

LIST OF BILLS

3B

City of Sunfish Lake, MN
Cash Disbursements Journal
 For the Period From Feb 1, 2014 to Feb 28, 2014

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
2/5/14	6852	20020001 10010000	Invoice: 10229 BOND TRUST SERVICES	550.00	550.00
2/5/14	6853	20020001 10010000	Invoice: 00009148 DAKOTA COUNTY FINANCIAL SERVICES	18.13	18.13
2/5/14	6854	20020001 10010000	Invoice: HOLIDAY PARTY 2013 CATHY DECOURCY	192.00	192.00
2/5/14	6855	20020001 10010000	Invoice: 4TH QTR 2013 DEPARTMENT OF LABOR & INDUSTRY	373.60	373.60
2/5/14	6856	20020001 10010000	Invoice: 694 CATHY IAGO	614.59	614.59
2/5/14	6857	20020001 10010000	Invoice: 708 IAGO CONSULTING LLC	379.69	379.69
2/5/14	6858	20020001 10010000	Invoice: 1074 INTERNAL REVENUE SERVICE	622.80	622.80
2/5/14	6859	20020001 10010000	Invoice: JAN2014 ANN P. LANOUE	1,133.52	1,133.52
2/5/14	6860	20020001 10010000	Invoice: SFL DEC 13 LEVANDER, GILLEN & MILLER	2,225.00	2,225.00
2/5/14	6861	20020001 10010000	Invoice: JAN 2014 LIVING SCULPTURE TREE & SHRUB CARE, INC	798.25	798.25
2/5/14	6862	20020001 10010000	Invoice: 627 MN DEPARTMENT OF REVENUE	95.00	95.00
2/5/14	6863	20020001 10010000	Invoice: 21142 NORTHWEST ASSCOC CONSULTANTS	777.43	777.43
2/5/14	6864	20020001 10010000	Invoice: 682 CITY OF WEST ST. PAUL	7,986.88	7,986.88
2/5/14	6865	20020001 10010000	Invoice: 613 ST. ANNE'S EPISCOPAL CHURCH	169.00	169.00
2/5/14	6866	20020001 20020001 20020001 10010000	Invoice: 180 Invoice: 02092-570 10 Invoice: 02182-030 8 WSB & ASSOCIATES	1,528.50 1,809.00 1,640.50	4,978.00
2/5/14	6867	20020001 10010000	Invoice: JAN 2014 XCEL ENERGY	8.96	8.96
Total				20,922.85	20,922.85



3060 Centre Pointe Drive
Roseville, MN 55113
(651) 209-1010

Paying Agent Fee Invoice

City of Sunfish Lake
8010 Corey Path
Inver Grove Heights, MN 55076

Attn: Ann Lanoue, City Treasurer

Invoice #: 10229
Invoice Date: December 18, 2013

Re: **\$350,000.00 General Obligation Improvement Bonds, Series 2009A**

Invoice for Paying Agent Services for period 02-02-2014 to 02-01-2015

Due Date: 02-01-2014	Paying agent fee	=	\$450.00
	Term bond fee	=	\$100.00
	Total Amount Due	=	\$550.00

Payment Instructions

Make check payable to:

Bond Trust Services Corporation
Ref: 34960-PA

Send to:

Bond Trust Services Corporation
Attn: Accounts Receivable
3060 Centre Pointe Drive
Roseville, MN 55113-1105

Please direct any questions to:

Accounts Receivable
(651) 209-1010

Customer Invoice

As of: 12/31/2013

Customer: P0013253

Amount Due: \$18.13

Make Checks Payable To:
Dakota County Financial Services
1590 Highway 55
Hastings, MN 55033



Page 1 of 1

City of Sunfish Lake MN
C/O ANN LANOUE, TREASURER
8010 COREY PATH
INVER GROVE HEIGHTS, MN 55076

Payment Amount: \$

Check Money Order

DETACH AT DOTTED LINE AND RETURN TOP PORTION WITH YOUR PAYMENT

<u>Date</u>	<u>Transaction</u>	<u>Reference</u>	<u>Amount</u>	<u>Balance</u>
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Prior Balance as of 12/1/2013: 0.00

Invoice: 00009148

12/17/2013 UTILITIES-3RD QTR 2013

18.13 18.13

Current	31-60 Days	61-90 Days	Over 90 Days	Total Due
18.13	0.00	0.00	0.00	18.13

Customer Invoice

As of: 12/31/2013

Customer: P0013253

Amount Due: \$18.13

Due by 1/20/2014

Dakota County Financial Services
1590 Highway 55
Hastings, MN 55033

Questions? Please contact:
Stacy
651-438-4530 HWY

9148

Invoice #	Vendor Name	Description	Check #	Check Date	Amount	Subtotal
City of Sunfish Lake						
06/20/ 302323838	XCEL ENERGY	Sunfish Lake CR63/Hwy 110	50021779	7/15/2013	5.89	
07/22/ 302323838	XCEL ENERGY	Sunfish Lake CR63/Hwy 110	50023406	8/30/2013	6.43	
08/20/ 302323838	XCEL ENERGY	Sunfish Lake CR63/Hwy 110	50024139	9/18/2013	5.81	
Total Due for 3rd Qtr Utilities						18.13

XFINITY Connect

alanoue@comcast.net

[+ Font Size -](#)

Re: Accounts Payable Invoices

From : Catherine DeCourcy <cathydecourcy@gmail.com>

Wed, Jan 08, 2014 09:12 PM

Subject : Re: Accounts Payable Invoices**To :** alanoue@comcast.net

Hi!

Following up on our conversation, I am submitting a request for compensation for six consultants attendance at the Holiday Party. The total amount due to the Sunfish Lake Holiday Party is \$192.00 (\$32.00 each). Please remit, at your convenience, to Cathy DeCourcy, 2330 Angell Road, Sunfish Lake, MN.55113. Thanks Ann! Cathy DeCourcy

On Jan 2, 2014, at 10:33 PM, alanoue@comcast.net wrote:

Good Evening,

Here are copies of the invoices to be paid at the Jan 7 Council meeting.

Stay warm,

Ann

<Dec 13 A-P.pdf>

Minnesota Department of Labor and Industry
Construction Codes and Licensing Division
443 Lafayette Road North
St. Paul, MN 55155-4341
Phone: (651) 284-5068 Fax: (651) 284-5749
www.doli.state.mn.us TTY: (651) 297-4198

Quarterly Building Permit Surcharge Report

Population of jurisdiction is 20,000 or less

Quarter ending: December

Year: 2013

Confirmation number: 18856037160

Reporting Unit/Municipality	County	Telephone	
City of Sun Fish Lake	Dakota	651.768.7542	
Address	City	State	ZIP code
7378 Jordan Ave S	Cottage Grove	MN	55016-3645
Building Official	Certification number	Telephone	
Neameyer, David E.	1812	651.450.2577	

Permits based on fixed-fees, part 1

Report permits in this section if the fee for each permit is less than \$10,010.00

Permit type	No. of Permits	Times \$5.00 each	Surcharge report
Building	1	Times \$5.00 each	\$5.00
Electrical	0	Times \$5.00 each	\$0.00
Mechanical	7	Times \$5.00each	\$35.00
Plumbing	5	Times \$5.00 each	\$25.00
Other	0	Times \$5.00 each	\$0.00
Total part 1			\$65.00

Permits based on fixed-fees, part 2

Report permits in this section if the fee for each permit is more than \$10,010.00

Permit type	No. of Permits	Total fees	Times 0.0005	Surcharge report
Building	0	\$0.00	Times 0.0005	\$0.00
Electrical	0	\$0.00	Times 0.0005	\$0.00
Mechanical	0	\$0.00	Times 0.0005	\$0.00
Plumbing	0	\$0.00	Times 0.0005	\$0.00
Other	0	\$0.00	Times 0.0005	\$0.00
Total part 2				\$0.00
Total part 1 and 2				\$65.00

Building permits based on valuation

Construction value range	No. of Permits	Total valuation	Surcharge amount
1,000,000 or less	6	\$667,200.00	\$333.60
1,000,001 to 2,000,000	0	\$0.00	\$0.00
2,000,001 to 3,000,000	0	\$0.00	\$0.00
3,000,001 to 4,000,000	0	\$0.00	\$0.00
4,000,001 to 5,000,000	0	\$0.00	\$0.00
5,000,001 or more	0	\$0.00	\$0.00
Building permit surcharge:			\$333.60

Surcharge report summary

Total surcharges:	\$398.60
Retention:	-\$25.00

Adjustments/amendment:	\$0.00
Total payment to the State:	\$373.60

Adjustment/amendment explanation

No explanation

Name of person completing the form

Ann P. Lanoue

Title

Treasurer

Date

2014-01-13

Phone

651.338.3756

E-mail address

alanoue@comcast.net

Catherine Iago
City Administrator, City of Sunfish Lake
City Clerk, City of Sunfish Lake

1/30/2014 16:52

INVOICE

Services rendered for the month of Jan 2014

City Administrator

City Administrator monthly services per Independent Contractor Agreement Addendum dated 1/8/2013

\$ 379.69

City Clerk

City Clerk monthly services per Employment Agreement Addendum dated 1/8/2013

\$ 903.72

City FICA 7.65%

69.13

Total Cost City Clerk-month

972.85

Calculation of net Check-City Clerk

Monthly services per employment agreement

903.72

Less Federal Income tax withheld

\$ (175.00)

Less FICA withheld- 7.65%

(69.13)

Less State tax withheld

(45.00)

Total Withholdings

(289.13)

Net check

\$ 614.59

Ann P. Lanoue, CPA (Inactive)
City Treasurer

8010 Corey Path
Inver Grove Heights, MN 55076
651-338-3756
alanoue@comcast.net

1/30/2014 17:02

INVOICE

City of Sunfish Lake

Accounting services for the period ended January 20, 2014
Bank deposits

12/31/13

	Hours		
Trips to Bank-including deposit preparation	1	0.3	
Monthly activities		1.0	
Quarterly surcharge report		3.0	
Budget Preparation & Certify Levy		2.0	
Accounts Payable-review, input and matching		1.0	
Payroll wage accounting including PERA, 941, State, Unemployment, etc.		1.0	
Preparation for Council meeting-agenda/minutes, etc		0.5	
Investments-Wells Fargo/Wells Fargo Advisors		2.0	
Accounts Receivable-inc Planner/Inspector/Statements		1.0	
Financial statements-preparation by fund-balance sheet & prior year/budget		2.0	
Reconciliations-accounts receivable, payables and cash		1.0	
Employment related activities-taxes-efile PERA,IRS,STATE		1.0	
Correspondence-monthly transmittal-includes scanning & mailing		2.0	
Attend monthly City Council meeting		0.5	
Telephone calls with Council/Consultants		2.0	
Cash flow/cash reconciliation/projection/fund accounting		2.0	
		20.25	Rate-\$67.63
Postage expense			1,369.51
Supplies-printing-\$.10 per copy			8.18
			10.60
	Subtotal		1,388.29
Less Federal Income tax withheld	100.00		
Less FICA	104.77		
Less PERA withheld 0% (Exempt)	-		
Less State tax withheld	50.00		
Total Withholdings			(254.77)
	Net check		1,133.52
Reconciliation to Treasurer Expense			
Services			1,369.51
City FICA 7.65%			104.77
City Pera-0%			-
Total Treasurer			1,474.27

City of Sunfish Lake		City of Sunfish Lake Wages and related withholdings					
Detail of compensation and related withholdings							
Earned Paid	Annual	Monthly	Earned Paid	Dec Jan	Jan Feb	Feb Mar	Cum'l 1st qtr
Independent-"Iago Consulting, LLC							
Contractor-Adminstrator	4,467	372.24		379.69	379.69		759.38
	4,556	379.69					-
Wages-City Clerk	10,632	886.00		903.72	903.72		1,807.44
Withholding	10,845	903.72					-
FICA=7.65%				69.13	69.13	-	138.26
Federal Income Tax				175.00	175.00		350.00
State Income Tax				45.00	45.00		90.00
Pera-Iago-exempt							-
Total Withholdings				289.13			289.13
Net Check				614.59	903.72	-	1,518.31
Per hour							
Wages-Treasurer- Lanoue		67.63		1,369.51	1,369.51	-	2,739.02
Withholding							-
FICA=7.65%				104.77	104.77	-	209.54
Federal Income Tax				100.00	100.00	-	200.00
State Income Tax				50.00	50.00	-	100.00
Pera-Lanoue - Exempt				-	85.59	-	85.59
Total Withholdings				254.77	340.36	-	595.13
Net wages				1,114.74	1,029.15	-	2,143.89
Postage				8.90	8.18	-	17.08
Supplies				15.00	10.60	-	25.60
Net check				1,138.64	1,047.93	-	2,186.57
Taxable Wages-minus PERA							
Consolidated							
Wages				2,273.23	2,273.23	-	4,546.46
Withholding				275.00	275.00	-	550.00
FICA				173.90	173.90	-	347.80
Federal Income Tax				275.00	275.00	-	550.00
State Income Tax				95.00	95.00	-	190.00
Pera				-	85.59	-	85.59
Total Withholdings				543.90	340.36	-	884.26
Net Check				1,729.33	1,932.87	-	3,662.20
Unemployment-not required-only payment when a claim is filed							
PERA							
PERA-Withholding				-	-	-	-
PERA-City contribution-7.25%-Blair only				-	-	-	-
Total PERA contribution				-	-	-	-
IRS							
Iago Fica withholding				69.13	69.13	-	138.26
Lanoue Fica withholding				104.77	104.77	-	209.54
							-
Iago withholding				175.00	175.00	-	350.00
Lanoue withholding				100.00	100.00	-	200.00
							-
FICA-city contribution				173.90	173.90	-	347.80
Total IRS deposit				622.80	622.80	-	1,245.60
State							
Iago withholding				45.00	45.00	-	90.00
Lanoue withholding				50.00	50.00	-	100.00
Due State				95.00	95.00	-	190.00

LEVANDER,
GILLEN &
MILLER, P.A.

ATTORNEYS AT LAW

City of Sunfish Lake
c/o Ann Lanoue
8010 Corey Path
Inver Grove Heights MN 55076

Page: 1
December 31, 2013
Client # 18305E

PREVIOUS BALANCE	FEES	EXPENSES	ADVANCES	PAYMENTS	BALANCE
18305-00000 General Business					
1,186.00	2,097.00	0.00	0.00	0.00	\$3,283.00
18305-00019 St. Recon. Mill & Overlay Project 2013-01/2014-01					
17.00	0.00	0.00	0.00	0.00	\$17.00
<u>1,203.00</u>	<u>2,097.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>\$3,300.00</u>

LEVANDER,
GILLEN &
MILLER, P.A.

ATTORNEYS AT LAW

City of Sunfish Lake
c/o Ann Lanoue
8010 Corey Path
Inver Grove Heights MN 55076

Page: 1
December 31, 2013
Client # 18305-00000E
Statement # 275

General Business

For Services Through 12/25/13

		RATE	HOURS	
11/27/2013	Review of Sunfish Lake agenda items.	130.00	1.00	130.00
12/02/2013	Review of Sunfish Lake agenda.	130.00	0.30	39.00
	Meeting with Mayor Molly Park to review upcoming agenda items.	130.00	1.00	130.00
	Review of materials for upcoming Council meeting.	130.00	1.00	130.00
12/03/2013	Preparation for Sunfish Lake Council meeting.	130.00	1.30	169.00
	Consultant review at Sunfish Lake; follow-up.	130.00	0.40	52.00
	Regular Sunfish Lake Council meeting.	130.00	1.00	130.00
12/09/2013	Memo to Sunfish Lake Clerk on Recycling Joint Powers Agreement.	130.00	0.30	39.00
12/12/2013	Memo to Mayor re upcoming Sunfish Lake meeting.	130.00	0.30	39.00
12/16/2013	Memo to Sunfish Lake Mayor re status of R-NAV.	130.00	0.30	39.00
	Memo to Sunfish Lake Engineer Don Sterna re upcoming meeting on public improvement project.	130.00	3.00	390.00
12/23/2013	Draft of Council resolution on City position for R-NAV.	130.00	1.00	130.00
	Timothy J. Kuntz		10.90	1,417.00
01/17/2013	Prepare e-mail correspondence to Mayor re issues pertaining to R-NAV.	85.00	0.10	8.50
11/26/2013	Prepare e-mail correspondence to City Treasurer re issues pertaining			

General Business

		RATE	HOURS	
	to budget and tax levy for 2014; review and revise Memo to Mayor and Councilmembers, Resolution Adopting the Tax Levy for Collection in the Year 2014 and Resolution Adopting the General Fund Operating Budget for 2014; review and revise Memo to Mayor and Councilmembers, Resolution Setting Dates for the Regular City Council Meetings for 2014 and Resolution Setting Dates for the Regular Planning Commission Meetings for 2014; review and analysis of Park/Flynn lot combination documents and resolutions relating to same.	85.00	1.30	110.50
11/27/2013	Review and revise Resolution Adopting the General Fund Operating Budget for 2014; review and revise Memo to Mayor and Councilmembers re same; prepare e-mail correspondence to Mayor, Councilmembers and Consultants attaching agenda items re budget and tax levy for 2014; prepare e-mail correspondence to Mayor, Councilmembers and Consultants attaching agenda items re Council and Planning Commission meeting dates for 2014; prepare hard copies of agenda materials for distribution to Mayor, Councilmembers and Consultants.	85.00	1.30	110.50
12/02/2013	Prepare e-mail correspondence to Mayor re scheduling meeting with city attorney to discuss special R-NAV meeting; prepare notes from special R-NAV meeting; review and revise same; review and analysis of easement agreements re Park/Flynn lot combination.	85.00	1.00	85.00
12/03/2013	Prepare and assemble materials and files for December 3rd City Council meeting; prepare execution copies of resolutions related to budget and tax levy and 2014 City Council meeting dates; prepare distribution copies of materials for December 3rd City Council meeting; review and revise notes from special R-NAV meeting.	85.00	1.00	85.00
12/04/2013	Meeting with City Clerk to review signature file and agenda items from December 3rd Council meeting; prepare e-mail correspondence to State of Minnesota attaching EAID grant application.	85.00	0.50	42.50
12/09/2013	Prepare e-mail correspondence to City Clerk re Joint Powers Agreement re recycling contract.	85.00	0.10	8.50
12/10/2013	Telephone call from City Clerk re issues pertaining to inquiry re door hanger advertisement within City; review and analysis of peddlers and solicitors ordinance re same; review and reply to e-mail correspondence received from advertisement agency re distributing door hanger advertisements within City.	85.00	0.50	42.50

City of Sunfish Lake

General Business

Page: 3

December 31, 2013

Client # 18305-00000E

Statement # 275

		RATE	HOURS	
12/12/2013	Telephone call from Mayor re distribution of meeting notes re R-NAV meeting; prepare e-mail correspondence to Mayor re issues pertaining to same and requesting background materials for preparation of resolution at January 2014 Council meeting.	85.00	0.20	17.00
12/18/2013	Review and analysis of signed copies of resolutions from 2013; review and revise chart containing all resolutions passed in 2013; prepare e-mail correspondence to City Clerk re missing resolutions in city attorney file.	85.00	1.00	85.00
12/23/2013	Prepare Resolution Addressing The Implementation Of Performance-Based Navigation (PBN)/Area Navigation (RNAV) Procedures; prepare e-mail correspondence to Mayor attaching same.	85.00	1.00	85.00
	Leah M. Rose		8.00	680.00
	FOR CURRENT SERVICES RENDERED		18.90	2,097.00
	PREVIOUS BALANCE			\$1,186.00
	BALANCE DUE			<u>\$3,283.00</u>

Client # 18305-00019E
Statement # 6

St. Recon. Mill & Overlay Project 2013-01/2014-01

PREVIOUS BALANCE	\$17.00
BALANCE DUE	<u>\$17.00</u>
TOTAL BALANCE DUE	<u>\$3,300.00</u>

LEVANDER,
GILLEN &
MILLER, P.A.

ATTORNEYS AT LAW

City of Sunfish Lake
c/o Ann Lanoue
8010 Corey Path
Inver Grove Heights MN 55076

Page: 1
December 31, 2013
Client # 93000E

PREVIOUS BALANCE	FEES	EXPENSES	ADVANCES	PAYMENTS	BALANCE
93000-10000 Criminal - DUI					
0.00	25.50	0.00	0.00	0.00	\$25.50
93000-20000 Criminal - Traffic					
31.50	79.50	0.00	0.00	0.00	\$111.00
93000-30000 Criminal - Violent Crime/Persons					
92.00	0.00	0.00	0.00	0.00	\$92.00
93000-50000 Criminal - Miscellaneous					
23.00	23.00	0.00	0.00	0.00	\$46.00
<u>146.50</u>	<u>128.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>\$274.50</u>

LEVANDER,
GILLEN &
MILLER, P.A.

ATTORNEYS AT LAW

City of Sunfish Lake
c/o Ann Lanoue
8010 Corey Path
Inver Grove Heights MN 55076

Page: 1
December 31, 2013
Client # 93000-10000E
Statement # 213

Criminal - DUI

For Services Through 12/25/13

		RATE	HOURS	
12/03/2013	Prepare discovery response to defense attorney re Sawyer.	85.00	0.20	17.00
12/18/2013	Conduct MNCIS research to determine case status re Sawyer.	85.00	0.10	8.50
	Tam Casey		0.30	25.50
	FOR CURRENT SERVICES RENDERED		0.30	25.50
	BALANCE DUE			<u>\$25.50</u>

Client # 93000-20000E
Statement # 221

Criminal - Traffic

		RATE	HOURS	
12/05/2013	Telephone calls from defense attorney re Bikila continuance request; research case history.	85.00	0.20	17.00
12/17/2013	Conduct probation reviews re Bondeson and Greenhaw.	85.00	0.20	17.00
12/18/2013	Conduct probation review re Carriger.	85.00	0.10	8.50
12/19/2013	Draft probation violation hearing request re Carriger.	85.00	0.20	17.00

Criminal - Traffic

		RATE	HOURS	
12/20/2013	Efile Carriger probation violation hearing request.	85.00	0.10	8.50
	Tam Casey		0.80	68.00
12/19/2013	Review files for probation violations; request paralegal follow-up as appropriate.	115.00	0.10	11.50
	Bridget McCauley Nason		0.10	11.50
	FOR CURRENT SERVICES RENDERED		0.90	79.50
	PREVIOUS BALANCE			\$31.50
	BALANCE DUE			<u>\$111.00</u>

Client # 93000-30000E
Statement # 119

Criminal - Violent Crime/Persons

PREVIOUS BALANCE	\$92.00
BALANCE DUE	<u>\$92.00</u>

Client # 93000-50000E
Statement # 201

Criminal - Miscellaneous

		RATE	HOURS	
12/03/2013	Analysis of November prosecution summary and file memo.	115.00	0.20	23.00
	Daniel J. Beeson		0.20	23.00
	FOR CURRENT SERVICES RENDERED		0.20	23.00

Criminal - Miscellaneous

PREVIOUS BALANCE	\$23.00
BALANCE DUE	<u>\$46.00</u>
TOTAL BALANCE DUE	<u>\$274.50</u>

Living Sculpture Tree and Shrub Care, Inc.

Ann Lanoue
8010 Corey Path
Inver Grove Heights, MN 55076

January 17, 2014

Invoice for Sunfish Lake City Forester Consultant Through 1-15-2014

12/16	Prepared burning permit for O'Hagen -- .5 hr	\$25.75
1/6	Research, writing, filing related to Forester duties and preparation of Arbor Day Proclamation for Mayor's signature -- 2 hr	\$103.00
1/7 through 1/10	Attended Green Expo seminars and met with green industry professionals and city foresters from the greater Minnesota area. Many seminars were directly related to Sunfish Lake forestry activities. 4 hr	\$206.00
1/7	Council meeting preparation, Consultant meeting and Council meeting -- 3 hr	\$154.50
1/14	Began fire number sign survey -- 1.5 hr	\$77.25
1/15	Completed fire number survey and prepared report, researched tree availability for Arbor Day tree sales, prepared report listing private residents, and began writing Treewways articles for the SFL website -- 4.5 hr	<u>\$231.75</u>
Total Due		\$798.25

Regards,

Jim Naves



NORTHWEST ASSOCIATED CONSULTANTS, INC.

4800 Olson Memorial Highway, Suite 202, Golden Valley, MN 55422
Telephone: 763.231.2555 Facsimile: 763.231.2561 planners@nacplanning.com

INVOICE

Payable Upon Receipt - Unpaid Balances After 30 Days Subject to 1.5% Interest Per Month

CITY OF SUNFISH LAKE
c/o Ann Lanoue
8010 Corey Path
Inver Grove Heights, MN 55076

January 02, 2014

In Reference To:

December 2013 Technical Assistance - City Projects

Invoice No. 21142

		<u>Hrs/Rate</u>	<u>Amount</u>
<u>GENERAL</u>			
AB	12/23/13 Phone call from property owner re: bringing fill onto property/review ordinance and respond	0.30 122.50/hr	36.75
MB	12/2/13 Review bluff setback and correspondence with project architect for 240 Salem Church Road	1.00 55.00/hr	55.00
MB	12/2-12/3/13 Administration, emails, file organization, project review	0.70 55.00/hr	38.50
MB	12/3/13 Email City Engineer re: meeting to discuss site plan review process, submittals	0.20 55.00/hr	11.00
MB	12/3/13 Attend Consultant Review meeting (NO CHARGE)	1.00	N/C
MB	12/3/13 Prepare for and attend City Council meeting	3.00 55.00/hr	165.00
MB	12/5/13 Correspondence with Rob Bryant of 7 Roanoke Road re: construction at 8 Roanoke Road/speak with City Engineer and owners of 8 Roanoke to address concerns	1.00 55.00/hr	55.00
MB	12/10/13 Emails, file organization, project review, application schedule, etc.	0.60 55.00/hr	33.00
MB	12/12/13 Address fuel tank abandonment inquiry from Mendota Heights Fire Chief John Maczko/speak with MPCA re: regulation and removal/forward on materials	1.20 55.00/hr	66.00



NORTHWEST ASSOCIATED CONSULTANTS, INC.

4800 Olson Memorial Highway, Suite 202, Golden Valley, MN 55422
Telephone: 763.231.2555 Facsimile: 763.231.2561 planners@nacplanning.com

CITY OF SUNFISH LAKE

Page 2

	<u>Hrs/Rate</u>	<u>Amount</u>
MB 12/16-12/18/13 Emails, file organization, project review, etc.	0.50 55.00/hr	27.50
MB 12/16-12/18/13 Correspondence with Scott Foss with S&P Construction re: building at 329 Salem Church Road/review variance requirements and property file records	2.10 55.00/hr	115.50
MB 12/19-12/20/13 Start drafting planning update report	2.50 55.00/hr	137.50
Secretarial	0.30 37.50/hr	11.25
Expenses (mileage, communications, supplies, etc.)		25.43
Subtotal of this Project:	[14.40	777.43]
TOTAL AMOUNT DUE THIS INVOICE:	14.40	\$777.43



engineering · planning · environmental · construction

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

January 20, 2014

Ann Lanoue
City of Sunfish Lake
8010 Corey Path
Inver Grove Heights, MN 55076

Re: December, 2013 Invoices

Dear Ann:

Enclosed are the invoices for professional engineering services during the month of December for the City of Sunfish Lake.

If you have any questions, please contact me at 763/541-4800.

Sincerely,

WSB & Associates, Inc.

A handwritten signature in blue ink, appearing to read "Donald W. Sterna", is written over the company name.

Donald W. Sterna, PE
Vice President

Enclosure(s)

cc: Mayor Molly Park

kc



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

City of Sunfish Lake
Attn: Ann Lanoue
8010 Corey Path
Inver Grove Heights, MN 55076

January 20, 2014

Project No: 01011-990

Invoice No: 180

Miscellaneous City Engineer Services

Professional Services from December 01, 2013 to December 31, 2013

Professional Personnel

	Hours	Rate	Amount
General			
Sterna, Donald	2.00	142.00	284.00
Sterna, Donald	1.00	142.00	142.00
Snow plow coordination			
Project Management/Coordination			
Montague, Sharon	.50	79.00	39.50
Print ER report and mail hard copy.			
Montague, Sharon	1.00	79.00	79.00
Review and revise ER report and email to Sunfish Lake members.			
Sterna, Donald	2.50	142.00	355.00
Engineers Report			
Sterna, Donald	1.50	142.00	213.00
ER report			
Sterna, Donald	1.00	142.00	142.00
Snow plow and misc. city coordination			
Voll, Tom	.50	124.00	62.00
393 Salem Church Rd Xcel utility connection permit - email correspondences with Xcel			
Voll, Tom	.50	124.00	62.00
393 Salem Church Rd Xcel utility connection permit - review and approval of final permit			
Totals	10.50		1,378.50
Total Labor			1,378.50

Field Services Billing

City Council Meeting

3.0 Meetings @ 50.00	150.00	
Total Field Services	150.00	150.00

Total this Invoice \$1,528.50

Comments:

Approved by:

St. Cloud • Minneapolis • St. Paul

Equal Opportunity Employer

wsbeng.com

Project	01011-990	SFLK - Misc. City Engineer Services	Invoice	180
		Reviewed by:	Donald Sterna	
		Project Manager:	Donald Sterna	



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

City of Sunfish Lake
Attn: Ann Lanoue
8010 Corey Path
Inver Grove Heights, MN 55076

January 20, 2014
Project No: 02092-570
Invoice No: 10

MS4 Services

Professional Services from December 01, 2013 to December 31, 2013

Phase 02 2013 MS4 Services

Professional Personnel

	Hours	Rate	Amount
SWPPP			
Bogg, Karen	12.00	75.00	900.00
Carlson, Jesse	7.00	101.00	707.00
Peters, Jeffrey	2.00	101.00	202.00
Totals	21.00		1,809.00
Total Labor			1,809.00
Total this Phase			\$1,809.00

Billings to Date

	Current	Prior	Total
Labor	1,809.00	101.00	1,910.00
Totals	1,809.00	101.00	1,910.00
Total this Invoice			\$1,809.00

Comments:

Approved by:

Reviewed by: Donald Sterna
Project Manager: Jesse Carlson



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

City of Sunfish Lake
Attn: Ann Lanoue
8010 Corey Path
Inver Grove Heights, MN 55076

January 20, 2014
Project No: 02182-030
Invoice No: 8

2014 Street Improvements

Professional Services from December 01, 2013 to December 31, 2013

Phase 1 Feasibility / Prel. Des.

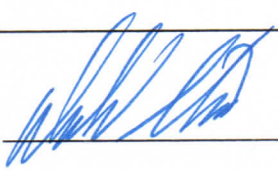
Professional Personnel

	Hours	Rate	Amount
Project Management/Coordination			
Leeson, Brett	3.25	62.00	201.50
Montague, Sharon	5.00	79.00	395.00
Voll, Tom	.50	124.00	62.00
Design			
Sterna, Donald	3.00	142.00	426.00
Drawings/Layouts			
Kochmann, Charles	.50	118.00	59.00
Meetings			
Sterna, Donald	3.50	142.00	497.00
Totals	15.75		1,640.50
Total Labor			1,640.50
		Total this Phase	\$1,640.50
		Total this Invoice	\$1,640.50

Billings to Date

	Current	Prior	Total
Labor	1,640.50	11,786.50	13,427.00
Field Services	0.00	620.00	620.00
Totals	1,640.50	12,406.50	14,047.00

Comments:

Approved by: 

Reviewed by: Donald Sterna
Project Manager: Donald Sterna

NORTHERN STATES POWER COMPANY



MAILING ADDRESS	ACCOUNT NUMBER	DUE DATE
SUNFISH LAKE, CITY OF ATTN ANN LANOUE 8010 COREY PATH INVER GROVE HEIGHTS MN 55076-3358	51-6522337-8	01/31/2014
	STATEMENT NUMBER	STATEMENT DATE
	396456567	01/03/2014
		AMOUNT DUE
		\$8.96

QUESTIONS ABOUT YOUR BILL?

See our website: xcelenergy.com
 Email us at: Customerservice@xcelenergy.com
 Please Call: 1-800-481-4700
 Hearing Impaired: 1-800-895-4949
 Fax: 1-800-311-0050
 Or write us at: XCEL ENERGY
 PO BOX 8
 EAU CLAIRE WI 54702-0008

SUMMARY OF CURRENT CHARGES (detailed charges begin on page 2)

Other Recurring Charges	\$40.83
Current Charges	\$40.83

ACCOUNT BALANCE

Previous Balance	-\$31.87 CR
No Payments Received	\$0.00
Balance Forward	-\$31.87 CR
Current Charges	\$40.83
Amount Due	\$8.96

INFORMATION ABOUT YOUR BILL

Your electric bill this month includes a credit for the difference you paid under interim rates and the final approved rates with interest. Your credit displays as the line item "Elec Interim Refund CR." Questions? Contact us at 1-800-481-4700 or inquire@xcelenergy.com.

The Resource Adjustment line item on your bill has been updated to reflect changes in the State Energy Policy and the Renewable Development Fund portions which recover the costs of energy-related legislative mandates and renewable energy development program costs. Questions? Contact us at 1-800-481-4700 or xcelenergy.com.

Interim electric rates became effective Jan. 3, 2014. See the enclosed bill insert for details. Questions? Contact us at 1-800-481-4700 or inquire@xcelenergy.com.

RETURN BOTTOM PORTION WITH YOUR PAYMENT • PLEASE DO NOT USE STAPLES, TAPE OR PAPER CLIPS



ACCOUNT NUMBER	DUE DATE	AMOUNT DUE	AMOUNT ENCLOSED
51-6522337-8	01/31/2014	\$8.96	

Please see the back of this bill for more information regarding the late payment charge. Pay on or before the date due to avoid assessment of a late payment charge.

Make your check payable to XCEL ENERGY

JANUARY						
S	M	T	W	T	F	S
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

AT 01 040321 20659B165 A**3DGT



SUNFISH LAKE, CITY OF
 ATTN ANN LANOUE
 8010 COREY PATH
 INVER GROVE HEIGHTS MN 55076-3358



XCEL ENERGY
 P.O. BOX 9477
 MPLS MN 55484-9477

31 51013114 65223378 0000000408300000000896

040321 1/2

126



MAILING ADDRESS	ACCOUNT NUMBER	DUE DATE
SUNFISH LAKE, CITY OF ATTN ANN LANOUE 8010 COREY PATH INVER GROVE HEIGHTS MN 55076-3358	51-6522337-8	01/31/2014
	STATEMENT NUMBER	STATEMENT DATE
	396456567	01/03/2014
		AMOUNT DUE
		\$8.96

OTHER RECURRING CHARGES DETAILS

INVOICE NUMBER: 502569382
ADDRESS: 1633 LAMPLIGHT DR
SAINT PAUL, MN 55125

DESCRIPTION	USAGE UNITS	UNIT CHARGE	QTY	CHARGE
Install Number 177988 12/03/13 to 01/02/14 100 WATT HPS CO OWN OVERHEAD				
Street Lgt Co Owned	54 kWh	\$9.44	1	\$9.44
Fuel Cost Charge				\$1.28
Resource Adjustment				\$0.20
Subtotal				\$10.92
State Tax				\$0.75
Total				\$11.67

INVOICE NUMBER: 502570680
ADDRESS: 1633 LAMPLIGHT DR
SAINT PAUL, MN 55125

DESCRIPTION	USAGE UNITS	UNIT CHARGE	QTY	CHARGE
Install Number 177986 12/03/13 to 01/02/14 200 WATT HPS CUST OWN ORN FX				
Street Lgt Cust Own	329 kWh	\$4.05	3	\$12.15
Fuel Cost Charge				\$7.81
200 W HPS FX Only				\$6.45
Resource Adjustment				\$1.29
Subtotal				\$27.70
State Tax				\$1.46
Total				\$29.16



Pop Quiz

Pipe insulation can typically reduce energy losses by _____.

- A. 25%
- B. 55%
- C. 80%
- D. 90%

Source: ResponsibleByNature.com/Business

Answer: D

