

SUNFISH LAKE

Payments

03/05/25 5:12 PM

Page 1

Current Period: February 2025

Payments Batch March CC meeting		\$40,875.62		
Refer	217 XCEL ENERGY	-		
Cash Payment	E 101-20-43160 Signal lighting			\$81.14
Invoice				
Transaction Date	3/11/2025	CHECKING	1010	Total \$81.14
Refer	218 WSB	-		
Cash Payment	G 500-2320 D Carlson/C Nelson	January		\$54.50
Invoice				
Cash Payment	E 101-30-43000 City Engineer	City Engineering Services for Jan		\$5,507.00
Invoice				
Cash Payment	E 101-12-41910 City Planner	City Planning Services for Jan		\$3,655.00
Invoice				
Cash Payment	E 101-12-41910 City Planner	Pre Application		\$2,022.50
Invoice				
Cash Payment	G 500-2303 MARK SULLIVAN	Escrow		\$242.50
Invoice				
Cash Payment	G 500-2316 YueHim/Lai-Ping Tam	Escrow		\$318.50
Invoice				
Cash Payment	E 201-60-40399 Miscellaneous	ARPA-Ordinance		\$4,257.00
Invoice				
Transaction Date	3/11/2025	CHECKING	1010	Total \$16,057.00
Refer	220 OLD TJIKKLO LLC	-		
Cash Payment	E 101-36-41930 Forestry expenses	Jan 15 to Feb 15		\$1,194.95
Invoice				
Transaction Date	3/11/2025	CHECKING	1010	Total \$1,194.95
Refer	221 LEVANDER GILLEN & MILLER	-		
Cash Payment	E 101-10-40304 City Attorney - Civil	Feb Services-Administration		\$54.00
Invoice				
Cash Payment	E 101-10-40304 City Attorney - Civil	Feb Services-Planning		\$274.00
Invoice				
Cash Payment	E 201-60-40399 Miscellaneous	Feb Services-legal for Ordinances		\$1,950.00
Invoice				
Transaction Date	3/11/2025	CHECKING	1010	Total \$2,278.00
Refer	222 CITY OF WEST ST PAUL	-		
Cash Payment	E 101-20-42100 Police	March Police Service		\$9,129.90
Invoice				
Transaction Date	3/11/2025	CHECKING	1010	Total \$9,129.90
Refer	223 CHARLENE STARK	-		
Cash Payment	E 101-03-41520 Treasurer	Feb Hours		\$1,556.25
Invoice				
Cash Payment	E 101-03-41520 Treasurer	ER-FICA		\$119.05
Invoice				
Cash Payment	G 101-2200 AP	EE FICA		-\$119.05
Invoice				
Cash Payment	G 101-2200 AP	Federal WH		-\$291.02
Invoice				

Payments

03/05/25 5:12 PM

Page 2

Current Period: February 2025

Cash Payment	G 101-2200 AP		State WH	-	\$93.38
Invoice	E 101-03-41520 Treasurer		ER PERA		\$116.72
Cash Payment	G 101-2200 AP		PERA WH and ER contribution	-	\$217.88
Invoice	E 101-60-40200 Office Supplies & Expens	Storage			\$1.99
Cash Payment	G 101-2200 AP		ER WH	-	\$119.05
Invoice					
Transaction Date	3/11/2025	CHECKING	1010	Total	\$953.63
Refer	224 CHRISTY WILCOX	-			
Cash Payment	E 101-02-41320 City Administrator		March		\$2,068.76
Invoice	G 101-2200 AP		EE WH	-	\$201.87
Invoice	E 101-02-41320 City Administrator		ER FICA/Medicare		\$201.87
Cash Payment	G 101-2200 AP		March	-	\$201.87
Invoice	G 101-2200 AP		Federal WH	-	\$230.00
Cash Payment	G 101-2200 AP		State WH	-	\$99.00
Invoice	E 201-60-41921 Digitization of records		ARPA-Scanning of Documents		\$570.00
Transaction Date	3/11/2025	CHECKING	1010	Total	\$2,107.89
Refer	225 IRS	-			
Cash Payment	G 101-2200 AP		March Payroll		\$320.92
Invoice	G 101-2200 AP		March Payroll		\$521.02
Cash Payment	G 101-2200 AP		March Payroll		\$320.91
Invoice					
Transaction Date	3/11/2025	CHECKING	1010	Total	\$1,162.85
Refer	226 Dept of Revenue	-			
Cash Payment	G 101-2200 AP		March		\$192.38
Invoice					
Transaction Date	3/4/2025	CHECKING	1010	Total	\$192.38
Refer	227 PERA	-			
Cash Payment	G 101-2200 AP		March		\$217.88
Invoice					
Transaction Date	3/4/2025	CHECKING	1010	Total	\$217.88
Refer	228 EXECUTIVE CONTRACTORS	-			
Cash Payment	E 101-32-43260 Snow removal - other		Snow Plowing Services		\$7,500.00
Invoice					
Transaction Date	3/5/2025	CHECKING	1010	Total	\$7,500.00

SUNFISH LAKE

Payments

03/05/25 5:12 PM
Page 3

Current Period: February 2025

Fund Summary

	1010 CHECKING
101 General Fund	\$33,483.12
201 ARPPA	\$6,777.00
500 Escrows	\$615.50
	\$40,875.62

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$40,875.62
Total	\$40,875.62

City of West St Paul

Police Services for 2025

March

\$9,129.90

INVOICE

Inver grove heights
MN, 55076

Invoice: 3
01/31/2025
Job: Snow Removal

Bill to: City of Sunfish

Description		Price
Snow Service for January	For February.	\$7,500.00
		Total: 7,500.00

Please make all checks payable to ECI



City of Sunfish Lake
P.O. Box 18281
West St. Paul MN 55118

Page: 1
February 28, 2025
Client # 18305E

	FEES	EXPENSES	COSTS	BALANCE
18305-01001 Administration	54.00	0.00	0.00	\$54.00
18305-04001 Planning	266.00	0.00	8.00	\$274.00
18305-04002 Zoning Ordinance Review - ARPA Funds	1,950.00	0.00	0.00	\$1,950.00
	<u>2,270.00</u>	<u>0.00</u>	<u>8.00</u>	<u>\$2,278.00</u>



City of Sunfish Lake
P.O. Box 18281
West St. Paul MN 55118

Page: 1
February 28, 2025
Client # 18305-01001E
Statement # 9

Administration

For Services Through 02/25/25

		RATE	HOURS	
02/13/2025	Telephone conference with Dan O'Leary.	180.00	0.30	54.00
	Korine L. Land		0.30	54.00
	FOR CURRENT SERVICES RENDERED		0.30	54.00
	BALANCE DUE			<u>\$54.00</u>

Client # 18305-04001E
Statement # 8

Planning

		RATE	HOURS	
02/21/2025	Review documents; review and analysis regarding resolution strategies.	180.00	0.80	0.00
	Scott M. Lucas		0.80	0.00
02/20/2025	Review Resolutions; draft email regarding Sunfish Lake resolutions recording rejection.	140.00	1.40	196.00
02/21/2025	Discussion regarding the rejected Resolutions and ways to proceed with curative.	140.00	0.50	70.00
	Amanda M Tschida		1.90	266.00
	FOR CURRENT SERVICES RENDERED		2.70	266.00
02/20/2025	Dakota County - copy charges; search charges			8.00

Planning

TOTAL COSTS	8.00
-------------	------

BALANCE DUE	<u>\$274.00</u>
-------------	-----------------

Client #	18305-04002E
Statement #	6

Zoning Ordinance Review - ARPA Funds

		RATE	HOURS	
01/28/2025	Review proposed changes to Institutional Zoning District.	180.00	1.50	270.00
01/29/2025	Meeting with Lori Johnson regarding revisions to the Institutional Zoning District; revise ordinance.	180.00	1.00	180.00
02/15/2025	Review Shoreland Management Overlay District.	180.00	0.50	90.00
02/20/2025	Prepare for and attend Planning Commission workshop regarding Performance Standards and the Institutional Zoning District.	180.00	2.00	360.00
02/22/2025	Review and revise Performance Standards and Institutional Zone District standards.	180.00	0.70	126.00
02/24/2025	Review Chapter 7 Institutional District redlines; prepare Performance Standard redlines; forward redlines to Lori Johnson.	180.00	1.30	234.00
02/25/2025	Review comments from Lori Johnson regarding Shoreland Ordinance; review and revise and forward updated draft to Lori Johnson.	180.00	0.80	144.00
	Korine L. Land		7.80	1,404.00
01/30/2025	Update formatting of Institutional Ordinance.	140.00	0.70	98.00
02/18/2025	Revise and reformat Shoreland Ordinance.	140.00	0.80	112.00
02/20/2025	Revise and reformat Shoreline Ordinance.	140.00	0.50	70.00
02/25/2025	Revise Shoreland Ordinance.	140.00	1.90	266.00
	Morgan B. Brozek		3.90	546.00
	FOR CURRENT SERVICES RENDERED		11.70	1,950.00

BALANCE DUE	<u>\$1,950.00</u>
TOTAL BALANCE DUE	<u>\$2,278.00</u>

Old Tjikko LLC
5900 Zehnder Road
Sunfish Lake, Minnesota 55077

February 17, 2025

Char Stark
P.O. Box 18281
Sunfish Lake, Minnesota 55118

Invoice for Sunfish Lake City Forester Consultant hours 1 15 2025 through 2 15 2025

1/29	Research and writing Treeways articles 2.5 hr	\$175.73
1/30	Research and writing Treeways articles 2 hr	\$140.58
2/4	Checked Charlton Road big dead ash removal project south of St. Anne's Church and checked trees along City streets. 1.5 hr	\$105.44
2/6	Prepared City forester's report 0.5 hr	\$35.15
2/7	Discussed use of goats for invasive species control with resident at 2066 Charlton Road and writing Treeways articles 2 hr	\$140.58
2/11	Created a temporary "Working Goat" permit form and reviewed with the City Planner 1 hr	\$70.29
2/13	Research and writing Treeways articles 2 hr	\$140.58
2/14	Research and writing Treeways articles 2.5 hr	\$175.73
2/15	Editing Treeways articles 3 hr	\$210.87
Total due		\$1194.95

Regards,
Jim Naves

City of Sunfish Lake
City of Sunfish Lake
Wages and related withholdings
Detail of compensation and related withholdings

	Earned Paid	Annual	Monthly	Earned Paid	Feb March
--	----------------	--------	---------	----------------	--------------

Stark	Wages-new Treasurer			\$75/hr.	1556.25
	Withholding				
	FICA=7.65%				119.05
	Federal Income Tax				291.02
	State Income Tax				93.38
	Pera-				101.16
	Total Withholdings				604.60
	Reim ursables				1.99
	Net Check				953.64

Wilcox	Wages - City Clerk/Administrator				
		24,825	2,068.76		2,638.76
	FICA=7.65%				201.87
	Federal Income Tax				230.00
	State Income Tax				99.00
	Pera-Wilcox - Exempt				
	Total Withholdings				530.87
	Reimbursables				
	Net check				2,107.89

Taxable Wages-minus PERA

Consolidated

Wages	4,195.01
Withholding	
FICA	320.92
Federal Income Tax	521.02
State Income Tax	192.38
Pera	101.16
Total Withholdings	1,135.47
Reimbursables	1.99
Net Check	3,061.53

Unemployment-not required-only payment when a claim is filed

PERA

PERA-Withholding -6.5%	101.16
PERA-City contribution-7.5%-Stark only	116.72
Total PERA contribution	217.88

IRS

Stark FICA WH	96.49
Wilcox Fica withholding	163.60

Stark SSI WH	22.57
Wilcox SSI withholding	38.26

FICA-city contribution	320.92
Total IRS deposit	1,162.86

State

Stark State WH	93.38
Wilcox withholding	99.00
Due State	192.38

Sun fish Lake Hours
Charlene Stark 1690 Northridge Dr
Hastings MN 55033
Paid March

Rate 75

Mail,Checks	0.25
ARPA reconcillation	3.5
Wires to PERA, State, Federal	0.5
Final Report to State	4
Deposit, Escrow Reconciliation, organize invoices	3
Bank Rec-February	1.5
Issue Checks	3
Payroll	1
Reports	4

To Date	Total Hours to date	<u>20.75</u>
---------	---------------------	--------------

Gross	1,556.25
PERA	101.16
SSI	96.49
Medicare	22.57
	<u>1,336.04</u>
Federal	291.02
State	93.38
Net	<u>951.65</u>

Reimbursables	Storage	1.99
---------------	---------	------

TOTAL	<u>1.99</u>
-------	-------------

reimbursal	<u>1.99</u>
Total	<u>953.64</u>

Christy M. Wilcox
423 19th Avenue North
South St. Paul, MN 55075

INVOICE NO. 1002

DATE 2/2025

BILL TO '

SHIP TO

INSTRUCTIONS

City of Sunfish Lake

Same as recipient

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
12	Hours Worked for Scanning/Laserfiche Project	\$30	
8	January 13 @ 8 hours (Lilydale) Dispose of documents not needed to be scanned	30	240
1	January 16 @ 1 hour (Met Lori at Lilydale)	30	30
3	January 17 @ 3 hours (Completed going through files from Cathy Iago from home)	30	90
2	January 18 @ 2 hours (Met Char at Lilydale to go through finance records)	30	60
2	February 6 @ 2 hours (Labeld boxes by document type per agreement)	30	60
3	February 18 & 3 hours (Scan America pick up and loading of documents at Lilydale)	30	90
	SUBTOTAL		570
	SALES TAX		
	SHIPPING & HANDLING		
	TOTAL		570

Expenses – Christy Wilcox

MN Secretary of State Notary Public Renewal	\$120.00
Dakota County Registration	\$20.00
TOTAL	\$140.00



State of Minnesota
Office of the Minnesota Secretary of State
Steve Simon

December 19, 2024

John Wilcox
423 19th Ave N
SOUTH SAINT PAUL, MN 55075

Receipt

Account Number: 147412544
Sales Order Number: 15234515

<u>Work Item Number</u>	<u>Description</u>	<u>Fee Amount</u>
152345150003	Notary Renewal	\$120.00
Total Fees		<u>\$120.00</u>

<u>Payment Type</u>	<u>Reference Number</u>	<u>Payment Amount</u>
Check	9410	\$120.00
Total Payments		<u>\$120.00</u>

An overage amount will be refunded after 60 days of inactivity on the account.

Minnesota Secretary of State
First National Bank Building
332 Minnesota Street, Suite N201
Saint Paul, MN 55101
Phone: 651-296-2803 or 1-877-551-6767 Minnesota Relay Service: 711
E-mail: business.services@state.mn.us

Dakota County

www.co.dakota.mn.us

Date: 1/9/2025

Office: NSC-SVC

Batch: 134225 Tran #: 5

lzev4

=====

NSC Service Desk
Northern Service Center
West St Paul MN 55118
651-554-6600

Notary Commission - NSC

Receipt #:05716654

ID:

CHRISTY M WILCOX #20250046

NSC - NOTARY COMMISSION - 2 \$20.00

Payment Total: \$20.00

Plate No

=====

Transaction Total: \$20.00

Cash Tendered : \$20.00

Payer:CHRISTY WILCOX

Check No.:

Thank you for your payment.
Have a nice day!



February 26, 2025

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

Re: January 2025 Invoices

Dear Char:

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

If you have any questions, please contact me at (612) 388-9652.

Sincerely,

A handwritten signature in black ink, appearing to read "Justin Messner", with a stylized flourish at the end.

Justin Messner
Director, Municipal Services
WSB

Enclosure(s)

cc: Mayor Daniel O'Leary

ck

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416



City of Sunfish Lake, MN
Attn: Char Stark, City Treasurer
PO Box 18281
West St. Paul, MN 55118

February 25, 2025
Project/Invoice: R-027923-000 - 1
Reviewed by: Justin Messner
Project Manager: Lori Johnson

2 Acorn Drive Carlson Nelson

Professional Services from January 01, 2025 to January 31, 2025

Phase 002 Planning Review
Planning Review

		Hours	Rate	Amount	
Johnson, Lori	1/31/2025	.25	218.00	54.50	
incomplete letter					
Totals		.25		54.50	
Total Labor					54.50
			Total this Task		\$54.50
			Total this Phase		\$54.50

Billing Limits	Current	Prior	To-Date
Total Billings	54.50	0.00	54.50
Limit			12,500.00
Remaining			12,445.50
		Total this Invoice	\$54.50

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416



City of Sunfish Lake, MN
Attn: Char Stark, City Treasurer
PO Box 18281
West St. Paul, MN 55118

February 25, 2025
Project/Invoice: R-026984-000 - 1
Reviewed by: Justin Messner
Project Manager: Justin Messner

2025 City Engineering Services

Professional Services from January 01, 2025 to January 31, 2025

Phase 001 City Engineering Services
City Engineering

		Hours	Rate	Amount
Achenbach, Kate	1/6/2025	.75	140.00	105.00
CC Memo and Presentation				
Achenbach, Kate	1/14/2025	2.00	140.00	280.00
Lake Outlet Correction				
Achenbach, Kate	1/20/2025	.50	140.00	70.00
Survey Request - Charlton OCS				
Achenbach, Kate	1/23/2025	.50	140.00	70.00
Review Tasks				
Achenbach, Kate	1/28/2025	.25	140.00	35.00
Map Update				
Buckley, Susan	1/6/2025	.50	147.00	73.50
JMessner re updates to city/staff contacts for CC meetings.				
Buckley, Susan	1/7/2025	2.00	147.00	294.00
1. Follow up w/JMessner re updates to city/staff contacts for CC meetings. LJohnson re Planning Commission chair. 2. City Clerk re updates to city/staff contacts. 3. ER Report for JMessenr.				
Gezel, Maxwell	1/13/2025	2.00	116.00	232.00
SWPPP MCM 1				
Gezel, Maxwell	1/23/2025	1.00	116.00	116.00
SWPPP MCM 1				
Messner, Justin	1/6/2025	1.25	264.00	330.00
Engineering Report and Presentation re Argenta Trail Concepts				
Messner, Justin	1/8/2025	2.50	264.00	660.00
Ordinance Review & Revisions				
Messner, Justin	1/14/2025	2.50	264.00	660.00
Council Meeting				
Robertson, Roxanne	1/3/2025	1.00	167.00	167.00
Sunfish Lake Outlet DNR correction email discussion				
Robertson, Roxanne	1/6/2025	1.00	167.00	167.00
Outlet meeting and DNR correspondence				
Williams, Shawn	1/9/2025	1.00	167.00	167.00
2024 WCA reporting				
Williams, Shawn	1/10/2025	1.00	167.00	167.00
2024 WCA reporting				

Project	R-026984-000	SFLK - 2025 City Engineering Services	Invoice	1
Young, Elizabeth	1/30/2025	2.00	106.00	212.00
2025 City Map (GIS)				
Young, Elizabeth	1/31/2025	2.00	106.00	212.00
2025 City Map (GIS)				
Totals		23.75		4,017.50
Total Labor				4,017.50
			Total this Task	\$4,017.50

Office Survey

		Hours	Rate	Amount	
Barich, James	1/20/2025	.50	191.00	95.50	
Office Survey					
Barich, James	1/23/2025	1.00	191.00	191.00	
Should go to survey office 070 phase once set up					
Barich, James	1/24/2025	.50	191.00	95.50	
Should go to survey office 070 phase once set up					
Barich, James	1/31/2025	.50	191.00	95.50	
Sunfish ROW					
Schreiber, Joseph	1/28/2025	2.00	197.00	394.00	
Asbuilt ocs structure and stake rw					
Totals		4.50		871.50	
Total Labor					871.50
			Total this Task		\$871.50
			Total this Phase		\$4,889.00

Phase 003 MS4 Services
MS4 Annual Reporting

		Hours	Rate	Amount	
Bonnell Roe, Kory	1/20/2025	2.25	206.00	463.50	
Public outreach and education plan					
Bonnell Roe, Kory	1/23/2025	.75	206.00	154.50	
MS4 Quarterly Meeting					
Totals		3.00		618.00	
Total Labor					618.00
			Total this Task		\$618.00
			Total this Phase		\$618.00

Billing Limits	Current	Prior	To-Date
Total Billings	5,507.00	0.00	5,507.00
Limit			50,100.00
Remaining			44,593.00
		Total this Invoice	\$5,507.00

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416



City of Sunfish Lake, MN
Attn: Char Stark, City Treasurer
PO Box 18281
West St. Paul, MN 55118

February 25, 2025
Project/Invoice: R-026639-000 - 1
Reviewed by: Justin Messner
Project Manager: Lori Johnson

2025 General Planning Services

Professional Services from January 01, 2025 to January 31, 2025

Phase 001 2025 General Planning Services
General Planning Services

		Hours	Rate	Amount	
Harwood, Alison	1/8/2025	.50	218.00	109.00	
25 Windy Hill Road					
Johnson, Lori	1/2/2025	1.50	218.00	327.00	
escrow review for old projects					
Johnson, Lori	1/6/2025	.25	218.00	54.50	
correspondence with property owners at 2 Acorn--restart application					
Johnson, Lori	1/7/2025	3.00	218.00	654.00	
escrow research for Char, travel to and from meeting with John					
Oakman for PC and meeting with him					
Johnson, Lori	1/8/2025	.75	218.00	163.50	
Planner's report					
Johnson, Lori	1/10/2025	.25	218.00	54.50	
review of yearly wetland reporting doc					
Johnson, Lori	1/16/2025	9.00	218.00	1,962.00	
prep/print for PC meeting, meeting with Christy at Lilydale to go over					
files, PC meeting					
Johnson, Lori	1/23/2025	.50	218.00	109.00	
MS4 meeting					
Johnson, Lori	1/27/2025	.25	218.00	54.50	
questions from contractor regarding a swim spa installation.					
Williams, Shawn	1/15/2025	1.00	167.00	167.00	
2024 WCA reporting					
Totals		17.00		3,655.00	
Total Labor					3,655.00
			Total this Task		\$3,655.00
			Total this Phase		\$3,655.00

Billing Limits	Current	Prior	To-Date
Total Billings	3,655.00	0.00	3,655.00
Limit			51,000.00
Remaining			47,345.00

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416



City of Sunfish Lake, MN
Attn: Char Stark, City Treasurer
PO Box 18281
West St. Paul, MN 55118

February 25, 2025
Project/Invoice: R-026640-000 - 1
Reviewed by: Justin Messner
Project Manager: Lori Johnson

2025 Pre-Application Questions/Concerns

Professional Services from January 01, 2025 to January 31, 2025

Phase 001 Pre-Application Questions/Concerns
Resident Pre-Application Questions

		Hours	Rate	Amount	
Johnson, Lori	1/6/2025	4.50	218.00	981.00	
phone call with Connie Villari on survey for 25 Windy Hill, prep for meeting with potential buyers, meeting with buyers.					
Johnson, Lori	1/8/2025	.50	218.00	109.00	
call with Connie V on potential access proposals for 25 Windy Hill					
Johnson, Lori	1/9/2025	.50	218.00	109.00	
review of documents from Connie V (surveyor) for 25 Windy Hill					
Johnson, Lori	1/13/2025	.75	218.00	163.50	
review of driveway plans--proposed for 25 Windy Hill, review of plans and questions on mother in law apt. at 4 Roanoke					
Messner, Justin	1/6/2025	1.00	264.00	264.00	
25 Windy Hill Meeting					
Messner, Justin	1/7/2025	.75	264.00	198.00	
Coordination with DNR regarding Bluff Determination					
Messner, Justin	1/14/2025	.75	264.00	198.00	
25 Windy Hill Slope Requirements					
Totals		8.75		2,022.50	
Total Labor					2,022.50
				Total this Task	\$2,022.50
				Total this Phase	\$2,022.50
				Total this Invoice	<u>\$2,022.50</u>

Billings to Date

	Current	Prior	Total
Labor	2,022.50	0.00	2,022.50
Totals	2,022.50	0.00	2,022.50

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416



City of Sunfish Lake, MN
Attn: Char Stark, City Treasurer
PO Box 18281
West St. Paul, MN 55118

February 25, 2025
Project/Invoice: R-027012-000 - 3
Reviewed by: Justin Messner
Project Manager: Lori Johnson

205/145 Salem Church Road Sullivan boundary line/variance

Professional Services from January 01, 2025 to January 31, 2025

Phase 001 Land Use Application Review
Land Use Application Review

		Hours	Rate	Amount	
Johnson, Lori	12/3/2024	1.25	194.00	242.50	
cc report, packet prep					
Totals		1.25		242.50	
Total Labor					242.50
			Total this Task		\$242.50
			Total this Phase		\$242.50

Billing Limits	Current	Prior	To-Date	
Total Billings	242.50	3,116.50	3,359.00	
Limit			10,000.00	
Remaining			6,641.00	
		Total this Invoice		\$242.50

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416



City of Sunfish Lake, MN
Attn: Char Stark, City Treasurer
PO Box 18281
West St. Paul, MN 55118

February 25, 2025
Project/Invoice: R-025861-000 - 4
Reviewed by: Justin Messner
Project Manager: Lori Johnson

5940 Zehnder Road Tam septic variance

Professional Services from January 01, 2025 to January 31, 2025

Phase 001 Land Use Application Review
Land Use Application Review

		Hours	Rate	Amount	
Johnson, Lori	1/8/2025	.25	218.00	54.50	
email correspondence with John Oakman regarding site inspection, escrow for Tam's					
Totals		.25		54.50	
Total Labor					54.50
			Total this Task		\$54.50
			Total this Phase		\$54.50

Phase 002 Engineering Review
Engineering Review

		Hours	Rate	Amount	
Messner, Justin	1/17/2025	1.00	264.00	264.00	
Final Site Review					
Totals		1.00		264.00	
Total Labor					264.00
			Total this Task		\$264.00
			Total this Phase		\$264.00

Billing Limits	Current	Prior	To-Date	
Total Billings	318.50	3,350.25	3,668.75	
Limit			5,000.00	
Remaining			1,331.25	
		Total this Invoice		\$318.50

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416



City of Sunfish Lake, MN
Attn: Char Stark, City Treasurer
PO Box 18281
West St. Paul, MN 55118

February 25, 2025
Project/Invoice: R-020928-000 - 18
Reviewed by: Justin Messner
Project Manager: Lori Johnson

Ordinance Review - ARPA Funds

Professional Services from January 01, 2025 to January 31, 2025

Phase 002 Zoning Ordinance Update
Zoning Ordinance Update

		Hours	Rate	Amount	
Johnson, Lori	1/2/2025	2.00	218.00	436.00	
subdiv., institutional, revise perf standards					
Johnson, Lori	1/6/2025	1.00	218.00	218.00	
memo to PC on chapter changes					
Johnson, Lori	1/8/2025	.50	218.00	109.00	
review of erosion control ord.					
Johnson, Lori	1/9/2025	3.00	218.00	654.00	
finalize documents to send to PC for 2nd round review, correspondence with PC					
Johnson, Lori	1/13/2025	1.25	218.00	272.50	
correspondence with Mayor on comments, prep for meeting on Thursday,					
Johnson, Lori	1/15/2025	3.50	218.00	763.00	
sending Dan's comments, meeting prep					
Johnson, Lori	1/16/2025	1.00	218.00	218.00	
meeting prep					
Johnson, Lori	1/23/2025	3.50	218.00	763.00	
Ins district draft					
Johnson, Lori	1/24/2025	1.25	218.00	272.50	
ins chapter, shoreland					
Johnson, Lori	1/29/2025	1.00	218.00	218.00	
meeting with city attorney on institutional district ordinance					
Lupton, Andrew	1/13/2025	1.00	111.00	111.00	
Tree Preservation Ordinance Diagram					
Lupton, Andrew	1/29/2025	2.00	111.00	222.00	
Soil and Erosion Review					
Totals		21.00		4,257.00	
Total Labor					4,257.00
			Total this Task		\$4,257.00
			Total this Phase		\$4,257.00

Project	R-020928-000	SFLK - Ordinance Review - ARPA Funds	Invoice	18
Billing Limits		Current	Prior	To-Date
Total Billings		4,257.00	35,317.75	39,574.75
Limit				41,500.00
Remaining				1,925.25
			Total this Invoice	<u>\$4,257.00</u>