

SUNFISH LAKE

Payments

08/10/25 4:30 PM

Page 1

Current Period: July 2025

Payments Batch 081025PAY		\$145,583.70			
Refer	294 <i>Elan Financial Services</i>	-			
Cash Payment	E 101-03-40345 Postage	USPS-fee			\$25.00
Invoice					
Cash Payment	E 101-03-40345 Postage	Postage			\$14.50
Invoice					
Transaction Date	8/10/2025	CHECKING	1010	Total	\$39.50
Refer	295 <i>XCEL ENERGY</i>	-			
Cash Payment	E 101-20-43160 Signal lighting	Street Lights			\$135.57
Invoice					
Transaction Date	8/10/2025	CHECKING	1010	Total	\$135.57
Refer	296 <i>TWIN CITIES PIONEER PRESS</i>	-			
Cash Payment	E 101-01-40350 Publishing-printing & adve Legals				\$66.43
Invoice	0625572448 6/30/2025				
Transaction Date	8/10/2025	CHECKING	1010	Total	\$66.43
Refer	297 <i>DAKOTA CO PROPERTY, TAXATIO</i>	-			
Cash Payment	E 101-01-40350 Publishing-printing & adve Ordinance				\$46.00
Invoice	3678255 7/11/2025				
Transaction Date	8/10/2025	CHECKING	1010	Total	\$46.00
Refer	299 <i>WSB</i>	-			
Cash Payment	G 500-2320 D Carlson/C Nelson	Escrow			\$2,969.50
Invoice					
Cash Payment	G 500-2321 Olson Eric	Escrow			\$1,313.25
Invoice					
Cash Payment	G 500-2323 LIVIT Site 2 Sunfish Lane	Escrow			\$1,129.00
Invoice					
Cash Payment	E 101-30-43000 City Engineer	Engineering			\$3,583.75
Invoice					
Cash Payment	E 101-12-41910 City Planner	Planning			\$2,289.00
Invoice					
Cash Payment	E 101-12-41910 City Planner	PreApplication-Planning			\$163.50
Invoice					
Cash Payment	G 500-2324 Southview Design	Escrow			\$54.50
Invoice					
Cash Payment	E 201-60-41921 Digitization of records	Ordinance			\$3,056.00
Invoice					
Transaction Date	8/10/2025	CHECKING	1010	Total	\$14,558.50
Refer	300 <i>City of Mendota Heights</i>	-			
Cash Payment	E 101-20-42200 Fire protection	Fire Bill-Full			\$105,892.00
Invoice					
Transaction Date	8/10/2025	CHECKING	1010	Total	\$105,892.00
Refer	301 <i>Finance & Commerce</i>	-			
Cash Payment	E 101-01-40350 Publishing-printing & adve Old Invoice				\$224.40
Invoice					
Transaction Date	8/10/2025	CHECKING	1010	Total	\$224.40
Refer	302 <i>Morgans Tree Service</i>	-			

SUNFISH LAKE

Payments

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Page 2

Current Period: July 2025

Cash Payment	E 101-36-41930	Forestry expenses	Storm damage cleanup		\$1,690.00
Invoice	14413	7/19/2025			
Transaction Date	8/10/2025	CHECKING	1010	Total	\$1,690.00
Refer	303	WSB	-		
Cash Payment	E 101-12-41910	City Planner	Dec Services		\$2,994.50
Invoice					
Cash Payment	E 101-12-41910	City Planner	Dec Services		\$291.00
Invoice					
Transaction Date	8/10/2025	CHECKING	1010	Total	\$3,285.50
Refer	304	LEVANDER GILLEN & MILLER	-		
Cash Payment	E 101-10-40304	City Attorney - Civil	July Legal Services		\$1,663.00
Invoice					
Cash Payment	E 101-10-40304	City Attorney - Civil	July Legal Services		\$144.00
Invoice					
Cash Payment	E 201-60-41921	Digitization of records	Zoning Ordinance review		\$4,522.00
Invoice					
Transaction Date	8/10/2025	CHECKING	1010	Total	\$6,329.00
Refer	305	CITY OF WEST ST PAUL	-		
Cash Payment	E 101-20-42100	Police	August Services		\$9,129.90
Invoice					
Transaction Date	8/10/2025	CHECKING	1010	Total	\$9,129.90
Refer	306	CHARLENE STARK	-		
Cash Payment	E 101-03-41520	Treasurer	Payroll		\$1,818.75
Invoice					
Cash Payment	E 101-03-41520	Treasurer	Fica-Medicare		\$139.13
Invoice					
Cash Payment	E 101-03-41520	Treasurer	Payroll		-\$509.25
Invoice					
Cash Payment	E 101-03-41520	Treasurer	Payroll		-\$278.26
Invoice					
Cash Payment	G 101-2200	AP	Payroll		-\$145.50
Invoice					
Cash Payment	E 101-60-40200	Office Supplies & Expens	Reimbursement		\$1.99
Invoice					
Transaction Date	8/10/2025	CHECKING	1010	Total	\$1,026.86
Refer	307	CHRISTY WILCOX	-		
Cash Payment	E 101-02-41320	City Administrator	Payroll		\$2,068.76
Invoice					
Cash Payment	E 101-02-41320	City Administrator	Fica-Medicare Exp		\$158.26
Invoice					
Cash Payment	G 101-2200	AP	Federal WH		-\$230.00
Invoice					
Cash Payment	G 101-2200	AP	State WH		-\$99.00
Invoice					
Cash Payment	G 101-2200	AP	FICA-Medicare WH/Exp		-\$316.52
Invoice					
Transaction Date	8/10/2025	CHECKING	1010	Total	\$1,581.50

SUNFISH LAKE

Payments

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Page 3

Current Period: July 2025

Refer	308	IRS	-		
Cash Payment	G 101-2200	AP	FICA-Medicare-WH		\$1,334.04
Invoice					
Transaction Date	8/10/2025	CHECKING	1010	Total	\$1,334.04

Refer	309	MN DEPT OF REVENUE	-		
Cash Payment	G 101-2200	AP	Payroll Taxes		\$244.50
Invoice					
Transaction Date	8/10/2025	CHECKING	1010	Total	\$244.50

Fund Summary

	1010	CHECKING
101 General Fund		\$132,539.45
201 ARPPA		\$7,578.00
500 Escrows		\$5,466.25
		\$145,583.70

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$145,583.70
Total	\$145,583.70

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City of West St Paul

Police Services for 2025

August

\$9,129.90,

B

What To Do If You Think You Find A Mistake On Your Statement

If you think there is an error on your statement, please call us at the telephone number on the front of this statement, or write to us at: Elan Financial Services, P.O. Box 6335, Fargo, ND 58125-6335.

In your letter or call, give us the following information:

- ▶ Account information: Your name and account number.
- ▶ Dollar amount: The dollar amount of the suspected error.
- ▶ Description of Problem: If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake. You must contact us within 60 days after the error appeared on your statement. While we investigate whether or not there has been an error, the following are true:
 - ▶ We cannot try to collect the amount in question, or report you as delinquent on that amount.
 - ▶ The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
 - ▶ While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
 - ▶ We can apply any unpaid amount against your credit limit.

Your Rights If You Are Dissatisfied With Your Credit Card Purchases

If you are dissatisfied with the goods or services that you have purchased with your credit card, and you have tried in good faith to correct the problem with the merchant, you may have the right not to pay the remaining amount due on the purchase.

To use this right, all of the following must be true:

1. The purchase must have been made in your home state or within 100 miles of your current mailing address, and the purchase price must have been more than \$50. (Note: Neither of these are necessary if your purchase was based on an advertisement we mailed to you, or if we own the company that sold you the goods or services.)
2. You must have used your credit card for the purchase. Purchases made with cash advances from an ATM or with a check that accesses your credit card account do not qualify.
3. You must not yet have fully paid for the purchase.

If all of the criteria above are met and you are still dissatisfied with the purchase, contact us in writing at: Elan Financial Services, P.O. Box 6335, Fargo, ND 58125-6335. While we investigate, the same rules apply to the disputed amount as discussed above. After we finish our investigation, we will tell you our decision. At that point, if we think you owe an amount and you do not pay we may report you as delinquent.

Important Information Regarding Your Account

1. INTEREST CHARGE: Method of Computing Balance Subject to Interest Rate: We calculate the periodic rate or interest portion of the **INTEREST CHARGE** by multiplying the applicable Daily Periodic Rate ("**DPR**") by the Average Daily Balance ("**ADB**") (including new transactions) of the Purchase, Advance and Balance Transfer categories subject to interest, and then adding together the resulting interest from each category. We determine the **ADB** separately for the Purchases, Advances and Balance Transfer categories. To get the **ADB** in each category, we add together the daily balances in those categories for the billing cycle and divide the result by the number of days in the billing cycle. We determine the daily balances each day by taking the beginning balance of those Account categories (including any billed but unpaid interest, fees, credit insurance and other charges), adding any new interest, fees, and charges, and subtracting any payments or credits applied against your Account balances that day. We add a Purchase, Advance or Balance Transfer to the appropriate balances for those categories on the later of the transaction date or the first day of the statement period. Billed but unpaid interest on Purchases, Advances and Balance Transfers is added to the appropriate balances for those categories each month on the statement date. Billed but unpaid Advance Transaction Fees are added to the Advance balance of your Account on the date they are charged to your Account. Any billed but unpaid fees on Purchases, credit insurance charges, and other charges are added to the Purchase balance of the Account on the date they are charged to the Account. Billed but unpaid fees on Balance Transfers are added to the Balance Transfer balance of the Account on the date they are charged to the Account. In other words, billed and unpaid interest, fees, and charges will be included in the **ADB** of your Account that accrues interest and will reduce the amount of credit available to you. To the extent credit insurance charges, overlimit fees, Annual Fees, and/or Travel Membership Fees may be applied to your Account, such charges and/or fees are not included in the **ADB** calculation for Purchases until the first day of the billing cycle following the date the credit insurance charges, overlimit fees, Annual Fees and/or Travel Membership Fees (as applicable) are charged to the Account. Prior statement balances subject to an interest-free period that have been paid on or before the payment due date in the current billing cycle are not included in the **ADB** calculation.

2. Payment Information: We will accept payment via check, money order, the internet (including mobile and online) or phone or previously established automatic payment transaction. You must pay us in U.S. Dollars. If you make a payment from a foreign financial institution, you will be charged and agree to pay any collection fees added in connection with that transaction. The date you mail a payment is different than the date we receive the payment. The payment date is the day we receive your check or money order at Elan Financial Services, P.O. Box 790408, St. Louis, MO 63179-0408 or the day we receive your internet or phone payment. All payments by check or money order accompanied by a payment coupon and received at this payment address will be credited to your Account on the day of receipt if received by 5:00 p.m. CT on any banking day. Payments sent without the payment coupon or to an incorrect address will be processed and credited to your Account within 5 banking days of receipt. Payments sent without a payment coupon or to an incorrect address may result in a delayed credit to your Account, additional **INTEREST CHARGES**, fees, and/or Account suspension. The deadline for on-time internet and phone payments varies, but generally must be made before 5:00 p.m. CT to 8 p.m. CT depending on what day and how the payment is made. Please contact Elan Financial Services for internet, phone, and mobile crediting times specific to your Account and your payment option. Banking days are all calendar days except Saturday, Sunday and federal holidays. Payments due on a Saturday, Sunday or federal holiday and received on those days will be credited on the day of receipt. There is no prepayment penalty if you pay your balance at any time prior to your payment due date.

3. Credit Reporting: We may report information on your Account to Credit Bureaus. Late payments, missed payments or other defaults on your Account may be reflected in your credit report.

Important Messages

Paying Interest: You have a 24 to 30 day interest-free period for Purchases provided you have paid your previous balance in full by the Payment Due Date shown on your monthly Account statement. In order to avoid additional INTEREST CHARGES on Purchases, you must pay your new balance in full by the Payment Due Date shown on the front of your monthly Account statement.

There is no interest-free period for transactions that post to the Account as Advances or Balance Transfers except as provided in any Offer Materials. Those transactions are subject to interest from the date they post to the Account until the date they are paid in full.

Transactions STARK,CHARLENE A Credit Limit \$2500

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
06/13	06/12	1524	USPS PO 2683530022 SAINT PAUL MN	\$25.00	_____
07/14	07/12	1812	CUB FOODS #1635 HASTINGS MN	\$14.60	_____
Total for Account 4798 5109 0606 4122				\$39.60	

Transactions BILLING ACCOUNT ACTIVITY

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Payments and Other Credits					
07/08	07/08	URE	PAYMENT THANK YOU	\$348.20CR	_____
Total for Account 4798 5109 0676 8110				\$348.20CR	

2025 Totals Year-to-Date	
Total Fees Charged in 2025	\$39.00
Total Interest Charged in 2025	\$0.00

Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

**APR for current and future transactions.

Balance Type	Balance By Type	Balance Subject to Interest Rate	Variable	Interest Charge	Annual Percentage Rate	Expires with Statement
**BALANCE TRANSFER	\$0.00	\$0.00		\$0.00	0.00%	
**PURCHASES	\$39.60	\$0.00		\$0.00	0.00%	
**ADVANCES	\$0.00	\$0.00		\$0.00	0.00%	

CITY OF MENDOTA HEIGHTS

FINAL FIRE BILLINGS
YEAR 2025

March 12, 2025

Adj. 2023 Billed	\$674,863	
Actual	\$696,364	\$ 21,501
2025 Budget		\$ 787,891
Relief Association		\$ 270,000
Equip. Depreciation		\$ 419,433
Total Expense		<u>\$ 1,498,825</u>

Billing Formula

	<u>2025</u>	<u>%</u>	<u>Calls 22/23</u>	<u>%</u>	<u>Averages</u>
Mendota Hts	\$3,389,174,500	84.58	669	84.04	84.310
Sunfish Lake	279,508,800	6.97	57	7.16	7.065
Lilydale	281,807,200	7.03	56	7.04	7.035
Mendota	<u>56,866,100</u>	<u>1.42</u>	<u>14</u>	<u>1.76</u>	<u>1.590</u>
	\$4,007,356,600	100.00	796	100.00	100.00

Billings

Sunfish Lake	\$105,892
Lilydale	\$105,443
Mendota	\$ 23,832

FINANCE & COMMERCE

PO Box 745929
Atlanta, GA 30374-5929

Statement of Open Invoices

Agreement With Account ID 31759

Accounts Payable
7378 Jordon Ave S
Cottage Grove, MN 550163645

Statement Date: 06/05/2025

Advertiser Account ID 31759

CITY Of Sunfish Lake
7378 Jordon Ave S
Cottage Grove, MN 550163645

Open Balances

Invoice #	Invoice Date	Invoice Amount	Insertion Order	PO #	Affidavit Reference	Balance
745069681	05/25/2021	\$224.40				\$224.40
Total Due						\$224.40

Remit Payments to:

BridgeTower Media
PO Box 745929
Atlanta, GA 30374
ar@bridgetowermedia.com

KELLY & LEMMONS, P.A.

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

Federal ID 41-1228060
(651) 224-3781

Billing Through 07/31/2025

City of Sunfish Lake
PO Box 18281
West St. Paul, MN 55118

Statement Date: July 31, 2025
Account No: 13260.100000
Statement No: 65919

ATTN: Char Stark

RE: Prosecution Services

Previous Balance - \$630.00

Fees

			Hours	
07/09/2025	RLD	prepare for and attend court hearings	0.50	60.00
07/11/2025	RLD	attend court hearings	0.50	60.00
07/18/2025	RLD	attend court hearings	0.50	60.00
07/23/2025	RLD	attend court hearings	0.70	84.00
	RLD	notice witnesses	0.30	36.00
	RLD	attend court hearings	0.50	60.00
		Rebecca L. Duren	3.00	360.00
		For Current Services Rendered	3.00	360.00
		Total Current Work		360.00
		Credit Balance		<u><u>-\$270.00</u></u>

Please make checks payable to Kelly & Lemmons. Payments received after 07/31/2025 are not reflected on this statement. We appreciate your business.

To remit payment by eCheck or credit card - please visit:
<https://secure.lawpay.com/pages/kellylemmonspa/operating>



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

Page: 1
July 31, 2025
Client # 18305E

PREVIOUS BALANCE	FEES	EXPENSES	COSTS	PAYMENTS	BALANCE
18305-01001 Administration					
60.00	1,550.00	0.00	113.00	-60.00	\$1,663.00
18305-04001 Planning					
106.25	144.00	0.00	0.00	-106.25	\$144.00
18305-04002 Zoning Ordinance Review - ARPA Funds					
790.00	4,522.00	0.00	0.00	-790.00	\$4,522.00
<u>956.25</u>	<u>6,216.00</u>	<u>0.00</u>	<u>113.00</u>	<u>-956.25</u>	<u>\$6,329.00</u>



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

Page: 1
July 31, 2025
Client # 18305-01001E
Statement # 15

Administration

For Services Through 07/25/25

		RATE	HOURS	
07/08/2025	Prepare for and attend City Council meeting.	180.00	2.20	396.00
07/09/2025	Review letter from AT&T regarding the acquisition of Lumen's assets in Sunfish Lake's rights of way.	180.00	0.30	54.00
07/21/2025	Review issues raised with St. Anne's solar project; telephone conference with Mayor O'Leary; review ordinance amendments needed for emergency management and public nuisances.	180.00	1.50	270.00
07/22/2025	Research regarding deed for lots on Angell Road to determine if there is a deed restriction.	180.00	0.80	144.00
07/23/2025	Review deed and deed restriction; email with Mayor and Christy Wilcox.	180.00	0.50	90.00
07/24/2025	Review property list for city-owned properties.	180.00	0.20	36.00
07/25/2025	Review city-owned property list and deeds. Korine L. Land	180.00	0.30 5.80	54.00 1,044.00
07/24/2025	City Owned Property research.	140.00	0.80	112.00
07/25/2025	City Owned Property research. Morgan B. Brozek	140.00	0.60 1.40	84.00 196.00
07/09/2025	Send email to AT&T attorney Josh Dilley responding to letter received by the City regarding use of right-of-way. Cynthia R. Kirchoff	180.00	0.70 0.70	126.00 126.00
07/22/2025	Legal research re 30 year law and its applicability on Torrens property. Greta L. Bjerkness	180.00	0.40 0.40	72.00 72.00
06/30/2025	Review County rejections.	140.00	0.20	0.00
07/21/2025	Record Resolution No. 25-4 and 25-5.	140.00	0.20	28.00

Administration

		RATE	HOURS	
07/22/2025	Research files for copy of Harmon Park deed; obtain copy of Sunfish Heights plat from Dakota County website for location review.	140.00	0.60	84.00
	Amanda M Tschida		1.00	112.00
	FOR CURRENT SERVICES RENDERED		9.30	1,550.00
07/22/2025	Simplifile - recording fees Dakota County (SFL Resolution 25-4 and 25-5)			100.50
07/25/2025	Dakota County - copy charges; search charges			12.50
	TOTAL COSTS			113.00
	PREVIOUS BALANCE			\$60.00
07/09/2025	Payment Received			-60.00
	BALANCE DUE			<u>\$1,663.00</u>

Planning

		RATE	HOURS	
07/08/2025	Review 2 Sunfish Lane variance application; review 6 Windy Hill Court Site Plan application.	180.00	0.80	144.00
	Korine L. Land		0.80	144.00
	FOR CURRENT SERVICES RENDERED		0.80	144.00
	PREVIOUS BALANCE			\$106.25
07/09/2025	Payment Received			-106.25
	BALANCE DUE			<u>\$144.00</u>

Zoning Ordinance Review - ARPA Funds

		RATE	HOURS	
06/30/2025	Attend zoning meeting with Lori Johnson; review Shoreland ordinance for dock requirements.	180.00	1.30	234.00
07/07/2025	Review and revise Zoning Ordinance Chapters 2, 5, 6, and 7.	180.00	3.80	684.00
07/08/2025	Review Chapter 2; finalize remaining chapters and prepare Table of Contents; forward documents to Lori Johnson.	180.00	1.30	234.00
07/09/2025	Review Sign Ordinance; review summary memo and respond to Lori Johnson.	180.00	1.00	180.00
07/10/2025	Review Public Nuisance Ordinance amendment; research regarding Public Nuisance regulations.	180.00	0.80	144.00
07/17/2025	Prepare for and attend Planning Commission and joint Council meeting regarding zoning ordinance review.	180.00	1.70	306.00
07/24/2025	Review and revise final draft of Zoning Ordinance for public comment; forward to Lori Johnson with TOC.	180.00	1.30	234.00
07/25/2025	Review Zoning Code for sections that need to be moved to the City Code. Korine L. Land	180.00	0.50 11.70	90.00 2,106.00
06/26/2025	Revise zoning ordinances.	140.00	1.70	238.00
06/27/2025	Revise zoning ordinances.	140.00	0.60	84.00
	Find updated reference in Building Code Nonconforming Uses section.	140.00	0.30	42.00
07/02/2025	Insert cross-referenced section numbers in zoning ordinances; add section on docks to Shoreland ordinance.	140.00	1.20	168.00
07/07/2025	Reformat Signs ordinance and insert Signs references in other drafts.	140.00	0.70	98.00
07/09/2025	Update cross-references in zoning ordinances.	140.00	0.60	84.00
07/10/2025	Finalize zoning ordinances in preparation to combine all.	140.00	0.50	70.00
07/11/2025	Review Shoreland Ordinance references.	140.00	0.50	70.00
07/17/2025	Combine, revise, reformat zoning ordinances.	140.00	0.80	112.00
07/18/2025	Combine, revise, reformat zoning ordinances.	140.00	1.70	238.00
07/21/2025	Combine, revise, reformat zoning ordinances. Morgan B. Brozek	140.00	1.80 10.40	252.00 1,456.00
07/23/2025	Analyze and edit Sunfish Lake Zoning Ordinance.	140.00	1.20	168.00

Zoning Ordinance Review - ARPA Funds

		RATE	HOURS	
07/25/2025	Analyze and edit Sunfish Lake Zoning Ordinance.	140.00	2.70	378.00
	Madisyn L. Clay		3.90	546.00
07/01/2025	Draft Building Code Ordinance Amendment, Police Regulations Ordinance Amendment, and Public Nuisance Abatement Ordinance Amendment.	180.00	2.10	378.00
07/02/2025	Draft Building Code Ordinance Amendment, Police Regulations Ordinance Amendment, and Public Nuisance Abatement Ordinance Amendment.	180.00	0.20	36.00
	Cassandra M. Kuebler		2.30	414.00
	FOR CURRENT SERVICES RENDERED		28.30	4,522.00
	PREVIOUS BALANCE			\$790.00
07/09/2025	Payment Received			-790.00
	BALANCE DUE			<u>\$4,522.00</u>
	TOTAL BALANCE DUE			<u>\$6,329.00</u>

City of Sunfish Lake
City of Sunfish Lake Wages and rel
Detail of compensation and related withholding:
Earned July
Paid 1 Aug

Stark	Wages-new Treasurer	1818.75
	Withholding	
	FICA=7.65%	139.13
	Federal Income Tax	509.25
	State Income Tax	145.5
	Pera-	
	Total Withholdings	<u>793.88</u>
	Reim ursables	<u>1.99</u>
	Net Check	<u>1026.86</u>
Wilcox	Wages - City Clerk/Administrator	
		2,068.76
	FICA=7.65%	158.26
	Federal Income Tax	230.00
	State Income Tax	99.00
	Pera-Wilcox - Exempt	
	Total Withholdings	<u>487.26</u>
	Reimbursables	<u></u>
	Net check	<u>1,581.50</u>

Taxable Wages-minus PERA

Consolidated

Wages	3,887.51
Withholding	
FICA	297.39
Federal Income Tax	739.25
State Income Tax	244.50
Pera	-
Total Withholdings	<u>1,281.14</u>
Reimbursables	<u>1.99</u>
Net Check	<u>2,608.36</u>

Unemployment-not required-only payment when a
PERA

PERA-Withholding -6.5%

PERA-City contribution-7.5%-Stark only

Total PERA contribution	<u>-</u>
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IRS

Stark FICA WH	112.76
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Wilcox Fica withholding	128.26
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Stark SSI WH	26.37
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Wilcox SSI withholding	30.00
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FICA-city contribution	<u>297.39</u>
Total IRS deposit	<u>1,334.04</u>

State

Stark State WH	145.50
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Wilcox withholding	99.00
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Due State	<u>244.50</u>
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Sun fish Lake Hours

Charlene Stark 1690 Northridge Dr
Hastings MN 55033
Paid August

Rate 75

7.9.25	Mail,Checks	0.25
7.9.25	Wires to, State, Federal	0.5
7.8.25	Council Meeting and read reports	2
Various	Budget	8
	Deposit, Escrow Reconciliation, organize invoices	2
8.1.25	Bank Rec-July	1.5
	Issue Checks	3
	Payroll	1
	Reports	4
7.9.25	Quarterly-Payroll	2

To Date	Total Hours to date	<u>24.25</u>
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Gross 1,818.75

SSI	112.76
Medicare	<u>26.37</u>
	1,679.62
Federal	509.25
State	<u>145.50</u>
Net	<u><u>1,024.87</u></u>

Reimbursables	Storage	1.99
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TOTAL	<u>1.99</u>
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reimbursat 1.99

Total 1,026.86



July 16, 2025

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

Re: June 2025 Invoices

Dear Char:

Enclosed are the invoices for professional engineering and planning services during the month of June 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

July 16, 2025
Project/Invoice: R-027923-000 - 5
Reviewed by: Justin Messner
Project Manager: Lori Johnson

2 Acorn Drive Carlson Nelson

Professional Services from June 01, 2025 to June 30, 2025

Phase 001 Engineering Review
Engineering Review

		Hours	Rate	Amount	
Achenbach, Kate	6/13/2025	.50	140.00	70.00	
Plan Review for Site Visit					
Achenbach, Kate	6/19/2025	1.00	140.00	140.00	
Erosion Control Site Visit					
Fallon, Kendra	6/3/2025	.50	195.00	97.50	
Plan Review					
Messner, Justin	6/10/2025	.50	264.00	132.00	
Correspondence					
Messner, Justin	6/12/2025	.50	264.00	132.00	
Correspondence with builder					
Totals		3.00		571.50	
Total Labor					571.50
			Total this Task		\$571.50
			Total this Phase		\$571.50

Phase 002 Planning Review
Planning Review

		Hours	Rate	Amount	
Johnson, Lori	6/4/2025	1.75	218.00	381.50	
staff report for CC					
Johnson, Lori	6/5/2025	3.00	218.00	654.00	
staff report, packet assembly, correspondence with Council					
Johnson, Lori	6/9/2025	1.00	218.00	218.00	
CC meeting prep					
Johnson, Lori	6/10/2025	2.00	218.00	436.00	
CC meeting					
Johnson, Lori	6/12/2025	.50	218.00	109.00	
correspondence with applicant on next steps, driveway changes-- review					
Johnson, Lori	6/16/2025	.25	218.00	54.50	
correspondence with applicant and WSP inspections					

Project	R-027923-000	SFLK - 2 Acorn Drive Carlson Nelson	Invoice	5
Johnson, Lori	6/18/2025	.50 218.00	109.00	
calls, emails with applicant				
Johnson, Lori	6/19/2025	.75 218.00	163.50	
final plan set				
Johnson, Lori	6/23/2025	.75 218.00	163.50	
email correspondence with applicant and with city attorney on				
complaints at 3 Acorn				
Johnson, Lori	6/24/2025	.50 218.00	109.00	
correspondence with city attorney and applicant, call with code				
enforcement officer WSP				
Totals		11.00	2,398.00	
Total Labor				2,398.00
			Total this Task	\$2,398.00
			Total this Phase	\$2,398.00
Billing Limits	Current	Prior	To-Date	
Total Billings	2,969.50	7,847.75	10,817.25	
Limit			12,500.00	
Remaining			1,682.75	
		Total this Invoice		<u><u>\$2,969.50</u></u>

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
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City of Sunfish Lake, MN
Attn: Char Stark, City Treasurer
PO Box 18281
West St. Paul, MN 55118

July 16, 2025
Project/Invoice: R-030651-000 - 2
Reviewed by: Kimberly Lindquist
Project Manager: Lori Johnson

2 Sunfish Lane Joseph Dock Variance

Professional Services from June 01, 2025 to June 30, 2025

Phase 001 Land Use Application Review
Land Use Application Review

	Hours	Rate	Amount	
Johnson, Lori	3.75	218.00	817.50	
Long, Jessica	3.50	89.00	311.50	
Totals	7.25		1,129.00	
Total Labor				1,129.00
		Total this Task		\$1,129.00
		Total this Phase		\$1,129.00

Billing Limits	Current	Prior	To-Date
Total Billings	1,129.00	614.00	1,743.00
Limit			5,000.00
Remaining			3,257.00
		Total this Invoice	\$1,129.00

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

July 16, 2025
Project/Invoice: R-026984-000 - 6
Reviewed by: Justin Messner
Project Manager: Justin Messner

2025 City Engineering Services

Professional Services from June 01, 2025 to June 30, 2025

Phase 001 City Engineering Services
City Engineering

		Hours	Rate	Amount	
Buckley, Susan	6/5/2025	.75	147.00	110.25	
June ER for JMessner.					
Messner, Justin	6/2/2025	.50	264.00	132.00	
Engineers Report					
Messner, Justin	6/3/2025	3.50	264.00	924.00	
Monthly Engineers Meeting and Staff Meeting					
Messner, Justin	6/5/2025	1.00	264.00	264.00	
Argenta Trail Interchange PMT Meeting					
Messner, Justin	6/9/2025	1.50	264.00	396.00	
Review CIP and 2026 Budget					
Messner, Justin	6/10/2025	2.50	264.00	660.00	
Council Meeting					
Messner, Justin	6/25/2025	1.50	264.00	396.00	
Budget Memo & response the Char					
Totals		11.25		2,882.25	
Total Labor					2,882.25
			Total this Task		\$2,882.25
			Total this Phase		\$2,882.25

Phase 003 MS4 Services
MS4 Annual Reporting

		Hours	Rate	Amount	
Agbonkhese, Treasure	6/5/2025	.50	148.00	74.00	
SWPPP: Annual Activity and inspection Tracking					
Agbonkhese, Treasure	6/10/2025	1.50	148.00	222.00	
Map update and annual training external training packet					
Agbonkhese, Treasure	6/18/2025	1.00	148.00	148.00	
Education tracking sheet update for annual reporting					
Bonnell Roe, Kory	6/12/2025	1.25	206.00	257.50	

Project	R-026984-000	SFLK - 2025 City Engineering Services	Invoice	6
Annual Reporting update and training documentation				
	Totals	4.25	701.50	
	Total Labor			701.50
			Total this Task	\$701.50
			Total this Phase	\$701.50
Billing Limits	Current	Prior	To-Date	
Total Billings	3,583.75	16,118.50	19,702.25	
Limit			50,100.00	
Remaining			30,397.75	
		Total this Invoice		<u>\$3,583.75</u>

701 XENIA AVENUE S
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MINNEAPOLIS, MN
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City of Sunfish Lake, MN
Attn: Char Stark, City Treasurer
PO Box 18281
West St. Paul, MN 55118

July 16, 2025
Project/Invoice: R-026639-000 - 6
Reviewed by: Justin Messner
Project Manager: Lori Johnson

2025 General Planning Services

Professional Services from June 01, 2025 to June 30, 2025

Phase 001 2025 General Planning Services
General Planning Services

		Hours	Rate	Amount	
Johnson, Lori	6/2/2025	1.00	218.00	218.00	
correspondence with Mayor on Met Council population estimates, planners report					
Johnson, Lori	6/3/2025	1.00	218.00	218.00	
work on 60-day spreadsheet for apps for SFL, review of invoices--unpaid, correspondence with city treasurer					
Johnson, Lori	6/5/2025	.50	218.00	109.00	
Planners report					
Johnson, Lori	6/11/2025	.75	218.00	163.50	
minutes and agenda for June 19					
Johnson, Lori	6/19/2025	2.50	218.00	545.00	
PC meeting prep, travel to and from, meeting					
Johnson, Lori	6/23/2025	1.00	218.00	218.00	
new public hearing notices for two planning items due to Juneteenth public hearings					
Johnson, Lori	6/24/2025	.25	218.00	54.50	
conversation with clerk regarding code enforcement					
Johnson, Lori	6/25/2025	1.00	218.00	218.00	
review of building addition plans for 4 Roanoke and correspondence with applicant, escrow follow up on homes needing inspections					
Johnson, Lori	6/26/2025	.25	218.00	54.50	
call with resident about a culvert on Sunnyside					
Johnson, Lori	6/27/2025	2.00	218.00	436.00	
compiling plans for inspection for escrow release--5 properties, correspondence with city engineer, research into other, releases, Planners report					
Johnson, Lori	6/30/2025	.25	218.00	54.50	
follow up on escrow releases with homeowners and city engineer					
Totals		10.50		2,289.00	
Total Labor					2,289.00
Total this Task					\$2,289.00
Total this Phase					\$2,289.00

Project	R-026639-000	SFLK - 2025 General Planning Services	Invoice	6
Billing Limits		Current	Prior	To-Date
Total Billings		2,289.00	9,848.00	12,137.00
Limit				51,000.00
Remaining				38,863.00
			Total this Invoice	<u>\$2,289.00</u>

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

July 16, 2025
Project/Invoice: R-026640-000 - 6
Reviewed by: Justin Messner
Project Manager: Lori Johnson

2025 Pre-Application Questions/Concerns

Professional Services from June 01, 2025 to June 30, 2025

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

		Hours	Rate	Amount	
Johnson, Lori	6/9/2025	.50	218.00	109.00	
response to pre app questions for 4 Roanoke, and 2152 Charlton applicants--via email, timeline, etc.					
Johnson, Lori	6/12/2025	.25	218.00	54.50	
correspondence with applicant requesting approval of mother in law suite at 4 Roanoke.					
Totals		.75		163.50	
Total Labor					163.50
			Total this Task		\$163.50
			Total this Phase		\$163.50
			Total this Invoice		\$163.50

Billings to Date

	Current	Prior	Total
Labor	163.50	3,104.00	3,267.50
Totals	163.50	3,104.00	3,267.50

701 XENIA AVENUE S
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MINNEAPOLIS, MN
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City of Sunfish Lake, MN
Attn: Char Stark, City Treasurer
PO Box 18281
West St. Paul, MN 55118

July 16, 2025
Project/Invoice: R-028766-000 - 3
Reviewed by: Justin Messner
Project Manager: Lori Johnson

6 Windy Hill Court Olson Pool

Professional Services from June 01, 2025 to June 30, 2025

Phase 001 Land Use Application Review
Land Use Application Review

		Hours	Rate	Amount	
Johnson, Lori	6/11/2025	2.00	218.00	436.00	
staff report, maps					
Johnson, Lori	6/12/2025	1.75	218.00	381.50	
finalize packet, extension letter, correspondence with applicant and PC					
Johnson, Lori	6/30/2025	.25	218.00	54.50	
follow up-comments received for CC from Shari Hanson					
Long, Jessica	6/24/2025	1.25	89.00	111.25	
Mail out PH notices to residents for second public hearing					
Totals		5.25		983.25	
Total Labor					983.25
			Total this Task		\$983.25
			Total this Phase		\$983.25

Phase 002 Engineering Review
Engineering Review

		Hours	Rate	Amount	
Messner, Justin	6/5/2025	.50	264.00	132.00	
Plan Review					
Messner, Justin	6/11/2025	.75	264.00	198.00	
Plan Review					
Totals		1.25		330.00	
Total Labor					330.00
			Total this Task		\$330.00
			Total this Phase		\$330.00

Billing Limits	Current	Prior	To-Date
Total Billings	1,313.25	1,654.00	2,967.25
Limit			12,500.00
Remaining			9,532.75

Project	R-028766-000	SFLK - 6 Windy Hill Court Olson Pool	Invoice	3
			Total this Invoice	<u><u>\$1,313.25</u></u>

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

July 16, 2025
Project/Invoice: R-030688-000 - 2
Reviewed by: Kimberly Lindquist
Project Manager: Lori Johnson

90 Salem Church Road Keogh Landscape Imp
Professional Services from June 01, 2025 to June 30, 2025

Phase 001 Planning Review
Planning Review

		Hours	Rate	Amount	
Johnson, Lori	6/4/2025	.25	218.00	54.50	
email correspondence with Council on minor site plan.					
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	451.25	505.75
Limit			5,000.00
Remaining			4,494.25
Total this Invoice			\$54.50

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SUITE 300
MINNEAPOLIS, MN
55416



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

July 16, 2025
Project/Invoice: R-020928-000 - 22
Reviewed by: Justin Messner
Project Manager: Lori Johnson

Ordinance Review - ARPA Funds

Professional Services from June 01, 2025 to June 30, 2025

Phase 002 Zoning Ordinance Update
Zoning Ordinance Update

		Hours	Rate	Amount	
Johnson, Lori	5/27/2025	.50	218.00	109.00	
brief review of rules and def drafted by KL					
Johnson, Lori	6/3/2025	3.00	218.00	654.00	
review of definitions and subd. ordinance					
Johnson, Lori	6/4/2025	2.00	218.00	436.00	
ordinance meeting with KL on rules and definition and meeting prep					
Johnson, Lori	6/23/2025	1.50	218.00	327.00	
Review of Ord sent by KL on 06.23					
Johnson, Lori	6/25/2025	2.00	218.00	436.00	
ORD review--KL's chapters					
Johnson, Lori	6/26/2025	2.00	218.00	436.00	
review KL ordinances for monday discussion					
Johnson, Lori	6/30/2025	2.00	218.00	436.00	
Ordinance review mtg with Kori, summary of changes					
Long, Jessica	5/23/2025	2.50	89.00	222.50	
Going out to measure signs. Creating document with photos for Lori.					
Coming back to WSB					
Totals		15.50		3,056.50	
Total Labor					3,056.50
Total this Task					\$3,056.50
Total this Phase					\$3,056.50
Billing Limits					
		Current	Prior	To-Date	
Total Billings		3,056.50	43,284.75	46,341.25	
Limit				49,000.00	
Remaining				2,658.75	
Total this Invoice					\$3,056.50

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

January 15, 2025
Project/Invoice: R-024343-000 - 12
Reviewed by: Justin Messner
Project Manager: Lori Johnson

2024 General Planning Services

Professional Services from December 01, 2024 to December 31, 2024

Phase 001 2024 General Planning Services
General Planning Services

		Hours	Rate	Amount	
Johnson, Lori	12/3/2024	1.25	194.00	242.50	
CC agenda prep emails, planner's report					
Johnson, Lori	12/4/2024	1.00	194.00	194.00	
final cc prep/send out PC report, land use item, research on ordinance work budget/expenses					
Johnson, Lori	12/11/2024	.25	194.00	48.50	
call from Mayor re: PC interviews					
Johnson, Lori	12/12/2024	1.00	194.00	194.00	
research on security efforts per CC Nelson, call with Orono Police Chief					
Johnson, Lori	12/16/2024	.25	194.00	48.50	
review PC minutes					
Johnson, Lori	12/17/2024	2.00	194.00	388.00	
land use application 2025 deadlines					
Johnson, Lori	12/18/2024	1.00	194.00	194.00	
finalizing application deadline sheet, correspondence with city attorney on escrow overage for St. Anne's.					
Johnson, Lori	12/23/2024	.50	194.00	97.00	
correspondence with John Oakman regarding PC appointment, escrow email to St. Anne's--for overage payment					
Totals		7.25		1,406.50	
Total Labor					1,406.50
Total this Task					\$1,406.50

Meetings

		Hours	Rate	Amount	
Johnson, Lori	12/10/2024	8.00	194.00	1,552.00	
CC meeting prep, printing reports, training at city attorney office					
Totals		8.00		1,552.00	
Total Labor					1,552.00

Project	R-024343-000	SFLK - 2024 General Planning Services	Invoice	12
			Total this Task	\$1,552.00
			Total this Phase	\$2,958.50
Billing Limits		Current	Prior	To-Date
Total Billings		2,958.50	24,019.25	26,977.75
Limit				38,000.00
Remaining				11,022.25
			Total this Invoice	<u>\$2,958.50</u>

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

January 15, 2025
Project/Invoice: R-024510-000 - 12
Reviewed by: Justin Messner
Project Manager: Lori Johnson

2024 Pre-Application Questions/Concerns

Professional Services from December 01, 2024 to December 31, 2024

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

		Hours	Rate	Amount	
Johnson, Lori	12/2/2024	1.00	194.00	194.00	
several email correspondences and code reviews regarding 25 Windy Hill, quick plan review, from potential buyer					
Johnson, Lori	12/16/2024	.25	194.00	48.50	
call regarding electrical permit					
Johnson, Lori	12/23/2024	.25	194.00	48.50	
correspondence with potential owner of 25 Windy Hill					
Totals		1.50		291.00	
Total Labor					291.00
			Total this Task		\$291.00
			Total this Phase		\$291.00
			Total this Invoice		<u>\$291.00</u>

Billings to Date

	Current	Prior	Total
Labor	291.00	4,736.25	5,027.25
Totals	291.00	4,736.25	5,027.25