

**AGENDA
HANOVER CITY COUNCIL
DECEMBER 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 2016 Election Canvassing Board (4)
 - b. Approve Minutes of November 15, 2016 City Council Work Session Meeting (5)
 - c. Approve Claims as Presented: (9)
 - Claims \$ 132,988.28
 - Payroll \$ 14,986.76
 - P/R taxes & Exp \$ 5,935.92
 - Other Claims \$ 2,874.00
 - Total Claims \$ 156,784.96
 - d. Res No 12-06-16-124 – Approving Multi-Family Rental Dwelling Licenses (37)
 - e. Res No 12-06-16-125 – Approving Purchase of Metal Locator (38)
 - f. Res No 12-06-16-126 – Approving Purchase of Fire Department Radios (40)
 - g. Res No 12-06-16-127 – Approving Purchase of Fire Department Helmets (42)
 - h. Res No 12-06-16-128 – Approving Purchase of Fire Department Apparel (43)
4. Citizen’s Forum:
5. Public Hearings
 - a. Truth in Taxation
6. Unfinished Business
 - a. Res No 12-06-16-129 – Awarding the sale of 2016A G.O. Bonds (44)
 - b. Res No 12-06-16-130 – Calling Redemption of the Outstanding 2009A G.O. (70)
 - c. Res No 12-06-16-131 – Calling Redemption of the 2010 Equipment Certificates (74)
 - d. Third Public Works Position (75)
 - e. 2017 Final Budget DRAFT 2 (76)
7. New Business
 - a. Res No 12-06-16-132 – Approving 2016 Staff Reviews (89)
 - b. Res No 12-06-16-133 – Approving Purchase of Mini Excavator (91)
 - c. Res No 12-06-16-134 – Approving AEM Financial Solutions, Audit Services Proposal (93)
 - d. Res No 12-06-16-135 – Approving Final Pay Voucher for CSAH 19 Sidewalk Extension (110)
 - e. 2016 Mahler Pit Annual Update (128)
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: December 2, 2016
Re: Review of December 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 2016 Election Canvassing Board (4)
 - b. Approve Minutes of November 15, 2016 City Council Work Session Meeting (5)
 - c. Approve Claims as Presented: (9)

➤ Claims	\$ 132,988.28
➤ Payroll	\$ 14,986.76
➤ P/R taxes & Exp	\$ 5,935.92
➤ Other Claims	<u>\$ 2,874.00</u>
➤ Total Claims	<u>\$ 156,784.96</u>
 - d. Res No 12-06-16-124 – Approving Multi-Family Rental Dwelling Licenses (37)
 - e. Res No 12-06-16-125 – Approving Purchase of Metal Locator (38)
 - f. Res No 12-06-16-126 – Approving Purchase of Fire Department Radios (40)
 - g. Res No 12-06-16-127 – Approving Purchase of Fire Department Helmets (42)
 - h. Res No 12-06-16-128 – Approving Purchase of Fire Department Apparel (43)
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
 - a. Truth in Taxation
6. Unfinished Business
 - a. Res No 12-06-16-129 – Awarding the sale of 2016A G.O. Bonds (44)
Tammy Omdal, Northland Securities will be present to review the final bond.
 - b. Res No 12-06-16-130 – Calling Redemption of the Outstanding 2009A G.O. (70)
This resolution is at the direction of Council to pay off existing debt with the goal of assisting to keep a flat tax rate.
 - c. Res No 12-06-16-131 – Calling Redemption of the 2010 Equipment Certificates (74)
This resolution is at the direction of Council to pay off existing debt with the goal of assisting to keep a flat tax rate.

d. Third Public Works Position (75)

Enclosed is a list of projects that have recently been contracted out versus completed in house. Costs associated with the project and an approximate cost savings have been identified.

e. 2017 Final Budget DRAFT 2 (76)

See enclosed, this is draft 2. Upon discussion, staff will make any last changes and prepare a resolution to certify the levy at the December 20, 2016 meeting.

7. New Business

a. Res No 12-06-16-132 – Approving 2016 Staff Reviews (89)

Reviews have been completed, and the enclosed resolution is a summary of results.

b. Res No 12-06-16-133 – Approving Purchase of Mini Excavator (91)

The enclosed quote is for purchasing a mini excavator. This equipment would assist public works in their duties related to stormwater management and ensuring the ditches and ponds are in working order in accordance with MS4 regulations. The quote also includes a jack hammer attachment to be used for other projects. Scott will be able to discuss further.

c. Res No 12-06-16-134 – Approving AEM Financial Solutions, Audit Services Proposal (93)

The enclosed proposal is for AEM Financial Solutions to review the audit documents prepared by Liz. Estimated time to review documents is approximately 15 hours. The proposal also includes the ability to prepare documents. The preparation of documents is not anticipated to be needed at this point.

d. Res No 12-06-16-135 – Approving Final Pay Voucher for CSAH 19 Sidewalk Extension (110)

The enclosed Pay Voucher is the first and final pay voucher. It is for the sidewalk extension project, as well as other smaller projects that were completed by Burschville Construction. Those projects included asphalt patch work in the Bridges at Hanover development, asphalt patching at the Historic Bridge, and sidewalk repairs at City Hall.

e. 2016 Mahler Pit Annual Update (128)

Enclosed is the annual update for the mining at Mahler Pit.

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

9. Adjournment

CITY OF HANOVER
2016 ELECTION CANVASSING BOARD DRAFT MINUTES

Call to Order

Mayor Kauffman called the 2016 Election Canvassing Board Meeting of Tuesday, November 15, 2016 to order at 5:45 p.m. Present were Chris Kauffman, John Vajda, Doug Hammerseng, Ken Warpula, and Jim Zajicek. Also present were City Administrator Brian Hagen and Accountant/Deputy Clerk Elizabeth Lindrud.

Approval of Agenda

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

Res No 11-15-16-123 – Canvassing Results and Declaring Winners of 2016 Municipal Election

Hagen stated that the results were tallied for both absentee voting and in person voting on Election Day. These results are present in the abstract within the Resolution. Hagen did note that some data related to election day registration, etc. was missing for the Wright County portion of Hanover. Wright County has not tallied this data and sent it to the State to be uploaded to a final abstract. Once this is complete, a final abstract would be printed for signatures.

MOTION by Zajicek to approve Res No 11-15-16-123, seconded by Hammerseng. **Motion carried unanimously.**

Adjournment

MOTION by Warpula to adjourn at 5:47 p.m., seconded by Hammerseng. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

**CITY OF HANOVER
CITY COUNCIL WORK SESSION
NOVEMBER 15, 2016 – DRAFT MINUTES**

Call to Order

Mayor Kauffman called the Regular City Council Work Session Meeting of Tuesday, November 15, 2016 to order at 6:00 p.m. Present were Chris Kauffman, 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 Butch Cox, Kathryn Lokken-Cox, Christy Hopp and Ann Hallstein. John Vajda was absent.

Approval of Agenda

Hagen added item 10.1 related to the purchase of a new firewall for the server.

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

Consent Agenda

Lindrud added a claim for Cardmember service in the amount of \$1,136.09 for Fire Department purchases, bringing claims to \$90,584.74 and total claims to \$104,135.34.

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

1. Consent Agenda Items:

a. Approve Minutes of November 1, 2016 City Council Meeting (3)

b. Approve Claims as Presented: (6)

➤ Claims	\$ 90,584.74
➤ Payroll	\$ 7,868.66
➤ P/R taxes & Exp	\$ 3,140.50
➤ Other Claims	<u>\$ 2,541.44</u>
➤ Total Claims	<u>\$ 104,135.34</u>

Motion carried unanimously.

Assessment Hearing – Fifth Street NE Watermain Extension Project

Messner gave an overview of the Fifth Street NE Watermain Extension project, the watermain was installed along the south side of Fifth Street NE and connected to the watermain along County Road 19 and the watermain along River Road. The final project cost was \$276,985.73 with 25% assessable to each benefiting property, which came to \$17,311.61 per property. The financing options are a 15-year assessment directly to property taxes or it can be paid in full by November 30th for 2016 or by November 14th going forward.

MOTION by Warpula to open the Public Hearing at 6:08 p.m., seconded by Zajicek. **Motion carried unanimously.**

Butch Cox stated that he had no recollection of being notified of the watermain project before it began. He also stated he thought there was an approach on his land before the project, but that approach is no longer there. Messer did not recall an approach on the land. He also explained that the City did notify all the property owners by mail, as well as following the proper Public Hearing process of posting notice and advertising in the newspaper. Hagen added that letters were sent to residents in the adjacent cul-de-sac as well, since they would be impacted by the construction.

Kauffman asked if there were any further comments. There were none.

MOTION by Warpula, to close the Public Hearing at 6:15 p.m., seconded by Hammerseng. **Motion carried unanimously.**

Res No 11-15-16-122 – Adopting 5th St. Watermain Extension Assessment

Messner stated that the Resolution will need to be updated to reflect a 0% interest rate, since the project was paid for in cash.

MOTION by Hammerseng to approve Res No 11-15-16-122 with the interest rate correction, seconded by Warpula. **Motion carried unanimously.**

Crow River Dr. No Parking

Hagen explained that he sent letters to each property on Crow River Drive in regards to adding No Parking to one side of the street. He did receive feedback from eight of the residents, all supporting the proposal. Discussion took place around which side to designate as No Parking, it was agreed the side with the least amount of homes.

MOTION by Hammerseng to approve No Parking on one side of Crow River Drive, seconded by Zajicek. **Motion carried unanimously.**

Speed Limit Follow Up

Hagen continued the discussion to lower the speed limit to 25 mph throughout Hanover. He stated both Wright County and Hennepin County Sheriff's gave feedback that they have not noticed that there is a speeding issue and that it is tough for residents to gauge if people are truly speeding. They suggested putting the speed trailers out more often. Both Counties also stated that if the City is going to lower the speed limit, it should be done City wide to avoid confusion. Council discussed options and directed Staff to raise awareness of the issue through the City Newsletter, Facebook, and Website.

Local Board of Appeals vs. Open Book Meeting Option

Hagen explained that the idea of switching to an Open Book meeting option was brought to Council last spring. The County would take on the appeals process fully and they meetings would be held at the County offices. The pros to the Open Book Meeting are that the property owners would not need to attend a public meeting and speak in front of others, the appeals often end up at the County level, and it gives property owners more time to appeal their assessment. The con to the Open Book Meeting is that the local officials give up interaction with residents at the local level. Kauffman stated there is now online training for the Local Board of Appeals process and directed Staff to send the information out to the rest of Council. Council agreed to keep the Local Board of Appeals.

Third Public Works Position

Vogel explained there was a list of all the current job duties that the public work staff handles. He further explained there are also items that he would like to start taking on in house with the addition of a third employee and the addition of MS4 regulations will also add a larger workload. Vogel stated that by doing the crack filling in house this summer roughly \$12,000 was saved. Kauffman suggested hiring a seasonal employee on with the opportunity to become full time. Discussion took place around if a qualified individual would apply for a position with no benefits and no guarantee they would be hired on full time. Hammerseng asked if the list of duties could be quantified.

Final Budget Draft 1

Lindrud stated the only change from Final Budget Draft 1 and the Preliminary Budget was the reduction in the Public Works Bond levy, which lowered the tax rate to 52.25%. Lindrud summarized the four options to pay off a portion of current debt to lower the tax rate. Option 1 would to leave the budget as is which provides a tax rate of 52.25%. Option 2, 3, and 4 would all utilize cash from the General Capital Fund to call some of the bonds before their maturity. Option 2 would require the least amount of cash, approximately \$95,000, while Option 3 would require around \$167,000 and Option 4 would

require \$187,000. Discussion took place around the ultimate goal to keep the tax rate flat. Council directed Staff to proceed with Option 2 and to find another \$17,000 to get the tax rate down to 49.50%.

Purchase of Firewall

Hagen stated that the City's current firewall expires this Sunday. The City can renew it for next year for approximately \$600 or purchase a new firewall with a 2 year license for \$1,134. Hagen explained that the City's IT contractor suggests buying a new firewall because it will have better features and technology.

MOTION by Hammerseng to approve the purchase of a new firewall, seconded by Warpula. **Motion carried unanimously.**

Reports

Messner:

- FEMA updated the floodplain maps and WSB has brought them into the GIS. Messner is creating maps with contours to show that the floodplain does not impact structures on resident's properties. Residents can then send these revision maps to their insurance companies.

Kauffman requested that Messner provide updated numbers for the Sewer and Road Improvements in the Pheasant Run neighborhood.

Vogel:

- Plows are out of storage and the mowers have been moved into storage.
- Maintenance work is being done on the plow truck.
- The new trail along the Greenhouse has been completed, there is still some restoration work to be done.
- The Community Hall walls were repainted.
- Looked at the bollards in Three Rivers Park, there is approximately five and half to six feet between the bollards they use on the trails. He stated that would not keep motorcycles off the Historic Bridge and anything closer together would make a very narrow opening for the bicyclists to fit through, so he did not install additional bollards on the bridge entrances.
- Christmas decorations will be hung next week.

Lindrud:

- Spent last week working at the elections and getting caught up after the elections.
- The Caring for Kids donation box was placed at City Hall today.

Hagen:

- Met with the Foxtailers, their plan is to lay down matting across six to eight feet of the bridge width and rope it off with cones, leave the other half of the bridge open to foot traffic. They will also provide signage that the bridge is open to one lane only of snowmobile traffic and only four snowmobiles should be on the bridge at one time.
- A precision manufacturing company is looking to move in the Rogers area, Hagen gave them information on the City owned two acres and the Pearson property. Currently they are looking to lease an existing facility, but Hanover was not out of the running.
- WCAT has concerns with the Trailblazer Transit board, there are concerns that the Director will lose his job on Thursday and Trailblazer Transit could dissolve immediately after. The Wright

County Administrators are putting together a study along with MNDOT to show the need for public transportation in the area.

- Biren will be sending out Hagen's 360 review. There will be a closed session at 6:30 p.m. on December 6th to go over the reviews.

Warpula:

- The Hanover Fire Department Poultry Social is this Friday.

Kauffman:

- Inquired when Fehn would start dirt work on the public works site. Hagen stated they would be starting shortly, possibly this week.
- Kauffman stated that while attending the NW Hennepin Mayors Meeting, he did learn that Cities can decide on the order that names appear on a ballot.
- Stated that many residents in the Pheasant Run neighborhood did express interest in having sewer installed.
- Related to the Bechtold property, Kauffman stated that it is the buyer, not the seller's responsibility to provide a perk test. Hagen stated that the City ordinance still requires the perk test before a lot split can be approved.

Adjournment

MOTION by Warpula to adjourn at 8:05 p.m., seconded by Hammerseng. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

CITY OF HANOVER

Payments

Current Period: December 2016

Batch Name	12/06/16 PAY				
Payment		Computer Dollar Amt	\$132,988.28	Posted	
Refer	1806 AFLAC				
Cash Payment	G 100-21706 Medical/Dental Ins				\$134.16
Invoice	869594	11/12/2016			
Transaction Date	11/21/2016	Due 0	Cash	10100	Total \$134.16
Refer	1811 ALLINA HEALTH SYSTEM				
Cash Payment	E 100-42240-310 Other Professional Servi				\$729.50
Invoice	110021297	10/31/2016			
Transaction Date	11/30/2016	Due 0	Cash	10100	Total \$729.50
Refer	1787 ANDERSON, MARJORIE				
Cash Payment	G 100-22000 Deposits				\$200.00
Invoice		11/14/2016			
Transaction Date	11/14/2016	Due 0	Cash	10100	Total \$200.00
Refer	1801 ASPEN EQUIPMENT CO.				
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE				\$300.00
Invoice	10169597	11/22/2016			
Transaction Date	11/28/2016	Due 0	Cash	10100	Total \$300.00
Refer	1797 ASSURANT EMPLOYEE BENEFITS				
Cash Payment	G 100-21707 Life Ins				\$383.65
Invoice		11/28/2016			
Transaction Date	11/28/2016	Due 0	Cash	10100	Total \$383.65
Refer	1796 AT&T MOBILITY				
Cash Payment	E 100-43000-321 Telephone				\$138.02
Invoice	X11252016	11/17/2016			
Transaction Date	11/28/2016	Due 0	Cash	10100	Total \$138.02
Refer	1798 BANKWEST - ROCKFORD				
Cash Payment	E 313-47000-601 Debt Srv Bond Principal				\$21,138.12
Invoice		11/17/2016			
Cash Payment	E 313-47000-611 Bond Interest				\$259.45
Invoice		11/17/2016			
Transaction Date	11/17/2016	Due 0	Cash	10100	Total \$21,397.57
Refer	1784 BIFFS INC.				
Cash Payment	E 100-45200-580 Other Equipment				\$91.61
Invoice	W618415-IN	11/9/2016			
Cash Payment	E 100-45200-580 Other Equipment				\$95.00
Invoice	W618416-IN	11/9/2016			
Cash Payment	E 100-45200-580 Other Equipment				\$91.61
Invoice	W618417-IN	11/9/2016			
Cash Payment	E 100-45200-580 Other Equipment				\$91.61
Invoice	W618418-IN	11/9/2016			
Transaction Date	11/14/2016	Due 0	Cash	10100	Total \$369.83
Refer	1808 BOIE, MATHEW				

CITY OF HANOVER

Payments

Current Period: December 2016

Cash Payment	E 100-41330-111 Committee Wages/Meeti	Park Board Meetings - 2016				\$360.00
Invoice	11/28/2016					
Transaction Date	11/28/2016	Due 0	Cash	10100	Total	\$360.00
Refer	1802 BOYER TRUCKS				<u>Ck# 001796E 12/6/2016</u>	
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	2007 Plow Truck - Filter for Power Steering				\$18.21
Invoice	175793R	11/22/2016				
Transaction Date	11/28/2016	Due 0	Cash	10100	Total	\$18.21
Refer	1796 BRADLEY, THOMAS				<u>Ck# 032252 12/6/2016</u>	
Cash Payment	G 818-20200 Accounts Payable	Refund CUP Escrow Balance				\$750.06
Invoice	11/17/2016				Project 208226	
Transaction Date	11/17/2016	Due 0	Cash	10100	Total	\$750.06
Refer	1815 CITY OF ST. MICHAEL				<u>Ck# 001800E 12/6/2016</u>	
Cash Payment	E 602-49455-310 Other Professional Servi	SAC Fees - 10875 Settlers Lane				\$37,696.00
Invoice	11/30/2016					
Cash Payment	E 602-49455-310 Other Professional Servi	SAC Fees - 607 Kayla Lane				\$4,712.00
Invoice	11/30/2016					
Transaction Date	11/30/2016	Due 0	Cash	10100	Total	\$42,408.00
Refer	1813 CLASSIC CLEANING COMPANY, LL				<u>Ck# 032253 12/6/2016</u>	
Cash Payment	E 100-41940-310 Other Professional Servi	Monthly Cleaning Fire Hall - November 2016				\$15.00
Invoice	24391	11/8/2016				
Cash Payment	E 100-41940-310 Other Professional Servi	Monthly Cleaning City Hall - November 2016				\$325.00
Invoice	24390	11/8/2016				
Cash Payment	E 100-41940-310 Other Professional Servi	Special Cleaning City Hall - November 12, 19, 25, 27				\$260.00
Invoice	24390	11/8/2016				
Transaction Date	11/30/2016	Due 0	Cash	10100	Total	\$600.00
Refer	1794 COLLABORATIVE PLANNING LLC				<u>Ck# 001785E 12/6/2016</u>	
Cash Payment	E 100-41910-310 Other Professional Servi	General Planning				\$5,047.00
Invoice	2016-097	11/17/2016				
Cash Payment	G 818-20200 Accounts Payable	Ginseng CUP				\$73.50
Invoice	2016-096	11/17/2016			Project 208226	
Transaction Date	11/17/2016	Due 0	Cash	10100	Total	\$5,120.50
Refer	1807 COLONIAL LIFE				<u>Ck# 032254 12/6/2016</u>	
Cash Payment	G 100-21706 Medical/Dental Ins	Supplemental Insurance - December 2016				\$30.26
Invoice	4475836-120115	11/21/2016				
Transaction Date	11/29/2016	Due 0	Cash	10100	Total	\$30.26
Refer	1818 COMCAST				<u>Ck# 032255 12/6/2016</u>	
Cash Payment	E 100-41940-321 Telephone	Digital Voice & Internet - December 2016				\$279.96
Invoice	11/25/2016					
Transaction Date	12/1/2016	Due 0	Cash	10100	Total	\$279.96
Refer	1801 CULLINAN, KATHY				<u>Ck# 032256 12/6/2016</u>	
Cash Payment	G 100-22000 Deposits	Hall Rental - 11/19/16				\$200.00
Invoice	11/21/2016					
Transaction Date	11/21/2016	Due 0	Cash	10100	Total	\$200.00
Refer	1792 DELTA DENTAL				<u>Ck# 032257 12/6/2016</u>	

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Payments

Current Period: December 2016

Cash Payment	G 100-21706 Medical/Dental Ins	Dental Premiums - December 2016				\$125.10
Invoice	6705581	11/15/2016				
Transaction Date	11/17/2016	Due 0	Cash	10100	Total	\$125.10
Refer	1800 <u>DYNA SYSTEMS</u>			<u>Ck# 032258 12/6/2016</u>		
Cash Payment	E 100-43000-240 Small Tools and Minor E	Butt Connector Blue Nyl Insul (50)				\$20.72
Invoice	23087107	11/17/2016				
Cash Payment	E 100-43000-240 Small Tools and Minor E	Cable Tie 50lb bag (100)				\$22.41
Invoice	23087107	11/17/2016				
Cash Payment	E 100-43000-240 Small Tools and Minor E	Cryocobalt Bits 18 PC				\$169.39
Invoice	23087107	11/17/2016				
Cash Payment	E 100-43000-240 Small Tools and Minor E	Shipping				\$23.25
Invoice	23087107	11/17/2016				
Transaction Date	11/28/2016	Due 0	Cash	10100	Total	\$235.77
Refer	1805 <u>ECM PUBLISHERS, INC.</u>			<u>Ck# 001788E 12/6/2016</u>		
Cash Payment	E 100-41970-351 Legal Notices Publishing	PHN - Accessory Structures				\$63.32
Invoice	431101	11/17/2016				
Transaction Date	11/21/2016	Due 0	Cash	10100	Total	\$63.32
Refer	1809 <u>EMERGENCY APPARATUS</u>			<u>Ck# 032259 12/6/2016</u>		
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE	Pump Testing - Engine 11				\$1,016.76
Invoice	89707	10/14/2016				
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE	Pump Testing - Engine 12				\$820.00
Invoice	89708	10/14/2016				
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE	Pump Testing - Engine 11				\$1,000.49
Invoice	90107	10/14/2016				
Transaction Date	11/30/2016	Due 0	Cash	10100	Total	\$2,837.25
Refer	1803 <u>FAMILY HERITAGE LIFE INSURAN</u>			<u>Ck# 001787E 12/6/2016</u>		
Cash Payment	G 100-21706 Medical/Dental Ins	Supplemental Insurance - November 2016				\$76.10
Invoice	604749					
Transaction Date	11/21/2016	Due 0	Cash	10100	Total	\$76.10
Refer	1810 <u>FIRE SAFETY USA, INC.</u>			<u>Ck# 032260 12/6/2016</u>		
Cash Payment	E 100-42260-240 Small Tools and Minor E	Glas-Master Tool				\$182.50
Invoice	94918	11/15/2016				
Cash Payment	E 100-42260-240 Small Tools and Minor E	Replacement Blade for Glass Master Tool (3)				\$85.50
Invoice	94918	11/15/2016				
Cash Payment	E 100-42220-260 Uniforms	Viper Coat (3)				\$4,140.00
Invoice	95145	11/23/2016				
Cash Payment	E 100-42220-260 Uniforms	Viper Pant (3)				\$2,625.00
Invoice	95145	11/23/2016				
Cash Payment	E 100-42220-260 Uniforms	Shipping				\$50.00
Invoice	95145	11/23/2016				
Transaction Date	11/30/2016	Due 0	Cash	10100	Total	\$7,083.00
Refer	1794 <u>GLEASON, TOM</u>			<u>Ck# 001794E 12/6/2016</u>		
Cash Payment	E 100-41330-111 Committee Wages/Meeti	Park Board Meetings - 2016				\$480.00
Invoice		11/28/2016				
Transaction Date	11/28/2016	Due 0	Cash	10100	Total	\$480.00
Refer	1808 <u>GRANITE ELECTRONICS</u>			<u>Ck# 032261 12/6/2016</u>		

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Payments

Current Period: December 2016

Cash Payment	E 100-42260-323 Radio Units	Radio Repair			\$393.00
Invoice	153003080-1	11/23/2016			
Cash Payment	E 100-42260-323 Radio Units	Shipping			\$7.00
Invoice	153003080-1	11/23/2016			
Transaction Date	11/30/2016	Due 0	Cash	10100	Total \$400.00
Refer	1816 <u>GRONSBERG, BRIAN</u>	<u>Ck# 032262 12/6/2016</u>			
Cash Payment	E 100-42210-103 Part-Time Employees	Assist with Maple Grove Triathlon			\$100.00
Invoice		12/1/2016			
Transaction Date	12/1/2016	Due 0	Cash	10100	Total \$100.00
Refer	1804 <u>HILLUKA, KEVIN</u>	<u>Ck# 032263 12/6/2016</u>			
Cash Payment	G 100-20200 Accounts Payable	Hall Rental - 11/24/16			\$200.00
Invoice		11/28/2016			
Transaction Date	11/28/2016	Due 0	Cash	10100	Total \$200.00
Refer	1795 <u>J P BROOKS, INC</u>	<u>Ck# 032264 12/6/2016</u>			
Cash Payment	E 815-48200-810 Refunds & Reimburseme	Landscape - 545 Kayla			\$2,000.00
Invoice		11/17/2016			
Transaction Date	11/17/2016	Due 0	Cash	10100	Total \$2,000.00
Refer	1814 <u>JOINT POWERS WATER BOARD</u>	<u>Ck# 032265 12/6/2016</u>			
Cash Payment	E 601-49410-310 Other Professional Servi	WAC Fees - 10875 Settlers Lane			\$16,008.00
Invoice		11/30/2016			
Cash Payment	E 601-49410-310 Other Professional Servi	WAC Fees - 607 Kayla			\$2,001.00
Invoice		11/30/2016			
Transaction Date	11/30/2016	Due 0	Cash	10100	Total \$18,009.00
Refer	1797 <u>LIBERT, DAVE</u>	<u>Ck# 032266 12/6/2016</u>			
Cash Payment	G 818-20200 Accounts Payable	Refund for Escrow Balance - Libert Property			\$170.35
Invoice		11/17/2016		Project 208215	
Transaction Date	11/17/2016	Due 0	Cash	10100	Total \$170.35
Refer	1793 <u>LOFFLER COMPANIES, INC.</u>	<u>Ck# 032267 12/6/2016</u>			
Cash Payment	E 100-41570-220 Repair/Maint Supply (GE	Contract Overage Charge - 10/17/16 - 11/16/16			\$108.50
Invoice	2372859	11/10/2016			
Transaction Date	11/17/2016	Due 0	Cash	10100	Total \$108.50
Refer	1817 <u>MALEWICKI, DAVID</u>	<u>Ck# 032268 12/6/2016</u>			
Cash Payment	E 100-42210-103 Part-Time Employees	Assist with Maple Grove Triathlon			\$100.00
Invoice		12/1/2016			
Transaction Date	12/1/2016	Due 0	Cash	10100	Total \$100.00
Refer	1790 <u>MENARDS-BUFFALO</u>	<u>Ck# 032269 12/6/2016</u>			
Cash Payment	E 100-43000-215 Shop Supplies	48' digital box level			\$129.99
Invoice	27005	11/4/2016			
Cash Payment	E 100-43000-215 Shop Supplies	Round white wood seat			\$5.44
Invoice	27005	11/4/2016			
Cash Payment	E 100-43000-215 Shop Supplies	50 pk 18MM Snap Blades			\$8.99
Invoice	27005	11/4/2016			
Transaction Date	11/14/2016	Due 0	Cash	10100	Total \$144.42
Refer	1786 <u>METRO WEST INSPECTION SERVI</u>	<u>Ck# 032270 12/6/2016</u>			
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 19-15 - 11235 Lambert Ct			\$2,651.44
Invoice		11/11/2016			

CITY OF HANOVER

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Current Period: December 2016

Cash Payment Invoice	E 100-42401-310 Other Professional Servi	Pmt 24-16 - 11605 Lynwood Ave NE	\$96.59
	11/11/2016		
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	Pmt 51-16 - 11680 10th St NE	\$112.76
	11/11/2016		
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	Pmt 52-16 - 1036 Emerald St NE	\$137.01
	11/11/2016		
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	Pmt 59-16 - 583 Kayla Ln	\$1,404.65
	11/11/2016		
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	Pmt 72-16 - 835 Kadler Ave NE	\$96.59
	11/11/2016		
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	Pmt 74-16 - 1044 Mallard St NE	\$128.93
	11/11/2016		
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	Pmt 77-16 - 1341 Oakwood Ln	\$64.25
	11/11/2016		
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	Pmt 79-16 - 10725 Settlers Lane	\$1,271.09
	11/11/2016		
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	Pmt 81-16 - 10010 Jasmine Ave NE	\$259.20
	11/11/2016		
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	Pmt 86-16 - 11220 River Road NE	\$64.25
	11/11/2016		
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	Pmt 89-16 - 655 Kadler Cr	\$1,350.93
	11/11/2016		
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	Pmt 94-16 - 11586 11th St	\$1,112.09
	11/11/2016		
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	Pmt 95-16 - 11562 11th St	\$1,124.20
	11/11/2016		
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	Pmt 96-16 - 1041 Emerald St	\$1,328.24
	11/11/2016		
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	Pmt 112-16 - 10617 106th Ave N	\$186.40
	11/11/2016		
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	Pmt 128-16 - 10800 Beebe Lake Rd	\$56.16
	11/11/2016		
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	Pmt 133-16 - 11344 Crow River Drive	\$33.25
	11/11/2016		
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	Pmt 135-16 - 10533 Beebe Rd	\$33.25
	11/11/2016		
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	Pmt 136-16 - 10560 108th Ave N	\$33.25
	11/11/2016		
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	Pmt 137-16 - 338 Jandell Ave NE	\$33.25
	11/11/2016		
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	Pmt 141-16 - 671 Kayla Ln	\$33.25
	11/11/2016		
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	Pmt 145-16 - 10731 & 10733 Settlers Ln	\$33.25
	11/11/2016		
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	Pmt 146-16 - 10735 & 10737 Settlers Ln	\$33.25
	11/11/2016		
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	Pmt 147-16 - 10761 Settlers Ln	\$33.25
	11/11/2016		
Cash Payment Invoice	E 100-42401-310 Other Professional Servi	Pmt 148-16 - 10709 & 10711 Settlers Ln	\$33.25
	11/11/2016		

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Payments

Current Period: December 2016

Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 149-16 - 10705 & 10707 Settlers LN			\$33.25
Invoice	11/11/2016				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 150-16 - 10787 Settlers Ln			\$33.25
Invoice	11/11/2016				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 151-16 - 10785 Settlers Ln			\$33.25
Invoice	11/11/2016				
Cash Payment	E 100-42401-310 Other Professional Servi	Pmt 157-16 - 10437 Kaland Ln NE			\$33.25
Invoice	11/11/2016				
Cash Payment	E 100-42401-310 Other Professional Servi	Erosion Control Stop - Greenhouse			\$12.50
Invoice	11/11/2016				
Cash Payment	E 100-42401-310 Other Professional Servi	Erosion Control Stop - 11589 Erin St			\$12.50
Invoice	11/11/2016				
Cash Payment	E 100-42401-310 Other Professional Servi	Erosion Control Stop - 10119 Kaitlin			\$12.50
Invoice	11/11/2016				
Transaction Date	11/14/2016	Due 0	Cash	10100	Total \$11,914.53
Refer	1788 NW HOMESCHOOL ATHLETIC CO		Ck# 032271	12/6/2016	
Cash Payment	G 100-22000 Deposits	Hall Rental - 11/11/16			\$200.00
Invoice	11/14/2016				
Transaction Date	11/14/2016	Due 0	Cash	10100	Total \$200.00
Refer	1809 PETERSON, ABBY		Ck# 001790E	12/6/2016	
Cash Payment	E 100-41330-111 Committee Wages/Meeti	Park Board Meetings - 2016			\$330.00
Invoice	11/28/2016				
Transaction Date	11/28/2016	Due 0	Cash	10100	Total \$330.00
Refer	1803 RANDYS ENVIRONMENTAL SERVI		Ck# 032272	12/6/2016	
Cash Payment	E 100-43245-384 Refuse/Garbage Dispos	Recycling - November 2016			\$3,184.64
Invoice	11/19/2016				
Transaction Date	11/28/2016	Due 0	Cash	10100	Total \$3,184.64
Refer	1785 RUPP ANDERSON SQUIRES & WA		Ck# 032273	12/6/2016	
Cash Payment	E 100-41610-304 Legal Fees	Miscellaneous			\$407.30
Invoice 4859	11/10/2016				
Cash Payment	E 100-41610-304 Legal Fees	City Council and Board/Commission Meetings			\$300.00
Invoice 4859	11/10/2016				
Cash Payment	E 100-41610-304 Legal Fees	Greenhouse Land Purchase Agreement			\$0.94
Invoice 4859	11/10/2016	Project 208204			
Transaction Date	11/14/2016	Due 0	Cash	10100	Total \$708.24
Refer	1802 S E H		Ck# 001786E	12/6/2016	
Cash Payment	E 201-41330-310 Other Professional Servi	EDA Services - October 2016			\$722.50
Invoice 324450	11/14/2016				
Transaction Date	11/21/2016	Due 0	Cash	10100	Total \$722.50
Refer	1799 SAFETY TRAIN, INC.		Ck# 032274	12/6/2016	
Cash Payment	G 100-15500 Prepaid Items	2017 Safety Training			\$950.00
Invoice	11/11/2016				
Transaction Date	11/28/2016	Due 0	Cash	10100	Total \$950.00
Refer	1800 SILBERNICK, LISA & JEREMIAH		Ck# 032275	12/6/2016	
Cash Payment	E 815-48200-810 Refunds & Reimburseme	Landscaping - 11538 Lynwood Ct NE			\$2,000.00
Invoice	11/18/2016				

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Payments

Current Period: December 2016

Cash Payment	E 811-48200-810 Refunds & Reimburseme	Erosion - 11538 Lynwood Ct NE				\$2,000.00
Invoice						
	11/18/2016					
Transaction Date	11/18/2016	Due 0	Cash	10100	Total	\$4,000.00
Refer	1811 STREHLOW, ABBY					
Cash Payment	E 100-41330-111 Committee Wages/Meeti	Park Board Meetings - 2016				\$270.00
Invoice						
	11/28/2016					
Transaction Date	11/28/2016	Due 0	Cash	10100	Total	\$270.00
Refer	1789 T&S TRUCKING OF BUFFALO INC					
Cash Payment	E 100-43121-224 Street Maint Materials	Street Sweeping - 23.75 hrs Fall 2016				\$1,781.25
Invoice 156						
	11/12/2016					
Transaction Date	11/14/2016	Due 0	Cash	10100	Total	\$1,781.25
Refer	1805 THOMSEN, JODI					
Cash Payment	G 100-20200 Accounts Payable	Hall Rental - 11/27/16				\$200.00
Invoice						
	11/28/2016					
Transaction Date	11/28/2016	Due 0	Cash	10100	Total	\$200.00
Refer	1795 VISA - BANKWEST					
Cash Payment	E 100-41110-111 Committee Wages/Meeti	Candy - Council Meetings				\$81.72
Invoice						
	11/18/2016					
Cash Payment	E 100-41570-200 Office Supplies (GENER	Tax Forms - 2016				\$103.28
Invoice						
	11/18/2016					
Cash Payment	E 100-41600-310 Other Professional Servi	MSFT Online Exchange				\$28.00
Invoice						
	11/18/2016					
Cash Payment	E 100-41570-322 Postage	Postage				\$1.57
Invoice						
	11/18/2016					
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	Lmg Amg Mega Fuse Holder w/Cover				\$78.41
Invoice						
	11/18/2016					
Cash Payment	E 100-43000-260 Uniforms	Work Boots				\$143.99
Invoice						
	11/18/2016					
Cash Payment	E 100-41410-310 Other Professional Servi	Curtain - 2016 General Election				\$40.00
Invoice						
	11/18/2016					
Cash Payment	E 100-41410-200 Office Supplies (GENER	Election - Labels				\$28.38
Invoice						
	11/18/2016					
Cash Payment	E 100-41410-200 Office Supplies (GENER	Election - Pens				\$9.19
Invoice						
	11/18/2016					
Cash Payment	E 100-41410-200 Office Supplies (GENER	Election Judge Food - General Election				\$169.83
Invoice						
	11/18/2016					
Cash Payment	E 100-42260-220 Repair/Maint Supply (GE	Whelen Rotating Beacon				\$130.00
Invoice						
	11/18/2016					
Cash Payment	E 100-43000-260 Uniforms	Jackets (2)				\$153.93
Invoice						
	11/18/2016					
Cash Payment	E 100-41570-205 Bank Fees	Finance Charge				\$17.45
Invoice						
	11/18/2016					
Transaction Date	11/28/2016	Due 0	Cash	10100	Total	\$985.75
Refer	1807 VOGEL, SCOTT					
Cash Payment	E 100-42280-215 Shop Supplies	Kerosene - 27.701 Gallons				\$86.43
Invoice						
	11/22/2016					
Transaction Date	11/22/2016	Due 0	Cash	10100	Total	\$86.43

CITY OF HANOVER

Payments

Current Period: December 2016

Refer	1812 WALDORF, BOB		<u>Ck# 032281 12/6/2016</u>		
Cash Payment	E 100-42220-580 Other Equipment		Water and Powerade		\$112.83
Invoice	11/18/2016				
Cash Payment	E 100-42210-103 Part-Time Employees		Assist with Maple Grove Triathlon		\$100.00
Invoice	11/18/2016				
Transaction Date	11/30/2016	Due 0	Cash	10100	Total \$212.83
Refer	1799 WEX BANK		<u>Ck# 032282 12/6/2016</u>		
Cash Payment	E 100-42260-212 Motor Fuels		FD Fuel		\$269.82
Invoice	47664715 11/15/2016				
Cash Payment	E 100-43000-212 Motor Fuels		PW Fuel		\$164.72
Invoice	47663563 11/15/2016				
Cash Payment	E 100-43000-215 Shop Supplies		PW Vehicle Wash		\$10.48
Invoice	47663563 11/15/2016				
Cash Payment	E 100-45200-212 Motor Fuels		Parks Fuel		\$74.35
Invoice	11/15/2016				
Transaction Date	11/18/2016	Due 0	Cash	10100	Total \$519.37
Refer	1810 WILLIAMS, COLLEEN		<u>Ck# 032283 12/6/2016</u>		
Cash Payment	E 100-41330-111 Committee Wages/Meeti		Park Board Meetings - 2016		\$60.00
Invoice	11/28/2016				
Transaction Date	11/28/2016	Due 0	Cash	10100	Total \$60.00
Refer	1806 WRIGHT COUNTY MAYORS ASSO		<u>Ck# 032284 12/6/2016</u>		
Cash Payment	E 100-41110-306 Dues & Subscriptions		Wright County Mayors Association Dues - 2016		\$200.00
Invoice	11/29/2016				
Transaction Date	11/29/2016	Due 0	Cash	10100	Total \$200.00
Refer	1798 WRIGHT-HENNEPIN COOPERATIV		<u>Ck# 001795E 12/6/2016</u>		
Cash Payment	E 100-45200-381 Electric Utilities		Eagleview Park		\$66.24
Invoice	11/17/2016				
Transaction Date	11/28/2016	Due 0	Cash	10100	Total \$66.24
Refer	1804 XCEL ENERGY		<u>Ck# 032285 12/6/2016</u>		
Cash Payment	E 100-42280-381 Electric Utilities		Fire Hall - 10/04/16 - 11/02/16		\$280.14
Invoice	524608846 11/16/2016				
Cash Payment	E 100-43160-381 Electric Utilities		City Hall - 10/04/16 - 11/02/16		\$521.72
Invoice	524608846 11/16/2016				
Cash Payment	E 100-45200-381 Electric Utilities		Historical Bridge Lighting - 10/04/16 - 11/02/16		\$90.71
Invoice	524608846 11/16/2016				
Cash Payment	E 100-43160-381 Electric Utilities		209 Labeaux Ave - 10/04/16 - 11/02/16		\$42.51
Invoice	524608846 11/16/2016				
Cash Payment	E 100-45200-381 Electric Utilities		Cardinal Circle Park - 10/04/16 - 11/02/16		\$15.56
Invoice	524608846 11/16/2016				
Cash Payment	E 100-45200-381 Electric Utilities		1033 Mallard St NE - 10/04/16 - 11/02/16		\$11.98
Invoice	524608846 11/16/2016				
Cash Payment	E 100-45200-381 Electric Utilities		751 Labeaux Ave - 10/04/16 - 11/02/16		\$81.35
Invoice	524608846 11/16/2016				
Transaction Date	11/21/2016	Due 0	Cash	10100	Total \$1,043.97

Payments

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Fund Summary

	10100 Cash
818 MISC ESCROWS FUND	\$993.91
815 LANDSCAPE ESCROW FUND	\$4,000.00
811 EROSION CONTROL ESCROW FUND	\$2,000.00
602 SEWER ENTERPRISE FUND	\$42,408.00
601 WATER ENTERPRISE FUND	\$18,009.00
313 2010 GO EQUIPMENT CERTIFICATES	\$21,397.57
201 EDA SPECIAL REVENUE FUND	\$722.50
100 GENERAL FUND	\$43,457.30
	<hr/>
	\$132,988.28

Pre-Written Check	\$132,988.28
Checks to be Generated by the Computer	\$0.00
Total	<hr/>
	\$132,988.28

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*Check Summary Register©

Cks 12/6/2016 - 12/6/2016

Name	Check Date	Check Amt	
10100 Cash			
Paid Chk# 001784E BIFFS INC.	12/6/2016	\$369.83	Pheasant Run Park
Paid Chk# 001785E Collaborative Planning LLC	12/6/2016	\$5,120.50	General Planning
Paid Chk# 001786E Short Elliott Hendrickson, Inc	12/6/2016	\$722.50	EDA Services - October 2016
Paid Chk# 001787E FAMILY HERITAGE LIFE INSURA	12/6/2016	\$76.10	Supplemental Insurance - Novem
Paid Chk# 001788E ECM PUBLISHERS, INC.	12/6/2016	\$63.32	PHN - Accessory Structures
Paid Chk# 001789E AFLAC	12/6/2016	\$134.16	Supplemental Insurance - Novem
Paid Chk# 001790E PETERSON, ABBY	12/6/2016	\$330.00	Park Board Meetings - 2016
Paid Chk# 001794E GLEASON, TOM	12/6/2016	\$480.00	Park Board Meetings - 2016
Paid Chk# 001795E Wright-Hennepin Coop Electric	12/6/2016	\$66.24	Eagleview Park
Paid Chk# 001796E BOYER TRUCKS	12/6/2016	\$18.21	2007 Plow Truck - Filter for P
Paid Chk# 001799E ALLINA HEALTH SYSTEM	12/6/2016	\$729.50	Medical Directorship - 4th Qua
Paid Chk# 001800E CITY OF ST. MICHAEL	12/6/2016	\$42,408.00	SAC Fees - 10875 Settlers Lane
Paid Chk# 032246 ANDERSON, MARJORIE	12/6/2016	\$200.00	Hall Rental - 11/13/16
Paid Chk# 032247 ASPEN EQUIPMENT CO.	12/6/2016	\$300.00	2007 Plow Truck - Salt Spread
Paid Chk# 032248 ASSURANT EMPLOYEE BENEFIT	12/6/2016	\$383.65	Life Insurance - December 2016
Paid Chk# 032249 AT&T MOBILITY	12/6/2016	\$138.02	PW Cell Phones - 10/18/16 - 11
Paid Chk# 032250 BANKWEST - ROCKFORD	12/6/2016	\$21,397.57	2007 Frieghtliner Tanker
Paid Chk# 032251 BOIE, MATHEW	12/6/2016	\$360.00	Park Board Meetings - 2016
Paid Chk# 032252 BRADLEY, THOMAS	12/6/2016	\$750.06	Refund CUP Escrow Balance
Paid Chk# 032253 CLASSIC CLEANING COMPANY	12/6/2016	\$600.00	Monthly Cleaning Fire Hall - N
Paid Chk# 032254 COLONIAL LIFE	12/6/2016	\$30.26	Supplemental Insurance - Decem
Paid Chk# 032255 COMCAST	12/6/2016	\$279.96	Digital Voice & Internet - Dec
Paid Chk# 032256 CULLINAN, KATHY	12/6/2016	\$200.00	Hall Rental - 11/19/16
Paid Chk# 032257 Delta Dental of Minnesota	12/6/2016	\$125.10	Dental Premiums - December 201
Paid Chk# 032258 DYNA SYSTEMS	12/6/2016	\$235.77	Shipping
Paid Chk# 032259 EMERGENCY APPARATUS	12/6/2016	\$2,837.25	Pump Testing - Engine 11
Paid Chk# 032260 FIRE SAFETY USA, INC.	12/6/2016	\$7,083.00	Glas-Master Tool
Paid Chk# 032261 GRANITE ELECTRONICS	12/6/2016	\$400.00	Shipping
Paid Chk# 032262 GRONSBURG, BRIAN	12/6/2016	\$100.00	Assist with Maple Grove Triath
Paid Chk# 032263 HILLUKA, KEVIN	12/6/2016	\$200.00	Hall Rental - 11/24/16
Paid Chk# 032264 J P BROOKS, INC	12/6/2016	\$2,000.00	Landscape - 545 Kayla
Paid Chk# 032265 JOINT POWERS WATER BOARD	12/6/2016	\$18,009.00	WAC Fees - 607 Kayla
Paid Chk# 032266 LIBERT, DAVE	12/6/2016	\$170.35	Refund for Escrow Balance - Li
Paid Chk# 032267 LOFFLER COMPANIES, INC.	12/6/2016	\$108.50	Contract Overage Charge - 10/1
Paid Chk# 032268 MALEWICKI, DAVID	12/6/2016	\$100.00	Assist with Maple Grove Triath
Paid Chk# 032269 MENARDS-BUFFALO	12/6/2016	\$144.42	48' digital box level
Paid Chk# 032270 METRO WEST INSPECTION SER	12/6/2016	\$11,914.53	Pmt 77-16 - 1341 Oakwood Ln
Paid Chk# 032271 NW HOMESCHOOL ATHLETIC C	12/6/2016	\$200.00	Hall Rental - 11/11/16
Paid Chk# 032272 Randy's Environmental Services	12/6/2016	\$3,184.64	Recycling - November 2016
Paid Chk# 032273 Rupp Anderson Squires & Waldsp	12/6/2016	\$708.24	Miscellaneous
Paid Chk# 032274 SAFETY TRAIN, INC.	12/6/2016	\$950.00	2017 Safety Training
Paid Chk# 032275 SILBERNICK, LISA & JEREMIAH	12/6/2016	\$4,000.00	Landscaping - 11538 Lynwood Ct
Paid Chk# 032276 STREHLOW, ABBY	12/6/2016	\$270.00	Park Board Meetings - 2016
Paid Chk# 032277 T&S TRUCKING OF BUFFALO IN	12/6/2016	\$1,781.25	Street Sweeping - 23.75 hrs Fa
Paid Chk# 032278 THOMSEN, JODI	12/6/2016	\$200.00	Hall Rental - 11/27/16
Paid Chk# 032279 VISA	12/6/2016	\$985.75	MSFT Online Exchange

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Cks 12/6/2016 - 12/6/2016

	Name	Check Date	Check Amt	
Paid Chk# 032280	VOGEL, SCOTT	12/6/2016	\$86.43	Kerosene - 27.701 Gallons
Paid Chk# 032281	WALDORF, BOB	12/6/2016	\$212.83	Water and Powerade
Paid Chk# 032282	WEX BANK	12/6/2016	\$519.37	PW Fuel
Paid Chk# 032283	WILLIAMS, COLLEEN	12/6/2016	\$60.00	Park Board Meetings - 2016
Paid Chk# 032284	WRIGHT COUNTY MAYORS ASS	12/6/2016	\$200.00	Wright County Mayors Associati
Paid Chk# 032285	XCEL ENERGY	12/6/2016	\$1,043.97	City Hall - 10/04/16 - 11/02/1
		Total Checks	\$132,988.28	

FILTER: None

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

1785

November 17, 2016

City of Hanover
PO Box 278
Hanover, MN 55341

Reference to: City of Hanover -- General Planning
Invoice # 2016-097

Date	Task	Hours	Amount
9/1/2016	Prepare single-family home size ordinance for council packet. Review Corcoran Comp Plan Amendment. Various re: hengler, phone conference with Brian.	2.25	220.50
9/2/2016	Various emails.	0.25	24.50
9/6/2016	Various emails.	0.25	24.50
9/7/2016	Review house plan. Phone conference with Brian. Phone conference with Amy. Various re: perp houses, floodplain, PC meeting, potential business.	2.5	245.00
9/8/2016	Draft public hearing notice for floodplain, send notices to paper, review proofs. Various re: house plan. Review signage info.	1.5	147.00
9/9/2016	Drafting building orientation ordinance. Various re: lot combo, various zoning items. Phone conference with potential applicant.	3.25	318.50
9/12/2016	Various re: signage application/variance, lot combination.	2.5	245.00
9/13/2016	Various re: sibley lots, Hengler, 10195 Kaitlyn, 11585 riverview, public works project.	4.5	441.00
9/14/2016	Various re: Stewart building, Comp Plan.	0.75	73.50
9/15/2016	Conference with Sibleys. Meeting with Brian re: various. Various re: Stewart, Comp Plan.	4.25	416.50
9/16/2016	Various re: Stewart.	0.25	24.50
9/19/2016	Editing floodplain, email to DNR. Various re: perpendicular houses.	3.25	318.50
9/20/2016	Phone conference with resident. Various re: Hengler, floodplain, perpendicular homes.	2.75	269.50
9/21/2016	Various re: Hengler, PC, public works site plan, lot combination. Phone conference with Brian.	2.75	269.50
9/22/2016	Preparing packet re: home orientation. Preparing packet re: floodplain ordinance. Review PC packet.	2.75	269.50
9/23/2016	Phone conference with Brian re: landscape plan.	0.25	24.50
9/26/2016	Prepare for and attend PC meeting. Meeting with resident re: wetlands setback and deck. Phone conference with DNR, prepare changes to draft floodplain ordinance, various emails.	6.5	637.00

9/27/2016	Edit floodplain ordinance. Edit orientation ordinance, draft memo. Review staff report. Review info on variance, wetland delineation, phone conference with Amy. Various re: 10119. Phone conference with Brian re: public works.	4.25	416.50
9/28/2016	Various re: floodplain ordinance, OHW, 10119 Kaitlyn, public works, Hengler. Review DNR comments.	3.25	318.50
9/29/2016	Putting floodplain ordinance into ordinance format, prepping council packet. Various re: FEMA letters. Review Council packet.	3	294.00
9/30/2016	Review FEMA list, various emails.	0.5	49.00
		<u>51.5</u>	<u>\$5,047.00</u>

Additional Charges		\$0.00
Total Amount of this Invoice		\$5,047.00
Previous Balance		\$3,479.00
Payments Received		\$3,479.00
Balance Due		\$5,047.00

100-41910-310 

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

November 17, 2016

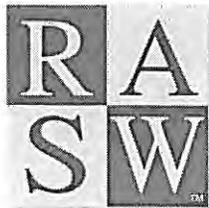
City of Hanover
PO Box 278
Hanover, MN 55341

Reference to: City of Hanover -- Ginseng CUP
Invoice # 2016-096

Date	Task	Hours	Amount
9/1/2016	Prepare item for Council packet, update memo, draft resolution, email to Amy.	0.75	73.50
		<hr/>	<hr/>
		0.75	\$73.50

Additional Charges	\$0.00
Total Amount of this Invoice	\$73.50
Previous Balance	\$98.00
Payments Received	\$98.00
Balance Due	\$73.50

818-20200 - 73.50 



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: 9/30/2016
Statement Date: 11/10/2016
Statement No. 4859

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

4011(1)-0001: Miscellaneous	407.30
4011(1)-0004: City Council and Board/Commission Meetings	300.00
4011(1)-0065: Senior Center Land Purchase Agreement	0.94

Total Fees and Expenses:	\$708.24
Previous Balance:	-
Total Now Due:	\$708.24

100-41610-304-708.24
9/28

NOV 14 2016



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

333 South Seventh Street, Suite 2800
 Minneapolis, MN 55402
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 Statement No. 4859

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

4011(1)-0001: Miscellaneous

		Hours	Rate	Amount
09/01/2016 JTS	Brian message; Telephone conference with Brian regarding arguments regarding ballfield lease; review statutes cited by resident; review revised ballfield lease.	0.30	175.00	52.50
09/07/2016 JTS	Review agenda materials; prepare for Council meeting.	1.10	175.00	192.50
09/08/2016 JTS	Amy e-mail regarding house plan; review Cindy response; review plan; respond.	0.20	175.00	35.00
09/28/2016 JTS	Brian e-mail regarding firefighter issue; Brian e-mail regarding lot combination issue.	0.10	175.00	17.50
			Sub-total Fees:	\$297.50

4011(1)-0004: City Council and Board/Commission Meetings

		Hours	Rate	Amount
09/07/2016 JTS	Council meeting.	5.90	175.00	300.00
			Sub-total Fees:	\$300.00

Rate Summary

Jay T. Squires	7.60 hours at \$175.00/hr	597.50
Total hours:	7.60	597.50

Expenses

	Units	Price	Amount
08/02/2016 Mileage.	1.00	48.60	48.60
08/02/2016 Meal.	1.00	8.50	8.50
09/02/2016 Postage.	1.00	0.94	0.94
09/06/2016 Mileage.	1.00	43.20	43.20
09/06/2016 Meal.	1.00	8.50	8.50

09/30/2016 Photocopies.

	5.00	0.20	1.00
	<hr/>		
Sub-total Expenses:			\$110.74
Total Fees and Expenses:			\$708.24
Previous Balance:			-
		<hr/>	
Total Now Due:			\$708.24

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



Invoice

1786

Invoice Number: **324450**

FEIN: 41-1251208 | 651.490.2000 | 800.325.2055

Page 1 of 2

BILL TO:

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

Pay This Amount	\$722.50
Due Date	14-DEC-16
Invoice Date	14-NOV-16
Bill Through Date	29-OCT-16
Terms	30 NET
SEH Client #	13874
Client Project #	
Agreement / PO #	135432

REMIT TO:

Short Elliott Hendrickson, Inc.
NW6262
PO Box 1450
Minneapolis, MN 55485-6262

Project Manager / Email / Phone
Heidi Peper / hpeper@sehinc.com / 320.229.4300
Client Service Manager / Email / Phone
Heidi Peper / hpeper@sehinc.com / 320.229.4300
Accounting Representative / Email / Phone
Mary Graff / mgraff@sehinc.com / 720.540.6800

Project #	Project Name	Project Description
135432	HANOV 2016 Economic Developmen	HANOV 2016 Economic Development Services

Project Billing Summary

	Current	Prior	To Date
Totals	\$722.50	\$3,896.32	\$4,618.82

Notes:

201-41330-310 - 722.50

NOV 18 2016



Invoice

Invoice Number: **324450**

FEIN: 41-1251208 | 651.490.2000 | 800.325.2055

Page 2 of 2

Direct

Personnel	Hours	Rate	Amount
Graff, Mary A	0.25	90.00	\$22.50
Peper, Heidi L	5.00	140.00	\$700.00
	<u>5.25</u>		\$722.50

Invoice total \$722.50

CITY OF HANOVER

Cash Balances

December 2016

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$822,556.39	\$474,424.12	\$55,524.26	\$1,241,456.25
107 FIRE DEPT DONATIONS FUND	\$26,514.89	\$0.00	\$0.00	\$26,514.89
201 EDA SPECIAL REVENUE FUND	\$118,820.63	\$22,950.31	\$722.50	\$141,048.44
205 EDA BUSINESS INCENTIVE FUND	\$240,084.29	\$184.30	\$0.00	\$240,268.59
311 2008A GO CIP REFUNDING BOND	\$48,809.34	\$19,302.00	\$0.00	\$68,111.34
312 2009A GO IMP REFUNDING BOND	\$31,108.69	\$14,169.32	\$0.00	\$45,278.01
313 2010 GO EQUIPMENT CERTIFICATES	-\$13,631.64	\$15,067.00	\$21,397.57	-\$19,962.21
314 2011A GO IMP CROSSOVER REF BD	\$341,731.41	\$84,616.03	\$0.00	\$426,347.44
401 GENERAL CAPITAL PROJECTS	\$1,014,776.00	\$5,710.02	\$0.00	\$1,020,486.02
402 PARKS CAPITAL PROJECTS	\$194,871.78	\$0.00	\$0.00	\$194,871.78
403 FIRE DEPT CAPITAL FUND	\$178,856.78	\$15,000.00	\$0.00	\$193,856.78
404 HISTORICAL CAPITAL PROJ FUND	-\$74,211.46	\$0.00	\$0.00	-\$74,211.46
405 PARK DEDICATION FEE	\$1,370.00	\$0.00	\$0.00	\$1,370.00
407 TIF REDEV DIST #1	\$9,187.39	\$3,475.77	\$0.00	\$12,663.16
411 FACILITIES CAPITAL PROJ FUND	\$32,878.56	\$28,750.00	\$0.00	\$61,628.56
417 EQUIPMENT CAPITAL FUND	\$108,669.21	\$0.00	\$0.00	\$108,669.21
418 STREET CAPITAL PROJ FUND	\$392,551.06	\$111,250.00	\$0.00	\$503,801.06
601 WATER ENTERPRISE FUND	\$826,938.43	\$110.14	\$18,009.00	\$809,039.57
602 SEWER ENTERPRISE FUND	\$310,378.65	\$387.02	\$42,408.00	\$268,357.67
603 STORM WATER ENTERPRISE FUND	\$173,735.27	\$74.44	\$0.00	\$173,809.71
611 WATER CAPITAL IMP FUND	\$155,605.39	\$0.00	\$0.00	\$155,605.39
612 SEWER CAPITAL IMP FUND	\$1,785,528.56	\$23,172.38	\$0.00	\$1,808,700.94
613 STORM WATER CAPITAL IMP FUND	\$558,286.08	\$0.00	\$0.00	\$558,286.08
804 SCHENDELS FIELD ESC FUND	\$148,505.58	\$0.00	\$0.00	\$148,505.58
809 BRIDGES AT HANOVER ESC FUND	-\$13,476.50	\$0.00	\$0.00	-\$13,476.50
811 EROSION CONTROL ESCROW FUND	\$31,000.00	\$0.00	\$2,000.00	\$29,000.00
815 LANDSCAPE ESCROW FUND	\$35,000.00	\$0.00	\$4,000.00	\$31,000.00
817 INFRASTRUCTURE ESCROW FUND	\$13,000.00	\$0.00	\$0.00	\$13,000.00
818 MISC ESCROWS FUND	\$7,945.34	\$0.00	\$993.91	\$6,951.43
820 BRIDGES TOWNHOMES ESC FUND	\$3,606.26	\$0.00	\$0.00	\$3,606.26
821 QUAIL PASS 2ND ADD ESCROW FD	\$11,955.93	\$0.00	\$0.00	\$11,955.93
900 INTEREST	\$5,829.99	\$0.00	\$0.00	\$5,829.99
	\$7,528,782.30	\$818,642.85	\$145,055.24	\$8,202,369.91

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	December 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
TAXES	R 100-31000 Property Taxes - General	\$342,727.26	\$778,085.08	\$771,014.33	-\$7,070.75	100.92%
TAXES	R 100-31020 Property Taxes - Fire	\$56,419.00	\$112,838.00	\$112,838.38	\$0.38	100.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$10,605.18	\$12,000.00	\$1,394.82	88.38%
Source Alt Code TAXES		\$399,146.26	\$901,528.26	\$895,852.71	-\$5,675.55	100.63%
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	\$7,585.00	\$8,000.00	\$415.00	94.81%
SERVICE	R 100-34107 Assessment Search Fees	\$0.00	\$375.00	\$400.00	\$25.00	93.75%
SERVICE	R 100-34108 Administrative Fees	\$0.00	\$1,433.00	\$2,000.00	\$567.00	71.65%
SERVICE	R 100-34109 Copies/Faxes	\$0.00	\$124.75	\$50.00	-\$74.75	249.50%
SERVICE	R 100-34207 Fire Protection Services	\$0.00	\$65,056.79	\$104,284.82	\$39,228.03	62.38%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$0.00	\$5,216.56	\$6,000.00	\$783.44	86.94%
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	\$2,687.44	\$3,000.00	\$312.56	89.58%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$3,700.00	\$2,000.00	-\$1,700.00	185.00%
Source Alt Code SERVICE		\$0.00	\$86,178.54	\$125,734.82	\$39,556.28	68.54%
MISC	R 100-36100 Special Assessments	\$598.30	\$2,012.44	\$0.00	-\$2,012.44	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$74,092.50	\$183,048.98	\$0.00	-\$183,048.98	0.00%
MISC	R 100-36210 Interest Earnings	\$0.00	\$5,164.12	\$1,000.00	-\$4,164.12	516.41%
MISC	R 100-36215 Investment Income/Loss	\$0.00	\$5,943.83	\$6,000.00	\$56.17	99.06%
MISC	R 100-36230 Contributions and Donations	\$0.00	\$7,326.00	\$0.00	-\$7,326.00	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	\$100.00	\$8,000.00	\$7,900.00	1.25%
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		\$74,690.80	\$224,501.86	\$21,000.00	-\$203,501.86	1069.06%
LIC PERM	R 100-32110 Alcoholic Beverages	\$0.00	\$10,420.00	\$10,300.00	-\$120.00	101.17%
LIC PERM	R 100-32180 Other Bus. Licenses/Permits	\$175.00	\$232.00	\$100.00	-\$132.00	232.00%
LIC PERM	R 100-32210 Building Permits	\$412.06	\$187,274.77	\$100,000.00	-\$87,274.77	187.27%
LIC PERM	R 100-32240 Animal Licenses	\$0.00	\$180.00	\$100.00	-\$80.00	180.00%
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	\$53.00	\$50.00	-\$3.00	106.00%
Source Alt Code LIC PERM		\$587.06	\$200,454.77	\$112,200.00	-\$88,254.77	178.66%
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	\$848.37	\$0.00	-\$848.37	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	\$38,746.40	\$36,000.00	-\$2,746.40	107.63%
INTGOVT	R 100-33426 State Police Aid	\$0.00	\$5,728.68	\$5,500.00	-\$228.68	104.16%
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	\$99,240.95	\$149,335.00	\$50,094.05	66.46%
FINES	R 100-35100 Court Fines	\$0.00	\$2,253.76	\$1,500.00	-\$753.76	150.25%
Source Alt Code FINES		\$0.00	\$2,253.76	\$1,500.00	-\$753.76	150.25%
Fund 100 GENERAL FUND		\$474,424.12	\$1,514,158.14	\$1,305,622.53	-\$208,535.61	115.97%

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	December 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
		\$474,424.12	\$1,514,158.14	\$1,305,622.53	-\$208,535.61	115.97%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	December 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	\$81.72	\$5,686.72	\$12,000.00	\$6,313.28	47.39%
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	\$200.00	\$7,855.73	\$7,000.00	-\$855.73	112.22%
COUNCIL	E 100-41110-331 Travel Expenses	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$0.00	\$11,287.11	\$25,202.92	\$13,915.81	44.78%
Dept 41110 Council		\$281.72	\$25,258.35	\$46,570.92	\$21,312.57	54.24%
Dept 41330 Boards and Commissions						
BRDCOMM	E 100-41330-111 Committee Wages/Mee	\$1,500.00	\$1,500.00	\$4,000.00	\$2,500.00	37.50%
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		\$1,500.00	\$1,500.00	\$4,250.00	\$2,750.00	35.29%
Dept 41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$2,587.50	\$60,889.55	\$67,275.00	\$6,385.45	90.51%
CITYADM	E 100-41400-121 PERA	\$194.06	\$4,654.82	\$5,045.63	\$390.81	92.25%
CITYADM	E 100-41400-122 FICA	\$160.43	\$3,848.15	\$4,171.05	\$322.90	92.26%
CITYADM	E 100-41400-123 Medicare	\$37.52	\$899.97	\$975.49	\$75.52	92.26%
CITYADM	E 100-41400-134 Employer Paid Life	\$0.00	\$337.37	\$384.00	\$46.63	87.86%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$256.53	\$7,928.59	\$8,400.00	\$471.41	94.39%
CITYADM	E 100-41400-208 Training and Instructio	\$0.00	\$410.00	\$1,500.00	\$1,090.00	27.33%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$0.00	\$249.26	\$500.00	\$250.74	49.85%
Dept 41400 City Administrator		\$3,236.04	\$79,217.71	\$88,251.17	\$9,033.46	89.76%
Dept 41410 Elections						
ELECTION	E 100-41410-200 Office Supplies (GENER	\$207.40	\$496.44	\$2,000.00	\$1,503.56	24.82%
ELECTION	E 100-41410-310 Other Professional Serv	\$40.00	\$3,954.28	\$5,000.00	\$1,045.72	79.09%
ELECTION	E 100-41410-351 Legal Notices Publishin	\$0.00	\$174.13	\$300.00	\$125.87	58.04%
ELECTION	E 100-41410-400 Repairs & Maint Cont (\$0.00	\$1,014.40	\$1,000.00	-\$14.40	101.44%
Dept 41410 Elections		\$247.40	\$5,639.25	\$8,300.00	\$2,660.75	67.94%
Dept 41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$1,617.60	\$38,082.12	\$42,059.16	\$3,977.04	90.54%
CLERICAL	E 100-41430-121 PERA	\$121.32	\$2,911.05	\$3,154.44	\$243.39	92.28%
CLERICAL	E 100-41430-122 FICA	\$100.29	\$2,406.43	\$2,607.67	\$201.24	92.28%
CLERICAL	E 100-41430-123 Medicare	\$23.46	\$562.91	\$609.86	\$46.95	92.30%
CLERICAL	E 100-41430-134 Employer Paid Life	\$0.00	\$1,193.26	\$1,080.00	-\$113.26	110.49%
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	\$218.44	\$7,918.44	\$8,400.00	\$481.56	94.27%
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	\$0.00	\$250.00	\$250.00	0.00%
Dept 41430 Clerical Staff		\$2,081.11	\$53,329.21	\$58,661.13	\$5,331.92	90.91%
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	\$538.84	\$2,000.00	\$1,461.16	26.94%
Dept 41435 Staff Expenses		\$0.00	\$760.84	\$3,300.00	\$2,539.16	23.06%
Dept 41530 Accounting						
ACCTING	E 100-41530-101 Full-Time Employees R	\$1,958.40	\$46,091.28	\$50,918.40	\$4,827.12	90.52%
ACCTING	E 100-41530-121 PERA	\$146.88	\$3,523.97	\$3,818.88	\$294.91	92.28%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	December 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
ACCTING	E 100-41530-122 FICA	\$109.02	\$2,707.57	\$3,156.94	\$449.37	85.77%
ACCTING	E 100-41530-123 Medicare	\$25.50	\$633.26	\$738.32	\$105.06	85.77%
ACCTING	E 100-41530-134 Employer Paid Life	\$0.00	\$898.70	\$504.00	-\$394.70	178.31%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$0.00	\$9,900.00	\$10,800.00	\$900.00	91.67%
ACCTING	E 100-41530-208 Training and Instructio	\$0.00	\$690.00	\$1,000.00	\$310.00	69.00%
ACCTING	E 100-41530-306 Dues & Subscriptions	\$0.00	\$214.98	\$500.00	\$285.02	43.00%
ACCTING	E 100-41530-310 Other Professional Serv	\$0.00	\$2,456.80	\$3,000.00	\$543.20	81.89%
Dept 41530 Accounting		\$2,239.80	\$67,116.56	\$74,436.54	\$7,319.98	90.17%
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	\$103.28	\$2,935.37	\$4,000.00	\$1,064.63	73.38%
PURCHASE	E 100-41570-205 Bank Fees	\$17.45	\$116.36	\$100.00	-\$16.36	116.36%
PURCHASE	E 100-41570-207 Computer Supplies	\$0.00	\$4,876.32	\$3,500.00	-\$1,376.32	139.32%
PURCHASE	E 100-41570-220 Repair/Maint Supply (G	\$108.50	\$3,256.42	\$5,800.00	\$2,543.58	56.15%
PURCHASE	E 100-41570-322 Postage	\$1.57	\$2,781.35	\$1,500.00	-\$1,281.35	185.42%
PURCHASE	E 100-41570-570 Office Equip and Furnis	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
Dept 41570 Purchasing		\$230.80	\$13,965.82	\$18,900.00	\$4,934.18	73.89%
Dept 41600 Computer						
COMPUTER	E 100-41600-310 Other Professional Serv	\$28.00	\$2,219.23	\$4,000.00	\$1,780.77	55.48%
Dept 41600 Computer		\$28.00	\$2,219.23	\$4,000.00	\$1,780.77	55.48%
Dept 41610 City Attorney						
CITYATNY	E 100-41610-304 Legal Fees	\$708.24	\$20,287.98	\$21,786.56	\$1,498.58	93.12%
Dept 41610 City Attorney		\$708.24	\$20,287.98	\$21,786.56	\$1,498.58	93.12%
Dept 41910 Planning and Zoning						
PLANZONG	E 100-41910-310 Other Professional Serv	\$5,047.00	\$18,236.00	\$17,000.00	-\$1,236.00	107.27%
Dept 41910 Planning and Zoning		\$5,047.00	\$18,236.00	\$17,000.00	-\$1,236.00	107.27%
Dept 41940 General Govt Buildings/Plant						
GOVTBLDG	E 100-41940-210 Operating Supplies (GE	\$0.00	\$1,360.83	\$5,000.00	\$3,639.17	27.22%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (G	\$0.00	\$4,380.63	\$10,000.00	\$5,619.37	43.81%
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	\$600.00	\$6,245.33	\$8,400.00	\$2,154.67	74.35%
GOVTBLDG	E 100-41940-321 Telephone	\$279.96	\$3,138.92	\$3,500.00	\$361.08	89.68%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$213.59	\$250.00	\$36.41	85.44%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$0.00	\$6,810.96	\$9,000.00	\$2,189.04	75.68%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$0.00	\$2,089.62	\$5,000.00	\$2,910.38	41.79%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$0.00	\$2,121.64	\$2,400.00	\$278.36	88.40%
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	\$0.00	\$3,333.69	\$5,000.00	\$1,666.31	66.67%
GOVTBLDG	E 100-41940-560 Furniture and Fixtures	\$0.00	\$241.51	\$2,500.00	\$2,258.49	9.66%
GOVTBLDG	E 100-41940-580 Other Equipment	\$0.00	\$226.16	\$1,000.00	\$773.84	22.62%
Dept 41940 General Govt Buildings/Plant		\$879.96	\$30,412.88	\$52,850.00	\$22,437.12	57.55%
Dept 41950 Engineer						
ENGINEER	E 100-41950-303 Engineering Fees	\$0.00	\$23,683.00	\$25,000.00	\$1,317.00	94.73%
Dept 41950 Engineer		\$0.00	\$23,683.00	\$25,000.00	\$1,317.00	94.73%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	December 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	\$8,543.02	\$9,317.50	\$774.48	91.69%
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	\$19,245.09	\$24,740.10	\$5,495.01	77.79%
Dept 41960 Insurance		\$0.00	\$27,788.11	\$34,057.60	\$6,269.49	81.59%
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	\$63.32	\$1,647.89	\$2,000.00	\$352.11	82.39%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 41970 Legal Publications		\$63.32	\$1,960.67	\$3,000.00	\$1,039.33	65.36%
Dept 42101 Hennepin County Sheriff						
HCSHERIFF	E 100-42101-310 Other Professional Serv	\$0.00	\$53,553.72	\$71,404.96	\$17,851.24	75.00%
Dept 42101 Hennepin County Sheriff		\$0.00	\$53,553.72	\$71,404.96	\$17,851.24	75.00%
Dept 42102 Wright County Sheriff						
WCSHERIFF	E 100-42102-310 Other Professional Serv	\$0.00	\$90,827.24	\$98,088.00	\$7,260.76	92.60%
Dept 42102 Wright County Sheriff		\$0.00	\$90,827.24	\$98,088.00	\$7,260.76	92.60%
Dept 42210 Fire Dept Administration						
FIREADMIN	E 100-42210-103 Part-Time Employees	\$300.00	\$300.00	\$34,340.00	\$34,040.00	0.87%
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	\$7,946.77	\$10,000.00	\$2,053.23	79.47%
FIREADMIN	E 100-42210-200 Office Supplies (GENER	\$0.00	\$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	\$605.00	\$950.00	\$345.00	63.68%
FIREADMIN	E 100-42210-361 General Liability Ins	\$0.00	\$4,743.07	\$6,119.40	\$1,376.33	77.51%
FIREADMIN	E 100-42210-437 Other Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 42210 Fire Dept Administration		\$300.00	\$15,967.83	\$58,253.40	\$42,285.57	27.41%
Dept 42220 Fire Dept Equipment						
FIREEQUIP	E 100-42220-221 Equipment Parts	\$0.00	\$2,790.67	\$15,500.00	\$12,709.33	18.00%
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	\$0.00	\$537.49	\$850.00	\$312.51	63.23%
FIREEQUIP	E 100-42220-260 Uniforms	\$6,815.00	\$7,559.26	\$4,500.00	-\$3,059.26	167.98%
FIREEQUIP	E 100-42220-580 Other Equipment	\$112.83	\$1,080.91	\$5,000.00	\$3,919.09	21.62%
Dept 42220 Fire Dept Equipment		\$6,927.83	\$12,338.37	\$27,350.00	\$15,011.63	45.11%
Dept 42240 Fire Dept Training						
FIRETRNG	E 100-42240-208 Training and Instructio	\$0.00	\$3,786.87	\$7,500.00	\$3,713.13	50.49%
FIRETRNG	E 100-42240-310 Other Professional Serv	\$729.50	\$2,939.25	\$3,000.00	\$60.75	97.98%
FIRETRNG	E 100-42240-331 Travel Expenses	\$0.00	\$1,602.25	\$1,500.00	-\$102.25	106.82%
Dept 42240 Fire Dept Training		\$729.50	\$8,328.37	\$12,000.00	\$3,671.63	69.40%
Dept 42260 Fire Vehicles						
FIREVEH	E 100-42260-212 Motor Fuels	\$269.82	\$2,097.68	\$5,000.00	\$2,902.32	41.95%
FIREVEH	E 100-42260-220 Repair/Maint Supply (G	\$2,967.25	\$11,368.18	\$9,000.00	-\$2,368.18	126.31%
FIREVEH	E 100-42260-240 Small Tools and Minor	\$268.00	\$321.57	\$2,000.00	\$1,678.43	16.08%
FIREVEH	E 100-42260-323 Radio Units	\$400.00	\$3,822.00	\$7,465.00	\$3,643.00	51.20%
Dept 42260 Fire Vehicles		\$3,905.07	\$17,609.43	\$23,465.00	\$5,855.57	75.05%
Dept 42280 Fire Stations and Bldgs						
FIREBLDG	E 100-42280-215 Shop Supplies	\$86.43	\$416.42	\$1,650.00	\$1,233.58	25.24%
FIREBLDG	E 100-42280-220 Repair/Maint Supply (G	\$0.00	\$2,708.52	\$3,500.00	\$791.48	77.38%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	December 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
FIREBLDG	E 100-42280-321 Telephone	\$0.00	\$339.83	\$800.00	\$460.17	42.48%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$175.00	\$175.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$280.14	\$3,087.29	\$5,000.00	\$1,912.71	61.75%
FIREBLDG	E 100-42280-383 Gas Utilities	\$0.00	\$1,434.21	\$3,000.00	\$1,565.79	47.81%
Dept 42280	Fire Stations and Bldgs	\$366.57	\$7,986.27	\$14,125.00	\$6,138.73	56.54%
Dept 42290	Fire Relief Association					
FIRERELIEF	E 100-42290-124 Fire Pension Contributi	\$0.00	\$38,746.40	\$36,000.00	-\$2,746.40	107.63%
FIRERELIEF	E 100-42290-125 Other Retirement Contr	\$0.00	\$5,566.79	\$11,133.58	\$5,566.79	50.00%
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	\$50,413.19	\$53,633.58	\$3,220.39	94.00%
Dept 42401	Building Inspection Admin					
INSPADMN	E 100-42401-310 Other Professional Serv	\$11,914.53	\$53,461.67	\$35,000.00	-\$18,461.67	152.75%
Dept 42401	Building Inspection Admin	\$11,914.53	\$53,461.67	\$35,000.00	-\$18,461.67	152.75%
Dept 42700	Animal Control					
ANIMCTRL	E 100-42700-310 Other Professional Serv	\$0.00	\$250.00	\$500.00	\$250.00	50.00%
Dept 42700	Animal Control	\$0.00	\$250.00	\$500.00	\$250.00	50.00%
Dept 42800	Cemetery					
CEMETERY	E 100-42800-310 Other Professional Serv	\$0.00	\$2,173.50	\$2,500.00	\$326.50	86.94%
Dept 42800	Cemetery	\$0.00	\$2,173.50	\$2,500.00	\$326.50	86.94%
Dept 43000	Public Works (GENERAL)					
PUBWRKS	E 100-43000-101 Full-Time Employees R	\$4,100.80	\$96,490.34	\$106,604.16	\$10,113.82	90.51%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$0.00	\$1,386.32	\$1,000.00	-\$386.32	138.63%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$430.00	\$12,630.46	\$15,000.00	\$2,369.54	84.20%
PUBWRKS	E 100-43000-121 PERA	\$307.56	\$7,479.85	\$7,995.31	\$515.46	93.55%
PUBWRKS	E 100-43000-122 FICA	\$280.91	\$6,945.68	\$6,609.46	-\$336.22	105.09%
PUBWRKS	E 100-43000-123 Medicare	\$65.71	\$1,624.56	\$1,545.76	-\$78.80	105.10%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$0.00	\$1,706.76	\$1,584.00	-\$122.76	107.75%
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	\$293.88	\$17,893.88	\$19,200.00	\$1,306.12	93.20%
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	\$164.72	\$4,431.97	\$7,000.00	\$2,568.03	63.31%
PUBWRKS	E 100-43000-215 Shop Supplies	\$154.90	\$2,529.20	\$2,500.00	-\$29.20	101.17%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (G	\$396.62	\$8,740.12	\$6,000.00	-\$2,740.12	145.67%
PUBWRKS	E 100-43000-226 Sign Repair Materials	\$0.00	\$1,146.21	\$1,500.00	\$353.79	76.41%
PUBWRKS	E 100-43000-240 Small Tools and Minor	\$235.77	\$2,204.39	\$5,000.00	\$2,795.61	44.09%
PUBWRKS	E 100-43000-260 Uniforms	\$297.92	\$1,020.47	\$2,000.00	\$979.53	51.02%
PUBWRKS	E 100-43000-310 Other Professional Serv	\$0.00	\$13,320.75	\$16,000.00	\$2,679.25	83.25%
PUBWRKS	E 100-43000-321 Telephone	\$138.02	\$1,740.60	\$2,000.00	\$259.40	87.03%
PUBWRKS	E 100-43000-325 Taxes	\$0.00	\$120.00	\$200.00	\$80.00	60.00%
Dept 43000	Public Works (GENERAL)	\$6,866.81	\$182,818.36	\$203,738.69	\$20,920.33	89.73%
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	\$1,781.25	\$40,360.84	\$50,000.00	\$9,639.16	80.72%
Dept 43121	Paved Streets	\$1,781.25	\$40,360.84	\$50,000.00	\$9,639.16	80.72%
Dept 43122	Unpaved Streets					
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$0.00	\$9,929.18	\$10,000.00	\$70.82	99.29%
Dept 43122	Unpaved Streets	\$0.00	\$9,929.18	\$10,000.00	\$70.82	99.29%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	December 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
Dept 43125	Ice & Snow Removal					
	SNOWREMO E 100-43125-224 Street Maint Materials	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43125	Ice & Snow Removal	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43160	Street Lighting					
	STLGHTG E 100-43160-381 Electric Utilities	\$564.23	\$21,900.06	\$27,000.00	\$5,099.94	81.11%
Dept 43160	Street Lighting	\$564.23	\$21,900.06	\$27,000.00	\$5,099.94	81.11%
Dept 43240	Waste (refuse) Disposal					
	REFDISPO E 100-43240-384 Refuse/Garbage Dispos	\$0.00	\$2,073.20	\$2,000.00	-\$73.20	103.66%
Dept 43240	Waste (refuse) Disposal	\$0.00	\$2,073.20	\$2,000.00	-\$73.20	103.66%
Dept 43245	Recycling: Refuse					
	RECYCLING E 100-43245-384 Refuse/Garbage Dispos	\$3,184.64	\$34,517.76	\$35,000.00	\$482.24	98.62%
Dept 43245	Recycling: Refuse	\$3,184.64	\$34,517.76	\$35,000.00	\$482.24	98.62%
Dept 45186	Senior Center					
	SRCENTER E 100-45186-437 Other Miscellaneous	\$0.00	\$5,070.56	\$8,000.00	\$2,929.44	63.38%
Dept 45186	Senior Center	\$0.00	\$5,070.56	\$8,000.00	\$2,929.44	63.38%
Dept 45200	Parks (GENERAL)					
	PARKS E 100-45200-212 Motor Fuels	\$74.35	\$1,478.10	\$3,000.00	\$1,521.90	49.27%
	PARKS E 100-45200-220 Repair/Maint Supply (G	\$0.00	\$4,225.65	\$6,000.00	\$1,774.35	70.43%
	PARKS E 100-45200-225 Landscaping Materials	\$0.00	\$4,115.88	\$7,000.00	\$2,884.12	58.80%
	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	\$265.84	\$1,887.08	\$2,000.00	\$112.92	94.35%
	PARKS E 100-45200-400 Repairs & Maint Cont (\$0.00	\$1,538.43	\$3,000.00	\$1,461.57	51.28%
	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	\$369.83	\$7,265.57	\$7,000.00	-\$265.57	103.79%
Dept 45200	Parks (GENERAL)	\$710.02	\$22,727.18	\$35,800.00	\$13,072.82	63.48%
Dept 45500	Libraries (GENERAL)					
	LIBRARY E 100-45500-437 Other Miscellaneous	\$0.00	\$9,571.09	\$10,500.00	\$928.91	91.15%
Dept 45500	Libraries (GENERAL)	\$0.00	\$9,571.09	\$10,500.00	\$928.91	91.15%
Dept 48205	Damage Deposit Refunds					
	DMGDEPRF E 100-48205-810 Refunds & Reimburse	\$0.00	\$3,516.25	\$9,000.00	\$5,483.75	39.07%
Dept 48205	Damage Deposit Refunds	\$0.00	\$3,516.25	\$9,000.00	\$5,483.75	39.07%
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	\$53,793.84	\$1,063,931.80	\$1,309,122.55	\$245,190.75	81.27%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	December 2016 Amt	2016 YTD Amt	2016 YTD Budget	2016 YTD Balance	%YTD Budget
		\$53,793.84	\$1,063,931.80	\$1,309,122.55	\$245,190.75	81.27%

**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 December, 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 12-06-16-124

A RESOLUTION APPROVING THE 2017-2018 MULTI-DWELLING RENTAL LICENSES

WHEREAS, the City issues biennial Multi-Dwelling Rental Licenses; and

WHEREAS, the City’s Ordinance allows the licenses to commence January 1st and terminate December 31st at 11:59 pm of the biennium; and

WHEREAS, the City has issued the licenses once inspections have been passed.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Hanover, Minnesota, hereby issues, upon receipt of payment and application, a Multi-Dwelling Rental License to the following owners:

- Green Briar Properties – Hometown Management for two properties:
98 Mill Pond Trail
11279 River Road

- Tom Reinking for one property:
11116 River Road

**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 December, 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 12-06-16-125

A RESOLUTION APPROVING PURCHASE OF METAL LOCATOR

WHEREAS, the Public Works Department does not have a metal locator; and

WHEREAS, a locator would assist in various projects to identify underground utilities.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the purchase of a Schonstedt Maggie Locator in the amount of \$688.00.

Council members voting in favor:

Opposed or abstained:

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

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 6th day of December, 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 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 December, 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 12-06-16-126

A RESOLUTION APPROVING PURCHASE OF FIRE DEPARTMENT RADIOS

WHEREAS, the Fire Department is requesting to replace two radios which are no longer under warranty; and

WHEREAS, the replacement of radios is a phased processed.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the purchase of a two Motorola Radios in the amount of \$4,836.02 per the attached quote.

Council members voting in favor:

Opposed or abstained:

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

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



Quote Number: QU0000381293
 Effective: 28 OCT 2016
 Effective To: 27 DEC 2016

Bill-To:

HANOVER FIRE DEPT, CITY OF
 PO BOX 278
 HANOVER, MN 55341
 United States

Ultimate Destination:

HANOVER FIRE DEPT, CITY OF
 369 LABEAUX AVE NE
 HANOVER, MN 55341
 United States

Attention:

Name: Dave Malewicki
Phone: 763-286-6501

Sales Contact:

Name: Dan McCoy
Email: DanMcCoy@GraniteElectronics.com
Phone: 320-252-1887

Request For Quote: 2-APX4000 portables
Contract Number: MINNESOTA DOT
Freight terms: FOB Destination
Payment terms: Net 30 Due

Item	Quantity	Nomenclature	Description	List price	Your price	Extended Price
1	2	H51UCF9PW6AN	APX 4000 7/800 MHZ MODEL 2 PORTABLE	\$3,585.00	\$2,277.75	\$4,555.50
1a	2	QA04865AA	ADD: TWO KNOB CONFIGURATION	-	-	-
1b	2	H885BK	ADD: 3 YEAR SERVICE FROM THE START LITE			
1c	2	QA02756AB	ENH: 3600 OR 9600 TRUNKING BAUD SIN			
1d	2	QA01833AD	EXTREME NOISE REDUCTION			
2	2	WPLN4232A	CHARGER, SINGLE-UNIT, IMPRES, 1.25A, 115VAC, US/NA	\$69.30	\$51.98	\$103.96
3	2	PMMN4062A	ASSY,ACCESSORY,MICROPHONE,PLU SRSM *	\$117.70	\$88.28	\$176.56

Total Quote in USD

\$4,836.02

THIS QUOTE IS BASED ON THE FOLLOWING:

1 This quotation is provided to you for information purposes only and is not intended to be an offer or a binding proposal.

If you wish to purchase the quoted products, Motorola Solutions, Inc. ("Motorola") will be pleased to provide you with our standard terms and conditions of sale (which will include the capitalized provisions below), or alternatively, receive your purchase order which will be acknowledged.

Thank you for your consideration of Motorola products.

- 2 Quotes are exclusive of all installation and programming charges (unless expressly stated) and all applicable taxes.
- 3 Purchaser will be responsible for shipping costs, which will be added to the invoice.
- 4 Prices quoted are valid for thirty(30) days from the date of this quote.
- 5 Unless otherwise stated, payment will be due within thirty days after invoice. Invoicing will occur concurrently with shipping.

MOTOROLA DISCLAIMS ALL OTHER WARRANTIES WITH RESPECT TO THE ORDERED PRODUCTS, EXPRESS OR IMPLIED INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

MOTOROLA'S TOTAL LIABILITY ARISING FROM THE ORDERED PRODUCTS WILL BE LIMITED TO THE PURCHASE

**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 December, 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 12-06-16-127

A RESOLUTION APPROVING PURCHASE OF FIRE DEPARTMENT HELMETS

WHEREAS, the Fire Department is requesting to replace five aging helmets; and

WHEREAS, the replacement of helmets is a phased processed.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the purchase of a five helmets in the amount of \$1,500.00.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 6th day of December, 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 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 December, 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 12-06-16-128

A RESOLUTION APPROVING PURCHASE OF FIRE DEPARTMENT APPAREL

WHEREAS, the Fire Department is requesting to purchase apparel for its members to wear during meetings and trainings; and

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the purchase of duty crew t-shirts for fire department members in the amount of \$700.00.

Council members voting in favor:

Opposed or abstained:

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

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

Extract of Minutes of Meeting
of the City Council of the City of Hanover
Hennepin and Wright Counties, Minnesota

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Hanover, Minnesota, was duly held in the City Hall in said City on Tuesday, December 6, 2016, commencing at 7:00 P.M.

The following members were present:

and the following were absent:

* * *

* * *

* * *

The Mayor announced that the next order of business was consideration of the offer which had been received for the purchase of the City's General Obligation Capital Improvement Plan Bonds, Series 2016A, to be issued in the aggregate principal amount of \$1,535,000.

The City Administrator/Clerk/Treasurer presented the proposal of Northland Securities, Inc. that had been submitted to the City pursuant to the direction of the City Council.

After due consideration of the proposal, Member _____ then introduced the following resolution and moved its adoption:

RESOLUTION NO. 12-06-16-129

A RESOLUTION AWARDING THE SALE OF GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS, SERIES 2016A, IN THE ORIGINAL AGGREGATE PRINCIPAL AMOUNT OF \$1,535,000; FIXING THEIR FORM AND SPECIFICATIONS; DIRECTING THEIR EXECUTION AND DELIVERY; AND PROVIDING FOR THEIR PAYMENT

BE IT RESOLVED By the City Council of the City of Hanover, Hennepin and Wright Counties, Minnesota (the “City”), as follows:

Section 1. Sale of Bonds.

1.01. Authorization for Sale of Bonds.

(a) Pursuant to a resolution adopted by the City Council of the City on May 17, 2016, the City authorized the sale of general obligation capital improvement plan bonds (the “Bonds”) for the purpose of financing certain capital improvement projects (the “Capital Improvements”) described in the Capital Improvement Plan adopted by the City Council of the City on May 17, 2016 (the “Plan”), following a duly noticed public hearing (the “Public Hearing”), pursuant to Minnesota Statutes, Chapter 475, as amended, including Section 475.521 (the “Act”); provided, however, that no petition for a referendum on the issuance of the Bonds pursuant to the Plan was received within 30 days following the Public Hearing (i.e., by June 16, 2016) in accordance with the Act. No such petition having been received, the City is authorized to issue the Bonds.

(b) The City is authorized by Section 475.60, subdivision 2(9), of the Act to negotiate the sale of the Bonds, it being determined that the City has retained an independent financial advisor in connection with such sale. The actions of the City staff and the City’s financial advisor in negotiating the sale of the Bonds are ratified and confirmed in all aspects.

1.02. Award to the Purchaser and Interest Rates. The proposal of Northland Securities, Inc. (the “Purchaser”), to purchase the Bonds is determined to be a reasonable offer and is accepted, the proposal being to purchase the Bonds at a price of \$1,525,521.25 (par amount of \$1,535,000, plus an original issue premium of \$20,607.25, less an underwriter’s discount of \$30,086.00), for Bonds bearing interest as follows:

<u>Year of Maturity</u>	<u>Interest Rate</u>	<u>Year of Maturity</u>	<u>Interest Rate</u>
2019*	1.35%	2030*	3.00%
2021*	1.65	2033*	3.00
2024*	2.00	2036*	3.15
2027*	3.00	2037	3.30

*Term Bond

True interest cost: 2.9980536%

1.03. Purchase Contract. The Mayor and the City Administrator/Clerk/Treasurer are directed to execute a contract with the Purchaser on behalf of the City.

1.04. Terms and Principal Amounts of the Bonds. The City will forthwith issue and sell the Bonds pursuant to the Act in the total principal amount of \$1,535,000, originally dated the date of issuance in the denomination of \$5,000 each or any integral multiple thereof, numbered No. R-1, upward, bearing interest as above set forth, and maturing serially on February 1 in the years and amounts as follows:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2019*	\$120,000	2030*	\$235,000
2021*	130,000	2033*	255,000
2024*	200,000	2036*	280,000
2027*	215,000	2037	100,000

*Term Bond

1.05. Optional Redemption. The City may elect on February 1, 2025, and on any day thereafter to prepay Bonds due on or after February 1, 2026. Redemption may be in whole or in part and if in part, at the option of the City and in such manner as the City will determine. If less than all Bonds of a maturity are called for redemption, the City will notify DTC (as defined in Section 7 hereof) of the particular amount of such maturity to be prepaid. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. Prepayments will be at a price of par plus accrued interest.

1.06. Term Bonds; Mandatory Redemption. The Bonds maturing on February 1, 2019, February 1, 2021, February 1, 2024, February 1, 2027, February 1, 2030, February 1, 2033, and February 1, 2036 shall hereinafter be referred to collectively as the "Term Bonds." The principal amounts of the Term Bonds subject to mandatory sinking fund redemption on any date may be reduced through earlier optional redemptions, with any partial redemptions of the Term Bonds credited against future mandatory sinking fund redemptions of such Term Bonds in such order as the City shall determine. The Term Bonds are subject to mandatory sinking fund redemption and shall be redeemed in part by lot at par plus accrued interest on the sinking fund installment dates and in the principal amounts as follows:

<u>Sinking Fund Installment Date</u>	<u>Principal Amount</u>
<u>February 1, 2019 Term Bonds</u>	
2018	\$60,000
2019 (maturity)	60,000
<u>February 1, 2021 Term Bonds</u>	
2020	\$65,000
2021 (maturity)	65,000
<u>February 1, 2024 Term Bonds</u>	
2022	\$65,000
2023	65,000
2024 (maturity)	70,000
<u>February 1, 2027 Term Bonds</u>	
2025	\$70,000
2026	70,000
2027 (maturity)	75,000

<u>February 1, 2030 Term Bonds</u>	
2028	\$75,000
2029	80,000
2030 (maturity)	80,000
 <u>February 1, 2033 Term Bonds</u>	
2031	\$80,000
2032	85,000
2033 (maturity)	90,000
 <u>February 1, 2036 Term Bonds</u>	
2034	\$90,000
2035	95,000
2036 (maturity)	95,000

Section 2. Registration and Payment.

2.01. Registered Form. The Bonds will be issued only in fully registered form. The interest thereon and, upon surrender of each Bond, the principal amount thereof, is payable by check or draft issued by the Registrar described herein.

2.02. Dates; Interest Payment Dates. Each Bond will be dated as of the last interest payment date preceding the date of authentication to which interest on the Bond has been paid or made available for payment, unless (i) the date of authentication is an interest payment date to which interest has been paid or made available for payment, in which case the Bond will be dated as of the date of authentication, or (ii) the date of authentication is prior to the first interest payment date, in which case the Bond will be dated as of the date of original issue. The interest on the Bonds is payable on February 1 and August 1 of each year, commencing August 1, 2017, to the registered owners of record thereof as of the close of business on the 15th day of the immediately preceding month, whether or not that day is a business day.

2.03. Registration. The City will appoint a bond registrar, transfer agent, authenticating agent and paying agent (the “Registrar”). The effect of registration and the rights and duties of the City and the Registrar with respect thereto are as follows:

(a) Register. The Registrar must keep at its principal corporate trust office a bond register in which the Registrar provides for the registration of ownership of Bonds and the registration of transfers and exchanges of Bonds entitled to be registered, transferred or exchanged.

(b) Transfer of Bonds. Upon surrender for transfer of a Bond duly endorsed by the registered owner thereof or accompanied by a written instrument of transfer, in form satisfactory to the Registrar, duly executed by the registered owner thereof or by an attorney duly authorized by the registered owner in writing, the Registrar will authenticate and deliver, in the name of the designated transferee or transferees, one or more new Bonds of a like aggregate principal amount and maturity, as requested by the transferor. The Registrar may, however, close the books for registration of any transfer after the fifteenth day of the month preceding each interest payment date and until that interest payment date.

(c) Exchange of Bonds. When Bonds are surrendered by the registered owner for exchange the Registrar will authenticate and deliver one or more new Bonds of a like aggregate

principal amount and maturity as requested by the registered owner or the owner's attorney in writing.

(d) Cancellation. Bonds surrendered upon transfer or exchange will be promptly cancelled by the Registrar and thereafter disposed of as directed by the City.

(e) Improper or Unauthorized Transfer. When a Bond is presented to the Registrar for transfer, the Registrar may refuse to transfer the Bond until the Registrar is satisfied that the endorsement on the Bond or separate instrument of transfer is valid and genuine and that the requested transfer is legally authorized. The Registrar will incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

(f) Persons Deemed Owners. The City and the Registrar may treat the person in whose name a Bond is registered in the bond register as the absolute owner of the Bond, whether the Bond is overdue or not, for the purpose of receiving payment of, or on account of, the principal of and interest on the Bond and for all other purposes and payments so made to registered owner or upon the owner's order will be valid and effectual to satisfy and discharge the liability upon the Bond to the extent of the sum or sums so paid.

(g) Taxes, Fees and Charges. The Registrar may impose a charge upon the owner thereof for a transfer or exchange of Bonds, sufficient to reimburse the Registrar for any tax, fee or other governmental charge required to be paid with respect to the transfer or exchange.

(h) Mutilated, Lost, Stolen or Destroyed Bonds. If a Bond becomes mutilated or is destroyed, stolen or lost, the Registrar will deliver any new Bond of like amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of the mutilated Bond or in lieu of and in substitution for a Bond destroyed, stolen or lost, upon the payment of the reasonable expenses and charges of the Registrar in connection therewith; and, in the case of a Bond destroyed, stolen or lost, upon filing with the Registrar of evidence satisfactory to it that the Bond was destroyed, stolen or lost, and of the ownership thereof, and upon furnishing to the Registrar of an appropriate bond or indemnity in form, substance and amount satisfactory to it and as provided by law, in which both the City and the Registrar must be named as obligees. Bonds so surrendered to the Registrar will be cancelled by the Registrar and evidence of such cancellation must be given to the City. If the mutilated, destroyed, stolen or lost Bond has already matured or been called for redemption in accordance with its terms it is not necessary to issue a new Bond prior to payment.

(i) Redemption. In the event any of the Bonds are called for redemption, notice thereof identifying the Bonds to be redeemed will be given by the Registrar by mailing a copy of the redemption notice by first class mail (postage prepaid) to the registered owner of each Bond to be redeemed at the address shown on the registration books kept by the Registrar and by publishing the notice if required by law. Failure to give notice by publication or by mail to any registered owner, or any defect therein, will not affect the validity of the proceedings for the redemption of Bonds. Bonds so called for redemption will cease to bear interest after the specified redemption date, provided that the funds for the redemption are on deposit with the place of payment at that time.

2.04. Appointment of Initial Registrar. The City appoints Northland Trust Services, Inc., Minneapolis, Minnesota, as the initial Registrar. The Mayor and the City Administrator/Clerk/Treasurer are authorized to execute and deliver, on behalf of the City, a contract with the Registrar. Upon merger or consolidation of the Registrar with another corporation, if the resulting corporation is a bank or trust company authorized by law to conduct such business, the resulting corporation is authorized to act as

successor Registrar. The City agrees to pay the reasonable and customary charges of the Registrar for the services performed. The City reserves the right to remove the Registrar upon 30 days' notice and upon the appointment of a successor Registrar, in which event the predecessor Registrar must deliver all cash and Bonds in its possession to the successor Registrar and must deliver the bond register to the successor Registrar. On or before each principal or interest due date, without further order of this Council, the City Administrator/Clerk/Treasurer must transmit to the Registrar monies sufficient for the payment of all principal and interest then due.

2.05. Execution, Authentication and Delivery. The Bonds will be prepared under the direction of the City Administrator/Clerk/Treasurer and executed on behalf of the City by the signatures of the Mayor and the City Administrator/Clerk/Treasurer, provided that those signatures may be printed, engraved or lithographed facsimiles of the originals. If an officer whose signature or a facsimile of whose signature appears on the Bonds ceases to be such officer before the delivery of a Bond, that signature or facsimile will nevertheless be valid and sufficient for all purposes, the same as if the officer had remained in office until delivery. Notwithstanding such execution, a Bond will not be valid or obligatory for any purpose or entitled to any security or benefit under this resolution unless and until a certificate of authentication on the Bond has been duly executed by the manual signature of an authorized representative of the Registrar. Certificates of authentication on different Bonds need not be signed by the same representative. The executed certificate of authentication on a Bond is conclusive evidence that it has been authenticated and delivered under this Resolution. When the Bonds have been so prepared, executed and authenticated, the City Administrator/Clerk/Treasurer will deliver the same to the Purchaser upon payment of the purchase price in accordance with the contract of sale heretofore made and executed, and the Purchaser is not obligated to see to the application of the purchase price.

2.06. Temporary Bonds. The City may elect to deliver in lieu of printed definitive Bonds one or more typewritten temporary Bonds in substantially the form set forth in EXHIBIT A attached hereto, with such changes as may be necessary to reflect more than one maturity in a single temporary bond. Upon the execution and delivery of definitive Bonds the temporary Bonds will be exchanged therefor and cancelled.

Section 3. Form of Bond.

3.01. Execution of the Bonds. The Bonds will be printed or typewritten in substantially the form as attached hereto as EXHIBIT A.

3.02. Approving Legal Opinion. The City Administrator/Clerk/Treasurer is directed to obtain a copy of the proposed approving legal opinion of Kennedy & Graven, Chartered, Minneapolis, Minnesota, which is to be complete except as to dating thereof and to cause the opinion to be printed on or accompany each Bond.

Section 4. Payment; Security; Pledges and Covenants.

4.01. Debt Service Fund. The Bonds are payable from the General Obligation Capital Improvement Plan Bonds, Series 2016A Debt Service Fund (the "Debt Service Fund") hereby created. The Debt Service Fund shall be administered by the Administrator/Clerk/Treasurer as a bookkeeping account separate and apart from all other funds maintained in the official financial records of the City. Ad valorem taxes herein levied for the Capital Improvements are hereby pledged to the Debt Service Fund. There is appropriated to the Debt Service Fund (i) capitalized interest financed from Bond proceeds, if any; and (ii) the accrued interest paid by the Purchaser upon closing and delivery of the Bonds.

4.02. Construction Fund. The City hereby creates the General Obligation Capital Improvement Plan Bonds, Series 2016A Construction Fund (the "Construction Fund"). Proceeds of the Bonds, less the appropriations made in Section 4.01, together with any other funds appropriated for the Capital Improvements, will be deposited in the Construction Fund to be used solely to defray expenses of the Capital Improvements. When the Capital Improvements are completed and the costs thereof paid, the Construction Fund is to be closed and any balance therein shall be deposited in the Debt Service Fund.

4.03. General Obligation Pledge. For the prompt and full payment of the principal of and interest on the Bonds, as the same respectively become due, the full faith, credit and taxing powers of the City will be and are hereby irrevocably pledged. If the balance in the Debt Service Fund is ever insufficient to pay all principal and interest then due on the Bonds and any other bonds payable therefrom, the deficiency will be promptly paid out of monies in the general fund of the City which are available for such purpose, and such general fund may be reimbursed with or without interest from the Debt Service Fund when a sufficient balance is available therein.

4.04. Pledge of Tax Levy. For the purpose of paying the principal of and interest on the Bonds, there is levied a direct annual irrevocable ad valorem tax upon all of the taxable property in the City, which will be spread upon the tax rolls and collected with and as part of other general taxes of the City. The ad valorem taxes will be credited to the Debt Service Fund above provided and will be in the years and amounts as attached hereto as EXHIBIT B.

4.05. Certification to County Auditors as to Debt Service Fund Amount. It is hereby determined that the estimated collections of ad valorem taxes will produce at least five percent (5%) in excess of the amount needed to meet when due the principal and interest payments on the Bonds. The tax levy herein provided for the Bonds is irrevocable until all of the Bonds are paid, provided that at the time the City makes its annual tax levies the Administrator/Clerk/Treasurer may certify to the Taxpayer Services Division Manager of Hennepin County, Minnesota and the County Auditor of Wright County, Minnesota (the "County Auditors") the amount available in the Debt Service Fund to pay principal and interest due during the ensuing year, and the County Auditors will thereupon reduce the levy collectible during such year by the amount so certified.

4.06. Filing of Resolution. The City Administrator/Clerk/Treasurer is authorized and directed to file a certified copy of this resolution with each of the County Auditors and to obtain their certificate required by Section 475.63 of the Act.

Section 5. Authentication of Transcript.

5.01. City Proceedings and Records. The officers of the City are authorized and directed to prepare and furnish to the Purchaser and to the attorneys approving the Bonds, certified copies of proceedings and records of the City relating to the Bonds and to the financial condition and affairs of the City, and such other certificates, affidavits and transcripts as may be required to show the facts within their knowledge or as shown by the books and records in their custody and under their control, relating to the validity and marketability of the Bonds, and such instruments, including any heretofore furnished, may be deemed representations of the City as to the facts stated therein.

5.02. Certification as to Official Statement. The Mayor and City Administrator/Clerk/Treasurer, are authorized and directed to certify that they have examined the Official Statement prepared and circulated in connection with the issuance and sale of the Bonds and that to the best of their knowledge and belief the Official Statement is a complete and accurate representation of the facts and representations made therein as of the date of the Official Statement.

5.03. Other Certificates. The Mayor and City Administrator/Clerk/Treasurer are hereby authorized and directed to furnish to the Purchaser at the closing such certificates as are required as a condition of sale. Unless litigation shall have been commenced and be pending questioning the Bonds or the organization of the City or incumbency of its officers, at the closing the Mayor and the City Administrator/Clerk/Treasurer shall also execute and deliver to the Purchaser a suitable certificate as to absence of material litigation, and the Administrator/Clerk/Treasurer shall also execute and deliver a certificate as to payment for and delivery of the Bonds.

Section 6. Tax Covenants.

6.01. Tax-Exempt Bonds. The City covenants and agrees with the holders from time to time of the Bonds that it will not take or permit to be taken by any of its officers, employees or agents any action which would cause the interest on the Bonds to become subject to taxation under the Internal Revenue Code of 1986, as amended (the "Code"), and the Treasury Regulations promulgated thereunder, in effect at the time of such actions, and that it will take or cause its officers, employees or agents to take, all affirmative action within its power that may be necessary to ensure that such interest will not become subject to taxation under the Code and applicable Treasury Regulations, as presently existing or as hereafter amended and made applicable to the Bonds.

6.02. No Rebate Required.

(a) The City will comply with requirements necessary under the Code to establish and maintain the exclusion from gross income of the interest on the Bonds under Section 103 of the Code, including without limitation requirements relating to temporary periods for investments, limitations on amounts invested at a yield greater than the yield on the Bonds, and the rebate of excess investment earnings to the United States if the Bonds (together with other obligations reasonably expected to be issued in calendar year 2016) exceed the small-issuer exception amount of \$5,000,000.

(b) For purposes of qualifying for the small issuer exception to the federal arbitrage rebate requirements with respect to the Bonds, the City hereby finds, determines, and declares that the aggregate face amount of all tax-exempt bonds (other than private activity bonds) issued by the City (and all subordinate entities of the City) during the calendar year in which the Bonds are issued and outstanding at one time is not reasonably expected to exceed \$5,000,000, all within the meaning of Section 148(f)(4)(D) of the Code.

6.03. Not Private Activity Bonds. The City further covenants not to use the proceeds of the Bonds or to cause or permit them or any of them to be used, in such a manner as to cause the Bonds to be "private activity bonds" within the meaning of Sections 103 and 141 through 150 of the Code.

6.04. Qualified Tax-Exempt Obligations. In order to qualify the Bonds as "qualified tax-exempt obligations" within the meaning of Section 265(b)(3) of the Code, the City makes the following factual statements and representations:

(a) the Bonds are not "private activity bonds" as defined in Section 141 of the Code;

(b) the City hereby designates the Bonds as "qualified tax-exempt obligations" for purposes of Section 265(b)(3) of the Code;

(c) the reasonably anticipated amount of tax-exempt obligations (other than any private activity bonds that are not qualified 501(c)(3) bonds) which will be issued by the City

(and all subordinate entities of the City) during calendar year 2016 will not exceed \$10,000,000; and

(d) not more than \$10,000,000 of obligations issued by the City during calendar year 2016 have been designated for purposes of Section 265(b)(3) of the Code.

6.05. Procedural Requirements. The City will use its best efforts to comply with any federal procedural requirements which may apply in order to effectuate the designations made by this section.

Section 7. Book-Entry System; Limited Obligation of City.

7.01. The Depository Trust Company. The Bonds will be initially issued in the form of a separate single typewritten or printed fully registered Bond for each of the maturities set forth in Section 1.04 hereof. Upon initial issuance, the ownership of each Bond will be registered in the registration books kept by the Registrar in the name of Cede & Co., as nominee for The Depository Trust Company, New York, New York, and its successors and assigns (“DTC”). Except as provided in this section, all of the outstanding Bonds will be registered in the registration books kept by the Registrar in the name of Cede & Co., as nominee of DTC.

7.02. Participants. With respect to Bonds registered in the registration books kept by the Registrar in the name of Cede & Co., as nominee of DTC, the City, the Registrar and the Paying Agent will have no responsibility or obligation to any broker dealers, banks and other financial institutions from time to time for which DTC holds Bonds as securities depository (the “Participants”) or to any other person on behalf of which a Participant holds an interest in the Bonds, including but not limited to any responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede & Co. or any Participant with respect to any ownership interest in the Bonds, (ii) the delivery to any Participant or any other person (other than a registered owner of Bonds, as shown by the registration books kept by the Registrar) of any notice with respect to the Bonds, including any notice of redemption, or (iii) the payment to any Participant or any other person, other than a registered owner of Bonds, of any amount with respect to principal of, premium, if any, or interest on the Bonds. The City, the Registrar and the Paying Agent may treat and consider the person in whose name each Bond is registered in the registration books kept by the Registrar as the holder and absolute owner of such Bond for the purpose of payment of principal, premium and interest with respect to such Bond, for the purpose of registering transfers with respect to such Bonds, and for all other purposes. The Paying Agent will pay all principal of, premium, if any, and interest on the Bonds only to or on the order of the respective registered owners, as shown in the registration books kept by the Registrar, and all such payments will be valid and effectual to fully satisfy and discharge the City’s obligations with respect to payment of principal of, premium, if any, or interest on the Bonds to the extent of the sum or sums so paid. No person other than a registered owner of Bonds, as shown in the registration books kept by the Registrar, will receive a certificated Bond evidencing the obligation of this resolution. Upon delivery by DTC to the City Administrator/Clerk/Treasurer of a written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., the words “Cede & Co.” will refer to such new nominee of DTC; and upon receipt of such a notice, the City Administrator/Clerk/Treasurer will promptly deliver a copy of the same to the Registrar and Paying Agent.

7.03. Representation Letter. The City has heretofore executed and delivered to DTC a Blanket Issuer Letter of Representations (the “Representation Letter”) which shall govern payment of principal of, premium, if any, and interest on the Bonds and notices with respect to the Bonds. Any Paying Agent or Registrar subsequently appointed by the City with respect to the Bonds will agree to take all action necessary for all representations of the City in the Representation Letter with respect to the Registrar and Paying Agent, respectively, to be complied with at all times.

7.04. Transfers Outside Book-Entry System. In the event the City, by resolution of the City Council, determines that it is in the best interests of the persons having beneficial interests in the Bonds that they be able to obtain Bond certificates, the City will notify DTC, whereupon DTC will notify the Participants, of the availability through DTC of Bond certificates. In such event the City will issue, transfer and exchange Bond certificates as requested by DTC and any other registered owners in accordance with the provisions of this Resolution. DTC may determine to discontinue providing its services with respect to the Bonds at any time by giving notice to the City and discharging its responsibilities with respect thereto under applicable law. In such event, if no successor securities depository is appointed, the City will issue and the Registrar will authenticate Bond certificates in accordance with this resolution and the provisions hereof will apply to the transfer, exchange and method of payment thereof.

7.05. Payments to Cede & Co. Notwithstanding any other provision of this Resolution to the contrary, so long as a Bond is registered in the name of Cede & Co., as nominee of DTC, payments with respect to principal of, premium, if any, and interest on the Bond and notices with respect to the Bond will be made and given, respectively in the manner provided in DTC's Operational Arrangements, as set forth in the Representation Letter.

Section 8. Continuing Disclosure.

8.01. Limited Continuing Disclosure. In order to qualify the Bonds for limited continuing disclosure under paragraph (d)(2) of Securities and Exchange Commission Rules, Section 15c2-12 (the SEC Rule), the City makes the following factual statement and representation: As of the date of delivery of the Bonds, the City will not be an obligated person (as defined in paragraph (f) of the SEC Rule) with respect to more than \$10,000,000 in aggregate amount of outstanding municipal securities, including the Bonds and excluding municipal securities that were exempt from the SEC Rule pursuant to paragraph (d)(1) thereof.

8.02. City Compliance with Provisions of Continuing Disclosure Certificate. The City hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate. Notwithstanding any other provision of this Resolution, failure of the City to comply with the Continuing Disclosure Certificate is not to be considered an event of default with respect to the Bonds; however, any Bondholder may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the City to comply with its obligations under this section.

8.03. Execution of Continuing Disclosure Certificate. "Continuing Disclosure Certificate" means that certain Continuing Disclosure Certificate executed by the Mayor and City Administrator/Clerk/Treasurer and dated the date of issuance and delivery of the Bonds, as originally executed and as it may be amended from time to time in accordance with the terms thereof.

Section 9. Defeasance. When all Bonds and all interest thereon have been discharged as provided in this section, all pledges, covenants and other rights granted by this resolution to the holders of the Bonds will cease, except that the pledge of the full faith and credit of the City for the prompt and full payment of the principal of and interest on the Bonds will remain in full force and effect. The City may discharge all Bonds which are due on any date by depositing with the Registrar on or before that date a sum sufficient for the payment thereof in full. If any Bond should not be paid when due, it may nevertheless be discharged by depositing with the Registrar a sum sufficient for the payment thereof in full with interest accrued to the date of such deposit.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____,
and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

EXHIBIT A
FORM OF BOND

No. R-_____

\$_____

UNITED STATES OF AMERICA
STATE OF MINNESOTA
COUNTIES OF HENNEPIN AND WRIGHT
CITY OF HANOVER

GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BOND
SERIES 2016A

<u>Rate</u>	<u>Maturity</u>	<u>Date of Original Issue</u>	<u>CUSIP</u>
	February 1, 20__	December 28, 2016	

Registered Owner: CEDE & CO.

The City of Hanover, Minnesota, a duly organized and existing municipal corporation in Hennepin and Wright Counties, Minnesota (the "City"), acknowledges itself to be indebted and for value received hereby promises to pay to the Registered Owner specified above or registered assigns, the principal sum of \$_____ on the maturity date specified above, with interest thereon from the date hereof at the annual rate specified above, payable February 1 and August 1 in each year, commencing August 1, 2017, to the person in whose name this Bond is registered at the close of business on the 15th day (whether or not a business day) of the immediately preceding month. The interest hereon and, upon presentation and surrender hereof, the principal hereof are payable in lawful money of the United States of America by check or draft by Northland Trust Services, Inc., Minneapolis, Minnesota, as Bond Registrar, Paying Agent, Transfer Agent and Authenticating Agent, or its designated successor under the Resolution described herein. For the prompt and full payment of such principal and interest as the same respectively become due, the full faith and credit and taxing powers of the City have been and are hereby irrevocably pledged.

The City may elect on February 1, 2025, and on any day thereafter to prepay Bonds due on or after February 1, 2026. Redemption may be in whole or in part and if in part, at the option of the City and in such manner as the City will determine. If less than all Bonds of a maturity are called for redemption, the City will notify The Depository Trust Company ("DTC") of the particular amount of such maturity to be prepaid. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. Prepayments will be at a price of par plus accrued interest.

The Bonds maturing on February 1, 2019, February 1, 2021, February 1, 2024, February 1, 2027, February 1, 2030, February 1, 2033, and February 1, 2036 shall hereinafter be referred to collectively as the "Term Bonds." The principal amounts of the Term Bonds subject to mandatory sinking fund redemption on any date may be reduced through earlier optional redemptions, with any partial redemptions of the Term Bonds credited against future mandatory sinking fund redemptions of such Term Bonds in such order as the City shall determine. The Term Bonds are subject to mandatory sinking fund redemption and shall be redeemed in part by lot at par plus accrued interest on the sinking fund installment dates and in the principal amounts as follows:

<u>Sinking Fund Installment Date</u>	<u>Principal Amount</u>
<u>February 1, 2019 Term Bonds</u>	
2018	\$60,000
2019 (maturity)	60,000
<u>February 1, 2021 Term Bonds</u>	
2020	\$65,000
2021 (maturity)	65,000
<u>February 1, 2024 Term Bonds</u>	
2022	\$65,000
2023	65,000
2024 (maturity)	70,000
<u>February 1, 2027 Term Bonds</u>	
2025	\$70,000
2026	70,000
2027 (maturity)	75,000
<u>February 1, 2030 Term Bonds</u>	
2028	\$75,000
2029	80,000
2030 (maturity)	80,000
<u>February 1, 2033 Term Bonds</u>	
2031	\$80,000
2032	85,000
2033 (maturity)	90,000
<u>February 1, 2036 Term Bonds</u>	
2034	\$90,000
2035	95,000
2036 (maturity)	95,000

This Bond is one of an issue in the aggregate principal amount of \$1,535,000 all of like original issue date and tenor, except as to number, maturity date, interest rate, and redemption privilege, all issued pursuant to a resolution adopted by the City Council on December 6, 2016 (the "Resolution"), for the purpose of providing money to defray the expenses incurred and to be incurred in making certain capital improvements, pursuant to and in full conformity with the Constitution and laws of the State of Minnesota, including Minnesota Statutes, Chapter 475, as amended, including Section 475.521, and the principal hereof and interest hereon are payable from ad valorem taxes, as set forth in the Resolution to which reference is made for a full statement of rights and powers thereby conferred. The full faith and credit of the City are irrevocably pledged for payment of this Bond and the City Council has obligated itself to levy additional ad valorem taxes on all taxable property in the City in the event of any deficiency in taxes pledged, which taxes may be levied without limitation as to rate or amount. The Bonds of this series are issued only as fully registered Bonds in denominations of \$5,000 or any integral multiple thereof of single maturities.

The City Council has designated the issue of Bonds of which this Bond forms a part as “qualified tax-exempt obligations” within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the “Code”) relating to disallowance of interest expense for financial institutions and within the \$10 million limit allowed by the Code for the calendar year of issue.

As provided in the Resolution and subject to certain limitations set forth therein, this Bond is transferable upon the books of the City at the principal office of the Bond Registrar, by the registered owner hereof in person or by the owner’s attorney duly authorized in writing, upon surrender hereof together with a written instrument of transfer satisfactory to the Bond Registrar, duly executed by the registered owner or the owner’s attorney; and may also be surrendered in exchange for Bonds of other authorized denominations. Upon such transfer or exchange the City will cause a new Bond or Bonds to be issued in the name of the transferee or registered owner, of the same aggregate principal amount, bearing interest at the same rate and maturing on the same date, subject to reimbursement for any tax, fee or governmental charge required to be paid with respect to such transfer or exchange.

The City and the Bond Registrar may deem and treat the person in whose name this Bond is registered as the absolute owner hereof, whether this Bond is overdue or not, for the purpose of receiving payment and for all other purposes, and neither the City nor the Bond Registrar will be affected by any notice to the contrary.

IT IS HEREBY CERTIFIED, RECITED, COVENANTED AND AGREED that all acts, conditions and things required by the Constitution and laws of the State of Minnesota, to be done, to exist, to happen and to be performed preliminary to and in the issuance of this Bond in order to make it a valid and binding general obligation of the City in accordance with its terms, have been done, do exist, have happened and have been performed as so required, and that the issuance of this Bond does not cause the indebtedness of the City to exceed any constitutional or statutory limitation of indebtedness.

This Bond is not valid or obligatory for any purpose or entitled to any security or benefit under the Resolution until the Certificate of Authentication hereon has been executed by the Bond Registrar by manual signature of one of its authorized representatives.

IN WITNESS WHEREOF, the City of Hanover, Hennepin and Wright Counties, Minnesota, by its City Council, has caused this Bond to be executed on its behalf by the facsimile or manual signatures of the Mayor and City Administrator/Clerk/Treasurer and has caused this Bond to be dated as of the date set forth below.

Dated: December 28, 2016

CITY OF HANOVER, MINNESOTA

(Facsimile)
Mayor

(Facsimile)
City Administrator/Clerk/Treasurer

CERTIFICATE OF AUTHENTICATION

This is one of the Bonds delivered pursuant to the Resolution mentioned within.

NORTHLAND TRUST SERVICES, INC.

By _____
Authorized Representative

ABBREVIATIONS

The following abbreviations, when used in the inscription on the face of this Bond, will be construed as though they were written out in full according to applicable laws or regulations:

TEN COM -- as tenants in common

UNIF GIFT MIN ACT

_____ Custodian _____

(Cust) _____ (Minor)

TEN ENT -- as tenants by entireties

under Uniform Gifts or Transfers to Minors

Act, State of _____

JT TEN -- as joint tenants with right of survivorship and not as tenants in common

Additional abbreviations may also be used though not in the above list.

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto _____ the within Bond and all rights thereunder, and does hereby irrevocably constitute and appoint _____ attorney to transfer the said Bond on the books kept for registration of the within Bond, with full power of substitution in the premises.

Dated: _____

Notice: The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or any change whatever.

Signature Guaranteed:

NOTICE: Signature(s) must be guaranteed by a financial institution that is a member of the Securities Transfer Agent Medallion Program ("STAMP"), the Stock Exchange Medallion Program ("SEMP"), the New York Stock Exchange, Inc. Medallion Signatures Program ("MSP") or other such "signature guarantee program" as may be determined by the Registrar in addition to, or in substitution for, STAMP, SEMP or MSP, all in accordance with the Securities Exchange Act of 1934, as amended.

The Bond Registrar will not effect transfer of this Bond unless the information concerning the assignee requested below is provided.

Name and Address: _____

(Include information for all joint owners if this Bond is held by joint account.)

Please insert social security or other identifying number of assignee

PROVISIONS AS TO REGISTRATION

The ownership of the principal of and interest on the within Bond has been registered on the books of the Registrar in the name of the person last noted below.

Date of Registration

Registered Owner

Signature of
Officer of Registrar

Cede & Co.
Federal ID #13-2555119

EXHIBIT B
TAX LEVY SCHEDULE

YEAR *	TAX LEVY
2017	\$110,036.37
2018	105,236.25
2019	109,635.75
2020	108,509.63
2021	107,383.50
2022	106,018.50
2023	109,903.50
2024	108,433.50
2025	106,228.50
2026	109,273.50
2027	106,911.00
2028	109,798.50
2029	107,278.50
2030	104,758.50
2031	107,488.50
2032	110,061.00
2033	107,226.00
2034	109,499.25
2035	106,357.13
2036	108,465.00

* *Year tax levy collected.*

STATE OF MINNESOTA)
)
COUNTIES OF HENNEPIN AND WRIGHT) SS.
)
CITY OF HANOVER)

I, the undersigned, being the duly qualified and acting City Administrator/Clerk/Treasurer of the City of Hanover, Minnesota (the “City”), do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the City Council of the City held on December 6, 2016, with the original minutes on file in my office and the extract is a full, true and correct copy of the minutes insofar as they relate to the issuance and sale of the City’s General Obligation Capital Improvement Plan Bonds, Series 2016A, in the original aggregate principal amount of \$1,535,000.

WITNESS My hand officially as such City Administrator/Clerk/Treasurer and the corporate seal of the City this _____ day of _____, 2016.

(SEAL)

City Administrator/Clerk/Treasurer
City of Hanover, Minnesota

STATE OF MINNESOTA
COUNTY OF HENNEPIN

CERTIFICATE OF TAXPAYER
SERVICES DIVISION MANAGER AS
TO TAX LEVY AND REGISTRATION

I, the undersigned Taxpayer Services Division Manager of Hennepin County, Minnesota, hereby certify that a certified copy of a resolution adopted by the governing body of the City of Hanover, Minnesota (the "City"), on December 6, 2016, levying taxes for the payment of the City's General Obligation Capital Improvement Plan Bonds, Series 2016A, issued in the original aggregate principal amount of \$1,535,000, dated December 28, 2016 has been filed in my office and said bonds have been entered on the register of obligations in my office and that such tax has been levied as required by law.

WITNESS My hand and official seal this ____ day of _____, 2016.

(SEAL)

Taxpayer Services Division Manager
Hennepin County, Minnesota

Deputy County Auditor

STATE OF MINNESOTA
COUNTY OF WRIGHT

CERTIFICATE OF COUNTY
AUDITOR AS TO TAX LEVY AND
REGISTRATION

I, the undersigned County Auditor of Wright County, Minnesota, hereby certify that a certified copy of a resolution adopted by the governing body of the City of Hanover, Minnesota (the "City"), on December 6, 2016, levying taxes for the payment of the City's General Obligation Capital Improvement Plan Bonds, Series 2016A, issued in the original aggregate principal amount of \$1,535,000, dated December 28, 2016 has been filed in my office and said bonds have been entered on the register of obligations in my office and that such tax has been levied as required by law.

WITNESS My hand and official seal this ____ day of _____, 2016.

**COUNTY AUDITOR,
WRIGHT COUNTY, MINNESOTA**

By: _____

Its: _____

(SEAL)



City of Hanover, Minnesota

\$1,535,000

General Obligation Capital Improvement Plan Bonds, Series 2016A

Bond Sale Summary

November 30, 2016

PURPOSE: To finance the construction of a public works facility.

FINANCE PLAN: To structure the issue over a term of twenty years. Principal on the Bonds will be payable on February 1 from 2018 through 2037. Interest is payable semi-annually on February 1 and August 1, beginning August 1, 2017.

RESULTS: Moody's Investors Service confirmed the City's rating of "Aa3."

	Final on
	<u>11/30/16</u>
Par Amount	\$1,535,000
Average Coupon	2.95%
True Interest Cost (TIC)	2.99%
All In Cost (AIC)	3.17%
Total Interest Cost (\$)	\$520,717
Deposit to Project Construction Fund	\$1,500,000

Main 612-851-5900 | Toll Free 800-851-2920
45 South 7th Street, Suite 2000 | Minneapolis, MN 55402

NorthlandSecurities.com | Member FINRA and SIPC



EXHIBIT A - TOTAL DEBT SERVICE

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
12/28/2016	-	-	-	-	-
08/01/2017	-	-	24,279.04	24,279.04	-
02/01/2018	60,000.00	1.350%	20,517.50	80,517.50	104,796.54
08/01/2018	-	-	20,112.50	20,112.50	-
02/01/2019	60,000.00	1.350%	20,112.50	80,112.50	100,225.00
08/01/2019	-	-	19,707.50	19,707.50	-
02/01/2020	65,000.00	1.650%	19,707.50	84,707.50	104,415.00
08/01/2020	-	-	19,171.25	19,171.25	-
02/01/2021	65,000.00	1.650%	19,171.25	84,171.25	103,342.50
08/01/2021	-	-	18,635.00	18,635.00	-
02/01/2022	65,000.00	2.000%	18,635.00	83,635.00	102,270.00
08/01/2022	-	-	17,985.00	17,985.00	-
02/01/2023	65,000.00	2.000%	17,985.00	82,985.00	100,970.00
08/01/2023	-	-	17,335.00	17,335.00	-
02/01/2024	70,000.00	2.000%	17,335.00	87,335.00	104,670.00
08/01/2024	-	-	16,635.00	16,635.00	-
02/01/2025	70,000.00	3.000%	16,635.00	86,635.00	103,270.00
08/01/2025	-	-	15,585.00	15,585.00	-
02/01/2026	70,000.00	3.000%	15,585.00	85,585.00	101,170.00
08/01/2026	-	-	14,535.00	14,535.00	-
02/01/2027	75,000.00	3.000%	14,535.00	89,535.00	104,070.00
08/01/2027	-	-	13,410.00	13,410.00	-
02/01/2028	75,000.00	3.000%	13,410.00	88,410.00	101,820.00
08/01/2028	-	-	12,285.00	12,285.00	-
02/01/2029	80,000.00	3.000%	12,285.00	92,285.00	104,570.00
08/01/2029	-	-	11,085.00	11,085.00	-
02/01/2030	80,000.00	3.000%	11,085.00	91,085.00	102,170.00
08/01/2030	-	-	9,885.00	9,885.00	-
02/01/2031	80,000.00	3.000%	9,885.00	89,885.00	99,770.00
08/01/2031	-	-	8,685.00	8,685.00	-
02/01/2032	85,000.00	3.000%	8,685.00	93,685.00	102,370.00
08/01/2032	-	-	7,410.00	7,410.00	-
02/01/2033	90,000.00	3.000%	7,410.00	97,410.00	104,820.00
08/01/2033	-	-	6,060.00	6,060.00	-
02/01/2034	90,000.00	3.150%	6,060.00	96,060.00	102,120.00
08/01/2034	-	-	4,642.50	4,642.50	-
02/01/2035	95,000.00	3.150%	4,642.50	99,642.50	104,285.00
08/01/2035	-	-	3,146.25	3,146.25	-
02/01/2036	95,000.00	3.150%	3,146.25	98,146.25	101,292.50
08/01/2036	-	-	1,650.00	1,650.00	-
02/01/2037	100,000.00	3.300%	1,650.00	101,650.00	103,300.00
Total	\$1,535,000.00	-	\$520,716.54	\$2,055,716.54	-

Date And Term Structure

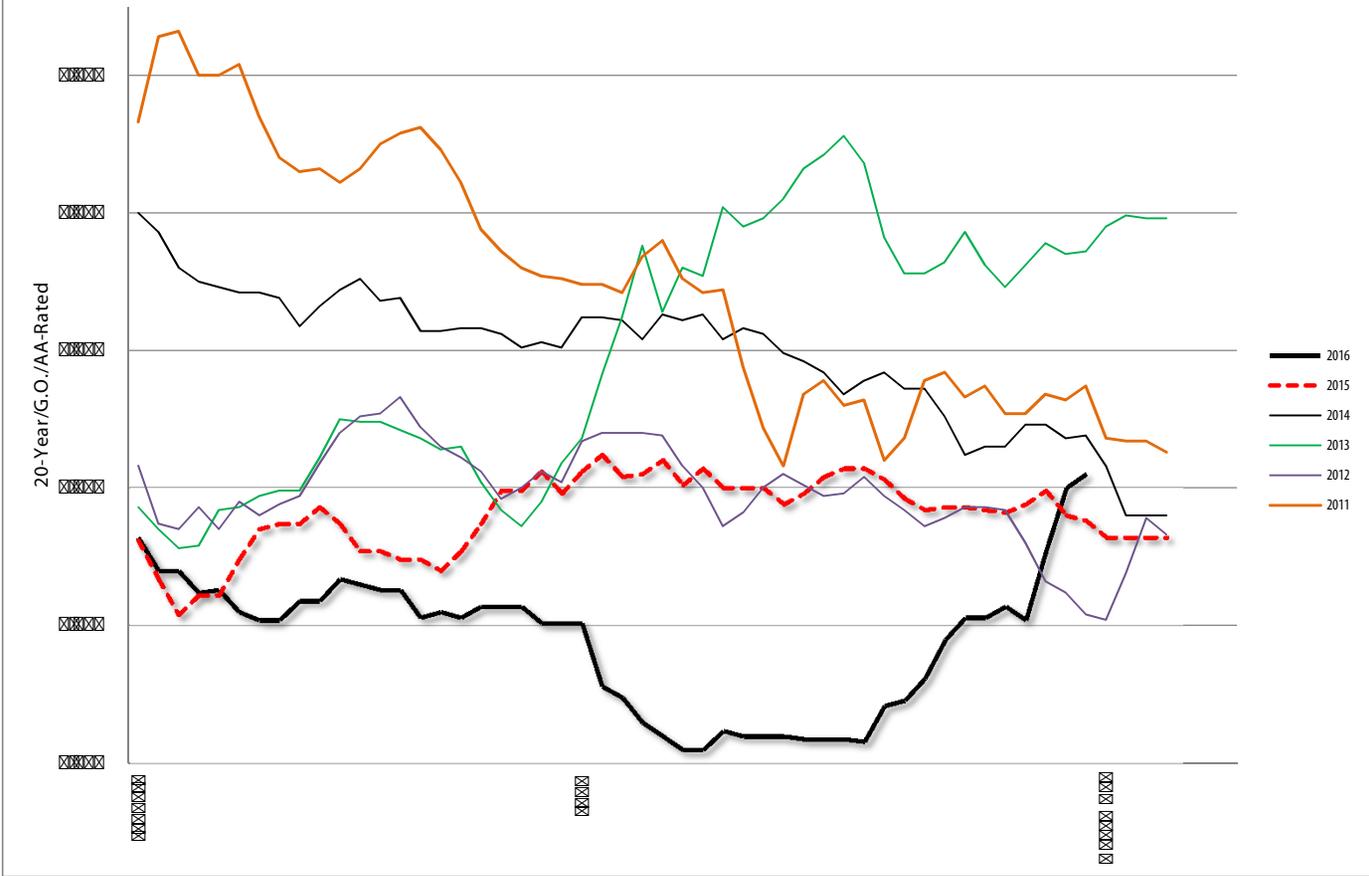
Dated	12/28/2016
Delivery Date	12/28/2016
First available call date	2/01/2025
Call Price	100.000%
Net Interest Cost (NIC)	3.0080793%
True Interest Cost (TIC)	2.9980536%
All Inclusive Cost (AIC)	3.1675856%



EXHIBIT B - 105% Levy Schedule

Date	Total P+I	105% Levy	Levy Year	Collection Year
02/01/2018	104,796.54	110,036.37	2016	2017
02/01/2019	100,225.00	105,236.25	2017	2018
02/01/2020	104,415.00	109,635.75	2018	2019
02/01/2021	103,342.50	108,509.63	2019	2020
02/01/2022	102,270.00	107,383.50	2020	2021
02/01/2023	100,970.00	106,018.50	2021	2022
02/01/2024	104,670.00	109,903.50	2022	2023
02/01/2025	103,270.00	108,433.50	2023	2024
02/01/2026	101,170.00	106,228.50	2024	2025
02/01/2027	104,070.00	109,273.50	2025	2026
02/01/2028	101,820.00	106,911.00	2026	2027
02/01/2029	104,570.00	109,798.50	2027	2028
02/01/2030	102,170.00	107,278.50	2028	2029
02/01/2031	99,770.00	104,758.50	2029	2030
02/01/2032	102,370.00	107,488.50	2030	2031
02/01/2033	104,820.00	110,061.00	2031	2032
02/01/2034	102,120.00	107,226.00	2032	2033
02/01/2035	104,285.00	109,499.25	2033	2034
02/01/2036	101,292.50	106,357.13	2034	2035
02/01/2037	103,300.00	108,465.00	2035	2036
Total	\$2,055,716.54	\$2,158,502.37		

Bond Buyer's Index Trends



NORTHLAND SECURITIES
 A Division of
 Sun Life of Canada
 100 King Street West
 Toronto, Ontario M5X 1C5
 Canada
 Tel: 416-593-8888
 Fax: 416-593-8889
 www.northlandsecurities.com

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EXTRACT OF MINUTES OF A MEETING OF THE
CITY COUNCIL OF THE
CITY OF HANOVER, MINNESOTA

Held: December 6, 2016

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Hanover, Hennepin and Wright Counties, Minnesota, was duly called to order on December 6, 2016, at 7:00 P.M.

The following members were present:

and the following members were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION 12-06-16-130 CALLING FOR THE REDEMPTION OF
THE OUTSTANDING
GENERAL OBLIGATION IMPROVEMENT REFUNDING BONDS, SERIES 2009A

WHEREAS:

A. The City Council of the City of Hanover, Minnesota issued \$231,000 General Obligation Improvement Refunding Bonds, Series 2009A, dated November 5, 2009; and

B. All of said bonds maturing or subject to mandatory redemption on February 1, 2017 through 2021, inclusive, are subject to redemption, in whole or in part, and prepayment at the option of the City on February 1, 2016, and on any date thereafter at par plus accrued interest, all as provided in the resolution of the City authorizing the issuance of said bonds; and

C. The City deems it desirable and in the best interest of the City to call \$94,000 of the outstanding bonds maturing or subject to mandatory redemption in the years 2018 through 2021, inclusive, for redemption on February 1, 2017, in accordance with said resolution authorizing the issuance of said bonds, and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Hanover, Minnesota as follows:

1. \$94,000 of the General Obligation Improvement Refunding Bonds, Series 2009A, dated November 5, 2009, of the City of Hanover, Minnesota, maturing or subject to mandatory redemption in the years 2018 through 2021, inclusive, shall be redeemed and prepaid on February 1, 2017, at 100% of their principal amount plus accrued interest for each such bond

called.

2. The City Administrator is hereby authorized and directed to give mailed notice of call to the bank where said bonds are payable and said bank shall provide such notice to the holders of the bonds as may be required by law. Said notice shall be in substantially the attached form.

3. The City Administrator is hereby authorized and directed to deposit with the bank where said bonds are payable prior to said call date sufficient funds to pay all principal and interest due on the bonds as of the call date.

The motion for the adoption of the foregoing resolution was duly seconded by member _____ and upon a vote taken thereon, the following voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA
COUNTIES OF HENNEPIN AND WRIGHT
CITY OF HANOVER

I, the undersigned, being the duly qualified and acting City Administrator of the City of Hanover, Hennepin and Wright Counties, Minnesota, DO HEREBY CERTIFY, that I have carefully compared the preceding extract of minutes of a meeting of the City Council of said City held on the date therein indicated with the original minutes thereof on file in my office and that the same is a full, true and correct transcript thereof insofar as said minutes relate to the topic described in the title of the resolution set forth in the extract.

WITNESS my hand officially and the official seal of the City on December 6, 2016.

City Administrator

(SEAL)

NOTICE OF CALL FOR REDEMPTION

GENERAL OBLIGATION IMPROVEMENT REFUNDING BONDS, SERIES 2009A

DATED: NOVEMBER 5, 2009

CITY OF HANOVER, MINNESOTA

NOTICE IS HEREBY GIVEN that by order of the City Council of the City of Hanover, Minnesota, there have been called for redemption and prepayment on

FEBRUARY 1, 2017

those outstanding bonds of the City designated as General Obligation Improvement Refunding Bonds, Series 2009A, dated November 5, 2009, maturing or subject to mandatory redemption in the years 2018 through 2021, inclusive, totaling \$94,000 in principal amount and with the following CUSIP number:

<u>Maturity</u>	<u>Principal Amount</u>	<u>CUSIP</u>
2021*	\$94,000	411026DH7

**This is a Term Bond with mandatory sinking fund payments in 2018 through 2020.*

The bonds are being called for redemption at a price of 100% of their principal amount plus accrued interest to February 1, 2017, on which date all interest on said bonds will cease to accrue. Holders of the bonds hereby called for redemption are requested to present their bonds for payment to Northland Trust Services, Inc., 45 South 7th Street, Suite 2000, Minneapolis, Minnesota 55402, on or before February 1, 2017.

Dated: December 6, 2016

BY ORDER OF THE CITY COUNCIL

/s/ Brian Hagen
City Administrator

Important Notice: In compliance with the Economic Growth and Tax Relief reconciliation Act of 2001, federal backup withholding tax will be withheld at the applicable backup withholding rate in effect at the time of the payment by the redeeming institutions if they are not provided with your social security number or federal employer identification number, properly certified. This requirement is fulfilled by submitting a W-9 Form, which may be obtained at a bank or other financial institution.

Additional Information may be obtained from:

NORTHLAND SECURITIES, INC.
45 South 7th Street, Suite 2000
Minneapolis, Minnesota 55402
Attn: Public Finance
Phone: 612-851-5900 or 800-851-2920

**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 December, 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 12-06-16-131

**A RESOLUTION CALLING FOR THE REDEMPTION OF THE
OUTSTANDING 2010 EQUIPMENT CERTIFICATE**

WHEREAS, the City of Hanover has outstanding debt in the form of a 2010 Equipment Certificate through BankWest; and

WHEREAS, the City deems it in the best interest of the City to call the remaining \$21,397.57 outstanding.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the early payoff of the outstanding 2010 Equipment Certificate in the amount of \$21,397.57.

Council members voting in favor:

Opposed or abstained:

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

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

CONTRACTED TASKS

- Crack Filling – 2015 Cost: 49,000 with 28,000 lbs. material (hired out)
2016 Cost: 16,500 with 13,500 lbs. of material (in house)

Savings to bring in house is approximately \$8,000

- Concrete Curb Repair - \$3500 for 8 curb sections
- Blow Patch – estimated \$2000 in savings to bring in house (\$6,300 hired out for two days)
- Asphalt Patching –
- Manhole Repair – \$700 per hole to hire out,
\$250 per hole in house

Savings to bring in house approximately \$1,800

- Catch Basin Repair - \$7,400 for two catch basins

Savings to bring in house is approximately \$2,000 per catch basin

**Final Levy Certification
2017 Revenue Budget**

Account	Description	Category	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	11/21/2016	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		889,052		
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	10,605	12,000		12,000		
		TOTAL TAXES	1,052,909	1,052,691	1,062,035	1,092,148	1,052,676	1,135,414	502,382	895,853	56%	1,012,552	13%	
100-32110	Alcoholic Beverages	LIC PERM	10,270	10,295	10,387	10,305	10,370	10,370	10,420	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	186,316	100,000		50,000		limited vacant lots
100-32240	Animal Licenses	LIC PERM	175	230	240	340	120	260	180	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	53	50		50		
		TOTAL LIC PERM	51,872	60,181	91,005	205,283	168,158	151,212	199,321	112,200	178%	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	848	-		-		
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	38,746	36,000		36,000		estimate
100-33426	State Police Aid	INTGOVT	4,681	4,668	4,542	5,057	5,265	5,566	5,729	5,500		5,500		estimate
100-33610	County Grants/Aid for Roads	INTGOVT	-	-	-	-	14,488	13,342	-	-		-		
		TOTAL INTGOVT	91,589	94,517	92,605	102,803	161,169	207,947	99,241	149,335	66%	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	7,310	8,000		7,000		
100-34105	Sales of Maps & Publications	SERVICE	6	3	9	-	-	-	-	-		-		
100-34107	Assessment Searches	SERVICE	225	175	375	725	350	475	350	400		400		
100-34108	Administrative Fees	SERVICE	2,367	2,675	1,346	1,402	2,710	2,447	1,433	2,000		1,500		
100-34109	Copies/Faxes	SERVICE	61	60	104	76	83	15	125	50		50		
100-34207	Fire Protection	SERVICE	100,812	102,116	102,210	102,210	105,899	107,464	65,057	104,285		114,325		
100-34403	Recycling Rev/Reimb	SERVICE	6,034	5,246	3,494	8,264	26	6,902	3,927	6,000		6,000		
100-34780	Park Shelter Rental Fees	SERVICE	2,000	1,825	2,571	2,351	3,013	2,805	2,687	3,000		3,000		
100-34940	Cemetery Revenues	SERVICE	3,000	2,500	2,000	-	2,950	1,950	3,700	2,000		2,000		
		TOTAL SERVICE	120,624	119,356	117,159	119,827	138,374	130,973	84,589	125,735	67%	134,275	7%	
100-35100	Court Fines	FINES	4,385	4,298	861	1,420	315	2,643	1,763	1,500		1,500		
		TOTAL FINES	4,385	4,298	861	1,420	315	2,643	1,763	1,500	118%	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	108,956	-		-		
100-36210	Interest Earnings	MISC	13,996	13,708	9,074	4,476	(528)	36,318	5,164	1,000		1,000		
100-36215	Investment Income/Loss	MISC	-	-	-	-	7,518	(100)	5,944	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	6,000	6,000		3,600		Concert in the Park and clean-up day donation
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	100	-		-		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	148,485	21,000	707%	18,600	-11%	
		TOTAL REVENUE	1,364,303	1,372,337	1,406,462	1,613,019	1,545,068	1,710,727	1,035,781	1,305,623	79%	1,379,054.59	5.62%	

**Final Levy Certification
2017 Expenditure Budget**

Account	Description	Category	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	11/21/2016	2016 Budget	% of Budget	2017 Budget	% Change	Dollar Change	Comments
Expenditure Accounts														
General Government														
100-41110-111	Committee 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	
100-41110-208	Training & Instruction	COUNCIL	992	1,109	398	-	365	-	450		400	-11%	(50)	LMC training for new member
100-41110-306	Dues & Subscriptions	COUNCIL	1,520	2,552	670	2,912	6,488	7,656	7,000		7,500	7%	500	
100-41110-331	Travel Expenses	COUNCIL	1,080	801	158	160	76	-	1,000		500	-50%	(500)	Reduced
100-41110-437	Discretionary Miscellaneous	COUNCIL	3,486	3,396	3,586	5,701	3,128	11,287	25,203		3,500	-86%	(21,703)	Removed 125th celebration allocation
	Total Council		19,696	21,667	17,967	18,888	20,766	24,977	46,571	54%	24,818	-47%	(21,753)	
100-41330-111	Committee Wages	BRDS & COMM	3,300	2,850	2,280	2,820	2,820	-	4,000		4,000	0%	0	
100-41330-208	Training & Instruction	BRDS & COMM	-	110	-	-	-	-	150		1,300	767%	1,150	Training costs for 3 Planning Members (\$200 each)
100-41330-331	Travel Expenses	BRDS & COMM	-	-	374	18	21	-	100		100	0%	0	
	Total Brds & Comm		3,300	2,960	2,654	2,838	2,936	-	4,250	0%	5,400	27%	1,150	
100-41400-101	Full-Time Wages	CITY ADMIN	80,829	72,582	12,433	63,612	75,707	58,302	67,275		69,630	3%	2,355	
100-41400-121	PERA	CITY ADMIN	5,856	4,377	-	4,553	5,870	4,461	5,046		5,222	3%	177	
100-41400-122	FICA	CITY ADMIN	4,830	4,278	590	3,894	4,852	3,688	4,171		4,317	3%	146	
100-41400-123	Medicare	CITY ADMIN	1,130	1,001	138	911	1,135	862	975		1,010	3%	34	
100-41400-132	Employer Paid Life	CITY ADMIN	-	-	-	1,073	414	337	384		384	0%	0	reflects 2017 rate
100-41400-151	Health Insurance Premium	CITY ADMIN	9,135	6,238	-	5,676	5,237	7,672	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	249	500		500	0%	0	
	Total City Admin		102,030	116,408	57,941	82,640	98,574	75,982	88,251	86%	90,963	3%	2,711	
100-41410-200	Office Supplies	ELECTION	-	1,162	-	3,005	-	289	2,000		7,000	250%	5,000	WC Equip upgrades estimated costs
100-41410-310	Other Professional Services	ELECTION	-	3,660	-	5,317	79	3,914	5,000		-	-100%	(5,000)	No election
100-41410-351	Legal Notices Publishing	ELECTION	-	-	-	279	-	174	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	5,392	8,300	65%	8,000	-4%	(300)	
100-41430-101	Full-Time Wages	CLERICAL	37,550	39,200	43,120	80,994	53,307	36,465	42,059		43,740	4%	1,681	
100-41430-121	PERA	CLERICAL	2,788	2,827	1,832	5,711	3,798	2,790	3,154		3,280	4%	126	
100-41430-122	FICA	CLERICAL	2,384	2,417	2,544	5,607	3,715	2,306	2,608		2,712	4%	104	
100-41430-123	Medicare	CLERICAL	558	565	595	1,311	869	539	610		634	4%	24	
100-41430-134	Employer Paid Life	CLERICAL	-	-	-	(3,996)	1,581	1,193	1,080		1,440	33%	360	reflects 2017 rate
100-41430-151	Health Insurance Premium	CLERICAL	8,984	8,946	17,319	10,443	7,844	7,700	8,400		8,400	0%	0	reflects monthly allotment
100-41430-208	Training & Instruction	CLERICAL	-	-	-	-	255	500	500		500	0%	0	
100-41430-306	Dues & Subscriptions	CLERICAL	-	-	-	-	-	250	250		250	0%	0	
	Total Clerical		53,269	53,956	65,410	115,462	74,280	51,248	58,661	87%	60,956	4%	2,295	
100-41435-260	Uniforms	STAFF EXP	-	80	-	224	-	-	300		300	0%	0	
100-41435-310	Other Professional Services	STAFF EXP	-	9,845	5,763	578	787	222	1,000		1,000	0%	0	
100-41435-331	Travel Expenses	STAFF EXP	1,539	1,101	368	561	1,277	539	2,000		2,000	0%	0	
	Total Staff Exp		8,821	17,144	14,017	2,620	3,290	761	3,300	23%	3,300	0%	0	
100-41530-101	Full-Time Wages	ACCNT	59,367	59,281	78,673	-	24,895	44,133	50,918		52,955	4%	2,036	
100-41530-121	PERA	ACCNT	4,301	3,464	5,869	-	1,800	3,377	3,819		3,972	4%	153	
100-41530-122	FICA	ACCNT	3,678	3,676	5,019	-	1,446	2,599	3,157		3,283	4%	126	
100-41530-123	Medicare	ACCNT	860	860	1,174	-	338	608	738		768	4%	30	
100-41530-134	Employer Paid Life	ACCNT	-	-	-	-	348	899	504		996	98%	492	reflects 2017 rate
100-41530-151	Health Insurance Premium	ACCNT	8,481	6,021	9,149	-	3,322	9,900	10,800		10,800	0%	0	reflects monthly allotment
100-41530-208	Training & Instruction	ACCNT	-	-	-	-	690	1,000	1,000		1,000	0%	0	
100-41530-306	Dues & Subscriptions	ACCNT	-	-	-	-	215	500	500		500	0%	0	
100-41530-310	Other Professional Services	ACCNT	-	-	-	-	35,468	2,457	3,000		-	-100%	(3,000)	Audit Prep Review moved to Auditing and Accounting
	Total Accnt		76,687	73,301	99,885	-	68,471	64,877	74,437	87%	74,273	0%	(163)	
100-41540-301	Auditing & Accounting	AUDITING	19,075	19,840	22,740	27,812	23,400	29,243	27,400		24,900	-9%	(2,500)	Actual audit and potential prep costs
	Total Auditing & Accounting		19,075	19,840	22,740	27,812	23,400	29,243	27,400	107%	24,900	-9%	(2,500)	
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 Assessing		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	2,832	4,000		4,000	0%	0	
100-41570-205	Bank Fees	PURCHASING	159	212	124	74	49	99	100		100	0%	0	
100-41570-207	Computer Supplies	PURCHASING	1,425	1,268	4,472	4,284	3,092	4,876	3,500		12,000	243%	8,500	Approx \$7k for server upgrade
100-41570-220	Repair/Maintenance Supply	PURCHASING	4,728	6,724	8,425	1,939	2,367	3,148	5,800		4,500	-22%	(1,300)	
100-41570-322	Postage	PURCHASING	2,049	1,222	458	951	2,463	2,780	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	13,735	18,900	73%	26,600	41%	7,700	
100-41600-310	Other Professional Services	COMPUTER	-	-	-	-	-	2,191	4,000		4,000	0%	0	
	Total Computer		-	-	-	4,693	3,693	2,191	4,000	55%	4,000	0%	0	

100-41610-304	Legal Fees	ATTORNEY	21,767	13,799	19,286	20,536	18,947	19,580	21,787	22,440	3%	654	increase of 3%
	Total Attorney		21,767	13,799	19,286	20,536	18,947	19,580	21,787	90%	22,440	3%	654
100-41910-310	Other Professional Services	PLANNING & ZONING	22,022	11,489	24,092	26,511	19,945	13,189	17,000	29,500	74%	12,500	\$12,500 towards 2017 Comp Plan Update
	Total Planning & Zoning		22,022	11,489	24,092	26,511	19,945	13,189	17,000	78%	29,500	74%	12,500
100-41940-210	Operating Supplies	BLDG & GRNDS	3,579	3,484	4,454	2,494	617	1,361	5,000	1,500	-70%	(3,500)	cleaning supplies, garbage bags, etc.
100-41940-220	Repair/Maintenance Supply	BLDG & GRNDS	7,109	4,943	10,195	(3,187)	9,461	4,381	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	5,645	8,400	1,000	-88%	(7,400)	Removed \$7,000 Classic Cleaning, left pest control
100-41940-321	Telephone	BLDG & GRNDS	5,020	4,851	5,851	4,476	3,282	2,859	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
100-41940-381	Electric Utility	BLDG & GRNDS	6,196	6,964	10,328	8,927	14,122	6,811	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	2,090	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	2,122	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	3,334	5,000	5,000	0%	0	
100-41940-560	Furniture & Fixtures	BLDG & GRNDS	1,634	-	3,149	535	1,961	242	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	29,533	52,850	56%	45,800	-13%	(7,050)
100-41950-303	Engineering Fee	ENGINEERING	13,193	14,114	22,511	19,613	23,493	23,683	25,000	32,500	30%	7,500	\$7,500 towards 2017 Comp Plan Update
	Total Engineering		13,193	14,114	22,511	19,613	23,493	23,683	25,000	95%	32,500	30%	7,500
100-41960-150	Workers Comp Premium	INSURANCE	1,893	1,730	2,086	845	259	8,543	9,318	8,799	-6%	(518)	entire City less Fire Department (3% increase)
100-41960-361	General Liability Insurance	INSURANCE	23,061	22,340	21,946	24,476	24,785	19,245	24,740	18,860	-24%	(5,880)	entire City less Fire Department (4% decrease)
	Total Insur		24,954	24,070	24,032	27,982	25,045	27,788	34,058	82%	27,659	-19%	(6,398)
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	1,585	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	1,897	3,000	63%	3,050	2%	50
100-48205-810	Refunds & Reimbursements	DAMAGE DEPOSIT	5,200	6,205	7,720	7,554	11,079	3,516	9,000	-	-100%	(9,000)	Moved to GL
	Total Damage Deposit		5,200	6,205	7,720	7,554	11,079	3,516	9,000			-100%	(9,000)
	Total General Gov't		500,082	513,634	524,577	426,758	473,140	405,261	514,764	79%	502,160	-2%	(12,604)
Public Safety													
100-42101-310	Other Professional Services	HC SHERIFF	63,443	64,977	65,503	75,078	69,333	53,554	71,405	78,731	10%	7,326	proposed contract price
	Total HC Sheriff		63,443	64,977	65,503	75,078	69,333	53,554	71,405	75%	78,731	10%	7,326
100-42102-310	Other Professional Services	WC SHERIFF	86,140	87,474	88,330	83,726	95,900	90,827	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	90,827	98,088	93%	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/mgt
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	
100-42210-150	Workers Comp Premium	FIRE ADMIN	5,556	6,731	7,042	6,679	7,137	7,947	10,000	8,344	-17%	(1,656)	projected increase of approx 5%
100-42210-200	Office Supplies	FIRE ADMIN	301	-	359	167	131	196	200	200	0%	0	
100-42210-305	Medical/Physical Fees	FIRE ADMIN	1,917	363	3,975	1,260	4,735	2,177	4,000	4,000	0%	0	
100-42210-306	Dues & Subscriptions	FIRE ADMIN	2,961	1,042	884	562	572	605	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	4,553	-26%	(1,566)	projected decrease of approx 4%
	Total Fire Admin		39,086	38,073	50,788	45,975	45,125	15,668	58,253	27%	77,255	33%	19,002
100-42220-221	Equipment Parts	FIRE EQUIP	5,424	7,812	3,665	6,025	1,056	2,791	15,500	13,500	-13%	(2,000)	added amount subtracted from other misc.
100-42220-228	Medical Supplies	FIRE EQUIP	-	-	-	-	782	370	1,500	1,500	0%	0	
100-42220-240	Small Tools/Equipment	FIRE EQUIP	765	581	718	132	-	537	850	850	0%	0	
100-42220-260	Uniforms	FIRE EQUIP	11,315	7,551	8,599	780	10,864	744	4,500	4,500	0%	0	
100-42220-580	Other Equipment	FIRE EQUIP	5,942	4,959	4,315	2,056	856	968	5,000	5,000	0%	0	
	Total Fire Equip		23,446	20,903	17,296	8,993	13,557	5,411	27,350	20%	25,350	-7%	(2,000)
100-42240-208	Training & Instruction	FIRE TRG	5,400	3,558	3,401	7,517	8,869	3,787	7,500	12,500	67%	5,000	To cover physicals for new recruits
100-42240-310	Other Professional Services	FIRE TRG	-	-	-	-	-	2,210	3,000	3,000	0%	0	Allina Medical Direction Contract remains same fr
100-42240-331	Travel Expenses	FIRE TRG	1,101	1,468	1,099	852	792	1,602	1,500	1,500	0%	0	
	Total Fire Trg		6,501	5,025	4,500	8,369	9,661	7,599	12,000	63%	17,000	42%	5,000
100-42260-212	Motor Fuels	FIRE VEHICLE	4,365	4,243	5,428	3,780	3,146	1,828	5,000	4,500	-10%	(500)	
100-42260-220	Repair/Maintenance Supply	FIRE VEHICLE	3,071	4,985	7,438	14,342	7,855	8,401	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	3,422	7,465	7,465	0%	0	
	Total Fire Vehicle		9,847	13,324	16,307	22,643	16,235	13,704	23,465	58%	22,965	-2%	(500)
100-42280-215	Shop Supplies	FIRE BLDG	402	1,220	1,121	741	189	330	1,650	1,650	0%	0	
100-42280-220	Repair/Maintenance Supply	FIRE BLDG	3,163	4,958	-	522	14,969	2,709	3,500	3,500	0%	0	
100-42280-321	Telephone	FIRE BLDG	490	458	1,002	430	351	340	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	2,807	5,000	4,500	-10%	(500)	
100-42280-383	Gas Utilities	FIRE BLDG	2,298	1,483	2,569	3,673	2,855	1,434	3,000	3,000	0%	0	
	Total Fire Bldg		11,732	12,733	9,526	9,088	21,999	7,620	14,125	54%	13,625	-4%	(500)

100-42290-124	State Aid Pensions	FRA	27,922	27,621	41,704	37,871	42,415	38,746	36,000	36,000	0%	0	pass through fund
100-42290-125	Other Retirement Contributions	FRA						5,567	11,134	11,134	0%	(0)	31% of two year's prior state aid paid by City for it
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	50,413	53,634	53,634	94%	0%	(0)
100-42401-310	Other Professional Services	BLDG INSP	17,719	17,271	72,360	32,860	53,391	41,547	35,000	16,600	-53%	(18,400)	lack of vacant lots
	Total Bldg Insp		17,719	17,271	72,360	32,860	53,391	41,547	35,000	16,600	-53%	(18,400)	
100-42700-310	Other Professional Services	ANIMAL CTRL	688	-	189	180	185	250	500	500	0%	0	
	Total Animal Ctrl		688	-	189	180	185	250	500	500	50%	0%	0
100-42800-310	Other Professional Services	CEMETERY	-	-	-	-	50	2,174	2,500	50	-98%	(2,450)	
	Total Cemetery		-	-	-	-	50	2,174	2,500	50	-98%	(2,450)	
	Total Public Safety		290,998	287,401	377,186	330,583	374,432	288,766	396,320	407,457	73%	3%	11,138

Public Works

100-43000-101	Full-Time Wages - Reg	PUBLIC WORKS	43,250	45,643	61,257	74,389	98,608	92,390	106,604	142,603	34%	35,999	3 full time workers, with 3rd Full Time w/April sta
100-43000-102	Full-Time Wages - OT	PUBLIC WORKS				1,340	604	1,386	1,000	1,050	5%	50	
100-43000-103	Part-Time Wages	PUBLIC WORKS	2,551	8,615	4,010	14,370	5,170	12,200	15,000	15,000	0%	0	(1) 6 mo. Summer help and (2) snow plow driver
100-43000-121	PERA	PUBLIC WORKS	3,133	3,498	3,462	5,168	7,730	7,172	7,995	10,279	29%	2,284	
100-43000-122	FICA	PUBLIC WORKS	2,679	3,274	3,846	5,688	6,637	6,665	6,609	8,251	25%	1,641	
100-43000-123	Medicare	PUBLIC WORKS	945	765	899	1,274	1,552	1,559	1,546	2,285	48%	739	
100-43000-134	Employer Paid Life	PUBLIC WORKS				1,107	1,729	1,707	1,584	2,832	79%	1,248	reflects 2017 rate
100-43000-142	Unemployment Benefits	PUBLIC WORKS	-	-	-	369	264	28	500	500	0%	0	
100-43000-151	Health Insurance Premiums	PUBLIC WORKS	5,615	5,378	5,537	10,892	15,616	17,600	19,200	27,600	44%	8,400	
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	-	4,267	7,000	7,000	0%	0	plow, loader, bobcat, pickups
100-43000-215	Shop Supplies	PUBLIC WORKS	1,980	929	4,608	3,569	-	2,374	2,500	2,500	0%	0	
100-43000-220	Repair/Maintenance Supply	PUBLIC WORKS	4,347	5,806	7,116	8,726	378	8,315	6,000	6,000	0%	0	
100-43000-226	Sign Repair Materials	PUBLIC WORKS	-	-	-	-	-	1,146	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	-	1,969	5,000	5,000	0%	0	
100-43000-260	Uniforms	PUBLIC WORKS	552	830	907	1,974	-	723	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	-	13,321	16,000	17,000	-6%	1,000	Compost, street sweepings addl \$1000 for keyfobs
100-43000-321	Telephone	PUBLIC WORKS	-	-	-	555	1,929	1,603	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	175,923	203,739	257,901	86%	27%	54,162
100-43121-224	Street Maintenance Materials	PAVED STREETS	283	811	5,636	13,661	71,522	38,580	50,000	50,000	0%	0	
	Total Paved Streets		6,419	7,454	6,225	14,625	75,755	38,580	50,000	50,000	77%	0%	0
100-43122-224	Street Maintenance Materials	UNPAVED STREETS	2,909	2,655	2,240	7,094	10,403	9,929	10,000	10,000	0%	0	
	Total Unpaved Streets		13,083	4,967	6,400	7,094	10,403	9,929	10,000	10,000	99%	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%	0
100-43160-381	Electric Utilities	STREET LIGHTS	29,063	26,483	27,036	25,125	19,475	21,336	27,000	25,000	-7%	(2,000)	
	Total Street Lights		29,063	26,483	27,036	25,125	19,475	21,336	27,000	25,000	-7%	(2,000)	
100-43240-384	Refuse/Garbage Disposal	CITY CLEAN UP	-	487	828	887	1,784	2,073	2,000	2,000	0%	0	Lions Clean up
	Total City Clean Up		-	487	828	887	1,784	2,073	2,000	2,000	104%	0%	0
100-43245-384	Refuse/Garbage Disposal	RECYCLING	14,540	18,637	25,354	33,931	36,112	31,333	35,000	36,000	3%	1,000	recycling contract cost
	Total Recycling		14,540	18,637	25,354	33,931	36,112	31,333	35,000	36,000	90%	3%	1,000
	Total Public Works		159,359	159,233	180,693	249,428	341,883	279,174	342,739	395,901	81%	16%	53,162

Culture & Recreation

100-45186-437	Senior Center Contribution	SENIOR CENTER	1,250	625	1,250	7,654	5,330	5,071	8,000	8,000	0%	0	
	Total Senior Center Contribution		1,250	625	1,250	7,654	5,330	5,071	8,000	8,000	63%	0%	0
100-45200-212	Motor Fuels	PARKS				1,958	-	1,404	3,000	2,000	-33%	(1,000)	lawn mower fuel
100-45200-220	Repair/Maintenance Supply	PARKS	2,031	6,508	3,801	4,477	4,513	4,226	6,000	5,000	-17%	(1,000)	mower repairs, park maintenance equipment
100-45200-225	Landscaping Materials	PARKS	1,572	2,352	4,055	1,788	2,625	4,116	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	1,621	2,000	2,000	0%	0	
100-45200-400	Repairs & Maintenance Cont	PARKS	3,579	2,704	4,489	4,469	2,249	1,538	3,000	1,500	-50%	(1,500)	
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)
100-45200-580	Other Equipment	PARKS	6,696	2,484	1,182	2,711	7,190	6,896	7,000	7,000	0%	0	portable toilets
	Total Parks		27,153	21,298	24,199	22,610	27,852	22,017	35,800	36,500	62%	2%	700
100-45500-437	Contribution & Operation	ROY SIMMS LIBRARY	7,000	7,000	7,000	7,000	5,250	9,571	10,500	10,500	0%	0	
	Total Roy Simms Library		7,000	7,000	7,000	7,000	5,250	9,571	10,500	10,500	91%	0%	0
	Total Culture & Rec		35,403	28,923	32,449	37,264	38,432	36,659	54,300	55,000	68%	1%	700

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	25%	250	-75%	(750)	
Total Fund Expend.			1,452,175	1,364,394	1,683,711	1,337,640	1,704,187	1,010,109	1,309,122	77%	1,360,768	3.95%	51,646	
Total Revenue Over Expenditures			(79,838)	42,068	(70,692)	207,428	6,540	25,672	(3,500)		18,287			

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	52,348	
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	267,348	-1%

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

**City of Hanover
Debt Services
2008A GO CIP Refunding Bond Fund**

Acct No.	Account Description	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	% Change
<u>Revenue Accounts</u>										
311-31000	PROPERTY TAXES-CITY	74,585	80,380	79,197	79,457	40,934	39,770	38,603	42,688	
311-33410	MV CREDIT	111	112							
311-36210	INTEREST EARNINGS	1,197	1,121	1,340	504	50	400	100	100	
311-36215	INVESTMENT INCOME/LOSS					413	(92)	400	400	
311-39100	BOND PROCEEDS									
311-39200	TRANSFERS IN									
Total Revenue		75,893	81,613	80,537	79,961	41,397	40,079	39,103	43,188	10%
<u>Expenditure Accounts</u>										
311-47000-601	DS: PRINCIPAL	60,000	65,000	70,000	70,000	70,000	25,000	30,000	30,000	
311-47000-611	DS: INTEREST	18,920	17,260	15,370	13,270	11,030	9,448	8,430	7,320	
311-47000-620	DS: FISCAL AGENT FEES	425	425	425	495	495	495	495	495	
Total Expenditures		79,345	82,685	85,795	83,765	81,525	34,943	38,925	37,815	-3%
Total Revenue Over Expenditures		(3,452)	(1,072)	(5,258)	(3,804)	(40,128)	5,136	178	5,373	2914%

**City of Hanover
Debt Services**

2009A GO Refunding Bond Fund

Acct No.	Account Description	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	% Change
<u>Revenue Accounts</u>										
312-31000	PROPERTY TAXES-CITY	21,420	15,400	15,000	19,765	19,929	18,292	22,982	0	
312-33410	MV CREDIT	32	21							
312-36100	SPECIAL ASSESSMENTS	9,216	10,517	8,236	7,919	10,205	6,473	6,017	5,636	
312-36210	INTEREST EARNINGS	154	419	235	189	29	59	50	50	
312-36215	INVESTMENT INCOME/LOSS					229	56	300	300	
312-39100	BOND PROCEEDS	11,835								
312-39200	TRANSFERS IN									

Total Revenue	42,657	26,357	23,471	27,873	30,392	24,880	29,349	5,986	-80%
<i>Expenditure Accounts</i>									
312-47000-601 DS: PRINCIPAL		15,000	17,000	21,000	21,000	20,000	19,000	24,000	
312-47000-611 DS: INTEREST	5,738	7,556	7,108	6,576	5,988	5,414	4,868	3,666	
312-47000-620 DS: FISCAL AGENT FEES	425	425		425	425	425	425	425	
Total Expenditures	6,163	22,981	24,108	28,001	27,413	25,839	24,293	28,091	16%
Total Revenue Over Expenditure	36,494	3,376	(637)	(128)	2,979	(959)	5,056	(22,105)	-537%

City of Hanover
Debt Services

2010 GO CIP Equipment Certificates Bond Fund

Acct No.	Account Description	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	% Change
<i>Revenue Accounts</i>										
313-31000	PROPERTY TAXES-CITY		74,516	75,000	74,940	62,653	49,298	30,134	0	
313-33410	MV CREDIT		106	0	0					
313-36210	INTEREST EARNINGS	(1)	(480)	100	(245)	(29)	(6)			
313-36215	INVESTMENT INCOME/LOSS					(349)				
313-39100	BOND PROCEEDS	350,920								
313-39200	TRANSFERS IN					5,000				
Revenue Accounts		350,919	74,142	75,100	74,695	67,275	49,292	30,134	0	-100%
<i>Expenditure Accounts</i>										
313-47000-601	DS: PRINCIPAL	342,547	58,487	62,619	64,855	67,145	43,868	32,805	21,138	
313-47000-611	DS: INTEREST	2,229	13,853	9,722	7,486	5,196	3,046	1,500	558	
313-47000-620	DS: FISCAL AGENT FEES	6,216	0	0	0	0	0			
Total Expenditures		350,992	72,340	72,341	72,341	72,341	46,914	34,305	21,696	-37%
Total Revenue Over Expenditure		(73)	1,802	2,759	2,354	(5,066)	2,377	(4,172)	(21,696)	420%

City of Hanover
Debt Services

2011 GO Improvement Crossover Refunding Bond Fund

Acct No.	Account Description	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	% Change
<u>Revenue Accounts</u>										
314-31000	PROPERTY TAXES-CITY		74,516	75,000	34,403	74,174	110,246	125,400	124,490	
314-33410	MV CREDIT		106							
314-36100	SPECIAL ASSESSMENTS				79,169	93,196	71,146	57,161	54,531	
314-36210	INTEREST EARNINGS	-1	-480	100	2,756	417	3,965	300	300	
314-36215	INVESTMENT INCOME/LOSS					4,553	(299)	4,000	4,000	
314-39100	BOND PROCEEDS	350,920								
314-39200	TRANSFERS IN									
Revenue Accounts		350,919	74,142	75,100	116,328	172,341	185,058	186,861	183,321	-2%
<u>Expenditure Accounts</u>										
314-47000-601	DS: PRINCIPAL	342,547	58,487	62,619	80,000	125,000	125,000	140,000	140,000	
314-47000-611	DS: INTEREST	2,229	13,853	9,722	27,375	25,775	23,275	20,775	17,975	
314-47000-620	DS: FISCAL AGENT FEES	6,216			425	495	495	495	495	
	BALANCING (Fund 309 residuals)									
Total Expenditures		350,992	72,340	72,341	107,800	151,270	148,770	161,270	158,470	-2%
Total Revenue Over Expenditure		(73)	1,802	2,759	8,528	21,071	36,288	25,591	24,851	-3%

**City of Hanover
Debt Services**

2016 GO Public Works Building Bond

Acct No.	Account Description	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	% Change
<u>Revenue Accounts</u>										
411-31000	PROPERTY TAXES-CITY								110,036	
411-36210	INTEREST EARNINGS									
411-36215	INVESTMENT INCOME/LOSS									
411-39100	BOND PROCEEDS									
411-39200	TRANSFERS IN									
Revenue Accounts		-	-	-	-	-	-	\$ -	\$ 110,036	#DIV/0!

Final Levy Certification

Bond Register/Debt Levy Supplement

Bond Issues	Original Principal	Date Issued	Paid by Levy Dollars (Y/N)	Debt Levy per Issued Bond for Pay 2017	Reductions to Levied Amount	Certified Debt Levy 2017
GO Wastewater Treatment Note - Mn PFA	\$1,909,275	1999	N	\$0.00	\$0.00	\$0.00
GO Improvement Plan Refunding	\$660,000	2008	Y	\$42,687.75	\$0.00	\$42,687.75
GO Improvement Refunding	\$231,000	2009	Y	\$0.00	\$0.00	\$0.00 Paid off Early
GO Equipment Certificates of Indebtedness	\$350,920	2010	Y	\$0.00	\$0.00	\$0.00 Paid off Early
GO Improvement Crossover Refunding	\$1,225,000	2011	Y	\$124,490.35	\$0.00	\$124,490.35
GO Bond	\$2,070,000	2016	Y	\$110,036.37	\$0.00	\$110,036.37
Total	\$4,536,920			\$277,214	\$0.00	\$277,214.47

* Reductions include assessments still being received under the 2006A bond, which was paid off through this refunding bond. Those assessments are being applied here.

I hereby certify that the above schedule of bond levies to be spread on payable 2017 tax rolls agrees with your records and is true and correct. Copies of any resolutions which increase or reduce these levies are attached.

Dated this 21st day of September, 2016.

Brian Hagen, City Administrator

Final Levy Certification

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

Return by: December 28, 2016
City Taxes Voted

To the Auditor of Wright County: I hereby certify that the Council for the City of Hanover, County of Wright, Minnesota, did at a meeting on December ____, 2016 levy the following amount to be raised by taxation for the City of Hanover for the payable year 2017.

2016 Final

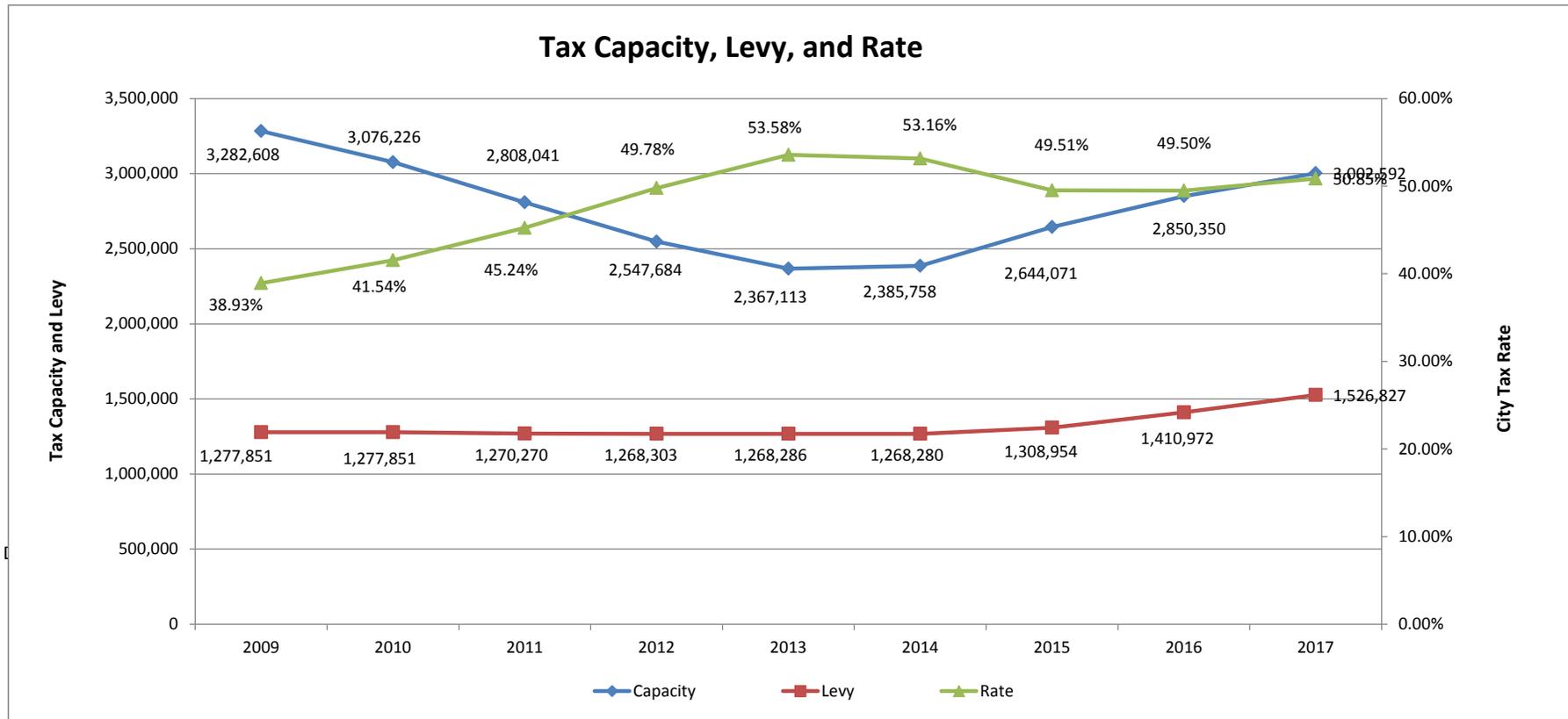
2017 Proposed

2016 Budget Requirement	2016 LGA	2016 Other Resources	2016 Tax Levy	# Fund	2017 Budget Requirement	2017 LGA	2017 Other Resources	2017 Certified Levy
1,052,499	107,496	173,989	771,014	5 Rev	1,099,243.02	108,169.00	120,009.00	871,065.02
253,123	36,000	104,285	112,838	7 Fire Prot.	261,524.63	36,000.00	114,324.87	111,199.77
258,793		41,674	217,119	19 Debt Services	378,433.77		101,219.30	\$277,214.47
310,000			310,000	26 Capital Improv.	267,348.00			267,348.00
1,874,416	143,496	319,948	1,410,972	Total	2,006,549.43	144,169.00	335,553.17	1,526,827.26

Dated this ____ day of December, 2016.

Brian Hagen, City Administrator

Preliminary Lev	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	1,526,827
Rate	38.93%	41.54%	45.24%	49.78%	53.58%	53.16%	49.51%	49.50%	50.85%



**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 December, 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 12-06-16-132

A RESOLUTION APPROVING ANNUAL STAFF REVIEWS

WHEREAS, the City Administrator has conducted annual performance reviews with City Staff; and

WHEREAS, a 360 degree review was conducted on the City Administrator; and

WHEREAS, in accordance with the Personnel Policy and based on those reviews, the City Administrator is recommending merit pay increases to be effective January 1, 2017 per the attached recommendation.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the merit increases per the attached recommendation memo effective January 1, 2017.

Council members voting in favor:

Opposed or abstained:

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

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



To: Mayor Kauffman & Members of the Hanover City Council
From: Brian Hagen, City Administrator
Date: December 1, 2016
Re: Annual Staff Reviews

Annual Performance Evaluations were conducted for staff. Below are recommendations for salary increases based on the results of those reviews, in accordance with the Personnel Policy and salary ranges previously approved by the City Council. All approved merit increases will be effective January 1, 2017.

Brian Hagen – City Administrator/Clerk/Treasurer

Recommended increase is 3.5%. Current salary is \$67,250/annually. The new proposed salary would be \$69,603.75. The salary range for this position is \$62,108.80 - \$84,552.00/annually.

Liz Lindrud – Accountant/Deputy Clerk

Recommended increase is 4%. Current salary is \$50,918.40/annually. The new proposed salary would be \$52,955.14/annually. The salary range for this position is \$41,600 - \$63,918.40/annually.

Amy Biren – Administrative Assistant

Recommended increase is 4%. Current wage is \$20.22/hour. The new proposed wage would be \$21.03/hour. The wage range for this position is \$18.78 - \$24.69/hour.

Scott Vogel – Public Works Supervisor

Recommended increase is 3.5%. Current salary is \$28.22/hour. The new proposed salary would be \$29.21/hour. The wage range for this position is \$22.38 - \$29.73/hour.

Jason Doboszinski – Public Works Maintenance Worker

Recommended increase is 4%. Current salary is \$23.04/hour. The new proposed salary would be \$23.96/hour. The wage range for this position is \$16.51 - \$24.52/hour.

**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 December, 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 12-06-16-133

A RESOLUTION APPROVING PURCHASE OF MINI EXCAVATOR

WHEREAS, the City of Hanover has been required to meet the standards of the Minnesota Pollution Control Agency in regards to Municipal Stormwater regulations (MS4); and

WHEREAS, these regulations require annual maintenance to the City's stormwater management system; and

WHEREAS, a mini excavator will greatly assist in performing ditch and stormwater pond maintenance; and

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the attached quote, which includes the state bid contract discount, in the amount of \$63,027.70 from Tri-State Bobcat to purchase a mini excavator with jack hammer attachment.

Council members voting in favor:

Opposed or abstained:

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

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



Product Quotation

Quotation Number: 26538D026C5

Date: 2016-10-28 15:39:28

Ship to	Bobcat Dealer	Bill To
City of Hanover 11250 5th St NE Hanover, MN 55341 Phone: (763) 477-2596	Tri-State Bobcat, Inc 3101 Spruce St Little Canada MN 55117 Phone: (651) 407-3727 Fax: (651) 217-5770 ----- Contact: Patrick Schoen Phone: 651-407-3727 Fax: 651-217-5770 Cellular: 612-356-8890 E Mail: patricks@tristatebobcat.com	City of Hanover 11250 5th St NE Hanover, MN 55341 Phone: (763) 477-2596

Description	Part No	Qty	Price Ea.	Total
E50 T4 Bobcat Compact Excavator	M3219	1	\$66,672.00	\$66,672.00
A71 Option Package	M3219-P01-A71	1	\$9,807.00	\$9,807.00
Cab Enclosure with Heat and Air Conditioning	Hydraulic X-Change			
Deluxe Cloth Suspension Seat	Hydraulic Clamp (Class IV)			
HB1180 Hydraulic Breaker with Nail Point	7115923	1	\$10,335.00	\$10,335.00
--- X-Change Mounting Cap - HB1180/HB1380	7117325	1	\$555.00	\$555.00
--- Hose Kit - HB880/HB980/HB1180	7114762	1	\$195.00	\$195.00
30" Base Class 4	M7026	1	\$0.00	\$0.00
--- 30" X-change Severe Duty Trenching Bucket, Class 4	M7026-R01-C02	1	\$1,405.00	\$1,405.00
Total of Items Quoted				\$88,969.00
Freight Charges				\$997.00
Discount	Bobcat MN State Contract (E-95(5)) Discount			(\$26,938.30)
Quote Total - US dollars				\$63,027.70

Notes:

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes. Customer must exercise his purchase option within 30 days from quote date.

Customer Acceptance: Purchase Order: _____

Authorized Signature:

Print: _____ **Sign:** _____ **Date:** _____

**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 December, 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 12-06-16-134

A RESOLUTION APPROVING PROPOSAL FOR AUDIT SERVICES

WHEREAS, the City has received a proposal from AEM Financial Solutions to provide audit services in the capacity to review documents and assist where needed in preparing documents for the 2016 Annual Audit; and

WHEREAS, the Accountant is solely overseeing the City’s audit for the first time since being hired; and

WHEREAS, a final review of the audit documents prior to sending them to the independent auditor would be beneficial.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the attached proposal submitted by AEM Financial Solutions..

Council members voting in favor:

Opposed or abstained:

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

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

Proposal for Audit Services

City of Hanover

Hanover, Minnesota

Submitted

November 28, 2016

AEM Financial Solutions, LLC

Grandview Square

5201 Eden Avenue, Suite 250

Edina, Minnesota 55436

952.835.9090

Contact Persons

Steven R. McDonald, CPA

952.715.3002

steven.mcdonald@aemcpas.com

Jean D. McGann, CPA

952.715.3059

jean.mcgann@aemfinancialsolutions.com



People
+ Process®
Going
Beyond the
Numbers⁹⁴

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LETTER OF TRANSMITTAL

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

Dear Brian,

Thank you for the opportunity to submit this proposal to the City of Hanover, Minnesota (the City) for audit preparation services. Based on our past experience with Cities of comparable size and complexity, we believe our structured contract with defined outcomes offered through AEM Financial Solutions, LLC (AEMFS) would provide the City with excellent audit preparation services.

We believe our solution will continue to result in the City receiving high level information, continual improvement of processes and allow the City to keep overall costs stable. Our proposal is based on the past work we have done, the needs of the City, and the experiences we have had working with other cities. The proposal outlines the scope of services we believe will address the needs of the City.

The term of this contract shall be from December 15, 2016 through May 31, 2017.

An AEMFS representative will be in the City offices as necessary to perform responsibilities as noted on the Scope of Services page. Services will also be performed remotely as necessary.

Investment by the City for services is indicated in the financial page.

AEMFS would like to thank the City for the opportunity. We look forward to exceeding your expectations and continuing our long-term, mutually beneficial relationship.

Sincerely,

AEM Financial Solutions, LLC
an Abdo, Eick & Meyers, LLP Company

Steven R. McDonald, CPA
CEO

Jean D. McGann, CPA
President, AEM Financial Solutions, LLC
Partner, Abdo, Eick & Meyers, LLP

Welcome to ABDO, EICK & MEYERS, LLP

“The investments into our People and Process make a difference for you, our valued client. We focus on the challenges and needs that are relevant to your business or government agency. This allows us to be thoughtful in our approach in providing you with the best solutions, and leaves you assured in the value of our deliverable.”

Steve McDonald - Managing Partner



**People
+ Process®**
**Going
Beyond the
Numbers**

People

Hire

We focus recruiting efforts on Minnesota state colleges and universities. Innovative recruiting strategies, including a strong social media presence, allow us to attract top talent.

Train

We've invested in a state-of-the-art, on-site training facility and a full-time Learning Director to ensure our team is prepared to exceed your expectations.

Reward

We focus on client results and reward our team based on specific goals, not hours billed.



Process

Listen

Our process begins with listening. We invest time to better understand your goals and challenges.

Engage

Active engagement with DFK International and domestic industry associations allows us to provide maximum value to your organization.

Deliver

Combining our internal expertise and technological resources with what we've learned about you allows us to deliver a solution that exceeds your expectations.



Going Beyond the Numbers

FIRM QUALIFICATIONS AND EXPERIENCE

For over 50 years, we've helped local governments throughout Minnesota serve their communities more efficiently. As the leading governmental auditing firm in the state, we provide accounting, financial, and audit services to over 200 governmental entities. In 2009, we established AEM Financial Solutions, LLC (AEMFS) a company dedicated to providing day-to-day accounting and financial management services for local governments. The success of AEMFS stems from having over 17 years of government finance and audit experience, six years of Big Four accounting Firm, and over 50 years of providing governmental services in Minnesota.

As an integral part of your team, we work with you to deliver one-of-a-kind solutions for improving best practices in your entire organization. You can expect to work with our partners and managers to resolve issues ranging from operational effectiveness to long term planning and workflow.

AEMFS is a division of Abdo, Eick & Meyers, LLP (the Firm). Overall the Firm has a professional staff of more than 131 in its Edina and Mankato offices. AEMFS specializes in the governmental industry. The following summarizes the type of services we provide.

Governmental Client Services

Our governmental client base is composed of cities, municipalities and other public entities. They are as follows:

- Finance director services for approximately 17 cities.
 - 2 municipal clients receive the GFOA's certificate of achievement for excellence in financial reporting
- Process evaluation studies and recommendations
- Operational effectiveness
- Work flow implementation
- Request for proposal development
- Project feasibility analysis
- Rate studies, long term strategic planning and capital improvement planning
- Budget development and analysis

Personnel

AEMFS has a tremendous level of expertise and experience in providing Governmental services. Detailed biographies can be found in Appendix A. This detail will demonstrate that when combined, we have over 55 years of providing solutions to governmental entities along with over 25 years of private sector experience.

Our substantial governmental client base and commitment of staff to governmental services has provided our firm with the competence to serve your professionally and efficiently.

AGREEMENT FOR FINANCIAL SERVICES

THIS AGREEMENT, is made and entered into on November 28, 2016 by and between the City of Hanover, Minnesota (hereinafter referred to as the "City"), and AEM Financial Solutions LLC (hereinafter referred to as the "Contractor").

Articles of Agreement & Recitals

WHEREAS, the City is authorized and empowered to secure from time to time certain professional services through contracts with qualified consultants; and

WHEREAS, the Contractor understands and agrees that:

1. The Contractor will act as an Independent Contractor in the performance of all duties under this Agreement. Accordingly, the Contractor shall be responsible for payment of all taxes, including federal, state and local taxes and professional/business license fees arising out of the Contractor's activities;
2. The Contractor shall have no authority to bind the City for the performance of any services or to obligate the City. The Contractor is not an agent, servant, or employee of the City and shall not make any such representations or hold himself/herself out as such;
3. The Contractor shall be the exclusive outsourced accounting service provider for the City during the term of this Agreement;
4. The Contractor shall perform all professional services in a competent and professional manner, acting in the best interests of the City at all times.
5. The Contractor shall not accrue any continuing contract rights for the services performed under this contract.

NOW THEREFORE, in consideration of the mutual covenants and promises contained herein, it is agreed as follows:

ARTICLE I

INCORPORATION OF RECITALS

The recitals and agreement set forth above are hereby incorporated into this Agreement.

ARTICLE II

LIABILITY INSURANCE

Section 1 Liability Insurance: The Contractor shall obtain professional liability insurance, at their expense with liability insurance coverage minimums in the amount of \$2,000,000, which Contractor must secure and maintain during the term of this Agreement. Contractor will provide City with proof of liability insurance coverage under this Agreement in writing upon request by the City.

AGREEMENT FOR FINANCIAL SERVICES - CONTINUED

ARTICLE III

DURATION OF THE AGREEMENT

Section 1 Duration: This Agreement shall commence upon date of execution by all parties and will remain in effect until May 31, 2017 unless earlier terminated as provided in Sections 2 and 3.

Section 2 City's Termination Rights: City may terminate this Agreement upon sixty (60) days written notice in the event the City determines in its sole discretion that it is not in the City's best interest to continue using Contractor's services. The City may terminate on ten (10) days written notice of the Contractor fails to perform its obligations under this Agreement.

Section 3 Contractor's Termination Rights: Contractor may terminate this Agreement upon thirty (30) days written notice to City in the event City does not pay Contractor compensation as required under Article 5, Section 9 within fifteen (15) days after invoice is received by City. In the event of non-payment within thirty (30) days, Contractor shall give City an opportunity to cure the default by giving a notice of such non-payment and an additional five (5) days after the City's receipt of the notice to remit such payment, prior to giving a notice of termination. Contractor can also terminate the Agreement with one hundred twenty (120) days written notice if the Contractor believes it is in its best interests to terminate the Agreement.

ARTICLE IV

RENEWAL OF THE AGREEMENT

Section 1 Renewal Period: Not less than ninety (90) days prior to the expiration of this Agreement, the City may provide written notice of intent to renew this Agreement for an additional term of up to three years upon terms and conditions agreed upon by both parties to the Agreement. If no such renewal agreement is executed by the parties, the Agreement terminates without further action of either party on May 31, 2017.

ARTICLE V

GENERAL

Section 1 Authorized City Agent: The City's authorized agent for the purpose of administration of this Agreement is the City Administrator. Said agent shall have final authority for approval and acceptance of the Contractor's services performed under this Agreement and shall further have responsibility for administration of the terms and conditions of this Agreement. All notices under this Agreement shall be sent to the person and address indicated below on the signature lines.

Section 2 Amendments: No amendments or variations of the terms and conditions of this Agreement shall be valid unless in writing and signed by the parties.

Section 3 Assignability: The Contractor's rights and obligations under this Agreement are not assignable or transferable.

Section 4 Data: Any data or materials, including, but not limited to, reports, studies, photographs, negatives, or any and all other documents prepared by the Contractor or its outside consultants in the performance of the Contractor's obligations under this Agreement shall be the exclusive property of the City, and any such data and materials shall be remitted to the City by the Contractor upon completion, expiration, or termination of this Agreement. Further, any such data and materials shall be treated and maintained by the Contractor and its outside consultants in accordance with applicable federal, state and local. Further, Contractor will have access to data collected or maintained by the City to the extent necessary to perform Contractor's obligations under this Agreement. Contractor agrees to maintain all data obtained from the City in the same manner as the City is required under the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 or other applicable law (hereinafter referred to as the "Act"). Contractor will not release or disclose the contents of data classified as not public to any person except at the written direction of the City. Upon receipt of a request to obtain and/or review data as defined in the Act, Contractor will immediately notify the City. The City shall provide written direction to Contractor regarding the request within a reasonable time, not to exceed fifteen (15) days. The City agrees to indemnify, hold harmless and defend Contractor for any liability, expense, cost, damages, claim, and action, including attorneys' fees, arising out of or related to Contractor's complying with the City's direction. Subject to the aforementioned, Contractor agrees to defend and indemnify the City from any claim, liability, damage or loss asserted against the City as a result of Contractor's failure to comply with the requirements of the Act. Upon termination and/or completion of this Agreement, Contractor agrees to return all data to the City, as requested by the City.

AGREEMENT FOR FINANCIAL SERVICES - CONTINUED

ARTICLE V - CONTINUED

GENERAL - CONTINUED

Section 5 Entire Agreement: This Agreement is the entire agreement between the City and the Contractor and it supersedes all prior written or oral agreements. There are no other covenants, promises, undertakings, or understandings outside of this Agreement other than those specifically set forth. Any term, condition, prior course of dealing, course of performance, usage of trade, understanding, or agreement purporting to modify, vary, supplement, or explain any provision of this Agreement is null and void and of no effect unless in writing and signed by representatives of both parties authorized to amend this Agreement.

Section 6 Severability: All terms and covenants contained in this Agreement are severable. In the event any provision of this Agreement shall be held invalid by any court of competent jurisdiction, this Agreement shall be interpreted as if such invalid terms or covenants were not contained herein and such holding shall not invalidate or render unenforceable any other provision hereof.

Section 7 Contractor Fiscal Decision Waiver: Contractor is responsible for providing the City with timely and accurate financial recommendations and information that allows City Council the ability to make final financial decisions. Contractor will provide final financial recommendations, but is not responsible for the final decisions made regarding financial matters.

Section 8 City Employment of Contractors Employees; Should the City desire to employ the Contractors employee that is assigned to the City during the term of this Agreement, it must have the written consent of the Contractor to enter into a City employee contract with the Contractors employee. Should the Contractor agree to such arrangement, the agreement will include a payment equal to 50% of the annual contracted cost, in addition to the annual contracted cost already paid to the Contractor. This restriction on employment applies only during the term of this agreement.

Section 9 Compensation: The parties agree that the Contractor shall be paid compensation for the services provided hereunder, payable for work performed in accordance with this Agreement, based on the fees indicated in Table 1 and under the attached scope of services. Additional fees will not be incurred without prior approval of the City.

Table 1

<u>Contractor's Employee</u>	<u>Hourly Rate</u>
Victoria Holthaus, Client Services Supervisor	\$ 180
Other accounting staff, as needed	125-335

Initial invoice will be sent within 10 days of the execution of this agreement. Monthly fees will be invoiced throughout the remainder of this contract.

Section 10 Additional Services: Should the City request additional services in addition to the Contracted Services, the Contractor will provide the City with proposed fees for the services to be provided. The City shall provide a written or electronic confirmation prior to the proposed services implementation.

Section 11 Outside Contractors: It shall be the responsibility of Contractor to compensate any other outside consultants retained or hired by Contractor to fulfill their obligations under this Agreement and shall be responsible for their work and Contractor, by using outside contractors, shall not be relieved of its obligations under this Agreement.

SCOPE OF SERVICES

Contract Task	City Responsibility	Planned Time Frame
1. Audit Preparation		
Provide training for Accountant throughout the Audit Preparation process, including review of work papers prepared by Accountant	Cooperation in location supporting documentation as needed	12/15/2016 - 5/31/2017
Prepare work papers, not prepared by City Accountant, and gather support for the annual audit of the financial statements	Cooperation in location supporting documentation as needed	12/15/2016 - 5/31/2017
Review the Management Discussion and Analysis for the audit report, as prepared by the Accountant	City Administrator to review and approve	12/15/2016 - 5/31/2017
Provide assistance during audit fieldwork	City to provide fieldwork dates	12/15/2016 - 5/31/2017

SIMILAR ENGAGEMENTS WITH OTHER GOVERNMENTAL ENTITIES

We have long-term relationships with many cities in Minnesota and have provided a sample of references of those we serve as their Finance Director. Additional references are available upon request.

City of New Hope

Kirk McDonald | 763.531.5112
Engagement Partner - Steve McDonald

City of Pine City

Ken Cammilleri | 320.629.2575
Engagement Partner - Jean McGann

City of Forest Lake

Aaron Parrish | 651.209.9750
Engagement Partner - Jean McGann

City of Le Sueur

Jenelle Teppen | 507.665.6401
Engagement Partner - Jean McGann

AGREEMENT FOR THE PROVISION OF PROFESSIONAL SERVICES

CITY OF HANOVER, MINNESOTA

WHEREFORE, this Agreement was entered into on the date set forth below and the undersigned, by execution hereof, represent that they are authorized to enter into this Agreement on behalf of the respective parties and state that this Agreement has been read by them and that the undersigned understand and fully agree to each, all and every provision hereof, and hereby, acknowledge receipt of a copy hereof.

City of Hanover
11250 5th Street NE
Hanover, MN 55341

Name _____

Title _____

Name _____

Title _____

Date _____

AEM Financial Solutions, LLC
5201 Eden Ave. Suite 250
Edina, Minnesota 55436

Name _____

Title _____ CEO _____

Date _____ November 28, 2016 _____

Appendix A



Jean McGann, CPA

Mrs. McGann joined the Firm in 2013. She is licensed to practice as a CPA in Minnesota. Jean leads the Financial Solutions group providing financial management services, day-to-day accounting and customized solutions for local governments and nonprofit agencies.

Outside of work Jean enjoys spending time with family and friends. Jean resides in Twin Cities with her husband and their 2 children.

Partner and President

Direct line 952.715.3059
jean.mcgann@aemfinancialsolutions.com

Qualifications

- 18 years of experience in government finance and auditing
- Over 7 years of experience in operations management
- Experienced in strategic planning and financial forecasting
- Experienced in identifying and implementing cost containment processes
- Policy development, internal control evaluation and project management experience

Professional Memberships

- American Institute of Certified Public Accountants (AICPA)
- Minnesota Society of Certified Public Accountants
- Minnesota Government Finance Officers Association
- Government Finance Officers Association of the United States and Canada

Education

- Bachelor of Arts, Buena Vista University, Storm Lake, Iowa
- Continuing professional education as required by AICPA and Government Accountability Office





Victoria Holthaus

Client Services Supervisor

Direct line 952.715.3069

victoria.holthaus@aemfinancialsolutions.com

Victoria has served in finance and administrative roles for municipalities and joint ventures. While her background stems from experience in finance and accounting, Victoria has “worn the hat” of emergency management director, zoning administrator, administrator-clerk and economic development director.

Victoria is experienced in debt management, capital improvement plans, multi-year budgeting among other items. In addition to budgeting, fiscal planning and the typical finance tasks, she has done some grant writing, secured low interest loans and grants (ARRA) for public improvement projects, and project management.

When Victoria isn't helping cities manage their finances she is spending time with her husband and two children. She and her family enjoy road trips “out west” to visit the national parks, where she hopes to retire one day. Victoria can often be found redecorating her house with “vintage” finds from the local flea market or trying out new recipes.

Qualifications

- 11 years of experience working with local governments in finance and administration

Professional Memberships

- Government Finance Officers Association

Education

- Master in Public Administration, Hamline University
- Bachelor of Science in Accounting, National American University
- Minnesota Certified Municipal Clerk
- Continuing professional education



AEM Financial Solutions™

People
+ Process.
Going
Beyond the
Numbers

Appendix B

PROPOSER WARRANTIES

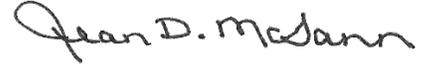
Proposer Warranties

1. Proposer warrants that it is willing and able to comply with State of Minnesota laws with respect to foreign (non-State of Minnesota) corporations.
2. Proposer warrants that it is willing and able to obtain an "errors and omissions" insurance policy providing a prudent amount of coverage for the willful or negligent acts, or omissions of any officers, employees or agents thereof.
3. Proposer warrants that it will not delegate or subcontract its responsibilities under an agreement without the prior written permission of the City of Hanover located in Hanover, Minnesota.
4. Proposer warrants that all information provided in this proposal is true and accurate.

Signature of
Official:



Signature of
Official:



Name (typed):

Steven R. McDonald, CPA

Name (typed):

Jean D. McGann, CPA

Title:

CEO

Title:

President

Firm:

AEM Financial Solutions, LLC

Firm:

AEM Financial Solutions, LLC

Date:

November 28, 2016

Date:

November 28, 2016

**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 December, 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 12-06-16-135

A RESOLUTION APPROVING CSAH 19 SIDEWALK EXTENSION FINAL PAY VOUCHER

WHEREAS, the City Engineer of the City of Hanover has reviewed quantities of materials submitted for payment of work completed by Burschville Construction for work completed on the CSAH 19 Sidewalk Extension; and

WHEREAS, Council recognizes payment on December 6, 2016 as the final pay request per the attached Pay Request #1 & FINAL, in the amount of \$123,849.05.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the final Pay Request #1, as per the attachment.

Council members voting in favor:

Opposed or abstained:

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

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



Owner: City of Hanover
 11250 5th Street NE
 Hanover, MN 55341-0278
 For Period: 10/1/2016 to 11/8/2016
 Contractor: Burschville Construction, Inc.
 11440 8th Street NE
 Hanover, MN 55341

Date: 11/1/2016
 Request No.: 1 & FINAL

Pay Voucher
 HANO - CSAH 19 Sidewalk Extension
 Client Contract No.:
 Project No.: 02082-07
 Client Project No.:

Project Summary			
1	Original Contract Amount		\$84,443.50
2	Contract Changes - Addition	\$28,911.25	
3	Contract Changes - Deduction	\$0.00	
4	Revised Contract Amount		\$113,354.75
5	Value Completed to Date		\$123,849.05
6	Material on Hand		\$0.00
7	Amount Earned		\$123,849.05
8	Less Retainage		\$0.00
9	Subtotal		\$123,849.05
10	Less Amount Paid Previously		\$0.00
11	Liquidated Damages		\$0.00
12	AMOUNT DUE THIS PAY VOUCHER NO. 1 & FINAL		\$123,849.05

I HEREBY CERTIFY THAT A FINAL EXAMINATION HAS BEEN MADE OF THE ABOVE NOTED CONTRACT, THAT THE CONTRACT HAS BEEN COMPLETED, THAT THE ENTIRE AMOUNT OF WORK SHOWN IN THE FINAL VOUCHER HAS BEEN PERFORMED AND THE TOTAL VALUE OF THE WORK PERFORMED IN ACCORDANCE WITH, AND PURSUANT TO, THE TERMS OF THE CONTRACT IS AS SHOWN IN THIS FINAL VOUCHER.

Recommended for Approval by:
 WSB & Associates, Inc.

Approved by Contractor:
 Burschville Construction, Inc.

Construction Observer:

Approved by Owner:
 City of Hanover

Specified Contract Completion Date:
 9/15/2016

Date: 11-17-16

Comment:

Project Material Status

Item No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity to Date	Current Quantity	Amount to Date
BASE BID								
1	2021.501	MOBILIZATION	LUMP SUM	\$2,500.00	1	1	1	\$2,500.00
2	2104.501	REMOVE CURB AND GUTTER	LIN FT	\$6.00	60	74	74	\$444.00
3	2104.505	REMOVE BITUMINOUS PAVEMENT	SQ YD	\$5.00	370	586	586	\$2,930.00
4	2104.513	SAWCUT BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	\$5.00	350	354	354	\$1,770.00
5	2105.501	COMMON EXCAVATION (P)	CU YD	\$20.00	345	345	345	\$6,900.00
6	2105.521	GRANULAR BORROW (LV)	CU YD	\$19.00	150	182	182	\$3,458.00
7	2105.525	TOPSOIL BORROW (LV)	CU YD	\$29.00	50	312	312	\$9,048.00
8	2211.501	AGGREGATE BASE CLASS 5 (CV) (100% CRUSHED)	CU YD	\$30.00	150	135	135	\$4,050.00
9	2232.501	MILL BITUMINOUS SURFACE (2.0")	SQ YD	\$15.00	90	0	0	\$0.00
10	2360.503	TYPE SP 12.5 WEARING COURSE MIXTURE (2,B) 2.0" THICK	SQ YD	\$45.00	120	363	363	\$16,335.00
11	2501.602	12" HDPE PIPE APRON	EACH	\$375.00	3	0	0	\$0.00
12	2503.603	12" HDPE PIPE SEWER	LIN FT	\$55.00	62	0	0	\$0.00
13	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL (2X3)	LIN FT	\$2,000.00	1	1	1	\$2,000.00
14	2511.501	RANDOM RIPRAP CLASS III	CU YD	\$100.00	15	5	5	\$500.00
15	2511.515	GEOTEXTILE FILTER TYPE IV	SQ YD	\$5.00	20	20	20	\$100.00
16	2521.501	4" CONCRETE WALK	SQ FT	\$5.30	5240	5026	5026	\$26,637.80
17	2531.501	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	\$20.00	380	415	415	\$8,300.00
18	2531.602	PEDESTRIAN CURB RAMP	EACH	\$425.00	3	3	3	\$1,275.00
19	2531.618	TRUNCATED DOMES	SQ FT	\$55.00	40	36	36	\$1,980.00
20	2540.602	SALVAGE AND REINSTALL MAIL BOX	EACH	\$300.00	1	1	1	\$300.00
21	2563.601	TRAFFIC CONTROL	LUMP SUM	\$2,000.00	1	0	0	\$0.00
22	2573.502	SILT FENCE, TYPE MACHINE SLICED	LIN FT	\$2.25	650	480	480	\$1,080.00
23	2573.530	STORM DRAIN INLET PROTECTION	EACH	\$200.00	1	0	0	\$0.00
24	2574.508	FERTILIZER TYPE 3	LB	\$1.00	140	100	100	\$100.00
25	2575.501	SEEDING	ACRE	\$500.00	0.4	0.85	0.85	\$425.00
26	2575.502	SEED MIXTURE 25-141	LB	\$5.00	30	51	51	\$255.00
27	2575.523	EROSION CONTROL BLANKETS CATEGORY 3	SQ YD	\$1.40	1940	2800	2800	\$3,920.00
28	2582.502	4" SOLID LINE WHITE-EPOXY	LIN FT	\$1.50	250	0	0	\$0.00
29	2582.503	CROSSWALK MARKING-EPOXY	SQ FT	\$7.00	144	90	90	\$630.00
Totals For Section BASE BID:								\$94,937.80
Work Order 1								
30	2501.511	15" RC PIPE CULVERT CLASS V	L F	\$85.00	25	25	25	\$2,125.00
31	2501.515	15" RC PIPE APRON	EACH	\$800.00	1	1	1	\$800.00
Totals For Work Order 1:								\$2,925.00
Work Order 2								
32	2433.601	REMOVE CONCRETE	LS	\$1,000.00	1	1	1	\$1,000.00
Totals For Work Order 2:								\$1,000.00
Work Order 3								
33	2501.511	12" CS PIPE CULVERT	L F	\$60.00	56	56	56	\$3,360.00
34	2501.569	12" CS SAFETY APRON	EACH	\$500.00	4	4	4	\$2,000.00
Totals For Work Order 3:								\$5,360.00
Work Order 4								
35	2563.601	TRAFFIC CONTROL	LS	\$11,300.00	1	1	1	\$11,300.00
Totals For Work Order 4:								\$11,300.00
Work Order 5								
37	2104.601	RELOCATE DRIVEWAY	LS	\$2,500.00	1	1	1	\$2,500.00
40	2104.505	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	\$20.00	15	15	15	\$300.00
Totals For Work Order 5:								\$2,800.00
Work Order 6								
36	2504.602	ADJUST GATE VALVE	EACH	\$300.00	1	1	1	\$300.00

Item No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity to Date	Current Quantity	Amount to Date
Totals For Work Order 6:								\$300.00
Work Order 7								
38	2433.601	REPAIR CONCRETE PAVEMENT	LS	\$4,276.25	1	1	1	\$4,276.25
39	2112.501	SUBGRADE PREPARATION	L S	\$950.00	1	1	1	\$950.00
Totals For Work Order 7:								\$5,226.25
Project Totals:								\$123,849.05

Project Payment Status
 Owner: City of Hanover
 Client Project No.:
 Client Contract No.:
 Project No.: 02082-07
 Contractor: Burschville Construction, Inc.

Contract Changes

No.	Type	Date	Description	Amount
WO1	Work Order	10/31/2016	Additional 15" storm sewer	\$2,925.00
WO2	Work Order	11/1/2016	Remove Concrete Bridge Apron - 20" Thick	\$1,000.00
WO3	Work Order	11/1/2016	Additional 12" CS Storm Sewer	\$5,360.00
WO4	Work Order	11/1/2016	Traffic Control - including mobilization, demobilization, and portable concrete barriers	\$11,300.00
WO5	Work Order	11/1/2016	Removal of stumps, lowering of phone cable, stripping of top soil, preparation of area for new driveway location, and removal of concrete driveway apron	\$2,800.00
WO6	Work Order	11/1/2016	Adjust existing gate valve along new sidewalk	\$300.00
WO7	Work Order	11/1/2016	Removal of concrete driveway apron, preparation for paving of patch area in the Bridges of Hanover development, and requested concrete repairs at Hanover City Hall	\$5,226.25
Change Order Totals:				\$28,911.25

Payment Summary

No.	From Date	To Date	Payment	Total Payment	Retainage Per Payment	Total Retainage	Total Payment + Retainage	Work Certified Per Payment	Total Work Certified
1 & FINAL	10/1/2016	11/8/2016	\$123,849.05	\$123,849.05	\$0.00	\$0.00	\$123,849.05	\$123,849.05	\$123,849.05
Payment Totals:				\$123,849.05		\$0.00	\$123,849.05		\$123,849.05

Project Summary

Material On Hand:	\$0.00		
Total Payment to Date:	\$123,849.05	Original Contract:	\$84,443.50
Total Retainage:	\$0.00	Contract Changes:	\$28,911.25
Total Amount Earned:	\$123,849.05	Revised Contract:	\$113,354.75

MINNESOTA • REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 1-508-454-720
 Submitted Date and Time: 17-Nov-2016 2:36:49 PM
 Legal Name: BURSCHVILLE CONST INC
 Federal Employer ID: 41-1271366
 User Who Submitted: BurCon1976
 Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 1750581248
 Minnesota ID: 6887256
 Project Owner: CITY OF HANOVER
 Project Number: 2016-03
 Project Begin Date: 02-Aug-2016
 Project End Date: 16-Sep-2016
 Project Location: HANOVER - CSAH 19 SIDEWALK EXTENSION
 Project Amount: \$123,849.05

Subcontractor Summary

Name	ID	Affidavit Number
AAA STRIPING SERVICE CO	6290097	1974083584
DMJ ASPHALT INC	1546001	684204032
AVR INC	3247070	2002501632
WARNING LITES OF MINNESOTA INC	3086922	953688064

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please [print this page](#) for your records using the print or save functionality built into your browser.

Contractor Affidavit Submitted



Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number	0-362-325-056
Submitted Date and Time	14-Nov-2016 11:20:11 AM
Legal Name	AAA STRIPING SERVICE CO
Federal Employer ID	41-0997871
User Who Submitted	Ann Eisenpeter
Type of Request Submitted	Contractor Affidavit

Affidavit Summary

Affidavit Number:	1974083584
Minnesota ID	6290097
Project Owner	CITY OF HANOVER
Project Number	CP 2016-03
Project Begin Date	02-Sep-2016
Project End Date	02-Sep-2016
Project Location	CSAH 19 SIDEWALK EXTENSION HANOVER
Project Amount	\$1,799,400
Subcontractors	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-262-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

How to View and Print this Request

You can see copies of your requests by going to the History Tab, or by clicking the link below. To Print or email a copy of this confirmation page, click one of the buttons below.

[Click here to go to the History Tab](#)

Printer Friendly Email Me Close

MINNESOTA · REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 0-856-764-736
 Submitted Date and Time: 17-Nov-2016 11:49:30 AM
 Legal Name: DMJ ASPHALT INC
 Federal Employer ID: 27-2243940
 User Who Submitted: Pave186
 Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 684204032
 Minnesota ID: 1546001
 Project Owner: CITY OF HANOVER
 Project Number: 216479
 Project Begin Date: 19-Apr-2016
 Project End Date: 15-Nov-2016
 Project Location: HANOVER
 Project Amount: \$14,820.02
 Subcontractors: No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

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Please [print this page](#) for your records using the print or save functionality built into your browser.

MINNESOTA REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 0-072-323-392
Submitted Date and Time: 11-Nov-2016 12:03:43 PM
Legal Name: AVR INC
Federal Employer ID: 41-1511874
User Who Submitted: mnstatecurb
Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 2002501632
Minnesota ID: 3247070
Project Owner: CITY OF HANOVER
Project Number: CSAH 19
Project Begin Date: 01-Aug-2016
Project End Date: 31-Aug-2016
Project Location: HANOVER
Project Amount: \$31,352.15
Subcontractors: No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please [print this page](#) for your records using the print or save functionality built into your browser.

MINNESOTA REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 0-204-656-960
Submitted Date and Time: 11-Nov-2016 11:58:00 AM
Legal Name: WARNING LITES OF MINNESOTA INC.
Federal Employer ID: 36-4762529
User Who Submitted: jijewels
Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 953688064
Minnesota ID: 3086922
Project Owner: CITY OF HANOVER
Project Number: CP 2016-03
Project Begin Date: 16-Aug-2016
Project End Date: 19-Sep-2016
Project Location: CSAH 19
Project Amount: \$6,840.00
Subcontractors: No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please [print this page](#) for your records using the print or save functionality built into your browser.

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

The undersigned hereby acknowledges receipt of the sum of \$ 123,849.05.

Check only one:

- 1) as partial payment for labor and material furnished.

- 2) as payment for all labor, skill and material furnished or to be furnished (except the sum of \$ retainage or holdback).

- 3) X as full and final payment for all labor, skill and material furnished or to be furnished to the following described real property (legal description, street address or project name:

CSAH 19 Sidewalk Extension
Hanover, Minnesota

and for said value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said property for labor, skill or material furnished to said real property (only for the amount paid if line 1 is checked, and except for retainage shown if line 2 is checked). The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, except:

Burschville Construction, Inc.

By Cynthia Johnson
Title Corporate Secretary / Treasurer
11440 8th Street NE
PO Box 65
Hanover, MN 55341
Date 11-17-16

Note: If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.

Conditional Waiver and Release
Upon Final Payment

Upon receipt by the undersigned of a check from:

Burschville Construction, Inc.
(Maker of Check)

in the sum of \$ 1,799.40

payable to AAA Striping Service Company
(Payee or Payees of Check)

and when the check has been properly endorsed and has been paid by the bank upon which it is drawn, this document shall become effective to release any mechanic's lien or bond rights the undersigned has on the job of:

City of Hanover, Minnesota
(Owner)

Located at:

CSAH 19 Sidewalk Extension, Hanover, MN
(Job Description)

This release covers the final payment the undersigned for all labor, services, equipment, or material furnished on the job, (except for disputed claims for additional work in the amount of \$ _____.) Before any recipient of this document relies on it, said party should verify evidence of payment to the undersigned.

Dated: 11-14-16

AAA STRIPING SERVICE COMPANY

By: Walter Elmer Peterson

Title: Corp Secy

ADDRESS: 12220 43rd Street NE
St. Michael, MN 55376

PHONE: (763) 428-4322

Conditional Waiver and Release Upon Final Payment

Upon receipt by the undersigned of a check from:

Burschville Construction, Inc.
(Maker of Check)

in the sum of \$ 14,820.02

payable to DMJ Asphalt, Inc.
(Payee or Payees of Check)

and when the check has been properly endorsed and has been paid by the bank upon which it is drawn, this document shall become effective to release any mechanic's lien or bond rights the undersigned has on the job of:

City of Hanover, Minnesota
(Owner)

Located at:

CSAH 19 Sidewalk Extension, Hanover, MN
(Job Description)

This release covers the final payment the undersigned for all labor, services, equipment, or material furnished on the job, (except for disputed claims for additional work in the amount of \$ _____.) Before any recipient of this document relies on it, said party should verify evidence of payment to the undersigned.

Dated: 11/15/16

DMJ ASPHALT, INC.

By: *Tracy Beaton*

Title: Secretary

ADDRESS: PO Box 186
Buffalo, MN 55313

PHONE: (763) 478-6878

Conditional Waiver and Release Upon Final Payment

Upon receipt by the undersigned of a check from:

Burschville Construction, Inc.
(Maker of Check)

in the sum of \$ 31,352.15

payable to Minnesota State Curb & Gutter
(Payee or Payees of Check)

and when the check has been properly endorsed and has been paid by the bank upon which it is drawn, this document shall become effective to release any mechanic's lien or bond rights the undersigned has on the job of:

City of Hanover, Minnesota
(Owner)

Located at:

CSAH 19 Sidewalk Extension, Hanover, MN
(Job Description)

This release covers the final payment the undersigned for all labor, services, equipment, or material furnished on the job, (except for disputed claims for additional work in the amount of \$ _____.) Before any recipient of this document relies on it, said party should verify evidence of payment to the undersigned.

Dated: 11/14/16

MINNESOTA STATE CURB & GUTTER

By: [Signature]

Title: Division Mgr

ADDRESS: 14698 Galaxie Ave
Apple Valley, MN 55124

PHONE: (952) 997-9127

Conditional Waiver and Release Upon Final Payment

Upon receipt by the undersigned of a check from:

Burschville Construction, Inc.
(Maker of Check)

in the sum of \$ 6,839.99

payable to Warning Lites of Minnesota, Inc.
(Payee or Payees of Check)

and when the check has been properly endorsed and has been paid by the bank upon which it is drawn, this document shall become effective to release any mechanic's lien or bond rights the undersigned has on the job of:

City of Hanover, Minnesota
(Owner)

Located at:

CSAH 19 Sidewalk Extension, Hanover, MN
(Job Description)

This release covers the final payment the undersigned for all labor, services, equipment, or material furnished on the job. (except for disputed claims for additional work in the amount of \$ _____.) Before any recipient of this document relies on it, said party should verify evidence of payment to the undersigned.

Dated: 11/14/12

WARNING LITES OF MINNESOTA, INC.

By: [Signature]

Title: Contract Administrator

ADDRESS: 4700 Lyndale Ave N
Minneapolis, MN 55430

PHONE: (612) 521-4200

MAINTENANCE BOND

Bond No. 929632444

KNOW BY ALL THESE PRESENTS, that we, Burschville Construction, Inc.
Box 65, Hanover, MN 55341-0065
(hereinafter called the "Principal"), as Principal, and Western Surety Company
a South Dakota Corporation 333 S. Wabash Ave., Chicago, IL 60604
(hereinafter called the "Surety"), as Surety, are held and firmly bound unto the City of Hanover, MN
(hereinafter called the "Obligee"), as Obligee in the amount of One Hundred Twenty-Three Thousand Eight Hundred Forty-Nine and 05/100THS
(\$123,849.05) for the payment of which are well and truly to be made, we, the said Principal, and
the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and
severally, firmly by these presents.

Sealed with our seals and dated this 11th day of November, 2016

WHEREAS, the said Principal has heretofore entered into a contract with City of Hanover, MN
for CSAH 19 Sidewalk Extension in Hanover, MN - Project No. 2016-03 and,

WHEREAS, the said Principal is required to guarantee to the City of Hanover, MN
said contract against possible future repairs or replacement costs because of defaults in materials or
workmanship which may develop during the period of 2 years(s) from the date of acceptance of said
work under said contract.

This bond shall be effective from 11/8/2016 to 11/8/2018

NOW, THEREFORE, if the Principal shall repair any defects in said work occasioned by and resulting from
defects in materials furnished by, or workmanship of, the Principal in the performing of the work covered
by said contract, occurring within a period of 2 years after date of acceptance of said work by the
Obligee, then this obligation shall be null and void, otherwise to remain in full force and effect.

Burschville Construction, Inc.

By: James E. Schendel
James E. Schendel, President

Western Surety Company

By: Nicole Stillings
Nicole Stillings, Attorney-in-Fact

CORPORATE ACKNOWLEDGMENT

State of Minnesota)
County of Wright) SS

On this 11th day of November 2016, before me appeared James E. Schendel, to me personally known, who, being by me duly sworn, did say that he/she is the President of Burschville Construction, Inc., a corporation, that the seal affixed to the foregoing instrument is the corporate seal of said corporation, and that said instrument was executed in behalf of said corporation by authority of its Board of Directors, and that said James E. Schendel acknowledged said instrument to be the free act and deed of said corporation.

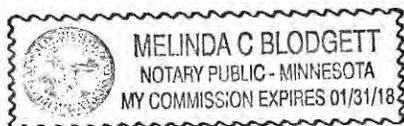


Cynthia Joy Johnson
Notary Public Hennepin County, MN
My commission expires 01-31-2020

SURETY ACKNOWLEDGMENT

State of Minnesota)
County of Hennepin) SS

On this 11th day of November 2016, before me appeared Nicole Stillings, to me personally know, who being by me duly sworn, did say that (s)he is the Attorney-in-Fact of Western Surety Company, a corporation, that the seal affixed to the foregoing instrument is the corporate seal of said corporation and that said instrument was executed in behalf of said corporation by authority of its Board of Directors; and that said Nicole Stillings acknowledged said instrument to be the free act and deed of said corporation.



Melinda C. Blodgett
Notary Public Washington County, Minnesota
My commission expires 1/31/2018

Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

R. Scott Egginton, John E. Tauer, Linda K. French, D. R. Dougherty, Jack Cedarleaf II, Kurt C. Lundblad, Craig Remick, Jerome T. Ouimet, R. W. Frank, Nicole Stillings, Rachel Thomas, Joshua R. Loftis, Brian J. Oestreich, Melinda C. Blodgett, Sandra M. Doze, Lin Ulven, Ted Jorgensen, R. C. Bowman, Individually

of Minneapolis, MN, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 21st day of May, 2015.



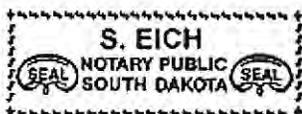
WESTERN SURETY COMPANY

Paul T. Bruflat
Paul T. Bruflat, Vice President

State of South Dakota }
County of Minnehaha } ss

On this 21st day of May, 2015, before me personally came Paul T. Bruflat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires
February 12, 2021



S. Eich
S. Eich, Notary Public

CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 11th day of November, 2016.



WESTERN SURETY COMPANY

L. Nelson
L. Nelson, Assistant Secretary

MAHLER ENTERPRISES, LLC

MINING PIT REPORT

November 20, 2016

Month	Total Yards	# Trucks
October 2015	12,468	479
November 2015	19,693	757
December 2015	2,105	81
January 2016	213	8
February 2016	103	4
March 2016	807	31
April 2016	2,685	103
May 2016	13,546	521
June 2016	2,920	112
July 2016	457	18
August 2016	3,663	141
September 2016	3,659	141
TOTAL	62,319	2,396
Prior years total	485,364	25,238
Grand total	547,683	27,634

Approximately 37% of the total project is done.