LIST OF BILLS 3B

City of Sunfish Lake, MN
Cash Requirements
As of Aug 31, 2023

Filter Criteria includes: 1) Invoices Due (no discount available). Report order is by ID. Report is printed in Detail Format.

Vendor ID Vendor	Invoice/CM #	Date	Date Due	Amount Due	Disc Amt	Age
EXECUTIVECONTR EXECUTIVE CONTRACTORS	20230828-01	8/28/23	8/28/23	5,547.00		3
EXECUTIVECONTR EXECUTIVE CONTRACTORS				5,547.00		
INTERNALREVSVC INTERNAL REVENUE SERVI	1377	8/31/23	8/31/23	1,074.57		
INTERNALREVSVC INTERNAL REVENUE SERVI				1,074.57		
KELLY&LEMMONS KELLY & LEMMONS. P.A.	LEGAL FEES CRIMI	8/1/23	8/1/23	420.00		30
KELLY&LEMMONS KELLY & LEMMONS. P.A.				420.00		
LANOUEANN ANN P. LANOUE	080123SPECMTG AUG2023	8/30/23 8/31/23	8/30/23 8/31/23	142.38 1,270.86		1
LANOUEANN ANN P. LANOUE				1,413.24		
LEVANDER LEVANDER, GILLEN & MILL	JULY LEGAL FEES	8/1/23	8/1/23	4,193.60		30
LEVANDER LEVANDER, GILLEN & MILL				4,193.60		
MNDEPTREVENUE MN DEPARTMENT OF REVE	1329	8/22/23	8/22/23	274.00		9
MNDEPTREVENUE MN DEPARTMENT OF REVE				274.00		
OLD TJIKKO LLC OLD TJIKKO LLC	08152023	8/22/23	8/22/23	298.40		9
OLD TJIKKO LLC OLD TJIKKO LLC				298.40		
POLICE CITY OF WEST ST. PAUL	1341	8/22/23	8/22/23	9,032.00		9
POLICE CITY OF WEST ST. PAUL				9,032.00		
RALSTONKRISTINA KRISTINA RALSTON	REFUND	8/9/23	8/9/23	1,502.02		22
RALSTONKRISTINA KRISTINA RALSTON				1,502.02		
ROUGHCUTT ROUGH CUTT	071423	8/1/23	8/1/23	460.00		30
ROUGHCUTT ROUGH CUTT				460.00		

City of Sunfish Lake, MN
Cash Requirements
As of Aug 31, 2023

Filter Criteria includes: 1) Invoices Due (no discount available). Report order is by ID. Report is printed in Detail Format.

Vendor ID Vendor	Invoice/CM #	Date	Date Due	Amount Due	Disc Amt	Age
WILCOXCHRISTY CHRISTY M WILCOX	LAPTOP	8/21/23	8/21/23	1,892.50		10
	JAN-AUG2023	8/21/23	8/21/23	279.94		10
	AUG 2023	8/31/23	8/31/23	1,596.82		
WILCOXCHRISTY CHRISTY M WILCOX				3,769.26		
WSB WSB & ASSOCIATES	R-021843-000-9	8/29/23	8/29/23	303.00		2
	R-022986-000-3	8/29/23	8/29/23	3,540.75		2
	R-021302-000-7	8/29/23	8/29/23	4,496.75		2
	R-021239-000-7	8/29/23	8/29/23	1,086.00		2
	R-021665-000-10	8/29/23	8/29/23	191.50		2
	R-022540-000-5	8/29/23	8/29/23	960.50		2
	R-021666-000-10	8/29/23	8/29/23	1,609.00		2
WSB WSB & ASSOCIATES				12,187.50		
XCEL XCEL ENERGY	842303886	8/25/23	8/25/23	93.71		6
XCEL XCEL ENERGY				93.71		
Report Total				40,265.30		

EXECUTIVE CONTRACTORS INC

Invoice # 20230828-01

6526 Doffing Ave
Inver Grove Heights MN 55076
651-260-0740, office@acsholdingsinc.com

08/28/2023

To:
Sunfish Lake

For:
Storm Sewer Repair

Notes:

Item Description	Amount
MOB	$375.00
Machine Hrs @ 22	$3,850.00
Material	$1,322.00
Subtotal	$5,547.00
Discount	$0.00
Total Cost	$5,547.00

If you have any questions concerning this Invoice, use the following contact information:
Contact Craig Kromrey, 651-260-0740, office@acsholdingsinc.com
Thank you for your business!

DUE UPON RECEIPT

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	Mar April	April May	May June	Cum'l 2nd qtr	June July	July Aug	Aug Sept	Cum'l 3rd qtr
Iago.	**Independent-"Iago Consulting, LLC**															
	Contractor-Adminstrator	4,467	372.24		580.82	580.82	580.82	1,742.46	560.32			564.65				-
		4,556	379.69					-				-				-
		4,693	391.08													
		5,550	462.50													
			511.09													
			526.42													
			542.21													
			563.90													
			580.82													
Iago	**Wages-City Clerk**	10,632	886.00		1,355.35	1,355.35	1,355.35	4,066.05	1,355.35			1,355.35				-
	Withholding	10,845	903.72					-				-				-
		11,170	930.83													
	FICA=7.65%	12,950	1,079.17		103.68	103.68	103.68	311.04	103.68	-	-	103.68	-	-	-	-
			1,192.63													
			1,265.26													
			1,315.87													
			1,355.35													
	Federal Income Tax				275.00	275.00	275.00	825.00	275.00			275.00				-
	State Income Tax				140.00	140.00	140.00	420.00	140.00			140.00				-
	Pera-Iago-exempt							-				-				-
	Total Withholdings				518.68	518.68	518.68	1,556.04	518.68	-	-	518.68	-	-	-	-
	Net Check				836.67	836.67	836.67	2,510.01	836.67	-	-	836.67	-	-	-	-
Wilcox	**Wages - City Clerk/Administrator**															
		23,400	1,950.00		-	1,950.00	1,950.00	3,900.00	1,950.00	1,950.00	1,950.00	5,850.00	1,950.00	1,950.00	1,950.00	5,850.00
	FICA=7.65%				-	149.18	149.18	298.36	149.18	149.18	149.18	447.54	149.18	149.18	149.18	447.54
	Federal Income Tax				-	80.00	80.00	160.00	80.00	180.00	180.00	440.00	180.00	180.00	180.00	540.00
	State Income Tax				-	24.00	24.00	48.00	24.00	24.00	24.00	72.00	24.00	24.00	24.00	72.00
	Pera-Wilcox - Exempt							-								
	Total Withholdings				-	253.18	253.18	506.36	253.18	353.18	353.18	959.54	353.18	353.18	353.18	1,059.54
	Net wages				-	1,696.82	1,696.82	3,393.64	1,696.82	1,596.82	1,596.82	4,890.46	1,596.82	1,596.82	1,596.82	4,790.46
	Net check				-			-								
		Per hour														
Lanoue	**Wages-Treasurer- Lanoue**		67.63		1,936.06	1,936.06	1,936.06	5,808.18	1,936.06	1,936.06	1,936.06	5,808.18	1,936.06	1,936.06	1,936.06	5,808.18
	Withholding		69.66					-								
		18,500	1,541.66													
			1,754.74													
			1,807.38													
			1,879.67													
			1,936.06													
	FICA=7.65%				148.11	148.11	148.11	444.33	148.11	148.11	148.11	444.33	148.11	148.11	148.11	444.33
	Federal Income Tax				300.00	300.00	300.00	900.00	300.00	300.00	300.00	900.00	300.00	300.00	300.00	900.00
	State Income Tax				250.00	250.00	250.00	750.00	250.00	250.00	250.00	750.00	250.00	250.00	250.00	750.00
	Pera-Lanoue - Exempt							-				-				-
	Total Withholdings				698.11	698.11	698.11	2,094.33	698.11	698.11	698.11	2,094.33	698.11	698.11	698.11	2,094.33
	Net wages				1,237.95	1,237.95	1,237.95	3,713.85	1,237.95	1,237.95	1,237.95	3,713.85	1,237.95	1,237.95	1,237.95	3,713.85
	Postage				11.40	11.52	3.78	26.70	6.30	8.19	5.04	19.53	5.04	5.04	5.04	15.12
	Supplies				28.50	28.50	28.50	85.50	28.50	28.50	28.50	85.50	28.50	28.50	28.50	85.50
	Net check				1,277.85	1,277.97	1,270.23	3,826.05	1,272.75	1,274.64	1,271.49	3,818.88	1,271.49	1,271.49	1,271.49	3,814.47

Taxable Wages-minus PERA

Consolidated													
Wages		3,291.41	5,241.41	5,241.41	13,774.23	5,241.41	3,886.06	3,886.06	13,013.53	3,886.06	3,886.06	3,886.06	11,658.18
Withholding		575.00	655.00	655.00	1,885.00	655.00	480.00	480.00	1,615.00	300.00	300.00	300.00	900.00
FICA		251.79	331.79	400.97	984.55	400.97	297.29	148.11	995.55	148.11	148.11	148.11	444.33
Federal Income Tax		575.00	599.00	599.00	1,773.00	575.00	300.00	300.00	1,175.00	300.00	300.00	300.00	900.00
State Income Tax		390.00	414.00	414.00	1,218.00	414.00	274.00	250.00	962.00	250.00	250.00	250.00	750.00
Pera		-	-	-	-	-	-	-	-	-	-	-	-
Total Withholdings		1,216.79	2,913.61	2,913.61	7,044.01	2,913.61	2,294.93	1,051.29	2,613.01	1,051.29	1,051.29	1,051.29	3,153.87
Net Check		2,074.62	4,438.83	4,438.83	10,952.28	2,327.80	1,591.13	2,834.77	10,400.52	2,834.77	2,834.77	2,834.77	8,504.31
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		103.68	103.68	103.68	311.04	103.68	-	-	103.68	-	-	-	-
Lanoue Fica withholding		148.11	148.11	148.11	444.33	148.11	148.11	148.11	444.33	148.11	148.11	148.11	444.33
Wilcox Fica witholding	1,456.94	-	149.18	149.18	298.36	149.18	149.18	149.18	447.54	149.18	149.18	149.18	447.54
					-								-
Iago withholding		275.00	275.00	275.00	825.00	275.00	-	-	275.00	-	-	-	-
Lanoue withholding		300.00	300.00	300.00	900.00	300.00	300.00	300.00	900.00	300.00	300.00	300.00	900.00
Wilcox witholding		-	80.00	80.00	160.00	80.00	180.00	180.00	440.00	180.00	180.00	180.00	
					-								
FICA-city contribution		251.79	400.97	400.97	1,053.73	400.97	297.28	297.28	995.54	297.28	297.28	297.28	891.85
Total IRS deposit		**1,078.59**	**1,456.94**	**1,456.94**	**3,811.28**	**1,456.94**	**1,074.57**	**1,074.57**	**3,502.40**	**1,074.57**	**1,074.57**	**1,074.57**	**2,236.18**
State													
Iago withholding		140.00	140.00	140.00	420.00	140.00	-	-	140.00	-	-	-	-
Lanoue withholding		250.00	250.00	250.00	750.00	250.00	250.00	250.00	750.00	250.00	250.00	250.00	750.00
Wilcox withholding		-	24.00	24.00	48.00	24.00	24.00	24.00	72.00	24.00	24.00	24.00	72.00
Due State		**390.00**	**414.00**	**414.00**	**1,218.00**	**414.00**	**274.00**	**274.00**	**962.00**	**274.00**	**274.00**	**274.00**	**822.00**

KELLY & LEMMONS, P.A.

2350 Wycliff Street - Suite 200
Saint Paul, MN 55114-1331

Federal ID 41-1228060
(651) 224-3781

Billing Through 07/31/2023

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

Statement Date:	July 31, 2023
Account No:	13260.100000
Statement No:	61224

ATTN: Ann Lanoue

RE: Prosecution Services

Previous Balance $660.00

Fees

			Hours	
07/26/2023	RLD	attend pre-trials	0.50	60.00
		Rebecca L. Duren	0.50	60.00
07/11/2023	KJB	prepare files for upcoming hearings, reivew discovery, prepare and send offers	0.50	60.00
07/12/2023	KJB	Attend Court Hearings	0.50	60.00
07/17/2023	KJB	revie files for upcoming hearings, review discovery, prepare and send offers	0.50	60.00
07/19/2023	KJB	Attend Arraignments	0.50	60.00
07/25/2023	KJB	prepare files for upcoming hearings, review discovery, prepare and send offers	0.50	60.00
07/26/2023	KJB	Attend Arraignments	0.50	60.00
		Kristina J. Borgen	3.00	360.00
		For Current Services Rendered	3.50	420.00
		Total Current Work		420.00

Payments

07/17/2023	Payment Received - Thank You	-192.00

Balance Due $888.00

Ann P. Lanoue
City Treasurer
8010 Corey Path
Inver Grove Heights. MN 55076
651-338-3756
alanoue@comcast.net

8/30/2023 16:52

INVOICE

City of Sunfish Lake

Accounting services for August 2023 per Employment Addendum No. 9 dated 2/8/2022		1,936.06
		1,936.06
Postage expense		4.41
Supplies - printing @ $.10 per page		28.50
		1,968.97
		1,968.97
Less Federal Income tax withheld	300.00	
Less FICA	148.11	
Less PERA withheld 0% (Exempt)	-	
Less State tax withheld	250.00	
Total Withholdings		(698.11)
	Net check	1,270.86
Reconciliation to Treasurer Expense		
Services		1,936.06
City FICA 7.65%		148.11
City Pera-0%		-
Total Treasurer		2,084.17

! Ann L
DELA... !

-- Ready At ... --
PICK...

Jimmy Johns #...
5?50 B... Av...

08-01-2023 C... PM
Tkr 362 Reg# ... :54 ...

! ... !

-- Read... --

8	Bottled Water	19.12
3	#1 Pepe (Box)	41.67
3	Regular Chips	
3	Choc Chunk Cook	
3	#4 Turkey Tom (Box	41.67
3	ADD cheese	2.[illegible]
3	Reg...r Chips	
3	Ch... hunk Cookie	
2	#5 ... (Box)	27.78
2	Regular Chips	
2	Choc Chunk Cookie	

Subtotal 132.91
Sales Tax (7.125%) 9.47

Total $ 142.38

***** PAID *****

MasterCard XX.3749 Amt: 142.38 Tip: 0.00

Ann L
8010 Corey Path
Inver Grove Heights 651-338-3756

Leave at my door:

PICKUP

Order Taker: Ryan
! DELAY !

LGM LeVANDER GILLEN & MILLER P.A.
ATTORNEYS AT LAW

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

July 31, 2023
Client # 18305E

	FEES	EXPENSES	COSTS	BALANCE
18305-00000 General Business	3,444.00	749.60	0.00	$4,193.60

LEVANDER GILLEN & MILLER P.A.
ATTORNEYS AT LAW

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

July 31, 2023
Client # 18305-00000E
Statement # 394

General Business

For Services Through 07/25/23

		RATE	HOURS	
06/27/2023	Telephone conference with Mayor concerning pending issues, use of general fund surplus and reimbursement of reserve account; review of financial reports; follow-up.	130.00	1.00	130.00
	Review correspondence; review of treasurer's report.	130.00	0.50	65.00
06/28/2023	Review of correspondence from Planner.	130.00	0.30	39.00
07/06/2023	Conference with Mayor and follow-up.	130.00	1.00	130.00
07/11/2023	Preparation for Council meeting.	130.00	1.00	130.00
	Telephone conference with City Clerk.	130.00	0.30	39.00
	Council meeting and follow-up conference.	130.00	2.00	260.00
07/12/2023	Research concerning bidding requirements.	130.00	0.40	52.00
	Research of PERA requirements for Clerk.	130.00	2.00	260.00
07/13/2023	Review of new session laws and applicability to Sunfish Lake.	130.00	3.00	390.00
	Review duties and responsibility of relationship to existing ordinances re Clerk.	130.00	1.50	195.00
07/14/2023	Research natural landscape laws relating to existing ordinance.	130.00	1.00	130.00
	Research existing session laws for changes applicable to City.	130.00	1.00	130.00
07/17/2023	In-office meeting and research concerning budget process for Sunfish Lake.	130.00	1.00	130.00
	Memo and outline of process for hearing budget.	130.00	1.10	143.00
	Review of deer management final documents.	130.00	1.00	130.00
07/18/2023	Address open meeting law issue.	130.00	0.30	39.00

		RATE	HOURS	
	Prepare budget notices and background memo relating to budget tax levy process.	130.00	2.00	260.00
07/21/2023	Telephone call with Mayor.	130.00	0.30	39.00
07/24/2023	Inquiry on independent contractor status of administrator.	130.00	0.30	39.00
	Timothy J. Kuntz		21.00	2,730.00
06/29/2023	Code Amendment revisions.	85.00	1.50	127.50
06/30/2023	Code Amendment revisions; update Index.	85.00	1.50	127.50
07/11/2023	Review/prepare Council Meeting documents; print and distribute updated Code amendments.	85.00	1.50	127.50
07/13/2023	Email communications with Mayor and Clerk re pending city matters; email communications re native landscaping updates.	85.00	0.40	34.00
07/14/2023	Email communications with Mayor and Clerk re pending city matters.	85.00	0.40	34.00
07/17/2023	Review 2024 budget matters; review new session laws; email communications re same.	85.00	1.00	85.00
07/18/2023	Budget matters; draft truth in taxation resolution, notice of meeting to consider budget, attorney memo; email to Ann Lanoue with tax levy documents.	85.00	1.80	153.00
07/25/2023	Email communications to Ann Lanoue with City Attorney proposed 2024 budget.	85.00	0.30	25.50
	Nicole D. Foote		8.40	714.00
	FOR CURRENT SERVICES RENDERED		29.40	3,444.00
	Photocopies			749.60
	TOTAL EXPENSES THROUGH 07/25/2023			749.60
	BALANCE DUE			$4,193.60

Old Tjikko LLC
5900 Zehnder Road
Sunfish Lake, Minnesota 55077

August 22, 2023

Ann Lanoue
8010 Corey Path
Inver Grove Heights, MN 55076

Invoice for Sunfish Lake City Forester Consultant through 8 15 2023

7/17	Tree question consultation at 45 Salem Church Lane – 1 hr	$66.31
7/26	Drive through to check for possible tree issues after wind and rain storm along streets and lake water levels- 1 hr	$66.31
8/8	Preparation for and participation in City Council meeting - 1.5 hr	$99.47
7/15 – 8/15	Discussions with various residents on tree related issues – 1.0 hr	$66.31
Total due		**$298.40**

Regards,
Jim Nayes

Christy Wilcox <cwilcoxclerk@gmail.com> 8/9/2023 4:11 PM

Refund to Kristina Ralston

To Ann Lanoue <alanoue@comcast.net> Copy Dan O'Leary <olearytriallaw@yahoo.com> • Christy Wilcox <cwilcoxclerk@gmail.com>

Hi Ann,

The Ralston's have officially closed on their house. As part of the closing, the Ralston's had to pay the second half of the assessment that was still outstanding on their taxes. They already paid the first 1/2 of the taxes in May.

Please issue a refund in the amount of **$1,502.02** to:

Kristina Ralston
5101 13th Avenue South
Minneapolis, MN 55417

INFORMATION ONLY:

PARID: 38-03000-51-030

NBHD: 38RES003

RALSTON|ANDREW JOHN & KRISTINA RENAE **2058 CHAR**

Special Assessments - Future Year Payoff in Current Year

Name	SA #	Yr Cert	# Yrs	Int Rate	Adj Orig	Princ
CHARLTON ROAD	380047	2021	10	.04200	10,900.00	[illegible]
Total:					10,900.00	[illegible]

PARID: 38-03000-51-030 **JUR: 019**

NBHD: 38RES003 **ROLL: RP**

RALSTON|ANDREW JOHN & KRISTINA RENAE **2058 CHARLTON RD , SUNFISH LAKE 55118**

Special Assessments - Current Year

Name	Project #	Yr Cert	# Yrs	Int. Rate	Principal	Interest	Installment	Payment
CHARLTON ROAD	380047	2021	10	.04200	1,090.00	412.02	1,502.02	-751.01
Total:					1,090.00	412.02	1,502.02	-751.01

Any questions, please let me know.

Thank you,

Christy M. Wilcox
City Clerk/Administrator
City of Sunfish Lake
Sunfish Lake

ROUGH CUTT

"We make weeds look good"

Todd Fossand
4796 159th Street West
Apple Valley, MN 55124

Mobile: 651-343-9891

Cutting done for:
Jime Mase

Location of cutting:
Sunfish Lk Roadsides

Dated mowed: 7-14-23

Cutting of noxious weeds and high grasses on private property

Extras:

Minimum Charge: $85.00

Extras: ______

TOTAL DUE: 460.00

Not liable for damage caused as a result of property variances (i.e., sprinkler heads, well caps, etc.) which are not marked.

Christy Wilcox <cwilcoxclerk@gmail.com> 8/21/2023 9:40 AM

Receipt for Laptop

To Ann Lanoue <alanoue@comcast.net> • Dan O'Leary <olearytriallaw@yahoo.com>

Ann,

Please reimburse me for the purchase of a laptop and related equipment. I have also attached a copy of the minutes relating to this purchase. Please let me know if you have any questions.

I will also be sending you my request for miscellaneous reimbursements for items such as toner, envelopes, postage.....

Thanks and have a great week!

Christy M. Wilcox
City Clerk/Administrator
City of Sunfish Lake
Sunfish Lake

- Receipt and Related Documents - Laptop for City Clerk 8-2023.pdf (2 MB)
- Receipt and Related Documents - Laptop for City Clerk 8-2023.pdf (2 MB)

Welcome to Best Buy #1055
1235 TOWN CENTRE DR
EAGAN, MN 55123

Val:100001-086576-471374-260999-410912-36507
1055 070 7595 08/16/23 15:35

6517636 RIP-00001 1499.99
SURFACE LAPTOP 5 - 15 I7/16GB
1799.99 Was Price
0.00 GAMING BNDL 1
0.00 PRICE BNDL 2
300.00- Sale Discount
Pickup Order #1123228458421
Pickup In Store: 08/24/2023
EAGAN MN (#1055)
Sales Tax 106.87

6549173 UGP-00034-P 0.00
XBOX GAME PASS ULT 1-MONTH TR
0.01 Was Price
0.01- GAMING BNDL 1
Sales Tax 0.00

6548823 SYC940800V0 0.00
N360 DLX 3D LL ID ADVISOR 1 P
Sales Tax 0.00

6258027 QQ2-00027 0.00
MSFT 365 PERSONAL 1-YR AR DIG
69.99 Was Price
69.99- PRICE BNDL 2
Sales Tax 0.00

6535792 MY BEST BUY 49.99
MY BEST BUY PLUS YEARLY MEMBE
Sales Tax 0.00

6290670 WDBFTM0040B 109.99
WD 4TB MY PASSPORT ULTRA SILV
129.99 Was Price
20.00- MEMBER PRICE BNDL 3
Serial # WXF2D3312XF6
Sales Tax 7.84

6357396 JCD543 109.99
USB-C TRIPLE DISPLAY DOCKING
Sales Tax 7.83

Subtotal 1769.96
Sales Tax 122.54

Total 1892.50

**********7044 Lookup USD$ 1892.50
BBY CARD
Approval 016668
Rewards (Standard Credit)

GAMING BNDL 1 Savings 0.01
Today's Member Savings: 89.99
Other Savings: 300.00
Total Savings: 390.00

My Best Buy
Member ID 1006085640

- **Anticipated Engineering/Public Works Activities for the Month of July**

    A. 2024 Budget: Staff initiated the budgeting process for 2024. A refined draft of the budget is expected for the August City Council meeting.

8. <u>**New/Other Business**</u>

A. **Discuss the use of American Rescue Plan Act (ARPA) Funds for purchase of TRAKit Software for Permit and Building Inspections.**

Mayor O'Leary discussed the use of up to $38,160 for the purchase of software (TRAKit) used for building permits in the City of West St. Paul. The Auditors confirmed that this purchase is an appropriate use of these funds. Mayor O'Leary also contacted Ehlers and Associates and they were in agreement that utilizing the ARPA funds for the conversion and software is appropriate.

Moved by Mayor O'Leary to utilize the American Rescue Plan Act (ARPA) Funds for the purchase of TRAKit software for the conversion and implementation of the building permit software for the City of Sunfish Lake, seconded by Councilmember Hansen. Motion carried (5-0).

B. **Discuss the use of American Rescue Plan Act (ARPA) Funds for the purchase of Scanner, Document Scanning Software and Laptop for City Clerk to digitally secure, scan and organize files.**

Mayor O'Leary discussed the need to digitize the City records and the ability of using ARPA funds for this process. Mayor O'Leary did confirm with the Auditors and Ehlers that the use of ARPA funds for this project is also appropriate. City Clerk Wilcox stated that she will obtain quotes for having an outside company or temporary staff to perform scanning as well as the different types of scanners and will come back with a recommendation. This process will take a few months to gather the information and the number of files and documents that need to be scanned.

Moved by Councilmember Bulach to agree in principal to use ARPA funds for the purchase of a scanner, document scanning software and laptop to digitally secure, scan and organize City documents and investigate the best option and come back to the City Council for consideration, seconded by Mayor O'Leary. Motion carried (5-0).

C. **Discuss utilizing existing funds for Microsoft Software**

Mayor O'Leary explained that there will be unused funds in the City Clerk's budget that were to be used for conferences/training. Staff is recommending that these funds be used to purchase software that the City Clerk will need to perform her duties such as Microsoft products and Adobe.

Mayor O'Leary moved to utilize existing funds in the City Clerk's Budget for purchase of software to perform the duties of City Clerk, seconded by Councilmember Hovey. Motion carried (5-0).

<u>**OTHER MATTERS:**</u>

5-A5. Appoint Weed Control Manager:

Mayor O'Leary moved the appointment of City Forester Jim Nayes, dba Living Sculpture Tree and Shrub Care, Inc. as the Weed Control Manager for 2023, seconded by Councilmember Hansen. Motion carried (3-0)

5-A6. Appointment of NDC4 Council and Resident Representatives: Cathy Iago noted that there have not been any volunteers for this appointment. No action taken at this time.

6. PLANNING COMMISSION/PLANNER'S REPORT: Accepted the Planner's Report dated January 3, 2023, which was included in the City Council agenda packet. Councilmember Hansen asked if there were any questions relating to item number 6 on the report that dealt with the budget and overages noted on their December invoice. Mayor O'Leary acknowledged that the overage was due to time spent on review of the city ordinances and this amount will be accounted for in the general fund. Mayor O'Leary asked if there was any further discussion and there was no response.

7. ENGINEER'S REPORT: Accepted Engineer's Report dated January 3, 2023.

8. NEW/OTHER BUSINESS:

Relative to Item #1C on the agenda, the Mayor discussed the purchase of a computer for Clerk Wilcox. **A motion was made by Mayor O'Leary that the City will purchase a reasonable/acceptable computer which will include an appropriate security software program, seconded by Councilmember Nelson. Motion carried (3-0)**

8-A Consider Resolution approving contract between the City of Sunfish Lake and Iago Consulting, LLC for a 3-month transitional period with the new City Clerk. Mayor O'Leary pointed out that there may be a substantial amount of time spent between Cathy and Christy during the first month of the transitionary period and he suggested that the contract be amended to pay Cathy a monthly fee vs an hourly fee during the first month of the transition.

Mayor O'Leary moved to amend the agreement with Iago Consulting relating to Compensation that the 1st month will be paid at regular monthly salary with the remaining two months being hourly basis. Mayor O'Leary than moved to adopt Resolution No. 2023-05 as amended , titled, Resolution Approving Transitional Services Agreement between the City of Sunfish Lake and Iago Consulting, LLC, seconded by Councilmember Hansen. Motion carried (3-0)

8-B Discuss Escrow Accounts from 2020, 2021, and 2022: As mentioned at the start of the meeting, all staff were not required to attend this meeting and because this information has not been completed, no action is necessary at this time.

8-C No Agenda Item

Christy Wilcox <cwilcoxclerk@gmail.com> 8/21/2023 10:56 AM

Reimbursements

To Ann Lanoue <alanoue@comcast.net>

Hi Ann,

Attached please find receipts for reimbursements for payment to be made to me which covers the period of January through August of 2023. Please let me know if you have any questions.

Thank you,

Christy M. Wilcox
City Clerk/Administrator
City of Sunfish Lake
Sunfish Lake

- Expenditures for January through August 2023.pdf (3 MB)

Vendor	Supplies/Equipment/Expense	Cost
Office Depot	Toner for Copy Machine	$80.48
Target	Voice Recorder for Meetings	$64.56
Target	3-Ring Binders (Code Books)	$14.16
Target	Mailing Envelopes (Newsletter)	$12.04
Post Office	Stamps for Mailing Resolutions to Property Owners	$7.26
MCFOA	Membership to Minnesota Clerks, Finance Officers Association	$51.48
Amazon	Large Tent Cards – Name Plates for City Council, Planning Commission, staff Avery Address Labels	$49.96
	TOTAL	$279.94

Office DEPOT
OfficeMax

WOODBURY - (651) 730-0494
02/18/2023 4:33 PM

VPVTYAAPY53YREC6B

SALE 6337-2-1956-1038397-22.12.2
224744 RECYCLING PROG 0.01
Promotion -0.01
You Pay 0.00SS
334901 TNR,HYLD,BRTHR 80.48SS
Override - Competitor Price Match
You Pay 80.48SS
Rewards Back Coupon - 75712434
Rewards Back Coupon - 67036135

Subtotal: 80.48
Total: 80.48
Visa 0710: 80.48

AUTH CODE 063521
TDS Chip Read
AID A0000000980840 US DEBIT
TVR 8000088000
CVS No Signature Requ ed

Toner/Copier

Tax Exemption Number 999999313245
Total Savings:
$5.02

****

WE WANT TO HEAR FROM YOU!
Visit survey.officedepot.com
and enter the survey code below
16HM AE4M K04V
or scan the below QR code

****

Video Recorder

West St Paul - 651-455-6671
1750 Robert St S
West St Paul, Minnesota 55118-3919
01/03/2023 08:03 AM

ELECTRONICS
056150092 OLYMPUS T $59.99
Return by 01/24/2023

SUBTOTAL	$59.99
T = MN TAX 7.62500 on $59.99	$4.57
TOTAL	$64.56
*0710 VISA CHARGE	$64.56

AID: A0000000980840
US DEBIT
AUTH CODE: 080335

Your Target Circle earnings are in!
Open the Target App or visit
Target.com/Circle to see your benefits.

SOME PROMOTIONS MAY REDUCE THE
REFUND VALUE OF ITEMS

REC#2-3003-2046-0084-3877-4 VCD#757-250-743

Help make your Target Run better.
Take a 2 minute survey about today's trip

informtarget.com
User ID: 7699 6795 4991
Password: 561 226

CUENTENOS EN ESPAÑOL

Please take this survey within 7 days

West St Paul - 651-455-6671
1750 Robert St S
West St Paul, Minnesota 55118-3919
07/30/2023 01:14 PM

STATIONERY & OFFICE SUPPLIES

081030131 RING BINDER		T	$13.16
4 @ $3.29 ea			
Regular Price $3.99			
	SUBTOTAL		$13.16
T = MN TAX 7.62500 on $13.16			$1.00
	TOTAL		$14.16
	CASH PAYMENT		$20.00
	CHANGE DUE		$5.84

WHEN YOU RETURN ANY ITEM, YOUR RETURN CREDIT WILL NOT INCLUDE ANY PROMOTIONAL DISCOUNT OR COUPON THAT APPLIED TO THE ORIGINAL ORDER.

TOTAL SAVINGS THIS TRIP
$2.80

REC#2-3211-2046-0176-3129-3 VCD#752-286-840

Help make your Target Run better.
Take a 2 minute survey about today's trip

West St Paul - 651-455-6671
1750 Robert St S
West St Paul, Minnesota 55118-3919
06/28/2023 08:33 PM

GROCERY

071050004	LAYS	NF	$2.50
	Regular Price $4.29		
	2for$5		
071050748	LAYS	NF	$2.50
	Regular Price $4.29		
	2for$5		

STATIONERY & OFFICE SUPPLIES

081061870	MAIL ENV AND	T	$6.54
	2 @ $3.27 ea		

SUBTOTAL	$11.54
T = MN TAX 7.62500 on $6.54	$0.50
TOTAL	$12.04
*8130 VISA CHARGE	$12.04

AID: A0000000031010
VISA CREDIT
AUTH CODE: 028233

WHEN YOU RETURN ANY ITEM, YOUR RETURN CREDIT WILL NOT INCLUDE ANY PROMOTIONAL DISCOUNT OR COUPON THAT APPLIED TO THE ORIGINAL ORDER.

TOTAL SAVINGS THIS TRIP
$3.58

REC#2-3179-2046-0084-2876-5 VCD#752-258-648

Help make your Target Run better.
Take a 2 minute survey about today's trip

informtarget.com
User ID: 7682 0795 4991
Password: 571 235

CUÉNTENOS EN ESPAÑOL

Please take this survey within 7 days

Mail resolution
+ return envelope

UNITED STATES
POSTAL SERVICE.

SOUTH SAINT PAUL
236 CONCORD EXCHANGE N
SOUTH SAINT PAUL, MN 55075-9902
(800)275-8777

06/28/2023 01:53 PM

Product	Qty	Unit Price	Price
U.S. Flag	6	$0.63	$3.78
First-Class Mail® Large Envelope Saint Paul, MN 55118 Weight: 0 lb 2.70 oz Estimated Delivery Date Fri 06/30/2023	1		$1.74
First-Class Mail® Large Envelope Saint Paul, MN 55118 Weight: 0 lb 2.70 oz Estimated Delivery Date Fri 06/30/2023	1		$1.74

Grand Total: $7.26

Cash $20.00
Change -$12.74

Preview your Mail
Track your Packages
Sign up for FREE @
https://informeddelivery.usps.com

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

Tell us about your experience.
Go to: https://postalexperience.com/Pos
or scan this code with your mobile device,

or call 1-800-410-7420.

UFN: 268800-0062
Receipt #: 840-55530244-3-4434397-2
Clerk: 25

Gmail

Christy Wilcox <cwilcoxclerk@gmail.com>

MCFOA- MEMBERSHIP DUES Payment Confirmation

1 message

customerservice@govpaynet.com <customerservice@govpaynet.com>
To: cwilcoxclerk@gmail.com

Wed, Jan 4, 2023 at 9:01 AM

allpaid

AllPaid
7820 Innovation Boulevard Suite 250
Indianapolis, IN 46278

24 Hour Customer Service #: 888-604-7888

MCFOA- MEMBERSHIP DUES Payment Confirmation

PLC: a0021I

MUNICIPAL CLERKS AND FINANCE OFFICERS ASSOCIATION M C F O A
485 GORMAN STREET, P O BOX 196
SHAKOPEE, MN 55379
FOR: MCFOA- MEMBERSHIP DUES

DATE: 01/04/23

TRANSACTION INFORMATION

MCFOA memberships are individual, following the person, not the city or position

Name:	CHRISTY M WILCOX
City of:	SUNFISH LAKE
Title:	CITY CLERK/ADMINISTRATOR
Work Mailing Address:	423 19TH AVENUE NORTH, SOUTH SAINT PAUL, MN 55075
County:	DAKOTA
Email Address:	CWILCOXCLERK@GMAIL.COM
Phone #:	612-718-4282
Are you appointed or elected to your position?:	APPOINTED
Do you have the authority to make, recommend or vote on major decisions, as a member of the governing body, regarding the expenditure or investment of money?:	NO
Are you a lobbyist as defined by Minnesota Statutes Section 10A.01 subd. 21?:	NO
Type of Membership:	RENEWAL
Options:	$50.00 ACTIVE (CURRENTLY HOLDING THE OFFICE OF CLERK OR FINANCE OFFICER OR A RELATED MUNICIPAL POSITION)

TRANSACTION REFERENCE #:	37277791
TRANSACTION DATE/TIME:	01/04/2023 10:01:17 EST

BILLING INFORMATION

PAYMENT INFORMATION

NAME:	CHRISTY M WILCOX	APPROVAL #:	090117
ADDRESS:	423 19TH AVENUE NORTH	PAYMENT AMOUNT:	$50.00
CITY, STATE ZIP:	SOUTH SAINT PAUL, MN 55075	SERVICE FEE:	$1.48
PHONE #:	612-718-4282	TOTAL AMOUNT:	$51.48
CARD #:	xxxx-xxxx-xxxx-0710		

The service fee is not refundable.

☐

ATTENTION CARDHOLDER:
If you have questions about the processing of your payment, please call GovPayNet at 888-604-7888.

Thank you for using AllPaid

amazon.com

Final Details for Order #112-9738242-5355425

Print this page for your records.

Order Placed: March 31, 2023
Amazon.com order number: 112-9738242-5355425
Order Total: $49.96

Shipped on March 31, 2023

Items Ordered	**Price**
1 of: *Avery Printable Large Tent Cards, Laser & Inkjet Printers, 50 Cards, 3.5 x 11 (5309)* Sold by: Amazon.com Services LLC Condition: New	$16.74
1 of: *Avery 5160 Easy Peel Address Labels , White, 1 x 2-5/8 Inch, 3,000 Count (Pack of 1)* Sold by: Amazon.com Services LLC Condition: New	$29.90

Shipping Address:
Christy Wilcox
423 19TH AVE N
SOUTH SAINT PAUL, MINNESOTA 55075-1806
United States

Shipping Speed:
Rush Shipping

Payment information

Payment Method:
Visa | Last digits: 8130

Billing address
Christy Wilcox
423 19TH AVE N
SOUTH SAINT PAUL, MINNESOTA 55075-1806
United States

Item(s) Subtotal:	$46.64
Shipping & Handling:	$2.99
Free Shipping:	-$2.99

Total before tax:	$46.64
Estimated tax to be collected:	$3.32

Grand Total:	**$49.96**

Credit Card transactions

Visa ending in 8130: March 31, 2023: $49.96

To view the status of your order, return to Order Summary.

Christy M Wilcox
City Clerk/Administrator
423 19th Avenue North
South St. Paul, MN 55075

alanoue@comcast.net

8/30/2023 16:51

INVOICE

City of Sunfish Lake

City Clerk/Administrator services for August 2023 per Employment Agreement dated 1/3/2023		1,950.00
		1,950.00
Postage expense		-
Supplies - printing @ $.10 per page		-
		1,950.00
		1,950.00
Less Federal Income tax withheld	180.00	
Less FICA	149.18	
Less PERA withheld 0% (Exempt)	-	
Less State tax withheld	24.00	
Total Withholdings		(353.18)
	Net check	1,596.83

Reconciliation to City Clerk/Administrator Expense

Services	1,950.00
City FICA 7.65%	149.18
City Pera-0%	-
Total City Clerk/Administrator	2,099.18

August 29, 2023

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

Re: July, 2023 Invoices

Dear Ann:

Enclosed are the invoices for professional engineering and planning services during the month of July for the City of Sunfish Lake.

If you have any questions, please contact me at (651) 286-8474.

Sincerely,

WSB & Associates, Inc.

Jeffry S. Sandberg

Jeffry S. Sandberg, PE
City Engineer

Enclosure(s)

cc: Mayor Daniel O'Leary

kc

701 XENIA AVENUE S | SUITE 300 | MINNEAPOLIS, MN | 55416 | 763.541.4800 | WSBENG.COM

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416

wsb

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

August 29, 2023
Project/Invoice: R-021843-000 - 9
Reviewed by: Jeffry Sandberg
Project Manager: Lori Johnson

11 Salem Lane Major Site and Building Plan Review

Professional Services from July 1, 2023 to July 31, 2023

Phase 002 Engineering Review

Engineering Review

		Hours	Rate	Amount	
Dunn, Patrick	7/6/2023	.50	160.00	80.00	
Erosion control inspection					
Sandberg, Jeffry	7/3/2023	.50	223.00	111.50	
Coord on starting time violation - communications to resident and planner					
Sandberg, Jeffry	7/7/2023	.50	223.00	111.50	
review, coord on Erosion Controls inspection, communication to the builder and owner					
Totals		1.50		303.00	
Total Labor					**303.00**

Total this Task **$303.00**

Total this Phase **$303.00**

Billing Limits	**Current**	**Prior**	**To-Date**
Total Billings	303.00	11,532.25	11,835.25
Limit			12,500.00
Remaining			664.75

Total this Invoice **$303.00**

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416

wsb

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

August 29, 2023
Project/Invoice: R-022986-000 - 3
Reviewed by: Jeffry Sandberg
Project Manager: Lori Johnson

114 Salem Church Road SFL 2023-04 Ylinen

Professional Services from July 1, 2023 to July 31, 2023

Phase 001 Land Use Application Review
Land Use Application Review

		Hours	Rate	Amount	
Johnson, Lori	7/11/2023	1.00	167.00	167.00	
incomplete letter, plan review					
Johnson, Lori	7/12/2023	.25	167.00	41.75	
correspondence with contractors					
Johnson, Lori	7/17/2023	1.00	167.00	167.00	
correspondence with Lucius Jonnet, correspondence with the City Forester, rereview of tree removal plan.					
Johnson, Lori	7/19/2023	.25	167.00	41.75	
correspondence with City Forester on tree removal, replacement					
Johnson, Lori	7/27/2023	1.00	167.00	167.00	
call with Jim Nayes, review of tree preservation plan, correspondence wtih Lucius Jonnet					
Williams, Shawn	7/6/2023	2.00	131.00	262.00	
114 Salem Church Road - Notice of Decision					
Totals		5.50		846.50	
Total Labor					**846.50**
				Total this Task	**$846.50**
				Total this Phase	**$846.50**

Phase 002 Engineering Review
Engineering Review

		Hours	Rate	Amount
Fallon, Kendra	7/6/2023	.25	160.00	40.00
Plan Review				
Fallon, Kendra	7/10/2023	2.25	160.00	360.00
Plan Review				
Fallon, Kendra	7/12/2023	.50	160.00	80.00
Plan Review				
Fallon, Kendra	7/14/2023	.25	160.00	40.00
Piped Swale Concept Review				

Sandberg, Jeffry	7/6/2023	1.00	223.00	223.00	
Coord of engineering review					
Sandberg, Jeffry	7/7/2023	2.50	223.00	557.50	
Plan review					
Sandberg, Jeffry	7/11/2023	2.00	223.00	446.00	
Final comment memo and review					
Sandberg, Jeffry	7/12/2023	1.00	223.00	223.00	
Review comments from applicant, coord response					
Sandberg, Jeffry	7/13/2023	1.00	223.00	223.00	
Respond to applicant on questions on comments					
Sandberg, Jeffry	7/14/2023	.50	223.00	111.50	
Review and response on engineer's questions					
Sandberg, Jeffry	7/17/2023	.50	223.00	111.50	
Review of emails from applicant, city planner					
Sandberg, Jeffry	7/18/2023	.50	223.00	111.50	
Call w geotechnical engineer re soils/ infiltration					
Sandberg, Jeffry	7/21/2023	.75	223.00	167.25	
Review of geotech results, coord w WR, City Planner					
Totals		13.00		2,694.25	
Total Labor					**2,694.25**

Total this Task **$2,694.25**

Total this Phase **$2,694.25**

Billing Limits	**Current**	**Prior**	**To-Date**
Total Billings	3,540.75	4,317.25	7,858.00
Limit			12,500.00
Remaining			4,642.00

Total this Invoice **$3,540.75**

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416

wsb

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

August 29, 2023
Project/Invoice: R-021302-000 - 7
Reviewed by: Jeffry Sandberg
Project Manager: Jeffry Sandberg

2023 City Engineering Services

Professional Services from July 1, 2023 to July 31, 2023

Phase 001 City Engineering Services

City Engineering

		Hours	Rate	Amount	
Buckley, Susan	7/5/2023	.50	102.00	51.00	
Final/PDF July ER and email to dist list w/Attachment 1A.					
Buckley, Susan	7/26/2023	1.50	102.00	153.00	
August ER report for JSandberg.					
Sandberg, Jeffry	7/3/2023	.50	223.00	111.50	
Review for 4 Salem - new driveway					
Sandberg, Jeffry	7/5/2023	.75	223.00	167.25	
Review and respond on Xcel utility application for 2511 Angell Rd					
Sandberg, Jeffry	7/6/2023	1.00	223.00	223.00	
Correspondences with Xcel on permit at 2511 Angell Rd					
Sandberg, Jeffry	7/11/2023	3.00	223.00	669.00	
City Council meeting, incl travel time					
Sandberg, Jeffry	7/17/2023	1.00	223.00	223.00	
Call, research on 415 Salem CHurch Road					
Sandberg, Jeffry	7/17/2023	.25	223.00	55.75	
Coord on budget meeting					
Sandberg, Jeffry	7/21/2023	.75	223.00	167.25	
invoice reviews, comments					
Sandberg, Jeffry	7/24/2023	2.50	223.00	557.50	
City Engineer memo					
Sandberg, Jeffry	7/25/2023	4.00	223.00	892.00	
Update city CIP, engineering memo					
Sandberg, Jeffry	7/26/2023	3.50	223.00	780.50	
Site visit to Grieve Glen Storm issue; call w contractor, email update to Tom H; conv w Don Sterna, Christy					
Sandberg, Jeffry	7/26/2023	.50	223.00	111.50	
Email response on 3 Sunfish Lane Demo testing firms					
Sandberg, Jeffry	7/27/2023	1.00	223.00	223.00	
Call to Contractor, call w Christy, email to City Council on Grieve Glen Issue					
Sandberg, Jeffry	7/28/2023	.50	223.00	111.50	
follow up on Grieve Glen issue					
Totals		21.25		4,496.75	
Total Labor					**4,496.75**

Total this Task	**$4,496.75**
Total this Phase	**$4,496.75**

Billing Limits	**Current**	**Prior**	**To-Date**
Total Billings	4,496.75	22,232.25	26,729.00
Limit			52,180.00
Remaining			25,451.00

Total this Invoice **$4,496.75**

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416

wsb

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

August 29, 2023
Project/Invoice: R-021239-000 - 7
Reviewed by: Jeffry Sandberg
Project Manager: Lori Johnson

2023 General Planning Services

Professional Services from July 1, 2023 to July 31, 2023

Phase 001 2023 General Planning Services

General Planning Services

		Hours	Rate	Amount	
Johnson, Lori	7/3/2023	.25	167.00	41.75	
Planners Report					
Johnson, Lori	7/18/2023	1.00	167.00	167.00	
correspondence on scanning quotes,correspondence on 2050 Angell Road, call with Mayor re: 2050 Angell Road					
Johnson, Lori	7/20/2023	.50	167.00	83.50	
invoices					
Johnson, Lori	7/21/2023	.25	167.00	41.75	
question from broker asking for a car dealership location in SFL--email correspondence					
Johnson, Lori	7/25/2023	2.00	167.00	334.00	
budget request, planners report					
Johnson, Lori	7/26/2023	.50	167.00	83.50	
finalize and send Planners Report and Budget Memo					
Totals		4.50		751.50	
Total Labor					**751.50**
				Total this Task	**$751.50**

Meetings

		Hours	Rate	Amount	
Lindquist, Kimberly	7/11/2023	1.50	223.00	334.50	
mtg					
Totals		1.50		334.50	
Total Labor					**334.50**
				Total this Task	**$334.50**
				Total this Phase	**$1,086.00**

Billing Limits	**Current**	**Prior**	**To-Date**
Total Billings	1,086.00	15,307.00	16,393.00
Limit			38,000.00
Remaining			21,607.00

Total this Invoice **$1,086.00**

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416

wsb

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

August 29, 2023
Project/Invoice: R-021665-000 - 10
Reviewed by: Jeffry Sandberg
Project Manager: Lori Johnson

205 Salem Church Road

Professional Services from July 1, 2023 to July 31, 2023

Phase 001 Site Plan Review

Engineering Review

		Hours	Rate	Amount	
Dunn, Patrick	7/6/2023	.50	160.00	80.00	
Erosion control inspection					
Sandberg, Jeffry	7/7/2023	.50	223.00	111.50	
review, coord on Erosion Controls inspection, communication to the builder and owner					
Totals		1.00		191.50	
Total Labor					**191.50**
				Total this Task	**$191.50**
				Total this Phase	**$191.50**

Billing Limits	**Current**	**Prior**	**To-Date**
Total Billings	191.50	16,433.75	16,625.25
Limit			17,000.00
Remaining			374.75

Total this Invoice **$191.50**

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416

wsb

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

August 29, 2023
Project/Invoice: R-022540-000 - 5
Reviewed by: Jeffry Sandberg
Project Manager: Lori Johnson

2144 Charlton Road, Prange Variance, SFL 03-2023

Professional Services from July 1, 2023 to July 31, 2023

Phase 001 Land Use Application Review

Land Use Application Review

		Hours	Rate	Amount	
Johnson, Lori	7/3/2023	2.00	167.00	334.00	
CC report and resolution drafts					
Johnson, Lori	7/5/2023	1.00	167.00	167.00	
finalize report, packet assembly					
Johnson, Lori	7/10/2023	.25	167.00	41.75	
correspondence with applicant					
Johnson, Lori	7/11/2023	1.50	167.00	250.50	
power point, meeting prep, copies of reports for council					
Lindquist, Kimberly	7/11/2023	.75	223.00	167.25	
mtg prep/mtg					
Totals		5.50		960.50	
Total Labor					**960.50**

Total this Task **$960.50**

Total this Phase **$960.50**

Billing Limits	**Current**	**Prior**	**To-Date**
Total Billings	960.50	3,137.75	4,098.25
Limit			9,850.00
Remaining			5,751.75

Total this Invoice **$960.50**

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416

wsb

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

August 29, 2023
Project/Invoice: R-021666-000 - 10
Reviewed by: Jeffry Sandberg
Project Manager: Lori Johnson

Application Questons/Complaints

Professional Services from July 1, 2023 to July 31, 2023

Phase 001 PRE-Application Questions/Concern
Resident PRE-Application Questions

		Hours	Rate	Amount	
Johnson, Lori	7/10/2023	1.00	167.00	167.00	
5895 S. Robert Trail--owner correspondence on docks, fences and other permits, pool question correspondence with 415 Salem Church Road owner					
Johnson, Lori	7/17/2023	.75	167.00	125.25	
correspondence on pool questions for 415 SCR, responding to complaints on 2050 Angell Road					
Johnson, Lori	7/20/2023	.25	167.00	41.75	
question from architect for 145 Salem Church Road					
Johnson, Lori	7/21/2023	.25	167.00	41.75	
question from owner at 3 Sunfish Lane					
Johnson, Lori	7/25/2023	3.50	167.00	584.50	
correspondence with reps of 205/145 Salem Church Road (subdivision), rep asking about modular home construction in SFL, homeowner from 400 SCR regarding survey requirements, homeowners at 2058 Charloton regarding site plan approval for entry way, property owner at 3 Sunfish Lane regarding demo permit					
Johnson, Lori	7/26/2023	2.50	167.00	417.50	
emails and correspondence with owner of 3 Sunfish Lane on demo requirements, correspondence with City Engineer regarding materials testing, phone calls with owner of 2570 Delaware, 410 Salem Church (HVAC questions), correspondence with applicant for lot line adjustment at 205 SCR					
Johnson, Lori	7/27/2023	.50	167.00	83.50	
correspondence with 2570 Delaware contractor, 205 SCR lot split adivisor					
Johnson, Lori	7/31/2023	.25	167.00	41.75	
question on pool survey for 415 SCR					
Totals		9.00		1,503.00	
Total Labor					**1,503.00**
			Total this Task		**$1,503.00**
			Total this Phase		**$1,503.00**

Phase 002 Code Enforcement

Code Enforcement

		Hours	Rate	Amount	
Johnson, Lori	7/27/2023	.50	167.00	83.50	
Call with city attorney on 2050 Angell Road					
Sabeti-Oseid, Sean	7/19/2023	.25	90.00	22.50	
project management					
Totals		.75		106.00	
Total Labor					**106.00**
			Total this Task		**$106.00**
			Total this Phase		**$106.00**
			Total this Invoice		**$1,609.00**

Billings to Date

	Current	Prior	Total
Labor	1,609.00	5,136.75	6,745.75
Totals	**1,609.00**	**5,136.75**	**6,745.75**

Page 1 of 3

Xcel Energy®

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		09/22/2023
	STATEMENT NUMBER	STATEMENT DATE	AMOUNT DUE
	842303886	08/25/2023	$93.71

QUESTIONS ABOUT YOUR BILL?

See our website: xcelenergy.com
Please Call: 1-800-481-4700
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	$10.70
Current Charges	**$10.70**

ACCOUNT BALANCE *(Balance de su cuenta)*

Previous Balance		$156.45
Payment Received	Check 08/07	-$73.44 CR
Balance Forward		**$83.01**
Current Charges		$10.70
Amount Due *(Cantidad a pagar)*		**$93.71**

INFORMATION ABOUT YOUR BILL

Thank you for your payment.

007305 1/4

RETURN BOTTOM PORTION WITH PAYMENT ONLY • **PLEASE DO NOT INCLUDE OTHER REQUESTS • SEE BACK OF BILL FOR CONTACT METHODS**

Xcel Energy®

ACCOUNT NUMBER	DUE DATE	AMOUNT DUE	AMOUNT ENCLOSED
51-6522337-8	09/22/2023	$93.71	93.71

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

SEPTEMBER

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

1.6

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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

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