

**AGENDA  
HANOVER CITY COUNCIL  
JULY 31, 2017**

**MAYOR  
CHRIS KAUFFMAN**

**COUNCIL  
DOUG HAMMERSENG  
KEN WARPULA  
JIM ZAJICEK  
MARYANN HALLSTEIN**

- 1. Call to Order/Pledge of Allegiance: 7:00 p.m.**
- 2. Approval of Agenda**
- 3. Consent Agenda Items:**
  - a. Approve Minutes of July 18, 2017 City Council Meeting (4)**
  - b. Approve Minutes of July 24, 2017 Joint City Council/Planning Commission Meeting (7)**
  - c. Approve Claims as Presented: (8)**

➤ Claims	\$ 86,628.64
➤ Payroll	\$ 7,948.40
➤ P/R taxes & Exp	\$ 3,212.52
➤ Other Claims	<u>\$ 3,666.05</u>
➤ Total Claims	<u>\$ 101,455.61</u>
  - d. Res No 07-31-17-79 – Approving Sale of Equipment (34)**
- 4. Citizen’s Forum:**
  - a. Res No 07-31-17-80 – Ratification of FRA Pension Increase (35)**
- 5. Public Hearings**
- 6. Unfinished Business**
  - a. Res No 07-31-17-81 – Approving Hire of Maintenance Worker (37)**
  - b. 2018 Preliminary Budget – Draft 2 (39)**
- 7. New Business**
  - a. Clark Lee**
  - b. Catch Basin Repair Quote (48)**
  - c. Res No 07-31-17-82 – Approving 2017 Chip Seal Project (49)**
- 8. Reports**
- 9. Adjournment**

**To:** Mayor Kauffman & Members of the Hanover City Council  
**From:** Brian Hagen, City Administrator  
**Date:** July 27, 2017  
**Re:** Review of July 31, 2017 City Council Agenda

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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 July 18, 2017 City Council Meeting (4)
  - b. Approve Minutes of July 24, 2017 Joint City Council/Planning Commission Meeting (7)
  - c. Approve Claims as Presented: (8)

➤ Claims	\$ 86,628.64
➤ Payroll	\$ 7,948.40
➤ P/R taxes & Exp	\$ 3,212.52
➤ Other Claims	<u>\$ 3,666.05</u>
➤ Total Claims	<u>\$ 101,455.61</u>
  - d. Res No 07-31-17-79 – Approving Sale of Equipment (34)
4. Citizen’s Forum:
  - a. Res No 07-31-17-80 – Ratification of FRA Pension Increase (35)

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

5. Public Hearings
6. Unfinished Business
  - a. Res No 07-31-17-81 – Approving Hire of Maintenance Worker (37)

*This resolution stems from discussion held at the previous meeting. After speaking with Mr. Olson, staff is presenting the following resolution to hire him in the capacity of Maintenance Worker, per the terms identified.*
  - b. 2018 Preliminary Budget – Draft 2 (39)

*Enclosed is the second draft of the budget. Changes since last meeting include Chief Malewicki’s requested budget, adjustment to reflect public work’s wages, capital levy, and updated Fire Contract to reflect final numbers to be used for calculating costs.*
7. New Business
  - a. Clark Lee

*Mr. Lee requested to be placed on the agenda. He would not share what he would like to address Council on other than it is related to lots in Crow River Heights.*

**b. Catch Basin Repair (48)**

*Jason will be present to explain the work needed to be done in order to repair and prevent future damage to a catch basin located in the downtown area. Enclosed is a quote for review.*

**c. Res No 07-31-17-82 – Approving 2017 Chip Seal Project (49)**

*Enclosed is a resolution approving the hire of Pearson Bros. Inc. to complete a 2017 Chip Seal project.*

**8. Reports**

**9. Adjournment**

**CITY OF HANOVER  
CITY COUNCIL WORK SESSION  
JULY 18, 2017 – DRAFT MINUTES**

**Call to Order**

Mayor Kauffman called the Regular City Council Work Session Meeting of Tuesday, July 18, 2017, to order at 6:00 p.m. Present were Mayor Chris Kauffman, Councilors Doug Hammerseng, Ken Warpula, Jim Zajicek and MaryAnn Hallstein. Also present were City Administrator Brian Hagen and Public Works Supervisor Jason Doboszenski. Other guests included Christie Singleton of CenterPoint Energy, Carol Dixon of Zion Methodist Church, Joe Kaul of Hanover Historical Society, and Doug Voerding of the Wright County Journal Press.

**Approval of Agenda**

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

**Motion carried unanimously.**

**Consent Agenda**

Hagen added a claim for \$250.48 to reflect payment for the newsletter mailing. New claims total would be \$101,136.34

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

**Motion carried unanimously.**

**a. Approve Minutes of July 10, 2017 City Council Meeting**

**b. Approve Claims as Presented:**

➤ Claims	\$ 55,659.59
➤ Payroll	\$ 35,359.42
➤ P/R taxes & Exp	\$ 8,257.35
➤ Other Claims	<u>\$ 1,859.98</u>
➤ Total Claims	<u>\$ 101,136.34</u>

**Motion carried unanimously.**

**Presentation of CenterPoint Energy Grant Award**

Ms. Singleton presented a \$500 check to the City Council as recipients of a grant to be used towards emergency street signs.

**Hanover Zion United Methodist Church Cemetery**

Discussion continued on the closing of the Zion Methodist Church. There was support from the Hanover Historical Society at the previous meeting for the City to obtain ownership of the entire property and then allow the Hanover Historical Society to be a leasee of the building for the purpose of long term storage and a small museum.

Kaul, on behalf of the Historical Society, encouraged the City to be a financial partner with the Hanover Historical Society. Kaul noted that a similar partnership exists in Rockford, and encourage Hanover to do the same. Kaul stated the Historical Society ideally would be able to fund annual operations. However, a plan is not in place at this time.

Council expressed concerned about taking ownership of an aging structure, particularly if there was to be one sole benefitting organization. Further concern revolved around that actual historical significance and whether the structure would be required to become ADA compliant.

### **Hanover Harvest Festival Requests**

Hagen presented two requests on behalf of the Hanover Harvest Festival. First is to turn 5<sup>th</sup> St. NE into a one way during the Saturday event. Council consensus agreed with the request. Second, Hagen stated that Chief Malewicki is beginning to require payment for the onsite Fire Department team during Fireworks Displays. Harvest Festival is requesting a waiver of payment. Council stated their fees are waived for everything else, waiver of the fireworks display would be included.

### **Gambling Reporting Requirements**

Hagen stated that it was suggested we review the gambling reporting requirements. The ordinance requires 50 % of profits be donated back to the Hanover trade area. The trade area is defined by our Fire Department Service Area. Additionally, reports submitted to the State, are also to be submitted to City Hall for review to ensure compliance with the ordinance requirements. Hagen stated that he has not seen these reports in his time with the City.

Council stated to send a friendly letter reminding the organizations who partake in charitable gambling of Hanover's regulations.

### **Public Works Third Position**

Hagen and Doboszinski presented a task list by season for public works duties. Doboszinski expanded on the duties to provide more detailed information on what is involved with the task, and how long tasks take.

Discussion continued on regarding a second applicant from when the position was advertised in the spring. The second applicant is well qualified for the position, and has worked in public works for several years already. The applicant is looking to work closer to home. The applicant did state in the interview that they would desire to be paid at the top of our wage range given their current pay is well above what our range goes to.

After further discussion, Council directed Hagen to contact the applicant to gauge continued interest. They further directed Hagen to bring a resolution for hire to the next meeting if the applicant is still interested.

### **2018 Preliminary Budget – Draft 1**

Hagen outlined the larger changes to the budget. He further stated that the fire department budget is a copy and paste forward from last year because the Chief is still reviewing the budget for recommended changes. Hagen further explained that tax capacity information has not been provided by the county either. When looking at the budget changes, Hagen anticipates a flat or reduced tax rate depending on how the tax capacity is adjusted from the prior year.

### **Reports**

Hallstein

- Inquired about the location about the stop sign at Division St. and Co. Rd. 20. The sign is set back off of the intersection making it difficult to see approaching vehicles. Doboszinski would trim trees back, and inquire Wright County to move the sign to a different location.

Hammerseng

- Expressed concerned about the Beebe Lake Trail crossing on Co. Rd. 34, stating there is no markings painted on the highway and minimal signage identifying the location. Hagen stated staff would look into who would be responsible for adding markings.

Warpula

- Thanked Public Works staff for their ability and desire to complete task. He noted staff assisting in repairs to some fire trucks.

Doboszinski

- Recently repaired washouts along the Co. Rd. 19 trail heading towards St. Michael. Staff dug out a swale and installed fabric and rip rap to prevent future erosion. Also repaired large washout near the historic bridge.

Kauffman

- Informed the rest of Council of the FRA's intent to request an increase in pension to \$1,775 per year of service. Their fund is currently above 120% funded. The increase would drop them to approximately 109% funded, their target percentage each year.

**Adjournment**

**MOTION** by Hammerseng to adjourn at 8:04 p.m., seconded by Warpula. **Motion carried unanimously.**

APPROVED BY:

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Chris Kauffman, Mayor

ATTEST:

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Brian Hagen, City Administrator

**CITY OF HANOVER  
JOINT MEETING OF THE  
CITY COUNCIL AND PLANNING COMMISSION  
JULY 24, 2017 - DRAFT MINUTES**

**Call to Order**

Mayor Chris Kauffman called the July 24, 2017, Joint Meeting of the City Council and Planning Commission to order at 7:00 pm. Council members present were Mayor Chris Kauffman, Doug Hammerseng, and MaryAnn Hallstein. Planning Commission members present were Stan Kolasa, Dean Kuitunen, and Mike Christenson. Also present were City Administrator Brian Hagen, City Planner Cindy Nash, and Administrative Assistant Amy Biren. Councilors Ken Warpula and Jim Zajicek were absent. Planning Commission members Jim Schendel and Michelle Armstrong were absent.

**Approval of Agenda**

**MOTION** by Hammerseng to approve agenda, seconded by Hallstein. **Motion carried unanimously.**

**Comprehensive Plan Amendment**

**Review of June 26th Visioning Notes**

Nash noted the previous meeting's visioning notes. She stated they were verbatim from what members wrote on the note cards for each category.

**Review of Planning Principles**

Nash provided a list of eleven planning principles for review. Nash stated she created these principles based on the visioning notes and the discussion held at the last meeting. Nash explained the principles are high level focuses, and further detail will come with other aspects of the amendment process. The group reviewed the eleven items and suggested changes as needed. Nash stated she would update the planning principles for reference during future meetings.

**Establish Goals and Strategies**

This section postponed due to time. Nash stated she would provide a beginning list of goals to reference prior to next meeting to generate some ideas from members.

**Adjournment**

**MOTION** by Hammerseng to adjourn at 8:40 p.m., seconded by Hallstein. **Motion carried unanimously.**

APPROVED:

\_\_\_\_\_  
Chris Kauffman, Mayor

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator

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Payments

Current Period: July 2017

Batch Name	07/31/17 PAY	Computer Dollar Amt	\$86,628.64	Posted
Refer	2080 AFLAC	Ck# 002072E 7/31/2017		
Cash Payment	G 100-21706 Medical/Dental Ins	Supplemental Insurance - July 2017 - Acct. #G1V17		\$80.21
Invoice	274954 7/12/2017			
Transaction Date	7/18/2017	Due 0	Cash 10100	Total \$80.21
Refer	2087 ANDERSON, LENA	Ck# 032781 7/31/2017		
Cash Payment	G 100-22000 Deposits	Shelter Damage Deposit Refund - 7/16/17 Event		\$100.00
Invoice				
Transaction Date	7/18/2017	Due 0	Cash 10100	Total \$100.00
Refer	2095 AT&T MOBILITY	Ck# 032782 7/31/2017		
Cash Payment	E 100-43000-321 Telephone	PW Cell Phones - 6/18/17 - 07/17/17		\$137.98
Invoice	287259431404X 7/27/2017			
Transaction Date	7/27/2017	Due 0	Cash 10100	Total \$137.98
Refer	2108 BIFFS INC.	Ck# 002077E 7/31/2017		
Cash Payment	E 100-45200-580 Other Equipment	Pheasant Run Park Mini Biff Svc. 6-21-17 - 7-18-17		\$95.00
Invoice	W643500 7/19/2017			
Cash Payment	E 100-45200-580 Other Equipment	EagleView Park Mini Biff Svc. 6-21-17 - 7-18-17		\$95.00
Invoice	W643501 7/19/2017			
Cash Payment	E 100-45200-580 Other Equipment	Mallard Park Mini Biff Svc. 6-21-17 - 7-18-17		\$95.00
Invoice	W643502 7/19/2017			
Cash Payment	E 100-45200-580 Other Equipment	Cardinal Circle Park Mini Biff Svc. 6-21-17 - 7-18-17		\$95.00
Invoice	W643503 7/19/2017			
Cash Payment	E 100-45200-580 Other Equipment	Hanover Elementary School Mini Biff Svc. 6-21-17 - 7-18-17		\$145.71
Invoice	W643504 7/19/2017			
Transaction Date	7/24/2017	Due 0	Cash 10100	Total \$525.71
Refer	2084 BROCK WHITE	Ck# 032783 7/31/2017		
Cash Payment	E 402-45200-310 Other Professional Servi	15 Rolls of Straw Blankets, Securing Staples Project 208231		\$504.88
Invoice	12803608-00 7/10/2017			
Cash Payment	E 603-43150-220 Repair/Maint Supply (GE	Propex Geotex		\$390.00
Invoice	12803608-00 7/10/2017			
Transaction Date	7/18/2017	Due 0	Cash 10100	Total \$894.88
Refer	2101 CENTRAL WOOD PRODUCTS	Ck# 032784 7/31/2017		
Cash Payment	E 100-45200-225 Landscaping Materials	Wood Chips for Bridgeview Park and Settlers Park Playgrounds		\$1,425.00
Invoice	374687 7/18/2017			
Cash Payment	E 100-45200-225 Landscaping Materials	Delivery Charge		\$290.00
Invoice	374687 7/18/2017			
Transaction Date	7/24/2017	Due 0	Cash 10100	Total \$1,715.00
Refer	2089 CITY OF CORCORAN	Ck# 032785 7/31/2017		
Cash Payment	E 100-43125-224 Street Maint Materials	Ice Control Salt - 141 Ton @ \$69.62 per Ton		\$9,816.42
Invoice	7/20/2017			

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Payments

Current Period: July 2017

Transaction Date	7/26/2017	Due 0	Cash	10100	<b>Total</b>	<b>\$9,816.42</b>
Refer	2093 CITY OF MONTICELLO			<u>Ck# 032786 7/31/2017</u>		
Cash Payment	E 100-42700-310 Other Professional Servi			Boarding Access Fee 2017		\$250.00
Invoice	20112	7/24/2017				
Transaction Date	7/26/2017	Due 0	Cash	10100	<b>Total</b>	<b>\$250.00</b>
Refer	2104 CLASSIC CLEANING COMPANY, LL			<u>Ck# 032787 7/31/2017</u>		
Cash Payment	E 100-41940-310 Other Professional Servi			City Hall Monthly Cleaning - July 2017		\$325.00
Invoice	25382	7/8/2017				
Cash Payment	E 100-41940-310 Other Professional Servi			Fire Department Monthly Cleaning - July 2017		\$155.00
Invoice	25383	7/8/2017				
Transaction Date	7/24/2017	Due 0	Cash	10100	<b>Total</b>	<b>\$480.00</b>
Refer	2086 COLLABORATIVE PLANNING LLC			<u>Ck# 002085E 7/31/2017</u>		
Cash Payment	E 100-41910-310 Other Professional Servi			General Planning		\$1,489.75
Invoice	2017-082	7/25/2017				
Cash Payment	G 818-20200 Accounts Payable			Donald Legatt Accessory Building		\$202.00
Invoice	2017-083	7/25/2017				
Cash Payment	G 818-20200 Accounts Payable			Bechtold Pit Lot Split		\$202.00
Invoice	2017-084	7/25/2017				
Cash Payment	G 823-20200 Accounts Payable			Crow River Hts West 3rd Addition		\$1,893.75
Invoice	2017-085	7/25/2017				
Cash Payment	G 818-20200 Accounts Payable			Hengler Lot Split		\$126.25
Invoice	2017-086	7/25/2017				
Transaction Date	7/26/2017	Due 0	Cash	10100	<b>Total</b>	<b>\$3,913.75</b>
Refer	2094 DELTA DENTAL			<u>Ck# 032788 7/31/2017</u>		
Cash Payment	G 100-21706 Medical/Dental Ins			Dental Premiums - August 2017		\$83.40
Invoice	6975583	7/15/2017				
Transaction Date	7/20/2017	Due 0	Cash	10100	<b>Total</b>	<b>\$83.40</b>
Refer	2090 DEPT OF EMPLOYMENT & ECON			<u>Ck# 032789 7/31/2017</u>		
Cash Payment	E 100-42210-142 Unemployment Benefit P			Unemployment Benefits 2nd Quarter - L. Pollock		\$215.36
Invoice		7/10/2017				
Transaction Date	7/18/2017	Due 0	Cash	10100	<b>Total</b>	<b>\$215.36</b>
Refer	2083 DYNA SYSTEMS			<u>Ck# 002074E 7/31/2017</u>		
Cash Payment	E 100-43000-215 Shop Supplies			Male Yellow, Female Yellow, Rivet Fast, GR5 Finished Hex		\$132.61
Invoice	23165668	6/30/2017				
Cash Payment	E 100-43000-240 Small Tools and Minor E			Master Security Bit Set 204 PC		\$105.33
Invoice	23165668	6/30/2017				
Transaction Date	7/18/2017	Due 0	Cash	10100	<b>Total</b>	<b>\$237.94</b>
Refer	2087 EMERGENCY APPARATUS			<u>Ck# 032790 7/31/2017</u>		
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE			Engine 12: 5/8" Linkage U-Joint Shipped per Brian		\$41.38
Invoice	94662	7/18/2017				
Transaction Date	7/26/2017	Due 0	Cash	10100	<b>Total</b>	<b>\$41.38</b>
Refer	2111 FAMILY HERITAGE LIFE INSURAN			<u>Ck# 002080E 7/31/2017</u>		
Cash Payment	G 100-21706 Medical/Dental Ins			Supplemental Insurance - July 2017		\$33.20
Invoice	643256	7/17/2017				

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Payments

Current Period: July 2017

Transaction Date	7/24/2017	Due 0	Cash	10100	<b>Total</b>	<b>\$33.20</b>
Refer	2086 HEALTH PARTNERS					
Cash Payment	G 100-21706 Medical/Dental Ins					\$2,487.19
Invoice	74089783	7/6/2017				
Transaction Date	7/18/2017	Due 0	Cash	10100	<b>Total</b>	<b>\$2,487.19</b>
Refer	2107 HENNEPIN COUNTY SHERIFF SER					
Cash Payment	E 100-42101-310 Other Professional Servi					\$19,682.63
Invoice	1000096596	7/19/2017				
Transaction Date	7/24/2017	Due 0	Cash	10100	<b>Total</b>	<b>\$19,682.63</b>
Refer	2082 LANO EQUIPMENT - LORETTO					
Cash Payment	E 603-43150-220 Repair/Maint Supply (GE					\$1,400.00
Invoice	03-463536	7/11/2017				
Cash Payment	E 603-43150-220 Repair/Maint Supply (GE					-\$350.00
Invoice	03-464902	7/18/2017				
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE					\$148.43
Invoice	03-463384	7/11/2017				
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE					-\$66.47
Invoice	03-464900	7/18/2017				
Transaction Date	7/18/2017	Due 0	Cash	10100	<b>Total</b>	<b>\$1,131.96</b>
Refer	2112 LAVOI CUSTOM HOMES					
Cash Payment	G 815-20200 Accounts Payable					\$2,000.00
Invoice						
Cash Payment	G 811-20200 Accounts Payable					\$2,000.00
Invoice						
Cash Payment	G 817-20200 Accounts Payable					\$1,000.00
Invoice						
Transaction Date	7/24/2017	Due 0	Cash	10100	<b>Total</b>	<b>\$5,000.00</b>
Refer	2085 LOFFLER COMPANIES, INC.					
Cash Payment	E 100-41570-220 Repair/Maint Supply (GE					\$84.22
Invoice	2563438	7/10/2017				
Transaction Date	7/18/2017	Due 0	Cash	10100	<b>Total</b>	<b>\$84.22</b>
Refer	2098 MAJESKI, CHRISTINE & JASON					
Cash Payment	G 100-22000 Deposits					\$200.00
Invoice						
Transaction Date	7/24/2017	Due 0	Cash	10100	<b>Total</b>	<b>\$200.00</b>
Refer	2096 MENARDS-BUFFALO					
Cash Payment	E 100-43000-240 Small Tools and Minor E					\$14.99
Invoice	43136	6/9/2017				
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE					\$44.82
Invoice	43136	6/9/2017				
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE					\$60.69
Invoice	42795	6/5/2017				
Cash Payment	E 402-45200-310 Other Professional Servi					\$47.56
Invoice	45973	7/17/2017				

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Payments

Current Period: July 2017

Cash Payment	E 100-45200-220 Repair/Maint Supply (GE	1x10 Cedar, Lime Vests, Horiz. Unit				\$291.95
Invoice 45973	7/17/2017					
Cash Payment	E 100-43000-240 Small Tools and Minor E	Wrench, Joint Pliers, Filter, Filter Pliers, Titan Flap				\$62.89
Invoice 45973	7/17/2017					
Cash Payment	E 100-43000-215 Shop Supplies	Toilet Flapper, Gopher Gasser 6pk				\$16.98
Invoice 45973	7/17/2017					
Transaction Date	7/20/2017	Due 0	Cash	10100	<b>Total</b>	<b>\$539.88</b>
Refer	2095 METRO WEST INSPECTION SERVI		Ck# 032797 7/31/2017			
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 147-15 - 10544 108th Avenue North				\$622.82
Invoice 1120	7/18/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 29-16 - 1345 Irvine Drive				\$17.50
Invoice 1120	7/18/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 173-16 - 564 Kayla Lane				\$1,540.31
Invoice 1120	7/18/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 30-17 - 11571 Medowbrook Avenue				\$33.25
Invoice 1120	7/18/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 35-17 - 1311 Irvine Drive				\$33.25
Invoice 1120	7/18/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 54-17 - 30100 107th Avenue North				\$35.00
Invoice 1120	7/18/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 55-17 - 10141 Kaitlin Avenue				\$293.85
Invoice 1120	7/18/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 58-17 - 803 Meander Road				\$33.25
Invoice 1120	7/18/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 62-17 - 990 Mallard Street NE				\$33.25
Invoice 1120	7/18/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 63-17 - 10814 Settlers Lane				\$153.18
Invoice 1120	7/18/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 67-17 - 11569 Lynwood Court NE				\$153.18
Invoice 1120	7/18/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 68-17 - 11250 5th Street NE				\$120.84
Invoice 1120	7/18/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 71-17 - 846 Mallard				\$33.25
Invoice 1120	7/18/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 72-17 - 11569 Lynwood Court NE				\$33.25
Invoice 1120	7/18/2017					
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 75-17 - 10880 Settlers Lane				\$35.00
Invoice 1120	7/18/2017					
Transaction Date	7/20/2017	Due 0	Cash	10100	<b>Total</b>	<b>\$3,171.18</b>
Refer	2099 MN DEPT OF LABOR AND INDUST		Ck# 032798 7/31/2017			
Cash Payment	E 100-43000-310 Other Professional Servi	Harvest Festival - Electric Inspection				\$385.00
Invoice						
Transaction Date	7/24/2017	Due 0	Cash	10100	<b>Total</b>	<b>\$385.00</b>
Refer	2085 MNGFOA		Ck# 032799 7/31/2017			
Cash Payment	E 100-41530-306 Dues & Subscriptions	MNGFOA Membership - Jackie 7/26/17 - 12/31/17				\$42.86
Invoice 08326	7/26/2017					

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Payments

Current Period: July 2017

Cash Payment	G 100-15500 Prepaid Items	MNGFOA Membership - Jackie 1/1/18 - 2/22/18	\$17.14
Invoice	08326	7/26/2017	
Transaction Date	7/26/2017	Due 0 Cash 10100	<b>Total \$60.00</b>
Refer	2100 NEUMANN, BERNIE	Ck# 032800 7/31/2017	
Cash Payment	R 100-34101 City Hall Rent Revenue	Hall Rental Fee Refund - 7/30/17 Event - Ray Passed Away Unexpectedly	\$350.00
Invoice			
Cash Payment	G 100-22000 Deposits	Hall Damage Deposit Refund - 7/30/17 Event - Ray Passed Away Unexpectedly	\$200.00
Invoice			
Cash Payment	G 100-22000 Deposits	Ice Machine Refund - 7/30/17 Event - Ray Passed Away Unexpectedly	\$20.00
Invoice			
Transaction Date	7/24/2017	Due 0 Cash 10100	<b>Total \$570.00</b>
Refer	2102 OPG-3, INC	Ck# 032801 7/31/2017	
Cash Payment	E 100-41570-207 Computer Supplies	Laserfiche Software Assurance Plan 10-1-17 to 12-31-17	\$333.48
Invoice	1974	7/21/2017	
Cash Payment	G 100-15500 Prepaid Items	Laserfiche Software Assurance Plan 1-1-18 to 9-30-18	\$1,000.52
Invoice	1974	7/21/2017	
Transaction Date	7/24/2017	Due 0 Cash 10100	<b>Total \$1,334.00</b>
Refer	2094 PETTY CASH	Ck# 032802 7/31/2017	
Cash Payment	E 100-42240-310 Other Professional Servi	Fire Department Picture for Retirement Gathering	\$3.00
Invoice	16505	6/2/2017	
Cash Payment	E 100-41110-437 Other Miscellaneous	Partial Mortgage Release for Outlot A	\$46.00
Invoice		7/25/2017	
Transaction Date	7/27/2017	Due 0 Cash 10100	<b>Total \$49.00</b>
Refer	2109 RANDYS ENVIRONMENTAL SERVI	Ck# 002078E 7/31/2017	
Cash Payment	E 100-43245-384 Refuse/Garbage Dispos	Recycling - July 2017	\$3,177.48
Invoice		7/19/2017	
Transaction Date	7/24/2017	Due 0 Cash 10100	<b>Total \$3,177.48</b>
Refer	2110 RANDYS ENVIRONMENTAL SERVI	Ck# 002079E 7/31/2017	
Cash Payment	E 100-41940-384 Refuse/Garbage Dispos	General Trash - City Hall - August 2017	\$208.76
Invoice		7/19/2017	
Transaction Date	7/24/2017	Due 0 Cash 10100	<b>Total \$208.76</b>
Refer	2088 REINKING, ANA	Ck# 032803 7/31/2017	
Cash Payment	G 100-22000 Deposits	Hall Damage Deposit Refund - 7/15/17 Event	\$200.00
Invoice			
Transaction Date	7/18/2017	Due 0 Cash 10100	<b>Total \$200.00</b>
Refer	2097 ROCK ON TRUCKS, INC.	Ck# 032804 7/31/2017	
Cash Payment	E 603-43150-220 Repair/Maint Supply (GE	45.410 Ton of Rip Rap	\$1,952.63
Invoice	0011865	7/11/2017	
Transaction Date	7/20/2017	Due 0 Cash 10100	<b>Total \$1,952.63</b>
Refer	2103 SUN LIFE FINANCIAL	Ck# 032805 7/31/2017	
Cash Payment	G 100-21707 Life Ins	Life Insurance - August 2017	\$355.42
Invoice		7/19/2017	

CITY OF HANOVER

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Payments

Current Period: July 2017

Transaction Date	7/24/2017	Due 0	Cash	10100	<b>Total</b>	<b>\$355.42</b>
Refer	2090 TEAM LABORATORY CHEMICAL C		Ck# 002086E 7/31/2017			
Cash Payment	E 100-45200-225 Landscaping Materials		Terra Plus Herbicide 5 - 5 Gallon Cartons			\$515.50
Invoice	7/11/2017					
Transaction Date	7/26/2017	Due 0	Cash	10100	<b>Total</b>	<b>\$515.50</b>
Refer	2089 TOWN & COUNTRY FENCE		Ck# 032806 7/31/2017			
Cash Payment	E 402-45200-310 Other Professional Servi		Furnish & Install Chain Link Fence & Gates for New Ball Field			\$21,760.00
Invoice	1160821	6/27/2017		Project 208231		
Transaction Date	7/18/2017	Due 0	Cash	10100	<b>Total</b>	<b>\$21,760.00</b>
Refer	2091 VISA - BANKWEST		Ck# 032807 7/31/2017			
Cash Payment	E 100-45200-225 Landscaping Materials		Flowers from Schulte's for Planters			\$417.40
Invoice	31010	6/19/2017				
Cash Payment	E 100-41110-437 Other Miscellaneous		Dinner for Council Before 6/20/17 Workshop Meeting			\$75.70
Invoice	003171	6/20/2017				
Cash Payment	E 402-45200-310 Other Professional Servi		Yellow Fence Crown Top Cap for New Ballfield			\$1,086.20
Invoice	170621249	6/22/2017		Project 208231		
Cash Payment	E 100-43000-260 Uniforms		Boots for Jason Doboszinski & Jason Ramthun			\$399.97
Invoice	76848	6/28/2017				
Cash Payment	E 411-41940-310 Other Professional Servi		Postage for Public Works Facility			\$79.20
Invoice	721	7/12/2017				
Cash Payment	E 100-41570-200 Office Supplies (GENER		Gold Paper, Pens, Binders, Post It Notes			\$299.87
Invoice	942697505-001	7/11/2017				
Cash Payment	E 100-41600-310 Other Professional Servi		Microsoft Online Exchange			\$87.50
Invoice	E060046FV3	7/13/2017				
Transaction Date	7/26/2017	Due 0	Cash	10100	<b>Total</b>	<b>\$2,445.84</b>
Refer	2092 WCAT		Ck# 032808 7/31/2017			
Cash Payment	E 100-49800-310 Other Professional Servi		Local Share Amount			\$186.73
Invoice		7/25/2017				
Transaction Date	7/26/2017	Due 0	Cash	10100	<b>Total</b>	<b>\$186.73</b>
Refer	2081 WESTSIDE WHOLESALE TIRE & S		Ck# 002073E 7/31/2017			
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE		Skid Steer Tire Repair			\$25.00
Invoice	792931	7/17/2017				
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE		Skid Steer Tire Repair			\$25.00
Invoice	793048	7/18/2017				
Transaction Date	7/18/2017	Due 0	Cash	10100	<b>Total</b>	<b>\$50.00</b>
Refer	2091 WEX BANK - FD		Ck# 032809 7/31/2017			
Cash Payment	E 100-42260-212 Motor Fuels		Fire Dept. Fuel			\$153.84
Invoice	50576446	7/15/2017				
Transaction Date	7/18/2017	Due 0	Cash	10100	<b>Total</b>	<b>\$153.84</b>
Refer	2092 WEX BANK-PW		Ck# 032810 7/31/2017			
Cash Payment	E 100-43000-212 Motor Fuels		Public Works - Fuel			\$397.49
Invoice	50588201	7/15/2017				
Cash Payment	E 100-43000-215 Shop Supplies		Public Works - Shop			\$21.35
Invoice	50588201	7/15/2017				

CITY OF HANOVER

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Payments

Current Period: July 2017

Cash Payment	E 100-45200-212 Motor Fuels	Parks - Fuel			\$182.32
Invoice	50588201	7/15/2017			
Transaction Date	7/18/2017	Due 0	Cash	10100	<b>Total</b> \$601.16
Refer	2106 WRIGHT-HENNEPIN COOPERATIV	Ck# 002076E	7/31/2017		
Cash Payment	E 100-45200-381 Electric Utilities	EagleView Park			\$57.99
Invoice	35025732577	7/19/2017			
Transaction Date	7/24/2017	Due 0	Cash	10100	<b>Total</b> \$57.99
Refer	2105 XCEL ENERGY	Ck# 032811	7/31/2017		
Cash Payment	E 100-42280-381 Electric Utilities	Fire Station - 6/6/17 - 7-8-17			\$359.68
Invoice		7/18/2017			
Cash Payment	E 100-41940-381 Electric Utilities	City Hall 6-6-07 - 7-8-17			\$738.93
Invoice		7/18/2017			
Cash Payment	E 100-45200-381 Electric Utilities	Historic Bridge Lighting 6-6-17 - 7-6-17			\$69.33
Invoice		7/18/2017			
Cash Payment	E 100-43160-381 Electric Utilities	209 LaBeaux Avenue NE 6-6-17 - 7-6-17			\$41.54
Invoice		7/18/2017			
Cash Payment	E 100-45200-381 Electric Utilities	Cardinal Circle Park - 6-7-17 - 7-9-17			\$16.47
Invoice		7/18/2017			
Cash Payment	E 100-45200-381 Electric Utilities	1033 Mallard Street NE - 6-7-17 - 7-9-17			\$12.31
Invoice		7/18/2017			
Cash Payment	E 100-45200-381 Electric Utilities	751 LaBeaux Avenue NE 6-7-17 - 7-9-17			\$78.12
Invoice		7/18/2017			
Transaction Date	7/24/2017	Due 0	Cash	10100	<b>Total</b> \$1,316.38
Refer	2088 ZEP SALES & SERVICE	Ck# 032812	7/31/2017		
Cash Payment	E 100-41940-220 Repair/Maint Supply (GE	Black Bags, VDC1125 EMB 2PLY, WAU 713			\$426.62
Invoice	9002927291	7/18/2017			
Transaction Date	7/26/2017	Due 0	Cash	10100	<b>Total</b> \$426.62

Fund Summary

	10100 Cash	
823 CROW RVR HTS WEST 3RD / BACKES	\$1,893.75	
818 MISC ESCROWS FUND	\$530.25	
817 INFRASTRUCTURE ESCROW FUND	\$1,000.00	
815 LANDSCAPE ESCROW FUND	\$2,000.00	
811 EROSION CONTROL ESCROW FUND	\$2,000.00	
603 STORM WATER ENTERPRISE FUND	\$3,392.63	
411 FACILITIES CAPITAL PROJ FUND	\$79.20	
402 PARKS CAPITAL PROJECTS	\$23,398.64	
100 GENERAL FUND	\$52,334.17	
	<hr/>	
	\$86,628.64	

Pre-Written Check	\$86,628.64
Checks to be Generated by the Computer	\$0.00
<b>Total</b>	<b>\$86,628.64</b>

CITY OF HANOVER

07/20/17 8:20 AM

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\*Check Summary Register©

July 2017

Name	Check Date	Check Amt	
<hr/>			
<b>10100 Cash</b>			
Paid Chk# 032780 YANTES, PATTY	7/20/2017	<u>\$1,567.07</u>	Matching Grant for Signange fo
	<b>Total Checks</b>	\$1,567.07	

FILTER: None

CITY OF HANOVER

07/27/17 2:12 PM

Page 1

\*Check Summary Register©

Cks 7/31/2017 - 7/31/2017

Name	Check Date	Check Amt	
<b>10100 Cash</b>			
Paid Chk# 002072E AFLAC	7/31/2017	\$80.21	Supplemental Insurance - July
Paid Chk# 002073E WESTSIDE WHOLESALE TIRE &	7/31/2017	\$50.00	Skid Steer Tire Repair
Paid Chk# 002074E DYNA SYSTEMS	7/31/2017	\$237.94	Male Yellow, Female Yellow, Ri
Paid Chk# 002075E HEALTH PARTNERS	7/31/2017	\$2,487.19	Medical Premiums - August 2017
Paid Chk# 002076E Wright-Hennepin Coop Electric	7/31/2017	\$57.99	EagleView Park
Paid Chk# 002077E BIFFS INC.	7/31/2017	\$525.71	Pheasant Run Park Mini Biff Sv
Paid Chk# 002078E Randy's Environmental Services	7/31/2017	\$3,177.48	Recycling - July 2017
Paid Chk# 002079E Randy's Environmental Services	7/31/2017	\$208.76	General Trash - City Hall - Au
Paid Chk# 002080E FAMILY HERITAGE LIFE INSURA	7/31/2017	\$33.20	Supplemental Insurance - July
Paid Chk# 002085E Collaborative Planning LLC	7/31/2017	\$3,913.75	General Planning
Paid Chk# 002086E TEAM LABORATORY CHEMICAL	7/31/2017	\$515.50	Terra Plus Herbicide 5 - 5 Gal
Paid Chk# 032781 ANDERSON, LENA	7/31/2017	\$100.00	Shelter Damage Deposit Refund
Paid Chk# 032782 AT&T MOBILITY	7/31/2017	\$137.98	PW Cell Phones - 6/18/17 - 07/
Paid Chk# 032783 BROCK WHITE	7/31/2017	\$894.88	15 Rolls of Straw Blankets, Se
Paid Chk# 032784 Central Wood Products	7/31/2017	\$1,715.00	Delivery Charge
Paid Chk# 032785 CITY OF CORCORAN	7/31/2017	\$9,816.42	Ice Control Salt - 141 Ton @ \$
Paid Chk# 032786 CITY OF MONTICELLO	7/31/2017	\$250.00	Boarding Access Fee 2017
Paid Chk# 032787 CLASSIC CLEANING COMPANY	7/31/2017	\$480.00	City Hall Monthly Cleaning - J
Paid Chk# 032788 Delta Dental of Minnesota	7/31/2017	\$83.40	Dental Premiums - August 2017
Paid Chk# 032789 DEPT OF EMPLOYMENT & ECON	7/31/2017	\$215.36	Unemployment Benefits 2nd Quar
Paid Chk# 032790 EMERGENCY APPARATUS	7/31/2017	\$41.38	Engine 12: 5/8" Linkage U-Join
Paid Chk# 032791 HENNEPIN COUNTY SHERIFF S	7/31/2017	\$19,682.63	HC Patrol Services - 2nd Quart
Paid Chk# 032792 LANO EQUIPMENT - LORETTO	7/31/2017	\$1,131.96	Credit for Bobcat Oil
Paid Chk# 032793 LAVOI CUSTOM HOMES	7/31/2017	\$5,000.00	Landscaping Escrow Release - 1
Paid Chk# 032794 LOFFLER COMPANIES, INC.	7/31/2017	\$84.22	Contract Overage 6/17/17 - 7/1
Paid Chk# 032795 MAJESKI, CHRISTINE & JASON	7/31/2017	\$200.00	Hall Damage Deposit Refund - 7
Paid Chk# 032796 MENARDS-BUFFALO	7/31/2017	\$539.88	Wrench, Joint Pliers, Filter,
Paid Chk# 032797 METRO WEST INSPECTION SER	7/31/2017	\$3,171.18	Pmt 67-17 - 11569 Lynwood Cour
Paid Chk# 032798 MN DEPT OF LABOR AND INDUS	7/31/2017	\$385.00	Harvest Festival - Electric In
Paid Chk# 032799 MNGFOA	7/31/2017	\$60.00	MNGFOA Membership - Jackie 1/1
Paid Chk# 032800 NEUMANN, BERNIE	7/31/2017	\$570.00	Ice Machine Refund - 7/30/17 E
Paid Chk# 032801 OPG-3, INC	7/31/2017	\$1,334.00	Laserfiche Software Assurance
Paid Chk# 032802 PETTY CASH	7/31/2017	\$49.00	Fire Department Picture for Re
Paid Chk# 032803 REINKING, ANA	7/31/2017	\$200.00	Hall Damage Deposit Refund - 7
Paid Chk# 032804 ROCK ON TRUCKS, INC.	7/31/2017	\$1,952.63	45.410 Ton of Rip Rap
Paid Chk# 032805 Sun Life Financial	7/31/2017	\$355.42	Life Insurance - August 2017
Paid Chk# 032806 TOWN & COUNTRY FENCE	7/31/2017	\$21,760.00	Furnish & Install Chain Link F
Paid Chk# 032807 VISA	7/31/2017	\$2,445.84	Flowers from Schulte's for Pla
Paid Chk# 032808 WCAT	7/31/2017	\$186.73	Local Share Amount
Paid Chk# 032809 WEX BANK - FD	7/31/2017	\$153.84	Fire Dept. Fuel
Paid Chk# 032810 WEX BANK	7/31/2017	\$601.16	Public Works - Shop
Paid Chk# 032811 XCEL ENERGY	7/31/2017	\$1,316.38	Fire Station - 6/6/17 - 7-8-17
Paid Chk# 032812 Acuity Specialty Products, Inc	7/31/2017	\$426.62	Black Bags, VDC1125 EMB 2PLY,
<b>Total Checks</b>		<b>\$86,628.64</b>	

**CITY OF HANOVER**

07/27/17 2:12 PM

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**\*Check Summary Register©**

Cks 7/31/2017 - 7/31/2017

**Name**

**Check Date**

**Check Amt**

FILTER: None

# 2085

**Collaborative Planning, LLC**

PO Box 251  
Medina, MN 55340  
763-473-0569

# INVOICE

**BILL TO**

City of Hanover  
PO Box 278  
Hanover, MN 55341

**INVOICE # 2017-082**

**DATE 07/25/2017**

**PROJECT**

General Planning

DATE	ACCOUNT SUMMARY	AMOUNT
07/05/2017	Balance Forward	\$2,045.24
	Payments and credits between 07/05/2017 and 07/25/2017	-2,045.24
	New charges (details below)	1,489.75
	Total Amount Due	\$1,489.75

DATE	ACTIVITY	QTY	RATE	AMOUNT
	<b>City of Hanover</b>			
	<b>Billable Time</b>			
06/01/2017	Review preliminary plat checklist and subdivision regulations. Phone conference with Amy. Review agenda packet.	0:45	101.00	75.75
06/02/2017	Review Council packet.	0:15	101.00	25.25
06/05/2017	Phone conference with Brian.	0:15	101.00	25.25
06/06/2017	Prepare public hearing notice for ordinance amendments.	0:15	101.00	25.25
06/07/2017	Various emails re: mall signage.	0:15	101.00	25.25
06/09/2017	Phone conference with Brian re: proposed commercial use, ordinance amendments.	1:00	101.00	101.00
06/12/2017	Phone conference with Amy re: Ruter. Emails with Brian re: Hanover signs. Phone conference with Brian re: coffee shop, design ordinance. Review welding business. Prepare public hearing notice for ordinance amendment.	2:15	101.00	227.25

DATE	ACTIVITY	QTY	RATE	AMOUNT
06/13/2017	Emails with Brian re: master signage for mall.	0:15	101.00	25.25
06/20/2017	Preparing ordinance amendments, phone conference with Amy. Various re: Comfort matters building.	1:15	101.00	126.25
06/21/2017	Preparing ordinance amendments and memos, email to Brian/Amy.	1:15	101.00	126.25
06/22/2017	Phone conference with Amy re: PC packets.	0:15	101.00	25.25
06/26/2017	Email from Kendra, review Corcoran Comp Plan Amendment, emails with Amy/Brian, email to Kendra. Prepare for and attend Planning Commission meeting.	1:00	101.00	101.00
06/30/2017	Phone conference with Amy re: Comfort Matters building. Various emails.	0:15	101.00	25.25
	<b>Subtotal: Billable Time</b>			934.25
	<b>SUBTOTAL - City of Hanover</b>			934.25
	<b>City of Hanover:Hanover General Planning:2040 Hanover Comprehensive Plan</b>			
	<b>Billable Time</b>			
06/22/2017	Phone conference with Brian re: Comprehensive Plan meeting.	0:30	101.00	50.50
06/23/2017	Preparing for group meeting.	0:30	101.00	50.50
06/26/2017	Preparing for Comp Plan meeting. Attend Comp Plan meeting.	3:45	101.00	378.75
06/27/2017	Phone conference with Brian. Documenting goals.	0:45	101.00	75.75
	<b>Subtotal:</b>			555.50
	<b>SUBTOTAL - City of Hanover:Hanover General Planning:2040 Hanover Comprehensive Plan</b>			555.50

TOTAL OF NEW CHARGES 1,489.75  
BALANCE DUE

**\$1,489.75**

E# 100-41910-310

Planning & Zoning  
↳ Other Prof. Svcs.

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

#2085

# INVOICE

**BILL TO**

City of Hanover  
PO Box 278  
Hanover, MN  
55341

**INVOICE #** 2017-083  
**DATE** 07/25/2017

**PROJECT**

11045 10th - Donald Legatt

DATE	ACTIVITY	QTY	RATE	AMOUNT
06/02/2017	Review CUP application, phone conference with Amy.	0:15	101.00	25.25
06/06/2017	Prepare public hearing notice.	0:15	101.00	25.25
06/21/2017	Review application. Prepare report and materials for Planning Commission packet.	1:00	101.00	101.00
06/26/2017	Prepare for and attend Planning Commission meeting.	0:30	101.00	50.50

BALANCE DUE

**\$202.00**

gh

Project # 208233

G # 818-20200  
Misc. Escrow  
↳ AIP

# 2085

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

# INVOICE

**BILL TO**

City of Hanover  
PO Box 278  
Hanover, MN 55341

**INVOICE #** 2017-084  
**DATE** 07/25/2017

**PROJECT**

Bechtold Split *Kevin Luedemann*

DATE	ACCOUNT SUMMARY	AMOUNT
07/05/2017	Balance Forward	\$227.25
	Payments and credits between 07/05/2017 and 07/25/2017	-227.25
	New charges (details below)	202.00
	Total Amount Due	\$202.00

DATE	ACTIVITY	QTY	RATE	AMOUNT
06/02/2017	Phone conference with Amy.	0:15	101.00	25.25
06/06/2017	Emails re: wetlands.	0:15	101.00	25.25
06/09/2017	Email from Chad re: driveway locations. Phone conference with Amy, email to Amy. Draft 15.99 letter.	0:45	101.00	75.75
06/12/2017	Review 1599 comments. Complete letter. Phone conference with Amy.	0:30	101.00	50.50
06/16/2017	Emails with Amy re: driveway access.	0:15	101.00	25.25

*Project # 208234*

*G# 818-20200  
Misc. Escrows  
↳ A/P*

TOTAL OF NEW CHARGES 202.00  
BALANCE DUE

*gh* **\$202.00**

# 2085

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

# INVOICE

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

**INVOICE #** 2017-085  
**DATE** 07/25/2017

**PROJECT**  
Crow River Heights

DATE	ACCOUNT SUMMARY	AMOUNT
07/05/2017	Balance Forward	\$75.75
	Payments and credits between 07/05/2017 and 07/25/2017	-75.75
	New charges (details below)	1,893.75
	Total Amount Due	\$1,893.75

DATE	ACTIVITY	QTY	RATE	AMOUNT
06/05/2017	Email from Todd with plan sets.	0:15	101.00	25.25
06/06/2017	Prepare public hearing notice. Distribute plans. Email to Todd requesting additional information to be submitted. Additional information submitted (title commitment and legal description). Phone conference with Amy. Prepare resident guide. Email to City Attorney re: items for final plat.	2:00	101.00	202.00
06/07/2017	Editing public mailer, various emails.	0:15	101.00	25.25
06/08/2017	Various emails re: mailings.	0:15	101.00	25.25
06/13/2017	Emails with Jay re: development agreement. Site visit. Emails re: release.	1:30	101.00	151.50
06/16/2017	Phone conference with Chris (WSB). Emails with Amy. Reviewing plans.	1:30	101.00	151.50
06/19/2017	Emails with Todd re: PC meeting.	0:15	101.00	25.25
06/20/2017	Review engineer's comments. Reviewing plans, preparing staff report.	1:15	101.00	126.25

DATE	ACTIVITY	QTY	RATE	AMOUNT
06/21/2017	Review revised engineering memo.	0:15	101.00	25.25
06/22/2017	Prepare staff report. Prepare comment letter. Various emails re: plan specs, ponding, comment letters, etc.	5:45	101.00	580.75
06/26/2017	Prepare for and attend Planning Commission meeting.	3:15	101.00	328.25
06/27/2017	Various emails with Todd re: comments, redline plans. Phone conference with Brian. Emails re: wetlands no determination. Preparing resolutions.	2:00	101.00	202.00
06/29/2017	Review wetlands memo, email to Todd re: geographic extent.	0:15	101.00	25.25

TOTAL OF NEW  
CHARGES  
BALANCE DUE

1,893.75

**\$1,893.75**

*gpc*

G # 823-20200  
Crow River Hts West 3rd Addition  
↳ A/P

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

# 2085

# INVOICE

**BILL TO**

City of Hanover  
PO Box 278  
Hanover, MN 55341

**INVOICE #** 2017-086

**DATE** 07/25/2017

**PROJECT**

Hengler Lot Split

DATE	ACCOUNT SUMMARY	AMOUNT
07/05/2017	Balance Forward	\$429.25
	Payments and credits between 07/05/2017 and 07/25/2017	-429.25
	New charges (details below)	126.25
	Total Amount Due	\$126.25

DATE	ACTIVITY	QTY	RATE	AMOUNT
06/01/2017	Phone conference with Steve Dobossy re: service line and resubmittals.	0:15	101.00	25.25
06/07/2017	Email re survey.	0:15	101.00	25.25
06/16/2017	Phone conference with Steve Dobossy.	0:15	101.00	25.25
06/21/2017	Phone conference with Steve Dobossy.	0:15	101.00	25.25
06/29/2017	Review survey, email to Stephen Dobossy.	0:15	101.00	25.25

Project # 208232

TOTAL OF NEW CHARGES 126.25  
BALANCE DUE

JH

**\$126.25**

G # 818-20200  
Misc. Escrows  
↳ A/P

CITY OF HANOVER

07/27/17 2:26 PM

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Cash Balances

July 2017

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$548,450.72	\$209,123.72	\$187,559.89	\$570,014.55
107 FIRE DEPT DONATIONS FUND	\$26,382.16	\$400.00	\$2,190.50	\$24,591.66
201 EDA SPECIAL REVENUE FUND	\$150,462.96	\$6,735.22	\$3,295.50	\$153,902.68
205 EDA BUSINESS INCENTIVE FUND	\$245,480.96	\$574.23	\$2,367.07	\$243,688.12
311 2008A GO CIP REFUNDING BOND	\$56,803.50	\$0.00	\$0.00	\$56,803.50
312 2009A GO IMP REFUNDING BOND	\$2,762.81	\$0.00	\$0.00	\$2,762.81
313 2010 GO EQUIPMENT CERTIFICATES	\$0.00	\$0.00	\$0.00	\$0.00
314 2011A GO IMP CROSSOVER REF BD	\$503,333.88	\$0.00	\$0.00	\$503,333.88
315 2016A GO CIP BOND	\$30,765.13	\$0.00	\$0.00	\$30,765.13
401 GENERAL CAPITAL PROJECTS	\$1,335,287.46	\$1,289.02	\$0.00	\$1,336,576.48
402 PARKS CAPITAL PROJECTS	\$106,853.67	\$0.00	\$47,076.23	\$59,777.44
403 FIRE DEPT CAPITAL FUND	\$191,544.41	\$0.00	\$0.00	\$191,544.41
404 HISTORICAL CAPITAL PROJ FUND	\$0.00	\$0.00	\$0.00	\$0.00
405 PARK DEDICATION FEE	\$1,370.00	\$0.00	\$0.00	\$1,370.00
407 TIF REDEV DIST #1	\$9,671.92	\$0.00	\$0.00	\$9,671.92
411 FACILITIES CAPITAL PROJ FUND	\$1,425,021.09	\$0.00	\$14,059.30	\$1,410,961.79
417 EQUIPMENT CAPITAL FUND	\$133,270.88	\$0.00	\$0.00	\$133,270.88
418 STREET CAPITAL PROJ FUND	\$546,484.98	\$0.00	\$0.00	\$546,484.98
601 WATER ENTERPRISE FUND	\$824,563.01	\$4,017.15	\$2,001.00	\$826,579.16
602 SEWER ENTERPRISE FUND	\$387,352.02	\$23,699.25	\$164,703.29	\$246,347.98
603 STORM WATER ENTERPRISE FUND	\$207,713.78	\$4,652.73	\$3,742.63	\$208,623.88
611 WATER CAPITAL IMP FUND	\$156,415.53	\$0.00	\$0.00	\$156,415.53
612 SEWER CAPITAL IMP FUND	\$1,829,795.74	\$0.00	\$0.00	\$1,829,795.74
613 STORM WATER CAPITAL IMP FUND	\$549,241.50	\$0.00	\$1,605.07	\$547,636.43
804 SCHENDELS FIELD ESC FUND	\$148,453.49	\$0.00	\$0.00	\$148,453.49
809 BRIDGES AT HANOVER ESC FUND	\$0.00	\$0.00	\$0.00	\$0.00
811 EROSION CONTROL ESCROW FUND	\$24,000.00	\$0.00	\$6,000.00	\$18,000.00
815 LANDSCAPE ESCROW FUND	\$24,000.00	\$0.00	\$6,000.00	\$18,000.00
817 INFRASTRUCTURE ESCROW FUND	\$12,000.00	\$0.00	\$3,000.00	\$9,000.00
818 MISC ESCROWS FUND	\$10,908.17	\$1,000.00	\$1,449.94	\$10,458.23
820 BRIDGES TOWNHOMES ESC FUND	\$3,600.58	\$0.00	\$0.00	\$3,600.58
821 QUAIL PASS 2ND ADD ESCROW FD	\$11,937.09	\$0.00	\$0.00	\$11,937.09
823 CROW RVR HTS WEST 3RD / BACKES	\$19,516.61	\$0.00	\$2,946.94	\$16,569.67
900 INTEREST	\$0.00	\$0.00	\$0.00	\$0.00
	\$9,523,444.05	\$251,491.32	\$447,997.36	\$9,326,938.01

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	July 2017 Amt	2017 YTD Amt	2017 YTD Budget	2017 YTD Balance	%YTD Budget
<b>Fund 100 GENERAL FUND</b>						
TAXES	R 100-31000 Property Taxes - General	\$203,384.19	\$458,692.08	\$830,523.52	\$371,831.44	55.23%
TAXES	R 100-31020 Property Taxes - Fire	\$0.00	\$55,600.00	\$111,200.00	\$55,600.00	50.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$3,792.44	\$12,000.00	\$8,207.56	31.60%
Source Alt Code TAXES		\$203,384.19	\$518,084.52	\$953,723.52	\$435,639.00	54.32%
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	-\$100.00	\$6,545.00	\$9,175.00	\$2,630.00	71.34%
SERVICE	R 100-34107 Assessment Search Fees	\$25.00	\$275.00	\$400.00	\$125.00	68.75%
SERVICE	R 100-34108 Administrative Fees	\$300.00	\$2,900.00	\$1,500.00	-\$1,400.00	193.33%
SERVICE	R 100-34109 Copies/Faxes	\$5.00	\$23.00	\$50.00	\$27.00	46.00%
SERVICE	R 100-34206 Other Public Safety Charges	\$100.00	\$250.00	\$0.00	-\$250.00	0.00%
SERVICE	R 100-34207 Fire Protection Services	\$0.00	\$42,019.12	\$114,324.87	\$72,305.75	36.75%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$0.00	\$1,560.90	\$6,000.00	\$4,439.10	26.02%
SERVICE	R 100-34780 Park Rental Fees	\$267.18	\$2,086.67	\$3,000.00	\$913.33	69.56%
SERVICE	R 100-34940 Cemetery Revenues	\$650.00	\$2,650.00	\$2,000.00	-\$650.00	132.50%
Source Alt Code SERVICE		\$1,247.18	\$58,309.69	\$136,449.87	\$78,140.18	42.73%
MISC	R 100-36100 Special Assessments	\$0.00	\$428.08	\$740.00	\$311.92	57.85%
MISC	R 100-36200 Miscellaneous Revenues	\$0.00	\$874.50	\$900.00	\$25.50	97.17%
MISC	R 100-36210 Interest Earnings	\$0.00	\$2,689.30	\$3,000.00	\$310.70	89.64%
MISC	R 100-36215 Investment Income/Loss	\$0.00	-\$762.10	\$6,000.00	\$6,762.10	-12.70%
MISC	R 100-36230 Contributions and Donations	\$500.00	\$2,425.00	\$3,600.00	\$1,175.00	67.36%
MISC	R 100-36235 Insurance Dividends	\$0.00	\$0.00	\$8,000.00	\$8,000.00	0.00%
MISC	R 100-36250 Damage Deposits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36260 Refunds or Reimbursements	\$0.00	\$169.39	\$0.00	-\$169.39	0.00%
MISC	R 100-36290 Sale of Vehicles/Equipment	\$173.40	\$173.40	\$0.00	-\$173.40	0.00%
MISC	R 100-39101 Sales of General Fixed Asset	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code MISC		\$673.40	\$5,997.57	\$22,240.00	\$16,242.43	26.97%
LIC PERM	R 100-32110 Alcoholic Beverages	\$0.00	\$10,385.00	\$10,370.00	-\$15.00	100.14%
LIC PERM	R 100-32180 Other Bus. Licenses/Permits	\$150.00	\$1,640.00	\$100.00	-\$1,540.00	1640.00%
LIC PERM	R 100-32210 Building Permits	\$3,000.48	\$36,174.80	\$50,000.00	\$13,825.20	72.35%
LIC PERM	R 100-32240 Animal Licenses	\$10.00	\$60.00	\$100.00	\$40.00	60.00%
LIC PERM	R 100-32260 Solid Waste Hauler Licenses	\$0.00	\$1,500.00	\$1,500.00	\$0.00	100.00%
LIC PERM	R 100-32270 Rental Dwelling Licenses	\$0.00	\$90.00	\$0.00	-\$90.00	0.00%
LIC PERM	R 100-32280 Other Non-Business Lic/Per	\$22.00	\$41.00	\$50.00	\$9.00	82.00%
Source Alt Code LIC PERM		\$3,182.48	\$49,890.80	\$62,120.00	\$12,229.20	80.31%
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	\$108,169.00	\$108,169.00	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	\$4,790.00	\$36,000.00	\$31,210.00	13.31%
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	\$4,790.00	\$150,008.00	\$145,218.00	3.19%
FINES	R 100-35100 Court Fines	\$0.00	\$1,780.45	\$2,000.00	\$219.55	89.02%
Source Alt Code FINES		\$0.00	\$1,780.45	\$2,000.00	\$219.55	89.02%
<b>Fund 100 GENERAL FUND</b>		<b>\$208,487.25</b>	<b>\$638,853.03</b>	<b>\$1,326,541.39</b>	<b>\$687,688.36</b>	<b>48.16%</b>

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	July 2017 Amt	2017 YTD Amt	2017 YTD Budget	2017 YTD Balance	%YTD Budget
		\$208,487.25	\$638,853.03	\$1,326,541.39	\$687,688.36	48.16%

**CITY OF HANOVER**  
**Expenditure Budget Report - General Fund**

Dept Abbrev	Account Descr	July 2017 Amt	2017 YTD Amt	2017 YTD Budget	2017 YTD Balance	%YTD Budget
<b>Fund 100 GENERAL FUND</b>						
Dept 41110 Council						
COUNCIL	E 100-41110-111 Committee Wages/Mee	\$6,415.00	\$6,415.00	\$11,000.00	\$4,585.00	58.32%
COUNCIL	E 100-41110-122 FICA	\$397.73	\$397.73	\$682.00	\$284.27	58.32%
COUNCIL	E 100-41110-123 Medicare	\$93.02	\$93.02	\$159.50	\$66.48	58.32%
COUNCIL	E 100-41110-208 Training and Instructio	\$0.00	\$325.00	\$400.00	\$75.00	81.25%
COUNCIL	E 100-41110-306 Dues & Subscriptions	\$0.00	\$5,287.18	\$7,500.00	\$2,212.82	70.50%
COUNCIL	E 100-41110-331 Travel Expenses	\$92.02	\$92.02	\$500.00	\$407.98	18.40%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$621.70	\$1,249.19	\$3,000.00	\$1,750.81	41.64%
Dept 41110 Council		\$7,619.47	\$13,859.14	\$23,241.50	\$9,382.36	59.63%
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	\$1,300.00	\$1,300.00	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	\$5,400.00	\$5,400.00	0.00%
Dept 41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$5,354.14	\$38,595.78	\$69,629.63	\$31,033.85	55.43%
CITYADM	E 100-41400-121 PERA	\$401.56	\$3,008.35	\$5,222.22	\$2,213.87	57.61%
CITYADM	E 100-41400-122 FICA	\$331.96	\$2,486.93	\$4,317.04	\$1,830.11	57.61%
CITYADM	E 100-41400-123 Medicare	\$77.64	\$581.65	\$1,009.63	\$427.98	57.61%
CITYADM	E 100-41400-134 Employer Paid Life	\$29.34	\$221.94	\$384.00	\$162.06	57.80%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$669.56	\$5,021.70	\$8,400.00	\$3,378.30	59.78%
CITYADM	E 100-41400-208 Training and Instructio	\$0.00	\$431.00	\$1,500.00	\$1,069.00	28.73%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$0.00	\$253.80	\$500.00	\$246.20	50.76%
Dept 41400 City Administrator		\$6,864.20	\$50,601.15	\$90,962.52	\$40,361.37	55.63%
Dept 41410 Elections						
ELECTION	E 100-41410-200 Office Supplies (GENER	\$0.00	\$0.00	\$7,000.00	\$7,000.00	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	\$0.00	\$0.00	0.00%
ELECTION	E 100-41410-400 Repairs & Maint Cont (	\$0.00	\$1,201.60	\$1,300.00	\$98.40	92.43%
Dept 41410 Elections		\$0.00	\$1,201.60	\$8,300.00	\$7,098.40	14.48%
Dept 41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$3,364.80	\$24,260.63	\$43,739.90	\$19,479.27	55.47%
CLERICAL	E 100-41430-121 PERA	\$252.36	\$1,890.80	\$3,280.49	\$1,389.69	57.64%
CLERICAL	E 100-41430-122 FICA	\$208.62	\$1,563.07	\$2,711.87	\$1,148.80	57.64%
CLERICAL	E 100-41430-123 Medicare	\$48.78	\$365.50	\$634.23	\$268.73	57.63%
CLERICAL	E 100-41430-134 Employer Paid Life	\$119.04	\$884.04	\$1,440.00	\$555.96	61.39%
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	\$669.56	\$5,021.70	\$8,400.00	\$3,378.30	59.78%
CLERICAL	E 100-41430-208 Training and Instructio	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
CLERICAL	E 100-41430-306 Dues & Subscriptions	-\$20.00	\$17.50	\$250.00	\$232.50	7.00%
Dept 41430 Clerical Staff		\$4,643.16	\$34,003.24	\$60,956.49	\$26,953.25	55.78%
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	\$73.50	\$299.75	\$500.00	\$200.25	59.95%
STAFFEXP	E 100-41435-331 Travel Expenses	\$0.00	\$215.40	\$2,000.00	\$1,784.60	10.77%
Dept 41435 Staff Expenses		\$73.50	\$515.15	\$2,800.00	\$2,284.85	18.40%
Dept 41530 Accounting						
ACCTING	E 100-41530-101 Full-Time Employees R	\$3,831.25	\$28,237.26	\$52,954.72	\$24,717.46	53.32%
ACCTING	E 100-41530-121 PERA	\$287.34	\$1,852.26	\$3,971.60	\$2,119.34	46.64%

**CITY OF HANOVER**  
**Expenditure Budget Report - General Fund**

Dept Abbrev	Account Descr	July 2017 Amt	2017 YTD Amt	2017 YTD Budget	2017 YTD Balance	%YTD Budget
ACCTING	E 100-41530-122 FICA	\$237.54	\$1,741.80	\$3,283.19	\$1,541.39	53.05%
ACCTING	E 100-41530-123 Medicare	\$55.55	\$407.33	\$767.84	\$360.51	53.05%
ACCTING	E 100-41530-134 Employer Paid Life	\$38.37	\$365.17	\$996.00	\$630.83	36.66%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$700.00	\$5,000.00	\$10,800.00	\$5,800.00	46.30%
ACCTING	E 100-41530-208 Training and Instructio	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
ACCTING	E 100-41530-306 Dues & Subscriptions	\$62.86	\$122.86	\$250.00	\$127.14	49.14%
ACCTING	E 100-41530-310 Other Professional Serv	-\$1,290.00	\$5,401.00	\$0.00	-\$5,401.00	0.00%
Dept 41530 Accounting		\$3,922.91	\$43,127.68	\$74,023.35	\$30,895.67	58.26%
Dept 41540 Auditing						
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$3,015.00	\$23,915.00	\$24,300.00	\$385.00	98.42%
Dept 41540 Auditing		\$3,015.00	\$23,915.00	\$24,300.00	\$385.00	98.42%
Dept 41550 Assessing						
ASSESS G	E 100-41550-310 Other Professional Serv	\$0.00	\$11,484.85	\$18,000.00	\$6,515.15	63.80%
Dept 41550 Assessing		\$0.00	\$11,484.85	\$18,000.00	\$6,515.15	63.80%
Dept 41570 Purchasing						
PURCHASE	E 100-41570-200 Office Supplies (GENER	\$608.90	\$1,376.38	\$3,500.00	\$2,123.62	39.33%
PURCHASE	E 100-41570-205 Bank Fees	\$37.25	\$173.75	\$100.00	-\$73.75	173.75%
PURCHASE	E 100-41570-207 Computer Supplies	\$333.48	\$11,452.54	\$12,000.00	\$547.46	95.44%
PURCHASE	E 100-41570-220 Repair/Maint Supply (G	\$84.22	\$1,774.28	\$4,000.00	\$2,225.72	44.36%
PURCHASE	E 100-41570-322 Postage	\$250.48	\$1,190.05	\$2,000.00	\$809.95	59.50%
PURCHASE	E 100-41570-570 Office Equip and Furnis	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 41570 Purchasing		\$1,314.33	\$15,967.00	\$21,600.00	\$5,633.00	73.92%
Dept 41600 Computer						
COMPUTER	E 100-41600-310 Other Professional Serv	\$450.76	\$3,346.25	\$4,000.00	\$653.75	83.66%
Dept 41600 Computer		\$450.76	\$3,346.25	\$4,000.00	\$653.75	83.66%
Dept 41610 City Attorney						
CITYATNY	E 100-41610-304 Legal Fees	\$1,318.29	\$13,933.37	\$22,440.16	\$8,506.79	62.09%
Dept 41610 City Attorney		\$1,318.29	\$13,933.37	\$22,440.16	\$8,506.79	62.09%
Dept 41910 Planning and Zoning						
PLANZONG	E 100-41910-310 Other Professional Serv	\$3,534.99	\$11,438.24	\$29,500.00	\$18,061.76	38.77%
Dept 41910 Planning and Zoning		\$3,534.99	\$11,438.24	\$29,500.00	\$18,061.76	38.77%
Dept 41940 General Govt Buildings/Plant						
GOVTBLDG	E 100-41940-210 Operating Supplies (GE	\$0.00	\$1,080.07	\$1,500.00	\$419.93	72.00%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (G	\$2,307.15	\$4,935.78	\$7,000.00	\$2,064.22	70.51%
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	\$617.40	\$4,105.11	\$1,000.00	-\$3,105.11	410.51%
GOVTBLDG	E 100-41940-321 Telephone	\$518.00	\$2,462.12	\$3,500.00	\$1,037.88	70.35%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$319.91	\$250.00	-\$69.91	127.96%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$1,361.93	\$4,304.26	\$11,250.00	\$6,945.74	38.26%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$46.99	\$2,513.50	\$6,250.00	\$3,736.50	40.22%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$417.26	\$2,085.53	\$3,250.00	\$1,164.47	64.17%
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	\$120.00	\$1,131.70	\$4,500.00	\$3,368.30	25.15%
GOVTBLDG	E 100-41940-560 Furniture and Fixtures	\$0.00	\$116.99	\$2,500.00	\$2,383.01	4.68%
GOVTBLDG	E 100-41940-580 Other Equipment	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 41940 General Govt Buildings/Plant		\$5,388.73	\$23,304.97	\$42,300.00	\$18,995.03	55.09%
Dept 41950 Engineer						
ENGINEER	E 100-41950-303 Engineering Fees	\$1,289.50	\$9,292.25	\$32,500.00	\$23,207.75	28.59%
Dept 41950 Engineer		\$1,289.50	\$9,292.25	\$32,500.00	\$23,207.75	28.59%

**CITY OF HANOVER**  
**Expenditure Budget Report - General Fund**

Dept Abbrev	Account Descr	July 2017 Amt	2017 YTD Amt	2017 YTD Budget	2017 YTD Balance	%YTD Budget
Dept 41960 Insurance						
INSURANCE	E 100-41960-150 Worker s Comp (GENE	\$4,789.13	\$7,855.98	\$8,799.31	\$943.33	89.28%
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	\$21,536.22	\$18,860.19	-\$2,676.03	114.19%
Dept 41960 Insurance		\$4,789.13	\$29,392.20	\$27,659.50	-\$1,732.70	106.26%
Dept 41970 Legal Publications						
LEGALPUB	E 100-41970-341 Employment	\$0.00	\$362.16	\$300.00	-\$62.16	120.72%
LEGALPUB	E 100-41970-343 Other Advertising	\$0.00	\$104.00	\$50.00	-\$54.00	208.00%
LEGALPUB	E 100-41970-351 Legal Notices Publishin	\$71.88	\$179.72	\$2,000.00	\$1,820.28	8.99%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 41970 Legal Publications		\$71.88	\$645.88	\$2,850.00	\$2,204.12	22.66%
Dept 42101 Hennepin County Sheriff						
HCSHERIFF	E 100-42101-310 Other Professional Serv	\$19,682.63	\$39,365.26	\$78,730.52	\$39,365.26	50.00%
Dept 42101 Hennepin County Sheriff		\$19,682.63	\$39,365.26	\$78,730.52	\$39,365.26	50.00%
Dept 42102 Wright County Sheriff						
WCSHERIFF	E 100-42102-310 Other Professional Serv	\$8,455.83	\$60,430.87	\$101,748.00	\$41,317.13	59.39%
Dept 42102 Wright County Sheriff		\$8,455.83	\$60,430.87	\$101,748.00	\$41,317.13	59.39%
Dept 42210 Fire Dept Administration						
FIREADMIN	E 100-42210-103 Part-Time Employees	\$23,926.50	\$23,926.50	\$55,000.00	\$31,073.50	43.50%
FIREADMIN	E 100-42210-122 FICA	\$1,483.43	\$1,483.43	\$3,410.00	\$1,926.57	43.50%
FIREADMIN	E 100-42210-123 Medicare	\$346.96	\$346.96	\$797.50	\$450.54	43.51%
FIREADMIN	E 100-42210-142 Unemployment Benefit	\$219.94	\$274.90	\$0.00	-\$274.90	0.00%
FIREADMIN	E 100-42210-150 Worker s Comp (GENE	\$5,061.08	\$8,241.03	\$8,344.11	\$103.08	98.76%
FIREADMIN	E 100-42210-200 Office Supplies (GENER	\$0.00	\$410.98	\$200.00	-\$210.98	205.49%
FIREADMIN	E 100-42210-305 Medical and Dental Fee	\$0.00	\$1,909.25	\$4,000.00	\$2,090.75	47.73%
FIREADMIN	E 100-42210-306 Dues & Subscriptions	\$0.00	\$1,714.00	\$950.00	-\$764.00	180.42%
FIREADMIN	E 100-42210-361 General Liability Ins	\$0.00	\$5,247.97	\$4,553.35	-\$694.62	115.26%
Dept 42210 Fire Dept Administration		\$31,037.91	\$43,555.02	\$77,254.96	\$33,699.94	56.38%
Dept 42220 Fire Dept Equipment						
FIREEQUIP	E 100-42220-221 Equipment Parts	\$53.64	\$2,991.52	\$13,500.00	\$10,508.48	22.16%
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	\$0.00	\$850.00	\$850.00	0.00%
FIREEQUIP	E 100-42220-260 Uniforms	\$670.15	\$3,126.40	\$4,500.00	\$1,373.60	69.48%
FIREEQUIP	E 100-42220-580 Other Equipment	\$0.00	\$605.35	\$5,000.00	\$4,394.65	12.11%
Dept 42220 Fire Dept Equipment		\$723.79	\$6,723.27	\$25,350.00	\$18,626.73	26.52%
Dept 42240 Fire Dept Training						
FIRETRNG	E 100-42240-208 Training and Instructio	\$71.25	\$2,462.62	\$12,500.00	\$10,037.38	19.70%
FIRETRNG	E 100-42240-310 Other Professional Serv	\$3.00	\$1,542.46	\$3,000.00	\$1,457.54	51.42%
FIRETRNG	E 100-42240-331 Travel Expenses	\$0.00	\$656.03	\$1,500.00	\$843.97	43.74%
Dept 42240 Fire Dept Training		\$74.25	\$4,661.11	\$17,000.00	\$12,338.89	27.42%
Dept 42260 Fire Vehicles						
FIREVEH	E 100-42260-212 Motor Fuels	\$335.15	\$982.98	\$4,500.00	\$3,517.02	21.84%
FIREVEH	E 100-42260-220 Repair/Maint Supply (G	\$41.38	\$3,637.39	\$9,000.00	\$5,362.61	40.42%
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	\$0.00	\$3,439.00	\$7,465.00	\$4,026.00	46.07%
Dept 42260 Fire Vehicles		\$376.53	\$8,059.37	\$22,965.00	\$14,905.63	35.09%
Dept 42280 Fire Stations and Bldgs						
FIREBLDG	E 100-42280-215 Shop Supplies	\$0.00	\$51.71	\$1,650.00	\$1,598.29	3.13%
FIREBLDG	E 100-42280-220 Repair/Maint Supply (G	\$19.00	\$423.45	\$3,500.00	\$3,076.55	12.10%

**CITY OF HANOVER**  
**Expenditure Budget Report - General Fund**

Dept Abbrev	Account Descr	July 2017 Amt	2017 YTD Amt	2017 YTD Budget	2017 YTD Balance	%YTD Budget
FIREBLDG	E 100-42280-321 Telephone	\$81.74	\$1,385.31	\$800.00	-\$585.31	173.16%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$175.00	\$175.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$633.36	\$1,827.01	\$4,500.00	\$2,672.99	40.60%
FIREBLDG	E 100-42280-383 Gas Utilities	\$26.33	\$1,403.08	\$3,000.00	\$1,596.92	46.77%
Dept 42280	Fire Stations and Bldgs	\$760.43	\$5,090.56	\$13,625.00	\$8,534.44	37.36%
Dept 42290	Fire Relief Association					
FIRERELIEF	E 100-42290-124 Fire Pension Contributi	\$0.00	\$0.00	\$36,000.00	\$36,000.00	0.00%
FIRERELIEF	E 100-42290-125 Other Retirement Contr	\$5,566.79	\$5,566.79	\$11,133.58	\$5,566.79	50.00%
FIRERELIEF	E 100-42290-301 Auditing and Acctg Ser	\$6,200.00	\$6,200.00	\$6,500.00	\$300.00	95.38%
Dept 42290	Fire Relief Association	\$11,766.79	\$11,766.79	\$53,633.58	\$41,866.79	21.94%
Dept 42401	Building Inspection Admin					
INSPADMN	E 100-42401-310 Other Professional Serv	\$4,137.51	\$27,480.89	\$17,500.00	-\$9,980.89	157.03%
Dept 42401	Building Inspection Admin	\$4,137.51	\$27,480.89	\$17,500.00	-\$9,980.89	157.03%
Dept 42700	Animal Control					
ANIMCTRL	E 100-42700-310 Other Professional Serv	\$250.00	\$250.00	\$500.00	\$250.00	50.00%
Dept 42700	Animal Control	\$250.00	\$250.00	\$500.00	\$250.00	50.00%
Dept 42800	Cemetery					
CEMETERY	E 100-42800-310 Other Professional Serv	\$0.00	\$0.00	\$50.00	\$50.00	0.00%
Dept 42800	Cemetery	\$0.00	\$0.00	\$50.00	\$50.00	0.00%
Dept 43000	Public Works (GENERAL)					
PUBWRKS	E 100-43000-101 Full-Time Employees R	\$6,321.00	\$51,001.77	\$116,803.34	\$65,801.57	43.66%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$0.00	\$525.78	\$1,050.00	\$524.22	50.07%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$1,672.00	\$6,708.00	\$15,000.00	\$8,292.00	44.72%
PUBWRKS	E 100-43000-121 PERA	\$474.08	\$3,802.03	\$10,279.11	\$6,477.08	36.99%
PUBWRKS	E 100-43000-122 FICA	\$493.48	\$3,744.36	\$8,250.88	\$4,506.52	45.38%
PUBWRKS	E 100-43000-123 Medicare	\$115.41	\$875.68	\$2,285.25	\$1,409.57	38.32%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$61.00	\$830.95	\$2,832.00	\$2,001.05	29.34%
PUBWRKS	E 100-43000-142 Unemployment Benefit	-\$4.58	\$7.32	\$500.00	\$492.68	1.46%
PUBWRKS	E 100-43000-151 Med/Dental Insurance	\$995.33	\$9,202.16	\$27,600.00	\$18,397.84	33.34%
PUBWRKS	E 100-43000-208 Training and Instructio	\$12.00	\$1,321.95	\$2,500.00	\$1,178.05	52.88%
PUBWRKS	E 100-43000-212 Motor Fuels	\$979.24	\$2,732.57	\$7,000.00	\$4,267.43	39.04%
PUBWRKS	E 100-43000-215 Shop Supplies	\$204.88	\$1,702.72	\$2,500.00	\$797.28	68.11%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (G	\$548.68	\$5,366.07	\$6,000.00	\$633.93	89.43%
PUBWRKS	E 100-43000-226 Sign Repair Materials	\$0.00	\$228.84	\$1,500.00	\$1,271.16	15.26%
PUBWRKS	E 100-43000-240 Small Tools and Minor	\$189.48	\$5,802.94	\$5,000.00	-\$802.94	116.06%
PUBWRKS	E 100-43000-260 Uniforms	\$399.97	\$841.09	\$3,000.00	\$2,158.91	28.04%
PUBWRKS	E 100-43000-310 Other Professional Serv	\$3,772.50	\$10,574.91	\$19,000.00	\$8,425.09	55.66%
PUBWRKS	E 100-43000-321 Telephone	\$276.00	\$1,067.80	\$2,800.00	\$1,732.20	38.14%
PUBWRKS	E 100-43000-325 Taxes	\$0.00	\$38.00	\$200.00	\$162.00	19.00%
Dept 43000	Public Works (GENERAL)	\$16,510.47	\$106,374.94	\$234,100.58	\$127,725.64	45.44%
Dept 43121	Paved Streets					
PAVSTRTS	E 100-43121-224 Street Maint Materials	\$46.85	\$13,056.80	\$50,000.00	\$36,943.20	26.11%
Dept 43121	Paved Streets	\$46.85	\$13,056.80	\$50,000.00	\$36,943.20	26.11%
Dept 43122	Unpaved Streets					
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$9,220.30	\$10,015.30	\$10,000.00	-\$15.30	100.15%
Dept 43122	Unpaved Streets	\$9,220.30	\$10,015.30	\$10,000.00	-\$15.30	100.15%
Dept 43125	Ice & Snow Removal					
SNOWREMO	E 100-43125-224 Street Maint Materials	\$9,816.42	\$9,816.42	\$15,000.00	\$5,183.58	65.44%
Dept 43125	Ice & Snow Removal	\$9,816.42	\$9,816.42	\$15,000.00	\$5,183.58	65.44%

**CITY OF HANOVER**  
**Expenditure Budget Report - General Fund**

Dept Abbrev	Account Descr	July 2017 Amt	2017 YTD Amt	2017 YTD Budget	2017 YTD Balance	%YTD Budget
Dept 43160	Street Lighting					
STLGHTG	E 100-43160-381 Electric Utilities	\$80.26	\$10,537.84	\$25,000.00	\$14,462.16	42.15%
Dept 43160	Street Lighting	\$80.26	\$10,537.84	\$25,000.00	\$14,462.16	42.15%
Dept 43240	Waste (refuse) Disposal					
REFDISPO	E 100-43240-384 Refuse/Garbage Dispos	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
Dept 43240	Waste (refuse) Disposal	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
Dept 43245	Recycling: Refuse					
RECYCLING	E 100-43245-384 Refuse/Garbage Dispos	\$6,365.47	\$22,117.70	\$36,000.00	\$13,882.30	61.44%
Dept 43245	Recycling: Refuse	\$6,365.47	\$22,117.70	\$36,000.00	\$13,882.30	61.44%
Dept 45186	Senior Center					
SRCENTER	E 100-45186-437 Other Miscellaneous	\$2,030.09	\$3,844.48	\$8,000.00	\$4,155.52	48.06%
Dept 45186	Senior Center	\$2,030.09	\$3,844.48	\$8,000.00	\$4,155.52	48.06%
Dept 45200	Parks (GENERAL)					
PARKS	E 100-45200-212 Motor Fuels	\$295.73	\$390.57	\$2,000.00	\$1,609.43	19.53%
PARKS	E 100-45200-220 Repair/Maint Supply (G	\$1,025.53	\$1,929.66	\$5,000.00	\$3,070.34	38.59%
PARKS	E 100-45200-225 Landscaping Materials	\$2,972.90	\$3,533.05	\$10,000.00	\$6,466.95	35.33%
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	\$460.21	\$1,650.93	\$2,000.00	\$349.07	82.55%
PARKS	E 100-45200-400 Repairs & Maint Cont (	\$0.00	\$111.80	\$1,500.00	\$1,388.20	7.45%
PARKS	E 100-45200-440 Programs	\$0.00	\$1,925.00	\$2,200.00	\$275.00	87.50%
PARKS	E 100-45200-580 Other Equipment	\$1,075.71	\$2,713.30	\$7,000.00	\$4,286.70	38.76%
Dept 45200	Parks (GENERAL)	\$5,830.08	\$12,254.31	\$36,500.00	\$24,245.69	33.57%
Dept 45500	Libraries (GENERAL)					
LIBRARY	E 100-45500-437 Other Miscellaneous	\$4,480.15	\$9,279.51	\$10,500.00	\$1,220.49	88.38%
Dept 45500	Libraries (GENERAL)	\$4,480.15	\$9,279.51	\$10,500.00	\$1,220.49	88.38%
Dept 48205	Damage Deposit Refunds					
DMGDEPRF	E 100-48205-810 Refunds & Reimburse	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 48205	Damage Deposit Refunds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49360	Transfers Out					
TRANSFERS	E 100-49360-700 Transfers (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49360	Transfers Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49800	Transit (GENERAL)					
TRANSIT	E 100-49800-310 Other Professional Serv	\$186.73	\$186.73	\$250.00	\$63.27	74.69%
Dept 49800	Transit (GENERAL)	\$186.73	\$186.73	\$250.00	\$63.27	74.69%
Fund 100	GENERAL FUND	\$176,128.34	\$690,895.14	\$1,326,541.16	\$635,646.02	52.08%

Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	July 2017 Amt	2017 YTD Amt	2017 YTD Budget	2017 YTD Balance	%YTD Budget
		\$176,128.34	\$690,895.14	\$1,326,541.16	\$635,646.02	52.08%

**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 31<sup>st</sup> day of July, 2017.

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 07-31-17-79**

**A RESOLUTION APPROVING THE SALE OF EQUIPMENT**

**WHEREAS**, the City of Hanover, Minnesota purchased a Ram 3500 to be built into a Wildland Vehicle for the Fire Department; and

**WHEREAS**, the truck had the box removed in order to install a custom made box; and

**WHEREAS**, the City has no use for the truck box and has a desire to sell the equipment.

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

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 31<sup>st</sup> day of July, 2017.

APPROVED BY:

ATTEST:

\_\_\_\_\_  
Chris Kauffman, Mayor

\_\_\_\_\_  
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 31<sup>st</sup> day of July, 2017.

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 07-31-17-80**

**A RESOLUTION APPROVING RATIFICATION OF PENSION INCREASE**

**WHEREAS**, the Hanover Fire Relief Association has requested the City Council to ratify an annual pension increase from \$1,575 to \$1,775; and

**WHEREAS**, the Hanover Fire Relief Association’s pension fund is estimated to be funded at 110% with the pension increase.

**NOW THEREFORE, BE IT RESOLVED** that the City Council of the City of Hanover, Minnesota, hereby approves the ratification of a Hanover Fire Relief Association Pension increase to an amount of \$1,775 per year of service, subject to the regulations of the Hanover Fire Relief Association By-Laws.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 31<sup>st</sup> day of July, 2017.

APPROVED BY:

\_\_\_\_\_  
Chris Kauffman, Mayor

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator

To: Mayor Kauffman and the City Council

On July 17<sup>th</sup>, the board of the Hanover Fire Relief Association met to discuss an increase to the yearly pension amount. On this day, the board voted to approve an increase of \$200 per year of service, increasing the total to \$1,775 per year of service.

Our current benefit is \$1,575 per year of service. When requesting an increase, past practice has been to maintain a minimum funding level of 105% (as determined by our annual KDV audit). In keeping with our commitment to being good stewards of the pension account, this increase will bring our funding level to 110.58%.

The members of the Hanover Fire Relief Association are requesting that the Mayor and members of the City Council ratify this pension increase.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tony Wychgram', with a long horizontal flourish extending to the right.

Tony Wychgram

President

**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 31<sup>st</sup> day of July, 2017.

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 07-31-17-81**

**A RESOLUTION APPROVING THE HIRE OF MAINTENANCE WORKER**

**WHEREAS**, the Maintenance Worker position was advertised and interviews were conducted in May of 2017 where two applicants were qualified for the position; and

**WHEREAS**, the City Council desires to hire a second Maintenance Worker position in a full time employment position; and

**WHEREAS**, staff recommends hiring the other finalist, Carl Olson, from the May interviews.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Hanover, Minnesota hereby approves the hire of Carl Olson as Maintenance Worker.

**BE IT FURTHER RESOLVED** that the City Council hereby authorizes its City Administrator to extend an offer of employment with the following conditions, while recognizing previous work experience in Public Works:

- \$24.52 per hour plus benefits as defined in the City’s Personnel Policy
- For purpose of vacation accrual, Mr. Olson is recognized to be starting at his fifth year of service, therefore accrues three weeks of vacation per year.
- This is a non-exempt (overtime eligible) position
- Upon completion of a 6 month probationary period (approximately February 2017) a review will be completed subject to the personnel policy
- Upon successful completion of the probationary period, employment shall be subject to the annual review process as defined in the City’s Personnel Policy

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 31<sup>st</sup> day of July, 2017.

APPROVED BY:

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Chris Kauffman, Mayor

ATTEST:

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Brian Hagen, City Administrator

**Preliminary Levy Certification  
2018 Revenue Budget**

Account	Description	Category	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	06-31-17 Actual	2017 Budget	% of Budget	2018 Budget	% Change	Comments
100-31000	Property Taxes - City	TAXES	957,722	981,814	940,618	1,026,640	783,871	255,307.89	830,524		873,899		
100-31020	Property Taxes - Fire Dept	TAXES	96,217	95,882	99,864	95,624	112,838	55,600.00	111,200		129,904		
100-31800	Franchise Fees	TAXES	8,096	14,452	12,194	13,150	14,500	3,792.44	12,000		15,000		
	<b>Total Taxes</b>		<b>1,062,035</b>	<b>1,092,148</b>	<b>1,052,676</b>	<b>1,135,414</b>	<b>911,209</b>	<b>314,700</b>	<b>953,724</b>	<b>33%</b>	<b>1,018,803</b>	<b>7%</b>	
100-32110	Alcoholic Beverages	LIC PERM	10,387	10,305	10,370	10,370	10,420	10,385	10,370		10,370		5 Liquor License Renewals
100-32180	Other Bus. Lic. & Permits	LIC PERM	650	1,561	700	362	482	1,490	100		400		Utility Permits/Solicitors License
100-32210	Building Permits	LIC PERM	77,849	190,003	154,881	139,675	180,198	33,174	50,000		140,000		
100-32240	Animal Licenses	LIC PERM	240	340	120	260	200	50	100		100		
100-32260	Solid Waste Hauler Licenses	LIC PERM	400	3,000	1,000	500	1,500	1,500	1,500		1,500		
100-32270	Rental Dwelling Licenses	LIC PERM	1,105	-	1,050	-	1,215	90	0		800		
100-32280	Other Non-Bus. Lic. & Permits	LIC PERM	374	74	37	45	55	19	50		50		Burn Permits
	<b>Total Lic Perm</b>		<b>91,005</b>	<b>205,283</b>	<b>168,158</b>	<b>151,212</b>	<b>194,070</b>	<b>46,708</b>	<b>62,120</b>	<b>75%</b>	<b>153,220</b>	<b>147%</b>	
100-33400	State Grants and Aid	INTGOVT	-	-	2,915	38,757	-	-	-		-		
100-33401	Local Gov't Aid (LGA)	INTGOVT	63,203	63,203	100,494	105,859	107,496	-	108,169		117,651		estimate
100-33410	MV Credit	INTGOVT	-	-	1,297	1,866	1,697	-	-		-		
100-33420	PERA Aid	INTGOVT	339	339	339	339	339	-	339		339		
100-33422	State Fire Aid	INTGOVT	24,521	34,204	36,371	42,219	39,121	4,790	36,000		39,000		estimate
100-33426	State Police Aid	INTGOVT	4,542	5,057	5,265	5,566	5,729	-	5,500		5,500		estimate
100-33610	County Grants/Aid for Roads	INTGOVT	-	-	14,488	13,342	-	-	-		-		
	<b>Total Intgovt</b>		<b>92,605</b>	<b>102,803</b>	<b>161,169</b>	<b>207,947</b>	<b>154,382</b>	<b>4,790</b>	<b>150,008</b>	<b>3%</b>	<b>162,490</b>	<b>8%</b>	
100-34000	Charges for Service	SERVICE	-	-	16,643	-	-	-	-		-		
100-34101	City Hall Rentals	SERVICE	5,050	4,800	6,700	8,915	8,315	6,645	9,175		10,000		
100-34107	Assessment Searches	SERVICE	375	725	350	475	400	250	400		400		
100-34108	Administrative Fees	SERVICE	1,346	1,402	2,710	2,447	2,433	2,600	1,500		2,000		
100-34109	Copies/Faxes	SERVICE	104	76	83	15	127	18	50		75		
100-34206	Other Public Safety Charges	SERVICE	-	-	-	-	-	150	-		-		Fire Emergency Services Fees
100-34207	Fire Protection	SERVICE	102,210	102,210	105,899	107,464	104,785	42,019	114,325		140,661		
100-34403	Recycling Rev/Reimb	SERVICE	3,494	8,264	26	6,902	6,372	1,561	6,000		6,000		
100-34780	Park Shelter Rental Fees	SERVICE	2,571	2,351	3,013	2,805	2,687	1,819	3,000		3,000		
100-34940	Cemetery Revenues	SERVICE	2,000	-	2,950	1,950	3,700	2,000	2,000		2,000		
	<b>Total Service</b>		<b>117,159</b>	<b>119,827</b>	<b>138,374</b>	<b>130,973</b>	<b>128,819</b>	<b>57,063</b>	<b>136,450</b>	<b>42%</b>	<b>164,136</b>	<b>20%</b>	
100-35100	Court Fines	FINES	861	1,420	315	2,643	2,254	1,780	2,000		2,000		
	<b>Total Fines</b>		<b>861</b>	<b>1,420</b>	<b>315</b>	<b>2,643</b>	<b>2,254</b>	<b>1,780</b>	<b>2,000</b>	<b>89%</b>	<b>2,000</b>	<b>0%</b>	
100-36100	Special Assessments	MISC	-	951	54	429	2,013	428	740		500		Lawn Mowing assessed
100-36200	Misc Revenues	MISC	5,355	67,479	2,592	13,012	10,454	875	900		900		Payment from Corcoran for FD assist for triathlon/supplies for HHF
100-36210	Interest Earnings	MISC	9,074	4,476	(528)	36,318	16,286	1,006	3,000		3,000		
100-36215	Investment Income/Loss	MISC	-	-	7,518	(100)	(1,872)	(289)	6,000		6,000		
100-36218	Grants	MISC	2,799	1,205	-	6,280	-	-	-		-		
100-36230	Contributions & Donations	MISC	5,096	2,742	2,075	8,597	6,000	1,925	3,600		2,000		Park Board Events
100-36235	Insurance Dividends	MISC	10,241	7,094	5,123	11,500	12,801	-	8,000		8,000		
100-36250	Damage Deposits	MISC	6,934	6,291	7,441	6,501	100	-	-		-		Moved to GL
100-36260	Refunds or Reimbursements	MISC	-	-	-	-	4	169	-		-		
100-36291	Sale of Vehicles/Equipment	MISC	3,300	1,300	100	-	1,702	-	-		-		
100-39101	Sales of General Fixed Assets	MISC	-	-	-	-	120,917	-	-		-		
100-39203	Transfers from Other Funds	MISC	-	-	-	-	19,200	-	-		-		
	<b>Total Misc</b>		<b>42,798</b>	<b>91,538</b>	<b>24,375</b>	<b>82,538</b>	<b>187,606</b>	<b>4,114</b>	<b>22,240</b>	<b>18%</b>	<b>20,400</b>	<b>-8%</b>	
	<b>Total Revenue</b>		<b>1,406,462</b>	<b>1,613,019</b>	<b>1,545,068</b>	<b>1,710,727</b>	<b>1,578,339</b>	<b>429,155</b>	<b>1,326,541</b>	<b>32%</b>	<b>1,521,048</b>	<b>14.66%</b>	

**Preliminary Levy Certification  
2018 Expenditure Budget**

Account	Description	Category	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	06-31-2017 Actual	2017 Budget	% of Budget	2018 Budget	% Change	Dollar Change	Comments
<b>General Government</b>														
100-41110-111	Committe Wages	COUNCIL	12,786	12,176	9,359	9,881	10,692	6,415	11,000		13,000		2,000	
100-41110-122	FICA	COUNCIL	793	755	572	632	658	398	682		806		124	
100-41110-123	Medicare	COUNCIL	185	177	134	143	154	93	160		189		29	
100-41110-208	Training & Instruction	COUNCIL	1,109	398	-	365	-	325	400		400		0	
100-41110-306	Dues & Subscriptions	COUNCIL	2,552	670	2,912	6,488	7,856	5,287	7,500		7,500		0	
100-41110-331	Travel Expenses	COUNCIL	801	158	160	76	-	-	500		500		0	
100-41110-437	Discretionary Miscellaneous	COUNCIL	3,396	3,586	5,701	3,128	11,287	627	3,000				(3,000)	
<b>Total Council</b>			<b>21,667</b>	<b>17,967</b>	<b>18,888</b>	<b>20,766</b>	<b>30,646</b>	<b>13,145</b>	<b>23,242</b>	<b>57%</b>	<b>22,395</b>	<b>-4%</b>	<b>(847)</b>	
100-41330-111	Committe Wages	BRDS & COMM	2,850	2,280	2,820	2,820	3,270	-	4,000		4,000		0	
100-41330-208	Training & Instruction	BRDS & COMM	110	-	-	-	-	-	1,300		500		(800)	
100-41330-331	Travel Expenses	BRDS & COMM	-	374	18	21	-	-	100		100		0	
<b>Total Brds &amp; Comm</b>			<b>2,960</b>	<b>2,654</b>	<b>2,838</b>	<b>2,936</b>	<b>3,270</b>	<b>-</b>	<b>5,400</b>	<b>0%</b>	<b>4,600</b>	<b>-15%</b>	<b>(800)</b>	
100-41400-101	Full-Time Wages	CITY ADMIN	72,582	12,433	63,612	75,707	67,580	33,242	69,630		73,084		3,454	
100-41400-121	PERA	CITY ADMIN	4,377	-	4,553	5,870	5,043	2,607	5,222		5,481		259	
100-41400-122	FICA	CITY ADMIN	4,278	590	3,894	4,852	4,169	2,155	4,317		4,531		214	
100-41400-123	Medicare	CITY ADMIN	1,001	138	911	1,135	975	504	1,010		1,060		50	
100-41400-132	Employer Paid Life	CITY ADMIN	-	-	1,073	414	368	193	384		420		36	estimate
100-41400-151	Health Insurance Premium	CITY ADMIN	6,238	-	5,676	5,237	8,372	4,352	8,400		10,800		2,400	considering change to family
100-41400-208	Training & Instruction	CITY ADMIN	465	464	561	1,310	410	431	1,500		1,500		0	
100-41400-306	Dues & Subscriptions	CITY ADMIN	-	-	445	256	267	254	500		500		0	
<b>Total City Admin</b>			<b>116,408</b>	<b>57,941</b>	<b>82,640</b>	<b>98,574</b>	<b>87,184</b>	<b>43,737</b>	<b>90,963</b>	<b>48%</b>	<b>97,376</b>	<b>7%</b>	<b>6,414</b>	
100-41410-200	Office Supplies	ELECTION	1,162	-	3,005	-	1,631	-	7,000		10,500		3,500	Upgrade WC equipment
100-41410-310	Other Professional Services	ELECTION	3,660	-	5,317	79	4,016	-	-		5,000		5,000	Judge Wages
100-41410-351	Legal Notices Publishing	ELECTION	-	-	279	-	174	-	-		300		300	
100-41410-400	Repairs & Maintenance Cont	ELECTION	-	762	-	-	1,014	1,202	1,300		1,500		200	
<b>Total Election</b>			<b>4,822</b>	<b>762</b>	<b>8,601</b>	<b>79</b>	<b>6,835</b>	<b>1,202</b>	<b>8,300</b>	<b>14%</b>	<b>17,300</b>	<b>108%</b>	<b>9,000</b>	
100-41430-101	Full-Time Wages	CLERICAL	39,200	43,120	80,994	53,307	42,267	20,896	43,740		45,930		2,190	
100-41430-121	PERA	CLERICAL	2,827	1,832	5,711	3,798	3,154	1,638	3,280		3,445		164	
100-41430-122	FICA	CLERICAL	2,417	2,544	5,607	3,715	2,607	1,354	2,712		2,848		136	
100-41430-123	Medicare	CLERICAL	565	595	1,311	869	610	317	634		666		32	
100-41430-134	Employer Paid Life	CLERICAL	-	-	(3,996)	1,581	1,309	765	1,440		1,400		(40)	estimate
100-41430-151	Health Insurance Premium	CLERICAL	8,946	17,319	10,443	7,844	8,400	4,352	8,400		8,400		0	reflects monthly allotment
100-41430-208	Training & Instruction	CLERICAL	-	-	-	-	255	-	500		500		0	
100-41430-306	Dues & Subscriptions	CLERICAL	-	-	-	-	-	38	250		250		0	
<b>Total Clerical</b>			<b>53,956</b>	<b>65,410</b>	<b>115,462</b>	<b>74,280</b>	<b>58,602</b>	<b>29,360</b>	<b>60,956</b>	<b>48%</b>	<b>63,438</b>	<b>4%</b>	<b>2,481</b>	
100-41435-260	Uniforms	STAFF EXP	80	-	224	-	-	-	300		300		0	
100-41435-310	Other Professional Services	STAFF EXP	9,845	5,763	578	787	1,157	226	500		500		0	
100-41435-331	Travel Expenses	STAFF EXP	1,101	368	561	1,277	589	215	2,000		2,000		0	
<b>Total Staff Exp</b>			<b>17,144</b>	<b>14,017</b>	<b>2,620</b>	<b>3,290</b>	<b>1,746</b>	<b>442</b>	<b>2,800</b>	<b>16%</b>	<b>2,800</b>	<b>0%</b>	<b>0</b>	
100-41530-101	Full-Time Wages	ACCNT	59,281	78,673	-	24,895	51,158	24,406	52,955		54,600		1,645	
100-41530-121	PERA	ACCNT	3,464	5,869	-	1,800	3,818	1,565	3,975		4,095		120	
100-41530-122	FICA	ACCNT	3,676	5,019	-	1,446	2,941	1,504	3,283		3,385		102	
100-41530-123	Medicare	ACCNT	860	1,174	-	338	688	352	768		792		24	
100-41530-134	Employer Paid Life	ACCNT	-	-	-	348	980	327	996		840		(156)	estimate
100-41530-151	Health Insurance Premium	ACCNT	6,021	9,149	-	3,322	10,800	4,300	10,800		8,400		(2,400)	reflects monthly allotment
100-41530-208	Training & Instruction	ACCNT	-	-	-	-	690	-	1,000		1,000		0	
100-41530-306	Dues & Subscriptions	ACCNT	-	-	-	-	235	60	250		250		0	
100-41530-310	Other Professional Services	ACCNT	-	-	-	35,468	2,457	6,691	-		10,000		10,000	Audit Training/Prep estimate
<b>Total Accnt</b>			<b>73,301</b>	<b>99,885</b>	<b>-</b>	<b>68,471</b>	<b>73,767</b>	<b>39,205</b>	<b>74,026</b>	<b>53%</b>	<b>83,362</b>	<b>13%</b>	<b>9,336</b>	
100-41540-301	Auditing & Accounting	AUDITING	19,840	22,740	27,812	23,400	29,243	20,900	24,300		20,900		(3,400)	Contracted cost
<b>Total Auditing &amp; Accounting</b>			<b>19,840</b>	<b>22,740</b>	<b>27,812</b>	<b>23,400</b>	<b>29,243</b>	<b>20,900</b>	<b>24,300</b>	<b>86%</b>	<b>20,900</b>	<b>-14%</b>	<b>(3,400)</b>	
100-41550-310	Other Professional Services	ASSESSING	16,316	16,889	17,328	17,772	17,828	11,485	18,000		20,000		2,000	Increase due to new plat

	<b>Total Assesing</b>		<b>16,316</b>	<b>16,889</b>	<b>17,328</b>	<b>17,772</b>	<b>17,828</b>	<b>11,485</b>	<b>18,000</b>	<b>64%</b>	<b>20,000</b>	<b>11%</b>	<b>2,000</b>	
100-41570-200	Office Supplies	PURCHASING	6,172	5,587	1,128	3,146	3,077	767	3,500		3,500		0	
100-41570-205	Bank Fees	PURCHASING	212	124	74	49	187	134	100		200		100	
100-41570-207	Computer Supplies	PURCHASING	1,268	4,472	4,284	3,092	5,876	11,119	12,000		6,000		(6,000)	
100-41570-220	Repair/Maintenance Supply	PURCHASING	6,724	8,425	1,939	2,367	3,670	1,690	4,000		4,000		0	
100-41570-322	Postage	PURCHASING	1,222	458	951	2,463	2,840	940	2,000		2,500		500	
100-41570-570	Office Equipment/Furniture	PURCHASING	2,501	1,305	120	210	-	-	-		6,000		6,000	Upgrade Conf. Chairs & PW Conf. Chairs
	<b>Total Purchasing</b>		<b>18,099</b>	<b>20,370</b>	<b>8,496</b>	<b>11,326</b>	<b>15,650</b>	<b>14,650</b>	<b>21,600</b>	<b>68%</b>	<b>22,200</b>	<b>3%</b>	<b>600</b>	
100-41600-310	Other Professional Services	COMPUTER				-	2,542	2,895	4,000		5,000		1,000	Increase for PW setup
	<b>Total Computer</b>		<b>-</b>	<b>-</b>	<b>4,693</b>	<b>3,693</b>	<b>2,542</b>	<b>2,895</b>	<b>4,000</b>	<b>72%</b>	<b>5,000</b>	<b>25%</b>	<b>1,000</b>	
100-41610-304	Legal Fees	ATTORNEY	13,799	19,286	20,536	18,947	25,247	12,615	22,440		23,500		1,060	
	<b>Total Attorney</b>		<b>13,799</b>	<b>19,286</b>	<b>20,536</b>	<b>18,947</b>	<b>25,247</b>	<b>12,615</b>	<b>22,440</b>	<b>56%</b>	<b>23,500</b>	<b>5%</b>	<b>1,060</b>	
100-41910-310	Other Professional Services	PLANNING & ZONING	11,489	24,092	26,511	19,945	24,771	7,903	29,500		20,000		(9,500)	Finish 2017 Comp Plan Update
	<b>Total Planning &amp; Zoning</b>		<b>11,489</b>	<b>24,092</b>	<b>26,511</b>	<b>19,945</b>	<b>24,771</b>	<b>7,903</b>	<b>29,500</b>	<b>27%</b>	<b>20,000</b>	<b>-32%</b>	<b>(9,500)</b>	
100-41940-210	Operating Supplies	BLDG & GRNDS	3,484	4,454	2,494	617	1,567	1,080	1,500		1,500		0	cleaning suplies, garbage bags, etc.
100-41940-220	Repair/Maintenance Supply	BLDG & GRNDS	4,943	10,195	(3,187)	9,461	10,286	2,629	7,000		7,000		0	
100-41940-306	Dues & Subscriptions	BLDG & GRNDS			250	250	250	250	300		250		(50)	Liquor License
100-41940-310	Other Professional Services	BLDG & GRNDS	432	6,508	6,998	6,016	7,208	3,488	1,000		1,000		0	Removed \$7k cleaning cont., left pest
100-41940-321	Telephone	BLDG & GRNDS	4,851	5,851	4,476	3,282	3,139	1,944	3,500		4,200		700	Comcast
100-41940-325	Taxes	BLDG & GRNDS	6,723	6,439	258	220	214	320	250		300		50	sales and use tax
100-41940-381	Electric Utility	BLDG & GRNDS	6,964	10,328	8,927	14,122	8,917	2,942	11,250		14,000		2,750	City Hall & PW
100-41940-383	Gas Utilities	BLDG & GRNDS	3,382	4,799	6,698	3,642	3,047	2,467	6,250		8,000		1,750	City Hall & PW
100-41940-384	Refuse/Garbage Disposal	BLDG & GRNDS	1,862	5,313	(502)	2,540	2,552	1,668	3,250		3,500		250	City Hall & PW
100-41940-415	Other Equipment Rental	BLDG & GRNDS	499	-	-	121	-	-	500		500		0	
100-41940-520	Buildings & Structures	BLDG & GRNDS	-	637	5,591	5,346	3,402	1,012	4,500		1,000		(3,500)	
100-41940-560	Furniture & Fixtures	BLDG & GRNDS	-	3,149	535	1,961	242	117	2,500		2,500		0	
100-41940-580	Other Equipment	BLDG & GRNDS	160	352	308	1,263	226	-	500		500		0	
	<b>Total Bldg &amp; Grnds</b>		<b>97,170</b>	<b>106,016</b>	<b>32,848</b>	<b>48,842</b>	<b>41,048</b>	<b>17,916</b>	<b>42,300</b>	<b>42%</b>	<b>44,250</b>	<b>5%</b>	<b>1,950</b>	
100-41950-303	Engineering Fee	ENGINEERING	14,114	22,511	19,613	23,493	25,659	8,003	32,500		25,000		(7,500)	No Comp. Plan
	<b>Total Engineering</b>		<b>14,114</b>	<b>22,511</b>	<b>19,613</b>	<b>23,493</b>	<b>25,659</b>	<b>8,003</b>	<b>32,500</b>	<b>25%</b>	<b>25,000</b>	<b>-23%</b>	<b>(7,500)</b>	
100-41960-150	Workers Comp Premium	INSURANCE	1,730	2,086	845	259	8,543	3,067	8,799		9,000		201	entire City less Fire Department estimate
100-41960-361	General Liability Insurance	INSURANCE	22,340	21,946	24,476	24,785	19,245	21,536	18,860		22,000		3,140	entire City less Fire Department estimate
	<b>Total Insur</b>		<b>24,070</b>	<b>24,032</b>	<b>27,982</b>	<b>25,045</b>	<b>27,788</b>	<b>24,603</b>	<b>27,659</b>	<b>89%</b>	<b>31,000</b>	<b>12%</b>	<b>3,341</b>	
100-41970-341	Employment	LEGAL PUB	636	231	235	435	274	362	300		300		0	
100-41970-343	Other Advertising	LEGAL PUB	-	-	38	-	39	104	50		50		0	WC Journal Subscription
100-41970-351	Legal Notices Publishing	LEGAL PUB	985	1,925	1,621	768	1,814	108	2,000		2,000		0	Election Year
100-41970-354	Recording Fees	LEGAL PUB	654	128	441	-	-	-	500		500		0	
	<b>Total Legal Pub</b>		<b>2,274</b>	<b>2,284</b>	<b>2,336</b>	<b>1,203</b>	<b>2,127</b>	<b>574</b>	<b>2,850</b>	<b>20%</b>	<b>2,850</b>	<b>0%</b>	<b>0</b>	
100-48205-810	Refunds & Reimbursements	DAMAGE DEPOSIT	6,205	7,720	7,554	11,079	3,416	-	-		-		0	Moved to GL
	<b>Total Damage Deposit</b>		<b>6,205</b>	<b>7,720</b>	<b>7,554</b>	<b>11,079</b>	<b>3,416</b>	<b>-</b>	<b>-</b>		<b>-</b>		<b>#DIV/0!</b>	
	<b>Total General Gov't</b>		<b>513,634</b>	<b>524,577</b>	<b>426,758</b>	<b>473,140</b>	<b>477,369</b>	<b>248,635</b>	<b>490,836</b>	<b>51%</b>	<b>505,970</b>	<b>3%</b>	<b>15,135</b>	
<b>Public Safety</b>														
100-42101-310	Other Professional Services	HC SHERIFF	64,977	65,503	75,078	69,333	71,405	19,683	78,731		81,096		2,365	contract price
	<b>Total HC Sheriff</b>		<b>64,977</b>	<b>65,503</b>	<b>75,078</b>	<b>69,333</b>	<b>71,405</b>	<b>19,683</b>	<b>78,731</b>	<b>25%</b>	<b>81,096</b>	<b>3%</b>	<b>2,365</b>	
100-42102-310	Other Professional Services	WC SHERIFF	87,474	88,330	83,726	95,900	99,168	51,975	101,748		105,120		3,372	proposed contract price
	<b>Total WC Sheriff</b>		<b>87,474</b>	<b>88,330</b>	<b>83,726</b>	<b>95,900</b>	<b>99,168</b>	<b>51,975</b>	<b>101,748</b>	<b>51%</b>	<b>105,120</b>	<b>3%</b>	<b>3,372</b>	
100-42210-103	Part-Time Wages	FIRE ADMIN	18,420	29,404	28,116	27,804	31,640	23,927	55,000		59,000		4,000	straight hourly pay/increased calls
100-42210-122	FICA	FIRE ADMIN	1,142	1,823	1,743	1,714	1,943	1,483	3,410		3,658		248	
100-42210-123	Medicare	FIRE ADMIN	267	426	408	401	454	347	798		856		58	
100-42210-142	Unemployment Benefits	FIRE ADMIN	-	-	-	22	-	55	-		-		0	
100-42210-150	Workers Comp Premium	FIRE ADMIN	6,731	7,042	6,679	7,137	7,947	3,180	8,344		8,500		156	estimate
100-42210-200	Office Supplies	FIRE ADMIN	-	359	167	131	241	411	200		350		150	
100-42210-305	Medical/Physical Fees	FIRE ADMIN	363	3,975	1,260	4,735	4,567	1,909	4,000		4,000		0	
100-42210-306	Dues & Subscriptions	FIRE ADMIN	1,042	884	562	572	605	1,714	950		1,000		50	
100-42210-361	General Liability Insurance	FIRE ADMIN	10,108	6,875	5,869	2,370	4,743	5,248	4,553		5,000		447	estimate
	<b>Total Fire Admin</b>		<b>38,073</b>	<b>50,788</b>	<b>45,975</b>	<b>45,125</b>	<b>52,140</b>	<b>38,274</b>	<b>77,255</b>	<b>50%</b>	<b>82,364</b>	<b>7%</b>	<b>5,108</b>	

100-42220-221	Equipment Parts	FIRE EQUIP	7,812	3,665	6,025	1,056	2,791	2,938	15,500	15,500	0		
100-42220-228	Medical Supplies	FIRE EQUIP	-	-	-	782	370	-	1,500	1,500	0		
100-42220-240	Small Tools/Equipment	FIRE EQUIP	581	718	132	-	537	-	850	850	0		
100-42220-260	Uniforms	FIRE EQUIP	7,551	8,599	780	10,864	7,559	2,456	4,500	28,500	24,000	Purchase extra to incorporate 2 sets each	
100-42220-580	Other Equipment	FIRE EQUIP	4,959	4,315	2,056	856	1,081	605	5,000	5,000	0		
	<b>Total Fire Equip</b>		<b>20,903</b>	<b>17,296</b>	<b>8,993</b>	<b>13,557</b>	<b>12,338</b>	<b>5,999</b>	<b>27,350</b>	<b>22%</b>	<b>51,350</b>	<b>88%</b>	<b>24,000</b>
100-42240-208	Training & Instruction	FIRE TRG	3,558	3,401	7,517	8,869	4,162	2,391	12,500	12,500	0		
100-42240-310	Other Professional Services	FIRE TRG	-	-	-	-	2,939	1,539	3,000	3,210	210	Contracted cost	
100-42240-331	Travel Expenses	FIRE TRG	1,468	1,099	852	792	2,137	656	1,500	1,500	0		
	<b>Total Fire Trg</b>		<b>5,025</b>	<b>4,500</b>	<b>8,369</b>	<b>9,661</b>	<b>9,238</b>	<b>4,586</b>	<b>17,000</b>	<b>27%</b>	<b>17,210</b>	<b>1%</b>	<b>210</b>
100-42260-212	Motor Fuels	FIRE VEHICLE	4,243	5,428	3,780	3,146	2,362	648	4,500	4,500	0		
100-42260-220	Repair/Maintenance Supply	FIRE VEHICLE	4,985	7,438	14,342	7,855	11,402	3,596	9,000	9,000	0		
100-42260-240	Small Tools/Equipment	FIRE VEHICLE	1,845	2,335	1,860	198	322	-	2,000	2,000	0		
100-42260-323	Radio Units	FIRE VEHICLE	2,250	1,107	2,661	5,035	8,481	3,439	7,465	7,805	340	add additional radios	
	<b>Total Fire Vehicle</b>		<b>13,324</b>	<b>16,307</b>	<b>22,643</b>	<b>16,235</b>	<b>22,567</b>	<b>7,683</b>	<b>22,965</b>	<b>33%</b>	<b>23,305</b>	<b>1%</b>	<b>340</b>
100-42280-215	Shop Supplies	FIRE BLDG	1,220	1,121	741	189	416	52	1,650	1,650	0		
100-42280-220	Repair/Maintenance Supply	FIRE BLDG	4,958	-	522	14,969	2,827	404	3,500	7,500	4,000	increase for hose testing	
100-42280-321	Telephone	FIRE BLDG	458	1,002	430	351	371	1,304	800	1,000	200		
100-42280-325	Taxes	FIRE BLDG	165	138	-	-	-	-	175	175	0		
100-42280-381	Electric Utilities	FIRE BLDG	4,450	4,696	3,722	3,636	3,861	1,194	4,500	4,500	0		
100-42280-383	Gas Utilities	FIRE BLDG	1,483	2,569	3,673	2,855	1,935	1,377	3,000	3,000	0		
	<b>Total Fire Bldg</b>		<b>12,733</b>	<b>9,526</b>	<b>9,088</b>	<b>21,999</b>	<b>9,410</b>	<b>4,331</b>	<b>13,625</b>	<b>32%</b>	<b>17,825</b>	<b>31%</b>	<b>4,200</b>
100-42290-124	State Aid Pensions	FRA	27,621	41,704	37,871	42,415	38,746	-	36,000	39,000	3,000	pass through fund	
100-42290-125	Other Retirement Contributions	FRA	-	-	-	-	11,134	-	11,134	12,011	877	31% of two year's prior state aid paid by City for ti	
100-42290-301	Auditing & Accounting	FRA	-	10,683	5,800	6,580	6,100	6,200	6,500	6,500	0	billed hourly, this is estimated amount	
	<b>Total FRA</b>		<b>27,621</b>	<b>52,387</b>	<b>43,671</b>	<b>48,995</b>	<b>55,980</b>	<b>6,200</b>	<b>53,634</b>	<b>12%</b>	<b>57,511</b>	<b>7%</b>	<b>3,877</b>
100-42401-310	Other Professional Services	BLDG INSP	17,271	72,360	32,860	53,391	54,669	23,343	17,500	50,000	32,500	new plat	
	<b>Total Bldg Insp</b>		<b>17,271</b>	<b>72,360</b>	<b>32,860</b>	<b>53,391</b>	<b>54,669</b>	<b>23,343</b>	<b>17,500</b>	<b>133%</b>	<b>50,000</b>	<b>186%</b>	<b>32,500</b>
100-42700-310	Other Professional Services	ANIMAL CTRL	-	189	180	185	250	-	500	500	0		
	<b>Total Animal Ctrl</b>		<b>-</b>	<b>189</b>	<b>180</b>	<b>185</b>	<b>250</b>	<b>-</b>	<b>500</b>	<b>0%</b>	<b>500</b>	<b>0%</b>	<b>0</b>
100-42800-310	Other Professional Services	CEMETERY	-	-	-	50	2,174	-	50	-	(50)		
	<b>Total Cemetery</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>50</b>	<b>2,174</b>	<b>-</b>	<b>50</b>	<b>0%</b>	<b>-</b>	<b>-100%</b>	<b>(50)</b>
	<b>Total Public Safety</b>		<b>287,401</b>	<b>377,186</b>	<b>330,583</b>	<b>374,432</b>	<b>389,338</b>	<b>162,074</b>	<b>410,358</b>	<b>39%</b>	<b>486,280</b>	<b>19%</b>	<b>75,922</b>
<b>Public Works</b>													
100-43000-101	Full-Time Wages - Reg	PUBLIC WORKS	45,643	61,257	74,389	98,608	107,097	44,681	116,803	156,926	40,123	3 FTE - with \$25k paid from Storm H2O	
100-43000-102	Full-Time Wages - OT	PUBLIC WORKS	-	-	1,340	604	1,386	526	1,050	2,000	950		
100-43000-103	Part-Time Wages	PUBLIC WORKS	8,615	4,010	14,370	5,170	13,080	5,036	15,000	13,740	(1,260)	1 Summer help and 1 temp. snow plow driver	
100-43000-121	PERA	PUBLIC WORKS	3,498	3,462	5,168	7,730	8,095	3,328	10,279	11,769	1,490		
100-43000-122	FICA	PUBLIC WORKS	3,274	3,846	5,688	6,637	7,482	3,251	8,251	9,729	1,478		
100-43000-123	Medicare	PUBLIC WORKS	765	899	1,274	1,552	1,750	760	2,285	2,275	(10)		
100-43000-134	Employer Paid Life	PUBLIC WORKS	-	-	1,107	1,729	1,862	770	2,832	2,458	(374)	estimate	
100-43000-142	Unemployment Benefits	PUBLIC WORKS	-	-	369	264	28	12	500	250	(250)		
100-43000-151	Health Insurance Premiums	PUBLIC WORKS	5,378	5,537	10,892	15,616	19,200	8,207	27,600	30,000	2,400	2 family & 1 single	
100-43000-208	Training & Instruction	PUBLIC WORKS	1,140	-	225	997	1,379	1,310	2,500	2,500	0	to reflect additional worker	
100-43000-212	Motor Fuels	PUBLIC WORKS	9,113	10,110	8,790	-	5,218	1,753	7,000	7,000	0	plow, loader, bobcat, pickups	
100-43000-215	Shop Supplies	PUBLIC WORKS	929	4,608	3,569	-	2,658	1,498	2,500	5,000	2,500		
100-43000-220	Repair/Maintenance Supply	PUBLIC WORKS	5,806	7,116	8,726	378	11,725	4,817	6,000	9,000	3,000		
100-43000-226	Sign Repair Materials	PUBLIC WORKS	-	-	-	-	1,252	229	1,500	1,500	0	consolidated all street sign resources here	
100-43000-240	Small Tools/Equipment	PUBLIC WORKS	2,022	1,986	4,432	-	2,576	5,613	5,000	5,000	0		
100-43000-260	Uniforms	PUBLIC WORKS	830	907	1,974	-	1,316	441	3,000	3,000	0	to reflect additional worker	
100-43000-310	Other Professional Services	PUBLIC WORKS	7,775	6,708	5,174	-	18,696	6,802	19,000	17,000	(2,000)	Compost, street sweepings	
100-43000-321	Telephone	PUBLIC WORKS	-	-	555	1,929	1,880	792	2,800	2,800	0	to reflect additional worker	
100-43000-325	Taxes	PUBLIC WORKS	-	-	119	-	120	38	200	200	0		
	<b>Total Public Works</b>		<b>97,872</b>	<b>113,432</b>	<b>155,840</b>	<b>152,107</b>	<b>206,800</b>	<b>89,864</b>	<b>234,100</b>	<b>38%</b>	<b>282,148</b>	<b>21%</b>	<b>48,048</b>
100-43121-224	Street Maintenance Materials	PAVED STREETS	811	5,636	13,661	71,522	32,250	13,010	50,000	100,000	50,000	increase to pay for annual chip seal	
	<b>Total Paved Streets</b>		<b>7,454</b>	<b>6,225</b>	<b>14,625</b>	<b>75,755</b>	<b>32,250</b>	<b>13,010</b>	<b>50,000</b>	<b>26%</b>	<b>100,000</b>	<b>100%</b>	<b>50,000</b>

100-43122-224	Street Maintenance Materials	UNPAVED STREETS	2,655	2,240	7,094	10,403	11,179	795	10,000		12,000	2,000	
	<b>Total Unpaved Streets</b>		<b>4,967</b>	<b>6,400</b>	<b>7,094</b>	<b>10,403</b>	<b>11,179</b>	<b>795</b>	<b>10,000</b>	<b>8%</b>	<b>12,000</b>	<b>20%</b>	<b>2,000</b>
100-43125-224	Street Maintenance Materials	SNOW/ICE	2,246	600	11,926	15,000	9,453	-	15,000		15,000	0	
	<b>Total Snow/Ice</b>		<b>2,246</b>	<b>600</b>	<b>11,926</b>	<b>15,000</b>	<b>9,453</b>	<b>-</b>	<b>15,000</b>	<b>0%</b>	<b>15,000</b>	<b>0%</b>	<b>0</b>
100-43160-381	Electric Utilities	STREET LIGHTS	26,483	27,036	25,125	19,475	26,424	10,458	25,000		25,000	0	
	<b>Total Street Lights</b>		<b>26,483</b>	<b>27,036</b>	<b>25,125</b>	<b>19,475</b>	<b>26,424</b>	<b>10,458</b>	<b>25,000</b>	<b>42%</b>	<b>25,000</b>	<b>0%</b>	<b>0</b>
100-43240-384	Refuse/Garbage Disposal	CITY CLEAN UP	487	828	887	1,784	2,073	-	2,000		-	(2,000)	\$0 cost last two years ('16 received donation)
	<b>Total City Clean Up</b>		<b>487</b>	<b>828</b>	<b>887</b>	<b>1,784</b>	<b>2,073</b>	<b>-</b>	<b>2,000</b>	<b>0%</b>	<b>-</b>	<b>-100%</b>	<b>(2,000)</b>
100-43245-384	Refuse/Garbage Disposal	RECYCLING	18,637	25,354	33,931	36,112	37,745	15,752	36,000		38,500	2,500	additional houses
	<b>Total Recycling</b>		<b>18,637</b>	<b>25,354</b>	<b>33,931</b>	<b>36,112</b>	<b>37,745</b>	<b>15,752</b>	<b>36,000</b>	<b>44%</b>	<b>38,500</b>	<b>7%</b>	<b>2,500</b>
	<b>Total Public Works</b>		<b>159,233</b>	<b>180,693</b>	<b>249,428</b>	<b>341,883</b>	<b>325,925</b>	<b>129,879</b>	<b>372,100</b>	<b>35%</b>	<b>472,648</b>	<b>27%</b>	<b>100,548</b>

**Culture & Recreation**

100-45186-437	Senior Center Contribution	SENIOR CENTER	625	1,250	7,654	5,330	7,016	1,814	8,000		8,700	700	provided by St. Michael
	<b>Total Senior Center Contribution</b>		<b>625</b>	<b>1,250</b>	<b>7,654</b>	<b>5,330</b>	<b>7,016</b>	<b>1,814</b>	<b>8,000</b>	<b>23%</b>	<b>8,700</b>	<b>9%</b>	<b>700</b>
100-45200-212	Motor Fuels	PARKS			1,958	-	1,478	95	2,000		2,000	0	lawn mower fuel
100-45200-220	Repair/Maintenance Supply	PARKS	6,508	3,801	4,477	4,513	4,599	904	5,000		5,000	0	mower repairs, park maintenance equipment
100-45200-225	Landscaping Materials	PARKS	2,352	4,055	1,788	2,625	4,356	560	10,000		8,000	(2,000)	wood chips, seed, soil, fertilizer, etc.
100-45200-310	Other Professional Services	PARKS				-	6,280	-	6,800		6,800	0	FYCC Costs
100-45200-381	Electric Utilities	PARKS	825	2,729	1,932	2,054	2,265	1,191	2,000		2,200	200	
100-45200-400	Repairs & Maintenance Cont	PARKS	2,704	4,489	4,469	2,249	1,939	112	1,500		1,500	0	
100-45200-440	Programs	PARKS	2,957	5,171	4,992	9,041	2,216	1,925	2,200		2,200	0	city hosted events (offset by donations)
100-45200-580	Other Equipment	PARKS	2,484	1,182	2,711	7,190	7,606	1,638	7,000		8,000	1,000	added Biff @ school
	<b>Total Parks</b>		<b>21,298</b>	<b>24,199</b>	<b>22,610</b>	<b>27,852</b>	<b>30,739</b>	<b>6,424</b>	<b>36,500</b>	<b>18%</b>	<b>35,700</b>	<b>-2%</b>	<b>(800)</b>
100-45500-437	Contribution & Operation	ROY SIMMS LIBRARY	7,000	7,000	7,000	5,250	10,428	4,799	10,500		11,500	1,000	\$7K bond plus \$4,500 operation
	<b>Total Roy Simms Library</b>		<b>7,000</b>	<b>7,000</b>	<b>7,000</b>	<b>5,250</b>	<b>10,428</b>	<b>4,799</b>	<b>10,500</b>	<b>46%</b>	<b>11,500</b>	<b>10%</b>	<b>1,000</b>
	<b>Total Culture &amp; Rec</b>		<b>28,923</b>	<b>32,449</b>	<b>37,264</b>	<b>38,432</b>	<b>48,183</b>	<b>13,038</b>	<b>55,000</b>	<b>24%</b>	<b>55,900</b>	<b>2%</b>	<b>900</b>

**Transfers Out**

100-49360-700	Transfer Out	GENERAL CAPITAL	145,203	221,307	100,000		250,000		-		-	0	eliminated as an operating expense
100-49360-700	Transfer Out	PARKS CAPITAL	-	-	-		148,570		-		-	0	eliminated as an operating expense
100-49360-700	Transfer Out	FIRE DEPT CAPITAL	-	-	20,000	52,300	31,000		-		-	0	eliminated as an operating expense
100-49360-700	Transfer Out	HISTORICAL FUND	10,000	10,000	10,000				-		-	0	eliminated as an operating expense
100-49360-700	Transfer Out	CITY HALL FUND	100,000	30,000	30,000		74,093		-		-	0	eliminated as an operating expense
100-49360-700	Transfer Out	EQUIPMENT FUND	20,000	32,500	32,500	55,000			-		-	0	eliminated as an operating expense
100-49360-700	Transfer Out	STREET CAPITAL	100,000	275,000	100,000	369,000			-		-	0	eliminated as an operating expense
	<b>Total Transfers Out</b>		<b>375,203</b>	<b>568,807</b>	<b>292,500</b>	<b>476,300</b>	<b>503,663</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>	<b>-</b>	<b>#DIV/0!</b>	<b>0</b>

**Transit**

100-49800-310	Other Professional Services	TRANSIT			1,107		250	-	250		250	0	Annual Cost
	<b>Total Transit</b>				<b>1,107</b>	<b>-</b>	<b>250</b>	<b>-</b>	<b>250</b>	<b>0%</b>	<b>250</b>	<b>0%</b>	<b>0</b>

	<b>Total Fund Expend.</b>	<b>1,364,394</b>	<b>1,683,711</b>	<b>1,337,640</b>	<b>1,704,187</b>	<b>1,744,728</b>	<b>553,626</b>	<b>1,328,544</b>	<b>42%</b>	<b>1,521,048</b>	<b>14.49%</b>	<b>192,505</b>
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	<b>Total Revenue Over Expenditures</b>	<b>42,068</b>	<b>(70,692)</b>	<b>207,428</b>	<b>6,540</b>	<b>(1,315,573)</b>	<b>(124,471)</b>	<b>(2,003)</b>		<b>0</b>		
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**Fire Department Cost for Services Calculation**

<b>2018 Estimated Market Values</b>	<b>HC</b>	<b>WC</b>	<b>TOTAL</b>	
City of Corcoran	\$198,284,200		\$198,284,200	25.71%
City of Greenfield	\$133,387,300		\$133,387,300	17.29%
City of Hanover	\$80,926,200	\$262,059,200	\$342,985,400	44.47%
Rockford Township		\$96,690,300	\$96,690,300	12.54%
	<hr/>	<hr/>	<hr/>	<hr/>
	\$412,597,700	\$358,749,500	\$771,347,200	100.00%

<b>Total Calls by Year</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016 Total</b>	<b>Average</b>		
City of Corcoran	25	24	34	34	50	167	33.4	21.69%
City of Greenfield	13	13	12	12	42	92	18.4	11.95%
City of Hanover	71	77	73	73	103	397	79.4	51.56%
Rockford Township	14	22	28	28	22	114	22.8	14.81%
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	123	136	147	147	217	770	154	100.00%

**2018 Budget:** 309,564.50 Total Budgeted Expenditures (General Fund, Bonds, Capital Transfer)  
 (39,000.00) State FRA Pension Contribution  
**\$270,564.50 Amount to be allocated**

**Payment from City is based on dividing the budget in half and then determining costs based on Market Value and Call Hours.**

	<b>MV %</b>	<b>MV Pymt.</b>	<b>CH %</b>	<b>CH Pymt.</b>	<b>Payment</b>
City of Corcoran	25.71%	34,775.95	21.69%	29,340.44	64,116.39
City of Greenfield	17.29%	23,394.05	11.95%	16,163.59	39,557.64
City of Hanover	44.47%	60,154.28	51.56%	69,749.42	129,903.70
	12.54%	16,957.97	14.81%	20,028.80	36,986.77
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	100.00%	135,282.25	100.00%	135,282.25	270,564.50
		135,282.25		135,282.25	

<b>*2017 Payment Per City:</b>		<b>2018 Payment Per City:</b>	<b>% Change</b>
City of Corcoran	<b>\$53,281.44</b>	City of Corcoran	<b>\$64,116.39</b> 20%
City of Greenfield	<b>\$29,756.79</b>	City of Greenfield	<b>\$39,557.64</b> 33%
City of Hanover	<b>\$111,199.77</b> (Includes \$5,000)	City of Hanover	<b>\$129,903.70</b> 17%
Rockford Township	<b>\$31,286.64</b>	Rockford Township	<b>\$36,986.77</b> 18%
	<hr/>		<hr/>
	<b>\$225,524.64</b>		<b>\$270,564.50</b>

Capital Improvement Fund Levy Revenue										
Fund No.	Account Description	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget	% Change	Comments
401	General	145,203	221,307	100,000						
402	Parks						25,000	25,000		
403	Fire Department			20,000	24,000	30,000	30,000	60,000		added 2010 equip. certif. amount
404	Historical Projects	10,000	10,000	10,000						
407	TIF Redev. Dist #1									
408	8th St. Project									
411	Facilities	100,000	30,000	30,000			-			
417	Equipment	20,000	32,500	32,500	55,000	65,000	52,348	15,000		
418	Street Project	100,000	275,000	100,000	190,000	215,000	160,000	152,880		
<b>Total Revenue</b>		<b>375,203</b>	<b>568,807</b>	<b>292,500</b>	<b>269,000</b>	<b>310,000</b>	<b>267,348</b>	<b>252,880</b>	<b>-1%</b>	

\*Check 2016 capital transfer amount against Tammy's projections.

**Preliminary Levy Certification**

**STATE of MINNESOTA  
COUNTY of WRIGHT  
CITY OF HANOVER**

Return by: September \_\_\_\_, 2016  
City Taxes Voted

To the Auditor of Wright County: I hereby certify that the Council for the City of Hanover, County of Wright, Minnesota, did at a meeting on September \_\_\_\_, 2017 levy the following amount to be raised by taxation for the City of Hanover for the payable year 2018.

**2017 Final**

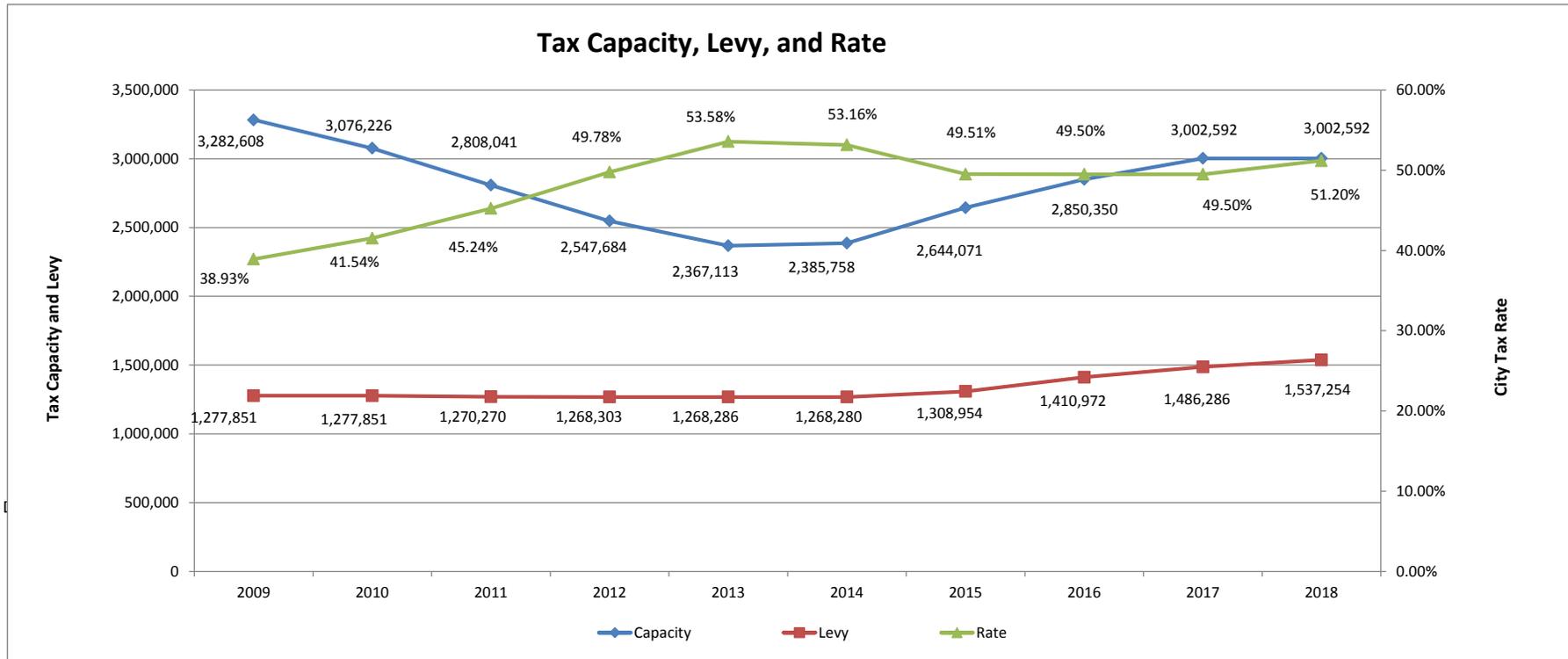
**2017 Final**

2016 Budget Requirement	2016 LGA	2016 Other Resources	2016 Tax Levy	# Fund	2017 Budget Requirement	2017 LGA	2017 Other Resources	2017 Certified Levy
1,065,017	108,169	126,324	830,524	5 Rev	1,211,483.95	117,651.00	219,934.00	873,898.95
261,525	36,000	114,325	111,200	7 Fire Prot.	309,564.50	39,000.00	140,660.80	129,903.70
422,811		145,597	277,214	19 Debt Services	\$303,500.00		\$22,928.77	\$280,571.23
267,348			267,348	26 Capital Improv.	252,880.00			252,880.00
<b>2,016,700</b>	<b>144,169</b>	<b>386,246</b>	<b>1,486,286</b>	<b>Total</b>	<b>2,077,428.45</b>	<b>156,651.00</b>	<b>383,523.57</b>	<b>1,537,253.88</b>

Dated this \_\_\_\_ day of September, 2017.

\_\_\_\_\_  
Brian Hagen, City Administrator

Preliminary Levy Certification	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	Tax Capacity:
Capacity	3,282,608	3,076,226	2,808,041	2,547,684	2,367,113	2,385,758	2,644,071	2,850,350	3,002,592	3,002,592	HC - 804124
Levy	1,277,851	1,277,851	1,270,270	1,268,303	1,268,286	1,268,280	1,308,954	1,410,972	1,486,286	1,537,254	WC -
Rate	38.93%	41.54%	45.24%	49.78%	53.58%	53.16%	49.51%	49.50%	49.50%	51.20%	



# Burschville Construction, Inc.

11440 8<sup>th</sup> Street NE

PO Box 65

Hanover, MN 55341

Telephone 763-497-4242

Fax 763-497-4266

*E-mail: [estimating@burschvilleconstruction.com](mailto:estimating@burschvilleconstruction.com)*

July 26, 2017

City of Hanover  
11250 5<sup>th</sup> Street NE  
Hanover, MN 55341

*Proposal for  
Catch Basin # 5013 Removal & Replacement  
Hanover, MN*

Burschville Construction, Inc. hereby proposes to provide all labor, equipment and material necessary to complete the following:

*Remove and replace Catch Basin # 5013, not including a new casting*                      \$8,100.00

*Catch basin casting, if needed, please add \$600.00*

*(Jason thought that the City may already have one)*

*Curb & gutter replacement, if needed, please add \$2,250.00*

*Blacktop replacement, if needed, please add \$2,550.00*

**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 31<sup>st</sup> day of July, 2017.

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 07-31-17-82**

**A RESOLUTION APPROVING THE 2017 CHIP SEAL PROJECT**

**WHEREAS**, staff is recommending a chip seal project on a portion of River Rd. NE., based on a recommendation by the City Engineer identified on the attached document; and

**WHEREAS**, two quotes were received and reviewed for accuracy, with the low quote coming from Pearson Bros. Inc.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Hanover, Minnesota hereby approves quote submitted by Pearson Bros. Inc. in the amount of \$32,775.00.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 31<sup>st</sup> day of July, 2017.

APPROVED BY:

\_\_\_\_\_  
Chris Kauffman, Mayor

ATTEST:

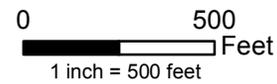
\_\_\_\_\_  
Brian Hagen, City Administrator

 2017 Chip Seal Project

STREET NAME	AREA (SQ YD)
River Rd	13,400
<b>TOTAL</b>	<b>13,400</b>



**Figure 1 - Project Locations**  
 2017 Chip Seal Project  
 Hanover, MN



## REQUEST FOR QUOTATIONS

Description: 2017 Chip Seal Project  
Approximately 13,400 square yards of Chip Sealing  
City of Hanover, MN

Submittal Deadline: **10:00 a.m.**  
**Thursday, July 27, 2017**  
**Email Only - [brianh@ci.hanover.mn.us](mailto:brianh@ci.hanover.mn.us)**

Submit To:



Mr. Brian Hagen  
City Administrator  
WSB & Associates, Inc.  
11250 5<sup>th</sup> Street NE  
Hanover, MN 55341  
Phone: (763) 497-3777  
Email: [brianh@ci.hanover.mn.us](mailto:brianh@ci.hanover.mn.us)

Chip Seal Locations: Refer to attached figure

With this submittal, we understand the following is made for furnishing of all labor and materials and all else necessary for 2017 Chip Seal Project, for the City of Hanover, Minnesota.

The undersigned certifies that the attached Contract Documents have been carefully examined, and that the site of the work has been personally inspected. The undersigned declares that the amount and nature of the work to be done is understood, and that at no time will misunderstanding of the Contract Documents be pleaded. On the basis of the Contract Documents the undersigned proposes to furnish all necessary apparatus and other means of construction, to do all the work and furnish all the materials in the manner specified, and to accept as full compensation therefore the sum of the various products obtained by multiplying each unit price herein bid for the work or materials, by quantities thereof actually incorporated in the completed project, as determined by the Engineer. The undersigned understands that the quantities mentioned herein are approximate only, and are subject to increase or decrease, and hereby proposes to perform all quantities of work as either increased or decreased, in accordance with the provisions of the specification, as the unit prices bid in the following proposal schedule, unless such schedule designates lump sum bids.

**PROPOSED SCHEDULE:** The Bidder agrees to perform all work described in the specifications and shown on the plans for the following unit prices:

Schedule A – Chip Seal (See Figure 1)

No.	Mat. No.	Item	Unit	Quantity	Unit Price	Total Price
1	2021.501	MOBILIZATION	LS	1	\$ 2,200.00	\$ 2,200.00
2	2355.502	BITUMINOUS MATERIAL FOR FOG SEAL (CSS-1H)	GAL	2,410	\$ .50	\$ 1,205.00
3	2356.505	PRETREAT EXISTING PAVEMNT MARKINGS	LF	11,200	\$ .10	\$ 1,120.00
4	2356.505	BITUMINOUS MATERIAL FOR SEAL COAT (CRS-2P)	GAL	4,280	\$ 2.40	\$ 10,272.00
5	2356.604	SEAL COAT AGGREGATE (FA-3) GRANITE ROCK	SQ YD	13,400	\$ .78	\$ 10,452.00
6	2564.502	12" SOLID LINE YELLOW-EPOXY	LIN FT	510	\$ 5.00	\$ 2,550.00
7	2564.602	PAVT MESSAGE (LT ARROW) EPOXY	EA	4	\$ 200.00	\$ 800.00
8	2564.602	PAVT MESSAGE (RT ARROW) EPOXY	EA	2	\$ 120.00	\$ 240.00
9	2564.602	PAVT MESSAGE (RT/THRU ARROW) EPOXY	EA	2	\$ 175.00	\$ 350.00
10	2582.501	CROSSWALK MARKINGS-EPOXY	SQ FT	130	\$ 4.00	\$ 520.00
11	2582.502	4" DOUBLE SOLID LINE YELLOW-EPOXY	LIN FT	3,730	\$ .70	\$ 2,611.00
12	2582.502	4" SOLID LINE WHITE-EPOXY	LIN FT	1,300	\$ .35	\$ 455.00

Grand Total \$ 32,775.00

Submitted by:

Firm Name: Pearson Bros., INC.

By: ACK E Pearson

Address: 11079 Lamont Ave NE

Hanover, MN 55341

Date: 7-26-2017



11079 Lamont Ave NE Hanover, MN 55341  
Office: 763-391-6622 • Fax 763-391-6627

**Responsible Contractor Verification**  
**Minnesota Statute 16.C.285**

City of Hanover 2017 Chip Seal Project  
(Public Project Name and Number)

The undersigned is an owner/officer of the Pearson Bros., Inc. submitting a Bid or Proposal and ***swears under oath*** that, as of the time of submitting it's Bid or Proposal for the above-referenced project ("project"), the company verifies compliance with each of the minimum criteria in Minnesota Statute 16C.285, subd. 3.

The first-tier subcontractors that the company preliminarily intends to engage for work on the project are:

1. AAA Striping
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

The first-tier subcontractors listed above have provided to the company verifications of compliance required by Minnesota Statute 16C.285, subd. 3 (7).

Pearson Bros., Inc. has not yet determined all subcontractors who will be hired for the Project. The remaining first-tier subcontractors that Pearson Bros., Inc. intends to retain on the Project have not yet been determined. If Pearson Bros., Inc. retains additional subcontractors for the Project after submitting this additional subcontractor with which it has a direct contractual relationship and shall submit a supplemental verification confirming compliance with Minnesota Statute 16C.285, subd. 3, clause (7), within 14 days after retaining those subcontractors.

Date: 7/24/2017

Pearson Bros., Inc.

By: Jack E. Poan

It's: President  
Owner/Officer

Subscribed and sworn to before me  
This 24<sup>th</sup> day of July, 2017.

Maura C. Haun  
Notary Public

## REQUEST FOR QUOTATIONS

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Approximately 13,400 square yards of Chip Sealing  
City of Hanover, MN

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Submit To:



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WSB & Associates, Inc.  
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**Email: [brianh@ci.hanover.mn.us](mailto:brianh@ci.hanover.mn.us)**

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5	2356.604	SEAL COAT AGGREGATE (FA-3) GRANITE ROCK	SQ YD	13,400	\$ 0.69	\$9,246.00
6	2564.502	12" SOLID LINE YELLOW-EPOXY	LIN FT	510	\$ 5.00	\$ 2,550.00
7	2564.602	PAVT MESSAGE (LT ARROW) EPOXY	EA	4	\$ 250.00	\$ 1,000.00
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9	2564.602	PAVT MESSAGE (RT/THRU ARROW) EPOXY	EA	2	\$ 350.00	\$ 700.00
10	2582.501	CROSSWALK MARKINGS-EPOXY	SQ FT	130	\$ 0.75 <sup>PMC</sup> 5.00	\$ 97.50 <sup>PMC</sup> 650.00
11	2582.502	4" DOUBLE SOLID LINE YELLOW-EPOXY	LIN FT	3,730	\$ 0.75	\$ 2,797.50
12	2582.502	4" SOLID LINE WHITE-EPOXY	LIN FT	1,300	\$ 0.40	\$ 520.00

Grand Total \$ 45,216.00

Submitted by:

Firm Name: Allied Blacktop Company

By: Peter M. Capistrant  
President

Address: 10503 89th Ave N

Maple Grove, MN 55369

Date: 7-27-2017