

**AGENDA
HANOVER CITY COUNCIL
SEPTEMBER 6, 2016**

MAYOR

CHRIS KAUFFMAN

COUNCIL

JOHN VAJDA

DOUG HAMMERSENG

KEN WARPULA

JIM ZAJICEK

- 1. Call to Order/Pledge of Allegiance: 7:00 p.m.**
- 2. Approval of Agenda**
- 3. Consent Agenda Items:**
 - a. Approve Minutes of August 16, 2016 City Council Work Session Meeting (4)**
 - b. Approve Claims as Presented: (7)**

| | |
|-------------------|---------------------|
| ➤ Claims | \$ 42,191.52 |
| ➤ Payroll | \$ 8,394.64 |
| ➤ P/R taxes & Exp | \$ 3,423.20 |
| ➤ Other Claims | <u>\$ 1,522.93</u> |
| ➤ Total Claims | <u>\$ 55,532.29</u> |
 - c. Res No 09-06-16-100 – 125th Anniversary Celebration Expenditures (44)**
 - d. Res No 09-06-16-101 – Approving Temporary On-Sale Liquor License (45)**
 - e. Res No 09-06-16-102 – Approving Temporary Road Closure (47)**
 - f. Res No 09-06-16-103 – Approving 2017-2018 Hennepin County Sheriff Agreement (48)**
- 4. Citizen’s Forum:**
- 5. Public Hearings**
- 6. Unfinished Business**
 - a. Public Works Facility Review (59)**
 - b. Res No 08-02-16-93 – Authorizing Advert. of Bid, Public Works Facility Soil Corrections (61)**
 - c. Planning Commission Recommendation of House Orientation (62)**
 - d. Ordinance 2016-06 – Amending Chpt. 10 Related to Single-Family Homes (64)**
 - e. 2017 Preliminary Budget – Draft 2 (66)**
 - f. Res No 08-02-16-95 – Approving Hanover Athletic Association Lease Agreement (76)**
 - g. Res No 09-06-16-104 – Supporting Settlers Park Ballfield Redesign (85)**
 - h. Direction on Oak Tree Removal**
- 7. New Business**
 - a. Res No 09-06-16-105 – Approving a Conditional Use Permit for an Accessory Structure(87)**
 - b. Res No 09-06-16-106 – Approving Fireworks Display (96)**
 - c. Crow River Cleanup Dumpster Cost**
 - d. Hanover Board Appointments**
- 8. Reports of Mayor and Council Members, Staff, Boards, and Committees**
- 9. Adjournment**

To: Mayor Kauffman & Members of the Hanover City Council
From: Brian Hagen, City Administrator
Date: September 2, 2016
Re: Review of September 6, 2016 City Council Agenda

1. Call to Order/Pledge of Allegiance: 7:00 p.m.
2. Approval of Agenda
3. Consent Agenda Items: *See enclosed consent packet.*
 - a. Approve Minutes of August 16, 2016 City Council Work Session Meeting (4)
 - b. Approve Claims as Presented: (7)

| | |
|-------------------|---------------------|
| ➤ Claims | \$ 42,191.52 |
| ➤ Payroll | \$ 8,394.64 |
| ➤ P/R taxes & Exp | \$ 3,423.20 |
| ➤ Other Claims | <u>\$ 1,522.93</u> |
| ➤ Total Claims | <u>\$ 55,532.29</u> |
 - c. Res No 09-06-16-100 – 125th Anniversary Celebration Expenditures (44)
 - d. Res No 09-06-16-101 – Approving Temporary On-Sale Liquor License (45)
 - e. Res No 09-06-16-102 – Approving Temporary Road Closure (47)
 - f. Res No 09-06-16-103 – Approving 2017-2018 Hennepin County Sheriff Agreement (48)
4. Citizen's Forum:
To address the Council in the Citizen's Forum, please complete the Citizen's Forum sign-in sheet on the table near the entrance and give it to the Mayor or City Administrator.
5. Public Hearings
6. Unfinished Business
 - a. Public Works Facility Review (59)
Kinghorn Construction will be present to review the current public works facility site and floorplan.
 - b. Res No 08-02-16-93 – Authorizing Advert. of Bid, Public Works Facility Soil Corrections (61)
This item was tabled at a previous meeting.
 - c. Planning Commission Recommendation of House Orientation (62)
See enclosed memo from Amy.
 - d. Ordinance 2016-06 – Amending Chpt. 10 Related to Single-Family Homes (64)
See enclosed memo from Amy and Cindy.

- e. **2017 Preliminary Budget – Draft 2 (66)**
Enclosed is draft 2 of the preliminary budget. Staff is planning to go through the budget in a more detailed manner. We will also want to determine if we want a special budget setting session. Preliminary Levy Certification is September 30th.
- f. **Res No 08-02-16-95 – Approving Hanover Athletic Association Lease Agreement (76)**
This item was table from a previous meeting. The enclosed agreement also reflects changes by the Athletic Association.
- g. **Res No 09-06-16-104 – Supporting Settlers Park Ballfield Redesign (85)**
This resolution is a general resolution of support to be used towards the project. If the lease is approved and the project continues to move forward, this resolution of support will be beneficial to the Athletic Association when having the donation approved by the state gambling board.
- h. **Direction on Oak Tree Removal**
Discussion on what to do with the oak trees once removed will be held.

7. New Business

- a. **Res No 09-06-16-105 – Approving a Conditional Use Permit for an Accessory Structure (87)**
See enclosed memo from Amy and Cindy.
- b. **Res No 09-06-16-106 – Approving Fireworks Display (96)**
A hall renter is requesting to have a fireworks display at a memorial service for his late wife. The city has received an application, the Fire Chief has agreed to the request, and the company putting on the display is licensed and has provided proof of insurance.
- c. **Crow River Cleanup Dumpster Cost**
In the past the City has paid for dumpster costs associated with the annual Crow River Cleanup for the Hanover portion. Diane Sanders from CROW is requesting the same for this year.
- d. **Hanover Board Appointments**
The Council received an application to fill the vacant park board position for the remainder of the year. Additionally, staff is seeking direction on Council's desire to advertise any positions which terms expire at the end of 2016.

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

9. Adjournment

**CITY OF HANOVER
CITY COUNCIL WORK SESSION
AUGUST 16, 2016 – DRAFT MINUTES**

Call to Order

Mayor Kauffman called the Regular City Council Work Session Meeting of Tuesday, August 16, 2016 to order at 6:02 p.m. Present were Councilors Doug Hammerseng, Ken Warpula, and Jim Zajicek. Also present were City Administrator Brian Hagen, City Engineer Justin Messner, Accountant/Deputy Clerk Elizabeth Lindrud, and Public Works Supervisor Scott Vogel. Other guests present were Michael Kehn, Pat Athmann, Thomas Jones, Stephanie Gleason, Suzanne and Dan Heinecke, Mark Mischke, Mary Coons. John Vajda was absent.

Approval of Agenda

Hagen requested that item 6 – Res No 08-02-16-95 – Approving Hanover Athletic Association Lease Agreement be removed; he has not yet received the agreement with the new language in place.

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

Consent Agenda

Lindrud added a payment to Bankwest for the bond payment of \$10,848.05 for the 2007 Freightliner Tanker, bringing Claims to \$457,725.93 and total Claims to \$468,943.04.

Messner stated that the Historic Bridge abutments with bollards will be done prior to the 125th Anniversary Celebration. Messner also stated that the contractors will be back to Hanover Hills to clean up some millings that went into resident's yards and then again in September to seed. Pat Athmann inquired who is responsible for the gravel portion of Division Street, since the repaving the road drops where the pavement ends. Messner stated he will follow up with the contractor to correct that.

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

a. Approve Minutes of August 2, 2016 City Council Meeting

b. Approve Claims as Presented:

| | |
|-------------------|----------------------|
| ➤ Claims | \$ 457,725.93 |
| ➤ Payroll | \$ 8,034.49 |
| ➤ P/R taxes & Exp | \$ 3,229.50 |
| ➤ Other Claims | \$ <u>2,953.12</u> |
| ➤ Total Claims | \$ <u>468,943.04</u> |

c. Res No 08-16-16-96 – Approving Historic Bridge Rehab Pay Voucher #5

d. Res No 08-16-16-97 – Approving Historic Bridge Rehab Final Pay Voucher

e. Res No 08-16-16-98 – Approving Hanover Hills Surface Improvement Pay Voucher #1

f. Res No 08-16-16-99 – Approving Spray Patch Quote

Motion carried unanimously. Zajicek absent.

JS Stewart Purchase Agreement

Hagen explained that the Purchase Agreement that was approved in May had a 90 provision to close on the property, and the 90 days lapsed yesterday. He further explained Council can extend the deadline and allow the process to move forward or the City can provide notice of failure and the City can keep the full 10 acres. Hammerseng inquired as to who was responsible for the delay. Hagen stated that both parties have provided input to which has made the site development challenging. We have been working towards finding a solution that makes the project feasible versus having to export material. Council felt more time was needed to work through the final touches on the site plans.

Perpendicular House Orientation

Hagen stated that Council directed Staff to determine if a home can be built perpendicular to the road per City Ordinances. He explained that City Attorney Jay Squires did not find any language requiring the front of a home to face the road, if the home met all the required setbacks, it could be orientated any way.

Thomas Jones addressed Council and stated that the owners of the lot next to his have a proposal to build a rambler and the back of the home would face his driveway with the front of the home facing perpendicular to the road. He further explained that there is a logical expectation that homes within a neighborhood be similar to the other homes. He inquired if Council could have language for smaller lots to require the front of a home be oriented towards the road.

Jim Zajicek arrived at 6:30 p.m.

Kauffman asked for clarification on Squires' statement that Staff is not required to approve permits in a certain amount of time. Hagen informed Council that there is no requirement to act on a permit within a certain amount of time, however he was not comfortable holding a permit without a valid reason. He would be most comfortable holding a permit that did not meet a proposed change to an ordinance that is currently being discussed. Hagen further clarified that if a unique permit is submitted to the city, staff does consult the City Planner at a minimum. Hagen then stated that Council can leave the ordinance as is and accept Squires' response, or have Planning Commission discuss potential changes related to the orientation of homes. Hagen noted that this change would be City wide and not just for specific lots.

Jones inquired if a plan came through for a perpendicular home on the lot adjacent to his, would Hagen hold that permit. Hagen stated that yes, if Council has directed Planning Commission or if Planning Commission is looking at changes to the ordinance, the permit would be held.

Mark Mishke inquired if the other zoning issues related to the Moratorium that was lifted will be revisited. Hagen stated that next Monday Planning Commission is having a Public Hearing related to house size and livable area about ground.

Council directed Planning Commission to discuss perpendicular homes.

Future Sanitary Sewer Lift Station

Hagen stated that he was approached by a landowner inquiring if the City would be interested in purchasing a parcel of his land. He stated that the area was a potential future lift station location. Messner reviewed the options for lift stations in southwest portion of Hanover. He felt there would be other viable alternative locations. Council felt now is not the time to consider purchasing land for a potential lift station.

Little Libraries

Hagen stated that the Park Board gave a second recommendation to have Little Libraries in the City parks. Discussion took place around having volunteers maintain the libraries, however past projects lost their volunteers with time. Lindrud stated with the vandalism to the restrooms at Settlers Park, the Little Libraries could also be vandalized and would be one more item for Public Works to monitor and maintain. Council agreed that the City can help support the Little Libraries on private property by posting information on the City website, but not to add them to the City Parks.

Second Quarter Budget Review

Lindrud stated that the City has more money in the Money Market accounts than last year so that funds are accessible to pay for the Hanover Hills street project, the Historic Bridge Rehab, and the County Road 19 sidewalk extension projects. Building permit revenues are up, mainly due to the Greenhouse Senior Living Complex construction. Total expenditures are at 39.62% of the budget for the first half of the year. Water and Sewer expenses and revenues have increased compared to 2015 due to the number of new construction

permits. In the first half of 2015 there were 12 new construction permits, compared to 21 for 2016. Warpula requested Staff to investigate what it would cost to have weekly recycling pick-up.

Reports

Messner:

- County Road 19 sidewalk extension has started, removal and rough grade will begin tomorrow. The curb and sidewalk will be poured next week and final grading will take place in two to three weeks.
- Spoke with a resident on the corner of County Road 19 and he would like his driveway to be removed from its current location and be moved so that it is off of 109th.
- The vehicle bridge will be power washed to clean up from the Country Road 20 pavement project.

Vogel:

- Stated he is catching up from the Harvest Festival and moving into the storm water projects. He will be concentrating on the ponds.
- The Eagle Scouts will be painting the inside railing of the Historic Bridge and he will be working on a scaffolding system to paint the outside railing.

Warpula:

- Worked on set-up for the Harvest Festival on Friday and Saturday. Thanked Scott and Jason Doboszinski for all of their help with the Harvest Festival.

Lindrud:

- Worked as an election judge for Primary Elections for the first time.

Hagen:

- Stated that Chris Kauffman and Joe Kaul filed to run for Mayor and Doug Hammerseng and MaryAnn Hallstein filed to run for Council seats.

Adjournment

MOTION by Warpula to adjourn at 7:30 p.m., seconded by Hammerseng. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

CITY OF HANOVER

09/02/16 9:41 AM

Page 1

Payments

Current Period: September 2016

| | | | | | | |
|------------------|---|---------------------|-------------|---|-------|----------|
| Batch Name | 09/06/16 PAY | | | | | |
| Payment | | Computer Dollar Amt | \$42,191.52 | Posted | | |
| Refer | 1724 AFLAC | | | Ck# 001697E 9/6/2016 | | |
| Cash Payment | G 100-21706 Medical/Dental Ins | | | Supplemental Insurance - August 2016 | | \$134.16 |
| | | | | Account# G1V17 | | |
| Invoice | 547267 | 8/12/2016 | | | | |
| Transaction Date | 8/16/2016 | Due 0 | Cash | 10100 | Total | \$134.16 |
| Refer | 1707 ASSURANT EMPLOYEE BENEFITS | | | | | |
| Cash Payment | G 100-21707 Life Ins | | | Life Insurance - September 2016 | | \$383.65 |
| Invoice | | 8/19/2016 | | | | |
| Transaction Date | 8/30/2016 | Due 0 | Cash | 10100 | Total | \$383.65 |
| Refer | 1712 AT&T MOBILITY | | | | | |
| Cash Payment | E 100-43000-321 Telephone | | | PW Cell Phone - 07/18/16 - 08/17/16 | | \$138.12 |
| Invoice | X08252016 | 8/17/2016 | | | | |
| Transaction Date | 8/30/2016 | Due 0 | Cash | 10100 | Total | \$138.12 |
| Refer | 1713 B.K. AUTO | | | | | |
| Cash Payment | E 100-42220-240 Small Tools and Minor E | | | Quick Lok Clamp Kit | | \$17.67 |
| Invoice | | 8/15/2016 | | | | |
| Cash Payment | E 100-42220-240 Small Tools and Minor E | | | Spindle | | \$32.95 |
| Invoice | | 8/15/2016 | | | | |
| Cash Payment | E 100-42220-240 Small Tools and Minor E | | | Shipping | | \$37.24 |
| Invoice | | 8/15/2016 | | | | |
| Cash Payment | E 100-42220-240 Small Tools and Minor E | | | 72" D handle Kwik Access Tool | | \$224.99 |
| Invoice | | 8/15/2016 | | | | |
| Cash Payment | E 100-42260-212 Motor Fuels | | | FD Fuel | | \$12.00 |
| Invoice | | 8/15/2016 | | | | |
| Transaction Date | 8/15/2016 | Due 0 | Cash | 10100 | Total | \$324.85 |
| Refer | 1734 BIFFS INC. | | | Ck# 001700E 9/6/2016 | | |
| Cash Payment | E 100-45200-580 Other Equipment | | | Pheasant Run Park | | \$95.00 |
| Invoice | W608001-IN | 8/17/2016 | | | | |
| Cash Payment | E 100-45200-580 Other Equipment | | | Eagleview Park | | \$95.00 |
| Invoice | W608002-IN | 8/17/2016 | | | | |
| Cash Payment | E 100-45200-580 Other Equipment | | | Mallard Park | | \$95.00 |
| Invoice | W608002-IN | 8/17/2016 | | | | |
| Cash Payment | E 100-45200-580 Other Equipment | | | Cardinal Circle Park | | \$95.00 |
| Invoice | W608002-IN | 8/17/2016 | | | | |
| Transaction Date | 8/22/2016 | Due 0 | Cash | 10100 | Total | \$380.00 |
| Refer | 1720 CARSON, CLELLAND & SCHREDE | | | | | |
| Cash Payment | E 100-41610-304 Legal Fees | | | Legal Support/Work - August 2016 | | \$119.74 |
| Invoice | | 8/30/2016 | | | | |
| Transaction Date | 9/1/2016 | Due 0 | Cash | 10100 | Total | \$119.74 |
| Refer | 1715 CENTURY LINK | | | | | |
| Cash Payment | E 100-42280-321 Telephone | | | Fire Hall Landline - 07/28/16 - 8/27/16 | | \$33.65 |
| Invoice | | | | | | |
| Transaction Date | 8/15/2016 | Due 0 | Cash | 10100 | Total | \$33.65 |

CITY OF HANOVER

09/02/16 9:41 AM

Page 2

Payments

Current Period: September 2016

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|------------------|--|---|------|-------|----------------|------------|
| Refer | 1714 COLONIAL LIFE | - | | | | |
| Cash Payment | G 100-21706 Medical/Dental Ins | Supplemental Insurance - September 2016 | | | | \$30.26 |
| Invoice | 4475836-090131 | 8/21/2016 | | | | |
| Transaction Date | 8/30/2016 | Due 0 | Cash | 10100 | Total | \$30.26 |
| Refer | 1711 COMCAST | - | | | | |
| Cash Payment | E 100-41940-321 Telephone | Digital Voice & Internet - September 2016 | | | | \$259.28 |
| Invoice | | 8/25/2016 | | | | |
| Transaction Date | 8/30/2016 | Due 0 | Cash | 10100 | Total | \$259.28 |
| Refer | 1726 DELTA DENTAL | - | | | | |
| Cash Payment | G 100-21706 Medical/Dental Ins | Dental Premiums - September 2016 | | | | \$119.10 |
| Invoice | 6604248 | 8/15/2016 | | | | |
| Transaction Date | 8/17/2016 | Due 0 | Cash | 10100 | Total | \$119.10 |
| Refer | 1717 DIXON, GARY & CAROL | - | | | | |
| Cash Payment | G 100-22000 Deposits | Shelter Rental - 8/13/16 | | | | \$100.00 |
| Invoice | | 8/15/2016 | | | | |
| Transaction Date | 8/15/2016 | Due 0 | Cash | 10100 | Total | \$100.00 |
| Refer | 1715 DRAKE CONSTRUCTION, INC. | - | | | | |
| Cash Payment | E 815-48200-810 Refunds & Reimburseme | Landscape - 11586 Erin St | | | | \$2,000.00 |
| Invoice | | 8/17/2016 | | | | |
| Cash Payment | E 811-48200-810 Refunds & Reimburseme | Erosion Control - 11586 Erin St | | | | \$2,000.00 |
| Invoice | | 8/17/2016 | | | | |
| Cash Payment | E 817-48200-810 Refunds & Reimburseme | Infrastructure - 11586 Erin St | | | | \$1,000.00 |
| Invoice | | 8/17/2016 | | | | |
| Transaction Date | 9/1/2016 | Due 0 | Cash | 10100 | Total | \$5,000.00 |
| Refer | 1722 ECM PUBLISHERS, INC. | Ck# 001696E 9/6/2016 | | | | |
| Cash Payment | E 100-41970-351 Legal Notices Publishing | PHN - Amend Zoning/Dwelling | | | | \$55.41 |
| Invoice | 392030 | 8/11/2016 | | | | |
| Cash Payment | G 818-20200 Accounts Payable | PHN - CUP for Ginseng | | | | \$71.24 |
| Invoice | 392031 | 8/11/2016 | | | Project 208226 | |
| Cash Payment | E 100-41970-351 Legal Notices Publishing | Ordinance 2016-05 | | | | \$94.98 |
| Invoice | 392032 | 8/11/2016 | | | | |
| Transaction Date | 8/15/2016 | Due 0 | Cash | 10100 | Total | \$221.63 |
| Refer | 1732 FAMILY HERITAGE LIFE INSURAN | - | | | | |
| Cash Payment | G 100-21706 Medical/Dental Ins | Supplemental Insurance - August 2016 | | | | \$76.10 |
| Invoice | 590247 | 8/15/2016 | | | | |
| Transaction Date | 8/22/2016 | Due 0 | Cash | 10100 | Total | \$76.10 |
| Refer | 1727 GOPHER SIGN COMPANY | - | | | | |
| Cash Payment | E 100-43121-226 Sign Repair Materials | Street Signs (5) | | | | \$833.80 |
| Invoice | 99163 | 8/2/2016 | | | | |
| Cash Payment | E 100-43121-226 Sign Repair Materials | Shipping | | | | \$225.91 |
| Invoice | 99163 | 8/2/2016 | | | | |
| Cash Payment | E 100-43121-226 Sign Repair Materials | Street Signs (5) | | | | -\$208.45 |
| Invoice | 99281 | 8/2/2016 | | | | |
| Transaction Date | 8/22/2016 | Due 0 | Cash | 10100 | Total | \$851.26 |
| Refer | 1723 GRAINGER | - | | | | |

CITY OF HANOVER

Payments

Current Period: September 2016

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|------------------|--|---|------|-------|--------------|------------|
| Cash Payment | E 100-41940-520 Buildings and Structures | Air Filter (12) | | | | \$56.16 |
| Invoice | 9191464321 | 8/10/2016 | | | | |
| Transaction Date | 8/16/2016 | Due 0 | Cash | 10100 | Total | \$56.16 |
| Refer | 1712 HEALTH PARTNERS | | | | | |
| | | | | | | |
| Cash Payment | G 100-21706 Medical/Dental Ins | Medical Premiums - September 2016 | | | | \$2,716.68 |
| Invoice | 67413415 | 8/8/2016 | | | | |
| Transaction Date | 8/12/2016 | Due 0 | Cash | 10100 | Total | \$2,716.68 |
| Refer | 1710 IIMC | | | | | |
| Cash Payment | E 100-41400-306 Dues & Subscriptions | Annual Membership 10/01/16 - 12/31/16 | | | | \$38.75 |
| Invoice | | 8/16/2016 | | | | |
| Cash Payment | G 100-15500 Prepaid Items | Annual Membership 01/01/17 - 09/30/17 | | | | \$116.25 |
| Invoice | | 8/16/2016 | | | | |
| Transaction Date | 8/30/2016 | Due 0 | Cash | 10100 | Total | \$155.00 |
| Refer | 1718 JACKSON, BRITTANY | | | | | |
| Cash Payment | G 100-22000 Deposits | Hall Rental - 8/14/16 | | | | \$200.00 |
| Invoice | | 8/15/2016 | | | | |
| Transaction Date | 8/15/2016 | Due 0 | Cash | 10100 | Total | \$200.00 |
| Refer | 1708 KAUL DESIGN GROUP, LLC | | | | | |
| Cash Payment | E 201-41330-437 Other Miscellaneous | Priority Maintenance Package - August 2016 | | | | \$200.00 |
| Invoice | 16-121 | 8/3/2016 | | | | |
| Transaction Date | 8/30/2016 | Due 0 | Cash | 10100 | Total | \$200.00 |
| Refer | 1716 LANO EQUIPMENT - LORETTO | | | | | |
| Cash Payment | E 100-41940-520 Buildings and Structures | Strike Force Breaker | | | | \$100.50 |
| Invoice | 03-387143 | 8/29/2016 | | | | |
| Transaction Date | 9/1/2016 | Due 0 | Cash | 10100 | Total | \$100.50 |
| Refer | 1721 LOFFLER COMPANIES, INC. | | | | | |
| Cash Payment | E 100-41570-220 Repair/Maint Supply (GE | Contract Overage Charge - 07/17/16 - 08/16/16 | | | | \$72.18 |
| Invoice | 2299442 | 8/10/2016 | | | | |
| Transaction Date | 8/15/2016 | Due 0 | Cash | 10100 | Total | \$72.18 |
| Refer | 1716 LUBINSKI, MARY | | | | | |
| Cash Payment | G 100-22000 Deposits | Hall Rental - 8/12/16 | | | | \$200.00 |
| Invoice | | 8/15/2016 | | | | |
| Transaction Date | 8/15/2016 | Due 0 | Cash | 10100 | Total | \$200.00 |
| Refer | 1720 MENARDS-BUFFALO | | | | | |
| Cash Payment | E 100-41410-200 Office Supplies (GENER | 6" Plier | | | | \$2.67 |
| Invoice | 20405 | 8/10/2016 | | | | |
| Cash Payment | E 100-43000-240 Small Tools and Minor E | Handle Railroad Pick | | | | \$10.98 |
| Invoice | 20483 | 8/11/2016 | | | | |
| Cash Payment | E 100-42280-220 Repair/Maint Supply (GE | 1.0 GPF Diaphragm | | | | \$25.99 |
| Invoice | 20483 | 8/10/2016 | | | | |
| Cash Payment | E 100-43000-215 Shop Supplies | Vest (3) | | | | \$29.91 |
| Invoice | 20483 | 8/10/2016 | | | | |
| Cash Payment | E 100-43000-215 Shop Supplies | Plastic Reader | | | | \$11.88 |
| Invoice | 20483 | 8/10/2016 | | | | |
| Cash Payment | E 100-43000-215 Shop Supplies | Shaped .095 3# Trim Spool | | | | \$26.00 |
| Invoice | 20483 | 8/10/2016 | | | | |

CITY OF HANOVER

09/02/16 9:41 AM

Page 4

Payments

Current Period: September 2016

| | | | | | | |
|------------------|--|-----------|----------------------------------|-------|--------------|-------------------|
| Transaction Date | 8/15/2016 | Due 0 | Cash | 10100 | Total | \$107.43 |
| Refer | 1725 METRO WEST INSPECTION SERVI | | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | | 11123 12th St NE | | | \$134.42 |
| Invoice | | 8/16/2016 | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | | 259 Jandel Ave NE | | | \$61.25 |
| Invoice | | 8/16/2016 | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | | 338 Jandel Ave | | | \$61.25 |
| Invoice | | 8/16/2016 | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | | 11586 Erin St | | | \$1,367.19 |
| Invoice | | 8/16/2016 | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | | 11645 11th St NE | | | \$112.76 |
| Invoice | | 8/16/2016 | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | | 11872 Whitetail Ln | | | \$17.50 |
| Invoice | | 8/16/2016 | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | | 11651 Lynwood Ave NE | | | \$33.25 |
| Invoice | | 8/16/2016 | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | | 10590 Prairie Lane | | | \$33.25 |
| Invoice | | 8/16/2016 | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | | 12059 Whitetail Ln | | | \$33.25 |
| Invoice | | 8/16/2016 | | | | |
| Cash Payment | E 100-42401-310 Other Professional Servi | | 11584 Meadowbrook Ave NE | | | \$33.25 |
| Invoice | | 8/16/2016 | | | | |
| Transaction Date | 8/17/2016 | Due 0 | Cash | 10100 | Total | \$1,887.37 |
| Refer | 1729 MTI DISTRIBUTING | | Ck# 001698E 9/6/2016 | | | |
| Cash Payment | E 100-45200-220 Repair/Maint Supply (GE | | Joint Ball | | | \$41.62 |
| Invoice | 1085624-00 | 8/19/2016 | | | | |
| Cash Payment | E 100-45200-220 Repair/Maint Supply (GE | | Tie Rod End ASM - RH THR EAD (2) | | | \$305.04 |
| Invoice | 1085624-00 | 8/19/2016 | | | | |
| Cash Payment | E 100-45200-220 Repair/Maint Supply (GE | | Shipping | | | \$9.87 |
| Invoice | 1085624-00 | 8/19/2016 | | | | |
| Transaction Date | 8/22/2016 | Due 0 | Cash | 10100 | Total | \$356.53 |
| Refer | 1730 PINNACLE PRINTING INCORPORA | | | | | |
| Cash Payment | E 100-41570-200 Office Supplies (GENER | | Business Cards | | | \$69.95 |
| Invoice | 15118 | 8/9/2016 | | | | |
| Cash Payment | E 100-41570-200 Office Supplies (GENER | | #10 Envelopes | | | \$297.00 |
| Invoice | 15118 | 8/9/2016 | | | | |
| Cash Payment | E 100-41570-200 Office Supplies (GENER | | Letterhead | | | \$259.00 |
| Invoice | 15118 | 8/9/2016 | | | | |
| Cash Payment | E 100-41570-200 Office Supplies (GENER | | Typesetting | | | \$15.00 |
| Invoice | 15118 | 8/9/2016 | | | | |
| Transaction Date | 8/22/2016 | Due 0 | Cash | 10100 | Total | \$640.95 |
| Refer | 1704 RANDYS ENVIRONMENTAL SERVI | | | | | |
| Cash Payment | E 100-43245-384 Refuse/Garbage Dispos | | Recycling - August 2016 | | | \$2,494.47 |
| Invoice | | | | | | |
| Transaction Date | 8/24/2016 | Due 0 | Cash | 10100 | Total | \$2,494.47 |
| Refer | 1728 REINERT, DENNIS | | | | | |
| Cash Payment | G 100-22000 Deposits | | Hall Rental - 8/20/16 | | | \$200.00 |
| Invoice | | 8/22/2016 | | | | |

CITY OF HANOVER

Payments

Current Period: September 2016

| | | | | | |
|------------------|--|------------------------------------|------|-------|-------------------------|
| Cash Payment | G 100-22000 Deposits | Shelter Rental - 8/20/16 | | | \$100.00 |
| Invoice | 8/22/2016 | | | | |
| Transaction Date | 8/22/2016 | Due 0 | Cash | 10100 | Total \$300.00 |
| Refer | 1719 RUPP ANDERSON SQUIRES & WA - | | | | |
| Cash Payment | E 100-41610-304 Legal Fees | Miscellaneous | | | \$1,091.28 |
| Invoice 4595 | 8/26/2016 | | | | |
| Cash Payment | E 100-41610-304 Legal Fees | Greenhouse Land Purchase Agreement | | | \$70.00 |
| Invoice 4595 | 8/26/2016 | Project 208204 | | | |
| Cash Payment | E 100-41610-304 Legal Fees | Single Family Dwelling Moratorium | | | \$17.50 |
| Invoice 4595 | 8/26/2016 | | | | |
| Cash Payment | E 100-41610-304 Legal Fees | CUP Application - Firehouse Auto | | | \$95.11 |
| Invoice 4595 | 8/26/2016 | | | | |
| Cash Payment | E 100-41610-304 Legal Fees | Volunteer Firefighter Issue | | | \$48.65 |
| Invoice 4595 | 8/26/2016 | | | | |
| Transaction Date | 9/1/2016 | Due 0 | Cash | 10100 | Total \$1,322.54 |
| Refer | 1706 SHAW, KARYN - | | | | |
| Cash Payment | G 100-22000 Deposits | Hall Rental - 8/20/16 | | | \$200.00 |
| Invoice | | | | | |
| Transaction Date | 8/29/2016 | Due 0 | Cash | 10100 | Total \$200.00 |
| Refer | 1721 VEOLIA WATER NORTH AMERICA - | | | | |
| Cash Payment | E 602-43252-310 Other Professional Servi | Sewer Services - October 2016 | | | \$3,983.20 |
| Invoice 00060776 | 9/15/2016 | | | | |
| Cash Payment | E 601-43252-310 Other Professional Servi | Water Services - October 2016 | | | \$2,884.38 |
| Invoice 00060776 | 9/15/2016 | | | | |
| Cash Payment | E 601-43252-310 Other Professional Servi | Utility Maint - Recon Pmt | | | \$148.37 |
| Invoice 00059448 | 7/13/2016 | | | | |
| Cash Payment | E 602-43252-310 Other Professional Servi | Sewer Services - Recon Credit | | | -\$2,667.28 |
| Invoice 00059448 | 7/13/2016 | | | | |
| Cash Payment | E 601-43252-310 Other Professional Servi | Water Services - Recon Credit | | | -\$595.41 |
| Invoice 00059448 | 7/13/2016 | | | | |
| Transaction Date | 9/1/2016 | Due 0 | Cash | 10100 | Total \$3,753.26 |
| Refer | 1713 VISA - BANKWEST - | | | | |
| Cash Payment | E 100-42210-200 Office Supplies (GENER | Optoma EH500 Projector Bulb | | | \$195.99 |
| Invoice | 8/19/2016 | | | | |
| Cash Payment | E 100-41570-322 Postage | Postage - Large Envelope | | | \$2.20 |
| Invoice | 8/19/2016 | | | | |
| Cash Payment | E 100-41570-322 Postage | Postage | | | \$470.00 |
| Invoice | 8/19/2016 | | | | |
| Cash Payment | E 100-43000-260 Uniforms | Boots | | | \$89.99 |
| Invoice | 8/19/2016 | | | | |
| Cash Payment | E 100-43000-260 Uniforms | Jeans (5) | | | \$69.95 |
| Invoice | 8/19/2016 | | | | |
| Cash Payment | E 100-43000-260 Uniforms | Safety Vest | | | \$12.99 |
| Invoice | 8/19/2016 | | | | |
| Cash Payment | E 100-43000-260 Uniforms | Belt | | | \$27.99 |
| Invoice | 8/19/2016 | | | | |
| Cash Payment | E 100-41600-310 Other Professional Servi | MSFT Online Exchange | | | \$28.00 |
| Invoice | 8/19/2016 | | | | |

CITY OF HANOVER

Payments

Current Period: September 2016

| | | | | | | |
|----------------------|--|---|------|-------|--------------|------------|
| Cash Payment Invoice | E 100-41940-520 Buildings and Structures | LED Light Order For HAA - Invoiced to HAA | | | | \$518.94 |
| | 8/19/2016 | | | | | |
| Cash Payment Invoice | E 100-41940-520 Buildings and Structures | Photocell Button | | | | \$6.90 |
| | 8/19/2016 | | | | | |
| Cash Payment Invoice | E 100-41940-520 Buildings and Structures | LED Shoebox | | | | \$399.99 |
| | 8/19/2016 | | | | | |
| Cash Payment Invoice | E 100-41940-520 Buildings and Structures | 2" Adjustable Slip Fitter | | | | \$11.90 |
| | 8/19/2016 | | | | | |
| Cash Payment Invoice | E 100-41530-208 Training and Instruction | MNGFOA Annual Conference - Liz | | | | \$225.00 |
| | 8/19/2016 | | | | | |
| Cash Payment Invoice | E 100-41570-200 Office Supplies (GENER | 3-Outlet Surge Suppressor | | | | \$8.99 |
| | 8/19/2016 | | | | | |
| Cash Payment Invoice | E 100-41570-200 Office Supplies (GENER | ES 550 Battery Backup | | | | \$69.99 |
| | 8/19/2016 | | | | | |
| Cash Payment Invoice | E 100-41570-220 Repair/Maint Supply (GE | Tripp Lite Notebook Surge Protector (5) | | | | \$52.45 |
| | 8/19/2016 | | | | | |
| Cash Payment Invoice | E 100-41570-322 Postage | Postage - 1 day delivery | | | | \$7.35 |
| | 8/19/2016 | | | | | |
| Cash Payment Invoice | E 100-41410-200 Office Supplies (GENER | Election Judge Food - Beverages from Tom Thumb | | | | \$19.85 |
| | 8/19/2016 | | | | | |
| Cash Payment Invoice | E 100-41410-200 Office Supplies (GENER | Election Judge Food - Lunch from Subway | | | | \$61.43 |
| | 8/19/2016 | | | | | |
| Cash Payment Invoice | E 100-41410-200 Office Supplies (GENER | Election Judge Food - Dinner from River Inn | | | | \$125.77 |
| | 8/19/2016 | | | | | |
| Cash Payment Invoice | E 100-43000-220 Repair/Maint Supply (GE | Amazon Prime Membership Refund | | | | -\$83.16 |
| | 8/19/2016 | | | | | |
| Cash Payment Invoice | E 100-43000-220 Repair/Maint Supply (GE | Main Burner & Commercial Series Infrared 4-burner Grill | | | | \$188.90 |
| | 8/19/2016 | | | | | |
| Cash Payment Invoice | E 100-41410-200 Office Supplies (GENER | Plastic Shipping Container | | | | \$55.85 |
| | 8/19/2016 | | | | | |
| Cash Payment Invoice | E 100-41940-520 Buildings and Structures | Polylook Channel Rain Drain w/Grate (4) | | | | \$220.00 |
| | 8/19/2016 | | | | | |
| Cash Payment Invoice | E 100-41940-520 Buildings and Structures | Polylok Closed End Cap for Trench Drain (2) | | | | \$20.00 |
| | 8/19/2016 | | | | | |
| Cash Payment Invoice | E 100-41570-200 Office Supplies (GENER | Toner | | | | \$42.99 |
| | 8/19/2016 | | | | | |
| Transaction Date | 8/30/2016 | Due 0 | Cash | 10100 | Total | \$2,850.25 |
| Refer | 1714 WALDORF, BOB | | - | | | |
| Cash Payment Invoice | E 100-42220-580 Other Equipment | Powerade/Water | | | | \$66.05 |
| | 8/15/2016 | | | | | |
| Transaction Date | 8/15/2016 | Due 0 | Cash | 10100 | Total | \$66.05 |
| Refer | 1718 WEX BANK | | - | | | |
| Cash Payment Invoice | E 100-42260-212 Motor Fuels | FD Fuel | | | | \$99.87 |
| 46592492 | 8/15/2016 | | | | | |
| Cash Payment Invoice | E 100-43000-212 Motor Fuels | PW Fuel | | | | \$374.56 |
| 46595005 | 8/15/2016 | | | | | |
| Cash Payment Invoice | E 100-43000-212 Motor Fuels | PW Fuel - Harvest Festival | | | | \$58.76 |
| 46595005 | 8/15/2016 | | | | | |

CITY OF HANOVER

09/02/16 9:41 AM

Page 7

Payments

Current Period: September 2016

| | | | | | |
|------------------|--|--|------|-----------------------------|--------------------------|
| Cash Payment | E 100-43000-212 Motor Fuels | PW Fuel - July 5 Storm Clean up | | | \$253.91 |
| Invoice | 46595005 | 8/15/2016 | | Project 208225 | |
| Cash Payment | E 100-43000-215 Shop Supplies | Bug Spray - Harvest Festival | | | \$34.16 |
| Invoice | 46595005 | 8/15/2016 | | | |
| Cash Payment | E 100-43000-220 Repair/Maint Supply (GE | PW Vehicle Wash | | | \$2.85 |
| Invoice | 46595005 | 8/15/2016 | | | |
| Cash Payment | E 100-45200-212 Motor Fuels | Parks Fuel | | | \$170.90 |
| Invoice | 46595005 | 8/15/2016 | | | |
| Transaction Date | 9/1/2016 | Due 0 | Cash | 10100 | Total \$995.01 |
| Refer | 1733 <u>WRIGHT-HENNEPIN COOPERATIV</u> | | | <u>Ck# 001699E 9/6/2016</u> | |
| Cash Payment | E 100-45200-381 Electric Utilities | Eagleview Park | | | \$38.92 |
| Invoice | | 8/17/2016 | | | |
| Transaction Date | 8/22/2016 | Due 0 | Cash | 10100 | Total \$38.92 |
| Refer | 1705 <u>WSB & ASSOCIATES, INC.</u> | | | <u>Ck# 001707E 9/6/2016</u> | |
| Cash Payment | E 100-41950-303 Engineering Fees | General Engineering Services - 2016 | | | \$1,061.50 |
| Invoice | | 7/31/2016 | | | |
| Cash Payment | E 402-41950-303 Engineering Fees | CSAH 19 Sidewalk Extension | | | \$1,073.50 |
| Invoice | | 7/31/2016 | | Project 208224 | |
| Cash Payment | E 418-43121-310 Other Professional Servi | Hanover Hills Surface Improvement Project | | | \$7,546.00 |
| Invoice | | 7/31/2016 | | Project 208219 | |
| Cash Payment | E 611-41950-303 Engineering Fees | 5th Street Watermain Extension | | | \$913.75 |
| Invoice | | 7/31/2016 | | Project 208223 | |
| Cash Payment | E 100-41110-437 Other Miscellaneous | Ballfield Visualization | | | \$2,268.50 |
| Invoice | | 7/31/2016 | | | |
| Cash Payment | E 404-46323-310 Other Professional Servi | Bridge 92366 Rehabilitaion | | | \$294.00 |
| Invoice | | 7/31/2016 | | Project 208205 | |
| Transaction Date | 8/26/2016 | Due 0 | Cash | 10100 | Total \$13,157.25 |
| Refer | 1731 <u>XCEL ENERGY</u> | | | | |
| Cash Payment | E 100-42280-381 Electric Utilities | Fire Hall - 07/06/16 - 08/06/16 | | | \$405.91 |
| Invoice | 513007910 | 8/16/2016 | | | |
| Cash Payment | E 100-41940-381 Electric Utilities | City Hall - 07/06/16 - 08/06/16 | | | \$1,002.82 |
| Invoice | 513007910 | 8/16/2016 | | | |
| Cash Payment | E 100-45200-381 Electric Utilities | Historical Bridge Lighting - 07/06/16 - 08/06/16 | | | \$68.30 |
| Invoice | 513007910 | 8/16/2016 | | | |
| Cash Payment | E 100-43160-381 Electric Utilities | 209 Labeaux Ave NE - 07/06/16 - 08/06/16 | | | \$42.92 |
| Invoice | 513007910 | 8/16/2016 | | | |
| Cash Payment | E 100-45200-381 Electric Utilities | Cardinal Circle Park - 07/06/16 - 08/06/16 | | | \$16.13 |
| Invoice | 513007910 | 8/16/2016 | | | |
| Cash Payment | E 100-45200-381 Electric Utilities | 1033 Mallard St NE - 07/06/16 - 8/06/16 | | | \$12.63 |
| Invoice | 513007910 | 8/16/2016 | | | |
| Cash Payment | E 100-43160-381 Electric Utilities | 751 Labeaux Ave NE - 07/06/16 - 08/06/16 | | | \$76.16 |
| Invoice | 513007910 | 8/16/2016 | | | |
| Transaction Date | 8/22/2016 | Due 0 | Cash | 10100 | Total \$1,624.87 |
| Refer | 1717 <u>ZEP SALES & SERVICE</u> | | | | |
| Cash Payment | E 100-41940-210 Operating Supplies (GE | 43x60 Black Bags (2) | | | \$119.90 |
| Invoice | 9002403582 | 8/19/2016 | | | |
| Cash Payment | E 100-43000-215 Shop Supplies | 43x60 Black Bags (2) | | | \$119.90 |
| Invoice | 9002403582 | 8/19/2016 | | | |

CITY OF HANOVER

Payments

Current Period: September 2016

| | | | | | | |
|------------------|--|-----------|------|-------|--|-----------------------|
| Cash Payment | E 100-41940-210 Operating Supplies (GE | Shipping | | | | \$22.45 |
| Invoice | 9002403582 | 8/19/2016 | | | | |
| Cash Payment | E 100-43000-215 Shop Supplies | Shipping | | | | \$22.45 |
| Invoice | 9002403582 | 8/19/2016 | | | | |
| Cash Payment | E 100-41940-210 Operating Supplies (GE | 1Ply KRFT | | | | \$119.80 |
| Invoice | 9002403582 | 8/19/2016 | | | | |
| Cash Payment | E 100-43000-215 Shop Supplies | 1Ply KRFT | | | | \$119.80 |
| Invoice | 9002403582 | 8/19/2016 | | | | |
| Transaction Date | 9/1/2016 | Due 0 | Cash | 10100 | | Total \$524.30 |

Fund Summary

| | |
|----------------------------------|--------------------|
| | 10100 Cash |
| 818 MISC ESCROWS FUND | \$71.24 |
| 817 INFRASTRUCTURE ESCROW FUND | \$1,000.00 |
| 815 LANDSCAPE ESCROW FUND | \$2,000.00 |
| 811 EROSION CONTROL ESCROW FUND | \$2,000.00 |
| 611 WATER CAPITAL IMP FUND | \$913.75 |
| 602 SEWER ENTERPRISE FUND | \$1,315.92 |
| 601 WATER ENTERPRISE FUND | \$2,437.34 |
| 418 STREET CAPITAL PROJ FUND | \$7,546.00 |
| 404 HISTORICAL CAPITAL PROJ FUND | \$294.00 |
| 402 PARKS CAPITAL PROJECTS | \$1,073.50 |
| 201 EDA SPECIAL REVENUE FUND | \$200.00 |
| 100 GENERAL FUND | \$23,339.77 |
| | <u>\$42,191.52</u> |

| | |
|--|--------------------|
| Pre-Written Check | \$17,205.17 |
| Checks to be Generated by the Computer | \$24,986.35 |
| Total | <u>\$42,191.52</u> |

CITY OF HANOVER

09/02/16 9:46 AM

Page 1

*Check Summary Register©

Cks 9/6/2016 - 9/6/2016

| Name | Check Date | Check Amt | |
|---|------------|--------------------|--------------------------------|
| 10100 Cash | | | |
| Paid Chk# 001695E HEALTH PARTNERS | 9/6/2016 | \$2,716.68 | Medical Premiums - September 2 |
| Paid Chk# 001696E ECM PUBLISHERS, INC. | 9/6/2016 | \$221.63 | PHN - Amend Zoning/Dwelling |
| Paid Chk# 001697E AFLAC | 9/6/2016 | \$134.16 | Supplemental Insurance - Augus |
| Paid Chk# 001698E MTI DISTRIBUTING | 9/6/2016 | \$356.53 | Joint Ball |
| Paid Chk# 001699E Wright-Hennepin Coop Electric | 9/6/2016 | \$38.92 | Eagleview Park |
| Paid Chk# 001700E BIFFS INC. | 9/6/2016 | \$380.00 | Pheasant Run Park |
| Paid Chk# 001707E WSB & ASSOCIATES, INC. | 9/6/2016 | \$13,157.25 | General Engineering Services - |
| Paid Chk# 001708E KAUL DESIGN GROUP, LLC | 9/6/2016 | \$200.00 | Priority Maintenance Package - |
| Paid Chk# 032057 ASSURANT EMPLOYEE BENEFIT | 9/6/2016 | \$383.65 | Life Insurance - September 201 |
| Paid Chk# 032058 AT&T MOBILITY | 9/6/2016 | \$138.12 | PW Cell Phone - 07/18/16 - 08/ |
| Paid Chk# 032059 B.K. AUTO | 9/6/2016 | \$324.85 | FD Fuel |
| Paid Chk# 032060 CARSON, CLELLAND & SCHRED | 9/6/2016 | \$119.74 | Legal Support/Work - August 20 |
| Paid Chk# 032061 CENTURY LINK | 9/6/2016 | \$33.65 | Fire Hall Landline - 07/28/16 |
| Paid Chk# 032062 COLONIAL LIFE | 9/6/2016 | \$30.26 | Supplemental Insurance - Septe |
| Paid Chk# 032063 COMCAST | 9/6/2016 | \$259.28 | Digital Voice & Internet - Sep |
| Paid Chk# 032064 Delta Dental of Minnesota | 9/6/2016 | \$119.10 | Dental Premiums - September 20 |
| Paid Chk# 032065 DIXON, GARY & CAROL | 9/6/2016 | \$100.00 | Shelter Rental - 8/13/16 |
| Paid Chk# 032066 DRAKE CONSTRUCTION, INC. | 9/6/2016 | \$5,000.00 | Erosion Control - 11586 Erin S |
| Paid Chk# 032067 FAMILY HERITAGE LIFE INSURA | 9/6/2016 | \$76.10 | Supplemental Insurance - Augus |
| Paid Chk# 032068 GOPHER SIGN COMPANY | 9/6/2016 | \$851.26 | Street Signs (5) |
| Paid Chk# 032069 GRAINGER | 9/6/2016 | \$56.16 | Air Filter (12) |
| Paid Chk# 032070 IIMC | 9/6/2016 | \$155.00 | Annual Membership 10/01/16 - 1 |
| Paid Chk# 032071 JACKSON, BRITTANY | 9/6/2016 | \$200.00 | Hall Rental - 8/14/16 |
| Paid Chk# 032072 LANO EQUIPMENT - LORETTO | 9/6/2016 | \$100.50 | Strike Force Breaker |
| Paid Chk# 032073 LOFFLER COMPANIES, INC. | 9/6/2016 | \$72.18 | Contract Overage Charge - 07/1 |
| Paid Chk# 032074 LUBINSKI, MARY | 9/6/2016 | \$200.00 | Hall Rental - 8/12/16 |
| Paid Chk# 032075 MENARDS-BUFFALO | 9/6/2016 | \$107.43 | Plastic Reader |
| Paid Chk# 032076 METRO WEST INSPECTION SER | 9/6/2016 | \$1,887.37 | 11645 11th St NE |
| Paid Chk# 032077 PINNACLE PRINTING INCORPOR | 9/6/2016 | \$640.95 | #10 Envelopes |
| Paid Chk# 032078 Randy's Environmental Services | 9/6/2016 | \$2,494.47 | Recycling - August 2016 |
| Paid Chk# 032079 REINERT, DENNIS | 9/6/2016 | \$300.00 | Shelter Rental - 8/20/16 |
| Paid Chk# 032080 Rupp Anderson Squires & Waldsp | 9/6/2016 | \$1,322.54 | Volunteer Firefighter Issue |
| Paid Chk# 032081 SHAW, KARYN | 9/6/2016 | \$200.00 | Hall Rental - 8/20/16 |
| Paid Chk# 032082 Veolia Water North America | 9/6/2016 | \$3,753.26 | Sewer Services - Recon Credit |
| Paid Chk# 032083 VISA | 9/6/2016 | \$2,850.25 | Photocell Button |
| Paid Chk# 032084 WALDORF, BOB | 9/6/2016 | \$66.05 | Powerade/Water |
| Paid Chk# 032085 WEX BANK | 9/6/2016 | \$995.01 | PW Vehicle Wash |
| Paid Chk# 032086 XCEL ENERGY | 9/6/2016 | \$1,624.87 | 1033 Mallard St NE - 07/06/16 |
| Paid Chk# 032087 Acuity Specialty Products, Inc | 9/6/2016 | \$524.30 | 43x60 Black Bags (2) |
| Total Checks | | \$42,191.52 | |

FILTER: None



Carson, Clelland & Schreder

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

August 30, 2016

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

Professional Services

100-411610-304

Amount

Criminal

Table with 2 columns: Description and Amount. Rows include dates and descriptions of services like 'Review pretrial file' and 'Attend arraignments'.

SUBTOTAL: [105.63]

For professional services rendered \$105.63

Client Expense Charges :

Criminal Expenses:

Table with 2 columns: Description and Amount. Row: Monthly support fee 14.11

SUBTOTAL: [14.11]

Total Client Expense Charges \$14.11

Total amount of this bill \$119.74

Previous balance \$66.62

Table with 2 columns: Description and Amount. Row: 8/18/2016 Payment - thank you (\$66.62)

Total payments and adjustments (\$66.62)

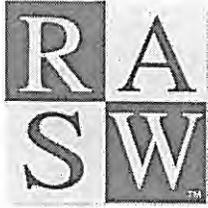
Balance due \$119.74

SEP 1 2016

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



John J. Thames, City Attorney



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

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

Federal Tax ID 46-1641135

Statement as of: 7/31/2016
Statement Date: 8/29/2016
Statement No. 4595

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

| | | |
|--|-----------------------|------------|
| 4011(1)-0001: Miscellaneous | <i>100-411610-304</i> | 1,091.28 |
| 4011(1)-0004: City Council and Board/Commission Meetings | | 0.00 |
| 4011(1)-0065: Senior Center Land Purchase Agreement | <i>100-411610-304</i> | 70.00 |
| 4011(1)-0082: Single Family Dwelling Moratorium | <i>100-411610-304</i> | 17.50 |
| 4011(1)-0083: CUP Application - <i>fivehouse auto</i> | <i>100-411610-304</i> | 95.11 |
| 4011(1)-0084: Volunteer Firefighter Issue | <i>100-411601-304</i> | 48.65 |
| Total Fees and Expenses: | | \$1,322.54 |
| Previous Balance: | | - |
| Total Now Due: | | \$1,322.54 |

SEP 1 2016



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

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

Federal Tax ID 46-1641135

Statement as of: 7/31/2016
Statement Date: 8/29/2016
Statement No. 4595

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

4011(1)-0001: Miscellaneous

| | | Hours | Rate | Amount |
|----------------|---|-------|--------|--------|
| 07/01/2016 JTS | Brian e-mail and e-mail from LMC regarding background checks; Review tree petition materials. | 0.30 | 175.00 | 52.50 |
| 07/05/2016 JTS | Telephone conference with Brian regarding meeting. | 0.10 | 175.00 | 17.50 |
| 07/05/2016 JTS | Prepare for council meeting. | 1.00 | 175.00 | 175.00 |
| 07/05/2016 JTS | Brian e-mail regarding greenhouse letter of credit; Reply. | 0.10 | 175.00 | 17.50 |
| 07/11/2016 JTS | Brian e-mail regarding meeting; Brian e-mail regarding Kinghorn contract. | 0.10 | 175.00 | 17.50 |
| 07/11/2016 JTS | Review Kinghorn contract and documents sent by Brian; Comment on same. | 0.70 | 175.00 | 122.50 |
| 07/13/2016 JTS | Brian e-mail regarding purchase agreement and title company. | 0.10 | 175.00 | 17.50 |
| 07/15/2016 JTS | Brian message regarding meeting issue. | 0.10 | 175.00 | 17.50 |
| 07/19/2016 JTS | Cindy Nash e-mail regarding CUP question. | 0.10 | 175.00 | 17.50 |
| 07/19/2016 JTS | Amy e-mail regarding comments on moratorium. | 0.10 | 175.00 | 17.50 |
| 07/19/2016 JTS | Brian e-mail regarding possible suit regarding park. | 0.10 | 175.00 | 17.50 |
| 07/20/2016 JTS | Brian e-mail regarding firefighter resignation; Review same. | 0.10 | 175.00 | 17.50 |
| 07/21/2016 JPE | Review and analyze draft resolution and conditions related to amended conditional use permit; Telephone conference and e-mail correspondence with Cindy Nash regarding same; Analyze issues regarding same. | 1.20 | 165.00 | 198.00 |
| 07/21/2016 JTS | Cindy Nash e-mails; Review documents; Office conference with associate regarding CUP issue. | 0.30 | 175.00 | 52.50 |
| 07/22/2016 JTS | Review law regarding elections on leasing parkland and/or tree removal; E-mail Brian regarding same. | 0.60 | 175.00 | 105.00 |
| 07/26/2016 JTS | Brian e-mail regarding review of code and provisions regarding narrow structure. | 0.10 | 175.00 | 17.50 |
| 07/26/2016 JTS | Brian e-mail regarding data practices request; Review form. | 0.10 | 175.00 | 17.50 |

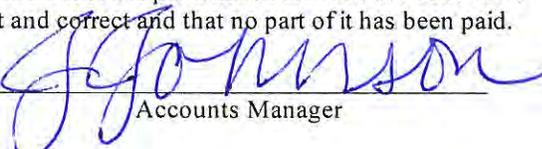
| | | |
|-------------------|---------------------------|----------|
| Jay T. Squires | 2.00 hours at \$0.00/hr | 0.00 |
| Zachary J. Cronen | 0.10 hours at \$165.00/hr | 16.50 |
| Total hours: | 8.00 | 1,037.00 |

Expenses

| | Units | Price | Amount |
|-----------------------------------|--------|-------|----------|
| 06/30/2016 Online Legal Research. | 1.00 | 80.38 | 80.38 |
| 06/30/2016 Online Legal Research. | 1.00 | 95.11 | 95.11 |
| 06/30/2016 Online Legal Research. | 1.00 | 24.11 | 24.11 |
| 06/30/2016 Online Legal Research. | 1.00 | 8.04 | 8.04 |
| 07/05/2016 Mileage. | 1.00 | 48.60 | 48.60 |
| 07/05/2016 Meal. | 1.00 | 8.50 | 8.50 |
| 07/31/2016 Photocopies. | 104.00 | 0.20 | 20.80 |
| Sub-total Expenses: | | | \$285.54 |

| | |
|--------------------------|-------------------|
| Total Fees and Expenses: | \$1,322.54 |
| Previous Balance: | - |
| Total Now Due: | \$1,322.54 |

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


 Accounts Manager

#1707

WSB ▲ City Project Budget Tracking

| WSB Project No. | City of Hanover Description | Current Invoice | Year to Date 2016 | Billed to Date July 31, 2016 |
|------------------------------|--|--------------------|---------------------|------------------------------|
| 1272-520 | Hennepin CR 19 Trail Project | | \$2,632.00 | \$247,515.79 |
| 1272-610 | Simple Sub-division 5th Street Parcel | | | \$2,776.50 |
| 1272-620 | Bankwest Survey Hennepin County | | | \$480.00 |
| 2082-013 | 2016 General Engineering Services | \$1,061.50 | \$18,116.50 | \$18,116.50 |
| 2082-040 | Bridges of Hanover Assisted Living Project | \$1,073.50 | \$12,224.75 | \$3,917.71 |
| 2082-070 | CSAH 19 Sidewalk Extension | \$7,546.00 | \$27,723.50 | \$16,865.25 |
| 2082-090 | Hanover Hills Surface Improvement Project | \$913.75 | \$24,623.50 | \$35,935.95 |
| 2082-100 | 5th Street Watermain Extension | \$2,268.50 | \$2,268.50 | \$24,623.50 |
| 2082-110 | Ballfield Visualization | | \$5,758.25 | \$2,268.50 |
| 2092-750 | MS4 Services | \$294.00 | \$10,856.01 | \$5,758.25 |
| 2931-000 | Bridge 92366 Rehabilitation | | | \$49,703.98 |
| 3245-000 | Easement Acquisition - BankWest Parcel | | | \$66.50 |
| Current Invoice Total | | \$13,157.25 | \$104,203.01 | |

100-41950-803
 403-41950-803
 418-4321-810
 411-41950-803
 100-41110-477
 404-41083-810

CSA



Building a legacy - your legacy.

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

August 18, 2016

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

Re: July, 2016 Invoices

Dear Mr. Hagen:

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

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

Sincerely,

WSB & Associates, Inc.

A handwritten signature in cursive script that reads "Justin Messner".

for Justin Messner
Associate

Enclosures

kc



government · energy · commercial

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

August 18, 2016
Project No: 02082-013
Invoice No: 7

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

2016 General Engineering Services
Professional Services from July 1, 2016 to July 31, 2016
Professional Personnel

| | | Hours | Rate | Amount | |
|---------------------------------------|-----------|-------|--------|---------------------------|-------------------|
| Meetings | | | | | |
| Messner, Justin | 7/14/2016 | 3.00 | 147.00 | 441.00 | |
| Engineers Meeting | | | | | |
| Messner, Justin | 7/21/2016 | 1.00 | 147.00 | 147.00 | |
| Engineering Update Meeting with Scott | | | | | |
| Base Mapping | | | | | |
| Hansen, Justin | 7/6/2016 | .50 | 125.00 | 62.50 | |
| DataLink parcel updates | | | | | |
| Hansen, Justin | 7/15/2016 | 1.00 | 125.00 | 125.00 | |
| DataLink updates | | | | | |
| Phillippi, Michael | 7/19/2016 | 2.00 | 74.00 | 148.00 | |
| created Park and Trails map | | | | | |
| Rantala, Matthew | 7/12/2016 | 1.00 | 138.00 | 138.00 | |
| Cache Update | | | | | |
| Totals | | 8.50 | | 1,061.50 | |
| Total Labor | | | | | 1,061.50 |
| | | | | Total this Invoice | \$1,061.50 |

Billings to Date

| | Current | Prior | Total |
|----------------|-----------------|------------------|------------------|
| Labor | 1,061.50 | 16,235.00 | 17,296.50 |
| Expense | 0.00 | 500.00 | 500.00 |
| Field Services | 0.00 | 320.00 | 320.00 |
| Totals | 1,061.50 | 17,055.00 | 18,116.50 |

Comments: _____

Approved by: 

Reviewed by: Andrew Brotzler
Project Manager: Justin Messner



government · energy · commercial

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

August 18, 2016
Project No: 02082-070
Invoice No: 9

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

CSAH 19 Sidewalk Extension
Professional Services from July 1, 2016 to July 31, 2016

Phase 2 Final Design

Professional Personnel

| | Hours | Rate | Amount |
|--|-------|--------|---------------|
| Project Management/Coordination | | | |
| Messner, Justin 7/20/2016 | 1.50 | 147.00 | 220.50 |
| Hennepin Co Permit Submittal and Precon Agenda/Plans/Etc. | | | |
| Messner, Justin 7/21/2016 | 4.00 | 147.00 | 588.00 |
| Preconstruction Meeting/Agenda/Print Revised Plans and Mail/Submit HC Permit | | | |
| Totals | 5.50 | | 808.50 |
| Total Labor | | | 808.50 |

Reimbursable Expenses

| | | | |
|----------------------------|------------------------------|----------------|---------------|
| License & Permits | | | |
| 7/31/2016 | Hennepin County Public Works | Utility Permit | 265.00 |
| Total Reimbursables | | | 265.00 |

Total this Phase \$1,073.50

Total this Invoice \$1,073.50

Billings to Date

| | Current | Prior | Total |
|----------------|-----------------|------------------|------------------|
| Labor | 808.50 | 15,041.75 | 15,850.25 |
| Expense | 265.00 | 0.00 | 265.00 |
| Field Services | 0.00 | 750.00 | 750.00 |
| Totals | 1,073.50 | 15,791.75 | 16,865.25 |

Comments:

Approved by:

Reviewed by: Andrew Brotzler
Project Manager: Justin Messner

12

VISA Charge Form

AMOUNT \$ 265.00 DATE CHARGED 7/21/2016

VENDOR NAME Hennepin County Public Works

DESCRIPTION OF EXPENDITURE Utility Permit

REQUESTED BY Justin Messner

PROJECT NO. 02082-070 PHASE NO. 3

APPROVED BY Justin Messner

INVOICE CLIENT? Yes



Your last visit was Wed 10/22/2014 01:16 PM CDT

Confirmation

Please keep a record of your Confirmation Number, or [print this page](#) for your records.

Confirmation Number **HENPUB000014694**

Payment Details

Description Hennepin County Public Works
Utility Permits
<http://hennepin.us/>

Payment Amount \$265.00

Payment Date 07/21/2016

Status PROCESSED

Permit Number 8069

Permit Type utility

Payment Method

Payer Name DeAnna Leseeman

Card Number *2697

Card Type Visa

Approval Code 011223

Confirmation Email jmessner@wsbeng.com

Billing Address



government · energy · commercial

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

August 18, 2016
 Project No: 02082-090
 Invoice No: 8

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

Hanover Hills Surface Improvement Project
Professional Services from July 1, 2016 to July 31, 2016

Phase 3 Construction

Professional Personnel

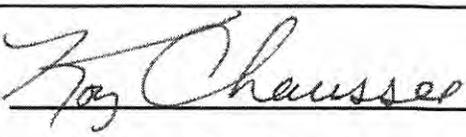
| | | Hours | Rate | Amount | |
|---|-----------|-------|--------|---------------------------|-------------------|
| Project Management/Coordination | | | | | |
| Messner, Justin | 7/12/2016 | 4.50 | 147.00 | 661.50 | |
| Project Management | | | | | |
| Messner, Justin | 7/13/2016 | 2.00 | 147.00 | 294.00 | |
| Project Management | | | | | |
| Messner, Justin | 7/14/2016 | 2.00 | 147.00 | 294.00 | |
| Project Management | | | | | |
| Messner, Justin | 7/20/2016 | 1.00 | 147.00 | 147.00 | |
| Project Management | | | | | |
| Construction Observation | | | | | |
| Greco, Allen | 7/5/2016 | 8.00 | 98.00 | 784.00 | |
| Construction observation and administration | | | | | |
| Greco, Allen | 7/6/2016 | 7.75 | 98.00 | 759.50 | |
| Construction observation and administration | | | | | |
| Greco, Allen | 7/7/2016 | 9.50 | 98.00 | 931.00 | |
| Construction observation and administration | | | | | |
| Greco, Allen | 7/8/2016 | 9.50 | 98.00 | 931.00 | |
| Construction observation and administration | | | | | |
| Greco, Allen | 7/11/2016 | 10.00 | 98.00 | 980.00 | |
| Construction observation and administration | | | | | |
| Greco, Allen | 7/14/2016 | 6.00 | 98.00 | 588.00 | |
| Construction observation and administration | | | | | |
| Greco, Allen | 7/18/2016 | 3.00 | 98.00 | 294.00 | |
| Construction observation and administration | | | | | |
| Greco, Allen | 7/28/2016 | 5.00 | 98.00 | 490.00 | |
| Construction observation and administration | | | | | |
| Greco, Allen | 7/29/2016 | 4.00 | 98.00 | 392.00 | |
| Construction observation and administration | | | | | |
| Totals | | 72.25 | | 7,546.00 | |
| Total Labor | | | | | 7,546.00 |
| | | | | Total this Phase | \$7,546.00 |
| | | | | Total this Invoice | \$7,546.00 |

Billings to Date (All Phases)

| | Current | Prior | Total |
|-------|----------|-----------|-----------|
| Labor | 7,546.00 | 25,735.75 | 33,281.75 |

| | | | | | |
|----------------|-----------|--|------------------|------------------|---|
| Project | 02082-090 | HANO - Hanover Hills Surface Improvement | | Invoice | 8 |
| Field Services | | 0.00 | 2,654.20 | 2,654.20 | |
| Totals | | 7,546.00 | 28,389.95 | 35,935.95 | |

Comments: _____

Approved by: 

Reviewed by: Andrew Brotzler
Project Manager: Justin Messner



government · energy · commercial

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

August 18, 2016
 Project No: 02082-100
 Invoice No: 7

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

5th Street Watermain Extension

Professional Services from July 1, 2016 to July 31, 2016

Phase 2 Final Design

Professional Personnel

| | Hours | Rate | Amount |
|---|-------|-------|---------------|
| Project Management/Coordination | | | |
| Pederson, Karla 7/12/2016 | .50 | 75.00 | 37.50 |
| Reverse to Design stage in OneOffice to add alternate to bid. | | | |
| Pederson, Karla 7/20/2016 | .25 | 75.00 | 18.75 |
| Pay Voucher No. 1 | | | |
| Construction Observation | | | |
| Greco, Allen 7/1/2016 | 3.00 | 98.00 | 294.00 |
| Construction observation and administration | | | |
| Greco, Allen 7/5/2016 | 1.50 | 98.00 | 147.00 |
| Construction observation and administration | | | |
| Greco, Allen 7/6/2016 | 2.00 | 98.00 | 196.00 |
| Construction observation and administration | | | |
| Greco, Allen 7/7/2016 | .75 | 98.00 | 73.50 |
| construction observation and administration | | | |
| Greco, Allen 7/11/2016 | .50 | 98.00 | 49.00 |
| Construction observation and administration | | | |
| Greco, Allen 7/18/2016 | 1.00 | 98.00 | 98.00 |
| Construction observation and administration | | | |
| Totals | 9.50 | | 913.75 |
| Total Labor | | | 913.75 |

| Billing Limits | Current | Prior | To-Date |
|-------------------------|----------------|--------------|-----------------|
| Total Billings | 913.75 | 23,459.75 | 24,373.50 |
| Limit | | | 28,600.00 |
| Remaining | | | 4,226.50 |
| Total this Phase | | | \$913.75 |

| Billings to Date | Current | Prior | Total |
|---------------------------|----------------|------------------|------------------|
| Labor | 913.75 | 18,539.75 | 19,453.50 |
| Field Services | 0.00 | 4,920.00 | 4,920.00 |
| Totals | 913.75 | 23,459.75 | 24,373.50 |
| Total this Invoice | | | \$913.75 |

| Billings to Date | Current | Prior | Total |
|-------------------------|----------------|--------------|--------------|
| Expense | 0.00 | 250.00 | 250.00 |
| Labor | 913.75 | 18,539.75 | 19,453.50 |

| | | | | | | |
|----------------|-----------|---------------------------------------|------------------|------------------|---------|---|
| Project | 02082-100 | HANO - 5th Street Watermain Extension | | | Invoice | 7 |
| Field Services | | 0.00 | 4,920.00 | 4,920.00 | | |
| Totals | | 913.75 | 23,709.75 | 24,623.50 | | |

Comments: _____

Approved by: Kay Chausse

Reviewed by: Andrew Brotzler
Project Manager: Justin Messner



government · energy · commercial

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

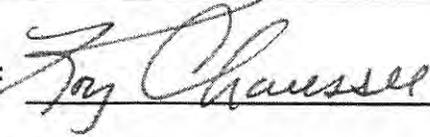
August 18, 2016
 Project No: 02082-110
 Invoice No: 1

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

Ballfield Visualization
Professional Services from July 1, 2016 to July 31, 2016
Professional Personnel

| | Hours | Rate | Amount | |
|---|----------------|---------------------------|----------------|-------------------|
| Consulting | | | | |
| Amberg, Jason 7/13/2016 project setup and internal kick-off discussion | 1.00 | 137.00 | 137.00 | |
| Amberg, Jason 7/15/2016 3d prep | .50 | 137.00 | 68.50 | |
| Amberg, Jason 7/21/2016 ballfield rendering review / coord | 2.00 | 137.00 | 274.00 | |
| Amberg, Jason 7/25/2016 internal coord / revision review | 1.00 | 137.00 | 137.00 | |
| Amberg, Jason 7/26/2016 visualizations | 1.00 | 137.00 | 137.00 | |
| Gedrose, Jordan 7/15/2016 Went over goals of the project | .25 | 60.00 | 15.00 | |
| Gedrose, Jordan 7/18/2016 Preparing linework in CAD | 1.00 | 60.00 | 60.00 | |
| Gedrose, Jordan 7/19/2016 Began modeling site in sketchup | 4.00 | 60.00 | 240.00 | |
| Gedrose, Jordan 7/20/2016 Worked on home plate and birds eye renderings | 8.00 | 60.00 | 480.00 | |
| Gedrose, Jordan 7/21/2016 Worked on home plate and birds eye renderings | 7.00 | 60.00 | 420.00 | |
| Gedrose, Jordan 7/25/2016 Revisions to renderings | 1.75 | 60.00 | 105.00 | |
| Gedrose, Jordan 7/26/2016 Made revisions to the two ballfield renderings | 3.00 | 60.00 | 180.00 | |
| Gedrose, Jordan 7/27/2016 Made revisions to the two ballfield renderings | .25 | 60.00 | 15.00 | |
| Totals | 30.75 | | 2,268.50 | |
| Total Labor | | | | 2,268.50 |
| Billing Limits | Current | Prior | To-Date | |
| Total Billings | 2,268.50 | 0.00 | 2,268.50 | |
| Limit | | | 3,250.00 | |
| Remaining | | | 981.50 | |
| | | Total this Invoice | | \$2,268.50 |

Comments: _____

Approved by: 

Reviewed by: Justin Messner
Project Manager: Samantha McKinney



government · energy · commercial

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

August 18, 2016
Project No: 02931-000
Invoice No: 17

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

Bridge 92366 Rehabilitation
Professional Services from July 1, 2016 to July 31, 2016

Phase 5 Construction

Professional Personnel

| | Hours | Rate | Amount | |
|---------------------------------|-------|--------|--------|----------------------------------|
| Project Management/Coordination | | | | |
| Messner, Justin | 1.00 | 147.00 | 147.00 | |
| Bollard Purchase | | | | |
| Messner, Justin | 1.00 | 147.00 | 147.00 | |
| Research and Order Bollards | | | | |
| Totals | 2.00 | | 294.00 | |
| Total Labor | | | | 294.00 |
| | | | | Total this Phase \$294.00 |

| Billing Limits | Current | Prior | To-Date | |
|----------------|---------|-----------|-----------|------------------------------------|
| Total Billings | 294.00 | 49,409.98 | 49,703.98 | |
| Limit | | | 57,382.00 | |
| Remaining | | | 7,678.02 | |
| | | | | Total this Invoice \$294.00 |

Comments: _____

Approved by:

Reviewed by: Andrew Brotzler
Project Manager: Justin Messner

CITY OF HANOVER

Cash Balances

September 2016

| Fund | Begin Month | GL Debits Month | GL Credits Month | Balance |
|------------------------------------|----------------|-----------------|------------------|----------------|
| 100 GENERAL FUND | \$1,007,680.44 | \$291.61 | \$23,631.38 | \$984,340.67 |
| 107 FIRE DEPT DONATIONS FUND | \$28,523.56 | \$0.00 | \$0.00 | \$28,523.56 |
| 201 EDA SPECIAL REVENUE FUND | \$119,969.48 | \$0.00 | \$200.00 | \$119,769.48 |
| 205 EDA BUSINESS INCENTIVE FUND | \$238,706.68 | \$0.00 | \$0.00 | \$238,706.68 |
| 311 2008A GO CIP REFUNDING BOND | \$48,726.39 | \$0.00 | \$0.00 | \$48,726.39 |
| 312 2009A GO IMP REFUNDING BOND | \$31,055.83 | \$0.00 | \$0.00 | \$31,055.83 |
| 313 2010 GO EQUIPMENT CERTIFICATES | -\$13,631.64 | \$0.00 | \$0.00 | -\$13,631.64 |
| 314 2011A GO IMP CROSSOVER REF BD | \$491,286.33 | \$0.00 | \$0.00 | \$491,286.33 |
| 401 GENERAL CAPITAL PROJECTS | \$1,005,589.33 | \$0.00 | \$0.00 | \$1,005,589.33 |
| 402 PARKS CAPITAL PROJECTS | \$226,347.50 | \$0.00 | \$1,073.50 | \$225,274.00 |
| 403 FIRE DEPT CAPITAL FUND | \$178,552.83 | \$0.00 | \$0.00 | \$178,552.83 |
| 404 HISTORICAL CAPITAL PROJ FUND | -\$65,757.38 | \$0.00 | \$294.00 | -\$66,051.38 |
| 405 PARK DEDICATION FEE | \$1,370.00 | \$0.00 | \$0.00 | \$1,370.00 |
| 407 TIF REDEV DIST #1 | \$9,171.78 | \$0.00 | \$0.00 | \$9,171.78 |
| 411 FACILITIES CAPITAL PROJ FUND | \$48,173.22 | \$0.00 | \$0.00 | \$48,173.22 |
| 417 EQUIPMENT CAPITAL FUND | \$108,484.54 | \$0.00 | \$0.00 | \$108,484.54 |
| 418 STREET CAPITAL PROJ FUND | \$403,250.63 | \$0.00 | \$7,546.00 | \$395,704.63 |
| 601 WATER ENTERPRISE FUND | \$805,838.35 | \$595.41 | \$3,032.75 | \$803,401.01 |
| 602 SEWER ENTERPRISE FUND | \$278,731.45 | \$2,667.28 | \$3,983.20 | \$277,415.53 |
| 603 STORM WATER ENTERPRISE FUND | \$164,533.81 | \$0.00 | \$0.00 | \$164,533.81 |
| 611 WATER CAPITAL IMP FUND | \$157,976.20 | \$0.00 | \$913.75 | \$157,062.45 |
| 612 SEWER CAPITAL IMP FUND | \$1,782,494.22 | \$0.00 | \$0.00 | \$1,782,494.22 |
| 613 STORM WATER CAPITAL IMP FUND | \$557,337.32 | \$0.00 | \$0.00 | \$557,337.32 |
| 804 SCHENDELS FIELD ESC FUND | \$148,253.21 | \$0.00 | \$0.00 | \$148,253.21 |
| 809 BRIDGES AT HANOVER ESC FUND | -\$13,476.50 | \$0.00 | \$0.00 | -\$13,476.50 |
| 811 EROSION CONTROL ESCROW FUND | \$44,500.00 | \$0.00 | \$2,000.00 | \$42,500.00 |
| 815 LANDSCAPE ESCROW FUND | \$46,000.00 | \$0.00 | \$2,000.00 | \$44,000.00 |
| 817 INFRASTRUCTURE ESCROW FUND | \$23,000.00 | \$0.00 | \$1,000.00 | \$22,000.00 |
| 818 MISC ESCROWS FUND | \$7,314.65 | \$0.00 | \$71.24 | \$7,243.41 |
| 820 BRIDGES TOWNHOMES ESC FUND | \$3,600.13 | \$0.00 | \$0.00 | \$3,600.13 |
| 821 QUAIL PASS 2ND ADD ESCROW FD | \$11,935.61 | \$0.00 | \$0.00 | \$11,935.61 |
| 900 INTEREST | \$7,906.62 | \$0.00 | \$0.00 | \$7,906.62 |
| | \$7,893,444.59 | \$3,554.30 | \$45,745.82 | \$7,851,253.07 |

Revenue Budget by Source - General Fund

| Source Alt Code | Account Descr | September 2016 Amt | 2016 YTD Amt | 2016 YTD Budget | 2016 YTD Balance | %YTD Budget |
|--------------------------|---|--------------------|--------------|-----------------|------------------|-------------|
| Fund 100 GENERAL FUND | | | | | | |
| TAXES | R 100-31000 Property Taxes - General | \$0.00 | \$435,357.82 | \$771,014.33 | \$335,656.51 | 56.47% |
| TAXES | R 100-31020 Property Taxes - Fire | \$0.00 | \$56,419.00 | \$112,838.38 | \$56,419.38 | 50.00% |
| TAXES | R 100-31800 Franchise Fees | \$0.00 | \$6,931.38 | \$12,000.00 | \$5,068.62 | 57.76% |
| Source Alt Code TAXES | | \$0.00 | \$498,708.20 | \$895,852.71 | \$397,144.51 | 55.67% |
| SERVICE | R 100-34000 Charges for Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| SERVICE | R 100-34101 City Hall Rent Revenue | \$0.00 | \$5,250.00 | \$8,000.00 | \$2,750.00 | 65.63% |
| SERVICE | R 100-34107 Assessment Search Fees | \$0.00 | \$200.00 | \$400.00 | \$200.00 | 50.00% |
| SERVICE | R 100-34108 Administrative Fees | \$0.00 | \$983.00 | \$2,000.00 | \$1,017.00 | 49.15% |
| SERVICE | R 100-34109 Copies/Faxes | \$0.00 | \$102.50 | \$50.00 | -\$52.50 | 205.00% |
| SERVICE | R 100-34207 Fire Protection Services | \$0.00 | \$52,642.43 | \$104,284.82 | \$51,642.39 | 50.48% |
| SERVICE | R 100-34403 Recycling Rev/Reimb | \$0.00 | \$2,990.40 | \$6,000.00 | \$3,009.60 | 49.84% |
| SERVICE | R 100-34740 Park & Rec Concessions | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| SERVICE | R 100-34780 Park Rental Fees | \$0.00 | \$2,320.26 | \$3,000.00 | \$679.74 | 77.34% |
| SERVICE | R 100-34940 Cemetery Revenues | \$0.00 | \$3,000.00 | \$2,000.00 | -\$1,000.00 | 150.00% |
| Source Alt Code SERVICE | | \$0.00 | \$67,488.59 | \$125,734.82 | \$58,246.23 | 53.68% |
| MISC | R 100-36100 Special Assessments | \$0.00 | \$1,414.14 | \$0.00 | -\$1,414.14 | 0.00% |
| MISC | R 100-36200 Miscellaneous Revenues | \$0.00 | \$102,744.20 | \$0.00 | -\$102,744.20 | 0.00% |
| MISC | R 100-36210 Interest Earnings | \$0.00 | \$3,182.74 | \$1,000.00 | -\$2,182.74 | 318.27% |
| MISC | R 100-36215 Investment Income/Loss | \$0.00 | \$6,195.40 | \$6,000.00 | -\$195.40 | 103.26% |
| MISC | R 100-36230 Contributions and Donations | \$0.00 | \$5,400.00 | \$0.00 | -\$5,400.00 | 0.00% |
| MISC | R 100-36235 Insurance Dividends | \$0.00 | \$0.00 | \$6,000.00 | \$6,000.00 | 0.00% |
| MISC | R 100-36250 Damage Deposits | \$0.00 | \$0.00 | \$8,000.00 | \$8,000.00 | 0.00% |
| MISC | R 100-36260 Refunds or Reimbursements | \$0.00 | \$4.49 | \$0.00 | -\$4.49 | 0.00% |
| MISC | R 100-36290 Sale of Vehicles/Equipment | \$0.00 | \$1,702.00 | \$0.00 | -\$1,702.00 | 0.00% |
| MISC | R 100-39203 Transfer from Other Fund | \$0.00 | \$19,200.00 | \$0.00 | -\$19,200.00 | 0.00% |
| Source Alt Code MISC | | \$0.00 | \$139,842.97 | \$21,000.00 | -\$118,842.97 | 665.92% |
| LIC PERM | R 100-32110 Alcoholic Beverages | \$0.00 | \$10,370.00 | \$10,300.00 | -\$70.00 | 100.68% |
| LIC PERM | R 100-32180 Other Bus. Licenses/Permits | \$0.00 | \$57.00 | \$100.00 | \$43.00 | 57.00% |
| LIC PERM | R 100-32210 Building Permits | \$0.00 | \$157,485.20 | \$100,000.00 | -\$57,485.20 | 157.49% |
| LIC PERM | R 100-32240 Animal Licenses | \$0.00 | \$120.00 | \$100.00 | -\$20.00 | 120.00% |
| 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 | \$795.00 | \$150.00 | -\$645.00 | 530.00% |
| LIC PERM | R 100-32280 Other Non-Business Lic/Per | \$0.00 | \$34.00 | \$50.00 | \$16.00 | 68.00% |
| Source Alt Code LIC PERM | | \$0.00 | \$170,361.20 | \$112,200.00 | -\$58,161.20 | 151.84% |
| 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 | \$53,748.00 | \$107,496.00 | \$53,748.00 | 50.00% |
| INTGOVT | R 100-33410 MV Credit | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| INTGOVT | R 100-33420 PERA Aid | \$0.00 | \$169.50 | \$339.00 | \$169.50 | 50.00% |
| INTGOVT | R 100-33422 State Fire Aid | \$0.00 | \$2,000.00 | \$36,000.00 | \$34,000.00 | 5.56% |
| INTGOVT | R 100-33426 State Police Aid | \$0.00 | \$0.00 | \$5,500.00 | \$5,500.00 | 0.00% |
| INTGOVT | R 100-33610 County Grants/Aid for Roads | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Source Alt Code INTGOVT | | \$0.00 | \$55,917.50 | \$149,335.00 | \$93,417.50 | 37.44% |
| FINES | R 100-35100 Court Fines | \$0.00 | \$1,640.46 | \$1,500.00 | -\$140.46 | 109.36% |
| Source Alt Code FINES | | \$0.00 | \$1,640.46 | \$1,500.00 | -\$140.46 | 109.36% |
| Fund 100 GENERAL FUND | | \$0.00 | \$933,958.92 | \$1,305,622.53 | \$371,663.61 | 71.53% |

Revenue Budget by Source - General Fund

| Source Alt Code | Account Descr | September 2016 Amt | 2016 YTD Amt | 2016 YTD Budget | 2016 YTD Balance | %YTD Budget |
|-----------------------|---------------|-----------------------|-----------------|--------------------|---------------------|----------------|
| | | \$0.00 | \$933,958.92 | \$1,305,622.53 | \$371,663.61 | 71.53% |

CITY OF HANOVER
Expenditure Budget Report - General Fund

| Dept Abbrev | Account Descr | September 2016 Amt | 2016 YTD Amt | 2016 YTD Budget | 2016 YTD Balance | %YTD Budget |
|-----------------------------------|---|--------------------|--------------|-----------------|------------------|-------------|
| Fund 100 GENERAL FUND | | | | | | |
| Dept 41110 Council | | | | | | |
| COUNCIL | E 100-41110-111 Committee Wages/Mee | \$0.00 | \$5,605.00 | \$12,000.00 | \$6,395.00 | 46.71% |
| COUNCIL | E 100-41110-122 FICA | \$0.00 | \$347.51 | \$744.00 | \$396.49 | 46.71% |
| COUNCIL | E 100-41110-123 Medicare | \$0.00 | \$81.28 | \$174.00 | \$92.72 | 46.71% |
| COUNCIL | E 100-41110-208 Training and Instructio | \$0.00 | \$0.00 | \$450.00 | \$450.00 | 0.00% |
| COUNCIL | E 100-41110-306 Dues & Subscriptions | \$0.00 | \$6,452.06 | \$7,000.00 | \$547.94 | 92.17% |
| COUNCIL | E 100-41110-331 Travel Expenses | \$0.00 | \$0.00 | \$1,000.00 | \$1,000.00 | 0.00% |
| COUNCIL | E 100-41110-437 Other Miscellaneous | \$2,268.50 | \$2,941.56 | \$25,202.92 | \$22,261.36 | 11.67% |
| Dept 41110 Council | | \$2,268.50 | \$15,427.41 | \$46,570.92 | \$31,143.51 | 33.13% |
| Dept 41330 Boards and Commissions | | | | | | |
| BRDCOMM | E 100-41330-111 Committee Wages/Mee | \$0.00 | \$0.00 | \$4,000.00 | \$4,000.00 | 0.00% |
| BRDCOMM | E 100-41330-208 Training and Instructio | \$0.00 | \$0.00 | \$150.00 | \$150.00 | 0.00% |
| BRDCOMM | E 100-41330-331 Travel Expenses | \$0.00 | \$0.00 | \$100.00 | \$100.00 | 0.00% |
| Dept 41330 Boards and Commissions | | \$0.00 | \$0.00 | \$4,250.00 | \$4,250.00 | 0.00% |
| Dept 41400 City Administrator | | | | | | |
| CITYADM | E 100-41400-101 Full-Time Employees R | \$0.00 | \$42,777.05 | \$67,275.00 | \$24,497.95 | 63.59% |
| CITYADM | E 100-41400-121 PERA | \$0.00 | \$3,296.40 | \$5,045.63 | \$1,749.23 | 65.33% |
| CITYADM | E 100-41400-122 FICA | \$0.00 | \$2,725.14 | \$4,171.05 | \$1,445.91 | 65.33% |
| CITYADM | E 100-41400-123 Medicare | \$0.00 | \$637.33 | \$975.49 | \$338.16 | 65.33% |
| CITYADM | E 100-41400-134 Employer Paid Life | \$0.00 | \$245.36 | \$384.00 | \$138.64 | 63.90% |
| CITYADM | E 100-41400-151 Med/Dental Insurance | \$0.00 | \$5,579.68 | \$8,400.00 | \$2,820.32 | 66.42% |
| CITYADM | E 100-41400-208 Training and Instructio | \$0.00 | \$410.00 | \$1,500.00 | \$1,090.00 | 27.33% |
| CITYADM | E 100-41400-306 Dues & Subscriptions | \$38.75 | \$249.26 | \$500.00 | \$250.74 | 49.85% |
| Dept 41400 City Administrator | | \$38.75 | \$55,920.22 | \$88,251.17 | \$32,330.95 | 63.36% |
| Dept 41410 Elections | | | | | | |
| ELECTION | E 100-41410-200 Office Supplies (GENER | \$265.57 | \$289.04 | \$2,000.00 | \$1,710.96 | 14.45% |
| ELECTION | E 100-41410-310 Other Professional Serv | \$0.00 | \$1,658.12 | \$5,000.00 | \$3,341.88 | 33.16% |
| ELECTION | E 100-41410-351 Legal Notices Publishin | \$0.00 | \$110.81 | \$300.00 | \$189.19 | 36.94% |
| ELECTION | E 100-41410-400 Repairs & Maint Cont (| \$0.00 | \$1,014.40 | \$1,000.00 | -\$14.40 | 101.44% |
| Dept 41410 Elections | | \$265.57 | \$3,072.37 | \$8,300.00 | \$5,227.63 | 37.02% |
| Dept 41430 Clerical Staff | | | | | | |
| CLERICAL | E 100-41430-101 Full-Time Employees R | \$0.00 | \$26,758.90 | \$42,059.16 | \$15,300.26 | 63.62% |
| CLERICAL | E 100-41430-121 PERA | \$0.00 | \$2,061.81 | \$3,154.44 | \$1,092.63 | 65.36% |
| CLERICAL | E 100-41430-122 FICA | \$0.00 | \$1,704.40 | \$2,607.67 | \$903.27 | 65.36% |
| CLERICAL | E 100-41430-123 Medicare | \$0.00 | \$398.69 | \$609.86 | \$211.17 | 65.37% |
| CLERICAL | E 100-41430-134 Employer Paid Life | \$0.00 | \$844.90 | \$1,080.00 | \$235.10 | 78.23% |
| CLERICAL | E 100-41430-142 Unemployment Benefit | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| CLERICAL | E 100-41430-151 Med/Dental Insurance | \$0.00 | \$5,600.00 | \$8,400.00 | \$2,800.00 | 66.67% |
| CLERICAL | E 100-41430-208 Training and Instructio | \$0.00 | \$255.00 | \$500.00 | \$245.00 | 51.00% |
| CLERICAL | E 100-41430-306 Dues & Subscriptions | \$0.00 | \$99.00 | \$250.00 | \$151.00 | 39.60% |
| Dept 41430 Clerical Staff | | \$0.00 | \$37,722.70 | \$58,661.13 | \$20,938.43 | 64.31% |
| Dept 41435 Staff Expenses | | | | | | |
| STAFFEXP | E 100-41435-260 Uniforms | \$0.00 | \$0.00 | \$300.00 | \$300.00 | 0.00% |
| STAFFEXP | E 100-41435-310 Other Professional Serv | \$0.00 | \$222.00 | \$1,000.00 | \$778.00 | 22.20% |
| STAFFEXP | E 100-41435-331 Travel Expenses | \$0.00 | \$172.80 | \$2,000.00 | \$1,827.20 | 8.64% |
| Dept 41435 Staff Expenses | | \$0.00 | \$394.80 | \$3,300.00 | \$2,905.20 | 11.96% |
| Dept 41530 Accounting | | | | | | |
| ACCTING | E 100-41530-101 Full-Time Employees R | \$0.00 | \$32,382.48 | \$50,918.40 | \$18,535.92 | 63.60% |
| ACCTING | E 100-41530-121 PERA | \$0.00 | \$2,495.81 | \$3,818.88 | \$1,323.07 | 65.35% |

CITY OF HANOVER
Expenditure Budget Report - General Fund

| Dept Abbrev | Account Descr | September | | | | |
|---|---|-------------|-----------------|--------------------|---------------------|----------------|
| | | 2016 Amt | 2016 YTD Amt | 2016 YTD Budget | 2016 YTD Balance | %YTD Budget |
| ACCTING | E 100-41530-122 FICA | \$0.00 | \$1,922.71 | \$3,156.94 | \$1,234.23 | 60.90% |
| ACCTING | E 100-41530-123 Medicare | \$0.00 | \$449.69 | \$738.32 | \$288.63 | 60.91% |
| ACCTING | E 100-41530-134 Employer Paid Life | \$0.00 | \$653.60 | \$504.00 | -\$149.60 | 129.68% |
| ACCTING | E 100-41530-151 Med/Dental Insurance | \$0.00 | \$7,200.00 | \$10,800.00 | \$3,600.00 | 66.67% |
| ACCTING | E 100-41530-208 Training and Instructio | \$225.00 | \$660.00 | \$1,000.00 | \$340.00 | 66.00% |
| ACCTING | E 100-41530-306 Dues & Subscriptions | \$0.00 | \$94.98 | \$500.00 | \$405.02 | 19.00% |
| ACCTING | E 100-41530-310 Other Professional Serv | \$0.00 | \$2,456.80 | \$3,000.00 | \$543.20 | 81.89% |
| Dept 41530 Accounting | | \$225.00 | \$48,316.07 | \$74,436.54 | \$26,120.47 | 64.91% |
| Dept 41540 Auditing | | | | | | |
| AUDITING | E 100-41540-301 Auditing and Acctg Ser | \$0.00 | \$29,242.87 | \$27,400.00 | -\$1,842.87 | 106.73% |
| Dept 41540 Auditing | | \$0.00 | \$29,242.87 | \$27,400.00 | -\$1,842.87 | 106.73% |
| Dept 41550 Assessing | | | | | | |
| ASSESS G | E 100-41550-310 Other Professional Serv | \$0.00 | \$17,669.25 | \$18,000.00 | \$330.75 | 98.16% |
| Dept 41550 Assessing | | \$0.00 | \$17,669.25 | \$18,000.00 | \$330.75 | 98.16% |
| Dept 41570 Purchasing | | | | | | |
| PURCHASE | E 100-41570-200 Office Supplies (GENER | \$762.92 | \$2,448.34 | \$4,000.00 | \$1,551.66 | 61.21% |
| PURCHASE | E 100-41570-205 Bank Fees | \$0.00 | \$89.91 | \$100.00 | \$10.09 | 89.91% |
| PURCHASE | E 100-41570-207 Computer Supplies | \$0.00 | \$4,846.34 | \$3,500.00 | -\$1,346.34 | 138.47% |
| PURCHASE | E 100-41570-220 Repair/Maint Supply (G | \$124.63 | \$2,568.09 | \$5,800.00 | \$3,231.91 | 44.28% |
| PURCHASE | E 100-41570-322 Postage | \$479.55 | \$2,080.29 | \$1,500.00 | -\$580.29 | 138.69% |
| PURCHASE | E 100-41570-570 Office Equip and Furnis | \$0.00 | \$0.00 | \$4,000.00 | \$4,000.00 | 0.00% |
| Dept 41570 Purchasing | | \$1,367.10 | \$12,032.97 | \$18,900.00 | \$6,867.03 | 63.67% |
| Dept 41600 Computer | | | | | | |
| COMPUTER | E 100-41600-310 Other Professional Serv | \$28.00 | \$2,047.73 | \$4,000.00 | \$1,952.27 | 51.19% |
| Dept 41600 Computer | | \$28.00 | \$2,047.73 | \$4,000.00 | \$1,952.27 | 51.19% |
| Dept 41610 City Attorney | | | | | | |
| CITYATNY | E 100-41610-304 Legal Fees | \$1,442.28 | \$17,925.26 | \$21,786.56 | \$3,861.30 | 82.28% |
| Dept 41610 City Attorney | | \$1,442.28 | \$17,925.26 | \$21,786.56 | \$3,861.30 | 82.28% |
| Dept 41910 Planning and Zoning | | | | | | |
| PLANZONG | E 100-41910-310 Other Professional Serv | \$0.00 | \$6,745.50 | \$17,000.00 | \$10,254.50 | 39.68% |
| Dept 41910 Planning and Zoning | | \$0.00 | \$6,745.50 | \$17,000.00 | \$10,254.50 | 39.68% |
| Dept 41940 General Govt Buildings/Plant | | | | | | |
| GOVTBLDG | E 100-41940-210 Operating Supplies (GE | \$262.15 | \$416.59 | \$5,000.00 | \$4,583.41 | 8.33% |
| GOVTBLDG | E 100-41940-220 Repair/Maint Supply (G | \$0.00 | \$3,374.15 | \$10,000.00 | \$6,625.85 | 33.74% |
| GOVTBLDG | E 100-41940-306 Dues & Subscriptions | \$0.00 | \$250.00 | \$300.00 | \$50.00 | 83.33% |
| GOVTBLDG | E 100-41940-310 Other Professional Serv | \$0.00 | \$3,620.24 | \$8,400.00 | \$4,779.76 | 43.10% |
| GOVTBLDG | E 100-41940-321 Telephone | \$259.28 | \$2,340.40 | \$3,500.00 | \$1,159.60 | 66.87% |
| GOVTBLDG | E 100-41940-325 Taxes | \$0.00 | \$213.59 | \$250.00 | \$36.41 | 85.44% |
| GOVTBLDG | E 100-41940-381 Electric Utilities | \$1,002.82 | \$5,272.08 | \$9,000.00 | \$3,727.92 | 58.58% |
| GOVTBLDG | E 100-41940-383 Gas Utilities | \$0.00 | \$1,884.83 | \$5,000.00 | \$3,115.17 | 37.70% |
| GOVTBLDG | E 100-41940-384 Refuse/Garbage Dispos | \$0.00 | \$1,480.10 | \$2,400.00 | \$919.90 | 61.67% |
| 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 | \$1,334.39 | \$2,892.49 | \$5,000.00 | \$2,107.51 | 57.85% |
| GOVTBLDG | E 100-41940-560 Furniture and Fixtures | \$0.00 | \$0.00 | \$2,500.00 | \$2,500.00 | 0.00% |
| GOVTBLDG | E 100-41940-580 Other Equipment | \$0.00 | \$226.16 | \$1,000.00 | \$773.84 | 22.62% |
| Dept 41940 General Govt Buildings/Plant | | \$2,858.64 | \$21,970.63 | \$52,850.00 | \$30,879.37 | 41.57% |
| Dept 41950 Engineer | | | | | | |
| ENGINEER | E 100-41950-303 Engineering Fees | \$1,061.50 | \$21,424.25 | \$25,000.00 | \$3,575.75 | 85.70% |
| Dept 41950 Engineer | | \$1,061.50 | \$21,424.25 | \$25,000.00 | \$3,575.75 | 85.70% |

CITY OF HANOVER
Expenditure Budget Report - General Fund

| Dept Abbrev | Account Descr | September 2016 Amt | 2016 YTD Amt | 2016 YTD Budget | 2016 YTD Balance | %YTD Budget |
|-------------------------------------|---|--------------------------|-----------------|--------------------|---------------------|----------------|
| Dept 41960 Insurance | | | | | | |
| INSURANCE | E 100-41960-150 Worker s Comp (GENE | \$0.00 | \$8,384.37 | \$9,317.50 | \$933.13 | 89.99% |
| INSURANCE | E 100-41960-152 Worker s Comp Benefit | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| INSURANCE | E 100-41960-361 General Liability Ins | \$0.00 | \$21,496.79 | \$24,740.10 | \$3,243.31 | 86.89% |
| Dept 41960 Insurance | | \$0.00 | \$29,881.16 | \$34,057.60 | \$4,176.44 | 87.74% |
| Dept 41970 Legal Publications | | | | | | |
| LEGALPUB | E 100-41970-341 Employment | \$0.00 | \$273.78 | \$250.00 | -\$23.78 | 109.51% |
| LEGALPUB | E 100-41970-343 Other Advertising | \$0.00 | \$39.00 | \$250.00 | \$211.00 | 15.60% |
| LEGALPUB | E 100-41970-351 Legal Notices Publishin | \$150.39 | \$998.68 | \$2,000.00 | \$1,001.32 | 49.93% |
| LEGALPUB | E 100-41970-354 Recording Fees | \$0.00 | \$0.00 | \$500.00 | \$500.00 | 0.00% |
| Dept 41970 Legal Publications | | \$150.39 | \$1,311.46 | \$3,000.00 | \$1,688.54 | 43.72% |
| Dept 42101 Hennepin County Sheriff | | | | | | |
| HCSHERIFF | E 100-42101-310 Other Professional Serv | \$0.00 | \$35,702.48 | \$71,404.96 | \$35,702.48 | 50.00% |
| Dept 42101 Hennepin County Sheriff | | \$0.00 | \$35,702.48 | \$71,404.96 | \$35,702.48 | 50.00% |
| Dept 42102 Wright County Sheriff | | | | | | |
| WCSHERIFF | E 100-42102-310 Other Professional Serv | \$0.00 | \$65,808.62 | \$98,088.00 | \$32,279.38 | 67.09% |
| Dept 42102 Wright County Sheriff | | \$0.00 | \$65,808.62 | \$98,088.00 | \$32,279.38 | 67.09% |
| Dept 42210 Fire Dept Administration | | | | | | |
| FIREADMIN | E 100-42210-103 Part-Time Employees | \$0.00 | \$0.00 | \$34,340.00 | \$34,340.00 | 0.00% |
| FIREADMIN | E 100-42210-122 FICA | \$0.00 | \$0.00 | \$2,129.00 | \$2,129.00 | 0.00% |
| FIREADMIN | E 100-42210-123 Medicare | \$0.00 | \$0.00 | \$515.00 | \$515.00 | 0.00% |
| FIREADMIN | E 100-42210-150 Worker s Comp (GENE | \$0.00 | \$7,820.42 | \$10,000.00 | \$2,179.58 | 78.20% |
| FIREADMIN | E 100-42210-200 Office Supplies (GENER | \$195.99 | \$195.99 | \$200.00 | \$4.01 | 98.00% |
| FIREADMIN | E 100-42210-305 Medical and Dental Fee | \$0.00 | \$2,177.00 | \$4,000.00 | \$1,823.00 | 54.43% |
| FIREADMIN | E 100-42210-306 Dues & Subscriptions | \$0.00 | \$355.00 | \$950.00 | \$595.00 | 37.37% |
| FIREADMIN | E 100-42210-361 General Liability Ins | \$0.00 | \$2,491.37 | \$6,119.40 | \$3,628.03 | 40.71% |
| FIREADMIN | E 100-42210-437 Other Miscellaneous | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Dept 42210 Fire Dept Administration | | \$195.99 | \$13,039.78 | \$58,253.40 | \$45,213.62 | 22.38% |
| Dept 42220 Fire Dept Equipment | | | | | | |
| FIREEQUIP | E 100-42220-221 Equipment Parts | \$0.00 | \$1,253.71 | \$15,500.00 | \$14,246.29 | 8.09% |
| FIREEQUIP | E 100-42220-228 Medical Supplies | \$0.00 | \$370.04 | \$1,500.00 | \$1,129.96 | 24.67% |
| FIREEQUIP | E 100-42220-240 Small Tools and Minor | \$312.85 | \$390.39 | \$850.00 | \$459.61 | 45.93% |
| FIREEQUIP | E 100-42220-260 Uniforms | \$0.00 | \$604.26 | \$4,500.00 | \$3,895.74 | 13.43% |
| FIREEQUIP | E 100-42220-580 Other Equipment | \$66.05 | \$839.44 | \$5,000.00 | \$4,160.56 | 16.79% |
| Dept 42220 Fire Dept Equipment | | \$378.90 | \$3,457.84 | \$27,350.00 | \$23,892.16 | 12.64% |
| Dept 42240 Fire Dept Training | | | | | | |
| FIRETRNG | E 100-42240-208 Training and Instructio | \$0.00 | \$1,354.87 | \$7,500.00 | \$6,145.13 | 18.06% |
| FIRETRNG | E 100-42240-310 Other Professional Serv | \$0.00 | \$1,480.25 | \$3,000.00 | \$1,519.75 | 49.34% |
| FIRETRNG | E 100-42240-331 Travel Expenses | \$0.00 | \$1,511.23 | \$1,500.00 | -\$11.23 | 100.75% |
| Dept 42240 Fire Dept Training | | \$0.00 | \$4,346.35 | \$12,000.00 | \$7,653.65 | 36.22% |
| Dept 42260 Fire Vehicles | | | | | | |
| FIREVEH | E 100-42260-212 Motor Fuels | \$111.87 | \$1,568.20 | \$5,000.00 | \$3,431.80 | 31.36% |
| FIREVEH | E 100-42260-220 Repair/Maint Supply (G | \$0.00 | \$7,656.56 | \$9,000.00 | \$1,343.44 | 85.07% |
| FIREVEH | E 100-42260-240 Small Tools and Minor | \$0.00 | \$53.57 | \$2,000.00 | \$1,946.43 | 2.68% |
| FIREVEH | E 100-42260-323 Radio Units | \$0.00 | \$3,422.00 | \$7,465.00 | \$4,043.00 | 45.84% |
| Dept 42260 Fire Vehicles | | \$111.87 | \$12,700.33 | \$23,465.00 | \$10,764.67 | 54.12% |
| Dept 42280 Fire Stations and Bldgs | | | | | | |
| FIREBLDG | E 100-42280-215 Shop Supplies | \$0.00 | \$132.27 | \$1,650.00 | \$1,517.73 | 8.02% |
| FIREBLDG | E 100-42280-220 Repair/Maint Supply (G | \$25.99 | \$1,105.24 | \$3,500.00 | \$2,394.76 | 31.58% |

CITY OF HANOVER
Expenditure Budget Report - General Fund

| Dept Abbrev | Account Descr | September 2016 Amt | 2016 YTD Amt | 2016 YTD Budget | 2016 YTD Balance | %YTD Budget |
|-------------|---|--------------------|--------------|-----------------|------------------|-------------|
| FIREBLDG | E 100-42280-321 Telephone | \$33.65 | \$247.05 | \$800.00 | \$552.95 | 30.88% |
| FIREBLDG | E 100-42280-325 Taxes | \$0.00 | \$0.00 | \$175.00 | \$175.00 | 0.00% |
| FIREBLDG | E 100-42280-381 Electric Utilities | \$405.91 | \$2,138.60 | \$5,000.00 | \$2,861.40 | 42.77% |
| FIREBLDG | E 100-42280-383 Gas Utilities | \$0.00 | \$1,353.73 | \$3,000.00 | \$1,646.27 | 45.12% |
| Dept 42280 | Fire Stations and Bldgs | \$465.55 | \$4,976.89 | \$14,125.00 | \$9,148.11 | 35.23% |
| Dept 42290 | Fire Relief Association | | | | | |
| FIRERELIEF | E 100-42290-124 Fire Pension Contributi | \$0.00 | \$2,000.00 | \$36,000.00 | \$34,000.00 | 5.56% |
| FIRERELIEF | E 100-42290-125 Other Retirement Contr | \$0.00 | \$0.00 | \$11,133.58 | \$11,133.58 | 0.00% |
| FIRERELIEF | E 100-42290-301 Auditing and Acctg Ser | \$0.00 | \$6,100.00 | \$6,500.00 | \$400.00 | 93.85% |
| Dept 42290 | Fire Relief Association | \$0.00 | \$8,100.00 | \$53,633.58 | \$45,533.58 | 15.10% |
| Dept 42401 | Building Inspection Admin | | | | | |
| INSPADMN | E 100-42401-310 Other Professional Serv | \$1,887.37 | \$36,109.18 | \$35,000.00 | -\$1,109.18 | 103.17% |
| Dept 42401 | Building Inspection Admin | \$1,887.37 | \$36,109.18 | \$35,000.00 | -\$1,109.18 | 103.17% |
| Dept 42700 | Animal Control | | | | | |
| ANIMCTRL | E 100-42700-310 Other Professional Serv | \$0.00 | \$0.00 | \$500.00 | \$500.00 | 0.00% |
| Dept 42700 | Animal Control | \$0.00 | \$0.00 | \$500.00 | \$500.00 | 0.00% |
| Dept 42800 | Cemetery | | | | | |
| CEMETERY | E 100-42800-310 Other Professional Serv | \$0.00 | \$1,023.00 | \$2,500.00 | \$1,477.00 | 40.92% |
| Dept 42800 | Cemetery | \$0.00 | \$1,023.00 | \$2,500.00 | \$1,477.00 | 40.92% |
| Dept 43000 | Public Works (GENERAL) | | | | | |
| PUBWRKS | E 100-43000-101 Full-Time Employees R | \$0.00 | \$67,784.74 | \$106,604.16 | \$38,819.42 | 63.59% |
| PUBWRKS | E 100-43000-102 Full-Time Employees O | \$0.00 | \$1,301.66 | \$1,000.00 | -\$301.66 | 130.17% |
| PUBWRKS | E 100-43000-103 Part-Time Employees | \$0.00 | \$8,730.21 | \$15,000.00 | \$6,269.79 | 58.20% |
| PUBWRKS | E 100-43000-121 PERA | \$0.00 | \$5,320.58 | \$7,995.31 | \$2,674.73 | 66.55% |
| PUBWRKS | E 100-43000-122 FICA | \$0.00 | \$4,918.87 | \$6,609.46 | \$1,690.59 | 74.42% |
| PUBWRKS | E 100-43000-123 Medicare | \$0.00 | \$1,150.50 | \$1,545.76 | \$395.26 | 74.43% |
| PUBWRKS | E 100-43000-134 Employer Paid Life | \$0.00 | \$1,241.28 | \$1,584.00 | \$342.72 | 78.36% |
| PUBWRKS | E 100-43000-142 Unemployment Benefit | \$0.00 | \$27.50 | \$500.00 | \$472.50 | 5.50% |
| PUBWRKS | E 100-43000-151 Med/Dental Insurance | \$0.00 | \$12,800.00 | \$19,200.00 | \$6,400.00 | 66.67% |
| PUBWRKS | E 100-43000-208 Training and Instructio | \$0.00 | \$1,379.30 | \$1,500.00 | \$120.70 | 91.95% |
| PUBWRKS | E 100-43000-212 Motor Fuels | \$687.23 | \$3,627.15 | \$7,000.00 | \$3,372.85 | 51.82% |
| PUBWRKS | E 100-43000-215 Shop Supplies | \$364.10 | \$2,084.06 | \$2,500.00 | \$415.94 | 83.36% |
| PUBWRKS | E 100-43000-220 Repair/Maint Supply (G | \$108.59 | \$4,050.06 | \$6,000.00 | \$1,949.94 | 67.50% |
| PUBWRKS | E 100-43000-226 Sign Repair Materials | \$0.00 | \$170.70 | \$1,500.00 | \$1,329.30 | 11.38% |
| PUBWRKS | E 100-43000-240 Small Tools and Minor | \$10.98 | \$1,452.14 | \$5,000.00 | \$3,547.86 | 29.04% |
| PUBWRKS | E 100-43000-260 Uniforms | \$200.92 | \$617.56 | \$2,000.00 | \$1,382.44 | 30.88% |
| PUBWRKS | E 100-43000-310 Other Professional Serv | \$0.00 | \$12,070.75 | \$16,000.00 | \$3,929.25 | 75.44% |
| PUBWRKS | E 100-43000-321 Telephone | \$138.12 | \$1,276.61 | \$2,000.00 | \$723.39 | 63.83% |
| PUBWRKS | E 100-43000-325 Taxes | \$0.00 | \$120.00 | \$200.00 | \$80.00 | 60.00% |
| Dept 43000 | Public Works (GENERAL) | \$1,509.94 | \$130,123.67 | \$203,738.69 | \$73,615.02 | 63.87% |
| Dept 43100 | Hwys, Streets, & Roads | | | | | |
| HWYROAD | E 100-43100-220 Repair/Maint Supply (G | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Dept 43100 | Hwys, Streets, & Roads | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Dept 43121 | Paved Streets | | | | | |
| PAVSTRTS | E 100-43121-224 Street Maint Materials | \$0.00 | \$22,958.54 | \$50,000.00 | \$27,041.46 | 45.92% |
| PAVSTRTS | E 100-43121-226 Sign Repair Materials | \$851.26 | \$851.26 | \$0.00 | -\$851.26 | 0.00% |
| Dept 43121 | Paved Streets | \$851.26 | \$23,809.80 | \$50,000.00 | \$26,190.20 | 47.62% |
| Dept 43122 | Unpaved Streets | | | | | |
| UNPAVSTS | E 100-43122-224 Street Maint Materials | \$0.00 | \$9,116.68 | \$10,000.00 | \$883.32 | 91.17% |

CITY OF HANOVER
Expenditure Budget Report - General Fund

| Dept Abbrev | Account Descr | September 2016 Amt | 2016 YTD Amt | 2016 YTD Budget | 2016 YTD Balance | %YTD Budget |
|----------------|---|--------------------------|-----------------|--------------------|---------------------|----------------|
| Dept 43122 | Unpaved Streets | \$0.00 | \$9,116.68 | \$10,000.00 | \$883.32 | 91.17% |
| Dept 43125 | Ice & Snow Removal | | | | | |
| | SNOWREMO E 100-43125-224 Street Maint Materials | \$0.00 | \$0.00 | \$15,000.00 | \$15,000.00 | 0.00% |
| Dept 43125 | Ice & Snow Removal | \$0.00 | \$0.00 | \$15,000.00 | \$15,000.00 | 0.00% |
| Dept 43160 | Street Lighting | | | | | |
| | STLGHGTG E 100-43160-381 Electric Utilities | \$119.08 | \$14,973.28 | \$27,000.00 | \$12,026.72 | 55.46% |
| Dept 43160 | Street Lighting | \$119.08 | \$14,973.28 | \$27,000.00 | \$12,026.72 | 55.46% |
| Dept 43240 | Waste (refuse) Disposal | | | | | |
| | REFDISPO E 100-43240-384 Refuse/Garbage Dispos | \$0.00 | \$2,073.20 | \$2,000.00 | -\$73.20 | 103.66% |
| Dept 43240 | Waste (refuse) Disposal | \$0.00 | \$2,073.20 | \$2,000.00 | -\$73.20 | 103.66% |
| Dept 43245 | Recycling: Refuse | | | | | |
| | RECYCLING E 100-43245-384 Refuse/Garbage Dispos | \$2,494.47 | \$24,434.65 | \$35,000.00 | \$10,565.35 | 69.81% |
| Dept 43245 | Recycling: Refuse | \$2,494.47 | \$24,434.65 | \$35,000.00 | \$10,565.35 | 69.81% |
| Dept 45186 | Senior Center | | | | | |
| | SRCENTER E 100-45186-437 Other Miscellaneous | \$0.00 | \$3,124.65 | \$8,000.00 | \$4,875.35 | 39.06% |
| Dept 45186 | Senior Center | \$0.00 | \$3,124.65 | \$8,000.00 | \$4,875.35 | 39.06% |
| Dept 45200 | Parks (GENERAL) | | | | | |
| | PARKS E 100-45200-212 Motor Fuels | \$170.90 | \$961.69 | \$3,000.00 | \$2,038.31 | 32.06% |
| | PARKS E 100-45200-220 Repair/Maint Supply (G | \$356.53 | \$2,507.26 | \$6,000.00 | \$3,492.74 | 41.79% |
| | PARKS E 100-45200-225 Landscaping Materials | \$0.00 | \$649.88 | \$7,000.00 | \$6,350.12 | 9.28% |
| | 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 | \$135.98 | \$1,295.49 | \$2,000.00 | \$704.51 | 64.77% |
| | PARKS E 100-45200-400 Repairs & Maint Cont (| \$0.00 | \$1,126.60 | \$3,000.00 | \$1,873.40 | 37.55% |
| | PARKS E 100-45200-440 Programs | \$0.00 | \$2,216.47 | \$1,000.00 | -\$1,216.47 | 221.65% |
| | PARKS E 100-45200-580 Other Equipment | \$380.00 | \$6,135.74 | \$7,000.00 | \$864.26 | 87.65% |
| Dept 45200 | Parks (GENERAL) | \$1,043.41 | \$14,893.13 | \$35,800.00 | \$20,906.87 | 41.60% |
| Dept 45500 | Libraries (GENERAL) | | | | | |
| | LIBRARY E 100-45500-437 Other Miscellaneous | \$0.00 | \$8,714.06 | \$10,500.00 | \$1,785.94 | 82.99% |
| Dept 45500 | Libraries (GENERAL) | \$0.00 | \$8,714.06 | \$10,500.00 | \$1,785.94 | 82.99% |
| Dept 48205 | Damage Deposit Refunds | | | | | |
| | DMGDEPRF E 100-48205-810 Refunds & Reimburse | \$0.00 | \$3,416.25 | \$9,000.00 | \$5,583.75 | 37.96% |
| Dept 48205 | Damage Deposit Refunds | \$0.00 | \$3,416.25 | \$9,000.00 | \$5,583.75 | 37.96% |
| Dept 49360 | Transfers Out | | | | | |
| | TRANSFERS E 100-49360-700 Transfers (GENERAL) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Dept 49360 | Transfers Out | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Dept 49800 | Transit (GENERAL) | | | | | |
| | TRANSIT E 100-49800-310 Other Professional Serv | \$0.00 | \$250.00 | \$1,000.00 | \$750.00 | 25.00% |
| Dept 49800 | Transit (GENERAL) | \$0.00 | \$250.00 | \$1,000.00 | \$750.00 | 25.00% |
| Fund 100 | GENERAL FUND | \$18,763.57 | \$741,298.49 | \$1,309,122.55 | \$567,824.06 | 56.63% |

CITY OF HANOVER
Expenditure Budget Report - General Fund

| Dept Abbrev | Account Descr | September 2016 Amt | 2016 YTD Amt | 2016 YTD Budget | 2016 YTD Balance | %YTD Budget |
|----------------|---------------|--------------------------|-----------------|--------------------|---------------------|----------------|
| | | \$18,763.57 | \$741,298.49 | \$1,309,122.55 | \$567,824.06 | 56.63% |

**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 6th day of September, 2016.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 09-06-16-100

**A RESOLUTION APPROVING EXPENDITURES FOR THE
125TH ANNIVERSARY CELEBRATION**

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

WHEREAS, the event planners have requested the City to purchase the following items:

- Portable Toilets - \$680
- Flood Light Rental - \$125
- Accordion Fun Club - \$150
- Pair of Clowns - \$125
- Advertisement Banners - \$475
- Sheriff Patrol - \$275
- Garbage Bins/Dumpster – \$567.82

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the above expenditures for the 125th Anniversary Celebration.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 6th day of September, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 6th day of September, 2016.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 09-06-16-101

A RESOLUTION APPROVING A TEMPORARY ON-SALE LIQUOR LICENSE

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

WHEREAS, the event planners have planned to have food and beverages available; and

WHEREAS, the Hanover Lions Club is requesting a one day Temporary On-Sale Liquor License to be valid for the event located on Mill Pond Trail near the Historic Bridge.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the Temporary On-Sale Liquor License to Hanover Lions Club.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 6th day of September, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 445 Minnesota Street, Suite 222, St. Paul, MN 55101
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

(MN TAX ID)

Name of organization: HANOVER LIONS CLUB Date organized: 1974 Tax exempt number: 2722245

Address: PO BOX 43 City: HANOVER State: MN Zip Code: 55341

Name of person making application: LINDA ECKARD Business phone: 763-227-7702 Home phone: 763-498-7702

Date(s) of event: OCTOBER 8, 2016 Type of organization: Club Charitable Religious Other non-profit

Organization officer's name: LINDA ECKARD, TREASURER City: HANOVER State: MN Zip Code: 55341

Organization officer's name: SHANE BURNS, PRESIDENT City: State: MN Zip Code:

Organization officer's name: City: State: MN Zip Code:

Organization officer's name: City: State: MN Zip Code:

Location where permit will be used. If an outdoor area, describe.
HANOVER, MN - STREET DANCE CELEBRATION - MILLPOUND TRAIL BETWEEN MAIN STREET + THE BRIDGE

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
NIA

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
MN JOINT UNDERWRITING ASSOCIATION POLICY # L080003
BODILY INJURY - 1,000,000/2,000,000 PROPERTY DAMAGE - 300,000
APPROVAL ANNUAL AGGREGATE - 2,000,000

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City of Hanover
 City of County approving the license
\$50.00
 Fee Amount
9-2-16
 Date Fee Paid

10-8-16
 Date Approved
Permit Date
brianh@ci.hanover.mn.us
 City or County E-mail Address
763-497-3777 ex 1
 City or County Phone Number

Signature City Clerk or County Official _____ Approved Director Alcohol and Gambling Enforcement _____

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.
 PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US

**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 6th day of September, 2016.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 09-06-16-102

A RESOLUTION APPROVING A TEMPORARY ROAD CLOSURE

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

WHEREAS, the event planners have requested a road closure in order to host the event on Mill Pond Trail.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the Temporary road closure on October 8, 2016 of Mill Pond Trail.

BE IT FURTHER RESOLVED, that the City Council approves an additional closure of Riverview Road in the Downtown area at an approximate location between the streets of Millpond Trail and Crow River Drive if the event coordinators deem it necessary on the day of the event.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 6th day of September, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 6th day of September, 2016.

The following Council Members were present:

The following Council Members were absent:

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

.....

RESOLUTION NO 09-06-16-103

**A RESOLUTION APPROVING THE
2017-2018 HENNEPIN COUNTY LAW ENFORCEMENT AGREEMENT**

WHEREAS, the City of Hanover contracts for services with Hennepin County Sheriff’s Department to provide public safety services in the City of Hanover; and

WHEREAS, Hennepin County Sheriff’s Office has submitted a new draft contract for the 2017-2018 calendar years as attached.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the attached law enforcement services agreement for the 2017-2018 calendar years.

BE IT FURTHER RESOLVED, that the City Council authorizes the City Administrator to execute the agreement on behalf of the City of Hanover.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 6th day of September, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

LAW ENFORCEMENT SERVICES AGREEMENT

This Agreement is between the COUNTY OF HENNEPIN, STATE OF MINNESOTA, (the "COUNTY") A-2300 Government Center, Minneapolis, Minnesota 55487, on behalf of the Hennepin County Sheriff's Office, 350 S Fifth Street, Room 6, Minneapolis, Minnesota 55487, ("SHERIFF") and The City of Hanover, 11250 Fifth Street NE, Hanover, Minnesota 55341 ("CITY").

WITNESSETH:

WHEREAS, the CITY and COUNTY are both corporate bodies politic under the Laws of the State of Minnesota; and

WHEREAS, both the COUNTY through the SHERIFF and the CITY desire to enter into an agreement for the provision of law enforcement and traffic law enforcement services by the SHERIFF to the CITY; and

WHEREAS, this Agreement is authorized and provided for by Minnesota Statute 436.05;

NOW, THEREFORE, in consideration of the mutual undertakings and agreements hereinafter set forth, the COUNTY through the SHERIFF and the CITY agree as follows:

The parties agree as follows:

1. TERM AND COST OF THE AGREEMENT

The term of this agreement shall be for the period commencing January 1, 2017 and terminating December 31, 2018 unless terminated sooner pursuant to the provisions herein.

Subject to the detailed descriptions of services in Attachment A, the CITY shall pay the COUNTY a quarterly payment in the amount of Nineteen Thousand Six Hundred Eighty Two Dollars and Sixty Three Cents (\$19,682.63/quarter) for services provided in 2017. For services provided in 2018, the quarterly payment will be Twenty Thousand Two Hundred Seventy Three Dollars and Ninety Three Cents (\$20,273.93). CITY's payments are subject to the following:

- (i) Should the parties otherwise agree that, for any reason, SHERIFF will provide services for fewer than three (3) hours per day on average, CITY's quarterly payment shall not be reduced accordingly.
- (ii) Should the parties otherwise agree that SHERIFF will provide services for more than three (3) hours per day on average, CITY shall pay the COUNTY an hourly rate of Seventy One Dollars and Ninety Cents (\$71.90) for any hours in excess of three (3) hours per day on average for services provided in 2017. For services provided in 2018, the hourly rate will be Seventy Four Dollars and Six Cents (\$74.06).

(iii) In the event CITY requests SHERIFF to perform other services not herein described, as set forth pursuant to Attachment A, CITY shall pay the COUNTY an hourly amount of Seventy One Dollars and Ninety Cents (\$71.90/hour) for additional services performed in 2017, and Seventy Four Dollars and Six Cents (\$74.06/hour) for additional services performed in 2018.

The cost of these services is based on the SHERIFF's average direct hourly cost of salary, benefits and equipment of the SHERIFF's employees assigned to perform said services under this agreement. The total amount of this agreement shall not exceed Seventy Eight Thousand Seven Hundred Thirty Dollars and Fifty Cents (\$78,730.50) for services provided in 2017, and Eighty One Thousand Ninety Five dollars and Seventy Cents (\$81,095.70) for services provided in 2018.

2. SERVICES TO BE PROVIDED

The SHERIFF agrees to provide general law and traffic law enforcement services within the corporate limits of the CITY as more fully described in Attachment A, attached and incorporated by this reference.

3. PAYMENT FOR SERVICES

The CITY shall make payment for services to the SHERIFF upon presentation of an invoice from the SHERIFF following the end of each quarter (March 31, June 30, September 30, and December 31). Payment shall be made within twenty (20) days from receipt of the invoice.

4. PROFESSIONAL CREDENTIALS

INTENTIONALLY OMITTED

5. INDEPENDENT CITY

The parties agree that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting either party as an agent, representative, or employee of the other for any purposes or in any manner whatsoever. Each party is to be, and shall remain an independent contractor with respect to all services performed under this Agreement. Each party represents that it has, or will secure at its own expense, all personnel required to execute, administer, perform and review this agreement. Any and all personnel of the parties or other persons hired by the parties and engaged in the performance of this agreement shall have no contractual relationship with the other party and shall not be considered employees of the other party. Any and all claims that might arise under the Unemployment Compensation Act or the Workers' Compensation Act of the State of Minnesota on behalf of said personnel or other persons, arising out of employment or alleged employment, including, without limitation, claims of discrimination against the other party, its officers, agents, contractors, or employees shall in no way be the

responsibility of the other party. The parties do hereby agree to indemnify and hold harmless the other party, its officers, agents, contractors and employees from any and all such claims irrespective of the determination of any pertinent tribunal, agency, board, commission or court. Such personnel or other persons shall neither require nor be entitled to any compensation, rights or benefits of any kind whatsoever from the other party, including, without limitation, tenure rights, medical and hospital care, sick and vacation leave, workers' compensation, re-employment insurance, disability, severance pay, and retirement benefits.

6. NON-DISCRIMINATION AND AFFIRMATIVE ACTION

In accordance with Hennepin County's policies against discrimination, the CITY, COUNTY and SHERIFF agree that no person shall be excluded any person from full employment rights, or participation in, or the benefits of, any program, service or activity on the grounds of race, color, creed, religion, age, sex, disability, marital status, sexual orientation, public assistance status, or national origin; and no person who is protected by applicable Federal or State laws against discrimination shall be otherwise subjected to discrimination.

7. INDEMNIFICATION AND INSURANCE

- A. Each party agrees that it will be responsible for its own acts and the results thereof to the extent authorized by law, and shall not be responsible for the acts of the other party and the results thereof. The COUNTY's and the CITY's liability is governed by Minnesota Statutes, Chapter 466 and Minnesota Statute 471.59(1a). Under no circumstances shall a party be required to pay on behalf of itself and other parties, any amounts in excess of the limits on liability established in Minnesota Statutes Chapter 466 applicable to any one party. The statutory limits of liability for some or all of the parties may not be added together or stacked to increase the maximum amount of liability for any party.
- B. The COUNTY and CITY each warrant that they are able to comply with the foregoing indemnity requirement through an insurance or self-insurance program.
- C. All insurance or self-insurance policies shall be open to inspection by either party and copies of policies or a notice of self-insurance shall be available to either party upon written request. All parties warrant that any policies obtained and maintained under this clause for proof of responsibility shall not be cancelled or materially changed without 30 days prior notice thereof to the COUNTY through the SHERIFF and the CITY.

8. DATA PRACTICES

Each party and its officers, agents, owners, partners, employees, volunteers and subcontractors agree to abide by the provisions of the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13, the Health Insurance Portability and Accountability Act and implementing regulations, if applicable, and all other applicable state and federal laws, rules, regulations and orders relating to data privacy or confidentiality, and as any of the same may be amended. The CITY agrees to defend, indemnify and hold harmless the COUNTY or SHERIFF, its officials, officers, agents,

employees, and volunteers from any claims resulting from the CITY's officers', agents', owners', partners', employees', volunteers', assignees' or subcontractors' unlawful disclosure and/or use of such protected data. The COUNTY or SHERIFF agrees to defend, indemnify and hold harmless the CITY, its officials, officers, agents, employees, and volunteers from any claims resulting from the COUNTY or SHERIFF, its officers', agents', owners', partners', employees', volunteers', assignees' or subcontractors' unlawful disclosure and/or use of such protected data. The terms of this paragraph shall survive the cancellation or termination of this Agreement.

9. RECORDS – AVAILABILITY/ACCESS

Subject to the requirements of Minnesota Statutes Section 16C.05, Subd. 5, CITY agrees that the COUNTY, the State Auditor, the Legislative Auditor or any of their authorized representatives, at any time during normal business hours, and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of CITY and involve transactions relating to this Agreement. CITY shall maintain these materials and allow access during the period of this Agreement and for six (6) years after its termination or cancellation.

10. SUCCESSORS, SUBCONTRACTING AND ASSIGNMENTS

- A. CITY binds itself, its partners, successors, assigns and legal representatives to the COUNTY for all covenants, agreements and obligations contained in the contract documents.
- B. CITY shall not assign, transfer or pledge this Agreement and/or the services to be performed, whether in whole or in part, nor assign any monies due or to become due to it without the prior written consent of the COUNTY. A consent to assign shall be subject to such conditions and provisions as the COUNTY may deem necessary, accomplished by execution of a form prepared by the COUNTY and signed by CITY, the assignee and the COUNTY. Permission to assign, however, shall under no circumstances relieve CITY of its liabilities and obligations under the Agreement.

11. MERGER AND MODIFICATION

- A. It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter. All items that are referenced or that are attached are incorporated and made a part of this Agreement. If there is any conflict between the terms of this Agreement and referenced or attached items, the terms of this Agreement shall prevail.
- B. Any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement signed by the parties.

12. DEFAULT AND CANCELLATION

- A. If CITY fails to perform any of the provisions of this Agreement or so fails to administer the work as to endanger the performance of the Agreement, it shall be in default. Unless CITY's default is excused by the COUNTY, the COUNTY may upon written notice immediately cancel this Agreement in its entirety. Additionally, failure to comply with the terms of this Agreement shall be just cause for the COUNTY to delay payment until CITY's compliance. In the event of a decision to withhold payment, the COUNTY shall furnish prior written notice to CITY.
- B. Upon cancellation or termination of this Agreement:
1. At the discretion of the COUNTY and as specified in writing by the Contract Administrator, CITY shall deliver to the Contract Administrator copies of all writings so specified by the COUNTY and prepared by CITY in accordance with this Agreement. The term "writings" is defined as:

Handwriting, typewriting, printing, photocopying, photographing, facsimile transmitting, and every other means of recording, including electronic media, any form of communication or representation, including letters, works, pictures, drawings, sounds, or symbols, or combinations thereof.
 2. The COUNTY shall have full ownership and control of all such writings. CITY shall have the right to retain copies of the writings. However, it is agreed that CITY without the prior written consent of the COUNTY shall not use these writings for any purpose or in any manner whatsoever; shall not assign, license, loan, sell, copyright, patent and/or transfer any or all of such writings; and shall not do anything which in the opinion of the COUNTY would affect the COUNTY's ownership and/or control of such writings.
- C. Notwithstanding any provision of this Agreement to the contrary, CITY shall remain liable to the COUNTY for damages sustained by the COUNTY by virtue of any breach of this Agreement by CITY. Upon notice to CITY of the claimed breach and the amount of the claimed damage, the COUNTY may withhold any payments to CITY for the purpose of set-off until such time as the exact amount of damages due the COUNTY from CITY is determined. Following notice from the COUNTY of the claimed breach and damage, CITY and the COUNTY shall attempt to resolve the dispute in good faith.
- D. The above remedies shall be in addition to any other right or remedy available to the COUNTY under this Agreement, law, statute, rule, and/or equity.
- E. The COUNTY's failure to insist upon strict performance of any provision or to exercise any right under this Agreement shall not be deemed a relinquishment or waiver of the same, unless consented to in writing. Such consent shall not

constitute a general waiver or relinquishment throughout the entire term of the Agreement.

- F. This Agreement may be canceled with or without cause by either party upon thirty (30) day written notice.
- G. Provisions that by their nature are intended to survive the term, cancellation or termination of this Agreement include but are not limited to: SERVICES TO BE PROVIDED (as to ownership of property); INDEPENDENT CITY; INDEMNIFICATION AND INSURANCE; DATA PRACTICES; RECORDS-AVAILABILITY/ACCESS; DEFAULT AND CANCELLATION; PROMOTIONAL LITERATURE; and MINNESOTA LAW GOVERNS.

13. CONTRACT ADMINISTRATION

In order to coordinate the services of CITY with the activities of the Hennepin County Sheriff's Office so as to accomplish the purposes of this Agreement, Major Jeffrey Storms, 612-596-9870, or successor (Contract Administrator), shall manage this Agreement on behalf of the COUNTY and serve as liaison between the COUNTY and CITY.

Chris Kauffman, Mayor, City of Hanover, 11250 Fifth Street NE, Hanover, Minnesota 55341 shall manage the agreement on behalf of the CITY. CITY may replace such person but shall immediately give written notice to the COUNTY of the name, phone number and fax number (if available) of such substitute person and of any other subsequent substitute person.

14. COMPLIANCE AND NON-DEBARMENT CERTIFICATION

- A. CITY shall comply with all applicable federal, state and local statutes, regulations, rules and ordinances currently in force or later enacted.
- B. If the source or partial source of funds for payment of services under this Agreement is federal, state or other grant monies, CITY shall comply with all applicable conditions of the specific referenced or attached grant.
- C. CITY certifies that it is not prohibited from doing business with either the federal government or the State of Minnesota as a result of debarment or suspension proceedings.

15. PAPER RECYCLING

The COUNTY encourages CITY to develop and implement an office paper and newsprint recycling program.

16. NOTICES

Any notice or demand which must be given or made by a party under this Agreement or any statute or ordinance shall be in writing, and shall be sent registered or certified mail.

Notices to the COUNTY shall be sent to the County Administrator with a copy to the originating SHERIFF at the address given in the opening paragraph of the Agreement. Notice to CITY shall be sent to the address stated in the opening paragraph of the Agreement or to the address stated in CITY's Form W-9 provided to the COUNTY.

17. CONFLICT OF INTEREST

CITY affirms that to the best of CITY's knowledge, CITY's involvement in this Agreement does not result in a conflict of interest with any party or entity which may be affected by the terms of this Agreement. CITY agrees that, should any conflict or potential conflict of interest become known to CITY, CITY will immediately notify the COUNTY of the conflict or potential conflict, specifying the part of this Agreement giving rise to the conflict or potential conflict, and will advise the COUNTY whether CITY will or will not resign from the other engagement or representation.

18. PROMOTIONAL LITERATURE

CITY agrees that the terms "Hennepin County" or any derivative shall not be utilized in any promotional literature, advertisements of any type or form or client lists without the express prior written consent of the COUNTY.

19. MINNESOTA LAWS GOVERN

The Laws of the State of Minnesota shall govern all questions and interpretations concerning the validity and construction of this Agreement and the legal relations between the parties and their performance. The appropriate venue and jurisdiction for any litigation will be those courts located within the County of Hennepin, State of Minnesota. Litigation, however, in the federal courts involving the parties will be in the appropriate federal court within the State of Minnesota. If any provision of this Agreement is held invalid, illegal or unenforceable, the remaining provisions will not be affected.

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COUNTY BOARD AUTHORIZATION

Reviewed by the County
Attorney's Office

Date: _____

**COUNTY OF HENNEPIN
STATE OF MINNESOTA**

By: _____
Chair of Its County Board

ATTEST: _____
Deputy/Clerk of County Board

Date: _____

By: _____
Assistant/Deputy/County Administrator
Department Director of _____

Date: _____

Date: _____

By: _____
Michael D. Carlson
Chief Deputy
Hennepin County Sheriff's Office

CITY OF HANOVER

CITY warrants that the person who executed this Agreement is authorized to do so on behalf of CITY as required by applicable articles, bylaws, resolutions or ordinances.

By: _____
Its Mayor

Date: _____

And: _____
Its City Clerk/Administrator

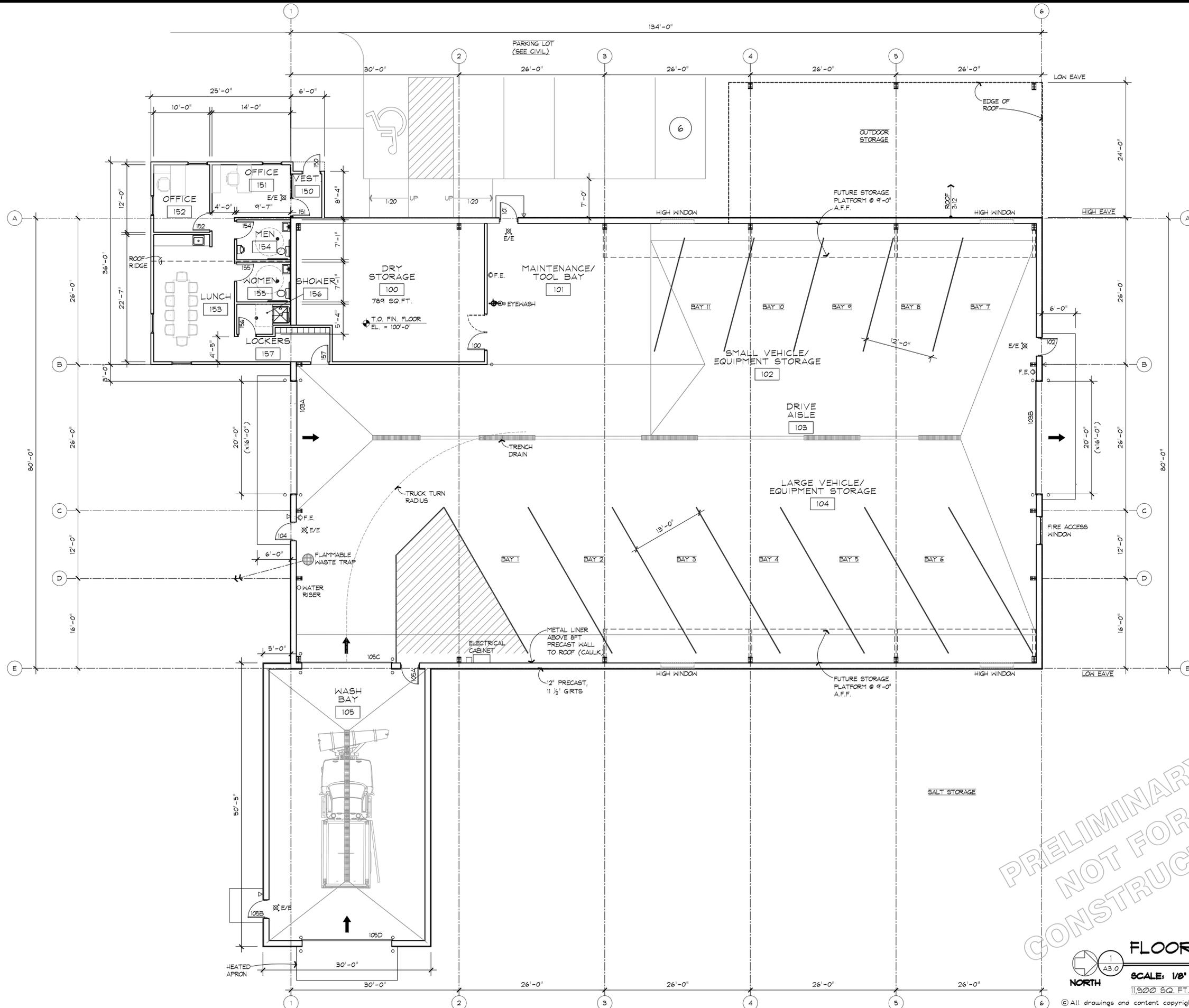
Date: _____

ATTACHMENT A

1. Unless otherwise provided herein, such services shall encompass only those duties and functions which are within the jurisdiction of and customarily rendered by the SHERIFF as established by and in conformance with the Laws of the State of Minnesota which may include but are not limited to enforcement, investigation, emergency response, duties authorized by law, proactive patrol, response to calls for public safety services, crime prevention, investigation of criminal activity, assistance with local and state prosecutions, and other duties agreed to between the Parties from time to time.
2. To the extent that the SHERIFF provides general law enforcement and traffic enforcement services within the CITY, such services shall include and consist of enforcement of the criminal and vehicular traffic statutory provisions of the State of Minnesota and all laws directly related thereto as well as regulatory ordinances adopted by the governing body of the CITY which are applicable hereto. The CITY will provide the SHERIFF with a sufficient number of complete and current copies of regulatory ordinances applicable hereto as well as those which are amendatory thereto prior to their effective dates.
3. Unless otherwise so provided herein, the agreed-upon level of service for the rendition of services compensable hereunder shall average three (3) hours per day, commencing January 1, 2017. The selection of the actual dates and hours for the performance of services compensable hereunder shall be subject to the discretion of the SHERIFF.
4. In the event that the SHERIFF, at the request of the CITY, performs other services not herein described or which exceed the agreed level of service provided herein, such services shall be billed in addition to the amount and method of payment provided heretofore. The CITY agrees to pay the direct cost of such services it has so requested. The parties hereby acknowledge and agree that, as long as said additional services are within the scope of duties SHERIFF is authorized to perform, the additional services shall be a non-material modification to this Agreement not requiring an amendment so long as the additional services do not alter the character of the service contemplated herein.
5. The SHERIFF shall provide such enforcement services referenced herein from existing headquarters and facilities, and facilities that the COUNTY may hereafter establish. In the event that the parties of this Agreement concur as to the necessity of maintaining a facility within the city which would not normally be established by the COUNTY or the SHERIFF, the CITY shall provide at its sole expense all necessary space, furnishings, utilities and other equipment and services directly incidental to the existence and operation of the facility. It is further understood that in the event that such facility is established by the CITY and maintained within the corporate limits of the CITY, such facility may be utilized by the SHERIFF in connection with the performance of his duties and functions beyond the corporate limits of the CITY, provided, however, that the performance of such duties and functions shall not be at any additional cost to the CITY.

6. Notwithstanding any other provision of this Agreement, the CITY shall at its sole expense supply any special stationary, supplies, notices or forms which are to be issued in the name of the CITY in connection with the rendition of the services provided herein.
7. The rendition of the enforcement services provided herein, the performance standards, the discipline of the SHERIFF's personnel as well as other matters incidental to the performance of such services including the right to control assigned personnel shall remain within the exclusive authority of the SHERIFF.
8. For the purpose of performing services provided herein, the SHERIFF shall furnish all necessary human resources, supervision, equipment, communications facilities and dispatching services as well as all supplies necessary to maintain the agreed-upon level of service to be rendered herein unless otherwise provided herein.

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| | |
|-----------|--------|
| DESIGNED | DJM |
| DRAWN | NES |
| CHECKED | DJM |
| PROJECT | 16-005 |
| REVISIONS | |

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed architect under the laws of the state of Minnesota. (architectural only)

DAVID J. MEDIN
 License No. 0898
 Date Mar 11, 2016

**CITY OF HANOVER
 PUBLIC WORKS**
 HANOVER, MINNESOTA
 203 N.W. First Ave.
 Faribault, MN 55021
 507/334-2252

PRELIMINARY
 NOT FOR
 CONSTRUCTION

FLOOR PLAN
 SCALE: 1/8" = 1'-0"
 11,900 SQ. FT.



FLOOR PLAN
A3.0

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**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 Vice Mayor John Vajda at 5:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 2nd day of August, 2016.

The following Council Members were present:

The following Council Members were absent:

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

.....

RESOLUTION NO 08-02-16-93

**A RESOLUTION ORDERING ADVERTISEMENT FOR BIDS FOR THE
SOIL CORRECTION AND GRADING FOR THE PUBLIC WORKS FACILITY**

WHEREAS, the City is proposing to construct a public works facility located at 11149 5th St. NE, Hanover; and

WHEREAS, the City Council has previously approved a building floor plan and preliminary site plan for purposes of obtaining estimates on the project costs; and

WHEREAS, the City Council now desires to obtain official bids on the soil correction and grading phase of the project.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby authorizes its' City Administrator and Construction Manager to advertise for bids on the soil correction and grading phase of the project in accordance with all applicable regulations.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 2nd day of August, 2016.

APPROVED BY:

John Vajda, Vice Mayor

ATTEST:

Brian Hagen, City Administrator



STAFF REPORT

To: Council Members
Planning Commission Members
Cindy Nash, Planner
Brian Hagen, City Administrator

From: Amy L. Biren, Administrative Assistant
Staff Liaison to Planning Commission

Date: August 23, 2016

Re: Review of Planning Commission Meeting
August 22, 2016

The Planning Commission **recommended Council approval** of the following:

- **Resolution XXX, Approving a Conditional Use Permit for Outdoor Storage Located in the Side Yard at 10723 Ginseng Lane**

The Planning Commission held the Public Hearing as advertised regarding the building of an accessory building located in the side yard at 10723 Ginseng Lane. Tom Bradley, the property owner, would like to build it in order to store personal property such as vehicles and machinery. The proposed building would meet required setbacks, but since it is located in the side yard, the Residential Agriculture zoning district requires a conditional use permit (CUP) for it to be built. Board members did ask for clarification regarding the location of the driveway to the building and that there would not be a home occupation allowed. Mr. Bradley addressed these saying that an extension from the existing driveway would be created and that there would not be an additional driveway off of Ginseng Lane. He also stated that he had no desire to have a business housed out of the accessory building and that it was only for storage of personal items. The Board requested that these two conditions be added to those already outlined. The Board approved recommendation of the CUP with the following conditions: The building is located as shown on the survey; the building shall be no larger than 36 x 32 feet; the property will remain in compliance with performance standards with the Zoning Ordinance and City Code; the driveway shall be connected to the existing one and will not have a separate connection to Ginseng Lane; and no home occupation will be allowed in the building.

- **Ordinance 2016-6 Amending Chapter 10, Relating to the Size of Single Family Homes**

The Planning Commission held the Public Hearing as advertised regarding the amendment to the Performance Standards for Construction of Single Family Dwellings. There was very little discussion as the Board has been working on this matter since May. Residents complimented the Board on their hard work and expressed appreciation. The Board approved recommendation as presented.

The Planning Commission **recommended to Council:**

- The Board moved that there is not a need to add anything to the Ordinances regarding the orientation of homes on lots in Hanover.

Council had directed Planning Commission members to look further into concerns raised by residents regarding the orientation of homes on residential lots. Board members listened to residents and their concerns. Concerns included closeness of homes in relation to existing homes; affects on property values; expectations of the look and feel of the neighborhood; and the design of future homes. City Planner Cindy Nash and Board members addressed each of these concerns. The owners of two of the lots being discussed addressed the Board and showed potential house plans, as well as homes in their current neighborhood where orientation on the lots were not facing the street. Planning Commission members took these concerns as well as the information from the past several months to use in their discussion. They stated that they had created a good compromise over the last several months with establishing minimums in Performance Standards at the same time as not creating restrictions that would prove to be discouraging to future builders. The Board mentioned that there are only a few lots left to build in the City and that any specific restrictions to house orientation would not only apply to these lots, but also those lots in the future. After an hour of discussion and listening to concerned residents, the Board made the motion that there was not a need to add anything to the Ordinances related to home orientation on residential lots.

Collaborative Planning, LLC

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

Memorandum

Date: August 31, 2016
To: Honorable Mayor and Council
From: Cindy Nash, City Planner
RE: Ordinance Amendment related to Size of Single Family Homes

Attached please find an ordinance creating a standard for the minimum size of a single-family home. The content of this ordinance is consistent with past discussions on the topic at various Planning Commission meetings.

A public hearing was held on this ordinance at the August 22nd Planning Commission meeting. Following the public hearing, the Planning Commission recommended approval of the ordinance.

Attachments:

- 1) Ordinance

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

ORDINANCE NO. 2016-06

**AN ORDINANCE AMENDING CHAPTER 10
RELATING TO THE SIZE OF SINGLE-FAMILY HOMES**

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

Section 1. A new definition is added to Hanover City Code, Section 10.70 as follows:

Floor Area: The sum of the gross horizontal areas of several floors of the building or portion thereof devoted to a particular use, including accessory storage area located within selling or working space such as retailing activities, the production or processing of goods, or to business or professional offices. When measuring for single-family residences, floor area shall include only those portions above grade that are finished space and shall not include the garage, basement, crawl space or cellar. When measuring for non-residential uses, floor area shall not include the basement or cellar floor area other than areas devoted to retailing activities, the production or processing of goods, or to office spaces.

Section 2. A new performance standard is added to Hanover City Code, Section 10.26 as follows:

| Performance Standard | R-A | R-1 | R1-A | R-2 |
|--|------------|------------|-------------|------------|
| Minimum Single Family Detached Home Floor Area | 1000 | 1000 | 1000 | 1000 |

Section 3. This Ordinance shall be in force and effect after adoption and publication in summary form in the official newspaper of the City of Hanover in accordance with applicable law. Staff is directed to prepare a summary form of the ordinance.

Adopted by the Hanover City Council this ___th day of _____, 2016.

APPROVED:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

**City of Hanover
2017 Revenue Budget**

| Account | Description | Category | 2010 Actual | 2011 Actual | 2012 Actual | 2013 Actual | 2014 Actual | 2015 Actual | 7/31/2016 | 2016 Budget | % of Budget | 2017 Budget | % Change | Comments |
|-------------------------|-------------------------------|-----------------------|------------------|------------------|------------------|------------------|------------------|------------------|----------------|------------------|-------------|---------------------|--------------|---------------------|
| Revenue Accounts | | | | | | | | | | | | | | |
| 100-31000 | Property Taxes - City | TAXES | 949,730 | 947,465 | 957,722 | 981,814 | 940,618 | 1,026,640 | 435,358 | 771,014 | | 914,402 | | |
| 100-31020 | Property Taxes - Fire Dept | TAXES | 93,603 | 94,892 | 96,217 | 95,882 | 99,864 | 95,624 | 56,419 | 112,838 | | 111,500 | | |
| 100-31800 | Franchise Fees | TAXES | 9,577 | 10,334 | 8,096 | 14,452 | 12,194 | 13,150 | 3,446 | 12,000 | | 12,000 | | |
| | | TOTAL TAXES | 1,052,909 | 1,052,691 | 1,062,035 | 1,092,148 | 1,052,676 | 1,135,414 | 495,223 | 895,853 | 55% | 1,037,903 | 16% | |
| 100-32110 | Alcoholic Beverages | LIC PERM | 10,270 | 10,295 | 10,387 | 10,305 | 10,370 | 10,370 | 10,370 | 10,300 | | 10,370 | | |
| 100-32180 | Other Bus. Lic. & Permits | LIC PERM | 100 | 568 | 650 | 1,561 | 700 | 362 | 57 | 100 | | 100 | | |
| 100-32210 | Building Permits | LIC PERM | 39,857 | 47,327 | 77,849 | 190,003 | 154,881 | 139,675 | 132,258 | 100,000 | | 50,000 | | limited vacant lots |
| 100-32240 | Animal Licenses | LIC PERM | 175 | 230 | 240 | 340 | 120 | 260 | 60 | 100 | | 100 | | |
| 100-32260 | Solid Waste Hauler Licenses | LIC PERM | 1,200 | 1,600 | 400 | 3,000 | 1,000 | 500 | 1,500 | 1,500 | | 1,500 | | |
| 100-32270 | Rental Dwelling Licenses | LIC PERM | 225 | 125 | 1,105 | - | 1,050 | - | 795 | 150 | | 0 | | |
| 100-32280 | Other Non-Bus. Lic. & Permits | LIC PERM | 45 | 36 | 374 | 74 | 37 | 45 | 20 | 50 | | 50 | | |
| | | TOTAL LIC PERM | 51,872 | 60,181 | 91,005 | 205,283 | 168,158 | 151,212 | 145,060 | 112,200 | 129% | 62,120 | -45% | |
| 100-33400 | State Grants and Aid | INTGOVT | - | - | - | - | 2,915 | 38,757 | - | - | | - | | |
| 100-33401 | Local Gov't Aid (LGA) | INTGOVT | 63,204 | 63,614 | 63,203 | 63,203 | 100,494 | 105,859 | 53,748 | 107,496 | | 108,169 | | |
| 100-33410 | MV Credit | INTGOVT | 1,579 | 1,475 | - | - | 1,297 | 1,866 | - | - | | - | | |
| 100-33420 | PERA Aid | INTGOVT | 339 | 339 | 339 | 339 | 339 | 339 | 170 | 339 | | 339 | | |
| 100-33422 | State Fire Aid | INTGOVT | 21,786 | 24,422 | 24,521 | 34,204 | 36,371 | 42,219 | 2,000 | 36,000 | | 36,000 | | estimate |
| 100-33426 | State Police Aid | INTGOVT | 4,681 | 4,668 | 4,542 | 5,057 | 5,265 | 5,566 | - | 5,500 | | 5,500 | | estimate |
| 100-33610 | County Grants/Aid for Roads | INTGOVT | - | - | - | - | 14,488 | 13,342 | - | - | | - | | |
| | | TOTAL INTGOVT | 91,589 | 94,517 | 92,605 | 102,803 | 161,169 | 207,947 | 55,918 | 149,335 | 37% | 150,008 | 0% | |
| 100-34000 | Charges for Service | SERVICE | | | | | 16,643 | - | - | - | | - | | |
| 100-34101 | City Hall Rentals | SERVICE | 6,120 | 4,758 | 5,050 | 4,800 | 6,700 | 8,915 | 3,434 | 8,000 | | 8,000 | | |
| 100-34105 | Sales of Maps & Publications | SERVICE | 6 | 3 | 9 | - | - | - | - | - | | - | | |
| 100-34107 | Assessment Searches | SERVICE | 225 | 175 | 375 | 725 | 350 | 475 | 175 | 400 | | 400 | | |
| 100-34108 | Administrative Fees | SERVICE | 2,367 | 2,675 | 1,346 | 1,402 | 2,710 | 2,447 | 550 | 2,000 | | 2,000 | | |
| 100-34109 | Copies/Faxes | SERVICE | 61 | 60 | 104 | 76 | 83 | 15 | 91 | 50 | | 50 | | |
| 100-34207 | Fire Protection | SERVICE | 100,812 | 102,116 | 102,210 | 102,210 | 105,899 | 107,464 | 39,193 | 104,285 | | 114,648 | | |
| 100-34403 | Recycling Rev/Reimb | SERVICE | 6,034 | 5,246 | 3,494 | 8,264 | 26 | 6,902 | 1,784 | 6,000 | | 6,000 | | |
| 100-34780 | Park Shelter Rental Fees | SERVICE | 2,000 | 1,825 | 2,571 | 2,351 | 3,013 | 2,805 | 2,187 | 3,000 | | 3,000 | | |
| 100-34940 | Cemetery Revenues | SERVICE | 3,000 | 2,500 | 2,000 | - | 2,950 | 1,950 | 3,000 | 2,000 | | 2,000 | | |
| | | TOTAL SERVICE | 120,624 | 119,356 | 117,159 | 119,827 | 138,374 | 130,973 | 50,413 | 125,735 | 40% | 136,098 | 8% | |
| 100-35100 | Court Fines | FINES | 4,385 | 4,298 | 861 | 1,420 | 315 | 2,643 | 1,640 | 1,500 | | 1,500 | | |
| | | TOTAL FINES | 4,385 | 4,298 | 861 | 1,420 | 315 | 2,643 | 1,640 | 1,500 | 109% | 1,500 | 0% | |
| 100-36100 | Special Assessments | MISC | 5,908 | 400 | - | 951 | 54 | 429 | 1,414 | - | | - | | |
| 100-36200 | Misc Revenues | MISC | 7,042 | 9,009 | 5,355 | 67,479 | 2,592 | 13,012 | 98,570 | - | | - | | |
| 100-36210 | Interest Earnings | MISC | 13,996 | 13,708 | 9,074 | 4,476 | (528) | 36,318 | 3,183 | 1,000 | | 1,000 | | |
| 100-36215 | Investment Income/Loss | MISC | - | - | - | - | 7,518 | (100) | 6,195 | 6,000 | | 6,000 | | |
| 100-36218 | Grants | MISC | 2,377 | 1,000 | 2,799 | 1,205 | - | 6,280 | - | - | | - | | |
| 100-36230 | Contributions & Donations | MISC | 2,450 | 5,500 | 5,096 | 2,742 | 2,075 | 8,597 | 5,400 | 6,000 | | 6,000 | | |
| 100-36235 | Insurance Dividends | MISC | 4,800 | 5,976 | 10,241 | 7,094 | 5,123 | 11,500 | - | 8,000 | | 8,000 | | |
| 100-36250 | Damage Deposits | MISC | 6,350 | 5,700 | 6,934 | 6,291 | 7,441 | 6,501 | 7,458 | - | | - | | Moved to GL |
| 100-36260 | Refunds or Reimbursements | MISC | - | - | - | - | - | - | 4 | - | | - | | |
| 100-36291 | Sale of Vehicles/Equipment | MISC | - | - | 3,300 | 1,300 | 100 | - | 1,702 | - | | - | | |
| 100-39203 | Transfers from Other Funds | MISC | - | - | - | - | - | - | 19,200 | - | | - | | |
| | | TOTAL MISC | 42,923 | 41,294 | 42,798 | 91,538 | 24,375 | 82,538 | 143,127 | 21,000 | 682% | 21,000 | 0% | |
| | | TOTAL REVENUE | 1,364,303 | 1,372,337 | 1,406,462 | 1,613,019 | 1,545,068 | 1,710,727 | 891,382 | 1,305,623 | 68% | 1,408,628.81 | 7.89% | |

City of Hanover
2017 Expenditure Budget

| Account | Description | Category | 2011 Actual | 2012 Actual | 2013 Actual | 2014 Actual | 2015 Actual | 7/31/2016 | 2016 Budget | % of Budget | 2017 Budget | % Change | Dollar Change | Comments |
|------------------------------|-----------------------------|-------------|----------------|----------------|---------------|----------------|---------------|---------------|---------------|-------------|---------------|-------------|----------------|--|
| Expenditure Accounts | | | | | | | | | | | | | | |
| General Government | | | | | | | | | | | | | | |
| 100-41110-111 | Committe Wages | COUNCIL | 11,680 | 12,786 | 12,176 | 9,359 | 9,881 | 5,605 | 12,000 | | 12,000 | 0% | 0 | |
| 100-41110-122 | FICA | COUNCIL | 724 | 793 | 755 | 572 | 632 | 348 | 744 | | 744 | 0% | 0 | |
| 100-41110-123 | Medicare | COUNCIL | 169 | 185 | 177 | 134 | 143 | 81 | 174 | | 174 | 0% | 0 | |
| 100-41110-150 | Workers Comp Premium | COUNCIL | 44 | 44 | 48 | 50 | 52 | - | - | | - | #DIV/0! | 0 | |
| 100-41110-208 | Training & Instruction | COUNCIL | 992 | 1,109 | 398 | - | 365 | - | 450 | | 1,500 | 233% | 1,050 | Checking on training costs/LMC for 5 members |
| 100-41110-306 | Dues & Subscriptions | COUNCIL | 1,520 | 2,552 | 670 | 2,912 | 6,488 | 6,452 | 7,000 | | 7,500 | 7% | 500 | |
| 100-41110-331 | Travel Expenses | COUNCIL | 1,080 | 801 | 158 | 160 | 76 | - | 1,000 | | 1,000 | 0% | 0 | |
| 100-41110-437 | Discretionary Miscellaneous | COUNCIL | 3,486 | 3,396 | 3,586 | 5,701 | 3,128 | 673 | 25,203 | | 17,700 | -30% | (7,503) | Removed 125th celebration allocation |
| Total Council | | | 19,696 | 21,667 | 17,967 | 18,888 | 20,766 | 13,159 | 46,571 | 28% | 40,618 | -13% | (5,953) | |
| 100-41330-111 | Committe Wages | BRDS & COMM | 3,300 | 2,850 | 2,280 | 2,820 | 2,820 | - | 4,000 | | 4,000 | 0% | 0 | |
| 100-41330-150 | Workers Comp Premium | BRDS & COMM | - | - | - | - | 95 | - | - | | - | #DIV/0! | 0 | |
| 100-41330-160 | Liability Insurance Premium | BRDS & COMM | - | - | - | - | - | - | - | | - | #DIV/0! | 0 | |
| 100-41330-208 | Training & Instruction | BRDS & COMM | - | 110 | - | - | - | - | 150 | | 3,500 | 2233% | 3,350 | Training costs for 10 board members |
| 100-41330-331 | Travel Expenses | BRDS & COMM | - | - | 374 | 18 | 21 | - | 100 | | 100 | 0% | 0 | |
| 100-41330-437 | Other Miscellaneous | BRDS & COMM | - | - | - | - | - | - | - | | - | #DIV/0! | 0 | |
| Total Brds & Comm | | | 3,300 | 2,960 | 2,654 | 2,838 | 2,936 | - | 4,250 | 0% | 7,600 | 79% | 3,350 | |
| 100-41400-101 | Full-Time Wages | CITY ADMIN | 80,829 | 72,582 | 12,433 | 63,612 | 75,707 | 37,602 | 67,275 | | 70,639 | 5% | 3,364 | |
| 100-41400-121 | PERA | CITY ADMIN | 5,856 | 4,377 | - | 4,553 | 5,870 | 2,908 | 5,046 | | 5,298 | 5% | 252 | |
| 100-41400-122 | FICA | CITY ADMIN | 4,830 | 4,278 | 590 | 3,894 | 4,852 | 2,404 | 4,171 | | 4,380 | 5% | 209 | |
| 100-41400-123 | Medicare | CITY ADMIN | 1,130 | 1,001 | 138 | 911 | 1,135 | 562 | 975 | | 1,024 | 5% | 49 | |
| 100-41400-132 | Employer Paid HSA | CITY ADMIN | - | - | - | 1,623 | 3,596 | - | - | | - | #DIV/0! | 0 | covered in health premiums |
| 100-41400-134 | Employer Paid Life | CITY ADMIN | - | - | - | 1,073 | 414 | 215 | 384 | | 384 | 0% | 0 | Does not reflect 2017 amount |
| 100-41400-150 | Workers Comp Premium | CITY ADMIN | - | - | - | - | 198 | - | - | | - | #DIV/0! | 0 | |
| 100-41400-151 | Health Insurance Premium | CITY ADMIN | 9,135 | 6,238 | - | 5,676 | 5,237 | 4,882 | 8,400 | | 8,400 | 0% | 0 | reflects monthly allotment |
| 100-41400-208 | Training & Instruction | CITY ADMIN | 250 | 465 | 464 | 561 | 1,310 | 410 | 1,500 | | 1,500 | 0% | 0 | |
| 100-41400-306 | Dues & Subscriptions | CITY ADMIN | - | - | - | 445 | 256 | 211 | 500 | | 500 | 0% | 0 | |
| 100-41400-310 | Other Professional Services | CITY ADMIN | - | 27,467 | 44,317 | 292 | - | - | - | | - | #DIV/0! | 0 | |
| Total City Admin | | | 102,030 | 116,408 | 57,941 | 82,640 | 98,574 | 49,194 | 88,251 | 56% | 92,125 | 4% | 3,873 | |
| 100-41410-200 | Office Supplies | ELECTION | - | 1,162 | - | 3,005 | - | - | 2,000 | | 7,000 | 250% | 5,000 | WC Equip upgrades estimated costs |
| 100-41410-310 | Other Professional Services | ELECTION | - | 3,660 | - | 5,317 | 79 | - | 5,000 | | - | -100% | (5,000) | No election |
| 100-41410-351 | Legal Notices Publishing | ELECTION | - | - | - | 279 | - | - | 300 | | - | -100% | (300) | No election |
| 100-41410-400 | Repairs & Maintenance Cont | ELECTION | 751 | - | 762 | - | - | 1,014 | 1,000 | | 1,000 | 0% | 0 | Check w/HC and WC |
| Total Election | | | 751 | 4,822 | 762 | 8,601 | 79 | 1,014 | 8,300 | 12% | 8,000 | -4% | (300) | |
| 100-41430-101 | Full-Time Wages | CLERICAL | 37,550 | 39,200 | 43,120 | 80,994 | 53,307 | 23,524 | 42,059 | | 44,160 | 5% | 2,101 | |
| 100-41430-103 | Part-Time Wages | CLERICAL | 1,005 | - | - | 13,031 | - | - | - | | - | #DIV/0! | 0 | |
| 100-41430-121 | PERA | CLERICAL | 2,788 | 2,827 | 1,832 | 5,711 | 3,798 | 1,819 | 3,154 | | 3,312 | 5% | 158 | |
| 100-41430-122 | FICA | CLERICAL | 2,384 | 2,417 | 2,544 | 5,607 | 3,715 | 1,504 | 2,608 | | 2,738 | 5% | 130 | |
| 100-41430-123 | Medicare | CLERICAL | 558 | 565 | 595 | 1,311 | 869 | 352 | 610 | | 640 | 5% | 30 | |
| 100-41430-132 | Employer Paid HSA | CLERICAL | - | - | - | 1,870 | 2,538 | - | - | | - | #DIV/0! | 0 | covered in health premiums |
| 100-41430-134 | Employer Paid Life | CLERICAL | - | - | - | (3,996) | 1,581 | 729 | 1,080 | | 1,080 | 0% | 0 | Does not reflect 2017 amount |
| 100-41430-142 | Unemployment Benefits | CLERICAL | - | - | - | 491 | 505 | - | - | | - | #DIV/0! | 0 | |
| 100-41430-150 | Workers Comp Premium | CLERICAL | - | - | - | - | 124 | - | - | | - | #DIV/0! | 0 | |
| 100-41430-151 | Health Insurance Premium | CLERICAL | 8,984 | 8,946 | 17,319 | 10,443 | 7,844 | 4,900 | 8,400 | | 8,400 | 0% | 0 | reflects monthly allotment |
| 100-41430-208 | Training & Instruction | CLERICAL | - | - | - | - | - | 255 | 500 | | 500 | 0% | 0 | |
| 100-41430-306 | Dues & Subscriptions | CLERICAL | - | - | - | - | - | - | 250 | | 250 | 0% | 0 | |
| Total Clerical | | | 53,269 | 53,956 | 65,410 | 115,462 | 74,280 | 33,082 | 58,661 | 56% | 61,081 | 4% | 2,420 | |
| 100-41435-208 | Training & Instruction | STAFF EXP | 1,745 | 494 | 920 | 1,060 | 770 | - | - | | - | #DIV/0! | 0 | moved to department level |
| 100-41435-260 | Uniforms | STAFF EXP | - | 80 | - | 224 | - | - | 300 | | 300 | 0% | 0 | |
| 100-41435-306 | Dues & Subscriptions | STAFF EXP | 5,537 | 5,625 | 6,967 | 197 | 456 | - | - | | - | #DIV/0! | 0 | moved to department level |
| 100-41435-310 | Other Professional Services | STAFF EXP | - | 9,845 | 5,763 | 578 | 787 | 150 | 1,000 | | 1,000 | 0% | 0 | |

| | | | | | | | | | | | | | | |
|---------------|--|-------------------|---------------|---------------|----------------|---------------|---------------|---------------|---------------|--------------|---------------|------------|--|--|
| 100-41435-331 | Travel Expenses | STAFF EXP | 1,539 | 1,101 | 368 | 561 | 1,277 | 173 | 2,000 | 2,000 | 0% | 0 | | |
| | Total Staff Exp | | 8,821 | 17,144 | 14,017 | 2,620 | 3,290 | 323 | 3,300 | 10% | 3,300 | 0% | 0 | |
| 100-41530-101 | Full-Time Wages | ACCNT | 59,367 | 59,281 | 78,673 | - | 24,895 | 28,466 | 50,918 | 53,464 | 5% | 2,546 | | |
| 100-41530-121 | PERA | ACCNT | 4,301 | 3,464 | 5,869 | - | 1,800 | 2,202 | 3,819 | 4,010 | 5% | 191 | | |
| 100-41530-122 | FICA | ACCNT | 3,678 | 3,676 | 5,019 | - | 1,446 | 1,697 | 3,157 | 3,315 | 5% | 158 | | |
| 100-41530-123 | Medicare | ACCNT | 860 | 860 | 1,174 | - | 338 | 397 | 738 | 775 | 5% | 37 | | |
| 100-41530-132 | Employer Paid HSA | ACCNT | | | | | 656 | - | - | - | #DIV/0! | 0 | | |
| 100-41530-134 | Employer Paid Life | ACCNT | | | | | 348 | 572 | 504 | 980 | 95% | 476 | Does not reflect 2017 amount | |
| 100-41530-150 | Workers Comp Premium | ACCNT | | | | | 198 | - | - | - | #DIV/0! | 0 | | |
| 100-41530-151 | Health Insurance Premium | ACCNT | 8,481 | 6,021 | 9,149 | - | 3,322 | 6,300 | 10,800 | 10,800 | 0% | 0 | reflects monthly allotment | |
| 100-41530-208 | Training & Instruction | ACCNT | | | | | - | 410 | 1,000 | 1,000 | 0% | 0 | | |
| 100-41530-306 | Dues & Subscriptions | ACCNT | | | | | - | 95 | 500 | 500 | 0% | 0 | | |
| 100-41530-310 | Other Professional Services | ACCNT | | | | | - | 35,468 | 2,457 | 3,000 | -67% | (2,000) | | |
| | Total Accnt | | 76,687 | 73,301 | 99,885 | - | 68,471 | 42,596 | 74,437 | 57% | 75,844 | 2% | 1,408 | |
| 100-41540-301 | Auditing & Accounting | AUDITING | 19,075 | 19,840 | 22,740 | 27,812 | 23,400 | 29,243 | 27,400 | 30,000 | 9% | 2,600 | Actual audit and potential prep costs | |
| | Total Auditing & Accounting | | 19,075 | 19,840 | 22,740 | 27,812 | 23,400 | 29,243 | 27,400 | 107% | 30,000 | 9% | 2,600 | |
| 100-41550-310 | Other Professional Services | ASSESSING | 16,378 | 16,316 | 16,889 | 17,328 | 17,772 | 17,669 | 18,000 | 18,000 | 0% | 0 | | |
| | Total Assesing | | 16,378 | 16,316 | 16,889 | 17,328 | 17,772 | 17,669 | 18,000 | 98% | 18,000 | 0% | 0 | |
| 100-41570-200 | Office Supplies | PURCHASING | 2,898 | 6,172 | 5,587 | 1,128 | 3,146 | 1,685 | 4,000 | 4,000 | 0% | 0 | | |
| 100-41570-205 | Bank Fees | PURCHASING | 159 | 212 | 124 | 74 | 49 | 62 | 100 | 100 | 0% | 0 | | |
| 100-41570-207 | Computer Supplies | PURCHASING | 1,425 | 1,268 | 4,472 | 4,284 | 3,092 | 4,513 | 3,500 | 10,000 | 186% | 6,500 | Server and one work station upgrade | |
| 100-41570-220 | Repair/Maintenance Supply | PURCHASING | 4,728 | 6,724 | 8,425 | 1,939 | 2,367 | 2,443 | 5,800 | 5,800 | 0% | 0 | | |
| 100-41570-322 | Postage | PURCHASING | 2,049 | 1,222 | 458 | 951 | 2,463 | 1,554 | 1,500 | 2,000 | 33% | 500 | | |
| 100-41570-570 | Office Equipment/Furniture | PURCHASING | 2,599 | 2,501 | 1,305 | 120 | 210 | - | 4,000 | 4,000 | 0% | 0 | | |
| | Total Purchasing | | 13,859 | 18,099 | 20,370 | 8,496 | 11,326 | 10,258 | 18,900 | 54% | 25,900 | 37% | 7,000 | |
| 100-41600-220 | Repair/Maintenance Supply | COMPUTER | | | | 4,693 | 3,693 | - | - | - | #DIV/0! | 0 | | |
| 100-41600-310 | Other Professional Services | COMPUTER | | | | | - | 1,857 | 4,000 | 4,000 | 0% | 0 | | |
| | Total Computer | | - | - | - | 4,693 | 3,693 | 1,857 | 4,000 | 4,000 | 0% | 0 | | |
| 100-41610-304 | Legal Fees | ATTORNEY | 21,767 | 13,799 | 19,286 | 20,536 | 18,947 | 13,706 | 21,787 | 22,440 | 3% | 654 | increase of 3% | |
| | Total Attorney | | 21,767 | 13,799 | 19,286 | 20,536 | 18,947 | 13,706 | 21,787 | 63% | 22,440 | 3% | 654 | |
| 100-41910-310 | Other Professional Services | PLANNING & ZONING | 22,022 | 11,489 | 24,092 | 26,511 | 19,945 | 4,026 | 17,000 | 17,000 | 0% | 0 | | |
| | Total Planning & Zoning | | 22,022 | 11,489 | 24,092 | 26,511 | 19,945 | 4,026 | 17,000 | 24% | 17,000 | 0% | 0 | |
| 100-41940-101 | Full-Time Wages | BLDG & GRNDS | 43,783 | 46,834 | 34,845 | - | - | - | - | - | #DIV/0! | 0 | | |
| 100-41940-121 | PERA | BLDG & GRNDS | 3,174 | 3,382 | 755 | - | - | - | - | - | #DIV/0! | 0 | | |
| 100-41940-122 | FICA | BLDG & GRNDS | 2,820 | 2,893 | 2,283 | - | - | - | - | - | #DIV/0! | 0 | | |
| 100-41940-123 | Medicare | BLDG & GRNDS | 659 | 677 | 534 | - | - | - | - | - | #DIV/0! | 0 | | |
| 100-41940-150 | Workers Comp Premium | BLDG & GRNDS | 1,478 | 1,664 | 1,649 | - | - | - | - | - | #DIV/0! | 0 | | |
| 100-41940-151 | Health Insurance Premium | BLDG & GRNDS | 8,447 | 8,420 | 7,924 | - | - | - | - | - | #DIV/0! | 0 | | |
| 100-41940-210 | Operating Supplies | BLDG & GRNDS | 3,579 | 3,484 | 4,454 | 2,494 | 617 | 154 | 5,000 | 5,000 | 0% | 0 | cleaning suplies, garbage bags, etc. | |
| 100-41940-220 | Repair/Maintenance Supply | BLDG & GRNDS | 7,109 | 4,943 | 10,195 | (3,187) | 9,461 | 1,920 | 10,000 | 10,000 | 0% | 0 | | |
| 100-41940-306 | Dues & Subscriptions | BLDG & GRNDS | | | | 250 | 250 | 250 | 300 | 300 | 0% | 0 | Liquor License | |
| 100-41940-310 | Other Professional Services | BLDG & GRNDS | 430 | 432 | 6,508 | 6,998 | 6,016 | 3,620 | 8,400 | 8,400 | 0% | 0 | cleaning contract, pest control, etc | |
| 100-41940-321 | Telephone | BLDG & GRNDS | 5,020 | 4,851 | 5,851 | 4,476 | 3,282 | 1,822 | 3,500 | 3,500 | 0% | 0 | | |
| 100-41940-325 | Taxes | BLDG & GRNDS | 6,988 | 6,723 | 6,439 | 258 | 220 | 214 | 250 | 250 | 0% | 0 | sales and use tax | |
| 100-41940-361 | General Liability Insurance | BLDG & GRNDS | | | | | - | - | - | - | #DIV/0! | 0 | | |
| 100-41940-381 | Electric Utility | BLDG & GRNDS | 6,196 | 6,964 | 10,328 | 8,927 | 14,122 | 3,505 | 9,000 | 11,250 | 25% | 2,250 | 6 mo PW works building | |
| 100-41940-383 | Gas Utilities | BLDG & GRNDS | 4,252 | 3,382 | 4,799 | 6,698 | 3,642 | 1,829 | 5,000 | 6,250 | 25% | 1,250 | 6 mo PW works building | |
| 100-41940-384 | Refuse/Garbage Disposal | BLDG & GRNDS | 1,871 | 1,862 | 5,313 | (502) | 2,540 | 1,266 | 2,400 | 3,250 | 35% | 850 | 6 mo PW works building | |
| 100-41940-415 | Other Equipment Rental | BLDG & GRNDS | - | 499 | - | - | 121 | - | 500 | 500 | 0% | 0 | | |
| 100-41940-520 | Buildings & Structures | BLDG & GRNDS | - | - | 637 | 5,591 | 5,346 | 1,396 | 5,000 | 5,000 | 0% | 0 | | |
| 100-41940-560 | Furniture & Fixtures | BLDG & GRNDS | 1,634 | - | 3,149 | 535 | 1,961 | - | 2,500 | 2,500 | 0% | 0 | | |
| 100-41940-580 | Other Equipment | BLDG & GRNDS | - | 160 | 352 | 308 | 1,263 | 226 | 1,000 | 500 | -50% | (500) | | |
| | Total Bldg & Grnds | | 97,440 | 97,170 | 106,016 | 32,848 | 48,842 | 16,201 | 52,850 | 31% | 56,700 | 7% | 3,850 | |
| 100-41950-303 | Engineering Fee | ENGINEERING | 13,193 | 14,114 | 22,511 | 19,613 | 23,493 | 21,607 | 25,000 | 25,000 | 0% | 0 | increase for road rating and comp plan? | |
| | Total Engineering | | 13,193 | 14,114 | 22,511 | 19,613 | 23,493 | 21,607 | 25,000 | 86% | 25,000 | 0% | 0 | |
| 100-41960-142 | Unemployment Benefits | INSURANCE | | | | 2,661 | - | - | - | - | #DIV/0! | 0 | | |
| 100-41960-150 | Workers Comp Premium | INSURANCE | 1,893 | 1,730 | 2,086 | 845 | 259 | 8,384 | 9,318 | 9,055 | -3% | (262) | entire City less Fire Department (8% increase) | |

| | | | | | | | | | | | | | |
|-----------------------------|-----------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|------------|----------------|----------------|--|
| 100-41960-152 | Workers Comp Benefits | INSURANCE | - | - | - | - | - | - | - | - | #DIV/0! | 0 | |
| 100-41960-361 | General Liability Insurance | INSURANCE | 23,061 | 22,340 | 21,946 | 24,476 | 24,785 | 19,245 | 24,740 | 20,592 | -17% | (4,148) | entire City less Fire Department (7% increase) |
| Total Insur | | | 24,954 | 24,070 | 24,032 | 27,982 | 25,045 | 27,629 | 34,058 | 81% | 29,647 | -13% | (4,410) |
| 100-41970-341 | Employment | LEGAL PUB | - | 636 | 231 | 235 | 435 | 274 | 250 | 300 | 20% | 50 | |
| 100-41970-343 | Other Advertising | LEGAL PUB | - | - | - | 38 | - | 39 | 250 | 250 | 0% | 0 | |
| 100-41970-351 | Legal Notices Publishing | LEGAL PUB | 1,642 | 985 | 1,925 | 1,621 | 768 | 785 | 2,000 | 2,000 | 0% | 0 | |
| 100-41970-354 | Recording Fees | LEGAL PUB | - | 654 | 128 | 441 | - | - | 500 | 500 | 0% | 0 | |
| Total Legal Pub | | | 1,642 | 2,274 | 2,284 | 2,336 | 1,203 | 1,098 | 3,000 | 37% | 3,050 | 2% | 50 |
| 100-48205-810 | Refunds & Reimbursements | DAMAGE DEPOSIT | 5,200 | 6,205 | 7,720 | 7,554 | 11,079 | 8,749 | 9,000 | - | -100% | (9,000) | Moved to GL |
| Total Damage Deposit | | | 5,200 | 6,205 | 7,720 | 7,554 | 11,079 | 8,749 | 9,000 | - | -100% | (9,000) | |
| Total General Gov't | | | 500,082 | 513,634 | 524,577 | 426,758 | 473,140 | 291,412 | 514,764 | 57% | 520,305 | 1% | 5,541 |

Public Safety

| | | | | | | | | | | | | | |
|---------------------------|--------------------------------|--------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|------------|----------------|-------------|---|
| 100-42101-310 | Other Professional Services | HC SHERIFF | 63,443 | 64,977 | 65,503 | 75,078 | 69,333 | 17,851 | 71,405 | 78,731 | 10% | 7,326 | proposed contract price |
| Total HC Sheriff | | | 63,443 | 64,977 | 65,503 | 75,078 | 69,333 | 17,851 | 71,405 | 25% | 78,731 | 10% | 7,326 |
| 100-42102-310 | Other Professional Services | WC SHERIFF | 86,140 | 87,474 | 88,330 | 83,726 | 95,900 | 57,635 | 98,088 | 101,748 | 4% | 3,660 | based on contracted rate for 2017 of \$69.50 |
| Total WC Sheriff | | | 86,140 | 87,474 | 88,330 | 83,726 | 95,900 | 57,635 | 98,088 | 59% | 101,748 | 4% | 3,660 |
| 100-42210-103 | Part-Time Wages | FIRE ADMIN | 20,068 | 18,420 | 29,404 | 28,116 | 27,804 | - | 34,340 | 55,000 | 60% | 20,660 | \$10/hr. for calls and \$16/mtg |
| 100-42210-122 | FICA | FIRE ADMIN | 1,244 | 1,142 | 1,823 | 1,743 | 1,714 | - | 2,129 | 3,410 | 60% | 1,281 | |
| 100-42210-123 | Medicare | FIRE ADMIN | 291 | 267 | 426 | 408 | 401 | - | 515 | 798 | 55% | 283 | |
| 100-42210-142 | Unemployment Benefits | FIRE ADMIN | - | - | - | - | 22 | - | - | - | #DIV/0! | 0 | |
| 100-42210-150 | Workers Comp Premium | FIRE ADMIN | 5,556 | 6,731 | 7,042 | 6,679 | 7,137 | 7,820 | 10,000 | 8,446 | -16% | (1,554) | projected increase of approx 8% |
| 100-42210-200 | Office Supplies | FIRE ADMIN | 301 | - | 359 | 167 | 131 | - | 200 | 200 | 0% | 0 | |
| 100-42210-305 | Medical/Physical Fees | FIRE ADMIN | 1,917 | 363 | 3,975 | 1,260 | 4,735 | 2,074 | 4,000 | 4,000 | 0% | 0 | |
| 100-42210-306 | Dues & Subscriptions | FIRE ADMIN | 2,961 | 1,042 | 884 | 562 | 572 | 355 | 950 | 950 | 0% | 0 | |
| 100-42210-361 | General Liability Insurance | FIRE ADMIN | 6,747 | 10,108 | 6,875 | 5,869 | 2,370 | 4,743 | 6,119 | 5,075 | -17% | (1,044) | projected increase of approx 7% |
| 100-42210-437 | Other Miscellaneous | FIRE ADMIN | - | - | - | 1,172 | 239 | - | - | - | #DIV/0! | 0 | |
| 100-42210-700 | Transfer to Other Funds | FIRE ADMIN | - | - | - | - | - | - | - | - | #DIV/0! | 0 | |
| Total Fire Admin | | | 39,086 | 38,073 | 50,788 | 45,975 | 45,125 | 14,992 | 58,253 | 26% | 77,879 | 34% | 19,626 |
| 100-42220-221 | Equipment Parts | FIRE EQUIP | 5,424 | 7,812 | 3,665 | 6,025 | 1,056 | 1,189 | 15,500 | 13,500 | -13% | (2,000) | added amount subtracted from other misc. |
| 100-42220-228 | Medical Supplies | FIRE EQUIP | - | - | - | - | 782 | - | 1,500 | 1,500 | 0% | 0 | |
| 100-42220-240 | Small Tools/Equipment | FIRE EQUIP | 765 | 581 | 718 | 132 | - | 78 | 850 | 850 | 0% | 0 | |
| 100-42220-260 | Uniforms | FIRE EQUIP | 11,315 | 7,551 | 8,599 | 780 | 10,864 | 604 | 4,500 | 4,500 | 0% | 0 | |
| 100-42220-580 | Other Equipment | FIRE EQUIP | 5,942 | 4,959 | 4,315 | 2,056 | 856 | 763 | 5,000 | 5,000 | 0% | 0 | |
| Total Fire Equip | | | 23,446 | 20,903 | 17,296 | 8,993 | 13,557 | 2,633 | 27,350 | 10% | 25,350 | -7% | (2,000) |
| 100-42240-208 | Training & Instruction | FIRE TRG | 5,400 | 3,558 | 3,401 | 7,517 | 8,869 | 1,128 | 7,500 | 12,500 | 67% | 5,000 | To cover physicals for new recruits |
| 100-42240-310 | Other Professional Services | FIRE TRG | - | - | - | - | - | 751 | 3,000 | 3,000 | 0% | 0 | Allina Medical Direction Contract remains same f |
| 100-42240-331 | Travel Expenses | FIRE TRG | 1,101 | 1,468 | 1,099 | 852 | 792 | 1,511 | 1,500 | 1,500 | 0% | 0 | |
| Total Fire Trg | | | 6,501 | 5,025 | 4,500 | 8,369 | 9,661 | 3,390 | 12,000 | 28% | 17,000 | 42% | 5,000 |
| 100-42260-212 | Motor Fuels | FIRE VEHICLE | 4,365 | 4,243 | 5,428 | 3,780 | 3,146 | 1,065 | 5,000 | 4,500 | -10% | (500) | |
| 100-42260-220 | Repair/Maintenance Supply | FIRE VEHICLE | 3,071 | 4,985 | 7,438 | 14,342 | 7,855 | 6,866 | 9,000 | 9,000 | 0% | 0 | |
| 100-42260-240 | Small Tools/Equipment | FIRE VEHICLE | 386 | 1,845 | 2,335 | 1,860 | 198 | 54 | 2,000 | 2,000 | 0% | 0 | |
| 100-42260-323 | Radio Units | FIRE VEHICLE | 2,025 | 2,250 | 1,107 | 2,661 | 5,035 | 3,173 | 7,465 | 7,465 | 0% | 0 | |
| Total Fire Vehicle | | | 9,847 | 13,324 | 16,307 | 22,643 | 16,235 | 11,156 | 23,465 | 48% | 22,965 | -2% | (500) |
| 100-42280-215 | Shop Supplies | FIRE BLDG | 402 | 1,220 | 1,121 | 741 | 189 | 132 | 1,650 | 1,650 | 0% | 0 | |
| 100-42280-220 | Repair/Maintenance Supply | FIRE BLDG | 3,163 | 4,958 | - | 522 | 14,969 | 1,023 | 3,500 | 3,500 | 0% | 0 | |
| 100-42280-321 | Telephone | FIRE BLDG | 490 | 458 | 1,002 | 430 | 351 | 183 | 800 | 800 | 0% | 0 | |
| 100-42280-325 | Taxes | FIRE BLDG | 172 | 165 | 138 | - | - | - | 175 | 175 | 0% | 0 | |
| 100-42280-381 | Electric Utilities | FIRE BLDG | 5,207 | 4,450 | 4,696 | 3,722 | 3,636 | 1,422 | 5,000 | 4,500 | -10% | (500) | |
| 100-42280-383 | Gas Utilities | FIRE BLDG | 2,298 | 1,483 | 2,569 | 3,673 | 2,855 | 1,333 | 3,000 | 3,000 | 0% | 0 | |
| Total Fire Bldg | | | 11,732 | 12,733 | 9,526 | 9,088 | 21,999 | 4,094 | 14,125 | 29% | 13,625 | -4% | (500) |
| 100-42290-124 | State Aid Pensions | FRA | 27,922 | 27,621 | 41,704 | 37,871 | 42,415 | 2,000 | 36,000 | 36,000 | 0% | 0 | pass through fund |
| 100-42290-125 | Other Retirement Contributions | FRA | - | - | - | - | - | - | 11,134 | 11,134 | 0% | (0) | 31% of two year's prior state aid paid by City for ti |
| 100-42290-301 | Auditing & Accounting | FRA | 4,475 | - | 10,683 | 5,800 | 6,580 | 6,100 | 6,500 | 6,500 | 0% | 0 | billed hourly, this is estimated amount |
| Total FRA | | | 32,397 | 27,621 | 52,387 | 43,671 | 48,995 | 8,100 | 53,634 | 15% | 53,634 | 0% | (0) |
| 100-42401-310 | Other Professional Services | BLDG INSP | 17,719 | 17,271 | 72,360 | 32,860 | 53,391 | 32,362 | 35,000 | 17,500 | -50% | (17,500) | lack of vacant lots |
| Total Bldg Insp | | | 17,719 | 17,271 | 72,360 | 32,860 | 53,391 | 32,362 | 35,000 | 92% | 17,500 | -50% | (17,500) |

| | | | | | | | | | | | | | |
|---------------------|-------------------------------|-----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|---|
| 100-42700-310 | Other Professional Services | ANIMAL CTRL | 688 | - | 189 | 180 | 185 | - | 500 | 500 | 0% | 0 | |
| | Total Animal Ctrl | | 688 | - | 189 | 180 | 185 | - | 500 | 500 | 0% | 0 | |
| 100-42800-310 | Other Professional Services | CEMETERY | - | - | - | - | 50 | 1,023 | 2,500 | 50 | -98% | (2,450) | |
| | Total Cemetery | | - | - | - | - | 50 | 1,023 | 2,500 | 50 | -98% | (2,450) | |
| | Total Public Safety | | 290,998 | 287,401 | 377,186 | 330,583 | 374,432 | 153,237 | 396,320 | 408,981 | 3% | 12,661 | |
| Public Works | | | | | | | | | | | | | |
| 100-43000-101 | Full-Time Wages - Reg | PUBLIC WORKS | 43,250 | 45,643 | 61,257 | 74,389 | 98,608 | 59,583 | 106,604 | 154,633 | 45% | 48,029 | 3 full time workers |
| 100-43000-102 | Full-Time Wages - OT | PUBLIC WORKS | | | | 1,340 | 604 | 497 | 1,000 | 1,050 | 5% | 50 | |
| 100-43000-103 | Part-Time Wages | PUBLIC WORKS | 2,551 | 8,615 | 4,010 | 14,370 | 5,170 | 7,050 | 15,000 | 24,820 | 65% | 9,820 | (2) 6 mo. Summer help and snow plow drivers |
| 100-43000-121 | PERA | PUBLIC WORKS | 3,133 | 3,498 | 3,462 | 5,168 | 7,730 | 4,645 | 7,995 | 11,043 | 38% | 3,047 | |
| 100-43000-122 | FICA | PUBLIC WORKS | 2,679 | 3,274 | 3,846 | 5,688 | 6,637 | 4,256 | 6,609 | 8,388 | 27% | 1,778 | |
| 100-43000-123 | Medicare | PUBLIC WORKS | 945 | 765 | 899 | 1,274 | 1,552 | 996 | 1,546 | 2,551 | 65% | 1,006 | |
| 100-43000-132 | Employer Paid HSA | PUBLIC WORKS | | | | 1,710 | 3,340 | - | - | - | #DIV/0! | 0 | covered in health premiums |
| 100-43000-134 | Employer Paid Life | PUBLIC WORKS | | | | 1,107 | 1,729 | 1,086 | 1,584 | 2,508 | 58% | 924 | |
| 100-43000-142 | Unemployment Benefits | PUBLIC WORKS | - | - | - | 369 | 264 | 28 | 500 | 500 | 0% | 0 | |
| 100-43000-150 | Workers Comp Premium | PUBLIC WORKS | 3,316 | 3,084 | 2,985 | 5,969 | 7,552 | - | - | - | #DIV/0! | 0 | |
| 100-43000-151 | Health Insurance Premiums | PUBLIC WORKS | 5,615 | 5,378 | 5,537 | 10,892 | 15,616 | 11,200 | 19,200 | 27,600 | 44% | 8,400 | |
| 100-43000-152 | Workers Comp Benefits | PUBLIC WORKS | - | - | - | - | - | - | - | - | #DIV/0! | 0 | |
| 100-43000-208 | Training & Instruction | PUBLIC WORKS | 95 | 1,140 | - | 225 | 997 | 1,379 | 1,500 | 2,500 | 67% | 1,000 | to reflect additional worker |
| 100-43000-212 | Motor Fuels | PUBLIC WORKS | 8,257 | 9,113 | 10,110 | 8,790 | - | 2,316 | 7,000 | 7,000 | 0% | 0 | plow, loader, bobcat, pickups |
| 100-43000-215 | Shop Supplies | PUBLIC WORKS | 1,980 | 929 | 4,608 | 3,569 | - | 1,610 | 2,500 | 2,500 | 0% | 0 | |
| 100-43000-220 | Repair/Maintenance Supply | PUBLIC WORKS | 4,347 | 5,806 | 7,116 | 8,726 | 378 | 2,418 | 6,000 | 6,000 | 0% | 0 | |
| 100-43000-226 | Sign Repair Materials | PUBLIC WORKS | | | | | | 171 | 1,500 | 1,500 | 0% | 0 | consolidated all street sign resources here |
| 100-43000-240 | Small Tools/Equipment | PUBLIC WORKS | 1,374 | 2,022 | 1,986 | 4,432 | - | 424 | 5,000 | 5,000 | 0% | 0 | |
| 100-43000-260 | Uniforms | PUBLIC WORKS | 552 | 830 | 907 | 1,974 | - | 157 | 2,000 | 3,000 | 50% | 1,000 | to reflect additional worker |
| 100-43000-310 | Other Professional Services | PUBLIC WORKS | 5,000 | 7,775 | 6,708 | 5,174 | - | 3,534 | 16,000 | 17,000 | 6% | 1,000 | Compost, street sweepings addl \$1000 for keyfobs |
| 100-43000-321 | Telephone | PUBLIC WORKS | | | | 555 | 1,929 | 1,000 | 2,000 | 2,800 | 40% | 800 | to reflect additional worker |
| 100-43000-325 | Taxes | PUBLIC WORKS | - | - | - | 119 | - | 120 | 200 | 200 | 0% | 0 | |
| | Total Public Works | | 83,094 | 97,872 | 113,432 | 155,840 | 152,107 | 102,470 | 203,739 | 280,593 | 38% | 76,854 | |
| 100-43100-212 | Motor Fuels | HWYS & ROADS | | | | | 5,788 | - | - | - | #DIV/0! | 0 | moved to 43000 fund number |
| 100-43100-215 | Shop Supplies | HWYS & ROADS | | | | | 3,929 | - | - | - | #DIV/0! | 0 | moved to 43000 fund number |
| 100-43100-220 | Repair/Maintenance Supply | HWYS & ROADS | | | | | 6,193 | - | - | - | #DIV/0! | 0 | moved to 43000 fund number |
| 100-43100-240 | Small Tools/Equipment | HWYS & ROADS | | | | | 2,041 | - | - | - | #DIV/0! | 0 | moved to 43000 fund number |
| 100-43100-260 | Uniforms | HWYS & ROADS | | | | | 1,293 | - | - | - | #DIV/0! | 0 | moved to 43000 fund number |
| 100-43100-310 | Other Professional Services | HWYS & ROADS | | | | | 11,964 | - | - | - | #DIV/0! | 0 | moved to 43000 fund number |
| 100-43100-325 | Taxes | HWYS & ROADS | | | | | 39 | - | - | - | #DIV/0! | 0 | moved to 43000 fund number |
| | Total Hwys & Roads | | - | - | - | - | 31,248 | - | - | - | #DIV/0! | 0 | |
| 100-43121-224 | Street Maintenance Materials | PAVED STREETS | 283 | 811 | 5,636 | 13,661 | 71,522 | 22,959 | 50,000 | 50,000 | 0% | 0 | |
| 100-43121-226 | Sign Repair Materials | PAVED STREETS | 6,136 | 6,643 | 589 | 963 | 4,233 | - | - | - | #DIV/0! | 0 | |
| | Total Paved Streets | | 6,419 | 7,454 | 6,225 | 14,625 | 75,755 | 22,959 | 50,000 | 50,000 | 0% | 0 | |
| 100-43122-224 | Street Maintenance Materials | UNPAVED STREETS | 2,909 | 2,655 | 2,240 | 7,094 | 10,403 | 5,453 | 10,000 | 10,000 | 0% | 0 | |
| 100-43122-226 | Sign Repair Materials | UNPAVED STREETS | 10,175 | 2,312 | 4,160 | - | - | - | - | - | #DIV/0! | 0 | |
| | Total Unpaved Streets | | 13,083 | 4,967 | 6,400 | 7,094 | 10,403 | 5,453 | 10,000 | 10,000 | 0% | 0 | |
| 100-43125-224 | Street Maintenance Materials | SNOW/ICE | 12,786 | 2,246 | 600 | 11,926 | 15,000 | - | 15,000 | 15,000 | 0% | 0 | |
| | Total Snow/Ice | | 12,786 | 2,246 | 600 | 11,926 | 15,000 | - | 15,000 | 15,000 | 0% | 0 | |
| 100-43160-381 | Electric Utilities | STREET LIGHTS | 29,063 | 26,483 | 27,036 | 25,125 | 19,475 | 12,778 | 27,000 | 27,000 | 0% | 0 | |
| | Total Street Lights | | 29,063 | 26,483 | 27,036 | 25,125 | 19,475 | 12,778 | 27,000 | 27,000 | 0% | 0 | |
| 100-43240-384 | Refuse/Garbage Disposal | CITY CLEAN UP | - | 487 | 828 | 887 | 1,784 | 2,073 | 2,000 | 2,000 | 0% | 0 | |
| | Total City Clean Up | | - | 487 | 828 | 887 | 1,784 | 2,073 | 2,000 | 2,000 | 0% | 0 | |
| 100-43245-384 | Refuse/Garbage Disposal | RECYCLING | 14,540 | 18,637 | 25,354 | 33,931 | 36,112 | 18,856 | 35,000 | 36,000 | 3% | 1,000 | |
| | Total Recycling | | 14,540 | 18,637 | 25,354 | 33,931 | 36,112 | 18,856 | 35,000 | 36,000 | 3% | 1,000 | |
| 100-43260-310 | Other Professional Services | WEED CONTROL | 374 | 1,087 | 818 | - | - | - | - | - | #DIV/0! | 0 | |
| | Total Weed Control | | 374 | 1,087 | 818 | - | - | - | - | - | #DIV/0! | 0 | |
| | Total Public Works | | 159,359 | 159,233 | 180,693 | 249,428 | 341,883 | 164,589 | 342,739 | 420,593 | 23% | 77,854 | |

Culture & Recreation

| | | | | | | | | | | | | | | |
|---|-----------------------------|-------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|------------|---------------|------------|---|--|
| 100-45186-437 | Senior Center Contribution | SENIOR CENTER | 1,250 | 625 | 1,250 | 7,654 | 5,330 | 3,125 | 8,000 | 8,000 | 0% | 0 | | |
| Total Senior Center Contribution | | | 1,250 | 625 | 1,250 | 7,654 | 5,330 | 3,125 | 8,000 | 39% | 8,000 | 0% | 0 | |
| 100-45200-208 | Mowing Services Contract | PARKS | 5,266 | - | - | - | - | - | - | - | #DIV/0! | 0 | | |
| 100-45200-212 | Motor Fuels | PARKS | | | | 1,958 | - | 649 | 3,000 | 3,000 | 0% | 0 | lawn mower fuel | |
| 100-45200-220 | Repair/Maintenance Supply | PARKS | 2,031 | 6,508 | 3,801 | 4,477 | 4,513 | 1,909 | 6,000 | 6,000 | 0% | 0 | mower repairs, park maintenance equipment | |
| 100-45200-225 | Landscaping Materials | PARKS | 1,572 | 2,352 | 4,055 | 1,788 | 2,625 | 650 | 7,000 | 10,000 | 43% | 3,000 | playground rock, seed, soil, fertilizer, etc. | |
| 100-45200-310 | Other Professional Services | PARKS | | | | - | - | - | 6,800 | 6,800 | 0% | 0 | FYCC Costs | |
| 100-45200-381 | Electric Utilities | PARKS | 817 | 825 | 2,729 | 1,932 | 2,054 | 1,051 | 2,000 | 2,000 | 0% | 0 | | |
| 100-45200-400 | Repairs & Maintenance Cont | PARKS | 3,579 | 2,704 | 4,489 | 4,469 | 2,249 | 1,127 | 3,000 | 3,000 | 0% | 0 | | |
| 100-45200-440 | Programs | PARKS | 2,676 | 2,957 | 5,171 | 4,992 | 9,041 | 2,216 | 1,000 | 2,200 | 120% | 1,200 | city hosted events (offset by donations) | |
| 100-45200-441 | Community Garden | PARKS | 4,516 | 3,467 | 2,772 | 283 | 179 | - | - | - | #DIV/0! | 0 | | |
| 100-45200-580 | Other Equipment | PARKS | 6,696 | 2,484 | 1,182 | 2,711 | 7,190 | 5,376 | 7,000 | 7,000 | 0% | 0 | portable toilets | |
| Total Parks | | | 27,153 | 21,298 | 24,199 | 22,610 | 27,852 | 12,978 | 35,800 | 36% | 40,000 | 12% | 4,200 | |
| 100-45500-437 | Contribution & Operation | ROY SIMMS LIBRARY | 7,000 | 7,000 | 7,000 | 7,000 | 5,250 | 8,714 | 10,500 | 10,500 | 0% | 0 | | |
| Total Roy Simms Library | | | 7,000 | 7,000 | 7,000 | 7,000 | 5,250 | 8,714 | 10,500 | 83% | 10,500 | 0% | 0 | |
| Total Culture & Rec | | | 35,403 | 28,923 | 32,449 | 37,264 | 38,432 | 24,817 | 54,300 | 46% | 58,500 | 8% | 4,200 | |

Transfers Out

| | | | | | | | | | | | | | |
|----------------------------|--------------|-------------------|----------------|----------------|----------------|----------------|----------------|----------|----------|----------------|----------------|----------|------------------------------------|
| 100-49360-700 | Transfer Out | GENERAL CAPITAL | 336,140 | 145,203 | 221,307 | 100,000 | - | - | - | - | #DIV/0! | 0 | eliminated as an operating expense |
| 100-49360-700 | Transfer Out | PARKS CAPITAL | - | - | - | - | - | - | - | - | #DIV/0! | 0 | eliminated as an operating expense |
| 100-49360-700 | Transfer Out | FIRE DEPT CAPITAL | 4,694 | - | - | 20,000 | 52,300 | - | - | - | #DIV/0! | 0 | eliminated as an operating expense |
| 100-49360-700 | Transfer Out | HISTORICAL FUND | 10,000 | 10,000 | 10,000 | 10,000 | - | - | - | - | #DIV/0! | 0 | eliminated as an operating expense |
| 100-49360-700 | Transfer Out | CITY HALL FUND | 30,000 | 100,000 | 30,000 | 30,000 | - | - | - | - | #DIV/0! | 0 | eliminated as an operating expense |
| 100-49360-700 | Transfer Out | EQUIPMENT FUND | 32,500 | 20,000 | 32,500 | 32,500 | 55,000 | - | - | - | #DIV/0! | 0 | eliminated as an operating expense |
| 100-49360-700 | Transfer Out | STREET CAPITAL | 53,000 | 100,000 | 275,000 | 100,000 | 369,000 | - | - | - | #DIV/0! | 0 | eliminated as an operating expense |
| Total Transfers Out | | | 466,334 | 375,203 | 568,807 | 292,500 | 476,300 | - | - | #DIV/0! | #DIV/0! | 0 | |

Transit

| | | | | | | | | | | | | | |
|----------------------|-----------------------------|---------|--|--|--|--------------|----------|------------|--------------|------------|-------------|--------------|-------------|
| 100-49800-310 | Other Professional Services | TRANSIT | | | | 1,107 | | 250 | 1,000 | 250 | -75% | (750) | Annual Cost |
| Total Transit | | | | | | 1,107 | - | 250 | 1,000 | 250 | -75% | (750) | |

| | | | | | | | | | | | | | | |
|--|--|--|------------------|------------------|------------------|------------------|------------------|----------------|------------------|------------|------------------|--------------|---------------|--|
| Total Fund Expend. | | | 1,452,175 | 1,364,394 | 1,683,711 | 1,337,640 | 1,704,187 | 634,304 | 1,309,122 | 48% | 1,408,629 | 7.60% | 99,507 | |
| Total Revenue Over Expenditures | | | (79,838) | 42,068 | (70,692) | 207,428 | 6,540 | 257,077 | (3,500) | | 0 | | | |

**City of Hanover
Fire Department Cost for Services Calculation**

| 2017 Estimated Market Values | HC | WC | TOTAL | |
|-------------------------------------|----------------------|----------------------|----------------------|----------------|
| City of Corcoran | \$187,697,200 | | \$187,697,200 | 26.13% |
| City of Greenfield | \$124,771,100 | | \$124,771,100 | 17.37% |
| City of Hanover | \$72,085,700 | \$239,319,700 | \$311,405,400 | 43.36% |
| Rockford Township | | \$94,362,200 | \$94,362,200 | 13.14% |
| | \$384,554,000 | \$333,681,900 | \$718,235,900 | 100.00% |

| Total Calls by Year | 2011 | 2012 | 2013 | 2014 | 2015 Total | Average | | |
|----------------------------|-------------|-------------|-------------|-------------|-------------------|----------------|--------------|----------------|
| City of Corcoran | 33 | 25 | 24 | 34 | 34 | 150 | 30 | 22.19% |
| City of Greenfield | 15 | 13 | 13 | 12 | 12 | 65 | 13 | 9.62% |
| City of Hanover | 64 | 71 | 77 | 73 | 73 | 358 | 71.6 | 52.96% |
| Rockford Township | 11 | 14 | 22 | 28 | 28 | 103 | 20.6 | 15.24% |
| | 123 | 123 | 136 | 147 | 147 | 676 | 135.2 | 100.00% |

2017 Budget:

262,148.32 Total Budgeted Expenditures (General Fund, Bonds, Capital Transfer)
 (36,000.00) State FRA Pension Contribution
 (5,000.00) Hanover's assumption of St. Michael's share
\$221,148.32 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.

| | MV % | MV Pymt. | CH % | CH Pymt. | Payment |
|--------------------|----------------|-------------------|----------------|-------------------|-------------------|
| City of Corcoran | 26.13% | 28,896.44 | 22.19% | 24,535.69 | 53,432.13 |
| City of Greenfield | 17.37% | 19,208.81 | 9.62% | 10,632.13 | 29,840.94 |
| City of Hanover | 43.36% | 47,941.62 | 52.96% | 58,558.50 | 106,500.12 |
| Rockford Township | 13.14% | 14,527.29 | 15.24% | 16,847.84 | 31,375.13 |
| | 100.00% | 110,574.16 | 100.00% | 110,574.16 | 221,148.32 |
| | | 110,574.16 | | 110,574.16 | |

***2016 Payment Per City:**

| | | |
|--------------------|---------------------|---------------------|
| City of Corcoran | \$49,657.46 | |
| City of Greenfield | \$28,728.77 | |
| City of Hanover | \$112,838.38 | (Includes \$10,000) |
| Rockford Township | \$25,989.59 | |
| | \$217,214.20 | |

2017 Payment Per City:

| | | |
|--------------------|---------------------|--------------------|
| City of Corcoran | \$53,432.13 | |
| City of Greenfield | \$29,840.94 | |
| City of Hanover | \$111,500.12 | (Includes \$5,000) |
| Rockford Township | \$31,375.13 | |
| | \$226,148.32 | |

**City of Hanover
Capital Improvement Fund Levy Revenue**

| Fund No. | Account Description | 2011 Actual | 2012 Actual | 2013 Actual | 2014 Actual | 2015 Actual | 2016 Budget | 2017 Budget | % Change |
|----------------------|----------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|-----------------|
| 401 | General | 336,140 | 145,203 | 221,307 | 100,000 | | | | |
| 402 | Parks | | | | | | | 25,000 | |
| 403 | Fire Department | 4,694 | | | 20,000 | 24,000 | 30,000 | 30,000 | |
| 404 | Historical Projects | 10,000 | 10,000 | 10,000 | 10,000 | | | | |
| 407 | TIF Redev. Dist #1 | | | | | | | | |
| 408 | 8th St. Project | | | | | | | | |
| 411 | City Hall | 30,000 | 100,000 | 30,000 | 30,000 | | | | |
| 412 | Crow River Crossing | | | | | | | | |
| 416 | River Rd Recon. | | | | | | | | |
| 417 | Equipment | 32,500 | 20,000 | 32,500 | 32,500 | 55,000 | 65,000 | 2,500 | |
| 418 | Street Project | 53,000 | 100,000 | 275,000 | 100,000 | 190,000 | 215,000 | 160,000 | |
| Total Revenue | | 466,334 | 375,203 | 568,807 | 292,500 | 269,000 | 310,000 | 217,500 | -19% |

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

Preliminary Levy Certification

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

Return by: _____
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 _____ levy the following amount to be raised by taxation for the City of Hanover for the payable year 2017.

2016 Final

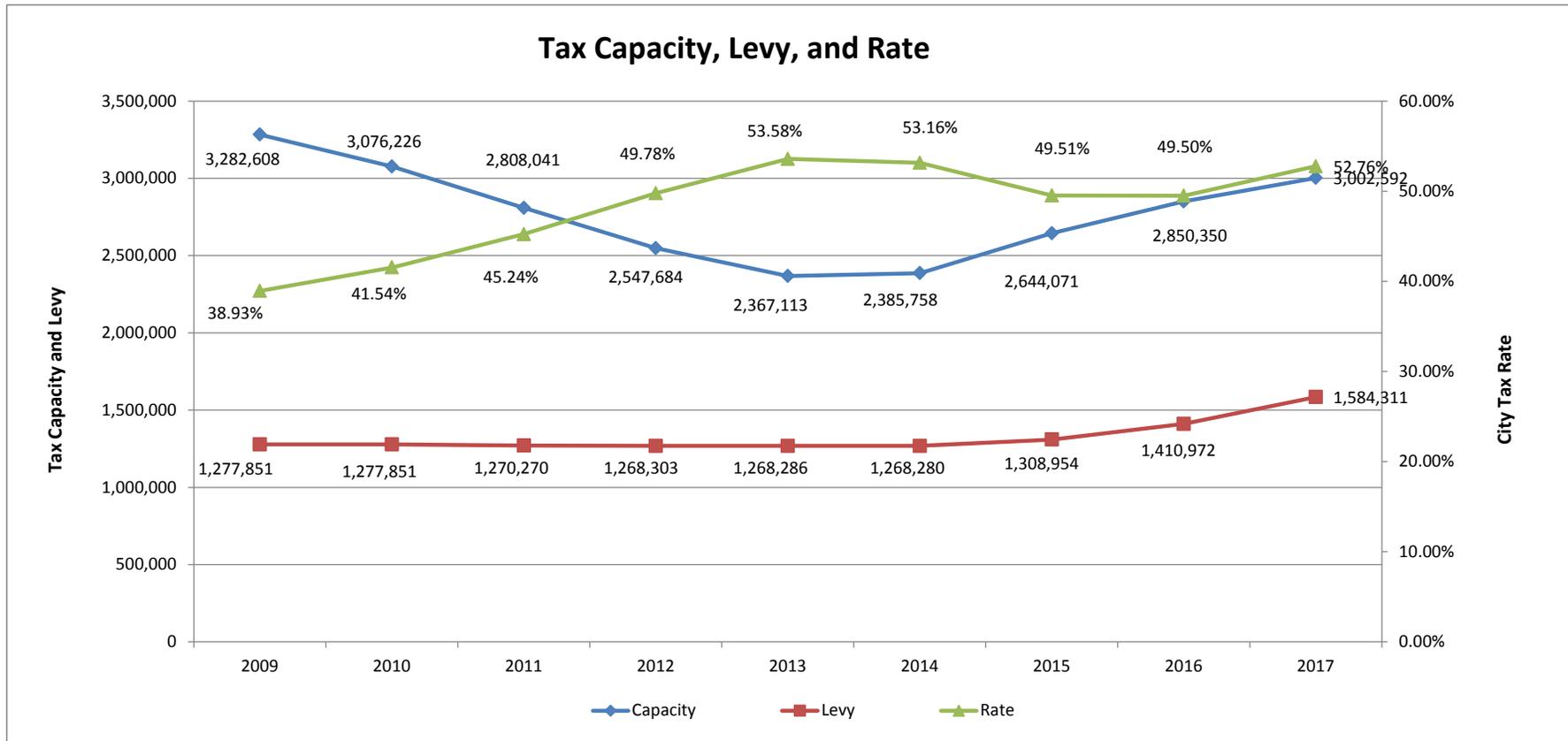
2017 Proposed

| 2016 Budget Requirement | 2016 LGA | 2016 Other Resources | 2016 Tax Levy | # Fund | 2017 Budget Requirement | 2017 LGA | 2017 Other Resources | 2017 Certified Levy |
|-------------------------|----------------|----------------------|------------------|--------------------|-------------------------|-------------------|----------------------|---------------------|
| 1,360,658 | 107,496 | 171,889 | 1,081,273 | 5 Rev | 1,146,480.49 | 108,169.00 | 123,909.00 | 914,402.49 |
| 246,102 | | 133,522 | 112,580 | 7 Fire Prot. | 262,148.32 | 36,000.00 | 114,648.20 | 111,500.12 |
| 258,793 | | 41,674 | 217,119 | 19 Debt Services | 376,072.10 | | 35,163.64 | \$340,908.46 |
| | | | | 26 Capital Improv. | 217,500.00 | | | 217,500.00 |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| 1,865,553 | 107,496 | 347,085 | 1,410,972 | Total | 2,002,200.90 | 144,169.00 | 273,720.84 | 1,584,311.07 |

Dated this _____ day of _____, 2016.

Brian Hagen, City Administrator

| | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 |
|----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| 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 |
| 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 | 1,584,311 |
| Rate | 38.93% | 41.54% | 45.24% | 49.78% | 53.58% | 53.16% | 49.51% | 49.50% | 52.76% |



**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 Chris Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 6th day of September, 2016.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 08-02-16-95

**A RESOLUTION APPROVING A LEASE AGREEMENT WITH THE
HANOVER ATHLETIC ASSOCIATION**

WHEREAS, the Hanover Youth Ball Organization (HYB) received support from the City of Hanover (City) for a grant application to the Minnesota Twins to obtain funding for upgrading the playing fields in Settlers Park; and

WHEREAS, HYB requests to redesign the playing fields by converting the two existing fields into one large field to accommodate the 16U players; and

WHEREAS, HYB was awarded funding from the Minnesota Twins; and

WHEREAS HYB requested funding from Hanover Athletic Association (HAA) to be used towards the same project; and

WHEREAS HAA committed to the funding with the stipulation the City and HAA enter into a lease to allow access of the fields by HAA in exchange for maintenance and scheduling responsibilities.

NOW, THEREFORE, BE IT RESOLVED, that the City Council, of the City of Hanover, hereby approves the attached Lease Agreement between the City of Hanover and the Hanover Athletic Association.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 6th day of September, 2016.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

RECREATIONAL LEASE AGREEMENT

This Lease Agreement (“Agreement”) is made this _____ day of _____, 2016, by and between the City of Hanover, a Minnesota municipal corporation, with its principal office at 11250 5th Street NE, Hanover, MN 55341 (“City”), and ~~[NAME], [LEGAL DESCRIPTION],~~ Hanover Athletic Association [ADDRESS] (“Lessee”).

WHEREAS, Lessee seeks to lease from the City the property located at:

See attached Exhibit A

(“Property”), for the purpose of using and constructing improvements to the baseball field and surrounding structures; and

WHEREAS, the City has determined that it is in the best interests of the public for the future use of the Property for baseball and other recreational functions to occur by leasing the Property to the Lessee, subject to the terms and conditions of this Lease; and

NOW, THEREFORE, based on the mutual promises and consideration provided for herein, the sufficiency of which is not disputed, the parties agree as follows:

1. The recitals set forth above are expressly incorporated herein.
2. **PROPERTY.** The City owns certain real property legally described herein as the Property. The City hereby leases the Property to the Lessee for baseball and other related recreational functions, subject to the terms and conditions of this Agreement.
3. **TERM.** The term of this Agreement shall be for ~~ten~~ ten-fifty (50) years, beginning on _____, 2016 and subject to the terms of the Termination paragraph herein, shall end on _____, 2062~~26~~.
4. **RENT.** The annual rent shall be \$1.00 per year. The Lessee shall pay the City the annual rent on April 1 of each year. The County has advised the parties that it does not believe Lessee’s use of the Property under this Agreement would result in the property losing its property tax exempt status. However, in the event the Property is deemed subject to property taxes solely as a result of Lessee’s use of the Property, then Lessee shall timely pay all real property taxes determined to be due.
5. **USE.**
 - a. **General.** The Lessee may use the Property for the conduct of organized baseball and softball games and practices. The public shall have the right to utilize the Property and fields on the Property when not being used by Lessee for these purposes. The City may also, in its discretion, schedule other activities for the Property when not being used by Lessee for the above purposes. The City may also request that the Lessee provide a report to the City outlining Lessee’s anticipated scheduling of

activities for the Property for a calendar year. The City shall request the report by _____ in a given year, and the report shall be provided by _____.

- b. **Access to the Property.** The Lessee shall have the right to access the Property twenty-four (24) hours per day, seven (7) days per week. The Lessee shall be fully liable for any and all loss, damage or claim associated with its use of the Property.

6. **FACILITIES.** The Lessee shall reasonably and safely maintain and repair all existing improvements to the Property, including but not limited to the dugouts, bleachers, fencing, backstops, all buildings, and irrigation system (“Recreational Facilities”), on the Property at its own expense. The Lessee may construct additional improvements on the Property with the prior written consent and approval of the City (“Additional Improvements”). Upon termination of this Agreement, all Recreational Facilities and Additional Improvements become the property of the City.

7. **MORTGAGES AND ENCUMBRANCES.** Except as expressly authorized by the City in writing, Lessee shall not mortgage its interest in this Agreement, or otherwise encumber the Property in conjunction with construction of Additional Improvements.

8. **UTILITIES & GARBAGE REMOVAL.** Payment of the garbage removal services and utilities that serve the Property shall be the sole responsibility of the Lessee. The Lessee shall be solely responsible for maintaining sufficient garbage removal services.

9. **INSURANCE.**
 - a. **Indemnity.**
 1. The Lessee shall defend and indemnify the City and hold the City harmless from and against any and all claims and demands relating to the negligence or misconduct of the Lessee, its agents, contractors, officials and employees, including the payment of reasonable attorneys’ fees and costs for damages to property and injury or death to persons, including any payments made under any workers’ compensation law or any plan for employees’ disability and death benefits, which may arise out of any activities on the Property.
 2. To the extent allowable under Minnesota law, the City shall defend and indemnify the Lessee and hold the Lessee harmless from and against any and all claims and demands relating to the negligence or misconduct of the City, its agents, contractors, officials and employees, including the payment of reasonable attorneys’ fees and costs for damages to property and injury or death to persons, including any payments made under any workers’ compensation law or any plan for employees’ disability and death benefits, which may arise out of any activities on the Property.
 3. Nothing in this section shall be construed as a waiver of any liability limits or immunities contained in Minnesota Statutes, Chapter 466.

- b. **Worker's Compensation.** The Lessee must maintain workers' compensation insurance in compliance with all applicable statutes.
- c. **General Liability.** The Lessee must maintain Commercial General Liability insurance with limits of at least ~~\$1,500,000~~ \$1,000,000 per occurrence. Such coverage shall provide for third party bodily injury and property damage arising out of the insured's use, maintenance, or operation of the Property.
- d. **Property Insurance.** The Lessee must keep in force during the term of the Agreement a policy covering damages to any equipment the Lessee keeps on the Property. The amount of coverage shall be sufficient to replace the damaged property, loss of use and comply with any ordinance or law requirements.
- e. **Additional Insured & Certificate of Insurance.** The parties shall provide each other with evidence of the required insurance in the form of a Certificate of Insurance by a company licensed to do business in the state of Minnesota, which includes all coverage required in this Agreement. The parties shall name each other as an Additional Insured on their respective Commercial General Liability Policies. The Certificate shall provide that the coverage may not be canceled without thirty (30) days prior written notice to each other.
- f. **Casualty.** Neither party shall be liable to the other (or to the other's successors or assigns) for any loss or damage caused by fire or other casualty.

10. **TERMINATION.** ~~Either party to this Agreement may terminate this Agreement with or without cause upon twelve (12) months written notice to the other party. In the event that this Agreement is terminated or not renewed, the Lessee shall have ninety (90) days from the termination or expiration date to remove its equipment from the Property. In the event the Lessee's equipment is not removed to the reasonable satisfaction of the City, the equipment shall be deemed abandoned and become the property of the City. The parties acknowledge and agree that Lessee will incur substantial costs for leasehold improvements to the Property in reliance upon the long-term nature of this Lease and accordingly agree as follows regarding termination: (1) if Lessee legally dissolves as an entity or for a period of one (1) year or longer fails to administer any recreational programs or activities on the Property, the City may terminate the Lease and all leasehold improvements shall become the property of the City; (2) the Lessee may terminate the Lease at any time during the Term with six (6) months notice to the City and all leasehold improvements shall become the property of the City; (3) The City may terminate the Lease at any time during the Term with six (6) months notice to the Lessee and payment to Lessee of the costs of all leasehold improvements made prior to termination.~~

11. **PROGRAMMING OF THE RECREATIONAL FACILITIES.** The Lessee shall be solely responsible for administering the use and any programs or activities on the Property.

12. **HAZARDOUS SUBSTANCES.** The Lessee represents and warrants that hazardous substances will not be generated, stored, disposed of or transported to, on, under, or

around the Property by the Lessee. The Lessee shall hold City harmless from, defend and indemnify City against any damage, loss, expense, response costs, or liability, including consultant fees and attorneys' fees resulting from hazardous substances generated, stored, disposed of, or transported to, on, under, or around the Property by the Lessee, or its officials, employees, agents or contractors.

13. **RELATIONSHIP OF THE PARTIES.** This Agreement shall not render the Lessee or any of its employees, agents, or volunteers an employee, partner, co-owner, or agent of the City or engaged in a joint venture with the City for any purpose. The Lessee shall have no claim against the City for vacation pay, sick leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, or employment benefits of any kind. The Lessee will be responsible for the hiring, training, supervision and conduct of any staff or volunteers utilized in the Lessee's recreational activities on the Property.
14. **COMPLIANCE WITH LAWS, REGULATIONS, AND POLICIES.** The Lessee shall abide by all federal, state, and local laws and regulations. The Lessee agrees not to discriminate on the basis of race, color, sex, creed, national origin, disability, age, sexual orientation, status with regard to public assistance, or religion.
15. **MISCELLANEOUS.**
 - a. **Integration; Amendment.** This Agreement supersedes all prior discussions and negotiations and contains all agreements and understandings between the City and the Lessee. This Agreement may only be amended in writing signed by all parties.
 - b. **Counterparts.** This Agreement may be signed in counterparts by the parties hereto.
 - c. **No Assignment.** The Lessee shall not assign or transfer this Agreement at any time or sublease a portion of the Property without the City's prior written consent. The City may assign this Agreement upon written notice to the Lessee.
 - d. **Notice.** Notices shall be in writing and sent by United States Mail, postage prepaid, certified or registered with return receipt requested or by courier service to the address set forth in this Agreement.
 - e. **Governing Law.** This Agreement shall be construed in accordance with the laws of Minnesota.
 - f. **Severability.** If any term of this Agreement is found to be void or invalid, such invalidity shall not affect the remaining terms of this Agreement, which shall continue in full force and effect.
 - g. **Signature Authority.** Each party represents and warrants to the other that the signatory of that party is authorized to enter into this Agreement for and on behalf of that party.

- h. **Waiver.** No delay or omission by either party to exercise any right or power it has under this Agreement shall impair or be construed as a waiver of such right or power. A waiver by either party of any covenant or breach shall not be construed to be a waiver of any succeeding breach or of any other covenant. All waivers must be in writing and signed by the party waiving its rights.

IN WITNESS WHEREOF, the parties have executed this Lease Agreement on the day and year first written above.

DRAFT

CITY OF HANOVER

By _____
Its Mayor

By _____
Its City Clerk

STATE OF MINNESOTA)
) SS.
COUNTY OF WRIGHT)

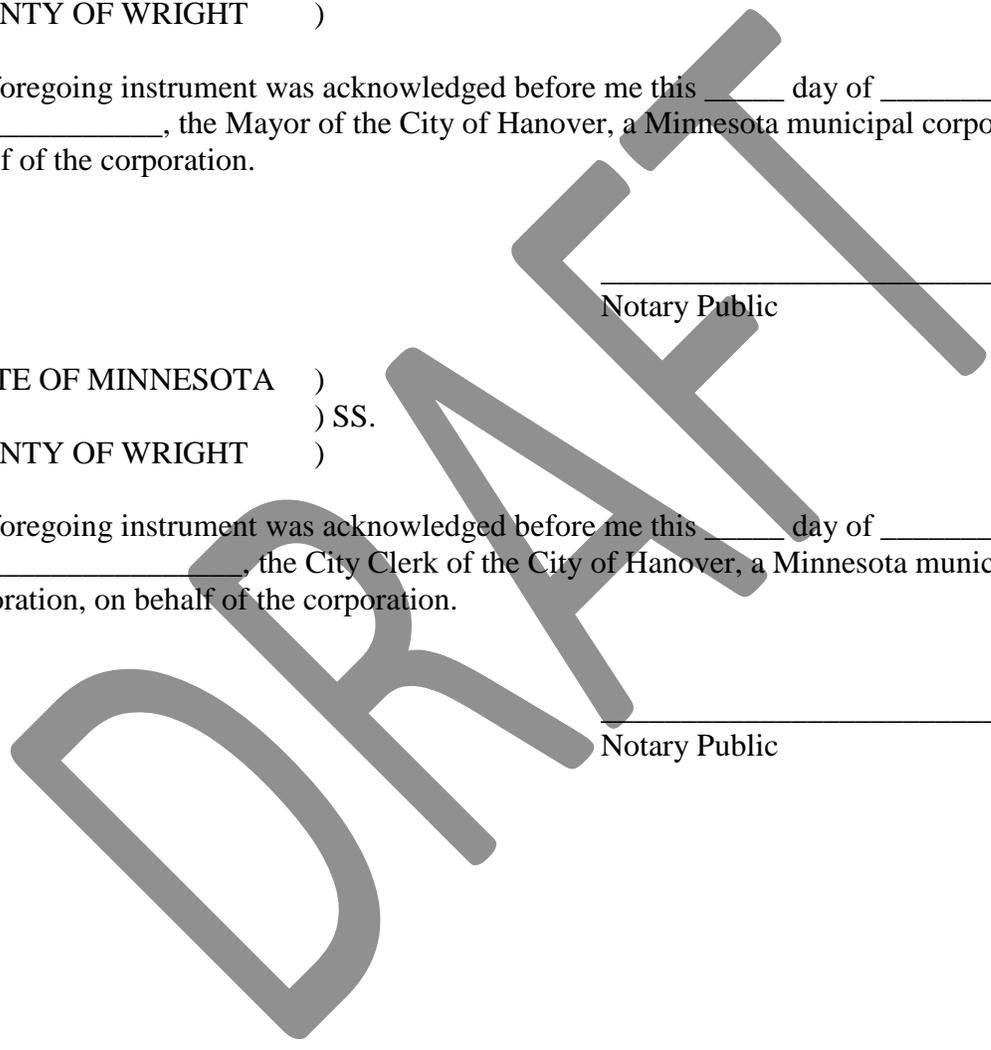
The foregoing instrument was acknowledged before me this _____ day of _____, 20____,
by _____, the Mayor of the City of Hanover, a Minnesota municipal corporation, on
behalf of the corporation.

Notary Public

STATE OF MINNESOTA)
) SS.
COUNTY OF WRIGHT)

The foregoing instrument was acknowledged before me this _____ day of _____, 20____,
by _____, the City Clerk of the City of Hanover, a Minnesota municipal
corporation, on behalf of the corporation.

Notary Public



**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 6th day of September, 2016.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 09-06-16-104

A RESOLUTION SUPPORTING THE SETTLERS PARK BALLFIELD REDESIGN

WHEREAS, the City Council of the City of Hanover passed a motion of support for a grant application the Hanover Youth Ball organization submitted to the Minnesota Twins identifying a ballfield improvement within Settlers Park; and

WHEREAS, the Hanover Park Board has passed two motions supporting and recommending approval of the Settlers Park Ballfield Redesign; and

WHEREAS, the City Council of the City of Hanover passed a motion approving a final Settlers Park Ballfield Redesign.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves a formal Resolution of Support on the Settlers Park Ballfield Redesign.

BE IT FURTHER RESOLVED, that the City Council recognizes collaboration on the project between the City of Hanover as the landowner, the Hanover Youth Ball organization as the project coordinator and grant recipient, and the Hanover Athletic Association as a second funding source on the project.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 6th day of September, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

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

A meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 6th day of September, 2016.

The following Council Members were present:

The following Council Members were absent:

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

.....

RESOLUTION NO 09-06-16-105

**APPROVING A CONDITIONAL USE PERMIT FOR
AN ACCESSORY STRUCTURE IN THE SIDE YARD**

WHEREAS, Tom Bradley (“Applicant”) owns property located at 10723 Ginseng Lane; and

WHEREAS, the Subject Property is zoned R-A, Residential Agriculture District; and

WHEREAS, the applicant submitted an application for a Conditional Use Permit to allow an accessory building in the side yard; and

WHEREAS the public hearing was properly noticed and scheduled for the August 22, 2016 Planning Commission meeting; and

WHEREAS the application was reviewed by the Planning Commission at its meeting on August 22, 2016 and recommended approval of the request; and

WHEREAS the City Council reviewed the request in regards to this property at a meeting on September 6, 2016; and

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

NOW, THEREFORE, BE IT RESOLVED, that the City Council does hereby approves the Conditional Use Permit for this property subject to the following conditions:

1. The building shall be located in the location as shown on the survey dated August 3, 2016 and prepared by Schoborg Land Services, Inc.
2. The garage shall not be larger than 36 x 32 ‘.
3. The property shall remain in substantial conformance with all performance standards contained within the City Zoning Ordinance and City Code.

4. No home occupations are allowed within the accessory building.
5. The driveway to the accessory building shall connect to the existing driveway, with no new driveway connections to Ginseng Lane.

Council members voting in favor:

Opposed or abstained:

Adopted by the City Council this 6th day of September, 2016.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

STATE OF MINNESOTA

COUNTIES OF WRIGHT AND HENNEPIN

I, Brian Hagen, duly appointed, qualified, and acting clerk to the Council for the City of Hanover, Counties of Wright and Hennepin, State of Minnesota, do hereby certify that I have compared the foregoing copy of a resolution or motion with the original minutes of the proceedings of the Hanover City Council, at their session held on the 6th day of September, 2016 now on file in my office, and have found the same to be true and correct copy thereof.

Witness my hand and official seal at Hanover, Minnesota, the ____ day of September, 2016.

Brian Hagen, City Administrator

Collaborative Planning, LLC

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

Memorandum

Meeting Date: August 31, 2016
To: Honorable Mayor and Council
From: Cindy Nash, City Planner
RE: Conditional Use Permit for an Accessory Building
within a Side Yard – 10723 Ginseng

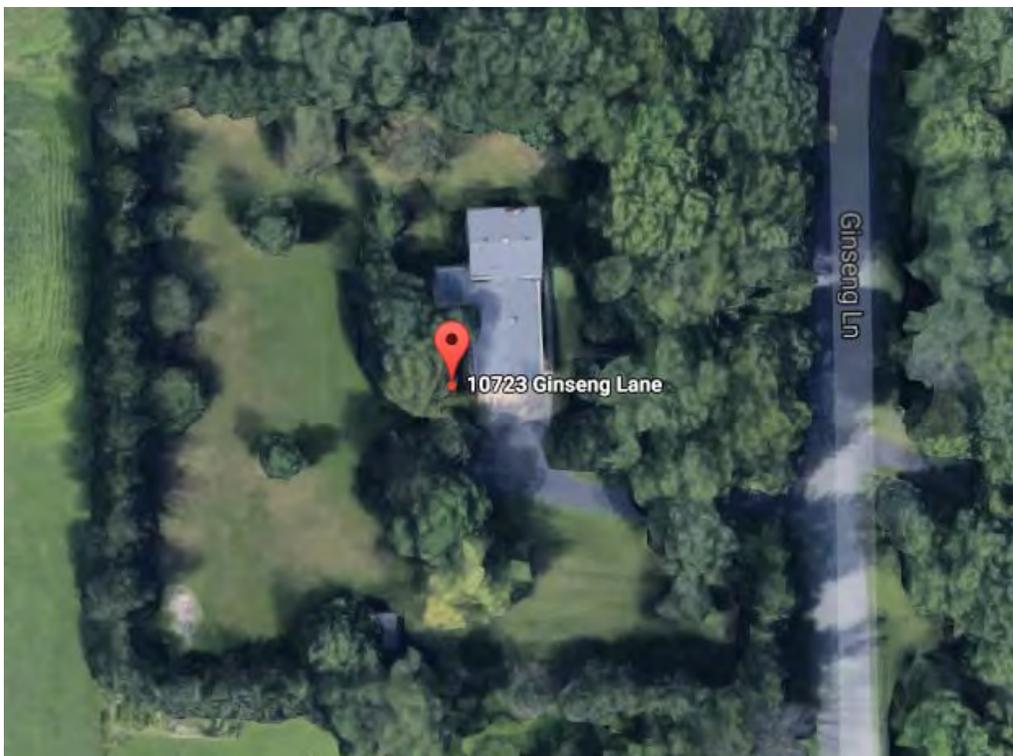
Overview of Request

The subject property is currently zoned R-A (Residential Agriculture District) and an application has been received for a Conditional Use Permit for to allow an accessory building in the side yard. The property is located at 10723 Ginseng.

The application is included in your packets and contains their proposed request.

Evaluation of Request

The applicant is seeking permission to construct garage in their side yard. The placement of an accessory building in the side yard is permitted only with the issuance of a Conditional Use Permit. The proposed garage is 36 feet by 32 feet. The property has a fair amount of screening from trees.



Recommendation

The Planning Commission recommends that the Conditional Use Permit be approved, subject to the following conditions:

1. The building shall be located in the location as shown on the survey dated August 3, 2016 and prepared by Schoborg Land Services, Inc.
2. The garage shall not be larger than 36 x 32 '.
3. The property shall remain in substantial conformance with all performance standards contained within the City Zoning Ordinance and City Code.
4. No home occupations are allowed within the accessory building.
5. The driveway to the accessory building shall connect to the existing driveway, with no new driveway connections to Ginseng Lane.



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

| For Office Use Only | |
|---------------------|--------------------------|
| Case Number: | 2016-2 |
| Fee Paid: | \$300 base \$1000 escrow |
| Received by: | <i>[Signature]</i> |
| Date Filed: | 8-3-16 |
| Date Complete: | |
| Base Fee: | 300 |
| Escrow: | 1000 |

Receipt # 8760 on 8-3-16

DEVELOPMENT APPLICATION

| TYPE OF APPLICATION | | |
|--|---------------------------|-------------------------|
| Annexation | Site Plan & Building Plan | Simple Land Division |
| Appeal | Sketch Plan | Subdivision Sketch Plan |
| Comprehensive Plan Amendment | Conditional Use Permit | Preliminary Plat |
| Ordinance Amendment (Text or Map) | Variance | Final Plat |
| Planned Unit Development (Concept/Gen) | Vacation | Other |
| PROPERTY INFORMATION | | |
| Street Address: 10723 Ginseng LN. Hanover MN. 55341 | | |
| Property Identification Number (PIN#): 06-119-23-21-0012 | | |
| Legal Description (Attach if necessary): | | |
| APPLICANT INFORMATION | | |
| Name: Tom Bradler | | Business Name: |
| Address: 10723 Ginseng LN. n | | |
| City: Hanover | State: MN, | Zip Code: 55341 |
| Telephone: 763-202-6904 | Fax: | E-mail: tr2bs@yahoo.com |
| Contact: Tom | | Title: |
| OWNER INFORMATION (if different from applicant) | | |
| Name: | | Business Name: |
| Address: | | |
| City | State: | Zip Code: |
| Telephone: | Fax: | E-mail: |
| Contact: | | Title: |
| DESCRIPTION OF REQUEST (attach additional information if needed) | | |
| Existing Use of Property: Home | | |
| Nature of Proposed Use: New Garage | | |
| Reason(s) to Approve Request: Location - side yard | | |
| PREVIOUS APPLICATIONS PERTAINING TO THE SUBJECT SITE | | |
| Project Name: | | Date of Application: |
| Nature of Request: | | |
| NOTE: Applications only accepted with ALL required support documents. See Application Instructions and City Code | | |

APPLICATION FEES AND EXPENSES:

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

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

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

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

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

E-mail tr265@yahoo.com Fax _____ USPS – Certified Mail

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

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

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

Applicant: Tom Bradley Date: 8-3-16

Owner: Same Date: 8-3-16

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



SUPPLEMENTAL APPLICATION – CONDITIONAL USE PERMIT

Name: Tom Bradley

Phone: 763-202-6904

Address: 10723 Ginseng Ln, N.

PID #: 06-119-23-21-0012

1. Present zoning of above described property: Residential Agriculture
2. Application made for Conditional Use Permit to conduct: Shed located in the side yard.
3. Is the proposed use compatible with present and future land use(s) of the area? Please explain.
Yes - enhance property.
4. Will the proposed use depreciate the area in which it is proposed? Please explain.
No
5. Can the proposed use be accommodated with existing City services without overburdening the system? Please explain. Not applicable - private water & septic.
6. Are local streets capable of handling traffic which is generated by the proposed use? Please explain. Not applicable
7. Attach to this application a site plan illustrating curb cut locations, access to a public street, location of buildings and their square footage, location of easements, parking utilities and sidewalks.
8. Attach information specified in the "Required Material Submission Checklist" for CUP applications.

Applicant Signature: [Signature]

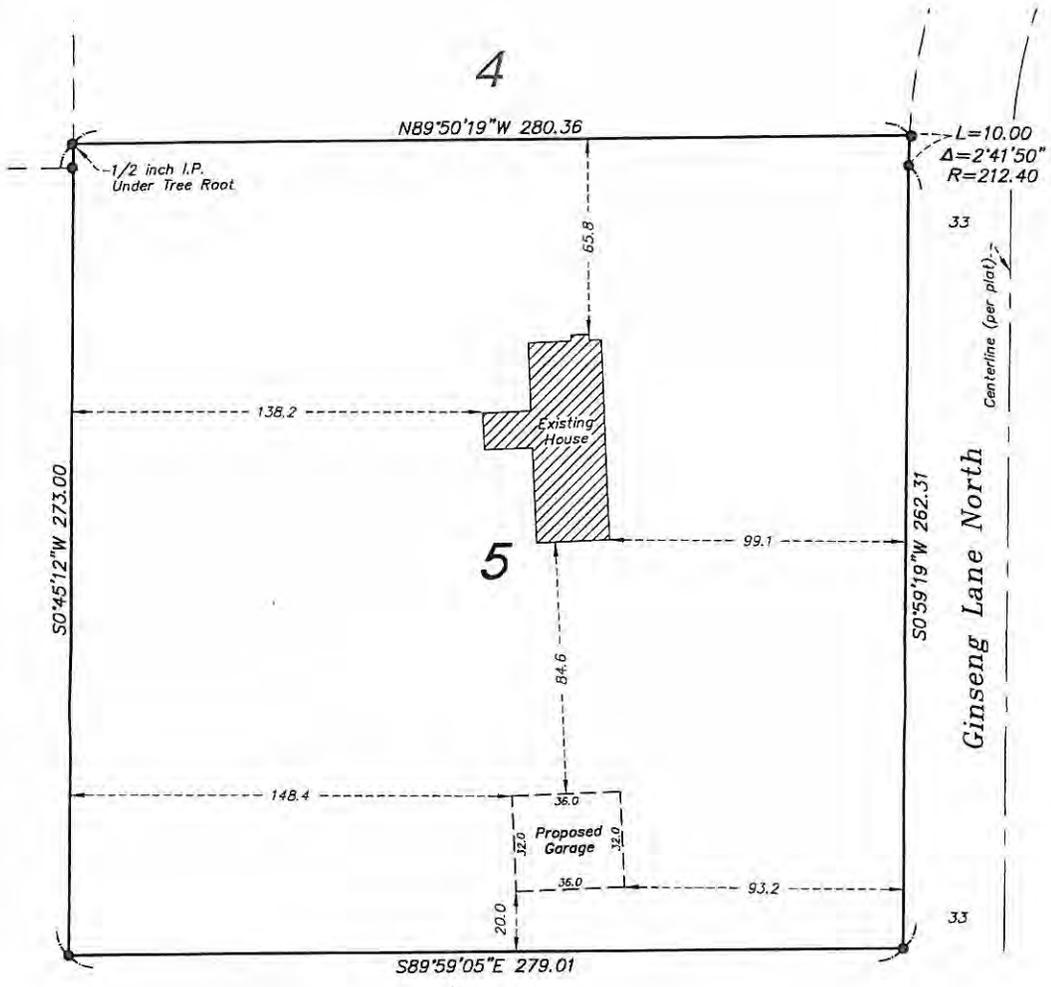
Date: 8-3-16

Owner Signature: [Signature]

Date: 8-3-16⁹⁴

Building Permit Survey

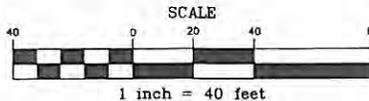
Prepared for:
Tom Bradley



Site Address:
10723 Ginseng Lane N.
Hanover, MN 44341

Legend
● Found Iron Monument

Boundary Description (supplied by client)
Lot 5, Block 1, CROW HASSAN ACRES, according to the recorded plat thereof,
Hennepin County, Minnesota. Subject to any and all easements of record.



Bearings based on assumed datum.

SCHOBORG
LAND SERVICES
INC.

763-972-3221 8997 Co. Rd. 13 SE
www.Schoborgland.com Delano, MN 55328

I hereby certify that this certificate of survey was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

Paul B. Schoborg
Paul B. Schoborg

Date: AUGUST 3 2016 Registration No. 14700

| | |
|---------------|-------------|
| Job Number: | 8258 |
| Book/Page: | LL |
| Survey Date: | 7/29/16 |
| Drawing Name: | bradley.dwg |
| Drawn by: | DMS |
| Revisions: | |
| | |
| | |

**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 6th day of September, 2016.

The following Council Members were present:

The following Council Members were absent:

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

.....

RESOLUTION NO 09-06-16-106

A RESOLUTION APPROVING A FIREWORKS DISPLAY

WHEREAS, the Hanover Community Hall is being rented on September 17, 2016; and

WHEREAS, the renter has requested to have a fireworks display at the event; and

WHEREAS, the renter has hired a state licensed company to put on the display; and

WHEREAS, Fire Chief Malewicki has reviewed the request and approves of the request.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves a fireworks display to be held for a private event at City Hall on September 17, 2016 and to authorize PC Pyrotecnics LLC to be the company responsible for the display.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 6th day of September, 2016

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator