

**AGENDA  
HANOVER ECONOMIC DEVELOPMENT AUTHORITY  
OCTOBER 13, 2016**

**TODD BARTELS, CHAIR  
RANDY WHITCOMB, VICE CHAIR  
JESSICA JOHNSON, TREASURER  
KEITH ULSTAD  
MATT HANSON**

**JOHN VAJDA  
KEN WARPULA  
HEIDI PEPPER, EDA CONSULTANT**

- 1. Call to Order: 8:00 a.m.**
- 2. Approval of:**
  - a. Agenda**
  - b. Minutes of September 8, 2016 Regular Meeting**
  - c. Accounts Payable and Financial Reports**
- 3. Citizen's Forum**
- 4. Unfinished Business**
  - a. 2017 Business Social**
- 5. New Business**
  - a. Precision Manufacturing Business Opportunity**
  - b. 2017 Vacancy Discussion**
  - c. Downtown Redevelopment**
  - d. Industrial Park Growth**
- 6. EDA Board and Staff Reports**
  - a. EDA Board Reports**
  - b. Staff Reports**
- 7. Adjournment**

**CITY OF HANOVER  
ECONOMIC DEVELOPMENT AUTHORITY MEETING  
SEPTEMBER 8, 2016 – DRAFT MINUTES**

**Call to Order**

Chair Bartels called the regular EDA meeting of September 8, 2016 to order at 8:00 a.m. Present were Todd Bartels, Randy Whitcomb, Jessica Johnson, Matt Hanson, John Vajda, and Ken Warpula. Also present was City Administrator Brian Hagen and EDA Consultant Heidi Peper. Keith Ulstad was absent.

**Approval of Agenda**

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

**Approval of Minutes from May 12, 2016 Regular Meeting**

**MOTION** by Warpula to approve minutes as presented, seconded by Johnson. **Motion carried unanimously.**

**Approval of Accounts Payable and Financial Reports**

Johnson stated that all loans but Maris Ehler's was current. Other expenses were regular expenses. The first half taxes have also been received.

**MOTION** by Johnson to approve the Accounts Payable and Financial Reports as presented, seconded by Hanson. **Motion carried unanimously.**

**Citizen's Forum**

**Unfinished Business**

None

**New Business**

**2017 Preliminary Budget**

Hagen stated he is suggesting no changes to either the revenue or expenditure budgets. He also is suggesting leaving the levy at \$49,000. Hagen noted that the EDA has been under budget the last few years, however, with the recent increase to the incentive programs, he suggests keeping the levy at \$49,000 to allow extra funding of the incentive fund.

**MOTION** by Warpula to approve the Hanover 2017 Preliminary Levy at \$49,000, seconded by Whitcomb. **Motion carried unanimously.**

**2017 Business Social**

Discussion about the 2017 business social included potential date change and location change. Members suggested adding a more depth discussion to the October Agenda.

**Reports**

None

**Adjournment**

**MOTION** by Warpula to adjourn at 9:30 a.m., seconded by Johnson. **Motion carried unanimously.**

ATTEST:

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Brian Hagen, City Administrator

**HANOVER**  
**Cash Balances**  
September 2016

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$1,007,800.10	\$43,905.36	\$75,074.29	\$976,631.17
107 FIRE DEPT DONATIONS FUND	\$28,523.56	\$0.00	\$0.00	\$28,523.56
<b>201 EDA SPECIAL REVENUE FUND</b>	<b>\$119,969.48</b>	<b>\$0.00</b>	<b>\$400.00</b>	<b>\$119,569.48</b>
<b>205 EDA BUSINESS INCENTIVE FUND</b>	<b>\$238,706.68</b>	<b>\$574.23</b>	<b>\$0.00</b>	<b>\$239,280.91</b>
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	\$11,531.86	\$7,034.75	\$810,335.46
602 SEWER ENTERPRISE FUND	\$278,731.45	\$26,147.32	\$13,407.20	\$291,471.57
603 STORM WATER ENTERPRISE FUND	\$164,533.81	\$2,982.77	\$0.00	\$167,516.58
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	\$4,750.00	\$39,750.00
815 LANDSCAPE ESCROW FUND	\$46,000.00	\$0.00	\$5,500.00	\$40,500.00
817 INFRASTRUCTURE ESCROW FUND	\$23,000.00	\$0.00	\$3,000.00	\$20,000.00
818 MISC ESCROWS FUND	\$7,314.65	\$449.13	\$463.24	\$7,300.54
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	\$11,450.81	\$0.00	\$0.00	\$11,450.81
	<b>\$7,897,108.44</b>	<b>\$85,590.67</b>	<b>\$119,456.73</b>	<b>\$7,863,242.38</b>

HANOVER

Revenue Budget by Source - EDA

Source Alt Code	Account Descr	September 2016 Amt	2016 YTD Amt	2016 YTD Budget	2015 YTD Variance	%YTD Budget
Fund 201 EDA SPECIAL REVENUE FUND						
TAXES	R 201-31000 Property Taxes - General	\$0.00	\$26,231.86	\$49,000.00	\$22,768.14	53.53%
TAXES	R 201-31010 Tax Abatement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code TAXES		\$0.00	\$26,231.86	\$49,000.00	\$22,768.14	53.53%
MISC	R 201-36210 Interest Earnings	\$0.00	\$670.86	\$100.00	-\$570.86	670.86%
MISC	R 201-36215 Investment Income/Loss	\$0.00	\$862.89	\$1,100.00	\$237.11	78.44%
Source Alt Code MISC		\$0.00	\$1,533.75	\$1,200.00	-\$333.75	127.81%
INTGOVT	R 201-33410 MV Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code INTGOVT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 201 EDA SPECIAL REVENUE FUND		\$0.00	\$27,765.61	\$50,200.00	\$22,434.39	55.31%
Fund 205 EDA BUSINESS INCENTIVE FUND						
MISC	R 205-36200 Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 205-36210 Interest Earnings	\$35.96	\$2,019.68	\$2,000.00	-\$19.68	100.98%
MISC	R 205-36215 Investment Income/Loss	\$0.00	\$2,021.10	\$2,000.00	-\$21.10	101.06%
MISC	R 205-36230 Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 205-39203 Transfer from Other Fund	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Source Alt Code MISC		\$35.96	\$4,040.78	\$19,000.00	\$14,959.22	21.27%
INTGOVT	R 205-33400 State Grants and Aids	\$0.00	\$0.00	\$50,000.00	\$50,000.00	0.00%
Source Alt Code INTGOVT		\$0.00	\$0.00	\$50,000.00	\$50,000.00	0.00%
Fund 205 EDA BUSINESS INCENTIVE FUND		\$35.96	\$4,040.78	\$69,000.00	\$64,959.22	5.86%
		\$35.96	\$31,806.39	\$119,200.00	\$87,393.61	26.68%

**HANOVER**  
**Expenditure Budget Report - EDA**

Dept Abbrev	Account Descr	September 2016 Amt	2016 YTD Amt	2016 YTD Budget	2015 YTD Variance	%YTD Budget
Fund 201 EDA SPECIAL REVENUE FUND						
Dept 41330 Boards and Commissions						
BRDCOM	E 201-41330-111 Committee Wages/Meetin	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
BRDCOM	E 201-41330-306 Dues & Subscriptions	\$0.00	\$319.95	\$1,000.00	\$680.05	32.00%
BRDCOM	E 201-41330-310 Other Professional Service	\$0.00	\$3,313.82	\$25,000.00	\$21,686.18	13.26%
BRDCOM	E 201-41330-437 Other Miscellaneous	\$400.00	\$4,000.00	\$5,200.00	\$1,200.00	76.92%
Dept 41330 Boards and Commissions		\$400.00	\$7,633.77	\$34,200.00	\$26,566.23	22.32%
Dept 41570 Purchasing						
PURCHAS	E 201-41570-210 Operating Supplies (GENE	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
Dept 41570 Purchasing		\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
Dept 49360 Transfers Out						
TRNSFER	E 201-49360-700 Transfers (GENERAL)	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 49360 Transfers Out		\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Fund 201 EDA SPECIAL REVENUE FUND		\$400.00	\$7,633.77	\$50,200.00	\$42,566.23	15.21%

Expenditure Budget Report - EDA

Dept Abbrev	Account Descr	September 2016 Amt	2016 YTD Amt	2016 YTD Budget	2015 YTD Variance	%YTD Budget
Fund 205 EDA BUSINESS INCENTIVE FUND						
Dept 46500 Economic Develop mt (GENERAL)						
ECODEVE	E 205-46500-810 Refunds & Reimbursemen	\$0.00	\$1,485.00	\$7,200.00	\$5,715.00	20.63%
Dept 46500 Economic Develop mt (GENERAL)		\$0.00	\$1,485.00	\$7,200.00	\$5,715.00	20.63%
Dept 49300 Other Finanacing Uses						
OTHFINU	E 205-49300-318 EDA BIF: Matching Grant	\$0.00	\$0.00	\$50,000.00	\$50,000.00	0.00%
OTHFINU	E 205-49300-319 EDA BIF: EDA Loan	-\$1,500.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49300 Other Finanacing Uses		-\$1,500.00	\$0.00	\$50,000.00	\$50,000.00	0.00%
Fund 205 EDA BUSINESS INCENTIVE FUND		-\$1,500.00	\$1,485.00	\$57,200.00	\$55,715.00	2.60%

Expenditure Budget Report - EDA

Dept Abbrev	Account Descr	September 2016 Amt	2016 YTD Amt	2016 YTD Budget	2015 YTD Variance	%YTD Budget
		-\$1,100.00	\$9,118.77	\$107,400.00	\$98,281.23	8.49%

HANOVER

Transaction Activity - EDA

Period Name	Check Refer	Check Nbr	Tran Nbr	Tran Name	Search Name	Invoice	Amount	Comments	Check/Receipt Date	Fund
Act Year 2016										
PL Type G General Ledger										
Account Descr G 201-10100 Cash										
January	187		30	Journal Entry			-\$2,287.17			201
March	188		30	Journal Entry			\$852.72	Allocate 1st Quarter Inter		201
June	204		30	Journal Entry			\$681.03	Allocate 2nd Quarter Inter		201
							<u>-\$753.42</u>			
Account Descr G 201-10500 Taxes Receivable-Current										
January	191		30	Journal Entry			-\$168.72	Reverse Jan Tax Settleme		201
							<u>-\$168.72</u>			
Account Descr G 201-20200 Accounts Payable										
January	187		30	Journal Entry			\$2,287.17			201
							<u>\$2,287.17</u>			
Account Descr G 205-10100 Cash										
March	188		30	Journal Entry			\$2,013.11	Allocate 1st Quarter Inter		205
June	204		30	Journal Entry			\$1,556.41	Allocate 2nd Quarter Inter		205
							<u>\$3,569.52</u>			
Account Descr G 205-12400 EDA Loan Receivable										
January	8492	081202	10	Cash Receipt	CP PROPERTIES GROUP LLC		\$174.29	EDA Loan Principal Payme	01/26/16	205
January	8475	081114	10	Cash Receipt	PLUG TECHNOLOGIES, INC		\$409.50	EDA Loan Principal Payme	01/06/16	205
January	8483	081165	10	Cash Receipt	RIVER INN		\$337.84	EDA Loan Principal Payme	01/19/16	205
February	8513	081269	10	Cash Receipt	MARIS EHLERS PHOTOGRAPY		\$766.37	EDA Loan Principal Payme	02/11/16	205
February	8503	081237	10	Cash Receipt	PLUG TECHNOLOGIES, INC		\$412.67	EDA Loan Principal Payme	02/04/16	205
February	8514	081285	10	Cash Receipt	RIVER INN		\$338.37	EDA Loan Principal Payme	02/17/16	205
March	8523	081320	10	Cash Receipt	CP PROPERTIES GROUP LLC		\$173.52	EDA Loan Principal Payme	02/26/16	205
March	8528	081342	10	Cash Receipt	PLUG TECHNOLOGIES, INC		\$414.56	EDA Loan Principal Payme	03/04/16	205
March	8545	081392	10	Cash Receipt	RIVER INN		\$339.13	EDA Loan Principal Payme	03/18/16	205
April	8567	081443	10	Cash Receipt	CP PROPERTIES GROUP LLC		\$174.50	EDA Loan Principal Payme	03/28/16	205
April	8568	081444	10	Cash Receipt	MARIS EHLERS PHOTOGRAPY		\$178.22	EDA Loan Principal Payme	03/28/16	205
April	8581	081479	10	Cash Receipt	PLUG TECHNOLOGIES, INC		\$411.70	EDA Loan Principle Payme	04/05/06	205
April	8586	008150	10	Cash Receipt	RIVER INN		\$339.89	EDA Loan Principal Payme	04/13/16	205
May	8618	081597	10	Cash Receipt	CP PROPERTIES GROUP LLC		\$174.12	EDA Loan Principal Payme	04/26/16	205
May	8652	081724	10	Cash Receipt	MARIS EHLERS PHOTOGRAPY		\$307.58	EDA Loan Principal Payme	05/17/16	205

Period Name	Refer	Check Nbr	Tran Nbr	Tran Name	Search Name	Invoice	Amount	Comments	Check/Receipt Date	Fund
May	8630	081671	10	Cash Receipt	PLUG TECHNOLOGIES, INC		\$415.89	EDA Loan Principal Payme	05/04/16	205
June	8664		10	Cash Receipt	CP PROPERTIES GROUP LLC		\$174.74	EDA Loan Principal Payme		205
June	8679	081802	10	Cash Receipt	PLUG TECHNOLOGIES, INC		\$414.30	EDA Loan Principal Payme	06/06/16	205
July	8711		10	Cash Receipt	CP PROPERTIES GROUP LLC		\$174.10	EDA Loan Principal Payme		205
July	8746	082004	10	Cash Receipt	CP PROPERTIES GROUP LLC		\$175.92	EDA Principal Payment - J	07/26/16	205
July	8732		10	Cash Receipt	MARIS EHLERS PHOTOGRAPY		\$367.58	EDA Loan Principal Payme		205
July	8720	081927	10	Cash Receipt	PLUG TECHNOLOGIES, INC		\$413.92	EDA Loan Principal Payme	07/06/16	205
August	8793	082136	10	Cash Receipt	CP PROPERTIES GROUP LLC		\$175.32	EDA Loan Principle Payme	08/26/16	205
August	8768	082041	10	Cash Receipt	PLUG TECHNOLOGIES, INC		\$417.89	EDA Loan Principle Payme	08/04/16	205
September	212		30	Journal Entry			\$1,500.00	EDA Loan Reclass		205
September	8807	082173	10	Cash Receipt	PLUG TECHNOLOGIES, INC		\$413.27	EDA Loan Principle Payme	09/07/16	205
September	8817	003096	10	Cash Receipt	RJM SELF STORAGE		\$125.00	EDA Loan Payment - Sept	09/14/16	205
Account Descr G 205-12400 EDA Loan Receivable							\$9,720.19			
PL Type G General Ledger							\$14,654.74			
PL Type *R Revenue										
Account Descr R 201-31000 Property Taxes - General										
January	191		30	Journal Entry			\$143.89	Reverse Jan Tax Settleme		201
January	191		30	Journal Entry			\$24.83	Reverse Jan Tax Settleme		201
January	129161		10	Cash Receipt	HENNEPIN COUNTY TREASURER		\$143.89	HC Tax Settlement - Janu		201
January	129161		10	Cash Receipt	WRIGHT COUNTY AUDITOR-TREAS		\$24.83	WC Tax Settlement - Janu		201
June	62116		10	Cash Receipt	WRIGHT COUNTY AUDITOR-TREAS		\$19,519.57	WC Tax Settlement - June		201
July	70516		10	Cash Receipt	HENNEPIN COUNTY TREASURER		\$6,712.29	HC Tax Settlement - July		201
Account Descr R 201-31000 Property Taxes - General							\$26,569.30			
Account Descr R 201-36210 Interest Earnings										
March	188		30	Journal Entry			-\$202.19	Allocate 1st Quarter Inter		201
June	204		30	Journal Entry			-\$468.67	Allocate 2nd Quarter Inter		201
Account Descr R 201-36210 Interest Earnings							-\$670.86			
Account Descr R 201-36215 Investment Income/Loss										
March	188		30	Journal Entry			-\$650.53	Allocate 1st Quarter Inter		201
June	204		30	Journal Entry			-\$212.36	Allocate 2nd Quarter Inter		201
Account Descr R 201-36215 Investment Income/Loss							-\$862.89			
Account Descr R 205-36210 Interest Earnings										
January	8492	081202	10	Cash Receipt	CP PROPERTIES GROUP LLC		\$10.01	EDA Loan Interest Payme	01/26/16	205
January	8475	081114	10	Cash Receipt	PLUG TECHNOLOGIES, INC		\$39.73	EDA Loan Interest Payme	01/06/16	205
January	8483	081165	10	Cash Receipt	RIVER INN		\$2.04	EDA Loan Interest Payme	01/19/16	205

Period Name	Refer	Check Nbr	Tran Nbr	Tran Name	Search Name	Invoice	Amount	Comments	Check/Receipt Date	Fund
February	8513	081269	10	Cash Receipt	MARIS EHLERS PHOTOGRAPY		\$33.63	EDA Loan Interest Payme	02/11/16	205
February	8503	081237	10	Cash Receipt	PLUG TECHNOLOGIES, INC		\$36.56	EDA Loan Interest Payme	02/04/16	205
February	8514	081285	10	Cash Receipt	RIVER INN		\$1.59	EDA Loan Interest Payme	02/17/16	205
March	188		30	Journal Entry			-\$477.33	Allocate 1st Quarter Inter		205
March	8523	081320	10	Cash Receipt	CP PROPERTIES GROUP LLC		\$10.78	EDA Loan Interest Payme	02/26/16	205
March	8528	081342	10	Cash Receipt	PLUG TECHNOLOGIES, INC		\$34.67	EDA Loan Interest Payme	03/04/16	205
March	8545	081392	10	Cash Receipt	RIVER INN		\$0.92	EDA Loan Interest Payme	03/18/16	205
April	8567	081443	10	Cash Receipt	CP PROPERTIES GROUP LLC		\$9.80	EDA Loan Interest Payme	03/28/16	205
April	8568	081444	10	Cash Receipt	MARIS EHLERS PHOTOGRAPY		\$10.78	EDA Loan Interest Payme	03/28/16	205
April	43116		10	Cash Receipt	PLUG TECHNOLOGIES, INC		-\$0.14	Incorrect amount posted		205
April	8581	081479	10	Cash Receipt	PLUG TECHNOLOGIES, INC		\$37.67	EDA Loan Interest Payme	04/05/06	205
April	8586	008150	10	Cash Receipt	RIVER INN		\$0.40	EDA Loan Interest Payme	04/13/16	205
May	8618	081597	10	Cash Receipt	CP PROPERTIES GROUP LLC		\$10.18	EDA Loan Interest Payme	04/26/16	205
May	8652	081724	10	Cash Receipt	MARIS EHLERS PHOTOGRAPY		\$12.22	EDA Loan Interest Payme	05/17/16	205
May	8630	081671	10	Cash Receipt	PLUG TECHNOLOGIES, INC		\$33.34	EDA Loan Interest Payme	05/04/16	205
June	204		30	Journal Entry			-\$1,071.09	Allocate 2nd Quarter Inter		205
June	8664		10	Cash Receipt	CP PROPERTIES GROUP LLC		\$9.56	EDA Loan Interest Payme		205
June	8679	081802	10	Cash Receipt	PLUG TECHNOLOGIES, INC		\$34.93	EDA Loan Interest Payme	06/06/16	205
July	8746	082004	10	Cash Receipt	CP PROPERTIES GROUP LLC		\$8.38	EDA Loan Interest Payme	07/26/16	205
July	8711		10	Cash Receipt	CP PROPERTIES GROUP LLC		\$10.20	EDA Loan Interest Payme		205
July	8732		10	Cash Receipt	MARIS EHLERS PHOTOGRAPY		\$12.42	EDA Loan Interest Payme		205
July	8720	081927	10	Cash Receipt	PLUG TECHNOLOGIES, INC		\$35.31	EDA Loan Interest Payme	07/06/16	205
August	8793	082136	10	Cash Receipt	CP PROPERTIES GROUP LLC		\$8.98	EDA Loan Interest Payme	08/26/16	205
August	8768	082041	10	Cash Receipt	PLUG TECHNOLOGIES, INC		\$31.34	EDA Loan Interest Payme	08/04/16	205
September	8807	082173	10	Cash Receipt	PLUG TECHNOLOGIES, INC		\$35.96	EDA Loan Interest Payme	09/07/16	205
Account Descr R 205-36210 Interest Earnings							<u>-\$1,077.16</u>			
Account Descr R 205-36215 Investment Income/Loss										
March	188		30	Journal Entry			-\$1,535.78	Allocate 1st Quarter Inter		205
June	204		30	Journal Entry			<u>-\$485.32</u>	Allocate 2nd Quarter Inter		205
Account Descr R 205-36215 Investment Income/Loss							<u>-\$2,021.10</u>			
PL Type *R Revenue							<u>\$21,937.29</u>			
PL Type -E Expenditure										
Account Descr E 201-41330-306 Dues & Subscriptions										
April	1578	031746	20	Cash Payment	INITIATIVE FOUNDATION	8933	\$300.00	Endowment Pledge (A) -	04/05/16	201
April	1585	031757	20	Cash Payment	VISA - BANKWEST		\$19.95	Lunarpages Domain Regis	04/05/16	201
Account Descr E 201-41330-306 Dues & Subscriptions							<u>\$319.95</u>			

Period Name	Check Refer	Check Nbr	Tran Nbr	Tran Name	Search Name	Invoice	Amount	Comments	Check/Receipt Date	Fund
Account Descr E 201-41330-310 Other Professional Services										
February	1561	001540	20	Cash Payment	S E H	310257	\$535.00	EDA Services - January 2	02/29/16	201
May	1595	001586	20	Cash Payment	S E H	314002	\$965.44	EDA Services - February	05/03/16	201
June	1620	001613	20	Cash Payment	S E H	315469	\$895.44	EDA Services - May 2016	06/07/16	201
July	1688	001641	20	Cash Payment	S E H	316918	\$475.44	EDA Services - May 2016	07/05/16	201
August	1688	001673	20	Cash Payment	S E H	318509	\$442.50	EDA Services - June 2016	08/02/16	201
Account Descr E 201-41330-310 Other Professional Services							\$3,313.82			
Account Descr E 201-41330-437 Other Miscellaneous										
January	1631	001501	20	Cash Payment	KAUL DESIGN GROUP, LLC	16-004	\$200.00	Priority Maintenance Pack	01/19/16	201
February	1553	001531	20	Cash Payment	KAUL DESIGN GROUP, LLC	16-016	\$200.00	Priority Maintenance Pack	02/16/16	201
February	1522	001521	20	Cash Payment	RIVER INN		\$700.00	EDA Social	02/02/16	201
March	1565	001552	20	Cash Payment	KAUL DESIGN GROUP, LLC	16-038	\$200.00	Priority Maintenance Pack	03/15/16	201
April	1591	001577	20	Cash Payment	KAUL DESIGN GROUP, LLC	16-050	\$200.00	Priority Maintenance Pack	04/19/16	201
May	1617	001601	20	Cash Payment	KAUL DESIGN GROUP, LLC	16-076	\$200.00	Priority Maintenance Pack	05/17/16	201
June	1641	001623	20	Cash Payment	KAUL DESIGN GROUP, LLC	16-091	\$200.00	Priority Maintenance Pack	06/21/16	201
July	1673	031969	20	Cash Payment	HANOVER HARVEST FESTIVAL		\$1,500.00	Donation from EDA	07/19/16	201
July	1672	001651	20	Cash Payment	KAUL DESIGN GROUP, LLC	16-105	\$200.00	Priority Maintenance Pack	07/19/16	201
September	1726	001716	20	Cash Payment	KAUL DESIGN GROUP, LLC	16-142	\$200.00	Priority Maintenance Pack	09/20/16	201
September	1708	001708	20	Cash Payment	KAUL DESIGN GROUP, LLC	16-121	\$200.00	Priority Maintenance Pack	09/06/16	201
Account Descr E 201-41330-437 Other Miscellaneous							\$4,000.00			
Account Descr E 205-46500-810 Refunds & Reimbursements										
March	1584	031730	20	Cash Payment	FARMERS INSURANCE		\$1,485.00	Rent Reimbursement	03/15/16	205
Account Descr E 205-46500-810 Refunds & Reimbursements							\$1,485.00			
Account Descr E 205-49300-318 EDA BIF: Matching Grant										
July	1674	031988	20	Cash Payment	RJM SELF STORAGE		-\$1,500.00	EDA Grant	07/19/16	205
July	1674	031988	20	Cash Payment	RJM SELF STORAGE		\$1,500.00	EDA Grant	07/19/16	205
Account Descr E 205-49300-318 EDA BIF: Matching Grant							\$0.00			
Account Descr E 205-49300-319 EDA BIF: EDA Loan										
July	1674	031988	20	Cash Payment	RJM SELF STORAGE		\$1,500.00	EDA Loan	07/19/16	205
July	1674	031988	20	Cash Payment	RJM SELF STORAGE		-\$1,500.00	EDA Loan	07/19/16	205
July	1696	031989	20	Cash Payment	RJM SELF STORAGE		\$1,500.00	EDA Loan	07/19/16	205
September	212		30	Journal Entry			-\$1,500.00	EDA Loan Reclass		205
Account Descr E 205-49300-319 EDA BIF: EDA Loan							\$0.00			
PL Type -E Expenditure							\$9,118.77			

Period Name	Check Refer	Check Nbr	Tran Nbr	Tran Name	Search Name	Invoice	Amount	Comments	Check/Receipt Date	Fund
Act Year 2016							\$45,710.80			
							\$45,710.80			

<u>Borrower</u>	<u>9/30/16 Principal Balance</u>	
CP Properties	\$ 4,861.70	Paid through September
Maris Ehlers Photography	\$ 3,554.35	Paid through July
River Inn	\$ -	Final Payment in April
Plug Technologies, Inc.	\$ 18,621.07	Paid through September
RJM Self Storage	\$ 1,375.00	Paid through September
<b>Total</b>	<b>\$ 28,412.12</b>	

CITY OF HANOVER  
ANNUAL APPOINTMENTS  
JANUARY 2016

Mayor:	Chris Kauffman	4 Year Term 2013-2016
Council:	John Vajda	4 Year Term 2013-2016
	Doug Hammerseng	4 Year Term 2013-2016
	Ken Warpula	4 Year Term 2015-2018
	Jim Zajicek	4 Year Term 2015-2018

**APPOINTMENTS**

Vice-Mayor: John Vajda 2016

Planning Commission: (3 Year Terms)

Stan Kolasa	2014-2016
Michelle Armstrong	2014-2016
Dean Kuitunen	2015-2017
Jim Schendel	2016-2018
Mike Christenson	2016-2018

Council Liaison: Doug Hammerseng 2016

Park Board: (3 Year Terms)

Dee Zajicek	2014-2016
Matthew Boie	2014-2016
Tom Gleason	2015-2017
Abby Peterson	2015-2017
Arlee Anderson	2016-2018

Council Liaison: Jim Zajicek 2015

Economic Development Authority: (Terms-6 years except for council, whose terms coincide with their terms of election)

Matt Hanson	2015-2016 (finishing Kaul term 2011-2016)
Randy Whitcomb	2012-2017
Todd Bartels	2012-2017
Keith Ulstad	2012-2017
Jessica Johnson	2016-2021
John Vajda	2013-2016 (Council Member)
Ken Warpula	2015-2018 (Council Member)

Joint Powers Water Board:  
Chris Kauffman and Jim Zajicek

Wright County Area Transportation (WCAT) Board:  
Ken Warpula (primary)  
City Administrator (alternate)

Safety Committee:

City Hall Staff

NW Hennepin League: (These meetings are open to any council member)

Vacant

NW Hennepin Human Services:

Vacant	Executive Board	2016 (1 Year Term)
Vacant	Advisory Committee	2015-2016 (2 Year Term)

Fire Department: (selected by the dept. and ratified by Council)

Fire Chief:	Dave Malewicki
Chief 2:	Brian Kottke
Captain 1	Toby Heinz
Captain 2	Ken Warpula
Captain 3	Adam Lange
Captain 4	Carl Olson
Lieutenant 3	Dave Kottke
Lieutenant 4	Steve Vrieze

Fire Relief Association:

Ex-Officio:	Fire Chief
Ex-Officio:	Mayor
Ex-Officio:	City Administrator

Weed Inspectors:

Mayor (statutory)  
City Administrator (assistant)  
Public Works Supervisor (assistant)

Financial Advisors:

UBS Financial (Investments) and Springsted (Bonds and Other)

Official Depositories:

BankWest, Central Bank, Financial Security Bank, First National Bank of Elk River,  
UBS Financial, Minnesota Municipal Money Market Fund

Official Newspaper:

Crow River News

Animal Control:

Monticello Impound

Official Radio Station:

WCCO-830 AM

*City Engineer, City Attorney, City Planner, City Assessor, Sheriff Services, EDA Consultant, and Building Inspection Services are all under contract with the City.*