

SUNFISH LAKE

Payments

12/04/25 1:14 PM

Page 1

Current Period: December 2025

Payments Batch Dec 25 Council					\$65,729.59
Refer	372	Elan Financial Services	-		
Cash Payment	E 101-03-40345	Postage	Postage		\$31.20
Invoice					
Cash Payment	E 101-60-40200	Office Supplies & Expens			\$91.90
Invoice					
Transaction Date	12/3/2025	CHECKING	1010	Total	\$123.10
Refer	373	JEANNINE AND JAMES NAYES	-		
Cash Payment	G 500-2301	JAMES AND JENNIE NAYES	Escrow refund		\$6,743.45
Invoice					
Transaction Date	12/3/2025	CHECKING	1010	Total	\$6,743.45
Refer	374	Sir Lines Alot	-		
Cash Payment	E 101-32-43100	Road maint/capital improv			\$6,975.00
Invoice	H25-1021-001	8/19/2025			
Transaction Date	12/3/2025	CHECKING	1010	Total	\$6,975.00
Refer	375	Scanning America	-		
Cash Payment	E 201-60-41921	Digitization of records			\$13,554.70
Invoice	30249	9/30/2025			
Cash Payment	E 201-60-41921	Digitization of records			\$8,894.21
Invoice	30294				
Transaction Date	12/3/2025	CHECKING	1010	Total	\$22,448.91
Refer	376	KELLY & LEMMONS	-		
Cash Payment	E 101-10-40305	City Attorney - Prosecutio	Through Oct 31		\$780.00
Invoice	Oct				
Transaction Date	12/3/2025	CHECKING	1010	Total	\$780.00
Refer	377	Mike Hovey	-		
Cash Payment	E 101-60-40300	Website Expenses	Website-2025		\$365.00
Invoice					
Transaction Date	12/3/2025	CHECKING	1010	Total	\$365.00
Refer	378	TWIN CITIES PIONEER PRESS	-		
Cash Payment	E 101-01-40350	Publishing-printing & adve	Budget Notice		\$43.99
Invoice	13211	11/18/2025			
Transaction Date	12/3/2025	CHECKING	1010	Total	\$43.99
Refer	379	WSB	-		
Cash Payment	G 500-2301	JAMES AND JENNIE NAYES	October Stmt		\$140.00
Invoice					
Cash Payment	E 101-12-41910	City Planner	October Stmt		\$3,106.50
Invoice					
Cash Payment	E 101-30-43000	City Engineer	October Stmt		\$2,865.50
Invoice					
Cash Payment	G 500-2320	D Carlson/C Nelson	October Stmt		\$54.50
Invoice					
Cash Payment	G 500-2325	2152 Charlton Rd-ISF, LLC	October Stmt		\$385.50
Invoice					
Transaction Date	12/3/2025	CHECKING	1010	Total	\$6,552.00

SUNFISH LAKE

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Page 2

Payments

Current Period: December 2025

Refer	380	CITY OF WEST ST PAUL	-			
Cash Payment	E 101-20-42100	Police	Police Services			\$9,129.90
Invoice	Dec					
Transaction Date	12/3/2025	CHECKING	1010	Total		\$9,129.90
Refer	381	EXECUTIVE CONTRACTORS	-			
Cash Payment	E 101-32-43260	Snow removal - other	Dec 2025			\$7,500.00
Invoice						
Transaction Date	12/3/2025	CHECKING	1010	Total		\$7,500.00
Refer	382	CHARLENE STARK	-			
Cash Payment	E 101-03-41520	Treasurer	Payroll			\$1,706.25
Invoice						
Cash Payment	E 101-03-41520	Treasurer	Fica WD and WH			\$130.53
Invoice						
Cash Payment	G 101-2200	AP	Payroll			-\$261.06
Invoice						
Cash Payment	G 101-2200	AP	Federal Tax WH			-\$477.75
Invoice						
Cash Payment	G 101-2200	AP	State Tax WH			-\$136.50
Invoice						
Cash Payment	E 101-60-40200	Office Supplies & Expens	Payroll			\$1.99
Invoice						
Transaction Date	12/3/2025	CHECKING	1010	Total		\$963.46
Refer	383	CHRISTY WILCOX	-			
Cash Payment	E 101-02-41320	City Administrator	Payroll			\$2,068.76
Invoice						
Cash Payment	E 101-02-41320	City Administrator	FICA Expense			\$158.26
Invoice						
Cash Payment	G 101-2200	AP	Payroll			-\$316.52
Invoice						
Cash Payment	G 101-2200	AP	Payroll			-\$230.00
Invoice						
Cash Payment	G 101-2200	AP	Payroll			-\$99.00
Invoice						
Cash Payment	E 101-60-40200	Office Supplies & Expens	Payroll			\$137.25
Invoice						
Transaction Date	12/3/2025	CHECKING	1010	Total		\$1,718.75
Refer	384	INTERNAL REVENUE SERVICE	-			
Cash Payment	G 101-2200	AP	Federal Taxes			\$1,285.53
Invoice						
Transaction Date	12/3/2025	CHECKING	1010	Total		\$1,285.53
Refer	385	Dept of Revenue	-			
Cash Payment	G 101-2200	AP	Payroll Tax			\$235.50
Invoice						
Transaction Date	12/3/2025	CHECKING	1010	Total		\$235.50
Refer	386	Banyon Data Sysytems	-			
Cash Payment	E 101-03-41550	Financial Software	Annual Maintenance fee			\$865.00
Invoice	167290	12/1/2025				

SUNFISH LAKE
Payments

12/04/25 1:14 PM
Page 3

Current Period: December 2025

Transaction Date	12/4/2025	CHECKING	1010	Total	\$865.00
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Fund Summary

	1010 CHECKING	
101 General Fund	\$35,957.23	
201 ARRP	\$22,448.91	
500 Escrows	\$7,323.45	
	<u>\$65,729.59</u>	

Pre-Written Checks	\$0.00	
Checks to be Generated by the Computer	\$65,729.59	
Total	<u>\$65,729.59</u>	

Escrow release for Jim and Jeanine Nayes

From Lori Johnson <ljohnson@wsbeng.com>

Date Mon 11/10/2025 10:57 AM

To Char Stark <char.stark@comcast.net>

Cc Jim Nayes <jim_nayes@mac.com>; Jeannine Nayes <jnayes@mac.com>; Christy Wilcox <cwilcoxclerk@gmail.com>

 1 attachment (97 KB)

Nayes Project Detail.pdf;

Hi Char,

Please release the remaining escrow for Jim and Jeanine in the amount of \$6,743.25. My records indicate they submitted an escrow of \$12,500. WSB's project detail indicates charges of \$5,756.75. I have attached the project detail for the project for your records. Please have this on the December agenda. Thanks.

Lori Johnson, AICP
Senior Professional Community Planner I



612.364.3029 (o)
-
701 Xenia Avenue S, Suite 300
Minneapolis, MN 55416
wsbeng.com

For a list of WSB employee licenses and certifications visit [here](#).

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KELLY & LEMMONS, P.A.

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

Federal ID 41-1228060
(651) 224-3781

Billing Through 10/31/2025

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

Statement Date: October 31, 2025
Account No: 13260.100000
Statement No: 66671

ATTN: Char Stark

RE: Prosecution Services

Previous Balance \$546.00

Fees

			Hours	
10/06/2025	JAK	draft complaint	1.00	120.00
		Joseph A. Kelly	1.00	120.00
10/01/2025	RLD	attend court hearings	0.50	60.00
10/03/2025	RLD	draft complaint	1.00	120.00
	RLD	attend court trials	0.50	60.00
10/08/2025	RLD	attend pre-trials	0.50	60.00
10/10/2025	RLD	attend court trials	0.50	60.00
10/13/2025	RLD	attend court hearings	0.50	60.00
10/15/2025	RLD	attend court hearings	0.50	60.00
10/22/2025	RLD	attend court hearings	0.50	60.00
10/24/2025	RLD	attend court trials	0.50	60.00
10/29/2025	RLD	attend court hearings	0.50	60.00
		Rebecca L. Duren	5.50	660.00
		For Current Services Rendered	6.50	780.00
		Total Current Work		780.00

Payments

10/21/2025	Payment Received - Thank You	-546.00
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Page: 2
City of Sunfish Lake
RE: Prosecution Services

Statement Date: October 31, 2025
Account No: 13260.100000
Statement No: 66671

Balance Due

\$780.00

Please make checks payable to Kelly & Lemmons. Payments received after 10/31/2025 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 West St Paul

Police Services for 2025

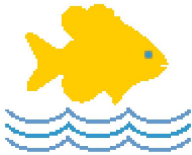
Dec

\$9,129.90,

Budget Hearing Notice - Pioneer Press

From cwilcoxclerk@gmail.com <cwilcoxclerk@gmail.com>
Date Wed 11/19/2025 5:21 PM
To char.stark@sunfishlake.org <char.stark@sunfishlake.org>

Christy M. Wilcox
City Clerk/Administrator
City of Sunfish Lake ~ www.sunfishlake.org



From: ktsuchiya@pioneerpress.com <ktsuchiya@pioneerpress.com>
Sent: Tuesday, November 18, 2025 1:57 PM
To: cwilcoxclerk@gmail.com
Subject: Campaign Order 13211



bill-to

CITY OF SUNFISH LAKE LEGALS
PO BOX 18281
CITY TREASURER CHAR STARK
WEST ST. PAUL, MN 55118
Tel: 651 768-7542
Account No: 246393

campaign summary

Description	First Calvary Baptist Church
Start Date	11/19/2025
End Date	11/20/2025
Currency	

Campaign No.	13211
Today's Date	18 Nov 2025
P.O. Number	
Sales Rep	STP Transient Rep - Legal
advertiser	

CITY OF SUNFISH LAKE LEGALS
PO BOX 18281
CITY TREASURER CHAR STARK
WEST ST. PAUL, MN 55118
Tel: 651 768-7542
Account No: 246393

cost summary

Net Amount	\$43.99
Estimated Tax	\$0.00
Total	\$43.99

Package Details

Description	Start Date	Price
Legal Municipality Print + Online	11/20/2025	43.99
Package Component Detail		Start Date
Pioneer Press Online Marketplace		11/20/2025
Minnesota Public Notices		11/20/2025
Pioneer Press Classified		11/20/2025



Sir Lines-A-Lot is an Equal Opportunity Employer

7175 Cahill Road - Edina, MN 55439
Phone: (952)-913-8382 Email: sales@linesalot.com
www.linesalot.com

PROPOSAL

To:	City Of Sunfish Lake	Contact:	
Address:	Sunfish Lake, MN	Phone:	
		Email:	
Project Name:	Sunfish Lake Speed Hump Striping	Bid Number:	H25-1021
Project Location:	City Of Sunfish Lake, MN	Bid Date:	8/5/2025

Item #	Item Description	Estimated	Unit	Unit Price	Total Price
1	MOBILIZATION	1.00	LS	\$1,200.00	\$1,200.00
2	12" SOLID LINE MULTI COMP	525.00	LF	\$11.00	\$5,775.00

Total Bid Price: \$6,975.00

Notes:

- 1. This quote includes **ONE** mobilization to complete the entire project. Additional, if requested, are **\$950.00** each.
- 2. Does not include any interim or temporary pavement markings. Interim markings are NOT incidental to this quote. No installation or removal of temporary tape or TRPM's.
- 3. Does not include any signage, brooming, late season markings, parking stall/trail striping, pavement marking removals, On-the-job training, or TERO taxes/fees.
- 4. Owner/engineer must be on site to assist and approve layout of all new pavement markings.
- 5. Pavement marking material manufacturer's warranty will supersede any warranty requirements called out by owner and/or contractual obligations.
- 6. Bond fee not included. If required, add 1.5% to total quote price.
- 7. Retainage, payment terms, and COI terms per owner. This quote does not include professional or pollution coverages.
- 8. If awarded, the prime contractor must include the terms & conditions of this proposal within the contract.
- 9. Sir Lines-A-Lot requires a minimum of 5 business days notice to schedule our work and must receive up-to-date plans prior to scheduling.
- 10. This quote is valid for up to 60 Days after Bid Date. Must receive signed quote or contract within this timeframe.
- 11. All pavement markings are quoted as surface applied Multi Comp only. Not ground in or wet reflective.

ACCEPTED:

The above prices, specifications and conditions are satisfactory and are hereby accepted.

Buyer: Justin Messner, City Engineer

Signature: 

Date of Acceptance: 8/4/2025

CONFIRMED:

Sir-Lines-A-Lot

Authorized Signature: _____

Estimator: TJ Phillips

(612) 434-0090 tj.phillips@linesalot.com



SIR LINES-A-LOT

INVOICE - Application for Payment
Project: Sunfish Lake Speed Hump Stripping
Project No.:

Remit To: Sir Lines-A-Lot LLC
7175 CAHILL RD
EDINA MN 55439

To: City of Sunfish Lake
c/o First Calvary Baptist Church
5495 S. Robert Trail
Sunfish Lake, MN 55077

Invoice No.: H25-1021-001
Invoice Date: 08/19/25
Period Thru: 08/31/25
Customer Project No.:

ITEM NO.	ITEM	UM	\$ PRICE	TO DATE		THIS PERIOD	
				UNITS	\$ AMOUNTS	UNITS	\$ AMOUNT
1	MOBILIZATION	LS	1,200.00	1.00	1,200.00	1.00	1,200.00
2	12in SOLID LINE MULTI COMP	LF	11.00	525.00	5,775.00	525.00	5,775.00

Billing Totals:

\$6,975.00

\$6,975.00

Please include SLAL invoice number on all correspondence.

christy.wilcox136@gmail.com

From: Best Buy Notifications <BestBuyInfo@emailinfo.bestbuy.com>
Sent: Sunday, October 12, 2025 12:02 PM
To: CHRISTY.WILCOX136@GMAIL.COM
Subject: Thanks, Christy—Your benefits have been renewed.

We're here to help: there's no problem too big and no question too small.

View: Web



If you need help, we're standing by.

Christy, the plan(s) listed below have been renewed with the credit card you have on file.

Your bank statement will show the charge as:

- Best Buy Renewal 888-BESTBUY (or similar)

For more information about your plan, please visit our [Terms & Conditions](#) page. Thank you for choosing Best Buy® and Geek Squad®.

Payment Details

Your Price:	\$99.99
Tax:	\$8.12
Total Paid:	\$108.11

Payment Date:	10/12/2025
---------------	------------

Credit Card: (last 4 digits)	7029
---------------------------------	------

Your Renewal Details



Microsoft 365

Microsoft 365 Personal Yearly Subscription

Member Number:
MQQ2000270003126707

Next Renewal Date:
10/12/2026

Renewal Price:
\$99.99

CUSTOMERS ARE SAYING:

"The value for the peace of mind you get is unbeatable."

— Phil G., MN

Order Details

Order placed July 6, 2025 Order # 111-4363120-4433000

Ship to	Payment method	Order Summary	
Christy Wilcox 423 19TH AVE N SOUTH SAINT PAUL, MINNESOTA 55075-1806 United States	Visa ending in 7029	Item(s) Subtotal:	\$26.95
		Shipping & Handling:	\$0.00
		Total before tax:	\$26.95
		Estimated tax to be collected:	\$2.19
		Grand Total:	\$29.14

Arriving Wednesday



500#10 Security White Envelopes - GUMMED Seal, Windowless Design, Premium Security Tint Pattern for Secure Mailing - Size 4-1/8 x 9-1/2 Inches - White - 24 LB - 500 Count (34020)
Sold by: Quality Business Products
Supplied by: Other
\$26.95



November 20, 2025

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

Re: October 2025 Invoices

Dear Char:

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

November 17, 2025
Project/Invoice: R-022240-000 - 8
Reviewed by: Justin Messner
Project Manager: Lori Johnson

32 55th Street W Naves SFL 01-2023

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

Phase 002 Engineering Review
Engineering Review

		Hours	Rate	Amount	
Achenbach, Kate	10/30/2025	1.00	140.00	140.00	
Final Grading Inspection and Drive					
Totals		1.00		140.00	
Total Labor					140.00
			Total this Task		\$140.00
			Total this Phase		\$140.00

Billing Limits	Current	Prior	To-Date	
Total Billings	140.00	5,616.75	5,756.75	
Limit			12,500.00	
Remaining			6,743.25	
		Total this Invoice		\$140.00

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

November 17, 2025
Project/Invoice: R-026639-000 - 10
Reviewed by: Justin Messner
Project Manager: Lori Johnson

2025 General Planning Services

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

Phase 001 2025 General Planning Services
General Planning Services

		Hours	Rate	Amount
Johnson, Lori	10/1/2025	.25	218.00	54.50
email with contractor for 5 Sunfish Lane--pool questions, call with contractor for 25 Windy Hill--demo permit				
Johnson, Lori	10/2/2025	.25	218.00	54.50
call with surveyor for 5 Sunfish--pool installation				
Johnson, Lori	10/6/2025	.75	218.00	163.50
meeting with Kori on PC items, prepping for PC meeting				
Johnson, Lori	10/7/2025	1.00	218.00	218.00
email response to contractor on fence/gate ordinance questions for Schultz residence. Email response to email questions from applicant on MSP for 2078 Charlton, PC minutes edits				
Johnson, Lori	10/8/2025	2.00	218.00	436.00
PC agenda--packet prep with minutes, Planner's report, review of system statements and minimum requirements from Met Council				
Johnson, Lori	10/9/2025	.25	218.00	54.50
call regarding demo permits and landscape requirements for a pool.				
Johnson, Lori	10/13/2025	.50	218.00	109.00
prep for PC meeting/email from Scott Buell				
Johnson, Lori	10/14/2025	.50	218.00	109.00
PC meeting prep, emails with Ginny Beckett, KL				
Johnson, Lori	10/16/2025	4.50	218.00	981.00
PC prep, copies for meeting, review of ordinance, travel, PC meeting				
Johnson, Lori	10/21/2025	.75	218.00	163.50
permit communications with WSP on demo permits and building permits, review of city website for possible changes				
Johnson, Lori	10/23/2025	.50	218.00	109.00
escrow release for 2570 Delaware, research and print project details, communication with forester and engineer on final plans				
Johnson, Lori	10/24/2025	.25	218.00	54.50
correspondence with attorney on land use fees and escrows on new fee schedule				
Johnson, Lori	10/27/2025	2.50	218.00	545.00
review code amendments from city attorney				
Johnson, Lori	10/31/2025	.25	218.00	54.50

Project	R-026639-000	SFLK - 2025 General Planning Services	Invoice	10
call regarding accessory buildings on a lot on SCR				
	Totals	14.25	3,106.50	
	Total Labor			3,106.50
			Total this Task	\$3,106.50
			Total this Phase	\$3,106.50
Billing Limits	Current	Prior	To-Date	
Total Billings	3,106.50	21,180.50	24,287.00	
Limit			51,000.00	
Remaining			26,713.00	
		Total this Invoice		\$3,106.50

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

November 17, 2025
Project/Invoice: R-026984-000 - 10
Reviewed by: Justin Messner
Project Manager: Kate Achenbach

2025 City Engineering Services

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

Phase 001 City Engineering Services
City Engineering

		Hours	Rate	Amount	
Achenbach, Kate	10/3/2025	.25	140.00	35.00	
October Engineer's Report					
Achenbach, Kate	10/7/2025	1.00	140.00	140.00	
2152 Charlton Rd - Review and Sign Plans					
Achenbach, Kate	10/21/2025	1.00	140.00	140.00	
Erosion Control Inspection and Travel					
Achenbach, Kate	10/23/2025	.25	140.00	35.00	
Fire Number Sign Quote Request					
Achenbach, Kate	10/27/2025	.25	140.00	35.00	
Fire No Sign					
Buckley, Susan	10/8/2025	.50	147.00	73.50	
October ER for JMessner.					
Messner, Justin	10/14/2025	.50	264.00	132.00	
Cartway Discussion and Follow Up					
Messner, Justin	10/31/2025	.50	264.00	132.00	
Investigate 60th Ave Tree Clearing Concerns					
Totals		4.25		722.50	
Total Labor					722.50
			Total this Task		\$722.50
			Total this Phase		\$722.50

Phase 003 MS4 Services
MS4 Annual Reporting

		Hours	Rate	Amount	
Agbonkhese, Treasure	10/1/2025	.50	148.00	74.00	
Annual assessment					
Agbonkhese, Treasure	10/13/2025	2.50	148.00	370.00	
Public board development					
Agbonkhese, Treasure	10/14/2025	1.00	148.00	148.00	
Public board development					

Project	R-026984-000	SFLK - 2025 City Engineering Services			Invoice	10
Agbonkhese, Treasure	10/20/2025	.75	148.00		111.00	
Public board update						
Agbonkhese, Treasure	10/21/2025	1.00	148.00		148.00	
mapping update						
Agbonkhese, Treasure	10/23/2025	.75	148.00		111.00	
Upcoming Annual assessment						
Agbonkhese, Treasure	10/28/2025	1.00	148.00		148.00	
Mapping update, prep for inspections						
Agbonkhese, Treasure	10/29/2025	3.50	148.00		518.00	
MS4 inspections and reporting						
Bonnell Roe, Kory	10/2/2025	1.00	206.00		206.00	
Quarterly check in, follow up, memo public board and update to tracking						
Bonnell Roe, Kory	10/29/2025	1.50	206.00		309.00	
MCM 6 Review/QAQC						
Totals		13.50			2,143.00	
Total Labor						2,143.00
				Total this Task		\$2,143.00
				Total this Phase		\$2,143.00
Billing Limits		Current	Prior	To-Date		
Total Billings		2,865.50	23,534.25	26,399.75		
Limit				50,100.00		
Remaining				23,700.25		
			Total this Invoice		\$2,865.50	

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

November 17, 2025
Project/Invoice: R-027923-000 - 8
Reviewed by: Justin Messner
Project Manager: Lori Johnson

2 Acorn Drive Carlson Nelson

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

Phase 002 Planning Review
Planning Review

		Hours	Rate	Amount	
Johnson, Lori	10/7/2025	.25	218.00	54.50	
email response to neighbor on retaining walls					
	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	11,761.25	11,815.75
Limit			12,500.00
Remaining			684.25
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

November 17, 2025
Project/Invoice: R-031194-000 - 4
Reviewed by: Justin Messner
Project Manager: Lori Johnson

2152 Charlton Road MSP Poeph

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

Phase 001 Land Use Application Review
Land Use Application Review

		Hours	Rate	Amount	
Johnson, Lori	10/6/2025	.50	218.00	109.00	
assembling final plan set/signatures					
Johnson, Lori	10/7/2025	.25	218.00	54.50	
final plan distribution to WSP and applicants					
Johnson, Lori	10/8/2025	.25	218.00	54.50	
email with landscape contractor on landscape plan needs					
Johnson, Lori	10/10/2025	.25	218.00	54.50	
call with arch on garage changes					
Johnson, Lori	10/27/2025	.25	218.00	54.50	
email correspondence with applicant on meeting minutes--two emails					
Stalboerger, Grayson	10/7/2025	.50	117.00	58.50	
Project Management					
Totals		2.00		385.50	
Total Labor					385.50
			Total this Task		\$385.50
			Total this Phase		\$385.50

Billing Limits	Current	Prior	To-Date	
Total Billings	385.50	5,674.75	6,060.25	
Limit			12,500.00	
Remaining			6,439.75	
		Total this Invoice		\$385.50

City of Sunfish Lake
City of Sunfish Lake Wages and rela
Detail of compensation and related withholdings
Earned Nov
Paid 1 Dec

Stark	Wages-new Treasurer	1,706.25
	Withholding	
	FICA=7.65%	130.53
	Federal Income Tax	477.75
	State Income Tax	136.5
	Pera-	
	Total Withholdings	<u>744.78</u>
	Reim ursables	<u>1.99</u>
	Net Check	<u>963.46</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>137.25</u>
	Net check	<u>1,718.75</u>

Taxable Wages-minus PERA

Consolidated

Wages	3,775.01
Withholding	
FICA	288.79
Federal Income Tax	707.75
State Income Tax	235.50
Pera	-
Total Withholdings	<u>1,232.04</u>
Reimbursables	<u>139.24</u>
Net Check	<u>2,682.21</u>

Unemployment-not required-only payment when a c
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	105.79
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Wilcox Fica withholding	128.26
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Stark SSI WH	24.74
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Wilcox SSI withholding	30.00
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FICA-city contribution	<u>288.79</u>
Total IRS deposit	<u>1,285.33</u>

State

Stark State WH	136.50
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Wilcox withholding	99.00
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Due State	<u>235.50</u>
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**November 2025 Statement**

Open Date: 10/16/2025 Closing Date: 11/14/2025

Visa® Community Card

CITY OF SUNFISH LAKE (CPN 002750163)

Page 1 of 3

Account Ending in: ##### 8110

**Elan Financial
Services**

BUS 30 ELN

13

9

1-866-552-8855

New Balance	\$123.10
Minimum Payment Due	\$123.10
Payment Due Date	12/10/2025

Late Payment Warning: As a reminder, your card is a pay in full product. If we do not receive your payment in full by the date listed above, a fee of either 3.00% of the payment due or \$39.00 minimum, whichever is greater, will apply.

Activity Summary

Previous Balance	+	\$119.00
Payments	-	\$119.00 ^{CR}
Other Credits		\$0.00
Purchases	+	\$123.10
Balance Transfers		\$0.00
Advances		\$0.00
Other Debits		\$0.00
Fees Charged		\$0.00
Interest Charged		\$0.00

New Balance = **\$123.10****Past Due** **\$0.00****Minimum Payment Due** **\$123.10**

Credit Line \$2,500.00

Available Credit \$2,376.90

Days in Billing Period 30

Payment Options:Mail payment coupon
with a checkPay online at
myaccountaccess.comPay by phone
1-866-552-8855*Please detach and send coupon with check payable to: Elan Financial Services CPN 002750163*

0047985109067681100000123100000123104

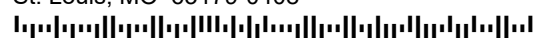
24-Hour Elan Financial Services: 1-866-552-8855

 . to pay by phone
 . to change your address

00000032687 000638072383512 P 13

|||||
CITY OF SUNFISH LAKE
ACCOUNTS PAYABLE
PO BOX 18281
WEST ST PAUL MN 55118-0281

Account Ending in	##### 8110
Payment Due Date	12/10/2025
New Balance	\$123.10
Minimum Payment Due	\$123.10

Amount Enclosed \$_____**Elan Financial Services**P.O. Box 790408
St. Louis, MO 63179-0408

November 2025 Statement 10/16/2025 - 11/14/2025
CITY OF SUNFISH LAKE (CPN 002750163)

Page 2 of 3
Elan Financial Services 1-866-552-8855

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.

***IMPORTANT NOTICE:** Please see the enclosed insert for changes being made to your cardmember agreement.

Transactions	STARK,CHARLENE A	Credit Limit \$2500
---------------------	------------------	---------------------

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
10/16	10/15	1201	CUB FOODS #1635 HASTINGS MN	\$31.20	_____
Total for Account ##### 4122				\$31.20	

Transactions	WILCOX,CHRISTY M	Credit Limit \$2500
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Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
10/17	10/17	8076	Amazon.com*NM9P88YU0 Amzn.com/bill WA	\$91.90	_____
Total for Account ##### 8131				\$91.90	

Transactions	BILLING ACCOUNT ACTIVITY
---------------------	--------------------------

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Payments and Other Credits					
11/06	11/06	ET	PAYMENT THANK YOU	\$119.00CR	_____
Total for Account ##### 8110				\$119.00CR	

2025 Totals Year-to-Date	
Total Fees Charged in 2025	\$78.00
Total Interest Charged in 2025	\$0.00

November 2025 Statement 10/16/2025 - 11/14/2025
 CITY OF SUNFISH LAKE (CPN 002750163)

Page 3 of 3
Elan Financial Services 1-866-552-8855

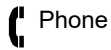
Interest Charge Calculation

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	\$123.10	\$0.00		\$0.00	0.00%	
**ADVANCES	\$0.00	\$0.00		\$0.00	0.00%	

Contact Us



Phone
 Voice: 1-866-552-8855
 TDD: 1-888-352-6455
 Fax: 1-866-807-9053



Questions
 Elan Financial Services
 P.O. Box 6353
 Fargo, ND 58125-6353



Mail payment coupon
 with a check
 Elan Financial Services
 P.O. Box 790408
 St. Louis, MO 63179-0408



Online
myaccountaccess.com

SUNFISH LAKE

Payments

12/04/25 2:17 PM

Page 1

Current Period: December 2025

Payments Batch 120425PAY

\$6,192.50

Refer	387	KELLY & LEMMONS	-			
Cash Payment	E 101-10-40305	City Attorney - Prosecutio	Nov			\$456.00
Invoice						
Transaction Date	12/4/2025	CHECKING	1010	Total		\$456.00
Refer	388	LEVANDER GILLEN & MILLER	-			
Cash Payment	E 101-10-40304	City Attorney - Civil	Nov			\$546.50
Invoice						
Cash Payment	E 201-60-41921	Digitization of records	Ordinances			\$5,190.00
Invoice						
Transaction Date	12/4/2025	CHECKING	1010	Total		\$5,736.50

Fund Summary

	1010	CHECKING	
101 General Fund		\$1,002.50	
201 ARPPA		\$5,190.00	
		\$6,192.50	

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$6,192.50
Total	\$6,192.50

KELLY & LEMMONS, P.A.

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

Federal ID 41-1228060
(651) 224-3781

Billing Through 11/30/2025

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

Statement Date: November 30, 2025
Account No: 13260.100000
Statement No: 66684

ATTN: Char Stark

RE: Prosecution Services

Previous Balance \$780.00

Fees

			Hours	
11/05/2025	RLD	attend court hearings	0.50	60.00
11/07/2025	RLD	attend court hearings	0.50	60.00
11/11/2025	RLD	review Arnold matter; draft correspondence to victim	0.30	36.00
11/12/2025	RLD	attend court hearings	0.50	60.00
11/19/2025	RLD	attend court hearings	0.50	60.00
11/21/2025	RLD	notice witnesses for court trial and attend hearing	1.00	120.00
11/24/2025	RLD	attend court hearing	0.50	60.00
		Rebecca L. Duren	3.80	456.00
		For Current Services Rendered	3.80	456.00
		Total Current Work		456.00
		Balance Due		<u>\$1,236.00</u>

Please make checks payable to Kelly & Lemmons. Payments received after 11/30/2025 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

Statement Date:	12/04/2025
Client #	18305.04002
Statement #	19
Page	1

	FEES	EXPENSES	COSTS	BALANCE
18305-01001 Administration	448.00	0.00	8.50	\$456.50
18305-04001 Planning	90.00	0.00	0.00	\$90.00
18305-04002 Zoning Ordinance Review - ARPA Funds	5,190.00	0.00	0.00	\$5,190.00
	<u>5,728.00</u>	<u>0.00</u>	<u>8.50</u>	<u>\$5,736.50</u>



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

Statement Date:	12/04/2025
Client #	18305.01001
Statement #	19
Page	1

Administration

		RATE	HOURS	
11/03/2025	Review email from the Mayor regarding the vacant lots at Harmon Park; review deed and conservation easement.	180.00	0.30	54.00
11/04/2025	Review issue with easement between city-owned lots.	180.00	0.30	54.00
11/05/2025	Review emails regarding clear cutting of trees around Horseshoe Lake; review property information.	180.00	0.50	90.00
11/06/2025	Email regarding Harmon Park properties.	180.00	0.30	54.00
11/14/2025	Review Driveway Easement needed for 2600 Angell Road. Korine L. Land	180.00	0.20 1.60	36.00 288.00
11/20/2025	Draft Driveway Easement for 2600 Angell Road. Cynthia R. Kirchoff	180.00	0.50 0.50	90.00 90.00
10/31/2025	Conduct property research for Musser Park land trust; correspond with Dakota County Property Records re the same. Madisyn L. Clay	140.00	0.50 0.50	70.00 70.00
	FOR CURRENT SERVICES RENDERED		2.60	448.00
10/31/2025	Dakota County RecordEase Fees.			8.50
	TOTAL COSTS			8.50
	BALANCE DUE			<u>\$456.50</u>

Statement Date:	12/04/2025
Client #	18305.04001
Statement #	18
Page	2

Client #

18305-04001E

Statement #

18

Planning

		RATE	HOURS	
11/13/2025	Review and revise variance resolution for 145 Salem Church Road and forward to property owner's attorney.	180.00	<u>0.50</u>	<u>90.00</u>
	Korine L. Land		<u>0.50</u>	<u>90.00</u>
	FOR CURRENT SERVICES RENDERED		<u>0.50</u>	<u>90.00</u>
	BALANCE DUE			<u><u>\$90.00</u></u>

Zoning Ordinance Review - ARPA Funds

		RATE	HOURS	
10/26/2025	Revise proposed Zoning Ordinance and memo based on Planning Commission direction; review and continue revising ordinances related to Building Code, Fees, Land Use Alterations, Animals and Nuisances; email to Mayor regarding Animals and email to Planner regarding other ordinances.	180.00	4.20	756.00
10/27/2025	Review and forward updated memo and Zoning Ordinance to Christy Wilcox for the website; review City Code Ordinance revisions and continue to revise Fee ordinance amendment; email with Mayor O'Leary regarding Animals.	180.00	1.20	216.00
10/30/2025	Review and revise Sign ordinance draft; review comments from Lori Johnson on remaining City Code ordinances.	180.00	1.00	180.00
11/06/2025	Teams meeting with Lori Johnson regarding City Code amendments that are required due to deletion from Zoning Ordinances.	180.00	1.00	180.00
11/07/2025	Review and revise city code amendments; forward to city consultants for review and comments.	180.00	2.00	360.00
11/10/2025	Telephone conference with Jim Naves regarding Fee Ordinance, Animal Ordinance and Tree Preservation Ordinance.	180.00	0.50	90.00
11/15/2025	Review and revise City Code sections for Nuisances, Fees, Signs and Septic.	180.00	2.40	432.00
11/17/2025	Review changes needed to Septic Ordinance.	180.00	0.30	54.00
11/18/2025	Review and revise City Code ordinances removed from Zoning; email with Dan O'Leary.	180.00	0.50	90.00
	Review Septic Ordinance; telephone conference with Steve Kleist; prepare all ordinances for City Council meeting; email with the Mayor regarding ordinance amendments.	180.00	2.00	360.00
11/19/2025	Email and telephone conference with Dennis Schilling regarding ordinance amendments; emails with Dan O'Leary regarding the Septic Ordinance; revise Building Code Ordinance amendment to include			

		RATE	HOURS	
	language surrounding escrows for Temp. C/O.	180.00	1.70	306.00
11/20/2025	Continue reviewing and revising City Code amendments; prepare ordinance for final adoption of Zoning Ordinance; prepare for and attend Planning Commission meeting for final review of Zoning Ordinance.	180.00	3.30	594.00
11/24/2025	Finalize City Code amendments; prepare summary memo.	180.00	3.10	558.00
11/25/2025	Send ordinances to Christy Wilcox for posting on the City website. Korine L. Land	180.00	0.50 23.70	90.00 4,266.00
10/31/2025	Analyze and research existing farm animal city ordinances.	140.00	0.50	70.00
11/10/2025	Review ordinance and cross-references; correspond with attorney re the same.	140.00	0.50	70.00
11/11/2025	Revise ordinance repealing and replacing city code regarding nuisances.	140.00	3.00	420.00
11/20/2025	Draft and format ordinance repealing and replacing Section 402 of City Code.	140.00	1.80	252.00
11/24/2025	Revise plumbing section of building code.	140.00	0.40	56.00
11/25/2025	Revise building ordinance amendment; correspond with attorney re the same. Madisyn L. Clay	140.00	0.40 6.60	56.00 924.00
	FOR CURRENT SERVICES RENDERED		30.30	5,190.00
	BALANCE DUE			<u>\$5,190.00</u>
	TOTAL BALANCE DUE			<u>\$5,736.50</u>