

**AGENDA
HANOVER ECONOMIC DEVELOPMENT AUTHORITY
NOVEMBER 21, 2019**

**TODD BARTELS - CHAIR
JESSICA JOHNSON - TREASURER
BRIAN DISMANG
TED ZRUST
TONY ROSS**

**KEN WARPULA – VICE CHAIR
MARYANN HALLSTEIN**

- 1. Call to Order: 8:00 a.m.**
- 2. Approval of:**
 - a. Agenda**
 - b. Minutes of October 17, 2019 Regular Meeting**
 - c. Accounts Payable and Financial Reports**
- 3. Citizen’s Forum**
- 4. Unfinished Business**
 - a. Google Search Seminar: Co-Hosted with Positive Based Marketing**
- 5. New Business**
 - a. EDA Future Project Priorities**
 - b. 2020 Final Budget – Draft 1**
- 6. EDA Board and Staff Reports**
 - a. EDA Board Reports**
 - b. Staff Reports**
- 7. Adjournment**

**CITY OF HANOVER
ECONOMIC DEVELOPMENT AUTHORITY MEETING
OCTOBER 24, 2019 – DRAFT MINUTES**

Call to Order

Chair Bartels called the regular EDA meeting of October 24, 2019 to order at 8:00 a.m. Present were Members Todd Bartels, Ted Zrust, Brian Dismang, Jessica Johnson, Tony Ross, MaryAnn Hallstein and Ken Warpula. Also present was City Administrator Brian Hagen. Guests present included Kelly Baltzell and Elyse Phillips of Positive Based Marketing and Duane Northagen of WCEDP.

Approval of Agenda

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

Approval of Minutes from July 18, 2019 Regular Meeting

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

Approval of Accounts Payable and Financial Reports

Johnson noted all loans were current and expenses included WCDEP Golf event, Hagen's EDFP training and Harvest Festival donation.

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

Citizen's Forum

Unfinished Business

New Business

Kelly Baltzell & Elyse Phillips – Guest Presentation

Baltzell and Phillips explained their company, Positive Based Marketing. They approached the EDA with an idea to co-host a free seminar to Hanover businesses on how to improve marketing success via Google searches. They indicated that often businesses are missing out on search results for their business unknowingly and Positive Based Marketing wants to help.

The EDA supported the event but cautioned on the number of people who would attend and the marketing strategy of the event. The board directed Hagen to work with Baltzell and Phillips to discuss further and to inquire with WCEDP for any input.

Baltzell and Phillips also inquired with the EDA if they have heard of any interest from local businesses who may benefit from a co-working space. They further requested suggestions of possible properties to open a co-working space. One suggestion was to speak with Bryan Reitzner as he owns multiple properties in town, one being currently vacant in the downtown area.

2020 EDA Business Social

The board discussed the 2020 EDA Business Social. Hagen indicated he has verbal interest expressed from Chad Brink to host the 2020 event at Big Bore BBQ. In speaking with Brink, an evening event may be challenging due to the regular patron crowd. Brink did suggest a lunch time event. The board identified possible dates for Hagen to coordinate with Big Bore BBQ.

The board further discussed the appreciation tokens and consensus was to return back to everyone receiving a smaller token. Yeti Mugs with the City logo was supported again.

Review of Rent Reimbursement Program

Discussion on the effectiveness of the program as it relates to the original goal of the program was held. The group identified benefits and draw backs to the program, largely related to timing of recent applications, when new businesses hear about the program and whether there are enough vacancies in town where the program would be utilized well.

MOTION by Bartels to suspend the Rent Reimbursement Program, seconded by Ross. **Motion carried unanimously.**

Review of Matching Grant Program

Discussion shifted away from the program review and the consensus of the group was that a future discussion to establish priority uses of EDA funds would be beneficial at this time prior to major changes to program guidelines.

Reports

Northagen outlined WCEDP’s Workforce Pathways Program to the group.

Adjournment

MOTION by Zrust to adjourn at 9:38 a.m., seconded by Dismang. **Motion carried unanimously.**

ATTEST:

Brian Hagen, City Administrator

HANOVER
Cash Balances
October 2019

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$654,263.63	\$57,233.42	\$114,290.04	\$597,207.01
107 FIRE DEPT DONATIONS FUND	\$22,656.79	\$0.00	\$1,771.00	\$20,885.79
201 EDA SPECIAL REVENUE FUND	\$119,920.33	\$0.00	\$975.00	\$118,945.33
205 EDA BUSINESS INCENTIVE FUND	\$57,912.27	\$1,574.21	\$0.00	\$59,486.48
311 2008A GO CIP REFUNDING BOND	\$64,551.44	\$0.00	\$0.00	\$64,551.44
312 2009A GO IMP REFUNDING BOND	\$13,606.15	\$0.00	\$0.00	\$13,606.15
314 2011A GO IMP CROSSOVER REF BD	\$562,581.60	\$0.00	\$0.00	\$562,581.60
315 2016A GO CIP BOND	\$46,899.45	\$0.00	\$0.00	\$46,899.45
401 GENERAL CAPITAL PROJECTS	\$723,830.00	\$0.00	\$707.99	\$723,122.01
402 PARKS CAPITAL PROJECTS	\$80,742.66	\$0.00	\$0.00	\$80,742.66
403 FIRE DEPT CAPITAL FUND	\$260,158.88	\$0.00	\$0.00	\$260,158.88
404 HISTORICAL CAPITAL PROJ FUND	\$0.00	\$0.00	\$0.00	\$0.00
405 PARK DEDICATION FEE	\$117,756.70	\$0.00	\$0.00	\$117,756.70
406 GAMBLING PROCEEDS	\$12,871.99	\$4,500.00	\$0.00	\$17,371.99
407 TIF REDEV DIST #1	\$11,200.77	\$0.00	\$0.00	\$11,200.77
409 MAHLER PIT - 15TH ST IMP FUND	\$95,428.14	\$0.00	\$0.00	\$95,428.14
411 FACILITIES CAPITAL PROJ FUND	\$0.00	\$0.00	\$0.00	\$0.00
417 EQUIPMENT CAPITAL FUND	\$140,455.62	\$0.00	\$0.00	\$140,455.62
418 STREET CAPITAL PROJ FUND	\$191,386.74	\$0.00	\$0.00	\$191,386.74
601 WATER ENTERPRISE FUND	\$957,597.62	\$0.00	\$7,587.83	\$950,009.79
602 SEWER ENTERPRISE FUND	\$339,172.06	\$0.00	\$14,988.25	\$324,183.81
603 STORM WATER ENTERPRISE FUND	\$163,298.43	\$0.00	\$1,121.74	\$162,176.69
611 WATER CAPITAL IMP FUND	\$216,723.00	\$0.00	\$0.00	\$216,723.00
612 SEWER CAPITAL IMP FUND	\$2,113,843.39	\$0.00	\$0.00	\$2,113,843.39
613 STORM WATER CAPITAL IMP FUND	\$684,882.02	\$0.00	\$0.00	\$684,882.02
701 RIVER ROAD CEMETERY	\$35,981.74	\$0.00	\$0.00	\$35,981.74
811 EROSION CONTROL ESCROW FUND	\$44,123.53	\$0.00	\$4,000.00	\$40,123.53
815 LANDSCAPE ESCROW FUND	\$44,000.00	\$0.00	\$4,000.00	\$40,000.00
817 INFRASTRUCTURE ESCROW FUND	\$20,000.00	\$0.00	\$2,000.00	\$18,000.00
818 MISC ESCROWS FUND	\$24,436.36	\$10,000.00	\$6,787.56	\$27,648.80
820 BRIDGES TOWNHOMES ESC FUND	\$3,742.80	\$0.00	\$0.00	\$3,742.80
823 CROW RVR HTS WEST 3RD / BACKES	\$6,016.33	\$0.00	\$1,493.75	\$4,522.58
825 CROW RVR HTS FUT WEST PLAT/PUD	\$7,069.56	\$0.00	\$0.00	\$7,069.56
826 CROW RVR HTS 4TH ADD FINL PLAT	\$0.00	\$0.00	\$0.00	\$0.00
827 HANOVER COVE PRELIMINARY PLAT	\$30,128.31	\$0.00	\$0.00	\$30,128.31
828 CROW RVR HTS 4TH DEVEL AGRMT	\$105,439.63	\$0.00	\$1,286.75	\$104,152.88
900 INTEREST	\$0.00	\$0.00	\$0.00	\$0.00
	\$7,972,677.94	\$73,307.63	\$161,009.91	\$7,884,975.66

Revenue Budget Report - EDA

Source Alt Code	Account Descr	October 2019 Amt	2019 YTD Amt	2019 YTD Budget	2018 YTD Variance	%YTD Budget
Fund 201 EDA SPECIAL REVENUE FUND						
TAXES	R 201-31000 Property Taxes - General	\$0.00	\$25,786.18	\$49,000.00	\$23,213.82	52.62%
TAXES	R 201-31010 Tax Abatement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code TAXES		\$0.00	\$25,786.18	\$49,000.00	\$23,213.82	52.62%
MISC	R 201-36200 Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 201-36210 Interest Earnings	\$0.00	\$1,304.10	\$0.00	-\$1,304.10	0.00%
MISC	R 201-36215 Investment Income/Loss	\$0.00	\$1,288.32	\$0.00	-\$1,288.32	0.00%
Source Alt Code MISC		\$0.00	\$2,592.42	\$0.00	-\$2,592.42	0.00%
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	\$28,378.60	\$49,000.00	\$20,621.40	57.92%
Fund 205 EDA BUSINESS INCENTIVE FUND						
MISC	R 205-36200 Miscellaneous Revenues	\$0.00	\$1,850.00	\$0.00	-\$1,850.00	0.00%
MISC	R 205-36210 Interest Earnings	\$414.55	\$4,382.49	\$0.00	-\$4,382.49	0.00%
MISC	R 205-36215 Investment Income/Loss	\$0.00	\$1,595.29	\$0.00	-\$1,595.29	0.00%
MISC	R 205-36230 Contributions and Donation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 205-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code MISC		\$414.55	\$7,827.78	\$0.00	-\$7,827.78	0.00%
INTGOVT	R 205-33400 State Grants and Aids	\$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 205 EDA BUSINESS INCENTIVE FUND		\$414.55	\$7,827.78	\$0.00	-\$7,827.78	0.00%
		\$414.55	\$36,206.38	\$49,000.00	\$12,793.62	73.89%

Expenditure Budget Report - EDA

Dept Abbrev	Account Descr	October 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
Fund 201 EDA SPECIAL REVENUE FUND						
Dept 41330 Boards and Commissions						
BRDCOMM	E 201-41330-111 Committee Wages/Meeting	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
BRDCOMM	E 201-41330-306 Dues & Subscriptions	\$0.00	\$605.00	\$500.00	-\$105.00	121.00%
BRDCOMM	E 201-41330-310 Other Professional Services	\$975.00	\$3,216.70	\$10,000.00	\$6,783.30	32.17%
BRDCOMM	E 201-41330-437 Other Miscellaneous	\$0.00	\$2,859.14	\$5,500.00	\$2,640.86	51.98%
Dept 41330 Boards and Commissions		\$975.00	\$6,680.84	\$18,000.00	\$11,319.16	
Dept 41570 Purchasing						
PURCHASE	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	
Dept 49360 Transfers Out						
TRANSFERS	E 201-49360-700 Transfers (GENERAL)	\$0.00	\$0.00	\$30,000.00	\$30,000.00	0.00%
Dept 49360 Transfers Out		\$0.00	\$0.00	\$30,000.00	\$30,000.00	
Fund 201 EDA SPECIAL REVENUE FUND		\$975.00	\$6,680.84	\$49,000.00	\$42,319.16	

Expenditure Budget Report - EDA

Dept Abbrev	Account Descr	October 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
Fund 205 EDA BUSINESS INCENTIVE FUND						
Dept 46500 Economic Develop mt (GENERAL)						
ECODEVEL	E 205-46500-810 Refunds & Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 46500 Economic Develop mt (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	
Dept 49300 Other Finanacing Uses						
OTHFINUS	E 205-49300-317 EDA BIF: Rent Reimburse	\$0.00	\$2,400.00	\$0.00	-\$2,400.00	0.00%
OTHFINUS	E 205-49300-318 EDA BIF: Matching Grant	\$0.00	\$7,500.00	\$0.00	-\$7,500.00	0.00%
OTHFINUS	E 205-49300-319 EDA BIF: EDA Loan	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49300 Other Finanacing Uses		\$0.00	\$9,900.00	\$0.00	-\$9,900.00	
Fund 205 EDA BUSINESS INCENTIVE FUND		\$0.00	\$9,900.00	\$0.00	-\$9,900.00	

Expenditure Budget Report - EDA

Dept Abbrev	Account Descr	October 2019 Amt	2019 YTD Amt	2019 YTD Budget	2019 YTD Balance	%YTD Budget
		\$975.00	\$16,580.84	\$49,000.00	\$32,419.16	

HANOVER

Transaction Activity - EDA

Period Name	Check Nbr	Tran Name	Search Name	Amount	Comments	Check/Receipt Date	Fund
Act Year 2019							
PL Type G General Ledger							
Account Descr G 201-10100 Cash							
January		Journal Entr		-\$1,320.00	To Reverse 2018 YE JE		201
March		Journal Entr		\$910.42	Allocate 1st Quarter 201		201
June		Journal Entr		\$921.30	Allocate 2nd Quarter 201		201
September		Journal Entr		\$760.70	Allocate 3rd Quarter 201		201
				\$1,272.42			
Account Descr G 201-10100 Cash							
Account Descr G 201-10500 Taxes Receivable-Current							
January		Journal Entr		-\$382.81	To Reverse 2018 YE JE		201
				-\$382.81			
Account Descr G 201-10500 Taxes Receivable-Current							
Account Descr G 201-20200 Accounts Payable							
January		Journal Entr		\$1,320.00	To Reverse 2018 YE JE		201
				\$1,320.00			
Account Descr G 201-20200 Accounts Payable							
Account Descr G 205-10100 Cash							
March		Journal Entr		\$1,318.98	Allocate 1st Quarter 201		205
June		Journal Entr		\$1,314.35	Allocate 2nd Quarter 201		205
September		Journal Entr		\$348.26	Allocate 3rd Quarter 201		205
				\$2,981.59			
Account Descr G 205-10100 Cash							
Account Descr G 205-12400 EDA Loan Receivable							
January	085878	Cash Recei	ASTRO ENGINEERING	\$1,059.39	EDA Loan Principal Paym	01/15/19	205
January	085800	Cash Recei	CP PROPERTIES GROUP L	\$184.30	EDA Loan Principal Paym	12/27/18	205
January	003102	Cash Recei	HANOVER DENTAL	\$4,880.88	EDA Loan Payment - Loa	01/25/19	205
January	085835	Cash Recei	PLUG TECHNOLOGIES, IN	\$437.02	EDA Loan Principal Paym	01/04/19	205
January	028191	Cash Recei	ROY C INC	\$208.33	EDA Loan Payment - Jan	01/03/19	205
February	085976	Cash Recei	ASTRO ENGINEERING	\$1,062.36	EDA Loan Principal Paym	02/15/19	205
February	085937	Cash Recei	PLUG TECHNOLOGIES, IN	\$437.41	EDA Loan Principal Paym	02/05/19	205
February	028277	Cash Recei	ROY C INC	\$208.33	EDA Loan Payment - Feb	02/01/19	205
March	086067	Cash Recei	ASTRO ENGINEERING	\$1,091.22	EDA Loan Principal Paym	03/15/19	205
March	086034	Cash Recei	PLUG TECHNOLOGIES, IN	\$439.57	EDA Loan Principal Paym	03/05/19	205
March	028358	Cash Recei	ROY C INC	\$208.33	EDA Loan Payment - Mar	03/01/19	205
April	086214	Cash Recei	ASTRO ENGINEERING	\$1,085.44	EDA Loan Principal Paym	04/15/19	205
April	086147	Cash Recei	PLUG TECHNOLOGIES, IN	\$439.61	EDA Loan Principal Paym	04/04/19	205
April	028444	Cash Recei	ROY C INC	\$208.33	EDA Loan Payment - Apri	04/01/19	205
May	086356	Cash Recei	ASTRO ENGINEERING	\$1,062.99	EDA Loan Principal Paym	05/15/19	205
May	086319	Cash Recei	PLUG TECHNOLOGIES, IN	\$440.34	EDA Loan Principal Paym	05/06/19	205
May	028530	Cash Recei	ROY C INC	\$208.33	EDA Loan Payment - May	05/01/19	205
June	086493	Cash Recei	ASTRO ENGINEERING	\$1,082.73	EDA Loan Principal Paym	06/14/19	205
June	086445	Cash Recei	PLUG TECHNOLOGIES, IN	\$440.80	EDA Loan Principal Paym	06/04/19	205
June	028611	Cash Recei	ROY C INC	\$208.33	EDA Loan Payment - Jun	06/03/19	205
July	086616	Cash Recei	ASTRO ENGINEERING	\$1,093.91	EDA Loan Principal Paym	07/15/19	205
July	002738	Cash Paym	BANKWEST - ROCKFORD	\$92,500.00	Big Bore BBQ Company L	07/29/19	205
July	086588	Cash Recei	PLUG TECHNOLOGIES, IN	\$441.81	EDA Loan Principal Paym	07/05/19	205
July	028690	Cash Recei	ROY C INC	\$208.33	EDA Loan Payment - July	07/01/19	205
August	086747	Cash Recei	ASTRO ENGINEERING	\$1,064.20	EDA Loan Principal Paym	08/15/19	205
August	086777	Cash Recei	BIG BORE BBQ COMPANY	\$686.05	EDA Loan Principal Paym	08/21/19	205
August	086714	Cash Recei	PLUG TECHNOLOGIES, IN	\$441.88	EDA Loan Principal Paym	08/06/19	205
August	028761	Cash Recei	ROY C INC	\$208.33	EDA Loan Payment - Aug	08/01/19	205
September	086841	Cash Recei	ASTRO ENGINEERING	\$1,123.70	EDA Loan Principal Paym	09/10/19	205
September	086820	Cash Recei	PLUG TECHNOLOGIES, IN	\$443.48	EDA Loan Principal Paym	09/04/19	205

Transaction Activity - EDA

Period Name	Check Nbr	Tran Name	Search Name	Amount	Comments	Check/Receipt Date	Fund
September	028854	Cash Recei	ROY C INC	\$208.33	EDA Loan Principal Paym	09/03/19	205
October	086986	Cash Recei	BIG BORE BBQ COMPANY	\$507.31	EDA Loan Principal Paym	10/11/19	205
October	086950	Cash Recei	PLUG TECHNOLOGIES, IN	\$444.02	EDA Loan Principal Paym	10/04/19	205
October	028934	Cash Recei	ROY C INC	\$208.33	EDA Loan Payment - Oct	10/01/19	205
Account Descr G 205-12400 EDA Loan Receivable				\$114,973.72			
PL Type G General Ledger				\$120,164.92			
PL Type *R Revenue							
Account Descr R 201-31000 Property Taxes - General							
January		Journal Entr		\$220.96	To Reverse 2018 YE JE		201
January		Journal Entr		\$161.85	To Reverse 2018 YE JE		201
January		Cash Recei	HENNEPIN COUNTY TREA	\$220.96	HC Tax Settlement - Jan		201
January		Cash Recei	WRIGHT COUNTY AUDITO	\$161.85	WC Tax Settlement - Jan		201
June		Cash Recei	WRIGHT COUNTY AUDITO	\$18,748.95	WC Tax Settlement - Jun		201
July		Cash Recei	HENNEPIN COUNTY TREA	\$7,037.23	HC Tax Settlement - July		201
Account Descr R 201-31000 Property Taxes - General				\$26,551.80			
Account Descr R 201-36210 Interest Earnings							
March		Journal Entr		-\$342.07	Allocate 1st Quarter 201		201
June		Journal Entr		-\$464.79	Allocate 2nd Quarter 201		201
September		Journal Entr		-\$497.24	Allocate 3rd Quarter 201		201
Account Descr R 201-36210 Interest Earnings				-\$1,304.10			
Account Descr R 201-36215 Investment Income/Loss							
March		Journal Entr		-\$568.35	Allocate 1st Quarter 201		201
June		Journal Entr		-\$456.51	Allocate 2nd Quarter 201		201
September		Journal Entr		-\$263.46	Allocate 3rd Quarter 201		201
Account Descr R 201-36215 Investment Income/Loss				-\$1,288.32			
Account Descr R 205-36200 Miscellaneous Revenues							
August	023113	Cash Recei	BANKWEST - ROCKFORD	\$1,850.00	2% Loan Origination Fee	07/30/19	205
Account Descr R 205-36200 Miscellaneous Revenues				\$1,850.00			
Account Descr R 205-36210 Interest Earnings							
January	085878	Cash Recei	ASTRO ENGINEERING	\$273.48	EDA Loan Interest Paym	01/15/19	205
January	085835	Cash Recei	PLUG TECHNOLOGIES, IN	\$12.21	EDA Loan Interest Paym	01/04/19	205
February	085976	Cash Recei	ASTRO ENGINEERING	\$270.51	EDA Loan Interest Paym	02/15/19	205
February	085937	Cash Recei	PLUG TECHNOLOGIES, IN	\$11.82	EDA Loan Interest Paym	02/05/19	205
March		Journal Entr		-\$495.58	Allocate 1st Quarter 201		205
March	086067	Cash Recei	ASTRO ENGINEERING	\$241.65	EDA Loan Interest Paym	03/15/19	205
March	086034	Cash Recei	PLUG TECHNOLOGIES, IN	\$9.66	EDA Loan Interest Paym	03/05/19	205
April	086214	Cash Recei	ASTRO ENGINEERING	\$247.43	EDA Loan Interest Paym	04/15/19	205
April	086147	Cash Recei	PLUG TECHNOLOGIES, IN	\$9.62	EDA Loan Interest Paym	04/04/19	205
May	086356	Cash Recei	ASTRO ENGINEERING	\$269.88	EDA Loan Interest Paym	05/15/19	205
May	086319	Cash Recei	PLUG TECHNOLOGIES, IN	\$8.89	EDA Loan Interest Paym	05/06/19	205
June		Journal Entr		-\$663.08	Allocate 2nd Quarter 201		205
June	086493	Cash Recei	ASTRO ENGINEERING	\$250.14	EDA Loan Interest Paym	06/14/19	205
June	086445	Cash Recei	PLUG TECHNOLOGIES, IN	\$8.43	EDA Loan Interest Paym	06/04/19	205
July	086616	Cash Recei	ASTRO ENGINEERING	\$238.96	EDA Loan Interest Paym	07/15/19	205
July	086588	Cash Recei	PLUG TECHNOLOGIES, IN	\$7.42	EDA Loan Interest Paym	07/05/19	205
August	086747	Cash Recei	ASTRO ENGINEERING	\$268.67	EDA Loan Interest Paym	08/15/19	205
August	086777	Cash Recei	BIG BORE BBQ COMPANY	\$230.60	EDA Loan Interest Paym	08/21/19	205
August	086714	Cash Recei	PLUG TECHNOLOGIES, IN	\$7.35	EDA Loan Interest Paym	08/06/19	205
September		Journal Entr		-\$227.64	Allocate 3rd Quarter 201		205
September	086841	Cash Recei	ASTRO ENGINEERING	\$209.17	EDA Loan Interest Paym	09/10/19	205

Transaction Activity - EDA

Period Name	Check Nbr	Tran Name	Search Name	Amount	Comments	Check/Receipt Date	Fund
September	086820	Cash Recei	PLUG TECHNOLOGIES, IN	\$5.75	EDA Loan Interest Paym	09/04/19	205
October	086986	Cash Recei	BIG BORE BBQ COMPANY	\$409.34	EDA Loan Interest Paym	10/11/19	205
October	086950	Cash Recei	PLUG TECHNOLOGIES, IN	\$5.21	EDA Loan Interest Paym	10/04/19	205
Account Descr R 205-36210 Interest Earnings				\$1,609.89			
Account Descr R 205-36215 Investment Income/Loss							
March		Journal Entr		-\$823.40	Allocate 1st Quarter 201		205
June		Journal Entr		-\$651.27	Allocate 2nd Quarter 201		205
September		Journal Entr		-\$120.62	Allocate 3rd Quarter 201		205
Account Descr R 205-36215 Investment Income/Loss				-\$1,595.29			
PL Type *R Revenue				\$25,823.98			
PL Type -E Expenditure							
Account Descr E 201-41330-306 Dues & Subscriptions							
June	034323	Cash Paym	INITIATIVE FOUNDATION	\$310.00	Endowment Pledge - 201	06/18/19	201
August	034458	Cash Paym	VISA - BANKWEST	\$295.00	B. Hagen: Economic Dev	08/05/19	201
Account Descr E 201-41330-306 Dues & Subscriptions				\$605.00			
Account Descr E 201-41330-310 Other Professional Services							
February	034102	Cash Paym	VISA - BANKWEST	\$6.70	Postage	02/05/19	201
August	034458	Cash Paym	VISA - BANKWEST	\$1,100.00	B. Hagen: EDFP Cert. Tra	08/05/19	201
September	034512	Cash Paym	VISA - BANKWEST	\$1,100.00	B. Hagen: EDFP Cert. Tra	09/03/19	201
September	034512	Cash Paym	VISA - BANKWEST	\$35.00	B. Hagen: Parking for ED	09/03/19	201
September	034512	Cash Paym	VISA - BANKWEST	\$35.00	B. Hagen: Parking for ED	09/03/19	201
September	034512	Cash Paym	VISA - BANKWEST	\$35.00	B. Hagen: Parking for ED	09/03/19	201
September	034512	Cash Paym	VISA - BANKWEST	-\$1,100.00	B. Hagen: EDFP Cert. Tra	09/03/19	201
September	034512	Cash Paym	VISA - BANKWEST	-\$1,100.00	B. Hagen: EDFP Cert. Tra	09/03/19	201
September	034512	Cash Paym	VISA - BANKWEST	\$1,100.00	B. Hagen: EDFP Cert. Tra	09/03/19	201
September	034512	Cash Paym	VISA - BANKWEST	\$1,100.00	B. Hagen: EDFP Cert. Tra	09/03/19	201
September	034512	Cash Paym	VISA - BANKWEST	-\$35.00	B. Hagen: Parking for ED	09/03/19	201
September	034512	Cash Paym	VISA - BANKWEST	-\$35.00	B. Hagen: Parking for ED	09/03/19	201
September	CANCEL	Cash Paym	VISA - BANKWEST	-\$35.00	B. Hagen: Parking for ED	09/04/19	201
September	CANCEL	Cash Paym	VISA - BANKWEST	-\$1,100.00	B. Hagen: EDFP Cert. Tra	09/04/19	201
September	034512	Cash Paym	VISA - BANKWEST	-\$35.00	B. Hagen: Parking for ED	09/03/19	201
September	034512	Cash Paym	VISA - BANKWEST	-\$1,100.00	B. Hagen: EDFP Cert. Tra	09/03/19	201
September	034512	Cash Paym	VISA - BANKWEST	\$35.00	B. Hagen: Parking for ED	09/03/19	201
September	034512	Cash Paym	VISA - BANKWEST	\$1,100.00	B. Hagen: EDFP Cert. Tra	09/03/19	201
September	CANCEL	Cash Paym	VISA - BANKWEST	\$1,100.00	B. Hagen: EDFP Cert. Tra	09/04/19	201
September	CANCEL	Cash Paym	VISA - BANKWEST	\$35.00	B. Hagen: Parking for ED	09/04/19	201
October	034559	Cash Paym	VISA - BANKWEST	\$975.00	B. Hagen: EDFP Cert. Tra	10/01/19	201
Account Descr E 201-41330-310 Other Professional Servi				\$3,216.70			
Account Descr E 201-41330-437 Other Miscellaneous							
February	034102	Cash Paym	VISA - BANKWEST	\$97.70	EDA Social 2019: RTIC C	02/05/19	201
March	034145	Cash Paym	VISA - BANKWEST	\$267.36	EDA Social 2019: 1-Burn	03/05/19	201
March	034145	Cash Paym	VISA - BANKWEST	\$53.68	EDA Social 2019: Cast Ir	03/05/19	201
June	002675	Cash Paym	RIVER INN	\$515.40	EDA Social 2019: 40 Gue	06/18/19	201
June	034306	Cash Paym	VISA - BANKWEST	\$65.00	EDA Social 2019: Therap	06/04/19	201
August	034442	Cash Paym	HANOVER HARVEST FESTI	\$1,500.00	Hanover Harvest Festival	08/05/19	201
September	034512	Cash Paym	VISA - BANKWEST	\$360.00	WCEDP Golf Event	09/03/19	201
September	034512	Cash Paym	VISA - BANKWEST	-\$360.00	WCEDP Golf Event	09/03/19	201
September	CANCEL	Cash Paym	VISA - BANKWEST	-\$360.00	WCEDP Golf Event	09/04/19	201
September	034512	Cash Paym	VISA - BANKWEST	-\$360.00	WCEDP Golf Event	09/03/19	201
September	CANCEL	Cash Paym	VISA - BANKWEST	\$360.00	WCEDP Golf Event	09/04/19	201
September	034512	Cash Paym	VISA - BANKWEST	\$360.00	WCEDP Golf Event	09/03/19	201

Transaction Activity - EDA

Period Name	Check Nbr	Tran Name	Search Name	Amount	Comments	Check/Receipt Date	Fund
September	034512	Cash Paym	VISA - BANKWEST	\$360.00	WCEDP Golf Event	09/03/19	201
September	034512	Cash Paym	VISA - BANKWEST	-\$360.00	WCEDP Golf Event	09/03/19	201
September	034512	Cash Paym	VISA - BANKWEST	\$360.00	WCEDP Golf Event	09/03/19	201
Account Descr E 201-41330-437 Other Miscellaneous				\$2,859.14			
Account Descr E 205-49300-317 EDA BIF: Rent Reimbursement							
August	034472	Cash Paym	HANOVER FLOORING	\$800.00	Payment 1 of 3 - EDA Re	08/20/19	205
August	034472	Cash Paym	HANOVER FLOORING	\$800.00	Payment 2 of 3 - EDA Re	08/20/19	205
August	034472	Cash Paym	HANOVER FLOORING	\$800.00	Payment 3 of 3 - EDA Re	08/20/19	205
Account Descr E 205-49300-317 EDA BIF: Rent Reimbur				\$2,400.00			
Account Descr E 205-49300-318 EDA BIF: Matching Grant							
July	002738	Cash Paym	BIG BORE BBQ COMPANY	\$7,500.00	Matching Grant for Big B	07/29/19	205
Account Descr E 205-49300-318 EDA BIF: Matching Gra				\$7,500.00			
PL Type -E Expenditure				\$16,580.84			
Act Year 2019				\$162,569.74			
				\$162,569.74			

<u>Borrower</u>	<u>10/22/2019</u>	<u>Paid Through</u>
	\$ -	
Plug Technologies, Inc.	\$ 2,680.92	October
Hanover Dental	\$ -	Paid Off in January
Astro Engineering	\$ 86,946.59	October
Roy C. Inc.	\$ 5,416.70	October
BBBBQ LLC	\$ 90,382.21	October
Total	\$ 185,426.42	

Thursday, January 30th, 8 – 9 a.m., Hanover City Hall

HANOVER EDA PRESENTS

THE FOUR TYPES OF GOOGLE SEARCH

Hanover resident, business owner, and international speaker Kelly Baltzell, MA will give an engaging talk on how to gain customers using the four categories of Google Search: original organic search, local search, AdWords, and mobile search.

- What do each of the four types of search do and how do people engage with them?
- What does a company need to do to be seen in all four areas, and to get customers through the door?
- How do all four search areas interact together to form a seamless search experience for the consumer
- This is a foundational workshop for future topics, including how to set up Google My Business.

Please join us for a light breakfast and coffee.



RESERVE YOUR SPOT NOW!
PLEASE _____ AT _____ BY
_____.

POSITIVE BASED MARKETING
PositiveBasedMarketing.com

**Hanover Economic Development Authority
Special Revenue Fund**

Account	Description	2014	2015	2016	2017	2018	06-30-19	2019	% of	2020	%	Comments
		Actual	Actual	Actual	Actual	Actual	Actual	Budget	Budget	Budget	Change	
<u>Revenue Accounts</u>												
201-31000	PROPERTY TAXES	43,767	49,867	49,383	49,306	49,082	18,749	49,000		49,000		
201-31010	TAX ABATEMENT	4,000	0	1,222	0	0	0	0		0		
201-36200	MISCELLANEOUS REVENUES				0	500	0	0		0		
201-36210	INTEREST EARNINGS	102	815	905	1,213	1,212	342	0		0		
201-36215	INVESTMENT INCOME/LOSS	1,074	(65)	833	(403)	(336)	568	0		0		
201-33410	MV CREDIT	46	70	59	52	42	0	0		0		
Total Revenue		48,989	50,687	52,401	50,168	50,500	19,659	49,000	40%	49,000	0%	
<u>Expenditure Accounts</u>												
201-41330-111	COMMITTEE WAGES/MEETINGS	2,010	1,620	1,410	1,710	1,170	0	2,000		2,000		
201-41330-306	DUES & SUBSCRIPTIONS	1,198	487	320	310	310	310	500		500		Initiative Foundation & EDAM membership
201-41330-310	OTHER PROFESSIONAL SERVICES	23,850	10,840	7,766	7,564	9,618	7	10,000		5,000		Admin training included
201-41330-437	OTHER MISCELLANEOUS	4,537	4,562	4,600	112,480	6,779	999	5,500		5,500		Bus. Social, HHF Donation
201-41570-210	PURCH: SUPPLIES	0	0	0	0	0	0	1,000		1,000		
201-49360-700	TRANSFERS: BUSINESS INCENTIVE	15,000	15,000	0	0	0	0	30,000		35,000		
Total Expenditures		46,595	32,508	14,096	122,064	17,877	1,316	49,000	3%	49,000	0%	
Total Revenue Over Expenditures		6,261	18,178	38,305	(71,896)	32,623	18,344	0		0		

**Hanover Economic Development Authority
Business Incentive Fund**

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	06-30-19 Actual	2019 Budget	% of Budget	2020 Budget	% Change	Comments
<i>Revenue Accounts</i>												
205-33400	STATE GRANTS & AIDS	43,911	28,017	0	0	0	0	0		0		
205-36200	MISC REVENUES	100	0	0	0	2,000	0	0		0		
205-36210	INTEREST EARNINGS	1,693	2,968	3,706	3,536	4,290	2,109	0		3,500		
205-36215	INVESTMENT INCOME/LOSS	1,733	(79)	107	(1,212)	1,709	823	0		0		
205-36230	CONTRIBUTIONS & DONATIONS	0	0	0	0	0	0	0		0		
205-39203	TRANSFERS FROM OTHER FUNDS	15,000	15,000	0	0	0	0	30,000		35,000		
Total Revenue		62,437	45,905	3,813	2,323	7,999	2,933	30,000	10%	38,500	28%	
<i>Expenditure Accounts</i>												
205-49300-317	EDA: RENT REIMBURSEMENT	0	0	1,485	4,800	0	0	0		0		Rent Reimbursement Program
205-49300-318	EDA BIF: MATCHING GRANT	22,367	28,017	1,500	2,333	16,741	0	0		0		Matching Grant Program (loan & grant proceeds)
205-49300-319	EDA: LOANS	0	0	0	0	100,000	0	0		0		Low Interest Loan Program
Total Expenditures		22,367	28,017	2,985	7,133	116,741	0	0	#DIV/0!	0	#DIV/0!	
Total Revenue Over Expenditures		40,070	17,888	828	(4,810)	(108,742)	2,933	30,000		38,500		

Final Levy Certification

**STATE of MINNESOTA
COUNTY of WRIGHT
HANOVER EDA**

Return by: _____
District Taxes Voted

To the Auditor of Wright County: I hereby certify that the Hanover City Council, on behalf of the **Board for the Hanover EDA**, Counties of Wright and Hennepin, Minnesota, did at a meeting on _____ levy the following amount to be raised by taxation for the Hanover EDA for the payable year 2020.

2019 Preliminary

2020 Final

2019 Budget Requirement	2019 LGA	2019 Other Resources	2019 Tax Levy	# Fund	2020 Budget Requirement	2020 LGA	2020 Other Resources	2020 Certified Levy
49,000.00			49,000.00	5 Administration	49,000.00		0.00	49,000.00
49,000	0	0	49,000	Total	49,000	0	0	49,000

Dated this _____ day of _____, 2019.

Brian Hagen, City Administrator