <u>S E H</u>			<u>Ck# 001641E 7/5/2016</u>	
Cash Payment	E 201-41330-310 Other Professional Servi	EDA Services - May 2016			\$475.44
Invoice	316918 6/14/2016				
Transaction Date	6/27/2016	Due 0	Cash	10100	Total \$475.44
Refer	1680 <u>SILBERNICK, LISA & JEREMIAH</u>				
Cash Payment	E 100-48205-810 Refunds & Reimburseme	Damage Deposit Shelter Rental - 6/26/16			\$100.00
Invoice	6/27/2016				
Transaction Date	6/27/2016	Due 0	Cash	10100	Total \$100.00
Refer	1682 <u>VISA - BANKWEST</u>				
Cash Payment	E 100-43000-215 Shop Supplies	iphone case			\$15.99
Invoice	6/19/2016				
Cash Payment	E 100-43000-215 Shop Supplies	Traffic Cones			\$123.50
Invoice	6/19/2016				
Cash Payment	E 100-41570-322 Postage	Postage			\$1.36
Invoice	6/19/2016				
Cash Payment	E 100-41570-200 Office Supplies (GENER	Harvest Festival Flyers - Paper			\$38.97
Invoice	6/19/2016				
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	Kit Parts Drive Hex Angle Broom			\$51.00
Invoice	6/19/2016				
Cash Payment	E 100-41570-200 Office Supplies (GENER	Paper (3 cases & 2 reams)			\$185.77
Invoice	6/19/2016				
Cash Payment	E 100-41570-200 Office Supplies (GENER	Binders/paper clips			\$8.54
Invoice	6/19/2016				

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Payments

Current Period: July 2016

Cash Payment	E 100-41570-200 Office Supplies (GENER	Toner				\$39.55
Invoice	6/19/2016					
Cash Payment	E 100-41570-200 Office Supplies (GENER	Mail Seals				\$22.05
Invoice	6/19/2016					
Cash Payment	E 100-41570-200 Office Supplies (GENER	Pens/Markers				\$16.69
Invoice	6/19/2016					
Cash Payment	E 100-41570-200 Office Supplies (GENER	Batteries				\$14.52
Invoice	6/19/2016					
Cash Payment	E 100-41600-310 Other Professional Servi	MSFT Online Exchange				\$28.00
Invoice	6/19/2016					
Cash Payment	E 100-43000-260 Uniforms	Jeans/shirts				\$94.96
Invoice	6/19/2016					
Transaction Date	6/27/2016	Due 0	Cash	10100	Total	\$640.90
Refer	1669	<u>VISION STAFFING SOLUTIONS</u>		-		
Cash Payment	E 100-43000-310 Other Professional Servi	Temp Help (13 hrs) - Cracking Filling				\$195.00
Invoice	54666	6/16/2016				
Cash Payment	E 100-43000-310 Other Professional Servi	Temp Help (37.50 hrs) - Crack Filling				\$562.50
Invoice	54756	6/23/2016				
Transaction Date	6/21/2016	Due 0	Cash	10100	Total	\$757.50
Refer	1685	<u>WRIGHT-HENNEPIN COOPERATIV</u>		<u>Ck# 001640E 7/5/2016</u>		
Cash Payment	E 100-45200-381 Electric Utilities	Eagleview Park				\$76.60
Invoice	6/20/2016					
Transaction Date	6/27/2016	Due 0	Cash	10100	Total	\$76.60
Refer	1671	<u>XCEL ENERGY</u>		-		
Cash Payment	E 100-42280-381 Electric Utilities	Fire Hall - 05/07/16 - 06/05/16				\$245.49
Invoice	505507880	6/16/2016				
Cash Payment	E 100-41940-381 Electric Utilities	City Hall - 05/07/16 - 06/05/16				\$449.84
Invoice	505507880	6/16/2016				
Cash Payment	E 100-45200-381 Electric Utilities	Historical Bridge - 05/07/16 - 06/05/16				\$70.55
Invoice	505507880	6/16/2016				
Cash Payment	E 100-43160-381 Electric Utilities	209 Labeaux Ave NE - 05/07/16 - 06/05/16				\$42.99
Invoice	505507880	6/16/2016				
Cash Payment	E 100-45200-381 Electric Utilities	Cardinal Circle Park - 05/07/16 - 06/05/16				\$15.99
Invoice	505507880	6/16/2016				
Cash Payment	E 100-45200-381 Electric Utilities	1033 Mallard St NE - 05/07/16 - 06/05/16				\$12.09
Invoice	505507880	6/16/2016				
Cash Payment	E 100-43160-381 Electric Utilities	751 Labeaux Ave NE - 05/07/16 - 06/05/16				\$67.99
Invoice	505507880	6/16/2016				
Transaction Date	6/21/2016	Due 0	Cash	10100	Total	\$904.94
Refer	1656	<u>ZEP SALES & SERVICE</u>		-		
Cash Payment	E 100-41940-220 Repair/Maint Supply (GE	WAU 713 ECSFT GRNSL RL TWL 800 1PLY (4)				\$239.60
Invoice	9002313193	6/23/2016				
Cash Payment	E 100-41940-220 Repair/Maint Supply (GE	40X60 Black Bag 2.0ML (4)				\$239.80
Invoice	9002313193	6/23/2016				
Cash Payment	E 100-41940-220 Repair/Maint Supply (GE	VDC1125 EMB 2PLY JRT 1150FT WHI 12 (4)				\$217.08
Invoice	9002313193	6/23/2016				

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Payments

Current Period: July 2016

Cash Payment E 100-41940-220 Repair/Maint Supply (GE Shipping)					\$58.90
Invoice	9002313193	6/23/2016			
Transaction Date	6/30/2016	Due 0	Cash	10100	Total <u>\$755.38</u>

Fund Summary

	10100 Cash
817 INFRASTRUCTURE ESCROW FUND	\$2,000.00
815 LANDSCAPE ESCROW FUND	\$2,000.00
811 EROSION CONTROL ESCROW FUND	\$4,000.00
603 STORM WATER ENTERPRISE FUND	\$250.00
602 SEWER ENTERPRISE FUND	\$133,594.50
601 WATER ENTERPRISE FUND	\$14,007.00
312 2009A GO IMP REFUNDING BOND	\$2,726.00
311 2008A GO CIP REFUNDING BOND	\$4,270.00
201 EDA SPECIAL REVENUE FUND	\$475.44
100 GENERAL FUND	<u>\$34,397.75</u>
	\$197,720.69

Pre-Written Check	\$134,892.88
Checks to be Generated by the Computer	\$62,827.81
Total	<u>\$197,720.69</u>

CITY OF HANOVER

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*Check Summary Register©

Cks 6/30/2016 - 7/5/2016

Name	Check Date	Check Amt	
10100 Cash			
Paid Chk# 001636E AFLAC	7/5/2016	\$134.16	Supplemental Insurance - June
Paid Chk# 001637E MTI DISTRIBUTING	7/5/2016	\$145.11	HOC CAP ASM
Paid Chk# 001638E ECM PUBLISHERS, INC.	7/5/2016	\$87.07	Single Family Dwelling Hearing
Paid Chk# 001639E BIFFS INC.	7/5/2016	\$380.00	Pheasant Run Park
Paid Chk# 001640E Wright-Hennepin Coop Electric	7/5/2016	\$76.60	Eagleview Park
Paid Chk# 001641E Short Elliott Hendrickson, Inc	7/5/2016	\$475.44	EDA Services - May 2016
Paid Chk# 001642 CENTRAL BANK - HSA	7/1/2016	\$1,104.44	Vendor Liability
Paid Chk# 001643 INTERNAL REVENUE SERVICE	7/1/2016	\$2,708.87	Vendor Liability
Paid Chk# 001644 MN DEPT OF REVENUE	7/1/2016	\$452.22	Vendor Liability
Paid Chk# 001645 PERA	7/1/2016	\$1,437.00	Vendor Liability
Paid Chk# 001647E CITY OF ST. MICHAEL	7/5/2016	\$32,984.00	SAC Fees - 1043 Emerald
Paid Chk# 001648E MN PUBLIC FACILITIES AUTHOR	7/5/2016	\$100,610.50	PFA Bond Interest
Paid Chk# 031922 POSTMASTER	6/30/2016	\$226.94	Postage - 3rd Quarter Newslett
Paid Chk# 031923 ASSURANT EMPLOYEE BENEFIT	7/5/2016	\$383.65	Life Insurance - July 2016
Paid Chk# 031924 AT&T MOBILITY	7/5/2016	\$138.36	PW Cell Phone - 5/18/16 - 6/17
Paid Chk# 031925 B & D PLUMBING, HEATING & AI	7/5/2016	\$234.00	Repair RTU not working
Paid Chk# 031926 BENZINGER HOMES	7/5/2016	\$3,000.00	Erosion - 1359 Oakwood Lane
Paid Chk# 031927 BERGAN KDV	7/5/2016	\$6,100.00	FRA Audit - Year Ended 12/31/1
Paid Chk# 031928 COLONIAL LIFE	7/5/2016	\$30.26	Supplemental Insurance - July
Paid Chk# 031929 COMCAST	7/5/2016	\$259.28	Digital Voice & Internet - Jul
Paid Chk# 031930 Delta Dental of Minnesota	7/5/2016	\$119.10	Dental Premiums - July 2016
Paid Chk# 031931 DESIGN ELECTRIC, INC.	7/5/2016	\$142.00	Crosswalk Button - Beebe Lake
Paid Chk# 031932 DIERBERGER, KAREN	7/5/2016	\$100.00	Damage Deposit Shelter Rental
Paid Chk# 031933 DRAKE CONSTRUCTION, INC.	7/5/2016	\$5,000.00	Erosion - 1040 Emerald St
Paid Chk# 031934 FAMILY HERITAGE LIFE INSURA	7/5/2016	\$76.10	Supplemental Insurance - June
Paid Chk# 031935 FEHN COMPANIES	7/5/2016	\$2,144.10	Class 5 Gravel - Gravel Roads
Paid Chk# 031936 GIRL SCOUTS CRSU DAY CAMP	7/5/2016	\$200.00	Damage Deposit Shelter Rental
Paid Chk# 031937 Guidance Point Technologies	7/5/2016	\$135.00	Downloaded and applied 20 MS U
Paid Chk# 031938 JOINT POWERS WATER BOARD	7/5/2016	\$14,007.00	WAC Fees - 1043 Emerald
Paid Chk# 031939 KENNEDY & GRAVEN, CHARTER	7/5/2016	\$156.00	Review Management contract for
Paid Chk# 031940 LANO EQUIPMENT - LORETTO	7/5/2016	\$250.00	Mini Excavator - Pond Maintena
Paid Chk# 031941 LEAGUE OF MINNESOTA CITIES	7/5/2016	\$15,617.00	Workers Comp Clerical/Office -
Paid Chk# 031942 MASUDA, DELORES	7/5/2016	\$200.00	Damage Deposit Hall Rental - 6
Paid Chk# 031943 MENARDS-BUFFALO	7/5/2016	\$104.82	Venom Steel Nitrile
Paid Chk# 031944 MEYER, JEROME	7/5/2016	\$200.00	Damage Deposit Hall Rental - 6
Paid Chk# 031945 MILOW ELECTRIC, INC	7/5/2016	\$618.19	Locate & repair bad undergroun
Paid Chk# 031946 MINNESOTA ZOOMOBILE	7/5/2016	\$325.00	Zoomobile - Park Board
Paid Chk# 031947 Northland Trust Services	7/5/2016	\$6,996.00	Capital Improvement Series Bon
Paid Chk# 031948 Randy's Environmental Services	7/5/2016	\$3,133.23	Recycling - June 2016
Paid Chk# 031949 SILBERNICK, LISA & JEREMIAH	7/5/2016	\$100.00	Damage Deposit Shelter Rental
Paid Chk# 031950 VISA	7/5/2016	\$640.90	Binders/paper clips
Paid Chk# 031951 VISION STAFFING SOLUTIONS	7/5/2016	\$757.50	Temp Help (37.50 hrs) - Crack
Paid Chk# 031952 XCEL ENERGY	7/5/2016	\$904.94	751 Labeaux Ave NE - 05/07/16
Paid Chk# 031953 Acuity Specialty Products, Inc	7/5/2016	\$755.38	Shipping
Paid Chk# 500492E Bi-Weekly ACH	7/1/2016	\$7,910.23	
Total Checks		\$211,560.39	

CITY OF HANOVER

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***Check Summary Register©**

Cks 6/30/2016 - 7/5/2016

Name

Check Date

Check Amt

FILTER: None

Kennedy & Graven, Chartered

200 South Sixth Street, Suite 470
Minneapolis, MN 55402

(612) 337-9300

41-1225694

June 17, 2016

Statement No. 131943

City of Hanover

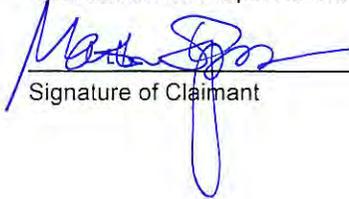
11250 5th St NE
Hanover, MN 55341-0278

Through May 31, 2016

HA360-00021	General Financial	156.00
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Total Current Billing: 156.00

I declare, under penalty of law, that this account, claim or demand is just and correct and that no part of it has been paid.



Signature of Claimant

100-411610-354-156.00


JUN 22 2016

Kennedy & Graven, Chartered

200 South Sixth Street, Suite 470
Minneapolis, MN 55402

City of Hanover

May 31, 2016

HA360-00021 General Financial

Through May 31, 2016

For All Legal Services As Follows:

			Hours	Amount
5/3/2016	MNI	Review Hanover management contract for PFA loan; draft PFA email memo regarding same.	0.80	156.00
			Total Services:	\$ 156.00
			Total Services and Disbursements:	\$ 156.00

CITY OF HANOVER

Cash Balances

July 2016

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$787,787.24	\$208.40	\$48,010.51	\$739,985.13
107 FIRE DEPT DONATIONS FUND	\$27,627.49	\$0.00	\$0.00	\$27,627.49
201 EDA SPECIAL REVENUE FUND	\$115,194.10	\$0.00	\$475.44	\$114,718.66
205 EDA BUSINESS INCENTIVE FUND	\$236,818.91	\$0.00	\$0.00	\$236,818.91
311 2008A GO CIP REFUNDING BOND	\$52,733.57	\$0.00	\$4,270.00	\$48,463.57
312 2009A GO IMP REFUNDING BOND	\$33,624.42	\$0.00	\$2,726.00	\$30,898.42
313 2010 GO EQUIPMENT CERTIFICATES	-\$2,783.59	\$0.00	\$0.00	-\$2,783.59
314 2011A GO IMP CROSSOVER REF BD	\$481,934.87	\$0.00	\$0.00	\$481,934.87
401 GENERAL CAPITAL PROJECTS	\$978,136.61	\$0.00	\$0.00	\$978,136.61
402 PARKS CAPITAL PROJECTS	\$226,292.51	\$0.00	\$0.00	\$226,292.51
403 FIRE DEPT CAPITAL FUND	\$177,448.89	\$0.00	\$0.00	\$177,448.89
404 HISTORICAL CAPITAL PROJ FUND	-\$27,429.55	\$0.00	\$0.00	-\$27,429.55
407 TIF REDEV DIST #1	\$9,126.88	\$0.00	\$0.00	\$9,126.88
411 FACILITIES CAPITAL PROJ FUND	\$53,351.27	\$0.00	\$0.00	\$53,351.27
417 EQUIPMENT CAPITAL FUND	\$107,774.02	\$0.00	\$0.00	\$107,774.02
418 STREET CAPITAL PROJ FUND	\$764,987.26	\$0.00	\$0.00	\$764,987.26
601 WATER ENTERPRISE FUND	\$792,312.42	\$0.00	\$14,007.00	\$778,305.42
602 SEWER ENTERPRISE FUND	\$373,745.22	\$0.00	\$133,594.50	\$240,150.72
603 STORM WATER ENTERPRISE FUND	\$161,130.70	\$0.00	\$250.00	\$160,880.70
611 WATER CAPITAL IMP FUND	\$409,118.60	\$0.00	\$0.00	\$409,118.60
612 SEWER CAPITAL IMP FUND	\$1,770,930.99	\$0.00	\$0.00	\$1,770,930.99
613 STORM WATER CAPITAL IMP FUND	\$553,687.02	\$0.00	\$0.00	\$553,687.02
804 SCHENDELS FIELD ESC FUND	\$147,282.22	\$0.00	\$0.00	\$147,282.22
809 BRIDGES AT HANOVER ESC FUND	-\$13,476.50	\$0.00	\$0.00	-\$13,476.50
811 EROSION CONTROL ESCROW FUND	\$51,750.00	\$0.00	\$4,000.00	\$47,750.00
815 LANDSCAPE ESCROW FUND	\$60,000.00	\$0.00	\$2,000.00	\$58,000.00
817 INFRASTRUCTURE ESCROW FUND	\$29,000.00	\$0.00	\$2,000.00	\$27,000.00
818 MISC ESCROWS FUND	\$6,233.15	\$0.00	\$0.00	\$6,233.15
820 BRIDGES TOWNHOMES ESC FUND	\$3,576.55	\$0.00	\$0.00	\$3,576.55
821 QUAIL PASS 2ND ADD ESCROW FD	\$11,857.43	\$0.00	\$0.00	\$11,857.43
900 INTEREST	\$39,680.70	\$0.00	\$0.00	\$39,680.70
	\$8,419,453.40	\$208.40	\$211,333.45	\$8,208,328.35

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	July 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
TAXES	R 100-31000 Property Taxes - General	\$0.00	\$243,054.48	\$771,014.33	\$527,959.85	31.52%
TAXES	R 100-31020 Property Taxes - Fire	\$0.00	\$56,419.00	\$112,838.38	\$56,419.38	50.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$3,446.35	\$12,000.00	\$8,553.65	28.72%
Source Alt Code TAXES		\$0.00	\$302,919.83	\$895,852.71	\$592,932.88	33.81%
SERVICE	R 100-34000 Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SERVICE	R 100-34101 City Hall Rent Revenue	\$0.00	\$2,908.59	\$8,000.00	\$5,091.41	36.36%
SERVICE	R 100-34107 Assessment Search Fees	\$0.00	\$150.00	\$400.00	\$250.00	37.50%
SERVICE	R 100-34108 Administrative Fees	\$0.00	\$500.00	\$2,000.00	\$1,500.00	25.00%
SERVICE	R 100-34109 Copies/Faxes	\$0.00	\$90.75	\$50.00	-\$40.75	181.50%
SERVICE	R 100-34207 Fire Protection Services	\$0.00	\$24,828.74	\$104,284.82	\$79,456.08	23.81%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$0.00	\$1,784.20	\$6,000.00	\$4,215.80	29.74%
SERVICE	R 100-34740 Park & Rec Concessions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SERVICE	R 100-34780 Park Rental Fees	\$0.00	\$1,635.90	\$3,000.00	\$1,364.10	54.53%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$2,350.00	\$2,000.00	-\$350.00	117.50%
Source Alt Code SERVICE		\$0.00	\$34,248.18	\$125,734.82	\$91,486.64	27.24%
MISC	R 100-36100 Special Assessments	\$0.00	\$1,414.14	\$0.00	-\$1,414.14	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$0.00	\$0.49	\$0.00	-\$0.49	0.00%
MISC	R 100-36210 Interest Earnings	\$0.00	\$168.28	\$1,000.00	\$831.72	16.83%
MISC	R 100-36215 Investment Income/Loss	\$0.00	\$4,829.51	\$6,000.00	\$1,170.49	80.49%
MISC	R 100-36230 Contributions and Donations	\$0.00	\$5,400.00	\$0.00	-\$5,400.00	0.00%
MISC	R 100-36235 Insurance Dividends	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.00%
MISC	R 100-36250 Damage Deposits	\$0.00	\$6,558.00	\$8,000.00	\$1,442.00	81.98%
MISC	R 100-36260 Refunds or Reimbursements	\$0.00	\$4.49	\$0.00	-\$4.49	0.00%
MISC	R 100-36290 Sale of Vehicles/Equipment	\$0.00	\$1,702.00	\$0.00	-\$1,702.00	0.00%
MISC	R 100-39203 Transfer from Other Fund	\$0.00	\$19,200.00	\$0.00	-\$19,200.00	0.00%
Source Alt Code MISC		\$0.00	\$39,276.91	\$21,000.00	-\$18,276.91	187.03%
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	\$0.00	\$57.00	\$100.00	\$43.00	57.00%
LIC PERM	R 100-32210 Building Permits	\$0.00	\$111,836.57	\$100,000.00	-\$11,836.57	111.84%
LIC PERM	R 100-32240 Animal Licenses	\$0.00	\$60.00	\$100.00	\$40.00	60.00%
LIC PERM	R 100-32260 Solid Waste Hauler Licenses	\$0.00	\$1,250.00	\$1,500.00	\$250.00	83.33%
LIC PERM	R 100-32270 Rental Dwelling Licenses	\$0.00	\$795.00	\$150.00	-\$645.00	530.00%
LIC PERM	R 100-32280 Other Non-Business Lic/Per	\$0.00	\$20.00	\$50.00	\$30.00	40.00%
Source Alt Code LIC PERM		\$0.00	\$124,388.57	\$112,200.00	-\$12,188.57	110.86%
INTGOVT	R 100-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT	R 100-33401 Local Government Aid	\$0.00	\$0.00	\$107,496.00	\$107,496.00	0.00%
INTGOVT	R 100-33410 MV Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT	R 100-33420 PERA Aid	\$0.00	\$0.00	\$339.00	\$339.00	0.00%
INTGOVT	R 100-33422 State Fire Aid	\$0.00	\$2,000.00	\$36,000.00	\$34,000.00	5.56%
INTGOVT	R 100-33426 State Police Aid	\$0.00	\$0.00	\$5,500.00	\$5,500.00	0.00%
INTGOVT	R 100-33610 County Grants/Aid for Roads	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code INTGOVT		\$0.00	\$2,000.00	\$149,335.00	\$147,335.00	1.34%
FINES	R 100-35100 Court Fines	\$0.00	\$1,247.81	\$1,500.00	\$252.19	83.19%
Source Alt Code FINES		\$0.00	\$1,247.81	\$1,500.00	\$252.19	83.19%
Fund 100 GENERAL FUND		\$0.00	\$504,081.30	\$1,305,622.53	\$801,541.23	38.61%

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	July 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
		\$0.00	\$504,081.30	\$1,305,622.53	\$801,541.23	38.61%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	July 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
Dept 41110 Council						
COUNCIL	E 100-41110-111 Committee Wages/Mee	\$0.00	\$0.00	\$12,000.00	\$12,000.00	0.00%
COUNCIL	E 100-41110-122 FICA	\$0.00	\$0.00	\$744.00	\$744.00	0.00%
COUNCIL	E 100-41110-123 Medicare	\$0.00	\$0.00	\$174.00	\$174.00	0.00%
COUNCIL	E 100-41110-208 Training and Instructio	\$0.00	\$0.00	\$450.00	\$450.00	0.00%
COUNCIL	E 100-41110-306 Dues & Subscriptions	\$0.00	\$6,452.06	\$7,000.00	\$547.94	92.17%
COUNCIL	E 100-41110-331 Travel Expenses	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$0.00	\$673.06	\$25,202.92	\$24,529.86	2.67%
Dept 41110 Council		\$0.00	\$7,125.12	\$46,570.92	\$39,445.80	15.30%
Dept 41330 Boards and Commissions						
BRDCOMM	E 100-41330-111 Committee Wages/Mee	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
BRDCOMM	E 100-41330-208 Training and Instructio	\$0.00	\$0.00	\$150.00	\$150.00	0.00%
BRDCOMM	E 100-41330-331 Travel Expenses	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
Dept 41330 Boards and Commissions		\$0.00	\$0.00	\$4,250.00	\$4,250.00	0.00%
Dept 41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$2,587.50	\$32,427.05	\$67,275.00	\$34,847.95	48.20%
CITYADM	E 100-41400-121 PERA	\$194.06	\$2,520.16	\$5,045.63	\$2,525.47	49.95%
CITYADM	E 100-41400-122 FICA	\$160.43	\$2,083.42	\$4,171.05	\$2,087.63	49.95%
CITYADM	E 100-41400-123 Medicare	\$37.52	\$487.25	\$975.49	\$488.24	49.95%
CITYADM	E 100-41400-134 Employer Paid Life	\$0.00	\$184.02	\$384.00	\$199.98	47.92%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$279.16	\$4,463.92	\$8,400.00	\$3,936.08	53.14%
CITYADM	E 100-41400-208 Training and Instructio	\$0.00	\$410.00	\$1,500.00	\$1,090.00	27.33%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$0.00	\$210.51	\$500.00	\$289.49	42.10%
Dept 41400 City Administrator		\$3,258.67	\$42,786.33	\$88,251.17	\$45,464.84	48.48%
Dept 41410 Elections						
ELECTION	E 100-41410-200 Office Supplies (GENER	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
ELECTION	E 100-41410-310 Other Professional Serv	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
ELECTION	E 100-41410-351 Legal Notices Publishin	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
ELECTION	E 100-41410-400 Repairs & Maint Cont (\$0.00	\$1,014.40	\$1,000.00	-\$14.40	101.44%
Dept 41410 Elections		\$0.00	\$1,014.40	\$8,300.00	\$7,285.60	12.22%
Dept 41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$1,617.60	\$20,288.48	\$42,059.16	\$21,770.68	48.24%
CLERICAL	E 100-41430-121 PERA	\$121.32	\$1,576.53	\$3,154.44	\$1,577.91	49.98%
CLERICAL	E 100-41430-122 FICA	\$100.29	\$1,303.24	\$2,607.67	\$1,304.43	49.98%
CLERICAL	E 100-41430-123 Medicare	\$23.46	\$304.85	\$609.86	\$305.01	49.99%
CLERICAL	E 100-41430-134 Employer Paid Life	\$0.00	\$612.66	\$1,080.00	\$467.34	56.73%
CLERICAL	E 100-41430-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CLERICAL	E 100-41430-151 Med/Dental Insurance	\$222.81	\$4,422.81	\$8,400.00	\$3,977.19	52.65%
CLERICAL	E 100-41430-208 Training and Instructio	\$0.00	\$255.00	\$500.00	\$245.00	51.00%
CLERICAL	E 100-41430-306 Dues & Subscriptions	\$0.00	\$17.50	\$250.00	\$232.50	7.00%
Dept 41430 Clerical Staff		\$2,085.48	\$28,781.07	\$58,661.13	\$29,880.06	49.06%
Dept 41435 Staff Expenses						
STAFFEXP	E 100-41435-260 Uniforms	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
STAFFEXP	E 100-41435-310 Other Professional Serv	\$0.00	\$150.00	\$1,000.00	\$850.00	15.00%
STAFFEXP	E 100-41435-331 Travel Expenses	\$0.00	\$102.06	\$2,000.00	\$1,897.94	5.10%
Dept 41435 Staff Expenses		\$0.00	\$252.06	\$3,300.00	\$3,047.94	7.64%
Dept 41530 Accounting						
ACCTING	E 100-41530-101 Full-Time Employees R	\$1,958.40	\$24,548.88	\$50,918.40	\$26,369.52	48.21%
ACCTING	E 100-41530-121 PERA	\$146.88	\$1,908.29	\$3,818.88	\$1,910.59	49.77%

CITY OF HANOVER
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Dept Abbrev	Account Descr	July 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
ACCTING	E 100-41530-122 FICA	\$109.02	\$1,459.75	\$3,156.94	\$1,697.19	46.24%
ACCTING	E 100-41530-123 Medicare	\$25.50	\$341.41	\$738.32	\$396.91	46.24%
ACCTING	E 100-41530-134 Employer Paid Life	\$0.00	\$490.20	\$504.00	\$13.80	97.26%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$0.00	\$5,400.00	\$10,800.00	\$5,400.00	50.00%
ACCTING	E 100-41530-208 Training and Instructio	\$0.00	\$410.00	\$1,000.00	\$590.00	41.00%
ACCTING	E 100-41530-306 Dues & Subscriptions	\$0.00	\$77.48	\$500.00	\$422.52	15.50%
ACCTING	E 100-41530-310 Other Professional Serv	\$0.00	\$2,456.80	\$3,000.00	\$543.20	81.89%
Dept 41530 Accounting		\$2,239.80	\$37,092.81	\$74,436.54	\$37,343.73	49.83%
Dept 41540 Auditing						
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$0.00	\$29,242.87	\$27,400.00	-\$1,842.87	106.73%
Dept 41540 Auditing		\$0.00	\$29,242.87	\$27,400.00	-\$1,842.87	106.73%
Dept 41550 Assessing						
ASSESS G	E 100-41550-310 Other Professional Serv	\$0.00	\$17,669.25	\$18,000.00	\$330.75	98.16%
Dept 41550 Assessing		\$0.00	\$17,669.25	\$18,000.00	\$330.75	98.16%
Dept 41570 Purchasing						
PURCHASE	E 100-41570-200 Office Supplies (GENER	\$326.09	\$1,685.42	\$4,000.00	\$2,314.58	42.14%
PURCHASE	E 100-41570-205 Bank Fees	\$0.00	\$20.00	\$100.00	\$80.00	20.00%
PURCHASE	E 100-41570-207 Computer Supplies	\$0.00	\$3,304.88	\$3,500.00	\$195.12	94.43%
PURCHASE	E 100-41570-220 Repair/Maint Supply (G	\$0.00	\$1,695.57	\$5,800.00	\$4,104.43	29.23%
PURCHASE	E 100-41570-322 Postage	\$1.36	\$1,512.74	\$1,500.00	-\$12.74	100.85%
PURCHASE	E 100-41570-570 Office Equip and Furnis	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
Dept 41570 Purchasing		\$327.45	\$8,218.61	\$18,900.00	\$10,681.39	43.48%
Dept 41600 Computer						
COMPUTER	E 100-41600-310 Other Professional Serv	\$163.00	\$1,281.73	\$4,000.00	\$2,718.27	32.04%
Dept 41600 Computer		\$163.00	\$1,281.73	\$4,000.00	\$2,718.27	32.04%
Dept 41610 City Attorney						
CITYATNY	E 100-41610-304 Legal Fees	\$156.00	\$9,971.62	\$21,786.56	\$11,814.94	45.77%
Dept 41610 City Attorney		\$156.00	\$9,971.62	\$21,786.56	\$11,814.94	45.77%
Dept 41910 Planning and Zoning						
PLANZONG	E 100-41910-310 Other Professional Serv	\$0.00	\$3,315.50	\$17,000.00	\$13,684.50	19.50%
Dept 41910 Planning and Zoning		\$0.00	\$3,315.50	\$17,000.00	\$13,684.50	19.50%
Dept 41940 General Govt Buildings/Plant						
GOVTBLDG	E 100-41940-210 Operating Supplies (GE	\$0.00	\$154.44	\$5,000.00	\$4,845.56	3.09%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (G	\$783.34	\$1,774.09	\$10,000.00	\$8,225.91	17.74%
GOVTBLDG	E 100-41940-306 Dues & Subscriptions	\$0.00	\$250.00	\$300.00	\$50.00	83.33%
GOVTBLDG	E 100-41940-310 Other Professional Serv	\$0.00	\$3,140.24	\$8,400.00	\$5,259.76	37.38%
GOVTBLDG	E 100-41940-321 Telephone	\$259.28	\$1,821.84	\$3,500.00	\$1,678.16	52.05%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$213.59	\$250.00	\$36.41	85.44%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$449.84	\$3,504.52	\$9,000.00	\$5,495.48	38.94%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$0.00	\$1,770.90	\$5,000.00	\$3,229.10	35.42%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$0.00	\$1,051.62	\$2,400.00	\$1,348.38	43.82%
GOVTBLDG	E 100-41940-415 Other Equipment Renta	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
GOVTBLDG	E 100-41940-520 Buildings and Structure	\$234.00	\$1,275.60	\$5,000.00	\$3,724.40	25.51%
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	\$226.16	\$1,000.00	\$773.84	22.62%
Dept 41940 General Govt Buildings/Plant		\$1,726.46	\$15,183.00	\$52,850.00	\$37,667.00	28.73%
Dept 41950 Engineer						
ENGINEER	E 100-41950-303 Engineering Fees	\$0.00	\$21,607.25	\$25,000.00	\$3,392.75	86.43%
Dept 41950 Engineer		\$0.00	\$21,607.25	\$25,000.00	\$3,392.75	86.43%

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Dept Abbrev	Account Descr	July 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Dept 41960 Insurance						
INSURANCE	E 100-41960-150 Worker s Comp (GENE	\$4,600.27	\$8,384.37	\$9,317.50	\$933.13	89.99%
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	\$21,496.79	\$24,740.10	\$3,243.31	86.89%
Dept 41960 Insurance		\$4,600.27	\$29,881.16	\$34,057.60	\$4,176.44	87.74%
Dept 41970 Legal Publications						
LEGALPUB	E 100-41970-341 Employment	\$0.00	\$273.78	\$250.00	-\$23.78	109.51%
LEGALPUB	E 100-41970-343 Other Advertising	\$0.00	\$39.00	\$250.00	\$211.00	15.60%
LEGALPUB	E 100-41970-351 Legal Notices Publishin	\$87.07	\$784.97	\$2,000.00	\$1,215.03	39.25%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 41970 Legal Publications		\$87.07	\$1,097.75	\$3,000.00	\$1,902.25	36.59%
Dept 42101 Hennepin County Sheriff						
HCSHERIFF	E 100-42101-310 Other Professional Serv	\$0.00	\$17,851.24	\$71,404.96	\$53,553.72	25.00%
Dept 42101 Hennepin County Sheriff		\$0.00	\$17,851.24	\$71,404.96	\$53,553.72	25.00%
Dept 42102 Wright County Sheriff						
WCSHERIFF	E 100-42102-310 Other Professional Serv	\$0.00	\$49,460.62	\$98,088.00	\$48,627.38	50.42%
Dept 42102 Wright County Sheriff		\$0.00	\$49,460.62	\$98,088.00	\$48,627.38	50.42%
Dept 42210 Fire Dept Administration						
FIREADMIN	E 100-42210-103 Part-Time Employees	\$0.00	\$0.00	\$34,340.00	\$34,340.00	0.00%
FIREADMIN	E 100-42210-122 FICA	\$0.00	\$0.00	\$2,129.00	\$2,129.00	0.00%
FIREADMIN	E 100-42210-123 Medicare	\$0.00	\$0.00	\$515.00	\$515.00	0.00%
FIREADMIN	E 100-42210-150 Worker s Comp (GENE	\$4,769.93	\$7,820.42	\$10,000.00	\$2,179.58	78.20%
FIREADMIN	E 100-42210-200 Office Supplies (GENER	\$0.00	\$0.00	\$200.00	\$200.00	0.00%
FIREADMIN	E 100-42210-305 Medical and Dental Fee	\$0.00	\$2,074.00	\$4,000.00	\$1,926.00	51.85%
FIREADMIN	E 100-42210-306 Dues & Subscriptions	\$0.00	\$355.00	\$950.00	\$595.00	37.37%
FIREADMIN	E 100-42210-361 General Liability Ins	\$0.00	\$2,491.37	\$6,119.40	\$3,628.03	40.71%
FIREADMIN	E 100-42210-437 Other Miscellaneous	\$0.00	\$21.25	\$0.00	-\$21.25	0.00%
Dept 42210 Fire Dept Administration		\$4,769.93	\$12,762.04	\$58,253.40	\$45,491.36	21.91%
Dept 42220 Fire Dept Equipment						
FIREEQUIP	E 100-42220-221 Equipment Parts	\$0.00	\$1,188.91	\$15,500.00	\$14,311.09	7.67%
FIREEQUIP	E 100-42220-228 Medical Supplies	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
FIREEQUIP	E 100-42220-240 Small Tools and Minor	\$0.00	\$77.54	\$850.00	\$772.46	9.12%
FIREEQUIP	E 100-42220-260 Uniforms	\$0.00	\$604.26	\$4,500.00	\$3,895.74	13.43%
FIREEQUIP	E 100-42220-580 Other Equipment	\$0.00	\$762.50	\$5,000.00	\$4,237.50	15.25%
Dept 42220 Fire Dept Equipment		\$0.00	\$2,633.21	\$27,350.00	\$24,716.79	9.63%
Dept 42240 Fire Dept Training						
FIRETRNG	E 100-42240-208 Training and Instructio	\$0.00	\$1,030.64	\$7,500.00	\$6,469.36	13.74%
FIRETRNG	E 100-42240-310 Other Professional Serv	\$0.00	\$729.50	\$3,000.00	\$2,270.50	24.32%
FIRETRNG	E 100-42240-331 Travel Expenses	\$0.00	\$1,511.23	\$1,500.00	-\$11.23	100.75%
Dept 42240 Fire Dept Training		\$0.00	\$3,271.37	\$12,000.00	\$8,728.63	27.26%
Dept 42260 Fire Vehicles						
FIREVEH	E 100-42260-212 Motor Fuels	\$0.00	\$1,064.64	\$5,000.00	\$3,935.36	21.29%
FIREVEH	E 100-42260-220 Repair/Maint Supply (G	\$0.00	\$6,865.71	\$9,000.00	\$2,134.29	76.29%
FIREVEH	E 100-42260-240 Small Tools and Minor	\$0.00	\$53.57	\$2,000.00	\$1,946.43	2.68%
FIREVEH	E 100-42260-323 Radio Units	\$0.00	\$2,820.00	\$7,465.00	\$4,645.00	37.78%
Dept 42260 Fire Vehicles		\$0.00	\$10,803.92	\$23,465.00	\$12,661.08	46.04%
Dept 42280 Fire Stations and Bldgs						
FIREBLDG	E 100-42280-215 Shop Supplies	\$0.00	\$132.27	\$1,650.00	\$1,517.73	8.02%
FIREBLDG	E 100-42280-220 Repair/Maint Supply (G	\$0.00	\$1,023.10	\$3,500.00	\$2,476.90	29.24%

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Dept Abbrev	Account Descr	July 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
FIREBLDG	E 100-42280-321 Telephone	\$0.00	\$183.08	\$800.00	\$616.92	22.89%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$175.00	\$175.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$245.49	\$1,421.91	\$5,000.00	\$3,578.09	28.44%
FIREBLDG	E 100-42280-383 Gas Utilities	\$0.00	\$1,313.09	\$3,000.00	\$1,686.91	43.77%
Dept 42280	Fire Stations and Bldgs	\$245.49	\$4,073.45	\$14,125.00	\$10,051.55	28.84%
Dept 42290	Fire Relief Association					
FIRERELIEF	E 100-42290-124 Fire Pension Contributi	\$0.00	\$2,000.00	\$36,000.00	\$34,000.00	5.56%
FIRERELIEF	E 100-42290-125 Other Retirement Contr	\$0.00	\$0.00	\$11,133.58	\$11,133.58	0.00%
FIRERELIEF	E 100-42290-301 Auditing and Acctg Ser	\$6,100.00	\$6,100.00	\$6,500.00	\$400.00	93.85%
Dept 42290	Fire Relief Association	\$6,100.00	\$8,100.00	\$53,633.58	\$45,533.58	15.10%
Dept 42401	Building Inspection Admin					
INSPADMN	E 100-42401-310 Other Professional Serv	\$0.00	\$22,840.59	\$35,000.00	\$12,159.41	65.26%
Dept 42401	Building Inspection Admin	\$0.00	\$22,840.59	\$35,000.00	\$12,159.41	65.26%
Dept 42700	Animal Control					
ANIMCTRL	E 100-42700-310 Other Professional Serv	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 42700	Animal Control	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 42800	Cemetery					
CEMETERY	E 100-42800-310 Other Professional Serv	\$0.00	\$1,023.00	\$2,500.00	\$1,477.00	40.92%
Dept 42800	Cemetery	\$0.00	\$1,023.00	\$2,500.00	\$1,477.00	40.92%
Dept 43000	Public Works (GENERAL)					
PUBWRKS	E 100-43000-101 Full-Time Employees R	\$4,100.80	\$51,381.54	\$106,604.16	\$55,222.62	48.20%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$0.00	\$497.38	\$1,000.00	\$502.62	49.74%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$840.00	\$5,380.71	\$15,000.00	\$9,619.29	35.87%
PUBWRKS	E 100-43000-121 PERA	\$307.56	\$4,030.02	\$7,995.31	\$3,965.29	50.40%
PUBWRKS	E 100-43000-122 FICA	\$306.33	\$3,644.33	\$6,609.46	\$2,965.13	55.14%
PUBWRKS	E 100-43000-123 Medicare	\$71.65	\$852.39	\$1,545.76	\$693.37	55.14%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$0.00	\$930.96	\$1,584.00	\$653.04	58.77%
PUBWRKS	E 100-43000-142 Unemployment Benefit	\$0.00	\$23.79	\$500.00	\$476.21	4.76%
PUBWRKS	E 100-43000-151 Med/Dental Insurance	\$402.47	\$10,002.47	\$19,200.00	\$9,197.53	52.10%
PUBWRKS	E 100-43000-208 Training and Instructio	\$0.00	\$1,379.30	\$1,500.00	\$120.70	91.95%
PUBWRKS	E 100-43000-212 Motor Fuels	\$0.00	\$2,316.11	\$7,000.00	\$4,683.89	33.09%
PUBWRKS	E 100-43000-215 Shop Supplies	\$201.97	\$1,610.41	\$2,500.00	\$889.59	64.42%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (G	\$51.00	\$2,233.64	\$6,000.00	\$3,766.36	37.23%
PUBWRKS	E 100-43000-226 Sign Repair Materials	\$0.00	\$170.70	\$1,500.00	\$1,329.30	11.38%
PUBWRKS	E 100-43000-240 Small Tools and Minor	\$0.00	\$423.76	\$5,000.00	\$4,576.24	8.48%
PUBWRKS	E 100-43000-260 Uniforms	\$94.96	\$156.91	\$2,000.00	\$1,843.09	7.85%
PUBWRKS	E 100-43000-310 Other Professional Serv	\$757.50	\$1,773.75	\$16,000.00	\$14,226.25	11.09%
PUBWRKS	E 100-43000-321 Telephone	\$138.36	\$1,000.33	\$2,000.00	\$999.67	50.02%
PUBWRKS	E 100-43000-325 Taxes	\$0.00	\$120.00	\$200.00	\$80.00	60.00%
Dept 43000	Public Works (GENERAL)	\$7,272.60	\$87,928.50	\$203,738.69	\$115,810.19	43.16%
Dept 43100	Hwys, Streets, & Roads					
HWYROAD	E 100-43100-220 Repair/Maint Supply (G	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43100	Hwys, Streets, & Roads	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43121	Paved Streets					
PAVSTRTS	E 100-43121-224 Street Maint Materials	\$14.38	\$20,489.37	\$50,000.00	\$29,510.63	40.98%
PAVSTRTS	E 100-43121-226 Sign Repair Materials	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43121	Paved Streets	\$14.38	\$20,489.37	\$50,000.00	\$29,510.63	40.98%
Dept 43122	Unpaved Streets					
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$2,144.10	\$5,453.08	\$10,000.00	\$4,546.92	54.53%

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Dept Abbrev	Account Descr	July 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Dept 43122	Unpaved Streets	\$2,144.10	\$5,453.08	\$10,000.00	\$4,546.92	54.53%
Dept 43125	Ice & Snow Removal					
	SNOWREMO E 100-43125-224 Street Maint Materials	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43125	Ice & Snow Removal	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43160	Street Lighting					
	STLGHTG E 100-43160-381 Electric Utilities	\$110.98	\$10,790.71	\$27,000.00	\$16,209.29	39.97%
Dept 43160	Street Lighting	\$110.98	\$10,790.71	\$27,000.00	\$16,209.29	39.97%
Dept 43240	Waste (refuse) Disposal					
	REFDISPO E 100-43240-384 Refuse/Garbage Dispos	\$0.00	\$2,073.20	\$2,000.00	-\$73.20	103.66%
Dept 43240	Waste (refuse) Disposal	\$0.00	\$2,073.20	\$2,000.00	-\$73.20	103.66%
Dept 43245	Recycling: Refuse					
	RECYCLING E 100-43245-384 Refuse/Garbage Dispos	\$3,133.23	\$18,855.90	\$35,000.00	\$16,144.10	53.87%
Dept 43245	Recycling: Refuse	\$3,133.23	\$18,855.90	\$35,000.00	\$16,144.10	53.87%
Dept 45186	Senior Center					
	SRCENTER E 100-45186-437 Other Miscellaneous	\$0.00	\$1,178.74	\$8,000.00	\$6,821.26	14.73%
Dept 45186	Senior Center	\$0.00	\$1,178.74	\$8,000.00	\$6,821.26	14.73%
Dept 45200	Parks (GENERAL)					
	PARKS E 100-45200-212 Motor Fuels	\$0.00	\$648.67	\$3,000.00	\$2,351.33	21.62%
	PARKS E 100-45200-220 Repair/Maint Supply (G	-\$63.29	\$1,660.06	\$6,000.00	\$4,339.94	27.67%
	PARKS E 100-45200-225 Landscaping Materials	\$0.00	\$298.44	\$7,000.00	\$6,701.56	4.26%
	PARKS E 100-45200-310 Other Professional Serv	\$0.00	\$0.00	\$6,800.00	\$6,800.00	0.00%
	PARKS E 100-45200-381 Electric Utilities	\$175.23	\$1,051.48	\$2,000.00	\$948.52	52.57%
	PARKS E 100-45200-400 Repairs & Maint Cont (\$760.19	\$1,126.60	\$3,000.00	\$1,873.40	37.55%
	PARKS E 100-45200-440 Programs	\$325.00	\$2,216.47	\$1,000.00	-\$1,216.47	221.65%
	PARKS E 100-45200-580 Other Equipment	\$380.00	\$5,375.74	\$7,000.00	\$1,624.26	76.80%
Dept 45200	Parks (GENERAL)	\$1,577.13	\$12,377.46	\$35,800.00	\$23,422.54	34.57%
Dept 45500	Libraries (GENERAL)					
	LIBRARY E 100-45500-437 Other Miscellaneous	\$0.00	\$4,357.03	\$10,500.00	\$6,142.97	41.50%
Dept 45500	Libraries (GENERAL)	\$0.00	\$4,357.03	\$10,500.00	\$6,142.97	41.50%
Dept 48205	Damage Deposit Refunds					
	DMGDEPRF E 100-48205-810 Refunds & Reimburse	\$800.00	\$5,099.25	\$9,000.00	\$3,900.75	56.66%
Dept 48205	Damage Deposit Refunds	\$800.00	\$5,099.25	\$9,000.00	\$3,900.75	56.66%
Dept 49360	Transfers Out					
	TRANSFERS E 100-49360-700 Transfers (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49360	Transfers Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49800	Transit (GENERAL)					
	TRANSIT E 100-49800-310 Other Professional Serv	\$0.00	\$250.00	\$1,000.00	\$750.00	25.00%
Dept 49800	Transit (GENERAL)	\$0.00	\$250.00	\$1,000.00	\$750.00	25.00%
Fund 100	GENERAL FUND	\$40,812.04	\$556,193.21	\$1,309,122.55	\$752,929.34	42.49%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	July 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
		\$40,812.04	\$556,193.21	\$1,309,122.55	\$752,929.34	42.49%

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 5th day of July, 2016.

The following Council Members were present:

The following Council Members were absent:

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

.....

RESOLUTION NO 07-05-16-77

**A RESOLUTION APPROVING PURCHASE OF TENT RENTAL FOR
125TH ANNIVERSARY CELEBRATION**

WHEREAS, the City of Hanover will be celebrating its 125th Anniversary on October 8, 2016; and

WHEREAS, the event planners have requested tent rentals.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the rentals as attached in the amount of \$2,420.33.

BE IT FURTHER RESOLVED, that the City Council has budgeted funds to be used towards the celebration.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 5th day of July, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



225 HIGHWAY 55
 HAMEL, MN 55340
 www.55rental.com
 763-478-6448 Phone
 763-478-2937 Fax

Status: Reservation

Contract #: 498686

Reserved Date: Fri 10/ 7/2016 9:00AM

Operator: PEDERSON, JONATHAN D

Customer #: 78637

CITY OF HANOVER

612-703-5609 Phone

Hanover, MN 55341

Qty	Key	Items Rented	Part#	Status	Agreed Return Date	Price
4	231-0300	CANOPY c 20X20 TENTNOLOGY 2dys \$330.00 1week \$660.00 4weeks \$1,980.00 WARNING! CUSTOMER RESPONSIBLE FOR LOCATING UNDERGROUND WIRES, GAS LINES, WATER PIPES OR OTHER UTILITIES PRIOR TO RENTAL - CALL GOPHER STATE ONE CALL @ 1-800-252-1166 HIGHWAY 55 RENTAL TAKES NO RESPONSIBILTY FOR UNMARKED OR MISS MARKED UTILITIES INCLUDING SPRINKLER SYSTEMS.		Reserved	Mon 10/10/2016 9:30AM	\$0.00
9	231-0382	SIDEWALL,TNOLOGY 20"WINDOW W/		Reserved	Mon 10/10/2016 9:30AM	\$341.55
2	231-0390	LIGHTS, TENTNOLOGY		Reserved	Mon 10/10/2016 9:30AM	\$98.00
25	250-0400	TABLE, ROUND 30" 2dys \$11.00 1week \$22.00 4weeks \$44.00 NOT SURE HOW MANY HIGH TOP COCKTAIL TABLES, BUT ESTIMATED 25 (ACCOMMODATES ROOM FOR 4 PEOPLE STANDING AT EACH)		Reserved	Mon 10/10/2016 9:30AM	\$275.00
25	250-0406	COCKTAIL TABLE LEG, 42" /W FOOT		Reserved	Mon 10/10/2016 9:30AM	\$0.00
1	231-0215	CANOPY b FRAME 15X15 WHITE 2dys \$184.00 1week \$368.00 4weeks \$1,104.00 WARNING! CUSTOMER RESPONSIBLE FOR LOCATING UNDERGROUND WIRES, GAS LINES, WATER PIPES OR OTHER UTILITIES PRIOR TO RENTAL - CALL GOPHER STATE ONE CALL @ 1-800-252-1166 HIGHWAY 55 RENTAL TAKES NO RESPONSIBILTY FOR UNMARKED OR MISS MARKED UTILITIES INCLUDING SPRINKLER SYSTEMS.		Reserved	Mon 10/10/2016 9:30AM	\$184.00
1	231-0813	CANOPY TOP BAG		Reserved	Mon 10/10/2016 9:30AM	\$0.00
1	231-0814	KNUCKLE ACCESSORY BAG		Reserved	Mon 10/10/2016 9:30AM	\$0.00
1	231-0886	WEIGHT PACKAGE 15 X 15 TENT 2dys \$56.00 1week \$112.00 9dys \$196.00 16dys \$308.00 4weeks \$336.00		Reserved	Mon 10/10/2016 9:30AM	\$28.00 / 50.00%
4	231-0881	CANOPY CAST IRON WEIGHTS 58# 2dys \$10.25 1week \$14.50 4weeks \$43.50		Reserved	Mon 10/10/2016 9:30AM	\$0.00
4	231-0883	CANOPY RUBBER WEIGHTS #20 2dys \$7.50 1week \$15.00 4weeks \$43.50		Reserved	Mon 10/10/2016 9:30AM	\$0.00
1	027-0060	GENERATOR, 6500 WATT 4Hrs \$59.00 1day \$79.00 1week \$237.00 4weeks \$711.00 NOT SURE IF 6500 WATTS IS NECESSARY, BUT IT IS THE LARGEST WE HAVE AND CAN GO SMALLER/CHEAPER	2-20.8 AMPS 110	Reserved	Mon 10/10/2016 9:30AM	\$79.00
5	250-0350	TABLE, BANQUET 8' (30" X 96") 2dys \$9.95 1week \$19.90 4weeks \$39.80 NOT SURE HOW MANY BANQUET TABLES, BUT EACH SEAT 10 PEOPLE		Reserved	Mon 10/10/2016 9:30AM	\$49.75
50	250-0120	CHAIR - BEIGE FOLDING 2dys \$1.55 1week \$3.10 4weeks \$6.20		Reserved	Mon 10/10/2016 9:30AM	\$77.50
1	231-0915	15 X 15 INSTALLATION FEE 2dys \$80.00 1week \$160.00 4weeks \$480.00		Reserved	Mon 10/10/2016 9:30AM	\$80.00
1	231-0340	CANOPY c 20x80 TENTNOLOGY 2dys \$875.00 1week \$1,750.00 4weeks \$5,250.00 WARNING! CUSTOMER RESPONSIBLE FOR LOCATING UNDERGROUND WIRES, GAS LINES, WATER PIPES OR OTHER UTILITIES PRIOR TO RENTAL - CALL GOPHER STATE ONE CALL @ 1-800-252-1166 HIGHWAY 55 RENTAL TAKES NO RESPONSIBILTY FOR UNMARKED OR MISS MARKED UTILITIES INCLUDING SPRINKLER SYSTEMS.		Reserved	Mon 10/10/2016 9:30AM	\$875.00

Qty	Key	Items Sold	Part#	Status	Each	Price
1	100-0007	FUEL SURCHARGE		Selling	\$3.75	\$3.75
1	195-0030	DELIVERY PARTY, ZONE 4 SW1 TO AVOID ADDITIONAL CHARGES, PLEASE MAKE SURE ITEMS ARE STACKED NEATLY SW2 IN THE SAME PLACE THEY WERE DELIVERED. INITIAL HERE _____	BP,HOP,EXC,BUFFA	Selling	\$64.00	\$64.00
1	195-0031	P/U PARTY, ZONE 4	SEE MAP	Selling	\$64.00	\$64.00

Delivery and Pickup

Delivery: Fri 10/ 7/2016 9:00AM - 6:00PM
Pickup Date: Mon 10/10/2016 9:00AM - 6:00PM
Used at Address: ; Hanover, MN 55341
Delivery Notes: JUST DOWN FROM THE RIVER INN ON MILLPOND TRAIL STARTING AT THE END OF STREET NEAR HISTORIC BRIDGE. ASK CHRIS FOR EXACT LOCATION DETAILS.

Contact: JOE KAULS
Phone:

PAYMENT IS NONREFUNDABLE ON EACH ITEM CANCELED.

Rental:	\$2,087.80
Damage Waiver:	\$200.78
Sales:	\$3.75
Delivery Charge:	\$128.00
Subtotal:	\$2,420.33
SALES TAX 7.275:	\$0.00
Total:	\$2,420.33
Paid:	\$0.00
Amount Due:	\$2,420.33

Signature: _____
CITY OF HANOVER

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 5th day of July, 2016.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 07-05-16-78

A RESOLUTION ACCEPTING DONATION FROM THE HANOVER LIONS CLUB

WHEREAS, the Hanover Lions Club donated funds to purchase a Lion Head Drinking Fountain; and

WHEREAS, the City has installed the fountain at Settlers Park; and

WHEREAS, the City incurred additional costs in installing the fountain, of which the Hanover Lions Club has donated additional funding to pay for the additional costs.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby accepts the donation of \$1,200 from the Hanover Lions Club for the additional installation costs of the Lion Head Drinking Fountain.

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

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 5th day of July, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 5th day of July, 2016.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 07-05-16-79

A RESOLUTION ACCEPTING DONATION FROM THE HANOVER LIONS CLUB

WHEREAS, the Hanover Lions Club donated funds to be used towards the 2016 Clean-Up days costs.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby accepts the donation of \$2,100 from the Hanover Lions Club for the costs incurred by the City for the 2016 Clean-Up Day.

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

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 5th day of July, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 5th day of July, 2016.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 07-05-16-80

**A RESOLUTION TERMINATING THE MORATORIUM IN THE
CITY OF HANOVER'S OFFICAL CONTROLS RELATING TO
THE CONSTRUCTION OF SINGLE FAMILY DWELLINGS.**

WHEREAS, the City Council adopted a Moratorium on May 23, 2016 on the construction of certain single family dwellings; and

WHEREAS, the Planning Commission has recommended that the Council terminate the moratorium; and

WHEREAS, the City Council believes it would be in the public interest to lift the moratorium.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves as follows:

1. The Moratorium on the construction of certain single family dwellings inspected by Ordinance No. 2016-03 on May 23, 2016 is hereby terminated.
2. City staff are directed to take all action necessary to effect the intent of this resolution.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 5th day of July, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

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

ORDINANCE NO. 2016-04

**AN ORDINANCE AMENDING ORDINANCE 2016-03
ESTABLISHING A MORATORIUM ON
BUILDING PERMITS FOR SINGLE FAMILY DWELLINGS**

WHEREAS, on May 23, 2016, the city council adopted ordinance number – 2016-03 imposing a moratorium on certain building permits for single family dwellings;

WHEREAS, the council has determined it is necessary and appropriate, while the matter is being studied, to amend the restrictions imposed by the moratorium

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF HANOVER, MINNESOTA DOES ORDAIN:

SECTION ONE: PURPOSE AND INTENT

This ordinance is adopted for the purpose of amending Section Four of Ordinance 2016-03.

SECTION TWO: SCOPE

Section Four of Ordinance 2016-03 is repealed in its entirety and new language is adopted as follows:

This ordinance shall apply to building permit applications made subsequent to the date hereof, as well as all pending applications that have not yet been approved by the City if they do not meet the minimum standards as follows:

Minimum footprint of the structure (excluding garage) measured using the outside building dimensions shall be as follows:

- Rambler 1,260 _____ sq. ft.
- 1-1/2 Story 1,092 _____ sq. ft.
- Split Foyer/Entry 987 _____ sq. ft.
- Split Level – 3 level minimum 1,248 _____ sq. ft.
- Two Story 1,040 _____ sq. ft.

SECTION FIVE: ENFORCEMENT

The City of Hanover may enforce any provision of this Ordinance by any means authorized by City ordinances or State Law.

SECTION SIX: SEVERABILITY

Every section, provision or part of this Interim Ordinance is declared severable from every other section, provision, or part thereof to the extent that if any section, provision, or part of this ordinance shall be held invalid by a court of competent jurisdiction, it shall not invalidate any other section, provision, or part thereof.

SECTION SEVEN: EFFECTIVE DATE

The ordinance shall become effective on the date of its adoption.

Passed by the Council this _____ day of _____, 2016.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

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

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

The following Council Members were present:

The following Council Members were absent:

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

.....

RESOLUTION NO 06-07-16-70

**A RESOLUTION APPROVING AN AMENDMENT TO THE
EDA LOW INTEREST LOAN PROGRAM**

WHEREAS, the Hanover Economic Development Authority (EDA) offers a low interest low incentive program to Hanover businesses; and

WHEREAS, the EDA passed a motion approving changes to the program with the intent to be able to offer higher incentives to stimulate economic development to Hanover; and

WHEREAS, the Low Interest Loan Program guidelines are attached showing details of the program.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Hanover, Minnesota, hereby approves the amendments to the Hanover Economic Development Authority Low Interest Loan Program as attached.

Council members voting in favor:

Opposed or abstained:

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

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



HANOVER LOW INTEREST LOAN FUND GUIDELINES

I. PURPOSE OF THE LOW INTEREST LOAN FUND

Low interest loan funds are to be used for business start-ups, expansions, and retentions. Through any of those activities, the overarching goals of this program are:

- Creation or retention of permanent private-sector jobs in order to create economic growth;
- Stimulation or leverage of private investment to ensure economic renewal and competitiveness;
- Increase the local tax base;
- Improvement of employment and economic opportunity for citizens in the region to create a reasonable standard of living;
- Stimulation of productivity growth through improved manufacturing or new technologies;
- Fill a gap in a service or product that is not currently available in the city (i.e. senior housing, etc.).

II. ELIGIBLE APPLICANTS

Eligible applicants include businesses currently or proposed to be located within the corporate limits of the City of Hanover.

III. GENERAL GUIDELINES

- Loan amount -- Minimum \$5,000; Maximum \$100,000 or 90% of Low interest Loan Fund Balance, whichever is less. In certain instances the EDA can approve exceeding the maximum loan amount.
- Location – The business/property owner must locate, expand or remodel within the corporate limits of the City of Hanover.
- Conventional Lender or Equity – Conventional lending sources and/or owner equity must provide at least 50% of the total project financing.
- Job creation/wages paid – Applicant must identify jobs to be created within two years and wages paid.
- Interest rate – Prime (as published by the Wall Street Journal) minus two, with a minimum interest rate of 2% and a maximum interest rate of 6%.
- Terms – Equipment 7 years; Land/Building 10 years.
- Other – Funds may be used to provide loan guarantees or interest buy-downs.

IV. ELIGIBLE ACTIVITIES/EXPENDITURES

Loan dollars may be used for the following activities:

- Acquisition of land;
- Construction, reconstruction and rehabilitation of commercial or industrial buildings
- Site improvements
- Utilities or infrastructure
- Machinery and equipment

Loan dollars may be used to provide assistance with loan guarantees, interest buy-downs, and other forms of participation with private sources of financing. The Low interest loan fund assistance can be for no more than one-half of the cost of the project.

All loans must be secured with appropriate collateral. This determination will be made by the EDA.

V. INELIGIBLE ACTIVITIES

Low interest loan fund assistance may not be used for the following:

- Any business that is not or would not conform with Hanover City Code or Zoning Ordinances.
- Housing Projects
- Operating Expenditures

VI. APPROVAL CRITERIA

The loan must be based on the following criteria:

- Increase in tax base
- The project can demonstrate that the investment of public dollars induces private funds
- The project provides suitable wage levels to the community or will add value to current workforce skills
- Assistance is necessary to retain existing business.

VII. APPROVAL PROCESS

Loan applications shall be on a form provided by the City/EDA. Complete applications received by the last Thursday of the month will generally be considered at the next monthly EDA meeting which occurs on the 2nd Thursday of the month at 8:00am at Hanover City Hall. Upon recommendation from the EDA for approval, the Hanover City Council will review for final approval.

VIII. LOAN APPLICATION/ORIGINATION FEE

A 2% loan application/origination fee is charged at the time of EDA approval of the loan. This is a non-refundable fee.

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

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

The following Council Members were present:

The following Council Members were absent:

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

.....

RESOLUTION NO 06-07-16-71

**A RESOLUTION APPROVING AN AMENDMENT TO THE
EDA MATCHING GRANT PROGRAM**

WHEREAS, the Hanover Economic Development Authority (EDA) offers a matching grant incentive program to Hanover businesses; and

WHEREAS, the EDA passed a motion approving changes to the program with the intent to be able to offer higher incentives to stimulate economic development to Hanover; and

WHEREAS, the Matching Grant Program guidelines are attached showing details of the program.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Hanover, Minnesota, hereby approves the amendments to the Hanover Economic Development Authority Matching Grant Program as attached.

Council members voting in favor:

Opposed or abstained:

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

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



HANOVER MATCHING GRANT PROGRAM GUIDELINES

I. PURPOSE OF THE MATCHING GRANT PROGRAM

The purpose of the fund is to promote and encourage economic development and retention in compliance with the existing Business and River District performance standards and historical guidelines.

II. ELIGIBLE APPLICANTS

Eligible applicants include businesses located in existing structures within the corporate limits of the City of Hanover. Home based businesses are not eligible.

III. GENERAL GUIDELINES

- 50% of project costs privately funded
- 25% of project costs grant funded through EDA
 - Maximum contribution of \$7,500
- 25% of project costs zero percent interest loan through EDA – max 36 month term
 - Maximum contribution of \$7,500
- Loan balance must be paid in full upon sale of property
- Applicant may request only grant proceeds portion of EDA contribution of project costs

IV. ELIGIBLE ACTIVITIES/EXPENDITURES

- Landscaping
- Exterior Upgrades
- Ornamental Lighting
- Planters
- Benches
- Signage
- To conform to State building codes
- To conform to City codes and ordinances
- Parking enhancements
- Residential Conversions of 50% or more
- Security Improvements

V. INELIGIBLE ACTIVITIES

- Paint
- Routine Maintenance & Repairs
- Interior Renovations
- In house labor
- Residential Conversions under 50%

VI. APPROVAL PROCESS

- A current financial statement must be submitted with this application. In the event that this is a new start up and no financial statements exist, then a business plan must be submitted with this application.
- The City Administrator shall review the application for compliance and will then present it to the EDA Board for recommendation to the Hanover City Council.
- The Hanover Economic Development Authority will review each application on its own merit. The EDA will then make a recommendation on the application and forward it to the Hanover City Council for final action.
- Upon action by the Hanover City Council, the City Administrator will notify the applicant of the decision.
- The loan portion of the contribution shall be issued to the applicant upon final approval.
- The applicant shall perform the work as described in the application within 180 days. If the 180 day requirement is not met, the applicant will be required to reapply for the funds. Upon completion they shall request a final inspection and provide proof of all expenditures to the City Administrator. Once verified that all work has been done and the expenditures are in compliance with the terms of the Renovation Program, the City Administrator shall release the grant portion of the contribution.
- This program will not retroactively reimburse costs. Application must be received and approved prior to work commencing.

VII. EXAMPLES

- \$20,000 estimated project costs
 - Eligible EDA contribution of \$10,000 total
 - \$5,000 grant proceeds
 - \$5,000 loan proceeds
 - Loan balance provided at beginning of project with grant balance provided following completion of project
 - Loan repaid over max 36 month term
- \$20,000 estimated project costs
 - Eligible EDA contribution of \$10,000 total
 - Applicant desires only grant portion of \$5,000
 - Grant balance provided following completion of project

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

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

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 06-07-16-72

**A RESOLUTION APPROVING AN AMENDMENT TO THE
EDA RENT REIMBURSEMENT PROGRAM**

WHEREAS, the Hanover Economic Development Authority (EDA) offers a rent reimbursement incentive program to Hanover businesses; and

WHEREAS, the EDA passed a motion approving changes to the program clarifying expectations for approval and disbursement of funds; and

WHEREAS, the Rent Reimbursement Program guidelines are attached showing details of the program.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Hanover, Minnesota, hereby approves the amendments to the Hanover Economic Development Authority Rent Reimbursement Program as attached.

Council members voting in favor:

Opposed or abstained:

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

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



HANOVER RENT REIMBURSEMENT PROGRAM GUIDELINES

I. PURPOSE OF THE MATCHING GRANT PROGRAM

The purpose of the fund is to provide assistance to new businesses leasing space in the City of Hanover.

II. ELIGIBLE APPLICANTS

Eligible applicants include new retail, commercial and industrial businesses, committed to operating in the City's business districts.

III. GENERAL GUIDELINES

- 3 months total rent reimbursement
 - \$2,400 max contribution (up to \$800 per month for three months)
 - Must present proof of payment
- Business must present a lease agreement of at least 12 months and must remain open to the public for at least 12 months
- All businesses must be in compliance with all city codes
- Landlord and tenant cannot be related
- Sexually oriented business are not eligible for the program

IV. APPROVAL PROCESS

- Applicant must submit application and required materials to the Hanover Economic Development Authority
- The Economic Development Authority will review the application for recommending approval to the Hanover City Council.
- The Hanover City Council will review the application for final approval.