

LIST OF BILLS

3B

City of Sunfish Lake, MN
 Cash Disbursements Journal
 For the Period From Jul 1, 2014 to Jul 31, 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
7/1/14	6939	20020001 10010000	Invoice: 22861 BOND TRUST SERVICES	5,201.25	5,201.25
7/1/14	6940	20020001 10010000	Invoice: 00011411 DAKOTA COUNTY FINANCIAL SERVICES	16.56	16.56
7/1/14	6941	20020001 10010000	Invoice: 3019 DAKOTA CO PROPERTY, TAXATION & RECORDS	80.00	80.00
7/1/14	6942	20020001 10010000	Invoice: 699 CATHY IAGO	544.62	544.62
7/1/14	6943	20020001 10010000	Invoice: 713 IAGO CONSULTING LLC	391.08	391.08
7/1/14	6944	20020001 10010000	Invoice: 1079 INTERNAL REVENUE SERVICE	628.50	628.50
7/1/14	6945	20020001 10010000	Invoice: JUNE2014 ANN P. LANOUE	1,161.55	1,161.55
7/1/14	6946	20020001 10010000	Invoice: 198349/199477 LEAGUE OF MINNESOTA CITIES	315.00	315.00
7/1/14	6947	20020001 10010000	Invoice: MAY 2014 LEVANDER, GILLEN & MILLER	3,797.00	3,797.00
7/1/14	6948	20020001 10010000	Invoice: LEGAL JUNE 8 LILLIE SUBURBAN NEWSPAPERS	49.00	49.00
7/1/14	6949	20020001 10010000	Invoice: JUNE 15 2014 LIVING SCULPTURE TREE & SHRUB CARE, INC	2,156.02	2,156.02
7/1/14	6950	20020001 10010000	Invoice: 42824 5/9/14 MIKE MCPHILLIPS, INC.	1,350.00	1,350.00
7/1/14	6951	20020001 10010000	Invoice: 632 MN DEPARTMENT OF REVENUE	190.00	190.00
7/1/14	6952	20020001 20020001 20020001 20020001 20020001 10010000	Invoice: 21338-3 Invoice: 21338-4 Invoice: 21338-2 Invoice: 21338-1 Invoice: 21339 NORTHWEST ASSCOC CONSULTANTS	88.85 174.23 1,528.18 1,103.20 4,248.98	7,143.44
7/1/14	6953	20020001 10010000	Invoice: POSTAGE SFL QTY MOLLY PARK	88.20	88.20
7/1/14	6954	20020001 10010000	Invoice: 14-7001 PINE BEND PAVING	2,126.00	2,126.00
7/1/14	6955	20020001 10010000	Invoice: 687 CITY OF WEST ST. PAUL	7,986.88	7,986.88

City of Sunfish Lake, MN
Cash Disbursements Journal

For the Period From Jul 1, 2014 to Jul 31, 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
7/1/14	6956	20020001 10010000	Invoice: 723 ST. ANNE'S EPISCOPAL CHURCH	169.00	169.00
7/1/14	6957	20020001 20020001 20020001 20020001 20020001 20020001 10010000	Invoice: 02182-020 4 Invoice: 185 Invoice: 02092-570 15 Invoice: 02182-030 13 Invoice: 02182-010 2 Invoice: 02182-050 1 WSB & ASSOCIATES	256.00 3,614.00 100.00 670.00 1,107.00 985.50	6,732.50
7/1/14	6958	20020001 10010000	Invoice: 414737716 XCEL ENERGY	54.43	54.43
	Total			40,181.03	40,181.03

Debt Service Invoice

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

Invoice #: 22861
 Invoice Date: June 12, 2014

Attn: Ann Lanoue, City Treasurer

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

Due:	08-01-2014	<u>Principal</u>	<u>Interest</u>	<u>Total Due</u>
		\$0.00	\$5,201.25	\$5,201.25

Payment Instructions

If remitted by wire transfer, must be
 received 1 business day prior to due date:

Wells Fargo Bank, San Francisco, CA
 ABA# 121000248
 BNF: BTSC Paying Agent Account
 Account #: 4126695238
 Ref: 34960

If remitted by check, must be
 received 5 business days prior to due date:

Make check payable to:

Bond Trust Services Corporation
 Ref: 34960

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

Remaining Debt Service Schedule

<u>Date Due</u>	<u>CUSIP</u>	<u>Principal</u>	<u>Interest</u>	<u>Total P&I</u>
02-01-2015	867349AL6	\$34,000.00	\$5,201.25	\$39,201.25
08-01-2015		\$0.00	\$4,393.75	\$4,393.75
02-01-2016	867349AL6	\$35,000.00	\$4,393.75	\$39,393.75
08-01-2016		\$0.00	\$3,562.50	\$3,562.50
02-01-2017	867349AL6	\$36,000.00	\$3,562.50	\$39,562.50
08-01-2017		\$0.00	\$2,707.50	\$2,707.50
02-01-2018	867349AL6	\$37,000.00	\$2,707.50	\$39,707.50
08-01-2018		\$0.00	\$1,828.75	\$1,828.75
02-01-2019	867349AL6	\$38,000.00	\$1,828.75	\$39,828.75
08-01-2019		\$0.00	\$926.25	\$926.25
02-01-2020	867349AL6	\$39,000.00	\$926.25	\$39,926.25

Customer Invoice

As of: 06/05/2014

Customer: P0013253

Amount Due: \$16.56

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>
-------------	--------------------	------------------	---------------	----------------

Prior Balance as of 6/1/2014: 0.00

Invoice: 00011411

06/03/2014 UTILITIES-4TH QTR 2013

16.56 16.56

Current	31-60 Days	61-90 Days	Over 90 Days	Total Due
16.56	0.00	0.00	0.00	16.56

Customer Invoice

As of: 06/05/2014

Customer: P0013253

Amount Due: \$16.56

Due by 6/25/2014

Dakota County Financial Services
1590 Highway 55
Hastings, MN 55033

Questions? Please contact:

Stacy

651-438-4530 HWY

PO0013253 00011411

INVOICE_NO	VENDOR_NO	VENDOR_NAME	ITEM_DESC	CHK_NO	CHK_DATE	AMT	SUB
		City of Sunfish Lake					
09/19/ 302323838	P0009792	XCEL ENERGY	Sunfish Lake CR63/Hwy 110	50025508	10/21/2013	5.97	
11/18 302323838	P0009792	XCEL ENERGY	Sunfish Lake CR63/Hwy 110	50027671	12/18/2013	4.98	
10/20 302323838	P0009792	XCEL ENERGY	Sunfish Lake CR63/Hwy 110	50026490	11/20/2013	5.61	
			Total Due 4th Qtr Utilities				16.56



Dakota County Property Taxation & Records Department
1590 Highway 55
Hastings MN 55033

INVOICE FOR PAYMENT
ANNUAL SPECIAL ASSESSMENTS

INVOICE: # 3019

DATE: 6-3-14

TO: Sunfish Lake Treasurer
8010 Corey Path
Inver Grove Heights, MN 55076
Att: Ann Lanoue

20 SPECIAL ASSESSMENTS @ \$4.00 EACH =

TOTAL DUE: \$ 80.00

PLEASE SUBMIT PAYMENT TO:

Dakota County Property Taxation & Records
Administration Center
1590 Highway 55
Hastings MN 55033

Attn: Deb Wright

If you have questions regarding this invoice, please contact Rozanna at (651) 438-4389

Acct # 49016001

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

6/23/2014 14:09

INVOICE

Services rendered for the month of June 2014

City Administrator

City Administrator monthly services per Independent Contractor Agreement Addendum dated 2/5/2014

\$ 391.08

City Clerk

City Clerk monthly services per Employment Agreement Addendum dated 2/5/2014

\$ 930.83

City FICA 7.65%

71.21

Total Cost City Clerk-month

1,002.04

Calculation of net Check-City Clerk

Monthly services per employment agreement

930.83

Less Federal Income tax withheld

\$ (175.00)

Less FICA withheld- 7.65%

(71.21)

Less State tax withheld

(140.00)

Total Withholdings

(386.21)

Net check

\$ 544.62

Ann P. Lanoue, CPA (Inactive)**City Treasurer**

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

6/24/2014 16:04

INVOICE

City of Sunfish Lake

Accounting services for the period ended JUNE 20, 2014

Bank deposits

06/09/14

06/20/14

		Hours		
Trips to Bank-including deposit preparation	2	0.5		
Monthly activities		-		
Quarterly surcharge report		2.0		
Preparation for bond sale		1.0		
Accounts Payable-review, input and matching		1.0		
Payroll wage accounting including PERA, 941, State, Unemployment, etc.		2.0		
Preparation for Council meeting-agenda/minutes, etc		1.0		
Investments-Wells Fargo/Wells Fargo Advisors		1.0		
Accounts Receivable-inc Planner/Inspector/Statements		2.0		
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		3.0		
Attend monthly City Council meeting		0.5		
Telephone calls with Council/Consultants		2.0		
Cash flow/cash reconciliation/projection/fund accounting			Rate-\$69.66	
			20.00	1,393.20
				-
				1,393.20
Postage expense				10.43
Supplies-printing-\$.10 per copy				14.50
	Subtotal			1,418.13
Less Federal Income tax withheld		100.00		
Less FICA		106.58		
Less PERA withheld 0% (Exempt)		-		
Less State tax withheld		50.00		
Total Withholdings				(256.58)
	Net check			1,161.55
Reconciliation to Treasurer Expense				
Services				1,393.20
City FICA 7.65%				106.58
City Pera-0%				-
Total Treasurer				1,499.78

Inver Grove Postal Store
INVER GROVE HEIGHTS, Minnesota
550762021

2663650540 -0097
05/30/2014 (800)275-8777 03:25:02 PM

Sales Receipt			
Product	Sale	Unit	Final
Description	Qty	Price	Price
COTTAGE GROVE MN 55016 Zone-1			\$1.19
First-Class Mail Large Env			
1.90 oz.			
Expected Delivery: Sat 05/31/14			
Issue PVI:			\$1.19
SAINT PAUL MN 55118 Zone-1			\$1.82
First-Class Mail Large Env			
4.70 oz.			
Expected Delivery: Sat 05/31/14			
Issue PVI:			\$1.82
SAINT PAUL MN 55118 Zone-1			\$1.82
First-Class Mail Large Env			
4.70 oz.			
Expected Delivery: Sat 05/31/14			
Issue PVI:			\$1.82
SAINT PAUL MN 55118 Zone-1			\$1.82
First-Class Mail Large Env			
4.70 oz.			
Expected Delivery: Sat 05/31/14			
Issue PVI:			\$1.82
SAINT PAUL MN 55118 Zone-1			\$1.82
First-Class Mail Large Env			
4.70 oz.			
Expected Delivery: Sat 05/31/14			
Issue PVI:			\$1.82
Total:			\$8.47

Paid by:
MasterCard \$8.47
Account #: XXXXXXXXXXXX6536
Approval #: 812910
Transaction #: 435 + 40.49 = 196
23 903348951 10.43

Order stamps at usps.com/shop or call
1-800-Stamp24. Go to usps.com/clicknship
to print shipping labels with postage. For
other information call 1-800-ASK-USPS.

Get your mail when and where you want it
with a secure Post Office Box. Sign up for
a box online at usps.com/poboxes.

Bill #: 1000305139619
Clerk: 10

All sales final on stamps and postage
Refunds for guaranteed services only
Thank you for your business

HELP US SERVE YOU BETTER

Go to: <https://postalexperience.com/Pos>

TELL US ABOUT YOUR RECENT
POSTAL EXPERIENCE

City of Sunfish Lake		City of Sunfish Lake											
City of Sunfish Lake		Wages and related withholdings											
Detail of compensation and related withholdings		(Inc retro)											
	Earned Paid	Annual	Monthly	Earned Paid	Dec Jan	Jan Feb	Feb Mar	Cum'l 1st qtr	Mar April	April May	May June	Cum'l 2nd qtr	June July
Independent-"Iago Consulting, LLC													
Contractor-Adminstrator		4,467	372.24		379.69	379.69	402.47	1,161.85	391.08	391.08	391.08	1,173.24	391.08
		4,556	379.69					-				-	
		4,693	391.08										
Wages-City Clerk		10,632	886.00		903.72	903.72	1,157.94	2,965.38	930.83	930.83	930.83	2,792.49	930.83
Withholding		10,845	903.72					-				-	
FICA=7.65%		11,170	930.83		69.13	69.13	88.58	226.84	71.21	71.21	71.21	213.63	69.13
Federal Income Tax					175.00	175.00	175.00	525.00	175.00	175.00	175.00	525.00	175.00
State Income Tax					45.00	45.00	45.00	135.00	140.00	140.00	140.00	420.00	140.00
Pera-Iago-exempt								-				-	
Total Withholdings					289.13	289.13	308.58	886.84	386.21	386.21	386.21	1,158.63	384.13
Net Check					614.59	614.59	849.36	2,078.54	544.62	544.62	544.62	1,633.86	546.70
	Per hour												
Wages-Treasurer- Lanoue			67.63		1,369.51	1,369.51	1,447.32	4,186.34	1,306.13	1,567.35	1,358.78	4,232.26	1,393.20
Withholding			69.66					-				-	
FICA=7.65%					104.77	104.77	110.72	320.26	99.92	119.90	103.95	323.77	106.58
Federal Income Tax					100.00	100.00	100.00	300.00	100.00	100.00	100.00	300.00	100.00
State Income Tax					50.00	50.00	50.00	150.00	50.00	50.00	50.00	150.00	50.00
Pera-Lanoue - Exempt					-	-	-	-	-	-	-	-	-
Total Withholdings					254.77	254.77	260.72	770.26	249.92	269.90	253.95	773.77	256.58
Net wages					1,114.74	1,114.74	1,186.60	3,416.08	1,056.21	1,297.45	1,104.83	3,458.49	1,136.62
Postage					8.90	8.18	7.44	24.52	12.04	12.56	11.06	35.66	10.43
Supplies					10.60	10.60	10.60	31.80	10.60	17.60	14.50	42.70	14.50
Net check					1,134.24	1,133.52	1,204.64	3,472.40	1,078.85	1,327.61	1,130.39	3,536.85	1,161.55
Taxable Wages-minus PERA													
Consolidated													
Wages					2,273.23	2,273.23	2,605.26	7,151.72	2,236.96	2,498.18	2,289.61	7,024.75	2,324.03
Withholding					275.00	275.00	275.00	825.00	275.00	275.00	275.00	825.00	275.00
FICA					173.90	173.90	199.30	547.10	171.13	191.11	175.16	537.39	175.71
Federal Income Tax					275.00	275.00	275.00	825.00	275.00	275.00	275.00	825.00	275.00
State Income Tax					95.00	95.00	95.00	285.00	190.00	190.00	190.00	570.00	190.00
Pera					-	-	-	-	-	-	-	-	-
Total Withholdings					543.90	543.90	569.30	1,657.10	636.13	656.11	640.16	1,932.39	640.71
Net Check					1,729.33	1,729.33	2,035.96	5,494.62	1,600.83	1,842.07	1,649.45	5,092.36	1,683.32
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	88.58	226.84	71.21	71.21	71.21	213.63	69.13
Lanoue Fica withholding					104.77	104.77	110.72	320.26	99.92	119.90	103.95	323.77	106.58
								-				-	
Iago withholding					175.00	175.00	175.00	525.00	175.00	175.00	175.00	525.00	175.00
Lanoue withholding					100.00	100.00	100.00	300.00	100.00	100.00	100.00	300.00	100.00
								-				-	
FICA-city contribution					173.90	173.90	199.30	547.11	171.13	191.11	175.16	537.39	177.79
Total IRS deposit					622.80	622.80	673.60	1,919.20	617.25	667.22	625.31	1,899.79	628.50
State													
Iago withholding					45.00	45.00	45.00	135.00	140.00	140.00	140.00	420.00	140.00
Lanoue withholding					50.00	50.00	50.00	150.00	50.00	50.00	50.00	150.00	50.00
Due State					95.00	95.00	95.00	285.00	190.00	190.00	190.00	570.00	190.00



Statement

Date: 5/31/2014

Page: 1 of 1

Vendor ID#: 16741

Bill To:

Sunfish Lake
7378 Jordon Ave S
Cottage Grove, MN 55016-3645

Invoice	Invoice Date	Description (Identifies only first line of the order)	Invoice Total	Remaining Balance
198349	3/28/2014	2014 Minnesota Mayors Association Annu:	\$120.00	\$120.00
199477	5/1/2014	2014 Annual Conference	\$195.00	\$195.00

0 - 30 Days	31 - 60 Days	61+ Days	Total Outstanding
\$ 0.00	\$ 195.00	\$ 120.00	\$ 315.00

Please Remit To:

League of Minnesota Cities
145 University Ave W
St Paul, MN 55103-2044

Questions:

Email: billing@lmc.org
Phone: (651) 281-1200

LEVANDER,
GILLEN &
MILLER, P.A.

ATTORNEYS AT LAW

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

Client #

Page: 1
May 31, 2014
18305E

PREVIOUS BALANCE	FEEs	EXPENSEs	ADVANCES	PAYMENTS	BALANCE
18305-00000 General Business					
3,087.00	2,049.00	0.00	0.00	-3,087.00	\$2,049.00
18305-00019 St. Recon. Mill & Overlay Project 2013-01/2014-01					
1,885.00	1,187.50	0.00	0.00	-1,885.00	\$1,187.50
<u>4,972.00</u>	<u>3,236.50</u>	<u>0.00</u>	<u>0.00</u>	<u>-4,972.00</u>	<u>\$3,236.50</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
May 31, 2014
Client # 18305-00000E
Statement # 280

General Business

For Services Through 05/25/14

		RATE	HOURS	
04/30/2014	Review contract for disability grant; telephone call to Deputy Clerk Cathy Iago; memo to Council and resolution approving agreement.	130.00	0.70	91.00
05/01/2014	Memo to City Forester on burning permits and penalty costs for not obtaining a permit.	130.00	0.50	65.00
05/05/2014	Preparation of materials for upcoming meeting with Mayor Park.	130.00	1.00	130.00
	Meeting with Mayor Park on upcoming agenda items and citizen inquiries.	130.00	1.50	195.00
	Telephone calls with Sunfish Lake Planner relating to escrow agreement for temporary certificates of occupancy for two homes.	130.00	0.40	52.00
05/06/2014	Review of Disability Grant Contract with contractor; preparation for Council meeting; review of planning, engineering and forester reports.	130.00	1.50	195.00
	Regular Sunfish Lake Council meeting.	130.00	1.50	195.00
05/07/2014	Follow-up to Sunfish Lake Agenda items.	130.00	1.00	130.00
	Memo on burning permit violation.	130.00	0.30	39.00
05/08/2014	Telephone conference with Sunfish Lake Forester re incident report relating to burning without burning permit.	130.00	0.30	39.00
05/15/2014	Memo on burning permit issue.	130.00	0.30	39.00
05/16/2014	Review Sunfish Lake Planning Reports.	130.00	1.00	130.00

General Business

		RATE	HOURS	
05/19/2014	Telephone conference with Sunfish Lake Planner re issues relating to escrow, accessory uses on parcels different from principal use and setback requirement.	130.00	0.40	52.00
05/20/2014	Telephone conference with Sunfish Lake Planner re escrow request.	130.00	0.30	39.00
	Review correspondence on burning permit issues.	130.00	0.30	39.00
05/21/2014	Memo on cash deposit for Sunfish Lake escrow agreements.	130.00	0.30	39.00
	Telephone conference with Councilmember Cathy DeCoursey.	130.00	0.40	52.00
	Timothy J. Kuntz		11.70	1,521.00
05/15/2014	Draft and revise correspondence to Melissa Prueher regarding imposition of a five hundred dollar fee for the fire department response to a fire caused by burning without a permit on her property; forward to Cathy Iago for her signature.	130.00	0.40	52.00
	Bridget McCauley Nason		0.40	52.00
04/29/2014	Prepare draft Memo to Mayor and Councilmembers re Agreement between the City and Glewwe Doors, Inc. for the installation of automatic door openers at St. Anne's Church; prepare draft Resolution Approving Agreement between the City and Glewwe Doors, Inc. for the installation of automatic door openers at St. Anne's Church.	85.00	0.60	51.00
04/30/2014		85.00		0.00
	Review and revise Memo to Mayor and Councilmembers re Resolution Approving Agreement with Glewwe Doors, Inc. relating to installation of automatic door openers at St. Anne's Church; review and revise Resolution Approving Agreement with Glewwe Doors, Inc. relating to installation of automatic door openers at St. Anne's Church; prepare e-mail correspondence to Mayor and Councilmembers attaching agenda items related to same; prepare hard copies of agenda items related to same for distribution to Mayor and Councilmembers.	85.00	1.00	85.00
05/01/2014	Conference to discuss issue raised by Jim Naves re burning without a permit; review and revise e-mail correspondence to Jim Naves re issues pertaining to same; meeting with City Clerk to discuss issues discussed at meeting with Glewwe Doors, Inc. re installation of automatic door openers at St. Anne's Church; review and revise			

General Business

		RATE	HOURS	
	Agreement with Glewwe Doors, Inc. re installation of automatic door openers at St. Anne's Church; prepare e-mail correspondence to Glewwe Doors, Inc. attaching final version of Agreement re installation of automatic door openers at St. Anne's Church.	85.00	1.20	102.00
05/05/2014	Review and analysis of various e-mail correspondences received from Mayor re citizen complaints/issues; perform property records research re Escoto property; prepare e-mail correspondence to Mayor and Councilmembers attaching sketches prepared by Glewwe Doors, Inc. for attachment to Agreement with Glewwe Doors, Inc. re installation of automatic door openers at St. Anne's Church.	85.00	0.50	42.50
05/06/2014	Prepare distribution copies of agenda materials related to Agreement with Glewwe Doors, Inc. for installation of automatic door openers at St. Anne's Church, Resolution Awarding Contract for the 2014-01 Street Improvement Project to Danner, Inc., Authorization of Solicitation of Quotes for Financing of the 2014-01 Street Improvement Project and Debt Compliance Policy and Procedures; meeting to review and discuss agenda items for May 6th Council meeting.	85.00	0.50	42.50
05/07/2014	Meeting to review and discuss follow-up items needed relating to May 6th Council meeting.	85.00	0.80	68.00
05/15/2014	Prepare e-mail correspondence to Sunfish Lake City Prosecutor re burning permit citation for Melissa Prueher.	85.00	0.20	17.00
05/20/2014	Prepare correspondence to Tim and Kristin Schacker enclosing execution copies of Escrow Agreement related to improvements at 393 Salem Church Road.	85.00	0.60	51.00
05/21/2014	Prepare e-mail correspondence to Michelle Barness re Escrow Agreements for 393 Salem Church Road and 8 Roanoke Road. Leah M. Rose	85.00	0.20 5.60	17.00 476.00
	FOR CURRENT SERVICES RENDERED		17.70	2,049.00
	PREVIOUS BALANCE			\$3,087.00
05/07/2014	Payment Received			-1,895.00
06/06/2014	Payment Received			-1,192.00
	TOTAL PAYMENTS			-3,087.00

BALANCE DUE

\$2,049.00

Client # 18305-00019E
 Statement # 11

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

		RATE	HOURS	
04/30/2014	Memo on eligibility of bidders for award of contract; legal research; review minutes of bid opening; draft resolution for award of contract; review of financial feasibility report.	130.00	1.60	208.00
	Further review of documents for Sunfish Lake Street Project.	130.00	0.50	65.00
	Review and analyze pre-sale report prepared by Ehlers & Associates; telephone call with Steve Apfelbacher; memo to Council; review Resolution for solicitation of quotes.	130.00	1.00	130.00
05/01/2014	Memo to Steve Apfelbacher re Sunfish Lake Street Project.	130.00	0.30	39.00
	Memo to Steve Apfelbacher and City Treasurer concerning arbitrage monitoring for Sunfish Lake Street Project.	130.00	0.40	52.00
05/06/2014	Review arbitrage monitoring contract; review pre-sale report and resolutions; memo to Sunfish Lake Treasurer on bond tax levies; review documents relating to award of contract; identify financing issues; memo to fiscal advisor.	130.00	1.50	195.00
05/07/2014	Memo to Sunfish Lake Bond Counsel and follow-up memos on schedule and events for Sunfish Lake Street Project.	130.00	0.50	65.00
	Timothy J. Kuntz		5.80	754.00
04/30/2014	Review and revise Memo to Mayor and Councilmembers re Resolution Awarding Contract for the 2014-01 Street Improvement Project to Danner, Inc.; review and revise Resolution Awarding Contract for the 2014-01 Street Improvement Project to Danner, Inc.; prepare e-mail correspondence to Mayor and Councilmembers attaching agenda items relating to Resolution Awarding Contract for the 2014-01 Street Improvement Project to Danner, Inc.; prepare hard copies of same for mailing to Mayor and Councilmembers; prepare e-mail correspondence to Mayor and Councilmembers			

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

		RATE	HOURS	
	attaching agenda materials related to Authorizing Solicitation of Quotes for Financing of the 2014-01 Street Improvement Project; prepare hard copies of same for mailing to Mayor and Councilmembers.	85.00	1.50	127.50
05/01/2014		85.00		0.00
	Prepare e-mail correspondence to Steve Apfelbacher re compliance policy; prepare Resolution re Sale of \$345,000 improvement bonds; prepare execution copies of resolutions for May 6th Council meeting related to the 2014-01 Street Improvement Project.	85.00	0.60	51.00
05/05/2014	Attend meeting with Mayor and City Attorney to review and discuss various aspects of project financing and assessment related issues.	85.00	1.00	85.00
05/06/2014	Conference to review and discuss financing of project and assessment related issues concerning project; prepare e-mail correspondences to City Treasurer re issues pertaining to same.	85.00	0.60	51.00
05/07/2014	Prepare e-mail correspondence to Jenny Boulton (bond counsel) re issues pertaining to issuance of a bond opinion relating to the tax exempt nature of the indebtedness and attaching various project background documents related to same; review and analysis of e-mail correspondence received from Jenny Boulton requesting additional documents; prepare e-mail correspondence to Jenny Boulton attaching additional background documents.	85.00	0.80	68.00
	Review and analysis of file to determine which easements were obtained and recorded from landowners.	85.00	0.20	17.00
05/13/2014	Review and revise Resolution re sale of bonds; prepare e-mail correspondence to City Clerk re same; telephone call with City Clerk re same.	85.00	0.40	34.00
	Leah M. Rose		5.10	433.50
	FOR CURRENT SERVICES RENDERED		10.90	1,187.50
	PREVIOUS BALANCE			\$1,885.00
05/07/2014	Payment Received			-681.00
06/06/2014	Payment Received			-1,204.00
	TOTAL PAYMENTS			-1,885.00

City of Sunfish Lake

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

Page: 6
May 31, 2014
Client # 18305-00019E
Statement # 11

BALANCE DUE

\$1,187.50

TOTAL BALANCE DUE

\$3,236.50

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
May 31, 2014
Client # 93000E

PREVIOUS BALANCE	FEES	EXPENSES	ADVANCES	PAYMENTS	BALANCE
93000-10000 Criminal - DUI					
428.00	354.50	0.00	0.00	-428.00	\$354.50
93000-20000 Criminal - Traffic					
89.00	91.50	0.00	0.00	-89.00	\$91.50
93000-50000 Criminal - Miscellaneous					
46.00	114.50	0.00	0.00	-46.00	\$114.50
<u>563.00</u>	<u>560.50</u>	<u>0.00</u>	<u>0.00</u>	<u>-563.00</u>	<u>\$560.50</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
May 31, 2014
Client # 93000-10000E
Statement # 218

Criminal - DUI

For Services Through 05/25/14

		RATE	HOURS	
05/15/2014	Conduct MNCIS research to determine case status re Sawyer.	85.00	0.10	8.50
	Tam Casey		0.10	8.50
05/11/2014	Analyze and prepare case for jury trial in Aspen case; review squad video in preparation for contested hearing regarding the stop.	115.00	0.90	103.50
05/12/2014	Appearance in Dakota County District Court in Hastings for jury trial in Aspen case.	115.00	1.00	115.00
	Bridget McCauley Nason		1.90	218.50
04/30/2014	Phone conference with defense attorney re Delaney discovery; draft discovery re same.	85.00	1.00	85.00
05/07/2014	Prepare Aspen file for jury trial.	85.00	0.50	42.50
	Sabrina Luna		1.50	127.50
	FOR CURRENT SERVICES RENDERED		3.50	354.50
	PREVIOUS BALANCE			\$428.00
05/07/2014	Payment Received			-309.00
06/06/2014	Payment Received			-119.00
	TOTAL PAYMENTS			-428.00
	BALANCE DUE			<u>\$354.50</u>

Criminal - Traffic

		RATE	HOURS	
04/28/2014	Conduct probation reviews re Andren, Moen and Miller.	85.00	0.20	17.00
	Tam Casey		0.20	17.00
05/08/2014	Appearance in Dakota County District Court in West St. Paul regarding arraignments.	115.00	0.30	34.50
05/13/2014	Review and prepare files for May 14, 2014, pre-trial calendar.	115.00	0.10	11.50
05/14/2014	Appearance in Dakota County District Court in West St. Paul regarding pretrials.	115.00	0.10	11.50
	Bridget McCauley Nason		0.50	57.50
05/06/2014	Prepare pretrial file re James.	85.00	0.20	17.00
	Sabrina Luna		0.20	17.00
	FOR CURRENT SERVICES RENDERED		0.90	91.50
	PREVIOUS BALANCE			\$89.00
05/07/2014	Payment Received			-66.00
06/06/2014	Payment Received			-23.00
	TOTAL PAYMENTS			-89.00
	BALANCE DUE			<u>\$91.50</u>

Criminal - Miscellaneous

		RATE	HOURS	
04/30/2014	Analysis of April prosecution summary and file memo.	115.00	0.20	23.00
	Daniel J. Beeson		0.20	23.00
05/07/2014	Review and respond to email correspondence re burning permit violation case; draft email to police department; receive and review report and citation; forward same to city attorney; process case for arraignment.	85.00	0.40	34.00

Criminal - Miscellaneous

		RATE	HOURS	
	Tam Casey		0.40	34.00
05/09/2014	Criminal file review.	115.00	0.10	11.50
05/13/2014	Analysis of Prueher burning without a permit case in preparation for arraignment.	115.00	0.30	34.50
05/15/2014	Appearance in Dakota County District Court in West St. Paul regarding arraignments.	115.00	0.10	11.50
	Bridget McCauley Nason		0.50	57.50
	FOR CURRENT SERVICES RENDERED		1.10	114.50
	PREVIOUS BALANCE			\$46.00
05/07/2014	Payment Received			-23.00
06/06/2014	Payment Received			-23.00
	TOTAL PAYMENTS			-46.00
	BALANCE DUE			<u>\$114.50</u>
	TOTAL BALANCE DUE			<u>\$560.50</u>

Living Sculpture Tree and Shrub Care, Inc.

Ann Lanoue
8010 Corey Path
Inver Grove Heights, MN 55076

June 17, 2014

Invoice for Sunfish Lake City Forester Consultant Through 6-15-2014

5/15	Purchase rolls of wire fencing for pine tree protection cages	\$147.52
5/20	Building protection cages for Harmon Park pine trees. 2 hr	\$103.00
5/21	Prepared burning permit for Bancroft. 1 hr	\$51.50
5/21	Installed pine tree protection cages in Harmon Park, removed seasonal deer rubbing protection tubes from Musser Park trees, check Musser Park trail for clearance and cleared obstructions. 5 hr	\$257.50
5/22	Prepared burning permit for DeCourcy. 0.5 hr	\$25.75
5/22	Preparation for and led Annual Tree Board meeting at Bancroft's. 3hr	\$154.50
5/23	Prepared burning permits for Weber, Svendsen, Beedon, and Manternach. 2.5 hr	\$257.50
5/28	Build and install protection cages for Harmon Park balsam fir trees. 4hr	\$206.00
5/28	Cleared low branches over the road at the end of Acorn Drive. 1.5 hr	\$77.25
5/28	Prepared burning permit for Fitzner and Naves. 1 hr	\$51.50
5/29	Plant replacement trees along Salem Church Road and deliver Arbor Day trees, mow park trails and around trees along Salem Church Road, and visit 1 Grieve Glen regarding need for additional trees near new garage project. 5 hr	\$257.50
5/30	Prepare and email Forester's Report. 0.5 hr	\$25.75
6/3	Council meeting preparation, Consultant meeting and Council meeting. 5.5 hr	\$283.25

Living Sculpture Tree and Shrub Care, Inc.

6/13	Prepared burning permit for Prueher. 1 hr	\$51.50
6/13	Returned City phone calls, investigated possible chickens near Salem Church Road west of Musser Park, pruned visually obstructing branches at the corner of Salem Church Road and Roanoke Road, investigated possible old pile of brush to see if it could be burned, checked other City streets for possible street clearance issues. 4 hr	<u>\$206.00</u>

Total Due	\$2156.02
-----------	-----------

Regards,

Jim Naves

Purchased for the City of Sunfish Lake.
Tree deer fencing. *J. Johnson*



MENARDS - W_ST PAUL
1445 Robert St. South
West St. Paul, MN 55118

KEEP YOUR RECEIPT
RETURN POLICY VARIES BY PRODUCT TYPE

Unless noted below allowable returns for
items on this receipt will be in the form
of an in store credit voucher if the
return is done after 08/13/14



Sale Transaction

RED GOURMET LICORICE *	
5754125	3.99 NT
5' X 50' WELDED WIRE 14G*	
1712685 4 @36.88	147.52
TOTAL	151.51
DAKOTA Co-MN TAX 7.125%	10.51
TOTAL SALE	162.02
VISA 0728	162.02
015941	
Swiped	

TOTAL SAVINGS 14.44

TOTAL NUMBER OF ITEMS = 5

GUEST COPY

The Cardholder acknowledges receipt of
goods/services in the total amount shown
hereon and agrees to pay the card issuer
according to its current terms.

THIS IS YOUR CREDIT CARD SALES SLIP
PLEASE RETAIN FOR YOUR RECORDS.

THANK YOU, YOUR CASHIER, Libby

86264 05 8226 05/15/14 05:16PM 3017

Mike McPhillips, Inc.

825 Concord Street North
South St. Paul, MN 55075
(651) 451-4030

INVOICE

DATE	INVOICE NO.
5/9/2014	42824

BILL TO
WSB Associates Attn: Tom Voll 701 Xenia Avenue South Mpls, MN 55416

JOB LOCATION
City of Sunfish Lake

PROJECT		P.O. NO.	JOB NO.		TERMS
					Net 30
DATE	DESCRIPTION	HRS/QTY	RATE	AMOUNT	
5/9/2014	Street Sweeping Sales Tax		7.125%	1,350.00 0.00	
OK signature _____ Project # _____ Phase # _____ Accounting Use: Account Code _____ AP					
We appreciate the opportunity to serve you!				Total \$1,350.00	

OK DWS



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

June 03, 2014

In Reference To:

May 2014 Technical Assistance - Private Projects

Invoice No. 21338-1

	<u>Hrs/Rate</u>	<u>Amount</u>
<u>14.02 1 GRIEVE GLEN MAJOR PLAN REVIEW/CUP - OWENS</u>		
MB 5/5-5/9/14 Review Engineer report/correspondence with Bob Moser re: revised plans and Planning Commission meeting	0.80 67.50/hr	54.00
MB 5/5-5/7/14 Prepare public hearing notice/prepare property owner notices and retrieve addresses from GIS data	1.60 67.50/hr	108.00
MB 5/6/14 Speak with City Engineer, City Forester and builder re: review of project and recommendations	0.40 67.50/hr	27.00
MB 5/12-5/14/14 Correspondence with Bob Moser re: review conditions, revised plans, Planning Commission meeting, site visit, etc.	1.20 67.50/hr	81.00
MB 5/13-5/15/14 Review of original and/or revised plans/finalize report/prepare report and attachments for Planning Commission mailing/speak with City Engineer, City Forester, and builder re: review of project and recommendations/integrate comments in report or as attachments	4.70 67.50/hr	317.25
MB 5/20-5/21/14 Prepare for Planning Commission presentation and review consultant reports/prepare boards/review recent correspondence/print out aerial images	2.50 67.50/hr	168.75
MB 5/27/14 Create Planning Commission findings and City Council resolution	1.70 67.50/hr	114.75
Secretarial	2.20 45.00/hr	99.00

CITY OF SUNFISH LAKE

Page 2

	<u>Hrs/Rate</u>	<u>Amount</u>
Expenses (mileage, communications, supplies, etc.)		133.45
Subtotal of this Project:	[15.10	1,103.20]
TOTAL AMOUNT DUE THIS INVOICE:	15.10	\$1,103.20



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

June 03, 2014

In Reference To:
May 2014 Technical Assistance - Private Projects

Invoice No. 21338-2

		<u>Hrs/Rate</u>	<u>Amount</u>
14.03	240 SALEM CHURCH ROAD MAJOR REVIEW - VANSTEENBURG		
MB	5/5-5/7/14 Prepare public hearing notice/prepare property owner notices and retrieve addresses from GIS data	1.80 67.50/hr	121.50
MB	5/6/14 Speak with City Engineer, City Forester and builder re: review of project and recommendations	0.20 67.50/hr	13.50
MB	5/9/14 Review Engineer report/correspondence with Adam Burrington re: revised plans and Planning Commission meeting	0.70 67.50/hr	47.25
MB	5/12-5/15/14 Correspondence with Adam Burrington re: review conditions, revised plans, Planning Commission meeting, site visit, etc./review of original and/or revised plans/finalize report/prepare report and attachments for Planning Commission packet mailing	9.50 67.50/hr	641.25
MB	5/13/14 speak with City Engineer, City Forester and builder re: review of project and recommendations	1.00 67.50/hr	67.50
MB	5/19-5/21/14 Correspondence with project architect re: tree preservation and replacement, review ordinance/correspondence with architect for final review of issues prior to meeting/prepare for Planning Commission presentation and review consultant reports/prepare boards/review recent correspondence/print out aerial images	3.90 67.50/hr	263.25
MB	5/27/14 Create Planning Commission findings and City Council resolution	1.70 67.50/hr	114.75



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>
Secretarial	2.20 45.00/hr	99.00
Expenses (mileage, communications, supplies, etc.)		160.18
Subtotal of this Project:	[21.00	1,528.18]
TOTAL AMOUNT DUE THIS INVOICE:	21.00	\$1,528.18



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

June 03, 2014

In Reference To:
May 2014 Technical Assistance - Private Projects

Invoice No. 21338-3

	<u>Hrs/Rate</u>	<u>Amount</u>
<u>14.04 50 SUNNYSIDE LANE - MAJOR PLAN REVIEW/CUP</u>		
MB 5/27-5/29/14 Create transmittal for staff/mail, email materials/begin report	1.30 67.50/hr	87.75
Expenses (mileage, communications, supplies, etc.)		1.10
Subtotal of this Project:	[1.30	88.85]
TOTAL AMOUNT DUE THIS INVOICE:	1.30	\$88.85



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

June 03, 2014

In Reference To:
May 2014 Technical Assistance - Private Projects

Invoice No. 21338-4

	<u>Hrs/Rate</u>	<u>Amount</u>
<u>14.05 50 SUNNYSIDE LANE - ADMINISTRATIVE PERMIT</u>		
MB 5/27-5/29/14 Create transmittal to staff, mail and email application materials/discuss project with City staff/create site location map and property owner notice, City Council notice/begin report	2.40 67.50/hr	162.00
Expenses (mileage, communications, supplies, etc.)		12.23
Subtotal of this Project:	[2.40	174.23]
TOTAL AMOUNT DUE THIS INVOICE:	2.40	\$174.23



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

June 03, 2014

In Reference To:
May 2014 Technical Assistance - City Projects

Invoice No. 21339

		<u>Hrs/Rate</u>	<u>Amount</u>
<u>GENERAL</u>			
AB	5/28/14 Discussions with staff re: accessory buildings and city ordinance mandating major site plan review	0.60 127.00/hr	76.20
MB	5/6-5/8/14 Administration, emails, mailings, file organization, etc.	1.30 60.50/hr	78.65
MB	5/5-5/7/14 Correspondence with Mike Laumann re: home at 45 Salem Church Road/review non-conforming lot, lot area, building area, setback and CUP requirements/discuss application submission process/email materials/discuss driveway, easement issue with City Engineer	1.50 60.50/hr	90.75
MB	5/5-5/6/14 Correspondence with 393 Salem Church Road builders, property owners, City Attorney and City Engineer re: final site inspection, escrow agreement, etc.	1.90 60.50/hr	114.95
MB	5/5/14 Correspondence with Keith Syvertsen re: driveway re-paving review requirements/email materials	0.50 60.50/hr	30.25
MB	5/5-5/9/14 Speak with Melissa Prueher of 50 Sunnyside Lane re: chicken keeping standards and review requirements/review chicken coop accessory building requirements and compose summary notes	1.80 60.50/hr	108.90
MB	5/5-5/9/14 Correspondence with John Oakman of 1055 60th Street re: shed construction on non-conforming shoreland lot/review property file, project history for site/address lot combination, non-conforming lot, shoreland setback, and accessory building standards/compose summary of	7.60 60.50/hr	459.80



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>
	issues/discuss planning review requirements and escrows with homeowners, City Clerk, City Attorney and Mayor		
MB	5/5/14 Correspondence with Jeff Wells re: 25 Windy Hill subdivision/discuss questions of filling on slopes to attain buildable area	0.30 60.50/hr	18.15
MB	5/6/14 Prepare for and attend staff meeting and City Council meeting	4.30 60.50/hr	260.15
MB	5/7/14 Respond to email from Rob Bryant of 7 Roanoke Road re: construction at 8 Roanoke Road	1.40 60.50/hr	84.70
MB	5/12-5/16/14 Administration, emails, mailings, file organization, discuss current issues with City Engineer	1.70 60.50/hr	102.85
MB	5/12-5/15/14 Correspondence with neighbors of 240 Salem Church Road and 1 Grieve Glen Lane re: project plans/send copies of plans/review report via email and mail	1.40 60.50/hr	84.70
MB	5/12/14 Correspondence with City Engineer re: driveway setback issue for 8 Roanoke Road	0.50 60.50/hr	30.25
MB	5/12-5/15/14 Correspondence with Melissa Prueher of 50 Sunnyside re: chicken keeping standards and review requirements/review accessory building requirements and compose summary notes/discuss application with staff	1.60 60.50/hr	96.80
MB	5/12/14 Review shoreland accessory structure and lake frontage standards in response to call from realtor Dick Braun	0.50 60.50/hr	30.25
MB	5/12-5/15/14 Correspondence with City Forester re: potential timber harvest on Hornbeam Lake within Inver Grove Heights/review Inver Grove Heights timber removal standards and summarize for Forester/contact Inver Grove Heights planner to request info on situation	1.60 60.50/hr	96.80
MB	5/13/14 Create Planning Commission agenda/discuss packet mailing with staff	1.00 60.50/hr	60.50
MB	5/15/14 Begin planning update memo for City Council meeting	0.30 60.50/hr	18.15



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 3

	<u>Hrs/Rate</u>	<u>Amount</u>
MB 5/15/14 Correspondence with City staff and project representatives to set up site visit for 393 Salem Church Road/prepare for review by reviewing final plans and conditions/review escrow agreement	1.50 60.50/hr	90.75
MB 5/19-5/21/14 Administration, emails, mailings, file organization, discuss current issues with City staff and officials/correspondence with City Attorney re: current projects	1.90 60.50/hr	114.95
MB 5/20/14 Complete 393 Salem Church Road inspection report and escrow agreement/email to homeowner and attorney	0.80 60.50/hr	48.40
MB 5/20-5/23/14 Correspondence with Melissa Prueher of 50 Sunnyside re: chicken keeping and accessory coop/review site history re: previous accessory structure conformance issues/review site aerial/email Prueher re: major plan review requirement/phone call to City Attorney and Building Inspector re: accessory requirements and definitions	3.00 60.50/hr	181.50
MB 5/19-5/23/14 Review shoreland, stormwater and subdivision ordinance for regulations of topo alteration on 25 Windy Hill Road/correspondence with Jeff Wells and Bobby Schmidt, City Engineer, and City Attorney re: request to fill ravine to attain lot area	3.50 60.50/hr	211.75
MB 5/19/14 Mail 55 Salem Church Road (Escoto) vehicle conformance letter and ordinance materials/email copies of letter to Mayor and City Attorney	0.90 60.50/hr	54.45
MB 5/19/14 Discuss final site inspection and escrow agreement with 8 Roanoke Road (Browns)/email City Engineer to set up site visit/phone call to City Attorney re: escrow agreement	0.80 60.50/hr	48.40
MB 5/19-5/20/14 Correspondence and meeting with Keith Syvert, architect, for garage expansion at 345 Salem Church Road/discuss expansion, previous planning reviews, ordinance requirements and review process	1.10 60.50/hr	66.55
MB 5/19-5/21/14 Address ATV noise issue at 1 Grieve Glen Lane/research RV code and prepare ATV setback analysis on subject property/email homeowners, neighbor and Mayor re: ATV requirements	1.80 60.50/hr	108.90



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 4

	<u>Hrs/Rate</u>	<u>Amount</u>
MB 5/21/14 Attend site visits and Planning Commission meeting	4.00 60.50/hr	242.00
MB 5/22/14 Work on planning update memo for June City Council meeting	0.90 60.50/hr	54.45
MB 5/23/14 Correspondence with City Attorney re: 1055 60th Street accessory building issues/speak with Bob Moser, builder re: gate at 2250 Delaware Avenue	0.80 60.50/hr	48.40
MB 5/23/14 Speak with City Clerk re: minutes from May 21 Planning Commission meetings and Planning Commission findings/mail Planning Commission members re: June Planning Commission meeting	0.70 60.50/hr	42.35
MB 5/27-5/29/14 Administration, emails, mailings, file organization, discussions with staff, correspondence	1.70 60.50/hr	102.85
MB 5/27/14 Correspondence with Tim Schacker of 393 Salem Church Road re: tree planting, screening on property line with 2250 Delaware/review approved landscape plan and project amendment requirements/discuss issues with staff	1.20 60.50/hr	72.60
MB 5/27/14 Address sport court request at 1 Grieve Glen Lane/review accessory structure requirements/discuss with staff/correspondence with builder Bob Moser/discuss current planning items with City Attorney	1.10 60.50/hr	66.55
MB 5/27-5/29/14 Correspondence with Browns of 8 Roanoke Road re: escrow agreement, project completion, site drainage issues with neighboring property/discuss with City Engineer	0.60 60.50/hr	36.30
MB 5/27/14 Correspondence with John Oakman of 1055 60th re: accessory structure review requirements/review ordinance and previous correspondence	0.60 60.50/hr	36.30
MB 5/27-5/28/14 Review Planning Commission minutes from May/revise and email to City Clerk	0.90 60.50/hr	54.45
MB 5/28/14 Correspondence with City Clerk re: Planning Commission minutes, findings, etc.	0.40 60.50/hr	24.20



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

Page 5

CITY OF SUNFISH LAKE

	<u>Hrs/Rate</u>	<u>Amount</u>
MB 5/28-5/29/14 Finalize City Council transmittal and planning update/print and compile planning packet items and mail/create dropbox for emailing packet	2.80 60.50/hr	169.40
MB 5/29-5/30/14 Correspondence with City Engineer re: current planning and zoning items	0.90 60.50/hr	54.45
MB 5/29/14 Email Fire Chief re: emergency vehicle access requirements	0.20 60.50/hr	12.10
Secretarial	6.80 37.50/hr	255.00
Expenses (mileage, communications, supplies, etc.)		209.13
Subtotal of this Project:	[68.70	4,248.98]
TOTAL AMOUNT DUE THIS INVOICE:	68.70	\$4,248.98



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

June 03, 2014

In Reference To:
May 2014 Technical Assistance - Inspections

Invoice No. 21340

	<u>Hrs/Rate</u>	<u>Amount</u>
<u>14.01 393 SALEM CHURCH ROAD</u>		
MB 5/16/14 Attend site inspection	1.50	75.00
Subtotal of this Project:	[1.50	75.00]
TOTAL AMOUNT DUE THIS INVOICE:	1.50	\$75.00

SIGNAL HILLS Post Office
WEST SAINT PAUL, Minnesota
551182314

2663650022 -0096
05/19/2014 (800) 275-5777 02:24:51 PM

Product Description	Sales Qty	Receipt Unit Price	Final Price
(Forever)	1	\$49.00	\$49.00
Star-Spangled Banner PSA Coil/100			
(Forever)	4	\$9.80	\$39.20
Star-Spangled Banner PSA BKLT/20			

Total: *Stamps for*

Paid by: *SFL Lusterly*
AMEX *Joey Park* \$88.20

Account #: XXXXXXXXXXXX2014
Approval #: 369625
Transaction #: 993
23 903340 06 224703876

Order stamps at usps.com/shop or call
1-800-Stamp24. Go to usps.com/clicknship
to print shipping labels.
For other information call 1-800-ASK-USPS.

Get your mail when and where you want it
with a secure Post Office Box. Sign up for
a box online at usps.com/poboxes.

100040504932
03/10

All sales final on stamps and postage
Refund for guaranteed services only
Thank you for your business

HELP US SERVE YOU BETTER

Go to: <https://postalservice.com>

TELL US ABOUT YOUR RECENT
POSTAL EXPERIENCE

YOUR OPINION COUNTS

Pine Bend Paving Inc

P.O.Box 72
Vermillion, MN 55085

Invoice

Date	Invoice #
5/14/2014	14-7001

Bill To
City of Sunfish Lake c/o WSB & Associates 701 Xenia Ave So #300 Mpls, MN 55416

Ship To

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	Contract		5/14/2014			
Quantity	Item Code	Description			Price Each	Amount
1	LS-Jobs	5-5 Added rock and graded Chareltan Rd See attached			1,601.00	1,601.00
1	LS-Jobs	5-9 Repair sign on Delaware & Salem Church Rd, clean up concrete on Delaware & fix sign on Sunny Side			525.00	525.00
					Total	\$2,126.00



engineering · planning · environmental · construction

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

June 16, 2014

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

Re: May, 2014 Invoices

Dear Ann:

Enclosed are the invoices for professional engineering services during the month of May 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



engineering · planning · environmental · construction

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

June 16, 2014
Project No: 01011-990
Invoice No: 185

Miscellaneous City Engineer Services

Professional Services from May 01, 2014 to May 31, 2014

Professional Personnel

	Hours	Rate	Amount
General			
Hoff, Rochelle	.50	72.00	36.00
Edits/changes to Report			
Hoff, Rochelle	2.00	72.00	144.00
Put together council packet, send out via email and mail			
Sterna, Donald	3.00	147.00	441.00
Sterna, Donald	1.50	147.00	220.50
CIP Preparation			
Sterna, Donald	4.00	147.00	588.00
CIP update			
Sterna, Donald	3.00	147.00	441.00
Engineers report			
Sterna, Donald	1.50	147.00	220.50
Site meeting with resident at 8 Roanoke			
Project Management/Coordination			
Hoff, Rochelle	1.75	72.00	126.00
Report/Feasibility Study			
Sterna, Donald	3.00	147.00	441.00
Voll, Tom	4.00	128.00	512.00
CIP update			
Site Visit			
Sterna, Donald	2.00	147.00	294.00
25 Windy Hill Road Site Meeting			
Totals	26.25		3,464.00
Total Labor			3,464.00

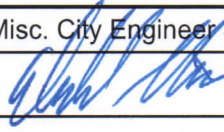
Field Services Billing

City Council Meeting	3.0 Meetings @ 50.00	150.00	
Total Field Services		150.00	150.00
Total this Invoice			\$3,614.00

Comments: _____

Project	01011-990	SFLK - Misc. City Engineer Services	Invoice	185
---------	-----------	-------------------------------------	---------	-----

Approved by: _____



Reviewed by: Donald Sterna
Project Manager: Donald Sterna



engineering · planning · environmental · construction

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

June 16, 2014
Project No: 02092-570
Invoice No: 15

MS4 Services

Professional Services from May 01, 2014 to May 31, 2014

Phase 03 2014 MS4 Services

Professional Personnel

	Hours	Rate	Amount
SWPPP			
Nordby, Kristen	2.00	50.00	100.00
Totals	2.00		100.00
Total Labor			100.00
Total this Phase			\$100.00

Billings to Date

	Current	Prior	Total
Labor	100.00	1,277.25	1,377.25
Totals	100.00	1,277.25	1,377.25
Total this Invoice			\$100.00

Comments:

Approved by:

Reviewed by: Donald Sterna
Project Manager: Jesse Carlson



engineering · planning · environmental · construction

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

June 16, 2014
Project No: 02182-020
Invoice No: 4

393 Salem Church Road

Professional Services from May 01, 2014 to May 31, 2014

Phase 1 Feasibility / Prel. Des.

Professional Personnel

	Hours	Rate	Amount
Project Management/Coordination			
Voll, Tom	2.00	128.00	256.00
Totals	2.00		256.00
Total Labor			256.00
Total this Phase			\$256.00
Total this Invoice			\$256.00

Billings to Date

	Current	Prior	Total
Labor	256.00	860.00	1,116.00
Totals	256.00	860.00	1,116.00

Comments:

Approved by:

Reviewed by: Donald Sterna
Project Manager: Donald Sterna



engineering · planning · environmental · construction

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

June 16, 2014
Project No: 02182-030
Invoice No: 13

2014 Street Improvements

Professional Services from May 01, 2014 to May 31, 2014

Phase 1 Feasibility / Prel. Des.

Professional Personnel

	Hours	Rate	Amount
Project Management/Coordination			
Hoff, Rochelle	.75	72.00	54.00
Voll, Tom	1.00	128.00	128.00
Totals	1.75		182.00
Total Labor			182.00
Total this Phase			\$182.00

Phase 2 Final Design

Professional Personnel

	Hours	Rate	Amount
Drawings/Layouts			
Kochmann, Charles	4.00	122.00	488.00
Totals	4.00		488.00
Total Labor			488.00
Total this Phase			\$488.00
Total this Invoice			\$670.00

Billings to Date

	Current	Prior	Total
Labor	670.00	19,693.00	20,363.00
Field Services	0.00	620.00	620.00
Totals	670.00	20,313.00	20,983.00

Comments:

Approved by: 

Reviewed by: Donald Sterna
Project Manager: Donald Sterna



engineering · planning · environmental · construction

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

June 16, 2014
Project No: 02182-040
Invoice No: 2

240 Salem Church Rd

Professional Services from May 01, 2014 to May 31, 2014

Professional Personnel

	Hours	Rate	Amount
Research/Data Collection			
Witkowski, Ted	3.00	113.00	339.00
Plan Review			
Voll, Tom	6.00	128.00	768.00
Totals	9.00		1,107.00
Total Labor			1,107.00
		Total this Invoice	\$1,107.00

Billings to Date

	Current	Prior	Total
Labor	1,107.00	128.00	1,235.00
Totals	1,107.00	128.00	1,235.00

Comments: _____

Approved by: _____

Reviewed by: Donald Sterna
Project Manager: Donald Sterna



engineering · planning · environmental · construction

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

June 16, 2014
Project No: 02182-050
Invoice No: 1

1 Grieve Glen Lane
Professional Services from May 01, 2014 to May 31, 2014
Professional Personnel

	Hours	Rate	Amount
Project Management/Coordination			
Elbert, Todd	2.50	87.00	217.50
Plan Review			
Voll, Tom	6.00	128.00	768.00
Totals	8.50		985.50
Total Labor			985.50
		Total this Invoice	\$985.50

Billings to Date

	Current	Prior	Total
Labor	985.50	0.00	985.50
Totals	985.50	0.00	985.50

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	06/30/2014
	STATEMENT NUMBER	STATEMENT DATE
	414737716	06/03/2014
		AMOUNT DUE
		\$92.16 54.43

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	\$36.66
Non-Recurring Charges / Credits	-\$0.81 CR
Current Charges	\$35.85

ACCOUNT BALANCE

Previous Balance	\$56.31
No Payments Received	\$0.00
Balance Forward	\$56.31
Current Charges	\$35.85
Amount Due	\$92.16

ck dated 6/3/2014 < 37.73 >
 54.43

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	06/30/2014	\$92.16	54.43

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

JUNE						
S	M	T	W	T	F	S
1	2	3	4	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					

AB 01 001147 35826 B 7 C



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 51063014 65223378 0000000358500000009216