



Meeting Location:  
Farmington City Hall, Council  
Chambers  
430 Third Street  
Farmington, MN 55024

## CITY COUNCIL REGULAR MEETING AGENDA

Monday, March 18, 2024

7:00 PM

Page

1. CALL TO ORDER 7:00 P.M.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVE AGENDA

5. ANNOUNCEMENTS / COMMENDATIONS

5.1. Donation of Five (5) Fire Suppression Tools to the Farmington Police Department

4 - 5

Ask any questions you may have and then Staff recommends that you adopt Resolution 2024-28 Accepting the Donation of Five (5) Fire Suppression Tools to the Farmington Police Department - from Corinthian Lodge No. 67 for use by the Farmington Police Department.

[Agenda Item: Accepting the Donation of Five Fire Suppression Tools to the Farmington Police Department - Pdf](#)

6. CITIZENS COMMENTS / RESPONSES TO COMMENTS

(This time is reserved for citizen comments regarding non-agenda items. No official action can be taken on these items. Speakers are limited to five minutes to address the city council during citizen comment time.)

7. CONSENT AGENDA

7.1. Additional Election Judges for 2024 Election Cycle

6 - 7

[Agenda Item: Additional Election Judges for 2024 Election Cycle - Pdf](#)

7.2. Minutes of the March 4, 2024 Council Work Session

8 - 14

[Agenda Item: Minutes of the March 4, 2024 Council Work Session - Pdf](#)

7.3. Minutes of the March 4, 2024 Regular City Council Meeting

15 - 21

[Agenda Item: Minutes of the March 4, 2024 Regular City Council Meeting - Pdf](#)

|       |   |           |
|-------|---|-----------|
| 7.4.  | Authorize Execution of a Professional Services Agreement with WSB LLC for the Review and Distribution of Two Alternative Urban Areawide Reviews<br><a href="#">Agenda Item: Authorize Execution of a Professional Services Agreement with WSB LLC for the Review and Distribution of two Alternative Urban Areawide R - Pdf</a> | 22 - 35   |
| 7.5.  | Zoning Ordinance Amendments to Title 10, Chapters 2 and 6 of the Farmington City Code<br><a href="#">Agenda Item: Zoning Ordinance Amendments to Title 10, Chapters 2 and 6 of the Farmington City Code - Pdf</a>   | 36 - 40   |
| 7.6.  | 2023 Investment Portfolio Overview<br><a href="#">Agenda Item: 2023 Investment Portfolio Overview - Pdf</a><br>2023 Investment Portfolio Overview   | 41 - 44   |
| 7.7.  | Payment of Claims<br><a href="#">Agenda Item: Payment of Claims - Pdf</a><br>Payment of Claims  | 45 - 46   |
| 7.8.  | Fire Service Agreements with Castle Rock Township and the City of Empire<br><a href="#">Agenda Item: Fire Service Agreements with Castle Rock Township and the City of Empire - Pdf</a>   | 47 - 60   |
| 7.9.  | Addition of Fire Marshal Position<br><a href="#">Agenda Item: Addition of Fire Marshal position - Pdf</a>   | 61 - 63   |
| 7.10. | Interim Fire Chief<br><a href="#">Agenda Item: Interim Fire Chief - Pdf</a>   | 64        |
| 7.11. | Personnel Policy Update<br><a href="#">Agenda Item: Personnel Policy Update - Pdf</a>   | 65 - 76   |
| 7.12. | Staff Changes and Recommendations<br><a href="#">Agenda Item: Staff Changes and Recommendations - Pdf</a>   | 77        |
| 7.13. | Purchase of a Dump Truck<br><a href="#">Agenda Item: Purchase of a Dump Truck - Pdf</a>   | 78 - 112  |
| 7.14. | Purchase of a Salt Storage Facility<br><a href="#">Agenda Item: Purchase of a Salt Storage Facility - Pdf</a>   | 113 - 119 |
| 7.15. | Purchase of a Tandem Roller<br><a href="#">Agenda Item: Purchase of a Tandem Roller - Pdf</a>   | 120 - 123 |

8. PUBLIC HEARINGS

9. AWARD OF CONTRACT

10. PETITIONS, REQUESTS AND COMMUNICATIONS

11. UNFINISHED BUSINESS

12. NEW BUSINESS

- 12.1. Parks and Recreation Department's 2023 Annual Report and 2024 Goals

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The City Council is asked to listen to the annual report presentation and ask any questions they have during and/or after the presentation has been made. This item is for informational purposes only.

[Agenda Item: Parks and Recreation Department's 2023 Annual Report and 2024 Goals - Pdf](#)

13. CITY COUNCIL ROUNDTABLE

14. ADJOURN

## REGULAR COUNCIL AGENDA MEMO

**To:** Mayor, Councilmembers and City Administrator  
**From:** Gary Rutherford, Police Chief  
**Department:** Police  
**Subject:** Donation of Five (5) Fire Suppression Tools to the Farmington Police Department  
**Meeting:** Regular Council - Mar 18 2024

### INTRODUCTION:

The Farmington Police Department recently received a donation of five (5) Fire Suppression Tools (FSTs) from Corinthian Lodge No. 67, based in Farmington.

### DISCUSSION:

One of the responsibilities of the Farmington Police Department is fire scene response. While our Police Officers aren't trained Firefighters, we do generally arrive ahead of fire personnel simply because we are already working and on duty. Historically, we have been limited to ensuring structures are evacuated, locating nearby fire hydrants, closing down the area to traffic and pedestrians, etc. We don't take an active role in fire suppression because we don't have the tools, the training, or the safety equipment to do so.

Technology has been developed that will allow untrained personnel to slow the progression of a working structure fire, the Fire Suppression Tool (FST). The FST can be thrown into a structure and then will automatically introduce a fire suppression agent to reduce the temperature in the room and buy the Fire Department some precious time.

The members of Corinthian Lodge No. 67 have generously donated five (5) FSTs to the Farmington Police Department at a total value of \$4,500.00.

### BUDGET IMPACT:

The FSTs were purchased by Corinthian Lodge No. 67 and donated in full to the Farmington Police Department. There is no budget impact.

### ACTION REQUESTED:

Ask any questions you may have and then Staff recommends that you adopt Resolution 2024-28 Accepting the Donation of Five (5) Fire Suppression Tools to the Farmington Police Department - from Corinthian Lodge No. 67 for use by the Farmington Police Department.

### ATTACHMENTS:

[FST Donation Resolution](#)

**CITY OF FARMINGTON  
DAKOTA COUNTY, MINNESOTA**

**RESOLUTION 2024-28**

**A RESOLUTION ACCEPTING THE DONATION  
OF FIVE (5) FIRE SUPPRESSION TOOLS  
TO THE FARMINGTON POLICE DEPARTMENT**

**WHEREAS**, Corinthian Lodge No. 67 of Farmington donated five (5) Fire Suppression Tools to the Farmington Police Department at a value of \$900.00 each or a total value of \$4,500.00; and

**WHEREAS**, the Farmington Police Department will utilize these tools during the course and scope of their duties; and,

**WHEREAS**, it is required by state statute that such donations be formally accepted; and,

**WHEREAS**, it is in the best interests of the City to accept this donation.

**NOW, THEREFORE, BE IT RESOLVED**, that Farmington Mayor and City Council hereby accepts with sincere gratitude this generous donation of Fire Suppression Tools to be utilized by the Farmington Police Department.

Adopted by the City Council of the City of Farmington, Minnesota, this 18<sup>th</sup> day of March 2024.

ATTEST:

\_\_\_\_\_  
Joshua Hoyt, Mayor

\_\_\_\_\_  
Shirley R Buecksler, City Clerk

## REGULAR COUNCIL AGENDA MEMO

**To:** Mayor, Councilmembers and City Administrator  
**From:** Shirley Buecksler, City Clerk  
**Department:** Administration  
**Subject:** Additional Election Judges for 2024 Election Cycle  
**Meeting:** Regular Council - Mar 18 2024

### INTRODUCTION:

For Council approval is a resolution appointing additional Election Judges for the 2024 election cycle.

### DISCUSSION:

Per Minnesota Statutes 204B.21, *"Election Judges for precincts in a municipality shall be appointed by the governing body of the municipality. Appointments shall be made at least 25 days before the election at which the election judges will serve, except that the appointing authority may pass a resolution authorizing the appointment of additional election judges within the 25 days before the election if the appointing authority determines that additional election judges will be required."*

Resolution 2024-06, adopted by the City Council on January 16, 2024, authorized the City Clerk to *"assign Election Judges to the precincts, in accordance with statutory requirements, and to make substitutions or additions as deemed necessary in order to fill vacancies."*

Michelle Hinze and Joseph Hinze were contacted by the City Clerk on March 4th when, for certain reasons, additional judges were needed at two polling sites the following morning. Staff would like to thank Michelle and Joseph for graciously stepping up to work at a moment's notice.

### BUDGET IMPACT:

Costs included in the City's 2024 budget.

### ACTION REQUESTED:

Adopt Resolution 2024-27 Appointing Additional Election Judges for the March 5, 2024 Presidential Nomination Primary, the August 13, 2024 State Primary, and the November 5, 2024 General Election.

### ATTACHMENTS:

[2024-27 Appointing Additional Election Judges for the 2024 Election Cycle](#)

**CITY OF FARMINGTON  
DAKOTA COUNTY, MINNESOTA**

**RESOLUTION 2024-06**

**A RESOLUTION APPOINTING ADDITIONAL ELECTION JUDGES FOR THE  
MARCH 5, 2024 PRESIDENTIAL NOMINATION PRIMARY,  
THE AUGUST 13, 2024 STATE PRIMARY,  
AND THE NOVEMBER 5, 2024 GENERAL ELECTION**

**WHEREAS**, pursuant to Minnesota Statutes 204B.21, Subdivision 2, the City Council must appoint Election Judges to serve in upcoming elections at least 25 days prior to the election, with the exception of appointing additional Election Judges within the 25 days before the election if it is determined that additional Election Judges will be required; and

**WHEREAS**, elections to be held in the City of Farmington, County of Dakota, State of Minnesota, include the Presidential Nomination Primary scheduled for March 5, 2024, the State Primary scheduled for August 13, 2024, and the General Election scheduled for November 5, 2024.

**NOW, THEREFORE, BE IT RESOLVED**, that the Farmington City Council appoints the persons listed herein below to positions of Head Judge, Election Judge, Health Care Facility Judge, Absentee Ballot Board Judge, and Election Assistant to serve at any and all elections in the capacity given by the City Clerk and conducted by the City of Farmington, subject to change as needed in order to maintain major political party balance, pursuant to Minnesota Statutes 204B.19, Subdivision 5.

**BE IT FURTHER RESOLVED** that the City Clerk is authorized to assign Election Judges to the precincts, in accordance with statutory requirements, and to make substitutions or additions as deemed necessary in order to fill vacancies.

|                |              |
|----------------|--------------|
| Michelle Hinze | Joseph Hinze |
|----------------|--------------|

Adopted by the City Council of the City of Farmington, Minnesota, this 18<sup>th</sup> day of March 2024.

ATTEST:

\_\_\_\_\_  
Joshua Hoyt, Mayor

\_\_\_\_\_  
Shirley R Buecksler, City Clerk

## REGULAR COUNCIL AGENDA MEMO

**To:** Mayor, Councilmembers and City Administrator  
**From:** Shirley Buecksler, City Clerk  
**Department:** Administration  
**Subject:** Minutes of the March 4, 2024 Council Work Session  
**Meeting:** Regular Council - Mar 18 2024

### INTRODUCTION:

Approve the minutes of the March 4, 2024 Council Work Session.

### DISCUSSION:

Not applicable

### BUDGET IMPACT:

Not applicable

### ACTION REQUESTED:

Approve the minutes of the March 4, 2024 Council Work Session.

### ATTACHMENTS:

[03.04.24 Work Session Minutes](#)

**City of Farmington**  
**City Council Work Session Minutes**  
**Monday, March 4, 2024**

The City Council met in a Work Session on Monday, March 4, 2024, at Farmington City Hall, 430 3<sup>rd</sup> Street, Farmington, Minnesota.

**1. CALL TO ORDER**

Mayor Hoyt called the Work Session to order at 5 p.m.

Members Present: Mayor Joshua Hoyt  
Councilmembers Holly Bernatz, Nick Lien, Katie Porter,  
and Steve Wilson

Members Absent: None

Staff Present: Julie Flaten, Asst City Administrator/HR Director  
Kim Sommerland, Finance Director  
Kellee Omlid, Parks & Recreation Director  
Tony Wippler, Planning Manager  
Gary Rutherford, Police Chief  
John Powell, Public Works Director  
Shirley Buecksler, City Clerk

Others Present: Rita Trapp, HKGi

Members of the Planning Commission:  
Chair Dirk Rotty  
Commissioners LeeAnn Lehto, Mitchell Snobeck,  
and Krista Tesky

**2. APPROVE AGENDA**

Motion was made by Councilmember Porter and seconded by Councilmember Wilson to approve the agenda, as presented.

Motion carried: 5 ayes / 0 nays

**3. DISCUSSION ITEMS**

**3.1 2040 Comprehensive Plan Update**

The Planning Commission met previously with HKGi. Chair Rotty said it was a good presentation with good discussion.

Manager Wippler introduced Rita Trapp of HKGi and said we met last month with the Planning Commission and went over a lot of the information that is in the packet for this evening. Staff believes it is important to have the City Council and

Planning Commission together tonight to make sure we are all on the same page and that Staff are moving this in the direction that both the City Council and Planning Commission find appropriate. Once we have that direction, we will look forward to having an open house on the preferred land use, followed by a public hearing and adoption.

Ms. Trapp said the purpose of this project is to update the vision, guiding principles, and strategies. Then we will work with Staff on creating the future land use plan which will be used to identify the needed public improvements. Once the future land use is set, we can move forward and analyze and provide the numbers that are needed to understand what the infrastructure improvements would need to be.

Ms. Trapp presented the 2040 Comprehensive Plan update.

### Vision Statement

#### **Celebrating Our Past. Boldly Defining Our Future.**

*“In the City of Farmington, we value people and neighborhoods and we celebrate businesses and traditions. We are bold in pursuing opportunities and investments that support quality and sustainable growth, a complete and connected community, and a vibrant and resilient economy.”*

### Guiding Principles and Strategies

#### **Quality and Sustainable Growth**

##### Guiding Principles

- 1) Guide the location and form of development to ensure growth is managed in a sustainable manner and natural resources are protected.
- 2) Create interesting neighborhoods that strengthen Farmington’s hometown feel.
- 3) Preserve and protect historical and cultural resources.

#### **Complete and Connected Community**

##### Guiding Principles

- 4) Create high-quality neighborhoods that are connected by parks, open spaces, and trails.
- 5) Provide a transportation system that supports the efficient and effective movement of people and goods for all modes of transportation.
- 6) Recognize that all people have inherent value and are celebrated and welcomed.

## **Vibrant and Resilient Economy**

### Guiding Principles

- 7) Promote and support a dynamic economy that distinguishes itself in the region.
- 8) Enhance the vitality and vibrancy of Farmington's commercial districts.

## **Opportunities and Investments**

### Guiding Principles

- 9) Maintain a positive and proactive approach to the City budget, ensuring investment decisions are cost-effective and provide a long-term benefit.

## Future Land Use

### **Farmington's Land Use Categories**

- Agriculture
- Low Density Residential
- Low/Medium Density Residential
- Medium Density Residential
- High Density Residential
- Commercial
- Mixed Use (Commercial/Residential)
- Mixed Use (Commercial/Industrial)
- Industrial
- Public/Semi-Public
- Park/Open Space
- Right-of-Way

### Future Land Use Distribution

Table 3.3 and Figure 3.3 (attached) show the land use proposed in the 2040 Comprehensive Plan.

The City Council and Planning Commissioners asked questions and received answers. In summary, general agreement is they would like to see more commercial in the land use plan.

## **4. COUNCIL COMMITTEE UPDATE**

## **5. CITY ADMINISTRATOR UPDATE**

**6. ADJOURNMENT**

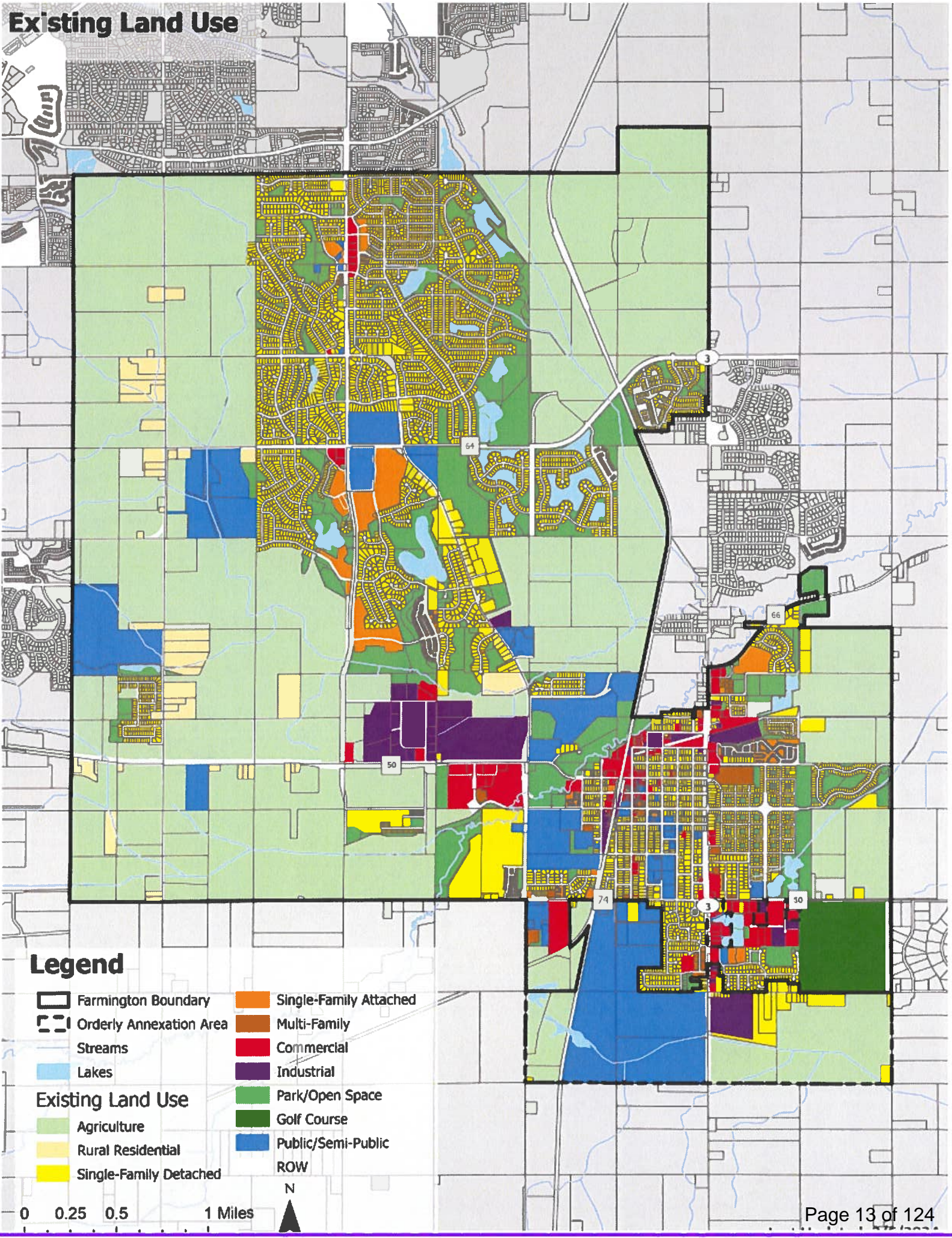
Motion was made by Councilmember Wilson and seconded by Councilmember Bernatz to adjourn the meeting at 6:49 p.m.

Motion carried: 5 ayes / 0 nays.

Respectfully submitted,

Shirley R Buecksler  
City Clerk

# Existing Land Use



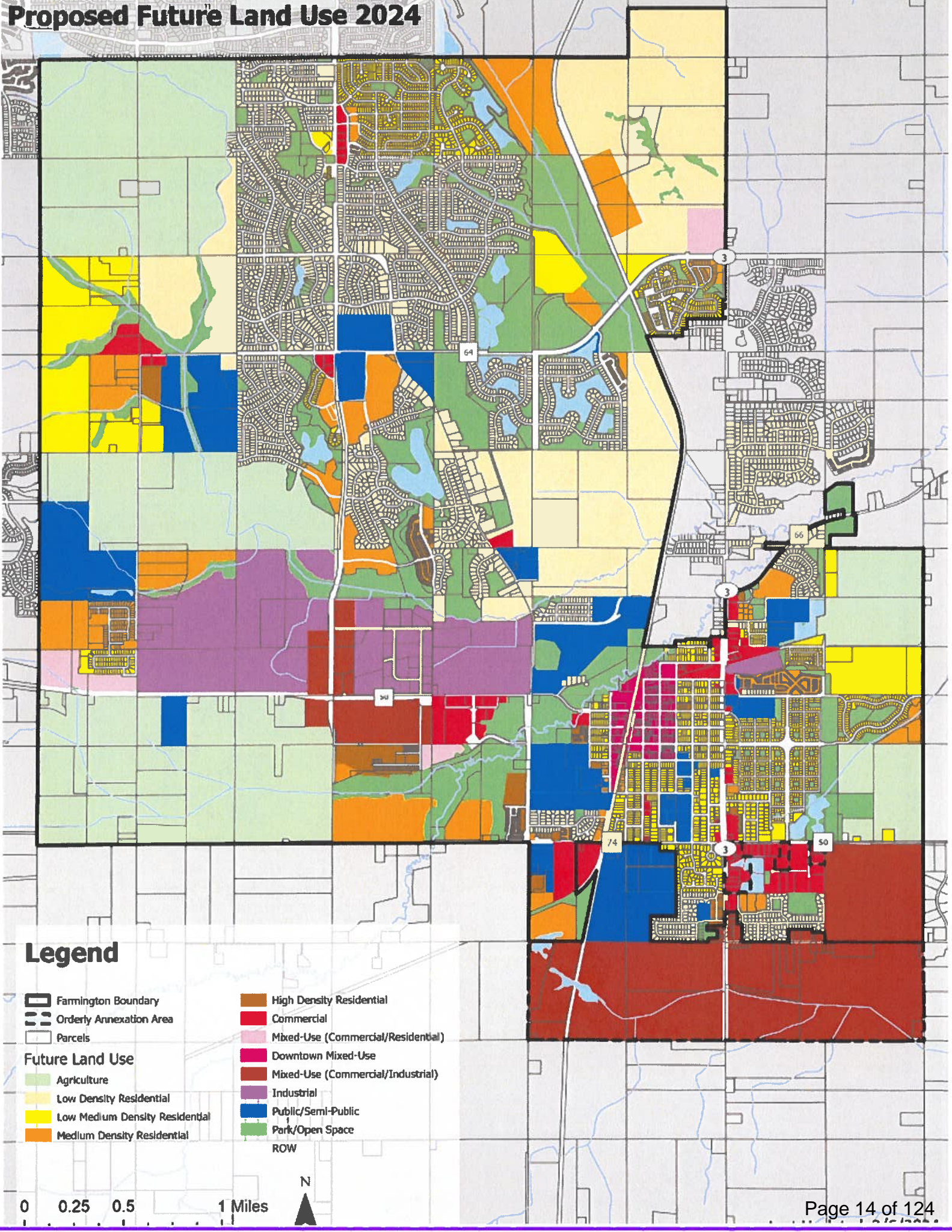
## Legend

- |                          |                        |
|--------------------------|------------------------|
| Farmington Boundary      | Single-Family Attached |
| Orderly Annexation Area  | Multi-Family           |
| Streams                  | Commercial             |
| Lakes                    | Industrial             |
| <b>Existing Land Use</b> | Park/Open Space        |
| Agriculture              | Golf Course            |
| Rural Residential        | Public/Semi-Public     |
| Single-Family Detached   | ROW                    |

0 0.25 0.5 1 Miles



# Proposed Future Land Use 2024



## Legend

- Farmington Boundary
  - Orderly Annexation Area
  - Parcels
- Future Land Use**
- Agriculture
  - Low Density Residential
  - Low Medium Density Residential
  - Medium Density Residential
  - High Density Residential
  - Commercial
  - Mixed-Use (Commercial/Residential)
  - Downtown Mixed-Use
  - Mixed-Use (Commercial/Industrial)
  - Industrial
  - Public/Semi-Public
  - Park/Open Space
- ROW

0 0.25 0.5 1 Miles





 430 Third St., Farmington, MN 55024  
 651-280-6800  
 FarmingtonMN.gov

## REGULAR COUNCIL AGENDA MEMO

**To:** Mayor, Councilmembers and City Administrator  
**From:** Shirley Buecksler, City Clerk  
**Department:** Administration  
**Subject:** Minutes of the March 4, 2024 Regular City Council Meeting  
**Meeting:** Regular Council - Mar 18 2024

### INTRODUCTION:

Approve the minutes of the March 4, 2024 City Council meeting.

### DISCUSSION:

Not applicable

### BUDGET IMPACT:

Not applicable

### ACTION REQUESTED:

Approve the minutes of the March 4, 2024 City Council meeting.

### ATTACHMENTS:

[03.04.24 Council Minutes](#)

**City of Farmington  
Regular Council Meeting Minutes  
Monday, March 4, 2024**

The City Council met in regular session on Monday, March 4, 2024, at Farmington City Hall, 430 3<sup>rd</sup> Street, Farmington, Minnesota.

**1. CALL TO ORDER**

Mayor Hoyt called the meeting to order at 7:00 p.m.

**2. PLEDGE OF ALLEGIANCE**

Mayor Hoyt led everyone in the Pledge of Allegiance.

**3. ROLL CALL**

Members Present: Mayor Joshua Hoyt  
Councilmembers Holly Bernatz, Nick Lien, Katie Porter,  
and Steve Wilson

Members Absent: None

Staff Present: Lynn Gorski, City Administrator  
Julie Flaten, Asst City Administrator/HR Director  
Leah Koch, City Attorney  
Deanna Kuennen, Community & Economic Development Director  
Kim Sommerland, Finance Director  
Kellee Omlid, Parks & Recreation Director  
Gary Rutherford, Police Chief  
John Powell, Public Works Director  
Shirley Buecksler, City Clerk

**4. APPROVE AGENDA**

Motion was made by Councilmember Bernatz and seconded by Councilmember Wilson to approve the agenda, as presented.

Motion carried: 5 ayes / 0 nays

**5. ANNOUNCEMENTS / COMMENDATIONS**

None.

**6. CITIZENS COMMENTS / RESPONSES TO COMMENTS**

None.

## **7. CONSENT AGENDA**

- 7.1 Resolution 2024-26 Appointing Additional Election Judges for the March 5, 2024 Presidential Nomination Primary, the August 13, 2024 State Primary, and the November 5, 2024 General Election
- 7.2 Gambling Event Permit Application from Northfield Golf Ducks Unlimited Chapter #0113
- 7.3 Minutes of the February 5, 2024 City Council Work Session
- 7.4 Minutes of the February 5, 2024 Regular City Council Meeting
- 7.5 Minutes of the February 20, 2024 Regular City Council Meeting
- 7.6 Addendum to Professional Services Agreement for Electrical Services
- 7.7 Development Contract – Meadowview Preserve
- 7.8 Termination of Professional Services Agreement for Inspection of Electrical Installations Between the City of Farmington and Michael Hawke, SP
- 7.9 Payment of Claims
- 7.10 Staff Changes and Recommendations, Including:
  - Appointment of Taylor Rondo as a Seasonal Tennis Supervisor
- 7.11 Agreement with The Foot Nurse for Footcare Services
- 7.12 Resolution 2024-24 Accepting a Donation of \$167.80 from Happy Harry's Furniture to the Rambling River Center
- 7.13 Award of Contract for the Well 5 Retaining Wall Repair Project to VADA Contracting, LLC for the Bid Amount of \$93,413.00
- 7.14 Award of Contract for the Winter 2024 Ash Removal Project to Sorenson Tree Service for the Quoted Amount of \$83,978.24

Motion was made by Councilmember Porter and seconded by Councilmember Lien to approve the Consent Agenda, as presented.

Motion carried: 5 ayes / 0 nays.

## **8. PUBLIC HEARINGS**

None.

## **9. AWARD OF CONTRACT**

None.

## **10. PETITIONS, REQUESTS AND COMMUNICATIONS**

None.

## **11. UNFINISHED BUSINESS**

None

## **12. NEW BUSINESS**

### **12.1 Appointment to the Rambling River Center Advisory Board**

Motion was made by Councilmember Wilson and seconded by Councilmember Bernatz to appoint Jeff Spillman to the Rambling River Center Advisory Board for a term effective March 4, 2024 and ending January 31, 2027.

Motion carried: 5 ayes / 0 nays.

## **13. CITY COUNCIL ROUNDTABLE**

City Attorney Koch:

Reminder that there are two judicial vacancies on the Supreme Court coming up with the retirement of Justice G. Barry Anderson and Justice Margaret Chutich. In the coming year, we will be hearing about two new Supreme Court Justices.

Councilmember Lien:

To our Police and Fire Departments, thank you for your coverage of Burnsville over the last couple of weeks. I know it's been chaotic, but I certainly appreciate it.

Councilmember Bernatz:

I had a great time at the employee celebration Thursday and the opportunity to gather. Also, a huge shout-out to the Farmington High School students that performed in Cabaret this past weekend. We have an amazingly talented group of kids, and they did three shows at Boeckman Middle School, and they did a fantastic job.

Councilmember Porter:

Thank you to everyone who put together the employee appreciation event and for keeping it light and fun. That time of collaboration and seeing one another outside the work world is very important.

Congratulations to Jim Murphy on his retirement. He has been an amazing addition and mentor to our Farmington Police Department. We are so thankful for his time on the force, as well as Cassie Redmond-Palo whose last day was today. We are super fortunate to have had her for the last 18 plus years and we are going to miss her, but we wish her well in all her future endeavors.

Councilmember Wilson:

Thank you to everyone involved in the employee appreciation lunch. There was a lot of enthusiasm and clearly the employees appreciated it, so thanks to all of you for coordinating that.

We have added three more election judges, so thank you to those in the community that have stepped up to serve in that way.

The Farmington Girls High School Bowling Team won State over the weekend. This comes after the mixed Boy-Girl Team won State in the fall. It's really amazing. There is one girl on the team that will be bowling in college. For those that aspire or are good at the sport, there can be an exciting future with that. Shout-out to Coaches Bob Hessler and Chris Hallaway. Congratulations to all of them for the huge accomplishment.

And last, but not least, I am honored to have my sister, Sandy, here who flew 1,700 miles from Seattle to grace us tonight.

Administrator Gorski:

Thank you to City Council for showing up to the employee recognition event. It's great to see you there and support Staff as you always do. Thank you to Julie and Terri for organizing the event. It was greatly appreciated. Thank you.

Clerk Buecksler:

Election Day is tomorrow. Polls will be open from 7 a.m. to 8 p.m.

Director Flaten:

All of our parks maintenance staff positions are already filled for the summer. We have a number of returning folks which is super great. We also have a number of positions in the recreation area where we need applicants for summer.

Director Kuennen:

Our own Stephanie Aman, who is our Economic Development Coordinator, was named as the Minnesota Economic Development Association's 2023 Emerging Professional of the Year. This is a huge honor, and she is one of our own and deserves it. At the upcoming EDA meeting, we will be able to share with you the video that was produced as part of the award and let her share the award and what it means to her. It definitely is an honor and speaks to the level of talent we have working with the City.

Director Powell:

Thank you for awarding the contract for the Well 5 Retaining Wall repair. A lot of people drive by that wall and I'm very pleased we will be able to get that cleaned up and replaced.

Also, with the warmer weather, Public Works crews took out about 150 ash trees. As they weren't doing snow and ice removal, they were able to focus on the EAB (Emerald Ash Borer) management plan we have in place, so we are making progress.

Director Omlid:

I want to welcome Jeff Spillman to the Rambling River Center Advisory Board. He is going to be a great addition, and we are looking forward to him being at our meeting next Monday.

Its Dew Run season and not too early to start training for the Dew Run. Registration is available online at [farmingtonmn.gov](http://farmingtonmn.gov). We have a one mile, a four mile, and a half mile junior jog on Saturday, June 22. Join us for the Dew Run.

Chief Rutherford:

I would like to acknowledge the retirement of Detective Sergeant Jim Murphy after 28 years with Farmington. For those of you that don't know him well, he is the kind of cop that we should all aspire to be, as well as the human we should all be aspiring to be. He is a stellar guy, and it's going to be hard to imagine what our Department is going to be like without him.

Today was also Officer Cassie Redmond-Palo's last day with us. After 19 years, I remember when we hired her as a CSO and to see her leaving us now to take a promotion with the Sheriff's Office, it's a little bittersweet. It's super exciting for her and her family but it is most genuinely a loss for the Farmington Police Department. She is just a fantastic cop and a fantastic person. She has done a lot for us over the years, and we are going to miss her.

Lastly, to everybody who reached out with either emails or phone calls or text messages over the last two weeks to me or anybody else at the Police Department or the Fire Department, a very heartfelt thank you.

Mayor Hoyt:

Cassie's promotion to the County and Jim's retirement are huge losses for the community. It's great for both of them, but it is also bittersweet.

A huge thank you to the entire team for the employee recognition event. It was outstanding to see so many of our teammates show up, let loose and have fun, and relax in a non-work environment. To see the departments crossing and people intermixing, it was fun to see the positive culture that we continue to build and work on.

There is legislation sitting at the state right now between the Senate and the House. I typically don't like to get involved in this, but one of our pillars is community engagement and transparency, and I think it's imperative that people know what's happening right now. There is a situation that may reduce the City's ability to have that level of engagement if some of these bills are passed.

This regards [HF4009](#) and [SF3964](#). These are bills that are now being heard in St. Paul that would bring lasting and significant consequences to every homeowner and taxpayer in cities across Minnesota. They eliminate the City authority to oversee local planning and zoning of our residential neighborhoods in exchange for a one size fits all approach. The verbiage specifically prohibits public engagement. As we go through new opportunities as they come up, one of the things that we, as the Council and our team, push for is community involvement. But this piece of legislation, as written in its current form, specifically prohibits public engagement.

While that law gives the developer the full protection of statute to do that, it also strips each and every one of us of our right to a public hearing or to voice support or opposition of new developments. Compounding the problems with this legislation, the unplanned for density would sit on top of existing infrastructure and streets, irrespective of the ability to meet the demand.

Our residents need to be aware of that. And that we, as a Council, have said that community engagement and transparency are imperative in the process. This is something that, with the proposed legislation, our residents would be deprived of and strictly forbidden, as is written in its current form. I encourage you to do some research, reach out and talk to your legislators, and ask questions.

#### **14. ADJOURNMENT**

Motion was made by Councilmember Wilson and seconded by Councilmember Lien to adjourn the meeting at 7:13 p.m.

Motion carried: 5 ayes / 0 nays.

Respectfully submitted,

Shirley R Buecksler  
City Clerk

## REGULAR COUNCIL AGENDA MEMO

**To:** Mayor, Councilmembers and City Administrator  
**From:** Deanna Kuennen, Community Dev Director  
**Department:** Community Development  
**Subject:** Authorize Execution of a Professional Services Agreement with WSB LLC for the Review and Distribution of Two Alternative Urban Areawide Reviews  
**Meeting:** Regular Council - Mar 18 2024

### INTRODUCTION:

The City of Farmington is anticipating potential development of two large areas of land. Due to the size of these areas, some level of environmental review will be required. The Alternative Urban Areawide Review (AUAR) process has been determined to be the preferred environmental review method which will provide compliance with MN Rule 4410 and offer flexibility for different development options. Staff is seeking authorization to execute a Professional Services Agreement with WSB LLC to assist the City with all of the review and distribution of documents associated with the AUAR process, as prescribed by the Environmental Quality Board.

### DISCUSSION:

An AUAR is a planning tool used to understand how different development scenarios will affect the environment of their community before development occurs. This process is designed to look at the cumulative impacts of anticipated development scenarios within a given geographical area. The content, format, and process of an AUAR is specifically defined in MN Rule 4410.

The City of Farmington is anticipating the development of two large areas, both of which can utilize the AUAR process to provide compliance with MN Rule 4410. Due to the complexities of these documents and the required steps, reviews, and distribution demands and timelines - City Staff reached out to WSB to assist with the review and distribution of the documents, as well as perform the review of the agency comments and preparation of the AUAR orders and adoption documents associated with the environment review process. The scope of services to be provided includes:

- Review of two development scenarios for each development area.
- Distribution of AUAR order and scoping documents per MN Rule 4410.3610, Subpart 5a
- Preparation of final AUAR order
- Review of Draft AUAR and Mitigation Plans including review of agency comments and responses.
- Review of Final AUAR and Mitigation Plans including preparation of documents related to the adoption of the Final AUARs

At the completion of these steps - the Final AUARs and adoption documentation would be submitted to the Environmental Quality Board and review agencies.

The cost of the preparation of the actual AUARs documents will be the responsibility of the potential developers. The completed AUARs are good for five (5) years, during which time the sites can be marketed for development knowing that the environmental review process is complete and mitigation measures (if any) have already been identified and approved by the necessary state agencies.

**BUDGET IMPACT:**

\$33,900 - from the EDA Budget

**ACTION REQUESTED:**

Authorize execution of a Professional Services Agreement with WSB to assist the City with the review and distribution of two AUAR documents.

**ATTACHMENTS:**

[031824 PSA WSB AUAR RGU Review Assistance](#)

## PROFESSIONAL SERVICES AGREEMENT

This **Professional Services Agreement** (“Agreement”) is made this 18th day of March, 2024, by and between the **CITY OF FARMINGTON**, a Minnesota municipal corporation, whose business address is 430 3rd St, Farmington, MN 55024 (hereinafter "City") and WSB LLC, a Limited Liability Company, whose business address is 701 Xenia Avenue South, Suite 300, Minneapolis, MN 55416 (hereinafter "Engineer").

### PRELIMINARY STATEMENT

The City has adopted a policy regarding the selection and hiring of consultants to provide a variety of professional services for City projects. That policy requires that persons, firms or corporations providing such services enter into written agreements with the City. The purpose of this Agreement is to set forth the terms and conditions for the provision of professional services by Engineer for engineering services, hereinafter referred to as the "Work", and as outlined on Exhibit “A” attached hereto.

### IN CONSIDERATION OF THEIR MUTUAL COVENANTS, THE PARTIES AGREE AS FOLLOWS:

**1. SCOPE OF SERVICES.** The City retains Engineer to furnish the services set forth on the attached Exhibit “A”. The Engineer agrees to perform the services. Engineer shall provide all personnel, supervision, services, materials, tools, equipment and supplies and do all things necessary and ancillary thereto specified on Exhibit “A”. The Work to be performed under this Agreement shall be done under the review of a professional engineer licensed in the State of Minnesota, who shall attest that the Work will be performed in compliance with all applicable codes and engineering standards. The Work shall be performed in accordance with the Contract Documents, which includes this Agreement and the attached Exhibits: Exhibit “A” – Scope of Services, Exhibit “B” – Schedule of Payment and Fee Schedule. In the event any ambiguity or conflict between the Contract Documents listed above, the order of precedence shall be the following order: (i) this Agreement; (ii) Exhibit “A”, (iii) Exhibit “B”.

**2. REPRESENTATIVES.** City has designated John Powell, Public Works Director/City Engineer (the “City Representative”), and the Engineer has designated Mark Erichson, Director of Municipal Program Delivery (the “Engineer Representative”). The City Representative and the Engineer Representative shall be available as often as is reasonably necessary for reviewing the Services and Work to be performed.

**3. COMPENSATION FOR SERVICES.** Engineer shall be paid by the City for the services described in Exhibit “A” on an hourly basis in accordance with the attached fee schedule, Exhibit “B”, but not to exceed \$33,900 inclusive of taxes and reimbursable costs.

A. Any changes in the scope of the Work which may result in an increase to the compensation due the Engineer shall require prior written approval by the

authorized representative of the City or by the City Council. The City will not pay additional compensation for services that do not have prior written authorization.

- B. Special Consultants may be utilized by the Engineer when required by the complex or specialized nature of the Project and when authorized in writing by the City.

**4. COMPLETION DATE/TERM.** The Engineer must complete the Services by October 31, 2024. This Agreement may be extended upon the written mutual consent of the parties for such additional period as they deem appropriate, and upon the terms and conditions as herein stated.

**5. OWNERSHIP OF DOCUMENTS.** All plans, diagrams, analyses, reports and information generated in connection with the performance of the Agreement (“Information”) shall become the property of the City, but Engineer may retain copies of such documents as records of the services provided. The City may use the Information for its purposes and the Engineer also may use the Information for its purposes. Use of the Information for the purposes of the project contemplated by this Agreement does not relieve any liability on the part of the Engineer, but any use of the Information by the City or the Engineer beyond the scope of the Project is without liability to the other, and the party using the Information agrees to defend and indemnify the other from any claims or liability resulting therefrom.

**6. COMPLIANCE WITH LAWS AND REGULATIONS.** In providing services hereunder, Engineer shall abide by all statutes, ordinances, rules, and regulations pertaining to the provisions of services to be provided. Any violation of statutes, ordinances, rules, and regulations pertaining to the Services to be provided shall constitute a material breach of this Agreement and entitle the City to immediately terminate this Agreement. Engineer’s books, records, documents, and accounting procedures and practices related to services provided to the City are subject to examination by the legislative auditor or the state auditor, as appropriate, for a minimum of six years.

**7. STANDARD OF CARE.** Engineer shall exercise the same degrees of care, skill, and diligence in the performance of the Services as is ordinarily possessed and exercised by a professional engineer under similar circumstances. Engineer shall be liable to the fullest extent permitted under applicable law, without limitation, for any injuries, loss, or damages proximately caused by Engineer’s breach of this standard of care. Engineer shall put forth reasonable efforts to complete its duties in a timely manner. Engineer shall not be responsible for delays caused by factors beyond its control or that could not be reasonably foreseen at the time of execution of this Agreement. Engineer shall be responsible for costs, delays, or damages arising from unreasonable delays in the performance of its duties. No other warranty, expressed or implied, is included in this Agreement. City shall not be responsible for discovering deficiencies in the accuracy of Engineer’s services.

**8. INDEMNIFICATION.** The Engineer shall defend, indemnify and hold harmless the City, its officers, agents, and employees, of and from any and all judgments, claims, damages, demands, actions, causes of action, including costs and attorney's fees paid or incurred resulting from any breach of this Agreement by Engineer, its agents, contractors and employees, or any

negligent or intentional act or omission performed, taken or not performed or taken by Engineer, its agents, contractors and employees, relative to this Agreement. City will indemnify and hold Engineer harmless from and against any loss for injuries or damages arising out of the negligent acts of the City, its officers, agents, or employees.

**9. INSURANCE.**

a. General Liability. Prior to starting the Work, Engineer shall procure, maintain, and pay for such insurance as will protect against claims or loss which may arise out of operations by Engineer or by any subcontractor or by anyone employed by any of them or by anyone for whose acts any of them may be liable. Such insurance shall include, but not be limited to, minimum coverages and limits of liability specified in this Paragraph, or required by law.

b. Engineer shall procure and maintain the following minimum insurance coverages and limits of liability for the Work:

|                                    |   |
|------------------------------------|---|
| Worker’s Compensation              | Statutory Limits  |
| Employer’s Liability               | \$500,000 each accident<br>\$500,000 disease policy limit<br>\$500,000 disease each employee                          |
| Commercial General Liability       | \$2,000,000 property damage and bodily injury per occurrence<br>\$2,000,000 general aggregate                         |
| Comprehensive Automobile Liability | \$1,000,000 combined single limit each accident (shall include coverage for all owned, hired and non-owned vehicles.) |

Commercial General Liability requirements may be met through a combination of umbrella or excess liability insurance.

The City shall be named as an additional insured on the general liability and umbrella policies.

c. Professional Liability Insurance. In addition to the coverages listed above, Engineer shall maintain a professional liability insurance policy in the amount of \$2,000,000. Said policy need not name the City as an additional insured.

- d. Engineer shall maintain “stop gap” coverage if Engineer obtains Workers’ Compensation coverage from any state fund if Employer’s liability coverage is not available.
- e. All policies, except the Worker’s Compensation Policy, Automobile Policy, and Professional Liability Policy, shall name the “City of Farmington” as an additional insured.
- f. All policies, except the Professional Liability Policy, shall apply on a “per project” basis.
- g. All policies shall contain a waiver of subrogation in favor of the City.
- h. All policies, except for the Worker’s Compensation Policy and the Professional Liability Policy, shall be primary and non-contributory.
- i. All policies, except the Worker’s Compensation Policy, shall insure the defense and indemnity obligations assumed by Engineer under this Agreement.
- j. Engineer agrees to maintain all coverage required herein throughout the term of the Agreement and for a minimum of two (2) years following City’s written acceptance of the Work.
- k. It shall be Engineer’s responsibility to pay any retention or deductible for the coverages required herein.
- l. The Engineer’s policies and Certificate of Insurance shall contain a provision that coverage afforded under the policies shall not be cancelled without at least thirty (30) days advanced written notice to the City.
- m. Engineer shall maintain in effect all insurance coverages required under this Paragraph at Engineer’s sole expense and with insurance companies licensed to do business in the state in Minnesota and having a current A.M. Best rating of no less than A-, unless specifically accepted by City in writing and all insurance policies shall be on ISO forms acceptable to the City.
- n. **A copy of the Engineer’s Certificate of Insurance which evidences the compliance with this Paragraph, must be filed with City prior to the start of Engineer’s Work.** Upon request a copy of the Engineer’s insurance declaration page, rider and/or endorsement, as applicable shall be provided. Such documents evidencing insurance shall be in a form acceptable to City and shall provide satisfactory evidence that Engineer has complied with all insurance requirements. Renewal certificates shall be provided to City prior to the expiration date of any of the required policies. City will not be obligated, however, to review such Certificate of Insurance, declaration page, rider, endorsement, certificates, or other evidence of insurance, or to advise Engineer of any deficiencies in such documents and

receipt thereof shall not relieve Engineer from, nor be deemed a waiver of, City's right to enforce the terms of Engineer's obligations hereunder. City reserves the right to examine any policy provided for under this Agreement.

- o. Effect of Engineer's Failure to Provide Insurance. If Engineer fails to provide the specified insurance, then Engineer will defend, indemnify, and hold harmless the City, the City's officials, agents, and employees from any loss, claim, liability, and expense (including reasonable attorney's fees and expenses of litigation) to the extent necessary to afford the same protection as would have been provided by the specified insurance. Except to the extent prohibited by law, this indemnity applies regardless of any strict liability or negligence attributable to the City (including sole negligence) and regardless of the extent to which the underlying occurrence (i.e., the event giving rise to a claim which would have been covered by the specified insurance) is attributable to the negligent or otherwise wrongful act or omission (including breach of contract) of Engineer, its subcontractors, agents, employees or delegates. Engineer agrees that this indemnity shall be construed and applied in favor of indemnification. Engineer also agrees that if applicable law limits or precludes any aspect of this indemnity, then the indemnity will be considered limited only to the extent necessary to comply with that applicable law. The stated indemnity continues until all applicable statutes of limitation have run.

If a claim arises within the scope of the stated indemnity in section o, the City may require Engineer to:

- i. Furnish and pay for a surety bond, satisfactory to the City, guaranteeing performance of the indemnity obligation; or
- ii. Furnish a written acceptance of tender of defense and indemnity from Engineer's insurance company.

Engineer will take the action required by the City within fifteen (15) days of receiving notice from the City.

**10. INDEPENDENT CONTRACTOR.** The City hereby retains the Engineer as an independent contractor upon the terms and conditions set forth in this Agreement. The Engineer is not an employee of the City and is free to contract with other entities as provided herein. Engineer shall be responsible for selecting the means and methods of performing the work. Engineer shall furnish any and all supplies, equipment, and incidentals necessary for Engineer's performance under this Agreement. City and Engineer agree that Engineer shall not at any time or in any manner represent that Engineer or any of Engineer's agents or employees are in any manner agents or employees of the City. Engineer shall be exclusively responsible under this Agreement for Engineer's own FICA payments, workers compensation payments, unemployment compensation payments, withholding amounts, and/or self-employment taxes if any such payments, amounts, or taxes are required to be paid by law or regulation.

**11. SUBCONTRACTORS.** Engineer shall not enter into subcontracts for services provided under this Agreement without the express written consent of the City. Engineer shall comply with Minnesota Statute § 471.425. Engineer must pay subcontractor for all undisputed

services provided by subcontractor within ten (10) days of Engineer's receipt of payment from City. Engineer must pay interest of 1.5 percent per month or any part of a month to subcontractor on any undisputed amount not paid on time to subcontractor. The minimum monthly interest penalty payment for an unpaid balance of \$100 or more is \$10.

**12. ASSIGNMENT AND THIRD PARTIES.** Neither party shall assign this Agreement, nor any interest arising herein, without the written consent of the other party. Nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than the City and Engineer, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of the City and Engineer and not for the benefit of any other party.

**13. WAIVER.** Any waiver by either party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement.

**14. ENTIRE AGREEMENT.** The entire agreement of the parties is contained herein. This Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof as well as any previous agreements presently in effect between the parties relating to the subject matter hereof. Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the parties, unless otherwise provided herein.

**15. CONTROLLING LAW AND VENUE.** This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota. All proceedings related to this contract shall be venued in the Dakota County District Court.

**16. COPYRIGHT.** Engineer shall defend actions or claims charging infringement of any copyright or patent by reason of the use or adoption of any designs, drawings, or specifications supplied by it, and it shall hold harmless the City from loss or damage resulting therefrom.

**17. RECORDS.** The Engineer shall maintain complete and accurate records of time and expense involved in the performance of services.

**18. MINNESOTA GOVERNMENT DATA PRACTICES ACT.** Engineer must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to (1) all data provided by the City pursuant to this Agreement, and (2) all data, created, collected, received, stored, used, maintained, or disseminated by the Engineer pursuant to this Agreement. Engineer is subject to all the provisions of the Minnesota Government Data Practices Act, including but not limited to the civil remedies of Minnesota Statutes Section 13.08, as if it were a government entity. In the event Engineer receives a request to release data, Engineer must immediately notify City. City will give Engineer instructions concerning the release of the data to the requesting party before the data is released. Engineer agrees to defend, indemnify, and hold City, its officials, officers, agents, employees, and volunteers harmless from any claims resulting from Engineer's officers', agents', partners', employees', volunteers', assignees', or subcontractors' unlawful disclosure and/or use of protected data. The terms of this paragraph shall survive the cancellation or termination of this Agreement.

**19. TERMINATION.** This Agreement may be terminated by City on thirty (30) days' written notice delivered to Engineer at the address on file with the City. Upon termination under this provision if there is no fault of the Engineer, the Engineer shall be paid for services rendered and reimbursable expenses until the effective date of termination. If the City terminates the Agreement because the Engineer has failed to perform in accordance with this Agreement, no further payment shall be made to the Engineer, and the City may retain another engineer to undertake or complete the work identified in Paragraph 1.

**20. NON-DISCRIMINATION.** During the performance of this Agreement, the Engineer shall not discriminate against any employee or applicants for employment because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation or age. The Engineer shall post in places available to employees and applicants for employment, notices setting forth the provision of this non-discrimination clause and stating that all qualified applicants will receive consideration for employment. The Engineer shall incorporate the foregoing requirements of this paragraph in all of its subcontracts for program work, and will require all of its subcontractors for such work to incorporate such requirements in all subcontracts for program work. The Engineer further agrees to comply with all aspects of the Minnesota Human Rights Act, Minnesota Statutes 363.01, et. seq., Title VI of the Civil Rights Act of 1964, and the Americans with Disabilities Act of 1990.

**21. SURVIVAL.** All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.

**22. SERVICES NOT PROVIDED FOR.** Claims for services furnished by the Engineer not specifically provided for herein shall not be honored by the City.

**23. SEVERABILITY.** The provisions of this Agreement are severable. If any portion hereof is, for any reason, held by a court of competent jurisdiction to be contrary to law, such decision shall not affect the remaining provisions of this Agreement.

**24. CONFLICTS.** No officer or salaried employee of the City and no member of the Council of the City shall have a financial interest, direct or indirect, in this Agreement. The violation of this provision renders the Agreement void.

**25. NOTICES.** Any notice required under this Agreement will be in writing, addressed to the appropriate party at its address on the signature page and given personally, by facsimile, by registered or certified mail postage prepaid, or by a commercial courier service. All notices shall be effective upon the date of receipt.

**26. WAIVER.** A party's non-enforcement of any provision shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

**27. COUNTERPARTS.** This Agreement may be executed in multiple counterparts, each of which shall be considered an original.

Dated: March 18, 2024

**CITY: CITY OF FARMINGTON**

By: \_\_\_\_\_  
Joshua Hoyt  
Mayor

By: \_\_\_\_\_  
Shirley R Buecksler  
City Clerk

Dated: \_\_\_\_\_, 20\_\_

**ENGINEER:**

\_\_\_\_\_

By: \_\_\_\_\_

\_\_\_\_\_ [print name]

Its

\_\_\_\_\_ [title]

**EXHIBIT “A”**

**SCOPE OF SERVICES**

**AND**

**EXHIBIT “B”**

**SCHEDULE OF PAYMENT AND FEE SCHEDULE**



March 4, 2024

Mr. John Powell, PE  
City of Farmington  
430 Third Street  
Farmington, MN 55024

**RE: RGU Review Assistance – Farmington Alternative Urban Areawide Reviews**

Dear Mr. Powell:

WSB is excited to provide the following scope of services to assist the City of Farmington with the Alternative Urban Areawide Review (AUAR) review process. The City is requesting assistance with review and distribution of two AUAR documents, as well as review of agency comments and preparation of the AUAR orders and adoption documents as the City is the Responsible Government Unit (RGU) for the environmental review process.

**PROJECT UNDERSTANDING**

The City of Farmington is anticipating the development of two large areas, both of which can utilize the AUAR process to provide compliance with MN Rule 4410. This scope assumes review of two development scenarios for each development area. For both development areas, one scenario is expected to be in conformance with the Comprehensive Plan. Review of any additional concept plans will require an amendment of this scope. WSB understands that each project will also require an additional “scoping” process, per MN Rule 4410.3610, Subpart 5a. The Scoping AUAR involves preparation of a draft AUAR Order and document that provides general information on the development scenarios and relevant issues that will be covered in the Draft AUAR. The draft AUAR Order and scoping document is distributed in a similar manner to an Environmental Assessment Worksheet. It is our understanding that the developers’ consultants will prepare the Scoping, Draft, and Final AUARs for the city’s review.

**SCOPE OF SERVICES**

**A. Scoping AUAR and Draft AUAR Order**

- a. Review and provide comments on each Scoping AUAR. Comments will be provided as tracked changes in the word documents provided by the developers. Appendices in PDF will be commented on within the PDF documents. Two rounds of comment and review are included with the Scoping AUARs.
- b. Prepare Draft AUAR Orders for City Council agenda for distribution with the Scoping AUARs. It is assumed that the developers’ consultants will submit the Scoping AUARs to the EQB and review agencies and WSB will provide supporting information.
- c. Review agency comments on the Scoping AUAR and review the responses prepared by the developers and their consultants. This assumes one round of review for each project.

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**B. Final AUAR Order**

- a. Prepare the City Council agenda items and supporting documents related to the Final AUAR Orders. This is anticipated to occur within 15 days following the completion of the Scoping AUAR comment periods. Note that adoption of the AUAR must occur at the first Council meeting following 120 days after the Final AUAR Order.

**C. Draft AUAR and Mitigation Plan**

- a. Review and provide comments on the Draft AUARs and Mitigation Plans. Comments will be provided as tracked changes in the word documents provided by the developers' consultants. Appendices in PDFs will be commented on within the PDF documents. Two rounds of comment and review are included with the Draft AUARs. This task includes one virtual meeting with the city and each developer to review any comments (two meetings total).
- b. Prepare City Council agenda items and supporting documents related to the distribution of the Draft AUARs.
- c. Assist in distribution of notice to a local paper or other official public notice location regarding the Draft AUAR comment periods. It is assumed that the developers' consultants will submit the Draft AUARs to the EQB and review agencies and WSB will provide supporting information.
- d. Review agency comments on the Draft AUARs and review the responses prepared by the developers. This assumes one round of review and one virtual meeting with each project developer to review comments (two meetings total).

**D. Final AUAR and Mitigation Plan**

- a. Review and provide comments on the Final AUARs and Mitigation Plans. This assumes that the developers will update the documents based on comments received during the Draft AUAR comment period. Comments will be provided as tracked changes in the word documents provided by the developers. Appendices in PDF will be commented on within the PDF documents. Two rounds of comment and review are included with the Final AUARs. This task includes a one virtual meeting with the city and each developer to review any comments (two meetings total).
- b. Following completion of the Final AUARs, it is assumed that the developers' consultants will submit the Final AUAR to the review agencies for review during a 10-day objection period. No noticing is anticipated.
- c. If no agency objections are received, WSB will prepare City Council agenda items and supporting documents related to the adoption of the Final AUARs. It is assumed that the developers' consultants will submit the Final AUARs and adoption documentation to the EQB and review agencies.

**PROPOSED FEE**

The estimated cost provided is based on our project understanding and scope as described herein. The estimated cost of this project is not to exceed \$33,900. The fee breakdown per task is generally summarized below. Invoices will document hours billed to each development area/AUAR as a separate phase. The fees below assume that the two development projects follow similar schedules, allowing for some efficiencies in review and document production. If project schedules are delayed, an amendment may be necessary.

Mr. John Powell  
March 4, 2024  
Page 3

| <b>Task Description</b>                    | <b>Fee</b> |
|--|------------|
| Scoping AUAR Reviews and Draft AUAR Orders | \$4,800    |
| Final AUAR Orders                          | \$2,300    |
| Draft AUAR and Mitigation Plan             | \$16,500   |
| Final AUAR and Mitigation Plan             | \$10,300   |

This letter represents our entire understanding of the project scope. If you have any questions about the proposed scope or fee, please contact me at 612.360.1320 or [aharwood@wsbeng.com](mailto:aharwood@wsbeng.com). If accepted, please begin the contract process. We are available to begin work once we receive signed authorization.

Sincerely,



Alison Harwood  
Director of Natural Resources

cc: Mark Erichson

## REGULAR COUNCIL AGENDA MEMO

**To:** Mayor, Councilmembers and City Administrator  
**From:** Jared Johnson, Planning Coordinator  
**Department:** Community Development  
**Subject:** Zoning Ordinance Amendments to Title 10, Chapters 2 and 6 of the Farmington City Code  
**Meeting:** Regular Council - Mar 18 2024

### INTRODUCTION:

Staff is proposing additional zoning ordinance amendments to Title 10, Chapters 2 and 6 of the Farmington City Code.

### DISCUSSION:

At the November 2023 Planning Commission meeting, Staff presented a laundry list of minor zoning code amendments for discussion. After receiving positive feedback, Staff has been bringing forward these zoning code amendments for final approval from City Council over the last couple months. Staff is bringing forward another round of zoning code amendments. This round focuses specifically on performance standards in relation to utility trailer parking and fences. A table outlining the proposed amendments with their rationale is attached. The amendments are summarized below:

- Adding utility trailers to the recreational vehicle parking section, requiring them to be parked on a hard surface.
- Adding a definition for utility trailers.
- Removing the requirement that a site plan or legal survey showing a proposed fence must be submitted to the building inspection division.
- Adding language prohibiting electric fences on residential lots.

The Planning Commission held a public hearing at their March 12th regular meeting and recommended the City Council approve the proposed amendments.

### BUDGET IMPACT:

Not applicable

### ACTION REQUESTED:

Approve and pass Ordinance 2024-04, An Ordinance Amending Title 10, Chapters 2 and 6 of the Farmington City Code as it Relates to Performance Standards for Recreational Vehicle Parking and Fences.

### ATTACHMENTS:

[2024-04 Amending Performance Standards  
Code Update Table - March Only](#)

**CITY OF FARMINGTON  
DAKOTA COUNTY, MINNESOTA**

**ORDINANCE 2024-04**

**AN ORDINANCE AMENDING TITLE 10, CHAPTERS 2 AND 6 OF THE  
FARMINGTON CITY CODE AS IT RELATES TO PERFORMANCE STANDARDS FOR  
RECREATIONAL VEHICLE PARKING AND FENCES**

The City Council of the City of Farmington ordains:

**SECTION 1.** Title 10, Chapter 2, Section 1 of the Farmington City Code is hereby amended by adding the following underlined language:

**10-2-1: ZONING DEFINITIONS**

UTILITY TRAILER: A trailer, enclosed or unenclosed, used to transport personal property, materials, or equipment.

**SECTION 2.** Title 10, Chapter 6, Section 4 of the Farmington City Code is hereby amended by adding the following underlined language:

**10-6-4: OFF STREET PARKING**

(F) Recreational Vehicle Parking: Recreational vehicles parked on residential property shall be registered to the owner or lessee of the property and display a current license and may be parked or stored on the lot as follows:

1. In the front yard, provided they are kept on a hard surfaced driveway.

Recreational vehicles may not be parked in front of the principal building on a residential lot. Recreational vehicles may not be parked or stored on public property. Recreational vehicles parked on street right of way must comply with section 9-1-9 of this code.

2. In the side or rear yard, recreational vehicles shall be parked or stored on asphalt, concrete, or decorative landscape rock.

(a) All hard surfaced parking areas in the side or rear yard shall maintain a five foot (5') setback from the side or rear lot lines.

(b) All decorative landscape rock parking areas may be located in the side or rear yards abutting the property line. The decorative rock parking areas shall be installed to a depth of four inches (4") and lined with a commercial grade weed preventative mesh under the rock to impede the growth of weeds. No class V(5) rock or gravel is allowed. Edging shall be installed to prevent the rock from spreading from the designated parking area. The designated parking area may not impede the drainage within the side or rear yard utility easements or inhibit access to the easements. (Ord. 002-476, 5-6-2002)

(c) The above section shall also apply to utility trailer parking.

**SECTION 3.** Title 10, Chapter 6, Section 12 of the Farmington City Code is hereby amended by adding the underlined language and ~~deleting~~ the strikethrough language as follows:

**10-6-12: FENCES:**

(F) ~~Site Plan;~~ Building Permit: ~~A site plan or legal survey with location of the proposed fence shall be submitted to the building inspection division for approval for all fences over four feet (4') in height.~~ An application for a building permit is required for all fences exceeding six feet (6') in height.

(G) Materials: Fences in all districts, except agricultural, shall be constructed of materials widely accepted in the fencing industry. No plywood boards, canvas, plastic sheeting, metal sheeting or similar material shall be used for any fence construction. Electric fences are prohibited.

**SECTION 4. SUMMARY PUBLICATION.** Pursuant to Minnesota Statutes Section 412.191, in the case of a lengthy ordinance, a summary may be published. While a copy of the entire ordinance is available for inspection and without cost by any person at the office of the City Clerk, the following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance.

This ordinance includes the following changes relating to Title 10, Chapters 2 and 6:

- Adding utility trailers to the recreational vehicle parking section, requiring them to be parked on a hard surface.
- Adding a definition for utility trailers.
- Removing the requirement that a site plan or legal survey showing a proposed fence must be submitted to the building inspection division.
- Adding language prohibiting electric fences on residential lots.

**SECTION 5. EFFECTIVE DATE.** This ordinance shall be effective upon its passage and publication according to law.

Passed by the City Council of the City of Farmington, Minnesota, this 18<sup>th</sup> day of March 2024.

ATTEST:

\_\_\_\_\_  
Joshua Hoyt, Mayor

\_\_\_\_\_  
Shirley R Buecksler, City Clerk

CODE UPDATES - MARCH

| <u>City Code Section</u>  | <u>Existing Language/Summary</u>  | <u>Proposed Change</u>  | <u>Comments/Rationale</u>  |
|---|---|---|--|
| <p><b>10-6-4<br/>Off-Street Parking –<br/>Recreational Vehicles</b></p> | <p>(F) Recreational Vehicle Parking: Recreational vehicles parked on residential property shall be registered to the owner or lessee of the property and display a current license and may be parked or stored on the lot as follows:</p> <p>1. In the front yard, provided they are kept on a hard surfaced driveway. Recreational vehicles may not be parked in front of the principal building on a residential lot. Recreational vehicles may not be parked or stored on public property. Recreational vehicles parked on street right of way must comply with section 9-1-9 of this code.</p> <p>2. In the side or rear yard, recreational vehicles shall be parked or stored on asphalt, concrete, or decorative landscape rock.</p> <p>(a) All hard surfaced parking areas in the side or rear yard shall maintain a five foot (5') setback from the side or rear lot lines.</p> <p>(b) All decorative landscape rock parking areas may be located in the side or rear yards abutting the property line. The decorative rock parking areas shall be installed to a depth of four inches (4") and lined with a commercial grade weed preventative mesh under the rock to impede the growth of weeds. No class V(5) rock or gravel is allowed. Edging shall be installed to prevent the rock from spreading from the designated parking area. The designated parking area may not impede the drainage within the side or rear yard utility easements or inhibit access to the easements.</p> | <p>(F) Recreational Vehicle Parking: Recreational vehicles parked on residential property shall be registered to the owner or lessee of the property and display a current license and may be parked or stored on the lot as follows:</p> <p>1. In the front yard, provided they are kept on a hard surfaced driveway. Recreational vehicles may not be parked in front of the principal building on a residential lot. Recreational vehicles may not be parked or stored on public property. Recreational vehicles parked on street right of way must comply with section 9-1-9 of this code.</p> <p>2. In the side or rear yard, recreational vehicles shall be parked or stored on asphalt, concrete, or decorative landscape rock.</p> <p>(a) All hard surfaced parking areas in the side or rear yard shall maintain a five foot (5') setback from the side or rear lot lines.</p> <p>(b) All decorative landscape rock parking areas may be located in the side or rear yards abutting the property line. The decorative rock parking areas shall be installed to a depth of four inches (4") and lined with a commercial grade weed preventative mesh under the rock to impede the growth of weeds. No class V(5) rock or gravel is allowed. Edging shall be installed to prevent the rock from spreading from the designated parking area. The designated parking area may not impede the drainage within the side or rear yard utility easements or inhibit access to the easements.</p> <p><b>3. The above section shall also apply to utility trailer parking.</b></p> | <p>There has been confusion if utility trailers count as recreational vehicles when it comes to parking them in grass. Explicitly adding the term in code will help clarify this code enforcement issue.</p>                   |
| <p><b>10-2-1<br/>Zoning Definitions</b></p>                             | <p>There is no definition for utility trailers.</p>   | <p><b>UTILITY TRAILER: A trailer, enclosed or unenclosed, used to transport personal property, materials, or equipment.</b></p>   | <p>The definition should be added due to the above change.</p>   |
| <p><b>10-6-12 (F)<br/>Fences – Site Plan</b></p>                        | <p>(F) Site Plan; Building Permit: A site plan or legal survey with the location of the proposed fence shall be submitted to the building inspection division for approval for all fences over four feet (4') in height. An application for a building permit is required for all fences exceeding six feet (6') in height.</p>   | <p>(F) <del>Site Plan; Building Permit: A site plan or legal survey with the location of the proposed fence shall be submitted to the building inspection division for approval for all fences over four feet (4') in height.</del> An application for a building permit is required for all fences exceeding six feet (6') in height.</p>  | <p>There is currently no formal process for residents to submit the required site plan or legal survey for a fence. Since we don't require any fence permit in general, staff proposes removing this language for clarity.</p> |
| <p><b>10-6-12 (G)<br/>Fences - Materials</b></p>                        | <p>(G) Materials: Fences in all districts, except agricultural, shall be constructed of materials widely accepted in the fencing industry. No plywood boards, canvas, plastic sheeting, metal sheeting or similar material shall be used for any fence construction.</p>  | <p>(G) Materials: Fences in all districts, except agricultural, shall be constructed of materials widely accepted in the fencing industry. No plywood boards, canvas, plastic sheeting, metal sheeting or similar material shall be used for any fence construction. <b>Electric fences are prohibited on residential lots.</b></p>   | <p>This was a recent code enforcement issue. Electric fences in residential areas are considered public nuisances.</p>   |

## REGULAR COUNCIL AGENDA MEMO

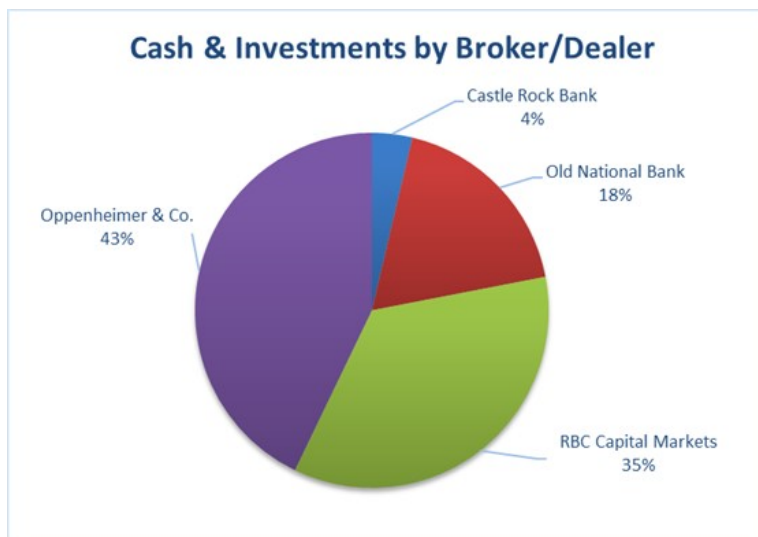
**To:** Mayor, Councilmembers and City Administrator  
**From:** Kim Sommerland, Finance Director  
**Department:** Finance  
**Subject:** 2023 Investment Portfolio Overview  
**Meeting:** Regular Council - Mar 18 2024

### INTRODUCTION:

In accordance with the City’s investment policy, Staff annually provides City Council with an overview of the City’s cash and investment portfolio.

### DISCUSSION:

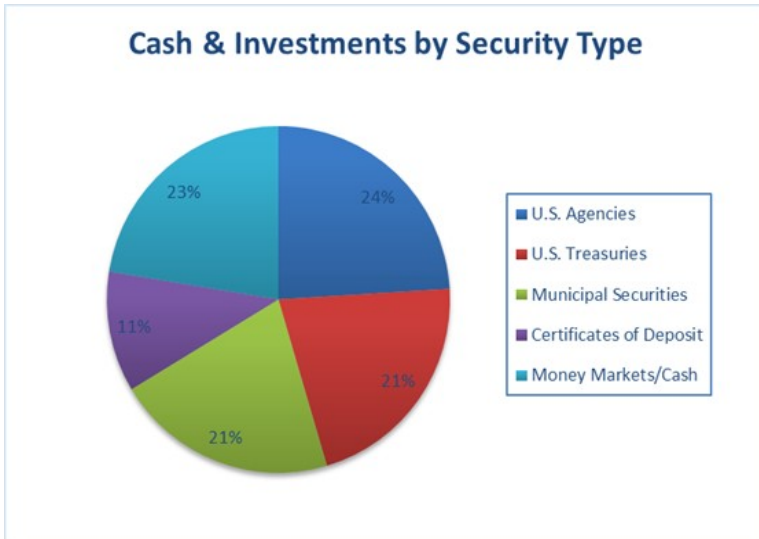
As of December 31, 2023, the City’s investment portfolio had a market value of \$56.8 million with deposits held at Old National Bank and Castle Rock Bank, and investments with Oppenheimer & Co., and RBC Capital Markets.



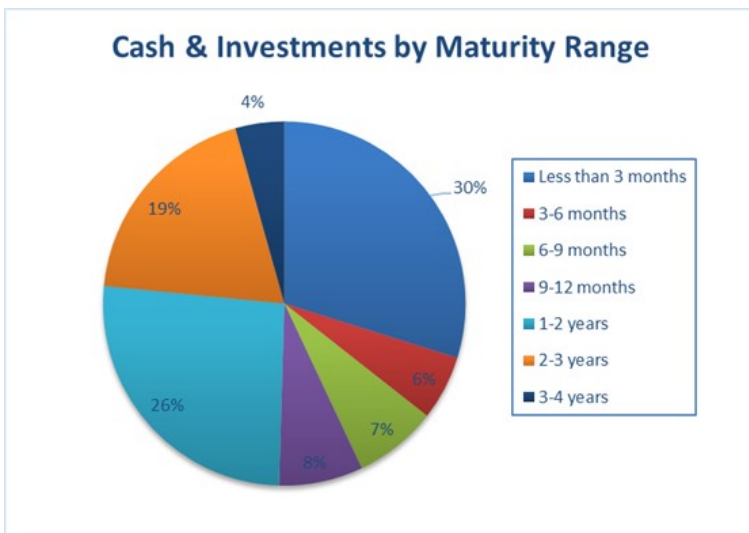
One of the challenges to investing City funds is balancing the short-term cash flow needs of daily operations with the needs to cash flow infrastructure projects and long-term needs such as semi-annual debt service. At all times, the three primary objectives of the City’s investment policy must be considered when investing City funds. These objectives in order of importance are safety, liquidity, and yield/return.

Minnesota Cities may invest in a variety of investment instruments as defined in Minnesota State Statute Section 118A.04 which include options such as U.S. government securities, state and local

securities, commercial paper, and time deposits. At year end, U.S. agencies accounted for the largest percentage, 24%, of the City’s portfolio. U.S. agencies included in the City’s portfolio at the end of 2023 were Fannie Mae (FNMA), Federal Farm Credit Bank (FFCB), Federal Home Loan Bank (FHLB), Freddie Mac (FHLMC), and Tennessee Valley Authority (TVA). A similar percentage of funds were invested in U.S. treasuries (21%) and municipal securities (21%), while certificates of deposit (CDs) made up 11% of the portfolio. Rounding out the City’s portfolio were deposits with Old National Bank, Castle Rock Bank, and money market funds with Oppenheimer & Co., and RBC Capital Markets.



The City intentionally ladders its investment maturities so that each month an investment or investments matures to meet the cash flow needs for that period. The City’s longest investment maturity as of December 31, 2023, is just short of four years, maturing in 2027. The maturity ranges for the portfolio are split nearly 50/50 for those one year or less, and those 1 to 4 years. Per the City’s investment policy, no more than 30 percent of total investments can extend beyond 5 years and no investments can be purchased for beyond 15 years.



The total yield of the City’s investment portfolio as of December 31, 2023, was 3.276 percent, which is an increase from 2.015 percent in 2022. Individual yields for investments held during 2023 ranged from 0.350 percent to 5.443 percent. This compares to 2022 when yields ranged from 0.020 percent to 4.200 percent.

**Mark-To-Market**

Governmental Accounting Standards Board (GASB) standards require that entities adjust and report in their financial statements the value of investments as determined by current market conditions as of December 31 each year. The market value represents the amount that the City would receive for the investment if it was sold at that time. However, since the City purchases investments with the intention of holding investments to maturity, reported mark-to-market gains or losses are not typically realized.

**BUDGET IMPACT:**

The City had an investment income budget of \$225,250 for 2023. Actual investment income for the year, prior to any mark-to-market adjustments, was \$1,396,433. This is an increase from the 2022 investment income of \$680,107.

**ACTION REQUESTED:**

Accept the annual investment report.

**ATTACHMENTS:**

[12 31 2023 Portfolio by Security Type - Summary](#)

City of Farmington  
Portfolio Holdings  
Investment Portfolio Summary - by Security Type  
As of 12/31/2023

| Description   | Settlement Date | YTM @ Cost   | Face Amount/Shares   | Cost Value           | Book Value           | Market Value         | Maturity Date | Days To Maturity | Accrued Interest  | % of Portfolio |
|---|-----------------|--------------|----------------------|----------------------|----------------------|----------------------|---------------|------------------|-------------------|----------------|
| FFCB Bond   |                 |              |                      |                      |                      |                      |               |                  |                   |                |
| Sub Total / Average FFCB Bond                         |                 | 4.298        | 3,160,000.00         | 3,075,840.50         | 3,100,026.73         | 3,110,113.60         |               | 796              | 31,527.41         | 5.41           |
| FHLB Bond   |                 |              |                      |                      |                      |                      |               |                  |                   |                |
| Sub Total / Average FHLB Bond                         |                 | 4.448        | 7,020,000.00         | 6,603,109.90         | 6,731,619.52         | 6,722,191.50         |               | 556              | 22,469.13         | 12.01          |
| FHLMC Bond  |                 |              |                      |                      |                      |                      |               |                  |                   |                |
| Sub Total / Average FHLMC Bond                        |                 | 4.208        | 1,200,000.00         | 1,144,860.00         | 1,161,993.17         | 1,156,781.10         |               | 594              | 610.46            | 2.05           |
| FNMA Bond   |                 |              |                      |                      |                      |                      |               |                  |                   |                |
| Sub Total / Average FNMA Bond                         |                 | 2.201        | 2,800,000.00         | 2,744,009.00         | 2,778,369.06         | 2,662,351.00         |               | 560              | 11,891.25         | 4.79           |
| Money Market  |                 |              |                      |                      |                      |                      |               |                  |                   |                |
| Sub Total / Average Money Market                      |                 | 4.548        | 12,740,965.25        | 12,740,965.25        | 12,740,965.25        | 12,740,965.25        |               |                  |                   | 21.80          |
| Municipal Bond  |                 |              |                      |                      |                      |                      |               |                  |                   |                |
| Sub Total / Average Municipal Bond                    |                 | 1.661        | 12,485,000.00        | 12,830,254.70        | 12,584,792.59        | 11,874,454.80        |               | 726              | 80,378.14         | 21.36          |
| Negotiable Certificate Of Deposit                     |                 |              |                      |                      |                      |                      |               |                  |                   |                |
| Sub Total / Average Negotiable Certificate Of Deposit |                 | 1.610        | 6,678,000.00         | 6,677,461.00         | 6,677,932.14         | 6,391,672.27         |               | 454              | 9,928.71          | 11.43          |
| Treasury Bill   |                 |              |                      |                      |                      |                      |               |                  |                   |                |
| Sub Total / Average Treasury Bill                     |                 | 5.443        | 800,000.00           | 779,428.67           | 788,958.89           | 789,256.00           |               | 95               | 0.00              | 1.37           |
| Treasury Note   |                 |              |                      |                      |                      |                      |               |                  |                   |                |
| Sub Total / Average Treasury Note                     |                 | 3.563        | 10,755,000.00        | 10,446,037.69        | 10,662,663.62        | 10,624,451.10        |               | 264              | 58,779.17         | 18.40          |
| TVA Bond  |                 |              |                      |                      |                      |                      |               |                  |                   |                |
| Sub Total / Average TVA Bond                          |                 | 4.120        | 800,000.00           | 738,648.00           | 765,110.84           | 758,920.00           |               | 501              | 766.67            | 1.37           |
| <b>Total / Average</b>                                |                 | <b>3.276</b> | <b>58,438,965.25</b> | <b>57,780,614.71</b> | <b>57,992,431.81</b> | <b>56,831,156.62</b> |               | <b>413</b>       | <b>216,350.94</b> | <b>100</b>     |



 430 Third St., Farmington, MN 55024  
 651-280-6800  
 FarmingtonMN.gov

## REGULAR COUNCIL AGENDA MEMO

**To:** Mayor, Councilmembers and City Administrator  
**From:** Kim Sommerland, Finance Director  
**Department:** Finance  
**Subject:** Payment of Claims  
**Meeting:** Regular Council - Mar 18 2024

### INTRODUCTION:

Attached is the list of check and electronic payments for the period of 02/29/2024-03/12/2024 for approval.

### DISCUSSION:

Not applicable

### BUDGET IMPACT:

Not applicable

### ACTION REQUESTED:

Approve payment of claims.

### ATTACHMENTS:

[Council Summary Payment of Claims 03-18-2024](#)

**CITY OF FARMINGTON  
SUMMARY PAYMENT OF CLAIMS  
March 18, 2024**

CLAIMS FOR APPROVAL 02/29/2024 - 03/12/2024:

|                     |                      |
|---------------------|----------------------|
| CHECK PAYMENTS      | \$ 497,276.36        |
| ELECTRONIC PAYMENTS | <u>\$ 485,549.98</u> |
| TOTAL               | <u>\$ 982,826.34</u> |

**The City Council receives a detail list of claims paid that is available to the public upon request.**



 430 Third St., Farmington, MN 55024  
 651-280-6800  
 FarmingtonMN.gov

## REGULAR COUNCIL AGENDA MEMO

**To:** Mayor, Councilmembers and City Administrator  
**From:** Lynn Gorski, City Administrator  
**Department:** Administration  
**Subject:** Fire Service Agreements with Castle Rock Township and the City of Empire  
**Meeting:** Regular Council - Mar 18 2024

### INTRODUCTION:

The City of Farmington's Fire Department provides fire and emergency services to Castle Rock Township and the City of Empire. Attached for review and approval are the 2024-2028 fire service agreements with Castle Rock Township and City of Empire.

### DISCUSSION:

Staff and the City Attorney have worked with Castle Rock Township and the City of Empire to update the fire service contracts. The contracts are based on the League of Minnesota Cities model contract.

### BUDGET IMPACT:

The service charges are included in the 2024 budget.

### ACTION REQUESTED:

The action requested is to approve the attached fire service contracts with Castle Rock Township and the City of Empire.

### ATTACHMENTS:

[2024-2028 City of Empire Contract](#)  
[2024-2028 Castle Rock Township Contract](#)

# FIRE SERVICE AGREEMENT

**THIS AGREEMENT**, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2024 by and between the **CITY OF FARMINGTON**, a Minnesota municipal corporation located in Dakota County, Minnesota (hereinafter referred to as “Farmington”) and the **CITY OF EMPIRE**, a Minnesota municipal corporation (hereinafter referred to as “Empire”).

**WHEREAS**, the parties wish to continue the provision of fire service by Farmington to Empire in accordance with the terms and provisions provided under this Agreement;

**WHEREAS**, Farmington is authorized by prior action of the Farmington City Council pursuant to Minnesota Statutes § 438.08 to provide fire service outside the limits of Farmington;

**WHEREAS**, Minnesota Statutes § 438.09 authorizes municipalities to contract with other municipalities providing fire services as authorized under Minnesota Statutes § 438.08 to contract for compensation for services rendered; and

**WHEREAS**, Farmington and Empire are adjacent communities and Farmington has the means and ability to provide fire protection services for Empire, while at the same time providing adequate fire services within Farmington.

**NOW, THEREFORE**, it is mutually agreed by and between the parties hereto, as follows:

1. **TERM.** This Agreement shall define the terms and conditions of the relationship of Empire and the Farmington from and after the first day of January, 2024 through December 31, 2028, or until terminated as provided for herein.
2. **SERVICES.** Farmington shall provide the following services to Empire:
  - A. Farmington shall furnish the following emergency services to all property located within Empire’s borders:

Check all those that apply.

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Structural Firefighting<br><input type="checkbox"/> External Structural Firefighting<br><input type="checkbox"/> Interior Structural Firefighting                          | <input checked="" type="checkbox"/> Emergency Medical Services<br><input type="checkbox"/> Fire Scenes<br><input type="checkbox"/> Rescue Scenes  |
| <input type="checkbox"/> Grass/Forest Firefighting   | <input type="checkbox"/> General Medicals   |
| <input type="checkbox"/> General Firefighting<br><input type="checkbox"/> Vehicles & Equipment<br><input type="checkbox"/> Carbon Monoxide Calls<br><input type="checkbox"/> Other Non-Structural Firefighting | Level of Emergency Medical Response<br><input checked="" type="checkbox"/> First Responder<br><input type="checkbox"/> Emergency Medical Technician<br><input type="checkbox"/> Paramedic |

X  Rescue

Fire Code Enforcement

X  Vehicle & Equipment Extrication

B. Farmington shall respond to all such emergencies in Empire with the minimum appropriate personnel and apparatus as determined by the decision of Farmington's Fire Chief or other ranking officer or official in charge of the fire department at the time.

C. The parties understand the fire department officer in charge of the particular scene shall exercise judgment to determine, in consideration of all the established policies, guidelines, procedures, and practices, how best to allocate the available resources of the fire department under the circumstances of a given situation. Failure to provide services because of poor weather conditions or other conditions beyond the control of Farmington shall not be deemed a breach of this contract.

D. The parties understand and agree that Farmington will endeavor to reasonably provide the services indicated above given the circumstances, but Farmington makes no guarantees that the services it actually provides in a given situation will meet any particular criteria or standard. Farmington and its officers, employees and volunteers shall not be liable to Empire or any other person for failure to furnish assistance under this agreement or for recalling assistance.

3. **COMPENSATION.**

A. Empire agrees to pay Farmington annually during the term of this contract the Payment Amount determined annually according to the following formula:

The following percentages relate specifically to Empire in relation to the entire territory to which Farmington provides fire services as the primary service provider.

Number of fire service calls to Empire averaged over the preceding three calendar years (not including recalled calls) as a proportion of all service calls responded to by the Farmington Fire Department in that time period: \_\_\_\_\_ %

Market value of all taxable and non-taxable structures in Empire (as most recently determined by the assessor) as a proportion of the market value of all taxable and non-taxable structures in the area served by the Farmington Fire Department: \_\_\_\_\_ %

Population in Empire as a proportion of the total population of the areas served

by the Farmington Fire Department: \_\_\_\_\_ %

Total: \_\_\_\_\_ % ÷ 3 = \_\_\_\_\_ % of Empire Cost

Total Fire Department Annual Operational Budget for the upcoming year: \$ \_\_\_\_\_

\$ \_\_\_\_\_ x \_\_\_\_\_ % = \$ \_\_\_\_\_  
Operational Budget                  Empire Cost Allocation                  Payment Amount

B. For the purposes of this formula, population shall be determined by the most current state demographer's estimate available at the time the Payment Amount is determined. Operational budget shall include depreciation based on Farmington's fixed asset policy, shall exclude capital outlay purchases and state fire aid received by Farmington.

C. A statement for services shall be provided to Empire on a quarterly basis and forwarded to Empire for payment. Empire shall pay for fire services within thirty-five (35) days after billing by Farmington.

D. Farmington may impose charges for its services under this Agreement to Empire residents, property owners, and other persons to the same extent as those charges would be imposed on Farmington residents, property owners, and other persons. Empire City Council shall assist in the collection of any charge by certifying the charges against Empire properties or by other lawful means of collection.

E. It is understood and agreed Empire shall have no responsibility whatsoever toward the firefighters or other emergency personnel including any employment related issues such as training, supervision, performance reviews, discipline, compensation, benefits, insurance coverages, compliance with any employment related federal, state, and local laws and rules such as OSHA, ERISA, RLSA, FMLA, or any other employment related issues. It is further agreed Empire has no responsibility, beyond paying the agreed upon Payment Amount, for acquiring, operating, maintaining, housing, or replacing equipment as needed to provide the fire services described herein.

F. Payment for the 2024 contract year shall be invoiced to Empire as three separate invoices of equal amounts, with the first invoice of the 2024 contract amount due on April 1, 2024 and the second invoice due on January 1, 2025, and the third invoice due on January 1, 2026.

**4. ENFORCEMENT OF MINNESOTA STATE FIRE CODE.**

A. The Farmington Fire Chief, on behalf of Farmington, is hereby authorized to enforce the provisions of the Minnesota State Fire Code throughout the contracted areas within Empire. This authority shall include any and all enforcement mechanisms including but not limited to injunctive relief or any applicable criminal prosecution.

B. The costs to Farmington for any incident resulting from an act of negligence or carelessness that requires emergency response services may be billed to the party responsible for such negligence or carelessness. Examples of negligence or carelessness include, but are not limited to, false alarm responses; brush burning, debris burning, or recreational campfires that require an emergency response service; methamphetamine lab explosions; and other explosions or fires resulting from negligence or carelessness.

C. The costs to Farmington for any hazardous material spills or releases requiring emergency response services may be billed to the party responsible for such hazardous material spills or releases.

D. The costs to Farmington for emergency response services resulting from an act of arson may be submitted to local court for restitution from the party convicted of arson under Minnesota law.

E. Any outstanding invoices to Farmington may be certified to the property taxes of the incident site by Farmington.

5. **INDEMNIFICATION.** Farmington agrees to defend and indemnify Empire against any claims brought or actions filed against Empire or any officer, employee, or volunteer of Empire for injury to, death of, or damage to the property of any third person or persons, arising from Farmington's performance under this contract for services. Under no circumstances, however, shall Farmington be required to pay on behalf of itself and Empire, any amounts in excess of the limits on liability established in Minnesota Statutes, Chapter 466 applicable to any one party. The limits of liability for Empire and Farmington may not be added together to determine the maximum amount of liability for Farmington. The intent of this subdivision is to impose on Farmington a limited duty to defend and indemnify Empire for claims arising out of the performance of this contract subject to the limits of liability under Minnesota Statutes, Chapter 466. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts between the parties and to permit liability claims against both parties from a single occurrence to be defended by a single attorney.

6. **INSURANCE.** Farmington shall maintain general liability insurance for its services and shall include Empire as an additional insured for the term of this Agreement and any extensions thereof. Farmington shall maintain insurance equal to or greater than the maximum liability applicable to municipalities as set forth in Minnesota Statutes, Section 466.04, subd. 1, as amended. Farmington shall provide Empire proof of such insurance coverages and the additional insured endorsement naming Empire annually by the anniversary date of this Agreement. Farmington shall also maintain workers' compensation coverage as required by law.

7. **MINNESOTA GOVERNMENT DATA PRACTICES ACT.** All data collected, created, received, maintained, or disseminated, in any form, for any purposes because of this Agreement is governed by the Minnesota Government Data Practices Act (Minnesota Statutes, Chapter 13 and related statutes), as amended, the Minnesota Rules implementing such Act, as amended, as well as Federal Regulations on data privacy. The person responsible for release of all data under this Agreement shall be identified by each party.

8. **SUBCONTRACTING AND ASSIGNMENT.** Farmington shall not subcontract or assign any portion of this Agreement to another without prior written permission from Empire. Services provided to Empire pursuant to a mutual aid agreement Farmington has, or may enter into, with another entity does not constitute a subcontract or assignment requiring prior approval of Empire so long as Farmington remains primarily responsible for providing fire services to the area of Empire provided herein.

9. **TERMINATION.** This Agreement may be terminated by either Farmington or Empire by giving the other party at least one year's prior written notice of such cancellation.

10. **FARMINGTON'S RESPONSIBILITIES.** In addition to any other obligations described herein, Farmington shall:

- A. Authorize and direct the Farmington fire department to provide the fire services described herein to Empire;
- B. Develop a detailed annual operational budget for the fire department for each year during the term of this contract by the Anniversary Date and present it to Empire along with sufficient information to explain the items included in the budget figures;
- C. Upon Empire's request, provide Empire access to financial and cost data related to the fire department for five years prior to the current service year;
- D. Disclose to Empire any proposed action the Farmington or the fire department intends to take that can reasonably be expected to affect the Insurance Services Office Fire Protection Grade in Empire or Farmington's ability to provide the fire services to Empire; and
- E. Promptly disclose to Empire any information Farmington can reasonably anticipate will directly affect its ability to perform its obligations under this contract.

11. **EMPIRE'S RESPONSIBILITIES.** In addition to any other obligations described herein, Empire shall:

- A. Promptly pay Farmington the Payment Amount as indicated above for the year of service, or a prorated share of the Payment Amount for the length of service actually provided if the contract is terminated early;
- B. Promptly disclose to Farmington any information Empire can reasonably anticipate will directly affect its ability to perform its obligations under this contract.

12. **AMENDMENT.** This Agreement may be amended at any time by the mutual agreement of the parties. Any such amendment shall be in writing and will be attached to this Agreement.

13. **PRIORITY OF RESPONSE.** Empire acknowledges that Farmington may enter into contracts with other governmental units or private parties to provide fire protection services and that such obligations may impact services. Failure to provide fire services because of poor weather conditions or other conditions beyond the control of Farmington shall not be deemed a breach of this contract.

14. **MINNESOTA LAW GOVERNS.** This Agreement shall be governed by and construed in accordance with the internal laws of the State of Minnesota. All proceedings related to this Agreement shall be venued in Dakota County, State of Minnesota.

15. **SEVERABILITY.** The provisions of this Agreement shall be deemed severable. If any part of this Agreement is rendered void, invalid or otherwise unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Agreement.

16. **NO WAIVER.** Nothing herein shall be construed to waive or limit any immunity from, or limitation on, liability available to either party, whether set forth in Minnesota Statutes, Chapter 466 or otherwise.

17. **SERVICE CONTRACT.** This is a service contract. The parties do not intend to undertake or create, and nothing herein shall be construed as creating, a joint powers agreement, joint venture, or joint enterprise between the parties.

**IN WITNESS WHEREOF,** each of the parties hereto have caused this instrument to be executed on its behalf by its respective officers.

*[Remainder of page intentionally left blank.  
Signature pages follow.]*

Signature Page to Fire Services Agreement

**CITY OF FARMINGTON**

By: \_\_\_\_\_  
Joshua Hoyt, Mayor

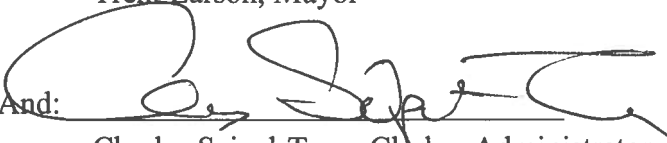
And: \_\_\_\_\_  
Shirley Buecksler, City Clerk

Signature Page to Fire Services Agreement

**CITY OF EMPIRE**

By:  \_\_\_\_\_

Trent Larson, Mayor

And:  \_\_\_\_\_

Charles Seipel-Teng, Clerk – Administrator

## FIRE SERVICE AGREEMENT

**THIS AGREEMENT**, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2024, by and between the **CITY OF FARMINGTON**, a municipal corporation located in Dakota County, Minnesota (hereinafter referred to as “City”), and the **TOWN OF CASTLE ROCK**, a political subdivision located in Dakota County, Minnesota (hereinafter referred to as “Town”).

**WHEREAS**, the parties hereto are parties to a previous agreement dated December 5, 2022 relating to the furnishing of fire service by City to Town; and

**WHEREAS**, the parties wish to continue the provision of fire service by City to Town in accordance with the terms and provisions provided under this Agreement; and

**WHEREAS**, the City is authorized by prior action of the City Council pursuant to Minnesota Statutes § 438.08 to provide fire service outside the limits of the City of Farmington; and

**WHEREAS**, Minnesota Statutes § 438.09 authorizes municipalities to contract with other municipalities providing fire services as authorized under Minnesota Statutes § 438.08 to contract for compensation for services rendered;

**WHEREAS**, the City and the Town are adjacent communities and the City has the means and ability to provide fire protection services for the Town, while at the same time providing adequate fire services within the City of Farmington.

**NOW, THEREFORE**, it is mutually agreed by and between the parties hereto, as follows:

1. **TERM.** This Agreement shall define the terms and conditions of the relationship of the Town and the City from and after the first day of January 1, 2024, through December 31, 2028, or until terminated as provided for herein.

2. **SERVICES.** The City shall provide the following services to the Town:

A. The City shall furnish fire protection services to all property located within the following areas of Castle Rock Township: sections 3, 4, 5, 6 (portion), 7, 8, 9, 10, 15, 16, 17, 18, 19, 20, 21, W ¼ Section 28, 29, 30, 31 Township of Castle Rock. The City shall respond to all fires in the Town with the minimum appropriate personnel and apparatus as determined by the decision of the City’s Fire Chief or other ranking officer or official in charge of the fire department at the time.

B. The parties understand the fire department officer in charge of the particular scene shall exercise judgment to determine, in consideration of all the established policies, guidelines, procedures, and practices, how best to allocate the available resources of the fire department under the circumstances of a given situation. Failure to provide services because of poor weather

conditions or other conditions beyond the control of the City shall not be deemed a breach of this contract.

C. The parties understand and agree that the City will endeavor to reasonably provide the services indicated above given the circumstances, but the City makes no guarantees that the services it actually provides in a given situation will meet any particular criteria or standard. The City and its officers, employees and volunteers shall not be liable to the Town or any other person for failure to furnish assistance under this agreement or for recalling assistance.

**3. COMPENSATION.**

A. Town agrees to pay City annually during the term of this contract the Payment Amount determined annually according to the following formula:

The following percentages relate specifically to Town in relation to the entire territory to which City provides fire services as the primary service provider.

Number of fire service calls to Town  
averaged over last three years (not  
Including recalled calls: \_\_\_\_\_ %

Market value of all taxable  
and non-taxable structures: \_\_\_\_\_ %

Population: \_\_\_\_\_ %

Total: \_\_\_\_\_ % ÷ 3 = \_\_\_\_\_ % of Town Cost

Total Fire Department Annual Operational Budget for the upcoming year: \$ \_\_\_\_\_

\$ \_\_\_\_\_ x \_\_\_\_\_ % = \$ \_\_\_\_\_  
Operational Budget      Town Cost Allocation      Payment Amount

B. For the purposes of this formula, population shall be determined by the most current state demographer's estimate available at the time the Payment Amount is determined. Operational budget shall include depreciation based on the city's fixed asset policy and state fire aid will not be included.

C. A statement for services shall be provided to the Town on a quarterly basis and forwarded to the Town for payment. The Town shall pay for fire services within thirty (30) days after billing by the City.

D. The City may impose charges for its services under this Agreement to Township residents, property owners, and other persons to the same extent as those charges would be imposed on City residents, property owners, and other persons. The Town Board shall assist in

the collection of any charge by certifying the charges against the Town properties or by other lawful means of collection.

**4. ENFORCEMENT OF MINNESOTA STATE FIRE CODE.**

A. The Farmington Fire Chief, on behalf of the City, is hereby authorized to enforce the provisions of the Minnesota State Fire Code throughout the contracted areas within the Township. This authority shall include any and all enforcement mechanisms including but not limited to injunctive relief or any applicable criminal prosecution.

B. The costs to the City for any incident resulting from an act of negligence or carelessness that requires emergency response services may be billed to the party responsible for such negligence or carelessness. Examples of negligence or carelessness include, but are not limited to, false alarm responses; brush burning, debris burning, or recreational campfires that require an emergency response service; methamphetamine lab explosions; and other explosions or fires resulting from negligence or carelessness.

C. The costs to the City for any hazardous material spills or releases requiring emergency response services may be billed to the party responsible for such hazardous material spills or releases.

D. The costs to the City for emergency response services resulting from an act of arson may be submitted to local court for restitution from the party convicted of arson under Minnesota law.

E. Any outstanding invoices to the City may be certified to the property taxes of the incident site by the City.

**5. INDEMNIFICATION.** City agrees to defend and indemnify Town against any claims brought or actions filed against Town or any officer, employee, or volunteer of Town for injury to, death of, or damage to the property of any third person or persons, arising from City's performance under this contract for services. Under no circumstances, however, shall City be required to pay on behalf of itself and Town, any amounts in excess of the limits on liability established in Minnesota Statutes, Chapter 466 applicable to any one party. The limits of liability for Town and City may not be added together to determine the maximum amount of liability for City. The intent of this subdivision is to impose on City a limited duty to defend and indemnify Town for claims arising out of the performance of this contract subject to the limits of liability under Minnesota Statutes, Chapter 466. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts between the parties and to permit liability claims against both parties from a single occurrence to be defended by a single attorney.

**6. INSURANCE.** City shall maintain general liability insurance for its services and shall include Town as an additional insured for the term of this Agreement and any extensions thereof. The City shall maintain insurance equal to or greater than the maximum liability applicable to municipalities as set forth in Minnesota Statutes, Section 466.04, subd. 1, as amended. City shall provide Town proof of such insurance coverages and the additional insured

endorsement naming the Town annually by the anniversary date of this Agreement. City shall also maintain workers' compensation coverage as required by law.

7. **MINNESOTA GOVERNMENT DATA PRACTICES ACT.** All data collected, created, received, maintained, or disseminated, in any form, for any purposes because of this Agreement is governed by the Minnesota Government Data Practices Act (Minnesota Statutes, Chapter 13 and related statutes), as amended, the Minnesota Rules implementing such Act, as amended, as well as Federal Regulations on data privacy. The person responsible for release of all data under this Agreement shall be identified by each party.

8. **SUBCONTRACTING AND ASSIGNMENT.** City shall not subcontract or assign any portion of this Agreement to another without prior written permission from Town. Services provided to Town pursuant to a mutual aid agreement City has, or may enter into, with another entity does not constitute a subcontract or assignment requiring prior approval of Town so long as City remains primarily responsible for providing fire services to the area of the Town provided herein.

9. **TERMINATION.** This Agreement may be terminated by either the City or the Town by giving the other party at least one hundred eighty (180) days prior written notice of such cancellation.

10. **AMENDMENT.** This Agreement may be amended at any time by the mutual agreement of the parties. Any such amendment shall be in writing and will be attached to this Agreement.

11. **PRIORITY OF RESPONSE.** The Town acknowledges that the City may enter into contracts with other governmental units or private parties to provide fire protection services and that such obligations may impact services.

12. **MINNESOTA LAW GOVERNS.** This Agreement shall be governed by and construed in accordance with the internal laws of the State of Minnesota. All proceedings related to this Agreement shall be venued in Dakota County, State of Minnesota.

13. **SEVERABILITY.** The provisions of this Agreement shall be deemed severable. If any part of this Agreement is rendered void, invalid or otherwise unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Agreement.

14. **NO WAIVER.** Nothing herein shall be construed to waive or limit any immunity from, or limitation on, liability available to either party, whether set forth in Minnesota Statutes, Chapter 466 or otherwise.

15. **SERVICE CONTRACT.** This is a service contract. The parties do not intend to undertake or create, and nothing herein shall be construed as creating, a joint powers agreement, joint venture, or joint enterprise between the parties.

IN WITNESS WHEREOF, each of the parties hereto have caused this instrument to be executed on its behalf by its respective officers.

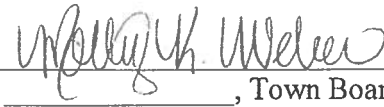
**CITY OF FARMINGTON**

BY: \_\_\_\_\_  
Joshua Hoyt, Mayor

AND: \_\_\_\_\_  
Shirley R Buecksler, City Clerk

**TOWN OF CASTLE ROCK**

BY:  \_\_\_\_\_, Town Board Chair

AND:  \_\_\_\_\_, Town Board Clerk

## REGULAR COUNCIL AGENDA MEMO

**To:** Mayor, Councilmembers and City Administrator  
**From:** Julie Flaten, Asst City Admin/HR Director  
**Department:** HR  
**Subject:** Addition of Fire Marshal Position  
**Meeting:** Regular Council - Mar 18 2024

### INTRODUCTION:

Approve the addition of a Fire Marshal position.

### DISCUSSION:

The Fire Marshal position will be responsible for promoting public and Firefighter safety through the development, implementation, and enforcement of fire safety codes. This position will also review, evaluate, and approve fire suppression and detection systems, fire alarms and conduct fire and arson investigations.

The City's consultant has reviewed the job description and provided a rating of C41 for this position.

### BUDGET IMPACT:

Wages and benefits will be paid utilizing the Public Safety Aid funds received from the State in 2023

### ACTION REQUESTED:

Approve the addition of a Fire Marshal position.

### ATTACHMENTS:

[DBM Job Evaluation Memo Fire Marshal](#)



**Gallagher**

Insurance | Risk Management | Consulting

## MEMORANDUM

**TO:** Julie Flaten, City Administration/Human Resources, City of Farmington, MN

**FROM:** Gallagher Benefit Services - Public Sector & Higher Education Practice

**DATE:** March 13, 2024

**SUBJECT:** Job Evaluation

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The following memo outlines our job analysis and recommendation for the **Fire Marshal** position using the Decision Band Method®.

Gallagher reviewed the job description and/or Position Description Questionnaire (PDQ) to understand the essential duties of the role. In addition, we reviewed the org chart, other comparable job descriptions, and current classification hierarchy to ensure internal equity was maintained. The evaluation results are included in this memo.

We appreciate the opportunity to assist the City of Farmington with its classification needs. If you have any questions or concerns, please feel free to contact Yumi Zhu at [Yumi\\_Zhu@ajg.com](mailto:Yumi_Zhu@ajg.com) or Charmain Kohler at [Charmain\\_Kohler@ajg.com](mailto:Charmain_Kohler@ajg.com).

We look forward to assisting you again in the near future.

**Position: Fire Marshal**

This is a new position and not currently rated.

**Position Summary:**

The Fire Marshal is responsible for promoting public and firefighter safety through the development, implementation and enforcement of fire safety codes. In addition to conducting fire investigations, this position reviews, evaluates, and approves fire alarms and fire suppression and detection systems.

**Position Analysis:**

We have examined the essential duties of this position and have evaluated the position using the Decision Band Method®. The job evaluation shows the following:

Highest Banded and Graded Task: **C4**  
Percent of Time on High Banded Tasks: **~75%**  
Degree of Difficulty/Diversity: **Low**

This classification performs tasks that require “process” decision-making, where the incumbent develops and selects the appropriate processes by which to accomplish the operations of programs. In “process” decision making, the rules and procedures have been set by interpretive decisions. What is to be done has already been decided, but the incumbent has a choice in the way in which the tasks are to be carried out.

The position receives a grade of four (4) because the incumbent is non-coordinating, meaning he/she does not directly supervise staff.

We compared this position with other positions, including Building Inspector and Economic Development Coordinator. Overall, the position receives a subgrade of one (1) because of the low complexity and diversity of tasks in the C4 band and grade.

**Recommended rating: C41**



 430 Third St., Farmington, MN 55024  
 651-280-6800  
 FarmingtonMN.gov

## REGULAR COUNCIL AGENDA MEMO

**To:** Mayor, Councilmembers and City Administrator  
**From:** Julie Flaten, Asst City Admin/HR Director  
**Department:** HR  
**Subject:** Interim Fire Chief  
**Meeting:** Regular Council - Mar 18 2024

### INTRODUCTION:

Approve the appointment of Matt Price as Interim Fire Chief effective March 5, 2024.

### DISCUSSION:

In his role as Deputy Fire Chief Matt has proven himself to be an effective leader and has earned the respect of the Fire Department employees as well as City leadership.

### BUDGET IMPACT:

Wages are included in the 2024 budget.

### ACTION REQUESTED:

Approve the appointment of Matt Price as Interim Fire Chief effective March 5, 2024.



 430 Third St., Farmington, MN 55024  
 651-280-6800  
 FarmingtonMN.gov

## REGULAR COUNCIL AGENDA MEMO

**To:** Mayor, Councilmembers and City Administrator  
**From:** Julie Flaten, Asst City Admin/HR Director  
**Department:** HR  
**Subject:** Personnel Policy Update  
**Meeting:** Regular Council - Mar 18 2024

### INTRODUCTION:

Approve the updated Drug, Alcohol and Cannabis Testing and Drug-Free Workplace Act Policy for Non-Commercial Drivers.

### DISCUSSION:

The Drug, Alcohol and Cannabis Testing and Drug-Free Workplace Act Policy for Non-Commercial Drivers was previously approved by the City Council in August of 2023. Since that time the LELS Patrol Officers union has requested some minor changes be made. The City has reviewed these changes and is agreeable.

### BUDGET IMPACT:

N/A

### ACTION REQUESTED:

Approve the updated Drug, Alcohol and Cannabis Testing and Drug-Free Workplace Act Policy for Non-Commercial Drivers.

### ATTACHMENTS:

[Non-DOT-Drug-Testing-and-Drug-Free-Workplace Policy Revised 030724-Red line](#)

# **City of Farmington, Minnesota**

## **Drug, Alcohol and Cannabis Testing and Drug-Free Workplace Act Policy for Non-Commercial Drivers (Non-DOT)**

### **Purpose and Objectives**

The city of Farmington (“city”) has a vital interest in maintaining safe, healthful, and efficient working conditions for employees, and recognizes that individuals who are impaired because of drugs and/or alcohol jeopardize the safety and health of other workers as well as themselves. The city of Farmington does not intend to intrude into the private lives of its employees, but strongly believes that a drug, alcohol and cannabis-free workplace is in the best interest of employees and the public alike. Alcohol, drug, and cannabis abuse can cause unsatisfactory job performance, increased tardiness and absenteeism, increased accidents and workers’ compensation claims, higher insurance rates, and an increase in theft of city property. The city of Farmington’s Drug, Alcohol and Cannabis Testing Non-DOT policy has been established for the purpose of providing a safe workplace for all.

City employees and applicants required to hold a commercial driver’s license by the United States Department of Transportation (“DOT”) for their job will be tested under the city’s Policy on Controlled Substance and Alcohol Testing for Commercial Drivers (the “DOT Policy”). All other employees and job applicants offered employment with the city must undergo testing as described by this policy.

To ensure the policy is clearly communicated to all employees and applicants to whom offers of employment have been made, and to comply with state law, employees and applicants are required to review this policy and sign the “policy acknowledgement.” A job applicant will also acknowledge in this form that he/she understands that passing the drug test is a requirement of the job.

### **Persons Subject to Testing and Circumstances Under Which Testing May Be Required**

Under this policy, the city may test any applicant to whom an offer of employment has been made and may test employees for alcohol and/or controlled substance, under the following circumstances with a properly accredited or licensed testing laboratory, in accordance with Minn. Stat. § 181.953, subd. 1 and pursuant to the requirements of Minnesota’s Drug and Alcohol Testing in the Workplace Act.

#### **(1) Pre-Employment Testing:**

Every job applicant offered employment with the city receives the offer conditioned upon successful completion of drug test, and/or an alcohol or cannabis test, if applicable, among other conditions. The city will not request or require a job applicant to undergo cannabis testing related to “lawful consumable products” pursuant to Minn. Stat. § 181.938, including alcohol, cannabis, lower-potency hemp edibles, and hemp-derived consumer products, except with respect to the categories of positions listed below. If the job offer is withdrawn based drug test results, the city will inform the applicant of the reasons for the withdrawal. A failure of the drug or other applicable test, a refusal to take the test, or failure to meet other conditions of the offer will result in a withdrawal of the offer of employment even if the applicant’s provisional employment has

begun. A negative or positive dilute test result (following a second collection), which has been confirmed, will also result in immediate withdrawal of an offer of employment to an applicant. The City may request or require job applicants conditionally offered employment to undergo cannabis testing as part of pre-employment testing if the applicant is in one of the following positions:

- A safety-sensitive position;
- Police officer or sheriff position;
- Firefighter position;
- Position requiring face-to-face care, training, education, supervision, counseling, consultation or medical assistance to children, vulnerable adults, or patients who receive health care services from a provider for the treatment, examination, or emergency care of a medical, psychiatric, or mental condition;
- Position requiring an employee to operate a motor vehicle for which state or federal law requires drug or alcohol testing of a job applicant or an employee;
- Position of employment funded by a federal grant; or
- Any other position for which federal law requires testing of a job applicant for cannabis.

Temporary and seasonal employees are not subject to pre-employment testing except for those designated by the hiring department as safety-sensitive positions.

**(2) Reasonable Suspicion Testing:**

Consistent with Minn. Stat. § 181.951, subd. 3, employees will be subject to alcohol and/or drug testing, or cannabis testing, when reasonable suspicion exists to believe that the employee:

- Is under the influence of alcohol, drugs or cannabis; or
- Has violated written work rules prohibiting the use, possession, sale or transfer of drugs, alcohol, or cannabis, while working, while on city property, or while operating city vehicles, machinery or any other type of equipment; or
- Has sustained a personal injury as defined in Minn. Stat. § 176.011, subd. 16 or has caused another employee to sustain an injury or
- Has caused a work-related accident or was operating or helping to operate machinery, equipment, or vehicles involved in a work-related accident.

Reasonable suspicion may be based upon, but is not limited to, facts regarding appearance, behavior, speech, breath, odor, possession, proximity to or use of alcohol, drugs or cannabis or containers or paraphernalia, poor safety record, excessive absenteeism, impairment of job performance, or any other circumstances that would cause a reasonable employer to believe that a violation of the city's policies concerning alcohol, drugs or cannabis may have occurred. These observations will be reflected in writing on a Reasonable Suspicion Record Form.

For off-site collection, employees will be driven to the employer-approved medical facility by their supervisor or a designee. For an on-site collection service, the employee will remain on site and be observed by the supervisor or designee. The medical facility or on-site collection service will take the urine or blood sample and will forward the sample to an approved laboratory for testing.

Pursuant to the requirements of the Drug-Free Workplace Act of 1988, all city employees, as a condition of continued employment, will agree to abide by the terms of this policy and must notify the Assistant City Administrator/Human Resources Director or the City Administrator of any criminal drug statute conviction for a violation occurring in the workplace not later than five days after such conviction. If required by law or government contract, the city will notify the appropriate federal agency of such conviction within 10 days of receiving notice from the employee.

**(3) Treatment Program Testing:**

In accordance with Minn. Stat. § 181.951, subd. 6, the city may request or require an employee to undergo drug, alcohol or cannabis testing, if the employee has been referred by the city for chemical dependency treatment or evaluation or is participating in a chemical dependency treatment program under an employee benefit plan. In such a case, the employee may be requested or required to undergo drug or alcohol testing, or cannabis testing, without prior notice during the evaluation or treatment period and for a period of up to two years following completion of any prescribed chemical dependency treatment program.

**(4) Routine Physical Examination Testing:**

The city may request or require an employee to undergo drug and/or alcohol testing as part of a routine physical examination, provided it first has a lawful basis to request or require such an examination. The city, in accordance with Minn. Stat. § 181.951, subd. 3, will may request or require this type of testing no more than once annually, and the employee will be provided with at least two weeks' written notice that the test will be required as part of the physical examination. The City may request or require an employee to undergo cannabis testing as part of a routine physical examination testing when an employee is in one of the following positions:

- A safety-sensitive position;
- Police officer or sheriff position;
- Firefighter position;
- Position requiring face-to-face care, training, education, supervision, counseling, consultation or medical assistance to children, vulnerable adults, or patients who receive health care services from a provider for the treatment, examination, or emergency care of a medical, psychiatric, or mental condition;
- Position requiring an employee to operate a motor vehicle for which state or federal law requires drug or alcohol testing of a job applicant or an employee;
- Position of employment funded by a federal grant; or
- Any other position for which federal law requires testing of a job applicant for cannabis

The City acknowledges that nothing within this policy grants it the right to conduct routine physical examinations, medical examinations, or fitness for duty examinations of employees as a matter of expediency and that any such examination of an employee must be supported by a lawful basis that is job-related and consistent with business necessity. This policy does not and cannot reduce the rights of employees granted under a collective bargaining agreement or under any other local, state, or federal law, rule, regulation, or ordinance.

**(5) Random Testing:**

In accordance with Minn. Stat. § 181.951, subd. 4, the city may require an employee to submit to random drug, alcohol, and cannabis testing, if the employee is in a safety-sensitive position.

**Right of Refusal:**

Employees and job applicants have the right to refuse to submit to an alcohol, drug, or cannabis test under this policy. However, such a refusal will subject an employee to immediate termination.

If an applicant refuses to submit to applicant testing, any conditional offer of employment will be withdrawn.

Any intentional act or omission by the employee or applicant that prevents the completion of the testing process constitutes a refusal to test.

An applicant or employee who substitutes, or attempts to substitute, or alters, or attempts to alter a testing sample is considered to have refused to take a drug alcohol or cannabis test. In such a case, the employee is subject to immediate termination of employment, and in the case of an applicant, the job offer will be immediately withdrawn.

**Refusal on Religious Grounds:**

An employee or job applicant who, on religious grounds, refuses to undergo drug and/or alcohol testing, or cannabis testing, of a blood sample will not be considered to have refused testing, unless the employee or job applicant also refuses to undergo drug, alcohol, or cannabis testing of a urine sample.

**Cost of Required Testing:**

The city will pay for the cost of all drug, alcohol or cannabis testing, requested or required of all job applicants and employees, except for confirmatory retests. Job applicants and employees are responsible for paying for all costs associated with any requested confirmatory retests.

**Prohibition against Drugs and Alcohol****Use and Possession of Alcohol or Drug(s) or Cannabis:**

Employees are prohibited from the use, possession, transfer, transportation, manufacture, distribution, sale, purchase, solicitation to sell or purchase, or dispensation of alcohol, drugs, cannabis, or drug paraphernalia, while on duty; while on city premises; while operating any city vehicle, machinery, or equipment; or when performing any city business, except (1) pursuant to a valid medical prescription used as properly instructed; (2) the use of over-the-counter drugs used as intended by the manufacturer; or (3) when necessary for approved law enforcement activity.

Besides having a zero-tolerance policy for the use or possession of alcohol, illegal drugs, or misused prescription drugs on the worksite, we also prohibit the use, possession of, impairment by any cannabis or medical cannabis products (e.g., hash oils, edibles or beverages containing cannabinoids, or pills) on the worksite by a person working as an employee at the city or while “on call” and subject to return to work.

Having a medical marijuana card, patient registry number, and/or cannabis prescription from a physician does not allow anyone to use, possess, or be impaired by that drug here. Likewise, the fact that cannabis may be lawfully purchased and consumed does not permit anyone to use,

possess, or be impaired by them here. The federal government still classifies cannabis as an illegal drug, even though some states, including Minnesota, have decriminalized its possession and use. There is no acceptable concentration of marijuana metabolites in the blood or urine of an employee who operates our equipment or vehicles or who is on one of our worksites. Applicants and employees are still subject to being tested under our drug, alcohol and cannabis testing policy.

Employees are subject to being disciplined, suspended, or terminated after testing positive for cannabis if the employee used, possessed, or was impaired by cannabis, including medical cannabis, while on the premises of the place of employment or during the hours of employment.

**While Impaired by Alcohol, Drugs or Cannabis:**

Employees are prohibited from being under the influence of alcohol or drugs, or cannabis, or having a detectable amount of an illegal drug in the blood or urine when reporting for work; while on duty; while on the city's premises; while operating any city vehicle, machinery, or equipment; or when performing any City business, except (1) pursuant to a valid medical prescription used as properly instructed; or (2) the use of over-the-counter drug used as intended by the manufacturer.

**Driving While Impaired:**

A conviction of driving while impaired in a city-owned vehicle at any time during business or non-business hours, or in an employee-owned vehicle while conducting city business, may result in discipline, up to and including discharge.

**Criminal Drug Convictions:**

Any employee convicted of any criminal drug statute must notify his or her supervisor and the city's Assistant City Administrator/Human Resources Division or City Administrator]in writing of such conviction no later than five days after such conviction. Within 30 days after receiving notice from an employee of a drug-related conviction, the city will take appropriate personnel action against the employee up to and including discharge or require the employee to satisfactorily participate in a drug abuse assistance or rehabilitation program as an alternative to termination. In the event notice is not provided to the supervisor and the employee is deemed to be incapable of working safely, the employee will not be permitted to work and will be subject to disciplinary action, including dismissal from employment. In accordance with the Federal Drug-Free Workplace Act of 1988, if the city is receiving federal grants or contracts of over \$25,000, the city will notify the appropriate federal agency of such conviction within 10 days of receiving notice from the employee.

**Failure to Disclose Lawful Drugs:**

Employees taking a lawful drug, including prescription and over-the-counter drugs or cannabis, which may impair their ability to perform their job responsibilities or pose a safety risk to themselves or others, must advise their supervisor of this before beginning work. It is the employee's responsibility to seek out written information from his/her physician or pharmacist regarding medication and any job performance impairment and relay that information to his/her supervisor. In the event of such a disclosure, the employee will not be authorized to perform safety-sensitive functions.

## **Review and Notification of Test Results**

### **Notification of Negative Test Results:**

In the case of job applicants and in accordance with Minn. Stat. § 181.953, Human Resources will notify a job applicant of a negative drug result within three days of receipt of result by the city, and the hiring process will resume. In accordance with Minn. Stat. § 181.953, subd. 3, a laboratory must report results to the city within three working days of the confirmatory test result. A “Negative Test Results Notification” form will be sent to the job applicant, and the job applicant may request a copy of the test result report from (Human Resources).

In the case of current employees and in accordance with Minn. Stat. § 181.953, (Human Resources) will notify the employee of a negative drug and/or alcohol result within three days of receipt of result by the city. A “Negative Test Results Notification” form will be sent to the employee, and he or she may request a copy of the test result report from Assistant City Administrator/Human Resources or the City Administrator.

### **Notification of Positive Test Results:**

In the event of a confirmed positive blood or urine alcohol drug, or cannabis test result, the city will notify the employee of a positive result within three days of receipt of the result. Human Resources will send to the employee or job applicant a “Positive Test Results Notification” letter containing further instructions. The employee or job applicant may contact Human Resources to request a copy of the test result report if desired. In accordance with Minn. Stat. § 181.953, subd. 3, a laboratory must report results to the city within three working days of the confirmatory test result.

### **Right to Provide Information after Receiving Test Results:**

Within three working days after notice of a positive drug, alcohol, or cannabis test result on a confirmatory test, the employee or job applicant may submit information to the city to explain the positive result. In accordance with Minn. Stat. § 181.953, subd. 10, if an employee submits information either before a test or within three working days after a positive test result that explains the positive test result, (such as medications the employee is taking), the city will not take an adverse employment action based on that information unless the employee has already been under an affirmative duty to provide the information before, upon, or after hire.

### **Right to Confirmatory Retest:**

A job applicant or employee may request a confirmatory retest of the original sample at the job applicant’s or employee’s own expense after notice of a positive test result on a confirmatory test. Within five working days after notice of the confirmatory test result, the job applicant or employee must notify the city in writing of the job applicant’s or employee’s intention to obtain a confirmatory retest. Within three working days after receipt of the notice, the city will notify the original testing laboratory that the job applicant or employee has requested the laboratory to conduct the confirmatory retest or transfer the sample to another qualified laboratory licensed to conduct the confirmatory retest. The original testing laboratory will ensure the control and custody procedures are followed during transfer of the sample to the other laboratory. In accordance with Minn. Stat. § 181.953, subd. 3, the laboratory is required to maintain all samples

testing positive for a period of six months. The confirmatory retest will use the same drug and/or alcohol threshold detection levels as used in the original confirmatory test.

In the case of job applicants, if the confirmatory retest does not confirm the original positive test result, the city's job offer will be reinstated, and the city will reimburse the job applicant for the actual cost of the confirmatory retest. In the case of employees, if the confirmatory retest does not confirm the original positive test result, no adverse personnel action based on the original confirmatory test will be taken against the employee, the employee will be reinstated with any lost wages or salary for time lost pending the outcome of the confirmatory retest result, and the city will reimburse the employee for the actual cost of the confirmatory retest.

#### **Access to Reports:**

In accordance with Minn. Stat. § 181.953, subd. 10, an employee will have access to information contained in his or her personnel file relating to positive test results and to the testing process, including all information gathered as part of that process.

#### **Dilute Specimens:**

A negative or positive dilute test result (following a second collection) which has been confirmed ~~will~~ may subject an employee to discipline, up to and including immediate termination.

### **Consequences for Employees Engaging in Prohibited Conduct**

#### **Job Applicants:**

The city's conditional offer of employment will be withdrawn from any job applicant who refuses to be tested or tests positive for illegal drugs as verified by a confirmatory test.

#### **Employees:**

- No Adverse Action without Confirmatory Test. The city will not discharge, discipline, discriminate against, or request or require rehabilitation of an employee based on a positive test result from an initial screening test that has not been verified by a confirmatory test.
- Suspension Pending Test Result. The city may temporarily suspend a tested employee with or without pay or transfer that employee to another position at the same rate of pay pending the outcome of the requested confirmatory retest, provided the city believes that it is reasonably necessary to protect the health or safety of the employee, co-employees, or the public.

The employee will be asked to return home and will be provided appropriate arrangements for return transportation to his or her residence. In accordance with Minn. Stat. § 181.953, subd. 10, an employee who has been suspended without pay will be reinstated with back pay if the outcome of the requested confirmatory retest is negative.

#### **Discipline and Discharge:**

##### **Confirmatory Positive Test Result:**

The city will not discharge an employee for a first confirmatory positive test unless the following conditions have been met:

- The city has first given the employee an opportunity to participate in either a drug or alcohol counseling or rehabilitation program, whichever is more appropriate, as

determined by the city after consultation with a certified chemical use counselor or physician trained in the diagnosis and treatment of chemical dependency. Participation by the employee in any recommended substance abuse treatment program will be at the employee's own expense or pursuant to the coverage under an employee benefit plan. The certified chemical use counselor or physician trained in the diagnoses and treatment of chemical dependency will determine if the employee has followed the rehabilitation program as prescribed; and

- The employee has either refused to participate in the counseling or rehabilitation program or has failed to successfully complete the program, as evidenced by withdrawal from the program before its completion or by a refusal to test or positive test result on a confirmatory test after completion of the program.

### **Other Misconduct:**

Nothing in this policy limits the right of the city to discipline or dismiss an employee on grounds other than a positive confirmatory test result, including conviction of any criminal drug statute for a violation occurring in the workplace or violation of other city personnel policies.

### **Emergency Call Back to Work Provisions:**

If an employee is called out for a city emergency and he or she reports to work and is suspected of being under the influence of drugs, alcohol, or cannabis he or she will not be subject to the testing procedures of this policy but may be subject to discipline and will not be allowed to work. Appropriate arrangements for return transportation to the employee's residence will be made. It is the sole responsibility of the employee who is under the influence of alcohol, drugs or cannabis and who is called out for a city emergency, to notify his or her supervisor of this information and advise if he or she is unable to respond to the emergency call back.

### **Non-Discrimination**

The city of Farmington policy on work-related substance abuse is non-discriminatory in intent and application; however, in accordance with Minn. Stat., Ch. 363, disability does not include conditions resulting from alcohol or other drug or cannabis abuse which prevents an employee from performing the essential functions of the job in question or constitutes a direct threat to property of the safety of individuals.

Furthermore, the city will not retaliate against any employee for asserting his or her rights under this policy.

### **City's Employee Assistance Program**

The city has in place a formal employee assistance program (EAP) to assist employees in addressing serious personal or work-related problems at any time. The city's EAP provides confidential, cost-free, short-term counseling to employees and their families. Employees who may have an alcohol, cannabis, or other drug abuse problem are encouraged to seek assistance before a problem affects their employment status. Employee assistance program services are available by contacting Health Partners EAP at 866-326-7194.

### **Policy Contact for Additional Information**

If you have any questions about this policy or the city's drug, alcohol and cannabis testing procedures, you may contact your immediate supervisor, (Human Resources), or the City Administrator to obtain additional information.

By this policy, the city of Farmington has established a drug-free awareness program to inform employees about the dangers of drug abuse in the workplace and its policy of maintaining a drug-free workplace. Each city employee will receive a copy of this policy and will be required to read it.

### **Definitions**

**Alcohol:** Means the intoxicating agent in beverage alcohol or any low molecular weight alcohols such as ethyl, methyl, or isopropyl alcohol. The term includes but is not limited to beer, wine, spirits, and medications such as cough syrup that contain alcohol.

**Alcohol use or usage:** Means the consumption of any beverage, mixture, or preparation, including any medication, containing alcohol.

**Applicant:** Means a person applying for a job with the city.

**Cannabis:** Means cannabis and its metabolites, including cannabis flower, cannabis products, lower-potency hemp edibles, and hemp-derived consumer products as defined in Minn. Stat. § 342.01.

**Cannabis testing:** An analysis of a body component sample according to the standards established under one of the programs listed in Minn. Stat. § 181.953, subdivision 1, for the purpose of measuring the presence or absence of cannabis flower, as defined in Minn. Stat. § 342.01, subdivision 16, cannabis products, as defined in Minn. Stat. § 342.01, subdivision 20, lower-potency hemp edibles as defined in Minn. Stat. § 342.01, subdivision 50, hemp-derived consumer products as defined in Minn. Stat. § 342.01, subdivision 37, or cannabis metabolites in the sample tested.

**City:** Means the city of Farmington.

**City premises:** Means, but is not limited to, all city job sites and work areas. For the purposes of this policy, city premises also includes any other locations or modes of transportation to and from those locations while in the course and scope of employment of the city.

**City vehicle:** Means any vehicle which employees are authorized to use solely for city business when used at any time; or any vehicle owned or leased by the city when used for city business.

**Collection site:** Means a place designated by the city where job applicants and employees present themselves for the purpose of providing a specimen of their breath, urine, and/or blood to be analyzed for the presence of drugs and alcohol.

**Confirmatory test:** Means a drug, alcohol or cannabis test on a sample to substantiate the results of a prior drug, alcohol test or cannabis on the same sample, and that uses a method of analysis allowed under one of the programs listed in Minn. Stat. § 181.953, subd. 1.

**Controlled substance:** A drug, substance, or immediate precursor in Schedules I through V of Minn. Stat. § 152.02. The term shall not include distilled spirits, wine, malt beverages, intoxicating liquors or tobacco.

**Drug:** Includes any “controlled substance” as defined in Minn. Stat. § 152.01, subd. 4, but does not include marijuana, tetrahydrocannabinols, cannabis flower as defined in Minn. Stat. § 342.01, subdivision 16, cannabis products as defined in Minn. Stat. § 342.01, subdivision 20, lower-potency hemp edibles as defined in Minn. Stat. § 342.01, subdivision 50, and hemp-derived consumer products as defined in Minn. Stat. § 342.01, subdivision 37.

**Drug and/or alcohol testing, and drug and/or alcohol test:** Mean analysis of a body component sample according to the standards established under one of the programs listed in Minn. Stat. § 181.953, subd. 1, for the purpose of measuring their presence or absence of drugs, alcohol, or their metabolites in the sample tested. "Drug and alcohol testing," "drug or alcohol testing," and "drug or alcohol test" do not include cannabis or cannabis testing, unless stated otherwise.

**Drug paraphernalia:** Has the meaning set forth in Minn. Stat. § 152.01, subd. 18.

**Employee:** Means a person who performs services for compensation for the city and includes independent contractors except where specifically noted in this policy.

**Initial screening test:** Means a drug and/or alcohol or cannabis test that uses a method of analysis under one of the programs listed in Minn. Stat. § 181.953, subd. 1.

**Job applicant:** Means a person who applies to become an employee of the city and includes a person who has received a job offer made contingent on the person passing drug testing.

**Positive test result:** Means a finding of the presence of alcohol, drugs, cannabis or their metabolites in the sample tested in levels at or above the threshold detection levels contained in the standards of one of the programs listed in section 181.953, subd. 1. ~~that exceeds the cutoff levels established by the city. Minimum threshold detection levels are subject to change as determined in the city's sole discretion.~~

**Random selection basis:** Means a mechanism for selection of employees that (1) results in an equal probability that any employee from a group of employees subject to the selection mechanism will be selected, and (2) does not give an employer discretion to waive the selection of any employee selected under the mechanism.

**Reasonable suspicion:** Means a basis for forming a belief based on specific facts and rational inferences drawn from those facts.

**Safety-sensitive position:** Means a job, including any supervisory or management position, in which an impairment caused by drug, alcohol, and/or cannabis usage would threaten the health or safety of any person.

**Under the influence:** Means (1) the employee tests positive for alcohol drugs, or cannabis or (2) the employee's actions, appearance, speech, and/or bodily odors reasonably cause the city to conclude that the employee is impaired because of illegal drug use or alcohol use.

## REGULAR COUNCIL AGENDA MEMO

**To:** Mayor, Councilmembers and City Administrator  
**From:** Julie Flaten, Asst City Admin/HR Director  
**Department:** HR  
**Subject:** Staff Changes and Recommendations  
**Meeting:** Regular Council - Mar 18 2024

### INTRODUCTION:

Approve the appointment of Melissa Geis as a Building Permit Technician and approve the appointment of Carter Hoff, Mason Conrad, Drew Conrad, Carson Spelman and Nathan Bartell as seasonal parks maintenance employees and Connor Lavigne as a seasonal arena supervisor.

### DISCUSSION:

Melissa Geis has been selected to fill the Building Permit Technician position. Melissa has been working for the City for the past few months in the temporary front desk administrative support role. During this time, she has proven her ability to learn quickly, display professionalism as the first point of contact for residents on the phone and in person, and she has quickly gained the respect and trust of City Staff. We are grateful Melissa will be joining our team fulltime!

Staff is recommending the appointment of several seasonal employees. The City is fortunate to have several seasonal employees returning to work for the City from last year.

### BUDGET IMPACT:

Wages are included in the 2024 budget.

### ACTION REQUESTED:

Approve the appointment of Melissa Geis as a Building Permit Technician and approve the appointment of Carter Hoff, Mason Conrad, Drew Conrad, Carson Spelman and Nathan Bartell as seasonal parks maintenance employees and Connor Lavigne as a seasonal arena supervisor.

## REGULAR COUNCIL AGENDA MEMO

**To:** Mayor, Councilmembers and City Administrator  
**From:** John Powell, Public Works Director  
**Department:** Engineering  
**Subject:** Purchase of a Dump Truck  
**Meeting:** Regular Council - Mar 18 2024

### INTRODUCTION:

Dump trucks are critical for winter maintenance but are used year-round in all aspects of public works. This includes hauling of all types of materials such as granular backfill, aggregate base, street sweepings, snow, tree debris, etc. Unit 0708 is a 2002 Sterling Dump Truck. It has exceeded its expected useful life and is in need of replacement. Public Works Staff have evaluated options and obtained quotes for the recommended equipment.

### DISCUSSION:

Quotes for dump trucks typically involve multiple vendors, one vendor for the cab and chassis, and another for the body. For the cab and chassis, the recommended quote is for a Freightliner 108SD Plus from I-State Truck Center of Inver Grove Heights, Minnesota (MN State Contract T-647(5)). The body quote is from Towmaster of Litchfield, Minnesota (MN State Contract 222949 Amended). Note that the Towmaster quote has a valid thru date of 2/29/24 but we have verified with Towmaster that this pricing has actually been extended through February of 2025. Both quotes are attached.

The equipment is expected to be received in 2025.

### BUDGET IMPACT:

The quote pricing is as follows:

|                      |              |
|----------------------|--------------|
| I-State Truck Center | \$100,396.00 |
| Towmaster            | \$182,349.00 |
| Total                | \$282,745.00 |

\$300,000 was budgeted for this equipment in 2025 with the funding source identified as the General Capital Equipment. The Capital Improvement Plan (CIP) identified the truck for replacement in 2024, with funding in 2025, recognizing that there is a lengthy lead time for major equipment.

Once the new truck is received, the existing unit will be prepared and put up for auction.

### ACTION REQUESTED:

Approve the purchase of a Freightliner 108SD Plus cab and chassis from I-State Truck Center of

Inver Grove Heights, Minnesota, and a Towmaster body from Towmaster of Litchfield, Minnesota, for the quoted amounts.

**ATTACHMENTS:**

[Freightliner Cab and Chassis quote 021424](#)

[Towmaster Body quote 011624](#)

Print Date & Time 2/14/2024 10:16

Single Axle Cab & Chassis

VENDOR NAME ISTATE TRUCK CENTER

YEAR, MAKE AND MODEL 2025 FREIGHTLINER 108SD PLUS

This section for use when ordering

|             |   |                           |
|-------------|---|---------------------------|
| WB          | 163"  | Grand Total \$ 100,396.00 |
| CA          | 97"   |                           |
| AF          | 63"   |                           |
| Rear Ratio  |   |                           |
| Cab Color   | White   |                           |
| Wheel Color | Aluminum  |                           |
| Notes       | MN State contract T-647(5) City of Farmington, MN |                           |

| Manufacturers Order Code | Spec # | Description   | Qty | Price        | Subtotal     |
|--------------------------|--------|---|-----|--------------|--------------|
|                          | 1.0    | <b>PRICE FOR BASE UNIT:</b>   | 1   | \$ 75,074.00 | \$ 75,074.00 |
| 019-001                  | 15.1   | TRAILER TOW PACKAGE EXTENDED TO REAR OF FRAME   | 1   | \$ 630.00    | \$ 630.00    |
| 296-010                  | 15.2   | PRIMARY CONNECTOR/RECEPTACLE WIRED FOR SEPARATE STOP/TURN, ABS CENTER PIN POWERED THROUGH IGNITION                  | 1   | \$ -         | \$ -         |
|                          | 8.0    | <b>ENGINE/EXHAUST AND FUEL TANKS OPTIONS:</b>   |     |              |              |
| 101-3BT                  | 8.19   | CUM L9 350 HP @ 2000 RPM, 2200 GOV RPM, 1050 LB/FT @ 1400 RPM   | 1   | \$ 8,357.00  | \$ 8,357.00  |
| 105-015                  | 9.4    | OIL FILL AND DIPSTICK LOCATED FOR ENHANCED SERVICEABILITY   | 1   | \$ 64.00     | \$ 64.00     |
| 014-1C5                  | 9.8    | SIDE OF HOOD AIR INTAKE WITH FIREWALL MOUNTED DONALDSON AIR CLEANER AND INSIDE/OUTSIDE AIR WITH SNOW DOOR           | 1   | \$ 301.00    | \$ 301.00    |
| 124-1DJ                  | 9.11   | DR 12V 160 AMP 36-SI BRUSHLESS QUADRAMOUNT PAD ALTERNATOR WITH REMOTE BATTERY VOLT SENSE                            | 1   | \$ 71.00     | \$ 71.00     |
| 290-1CD                  | 11.21  | BATTERY BOX WITH ALUMINUM COVER MOUNTED SHORT SIDE TO RAIL  | 1   | \$ 129.00    | \$ 129.00    |
| 282-042                  | 11.27  | LH BATTERY BOX MOUNTED AS FAR AFT AS POSSIBLE, NO GREATER THAN 60 INCHES BACK OF CAB                                | 1   | \$ 137.00    | \$ 137.00    |
| 293-058                  | 11.34  | POSITIVE LOAD DISCONNECT WITH CAB MOUNTED CONTROL SWITCH MOUNTED OUTBOARD DRIVER SEAT                               | 1   | \$ 126.00    | \$ 126.00    |
| 295-029                  | 11.2   | REMOTE JUMP START TERMINALS   | 1   | \$ 49.00     | \$ 49.00     |
| 128-1A7                  | 9.32   | DETROIT MD COMPRESSION BRAKE WITH ON/OFF SWITCH   | 1   | \$ 404.00    | \$ 404.00    |
| 016-1C2                  | 8.25   | RH OUTBOARD UNDER STEP MOUNTED HORIZONTAL AFTERTREATMENT SYSTEM ASSEMBLY WITH RH B-PILLAR MOUNTED VERTICAL TAILPIPE | 1   | \$ 987.00    | \$ 987.00    |
| 23U-002                  | 8.36   | 13 GALLON DIESEL EXHAUST FLUID TANK   | 1   | \$ 50.00     | \$ 50.00     |
| 242-001                  | 8.46   | STAINLESS STEEL AFTERTREATMENT DEVICE/MUFFLER/TAILPIPE SHIELD   | 1   | \$ 31.00     | \$ 31.00     |
| 172-007                  | 9.43   | GATES POWERGRIP SHRINK BAND HOSE CLAMPS WHERE POSSIBLE  | 1   | \$ 74.00     | \$ 74.00     |
| 138-010                  | 9.49   | PHILLIPS-TEMRO 750 WATT/115 VOLT BLOCK HEATER   | 1   | \$ 51.00     | \$ 51.00     |
| 204-152                  | 8.68   | 70 GALLON/264 LITER ALUMINUM FUEL TANK - LH   | 1   | \$ 143.00    | \$ 143.00    |
| 122-1J1                  | 8.118  | DETROIT FUEL/WATER SEPARATOR WITH WATER IN FUEL SENSOR, HAND PRIMER AND 12 VOLT PREHEATER                           | 12  | \$ 40.00     | \$ 480.00    |
| 218-001                  | 8.96   | 23 INCH DIAMETER FUEL TANK(S)   | 1   | \$ 20.00     | \$ 20.00     |
|                          | 10.0   | <b>TRANSMISSION OPTIONS:</b>  |     |              |              |
| 342-582                  | 10.15  | ALLISON 3000 RDS AUTOMATIC TRANSMISSION WITH PTO PROVISION  | 1   | \$ 3,314.00  | \$ 3,314.00  |
| 353-023                  | 10.19  | VEHICLE INTERFACE WIRING CONNECTOR WITH OUT BLUNT CUTS, AT END OF FRAME   | 1   | \$ 34.00     | \$ 34.00     |
| 34C-001                  | 10.28  | ELECTRONIC TRANSMISSION CUSTOMER ACCESS CONNECTOR FIREWALL MOUNTED  | 1   | \$ 36.00     | \$ 36.00     |
|                          | 3.0    | <b>FRONT AXLE/SUSPENSION/BRAKE/OPTION</b>   |     |              |              |
| 400-1BA                  | 3.21   | DETROIT DA-F-18.0-5 18,000# FL1 71.0 KPI/3.74 DROP SINGLE FRONT AXLE  | 1   | \$ 1,186.00  | \$ 1,186.00  |
| 402-030                  | 3.36   | MERITOR 16.5X6 Q+ CAST SPIDER CAM FRONT BRAKES, DOUBLE ANCHOR, FABRICATED SHOES                                     | 1   | \$ 35.00     | \$ 35.00     |

| Manufacturers Order Code | Spec # | Description  | Qty | Price       | Subtotal    |
|--------------------------|--------|--|-----|-------------|-------------|
| 405-031                  | 3.62   | HALDEX AUTOMATIC FRONT SLACK ADJUSTERS WITH STAINLESS STEEL CLEVIS PINS                    | 1   | \$ 32.00    | \$ 32.00    |
| 536-055                  | 3.65   | TRW THP-60 POWER STEERING WITH RCH45 AUXILIARY GEAR  | 1   | \$ 594.00   | \$ 594.00   |
| 534-003                  | 3.67   | 4 QUART POWER STEERING RESERVOIR   | 1   | \$ 25.00    | \$ 25.00    |
| 533-001                  | 3.68   | OIL/AIR POWER STEERING COOLER  | 1   | \$ 153.00   | \$ 153.00   |
| 40T-002                  | 3.70   | SYNTHETIC 75W-90 FRONT AXLE LUBE   | 1   | \$ 5.00     | \$ 5.00     |
| 620-013                  | 3.82   | 18,000# TAPERLEAF FRONT SUSPENSION   | 1   | \$ 861.00   | \$ 861.00   |
| 619-004                  | 3.87   | GRAPHITE BRONZE BUSHINGS WITH SEALS - FRONT SUSPENSION                                     | 1   | \$ 1.00     | \$ 1.00     |
|                          | 4.0    | <b>4.0 SINGLE REAR AXLE/SUSPENSION/BRAKE/OPTIONS</b>                                       |     |             |             |
| 420-1GK                  | 4.1    | DETROIT DA-RS-23.0-4 23,000# R-SERIES SINGLE REAR AXLE                                     | 1   | \$ 337.00   | \$ 337.00   |
| 386-073                  | 4.15   | MXL 17T MERITOR EXTENDED LUBE MAIN DRIVELINE WITH HALF ROUND YOKES 181" TO 225" 0WHEELBASE | 1   | \$ 240.00   | \$ 240.00   |
| 452-001                  | 4.45   | DRIVER CONTROLLED TRACTION DIFFERENTIAL - SINGLE REAR AXLE                                 | 1   | \$ 351.00   | \$ 351.00   |
| 423-033                  | 4.50   | MERITOR 16.5X7 Q+ CAST SPIDER HEAVY DUTY CAM REAR BRAKES, DOUBLE ANCHOR, FABRICATED SHOES  | 1   | \$ 72.00    | \$ 72.00    |
| 428-031                  | 4.112  | HALDEX AUTOMATIC REAR SLACK ADJUSTERS WITH STAINLESS STEEL CLEVIS PINS                     | 1   | \$ 102.00   | \$ 102.00   |
| 622-1DC                  | 4.80   | 26,000# FLAT LEAF SPRING REAR SUSPENSION WITH HELPER AND RADIUS ROD                        | 1   | \$ 301.00   | \$ 301.00   |
|                          | 7.0    | <b>BRAKE SYSTEM OPTIONS:</b>   |     |             |             |
| 490-101                  | 7.4    | WABCO 4S/4M ABS WITH TRACTION CONTROL  | 1   | \$ 112.00   | \$ 112.00   |
| 480-083                  | 7.5    | WABCO SS-1200 PLUS AIR DRYER WITH INTEGRAL AIR GOVERNOR AND HEATER                         | 1   | \$ -        | \$ -        |
| 460-1AE                  | 7.25   | STEEL AIR TANKS MOUNTED FOR MAX GROUND CLEARANCE, (BELLY PLOW - AA3-073)                   | 1   | \$ 54.00    | \$ 54.00    |
|                          | 2.0    | <b>FRAME OPTIONS</b>   |     |             |             |
| 546-102                  | 2.17   | 161" TO 217" WB  | 1   | \$ 389.00   | \$ 389.00   |
| 549-002                  | 2.1    | 24" FRONT FRAME EXTENSION  | 1   | \$ 5.00     | \$ 5.00     |
| 556-997                  | 2.50   | OMIT FRONT BUMPER, CUSTOMER INSTALLED SPECIAL BUMPER, DOES NOT COMPLY WITH FMCSR 393.203   | 1   | \$ (260.00) | \$ (260.00) |
| 607-001                  | 7.28   | CLEAR FRAME RAILS FROM BACK OF CAB TO FRONT REAR SUSPENSION BRACKET, BOTH RAILS OUTBOARD   | 1   | \$ 33.00    | \$ 33.00    |
|                          | 6.0    | <b>TIRES/RIMS OPTIONS:</b>   |     |             |             |
| 093-1RJ                  | 6.70   | MICHELIN X WORKS Z 315/80R22.5 20 PLY RADIAL FRONT TIRES                                   | 1   | \$ 648.00   | \$ 648.00   |
| 094-0GP                  | 6.125  | MICHELIN XDN2 11R22.5 16 PLY RADIAL REAR TIRES   | 1   | \$ 629.00   | \$ 629.00   |
| 418-060                  | 6.178  | CONMET RESET PLUS PREMIUM IRON FRONT HUBS  | 1   | \$ 60.00    | \$ 60.00    |
| 450-060                  | 6.186  | CONMET PRESET PLUS PREMIUM IRON REAR HUBS  | 1   | \$ 66.00    | \$ 66.00    |
| 502-356                  | 6.195  | ALCOA ULTRA ONE 89U64X 22.5X9.00 10-HUB PILOT 5.99 INSET ALUMINUM FRONT WHEELS             | 1   | \$ 220.00   | \$ 220.00   |
| 505-356                  | 6.233  | ALCOA ULTRA ONE 89U64X 22.5X9.00 10-HUB PILOT 5.99 INSET ALUMINUM REAR WHEELS              | 1   | \$ 440.00   | \$ 440.00   |
| 524-001                  | 6.255  | POLISHED FRONT WHEELS  | 1   | \$ 140.00   | \$ 140.00   |
| 525-001                  | 6.251  | POLISHED REAR WHEELS; OUTSIDE OF OUTER WHEELS ONLY   | 1   | \$ 39.00    | \$ 39.00    |
| 498-011                  | 6.1    | NYLON WAFERS OR WHEEL GUARDS ON ALL WHEELS (6 EA)  | 1   | \$ 28.00    | \$ 28.00    |
|                          | 12.0   | <b>CAB EXTERIOR OPTIONS:</b>   |     |             |             |
| 705-012                  | 12.26  | CAB ROOF REINFORCEMENTS FOR ROOF MOUNTED COMPONENTS  | 1   | \$ 27.00    | \$ 27.00    |
| 678-018                  | 12.32  | LH AND RH EXTERIOR GRAB HANDLES WITH SINGLE RUBBER INSERT                                  | 1   | \$ 48.00    | \$ 48.00    |
| 645-002                  | 12.33  | BRIGHT FINISH RADIATOR SHELL/HOOD BEZEL  | 1   | \$ 118.00   | \$ 118.00   |
| 646-042                  | 12.35  | STATIONARY BLACK GRILLE WITH BRIGHT ACCENTS  | 1   | \$ 35.00    | \$ 35.00    |
| 65X-003                  | 12.36  | CHROME HOOD MOUNTED AIR INTAKE GRILLE  | 1   | \$ 7.00     | \$ 7.00     |
| 690-016                  | 12.40  | CAB FLOOR, TOE BOARD AND FIREWALL HEAT SHIELD  | 1   | \$ 79.00    | \$ 79.00    |
| 727-1AM                  | 12.47  | DUAL 24 INCH ROUND POLISHED ALUMINUM AIR HORNS ROOF MOUNTED                                | 1   | \$ 89.00    | \$ 89.00    |
| 302-047                  | 12.62  | LED AERODYNAMIC MARKER LIGHTS  | 1   | \$ 29.00    | \$ 29.00    |

| Manufacturers Order Code | Spec # | Description  | Qty | Price     | Subtotal  |
|--------------------------|--------|--|-----|-----------|-----------|
| 304-039                  | 11.133 | MARKER LIGHT SWITCH INTEGRAL WITH HEADLIGHT SWITCH AND DUAL CONNECTORS AND SWITCH FOR CUSTOMER FURNISHED SNOW PLOW LIGHTS, LOW BEAMS OFF WITH HIGH BEAMS       | 1   | \$ 115.00 | \$ 115.00 |
| 311-012                  | 11.4   | OEM DAYTIME RUNNING LIGHTS   | 1   | \$ 11.00  | \$ 11.00  |
| 294-1AY                  | 12.75  | INTEGRAL LED STOP/TAIL/BACKUP LIGHTS   | 1   | \$ 113.00 | \$ 113.00 |
| 744-1BC                  | 12.3   | REMOTE CONTROL FOR DUAL MIRRORS  | 1   | \$ 173.00 | \$ 173.00 |
| 74B-1B4                  | 12.104 | RH AND LH 8 INCH HEATED STAINLESS STEEL FENDER MOUNTED CONVEX MIRRORS WITH TRIPOD BRACKETS   | 1   | \$ 185.00 | \$ 185.00 |
| 764-010                  | 12.110 | COMPOSITE EXTERIOR SUN VISOR   | 1   | \$ 130.00 | \$ 130.00 |
| 654-027                  | 12.115 | RH AND LH ELECTRIC POWERED WINDOWS, PASSENGER SWITCHES ON DOOR(S)  | 1   | \$ 114.00 | \$ 114.00 |
| 663-029                  | 12.120 | 1-PIECE TINTED CURVED BONDED WINDSHIELD WITH HEATED WIPER BLADE PARK AREAS   | 1   | \$ 354.00 | \$ 354.00 |
| 647-001                  | 12.127 | WHITE WINTERFRONT  | 1   | \$ 32.00  | \$ 32.00  |
|                          | 13.0   | <b>CAB INTERIOR OPTIONS:</b>   |     |           |           |
| 785-001                  | 13.19  | DASH MOUNTED ASH TRAYS AND LIGHTER   | 1   | \$ 6.00   | \$ 6.00   |
| 284-101                  | 13.52  | (1) 12 VOLT POWER SUPPLIES IN DASH WITH DUAL 2.1 AMP USB CHARGER IN DASH   | 1   | \$ 28.00  | \$ 28.00  |
| 696-012                  | 13.22  | CENTER STORAGE CONSOLE MOUNTED ON BACKWALL   | 1   | \$ 12.00  | \$ 12.00  |
| 720-003                  | 13.33  | 5 LB. FIRE EXTINGUISHER  | 1   | \$ 40.00  | \$ 40.00  |
| 701-008                  | 13.37  | STANDARD HVAC DUCTING WITH SNOW SHIELD FOR FRESH AIR INTAKE  | 1   | \$ 13.00  | \$ 13.00  |
| 739-034                  | 13.40  | PREMIUM INSULATION   | 1   | \$ 100.00 | \$ 100.00 |
| 655-005                  | 13.47  | LH AND RH ELECTRIC DOOR LOCKS  | 1   | \$ 52.00  | \$ 52.00  |
| 722-028                  | 13.55  | TRIANGULAR REFLECTORS KIT WITHOUT FLARES SHIPPED LOOSE IN  | 1   | \$ 13.00  | \$ 13.00  |
| 756-1D9                  | 13.61  | PREMIUM HIGH BACK AIR SUSPENSION DRIVER SEAT WITH 3 CHAMBER AIR LUMBAR, INTEGRATED CUSHION EXTENSION, FORWARD AND REAR CUSHION TILT, ADJUSTABLE SHOCK ABSORBER | 1   | \$ 231.00 | \$ 231.00 |
| 759-007                  | 13.77  | DUAL DRIVER SEAT ARMRESTS, NO PASSENGER SEAT ARMRESTS  | 1   | \$ 36.00  | \$ 36.00  |
| 758-022                  | 13.82  | BLACK MORDURA CLOTH DRIVER SEAT COVER  | 1   | \$ 13.00  | \$ 13.00  |
| 761-023                  | 13.92  | BLACK MORDURA CLOTH PASSENGER SEAT COVER   | 1   | \$ 13.00  | \$ 13.00  |
| 532-002                  | 13.13  | TILT & TELESCOPE STEERING WHEEL  | 1   | \$ 251.00 | \$ 251.00 |
| 540-016                  | 13.108 | 18 INCH (450MM) LEATHER WRAPPED STEERING WHEEL   | 1   | \$ 85.00  | \$ 85.00  |
| 198-003                  | 13.6   | DASH MOUNTED AIR CLEANER AIR RESTRICTION GAUGE   | 1   | \$ 18.00  | \$ 18.00  |
| 721-001                  | 13.127 | 97 DB BACKUP ALARM   | 1   | \$ 38.00  | \$ 38.00  |
| 864-001                  | 13.8   | TRANSMISSION TEMP GAUGES   | 1   | \$ 15.00  | \$ 15.00  |
| 746-115                  | 11.91  | AM/FM/WB RADIO WITH BLUETOOTH AND MICROPHONE, USB, AUXILIARY INPUTS AND J1939  | 1   | \$ 209.00 | \$ 209.00 |
| 748-001                  | 11.96  | POWER AND GROUND STUDS IN/UNDER DASH   | 1   | \$ 10.00  | \$ 10.00  |
| 329-012                  | 11.117 | FOUR ON/OFF ROCKER SWITCHES IN THE DASH WITH INDICATOR LIGHTS AND WIRE ROUTED TO CHASSIS AT BACK OF CAB, LABEL OPT   | 1   | \$ 60.00  | \$ 60.00  |
| 81Y-001                  | 11.126 | PRE-TRIP LAMP INSPECTION, ALL OUTPUTS FLASH, WITH SMART SWITCH   | 1   | \$ 16.00  | \$ 16.00  |
| 660-001                  | 11.128 | SINGLE ELECTRIC WINDSHIELD WIPER MOTOR WITH DELAY AND ARCTIC TYPE BLADES   | 1   | \$ 18.00  | \$ 18.00  |

Prepared for:  
Dustin Burns  
MINNESOTA STATE OF  
50 Sherburne Ave Suite112  
ST PAUL, MN 55155  
Phone: 651-201-2441

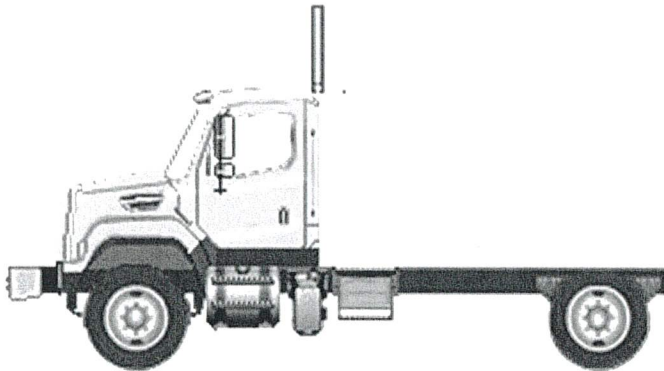
Prepared by:  
Paul Zeidler  
I-STATE TRUCK CENTER  
11152 COURTHOUSE BLVD.  
INVER GROVE HEIGHTS, MN  
55077  
Phone: 6510634-6541

*A proposal for*  
**MINNESOTA STATE OF**

*Prepared by*  
**I-STATE TRUCK CENTER**  
*Paul Zeidler*

*Feb 14, 2024*

**Freightliner 108SD Plus**  
**City of Farmington, MN**



Components shown may not reflect all spec'd options and are not to scale

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Prepared for:  
 Dustin Burns  
 MINNESOTA STATE OF  
 50 Sherburne Ave Suite112  
 ST PAUL, MN 55155  
 Phone: 651-201-2441

Prepared by:  
 Paul Zeidler  
 I-STATE TRUCK CENTER  
 11152 COURTHOUSE BLVD.  
 INVER GROVE HEIGHTS, MN  
 55077  
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## S P E C I F I C A T I O N P R O P O S A L

| Data Code                    | Description   | Weight Front | Weight Rear |
|------------------------------|---|--------------|-------------|
| <b>Price Level</b>           |   |              |             |
| PRL-28D                      | SD PRL-28D (EFF:MY25 ORDERS)  |              |             |
| <b>Data Version</b>          |   |              |             |
| DRL-029                      | SPECPRO21 DATA RELEASE VER 029  |              |             |
| <b>Vehicle Configuration</b> |   |              |             |
| 001-176                      | 108SD PLUS CONVENTIONAL CHASSIS   | 6,829        | 3,748       |
| 004-225                      | 2025 MODEL YEAR SPECIFIED   |              |             |
| 002-004                      | SET BACK AXLE - TRUCK   |              |             |
| 019-008                      | TRAILER TOWING PROVISION AT END OF FRAME WITH SAE J560, WITHOUT END OF FRAME AIR CONNECTIONS  | 15           | 15          |
| 003-001                      | LH PRIMARY STEERING LOCATION  |              |             |
| <b>General Service</b>       |   |              |             |
| AA1-002                      | TRUCK CONFIGURATION   |              |             |
| AA6-001                      | DOMICILED, USA 50 STATES (INCLUDING CALIFORNIA AND CARB OPT-IN STATES)  |              |             |
| 99D-019                      | CARB EMISSIONS CERTIFICATION NOT FOR INITIAL REGISTRATION IN CALIFORNIA AND CARB OPT-IN STATES -CARB CLEAN IDLE (6X4 INCH LABEL ON LOWER FORWARD DRIVER DOOR) |              |             |
| AF2-998                      | NONE  |              |             |
| A85-010                      | UTILITY/REPAIR/MAINTENANCE SERVICE  |              |             |
| A84-1GM                      | GOVERNMENT BUSINESS SEGMENT   |              |             |
| AA4-010                      | DIRT/SAND/ROCK COMMODITY  |              |             |
| AA5-002                      | TERRAIN/DUTY: 100% (ALL) OF THE TIME, IN TRANSIT, IS SPENT ON PAVED ROADS   |              |             |
| AB1-008                      | MAXIMUM 8% EXPECTED GRADE   |              |             |
| AB5-001                      | SMOOTH CONCRETE OR ASPHALT PAVEMENT - MOST SEVERE IN-TRANSIT (BETWEEN SITES) ROAD SURFACE   |              |             |
| 995-1A0                      | FREIGHTLINER SD VOCATIONAL WARRANTY   |              |             |

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|------------------------------|---|--------------|-------------|
| A66-99D                      | EXPECTED FRONT AXLE(S) LOAD : 18000.0 lbs   |              |             |
| A68-99D                      | EXPECTED REAR DRIVE AXLE(S) LOAD : 23000.0 lbs  |              |             |
| A63-99D                      | EXPECTED GROSS VEHICLE WEIGHT CAPACITY : 41000.0 lbs  |              |             |
| <b>Truck Service</b>         |   |              |             |
| AA3-018                      | FRONT PLOW/END DUMP BODY  |              |             |
| AF3-1P4                      | CRYSTEEL TRUCK EQUIPMENT  |              |             |
| <b>Engine</b>                |   |              |             |
| 101-3BT                      | CUM L9 350 HP @ 2200 RPM; 2200 GOV RPM, 1050 LB-FT @ 1200 RPM   |              |             |
| <b>Electronic Parameters</b> |   |              |             |
| 79A-070                      | 70 MPH ROAD SPEED LIMIT   |              |             |
| 79B-000                      | CRUISE CONTROL SPEED LIMIT SAME AS ROAD SPEED LIMIT   |              |             |
| 79K-009                      | PTO MODE ENGINE RPM LIMIT - 1200 RPM  |              |             |
| 79P-032                      | PTO RPM CONTROL WITH STEERING WHEEL SWITCHES  |              |             |
| 79Q-004                      | PTO RPM WITH CRUISE RESUME SWITCH - 900 RPM   |              |             |
| 79U-007                      | PTO GOVERNOR RAMP RATE - 250 RPM PER SECOND   |              |             |
| 79X-023                      | PTO SPEED 1 SETTING - 600 RPM   |              |             |
| 80J-002                      | REGEN INHIBIT SPEED THRESHOLD - 5 MPH   |              |             |
| N 80S-004                    | PTO 1, DASH SWITCH, ENGAGE WHILE DRIVING  |              |             |
| <b>Engine Equipment</b>      |   |              |             |
| 99C-124                      | EPA 2010 GHG 2024/CARB 2024 ULTRALOW NOX CONFIGURATION  |              |             |
| 13E-001                      | STANDARD OIL PAN  |              |             |
| 105-015                      | OIL FILL AND DIPSTICK LOCATED FOR ENHANCED SERVICEABILITY   |              |             |
| 014-108                      | SIDE OF HOOD AIR INTAKE WITH FIREWALL MOUNTED DONALDSON AIR CLEANER WITH SAFETY ELEMENT AND INSIDE/OUTSIDE AIR WITH SNOW DOOR | 10           |             |
| 124-1DJ                      | DR 12V 160 AMP 36-SI BRUSHLESS QUADRAMOUNT PAD ALTERNATOR WITH REMOTE BATTERY VOLT SENSE                                      | 10           |             |
| 292-236                      | (3) DTNA GENUINE, FLOODED STARTING, MIN 3000CCA, 555RC, THREADED STUD BATTERIES   | 40           | 20          |



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|-----------|---|--------------|-------------|
| 290-1CD   | BATTERY BOX WITH ALUMINUM COVER MOUNTED SHORT SIDE TO RAIL  |              |             |
| 281-001   | STANDARD BATTERY JUMPERS  |              |             |
| 282-042   | LH BATTERY BOX MOUNTED AS FAR AFT AS POSSIBLE, NO GREATER THAN 60 INCHES BACK OF CAB                                  |              |             |
| 291-017   | WIRE GROUND RETURN FOR BATTERY CABLES WITH ADDITIONAL FRAME GROUND RETURN   |              |             |
| 289-001   | NON-POLISHED BATTERY BOX COVER  |              |             |
| 293-058   | POSITIVE LOAD DISCONNECT WITH CAB MOUNTED CONTROL SWITCH MOUNTED OUTBOARD DRIVER SEAT                                 | 2            |             |
| 295-029   | POSITIVE AND NEGATIVE POSTS FOR JUMPSTART LOCATED ON FRAME NEXT TO STARTER  | 2            |             |
| 306-015   | PROGRESSIVE LOW VOLTAGE DISCONNECT AT 12.3 VOLTS FOR DESIGNATED CIRCUITS  |              |             |
| 107-032   | CUMMINS TURBOCHARGED 18.7 CFM AIR COMPRESSOR WITH INTERNAL SAFETY VALVE   |              |             |
| 152-041   | ELECTRONIC ENGINE INTEGRAL SHUTDOWN PROTECTION SYSTEM   |              |             |
| 128-076   | CUMMINS ENGINE INTEGRAL BRAKE WITH VARIABLE GEOMETRY TURBO ON/OFF   | 20           |             |
| 016-1C2   | RH OUTBOARD UNDER STEP MOUNTED HORIZONTAL AFTERTREATMENT SYSTEM ASSEMBLY WITH RH B-PILLAR MOUNTED VERTICAL TAILPIPE   | 30           | 25          |
| 28F-014   | ENGINE AFTERTREATMENT DEVICE, AUTOMATIC OVER THE ROAD REGENERATION AND VIRTUAL REGENERATION REQUEST SWITCH IN CLUSTER |              |             |
| 239-026   | 10 FOOT 06 INCH (126 INCH+0/-5.9 INCH) EXHAUST SYSTEM HEIGHT  |              |             |
| 237-1CR   | RH CURVED VERTICAL TAILPIPE B-PILLAR MOUNTED ROUTED FROM STEP   |              |             |
| 23U-002   | 13 GALLON DIESEL EXHAUST FLUID TANK   |              |             |
| 30N-003   | 100 PERCENT DIESEL EXHAUST FLUID FILL   |              |             |
| 23Y-001   | STANDARD DIESEL EXHAUST FLUID PUMP MOUNTING   |              |             |
| 43X-002   | LH MEDIUM DUTY STANDARD DIESEL EXHAUST FLUID TANK LOCATION  |              |             |
| 43Y-001   | STANDARD DIESEL EXHAUST FLUID TANK CAP  |              |             |
| 242-001   | STAINLESS STEEL AFTERTREATMENT DEVICE/MUFFLER/TAILPIPE SHIELD   |              |             |
| 273-058   | AIR POWERED ON/OFF ENGINE FAN CLUTCH  |              |             |

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 50 Sherburne Ave Suite112  
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|-----------|---|--------------|-------------|
| 276-001   | AUTOMATIC FAN CONTROL WITHOUT DASH SWITCH, NON ENGINE MOUNTED             |              |             |
| 110-003   | CUMMINS SPIN ON FUEL FILTER   |              |             |
| 118-008   | COMBINATION FULL FLOW/BYPASS OIL FILTER                                   |              |             |
| 266-104   | 1115 SQUARE INCH ALUMINUM RADIATOR  |              |             |
| 103-039   | ANTIFREEZE TO -34F, OAT (NITRITE AND SILICATE FREE) EXTENDED LIFE COOLANT |              |             |
| 171-007   | GATES BLUE STRIPE COOLANT HOSES OR EQUIVALENT                             |              |             |
| 172-007   | GATES POWERGRIP SHRINK BAND HOSE CLAMPS WHERE POSSIBLE                    |              |             |
| 270-016   | RADIATOR DRAIN VALVE  |              |             |
| 138-011   | PHILLIPS-TEMRO 1000 WATT/115 VOLT BLOCK HEATER                            | 4            |             |
| 140-053   | BLACK PLASTIC ENGINE HEATER RECEPTACLE MOUNTED UNDER LH DOOR              |              |             |
| 132-004   | ELECTRIC GRID AIR INTAKE WARMER   |              |             |
| 155-058   | DELCO 12V 38MT HD STARTER WITH INTEGRATED MAGNETIC SWITCH                 |              |             |

### Transmission

|         |  |
|---------|--|
| 342-582 | ALLISON 3000 RDS AUTOMATIC TRANSMISSION WITH PTO PROVISION |
|---------|--|

### Transmission Equipment

|         |   |
|---------|---|
| 343-339 | ALLISON VOCATIONAL PACKAGE 223 - AVAILABLE ON 3000/4000 PRODUCT FAMILIES WITH VOCATIONAL MODELS RDS, HS, MH AND TRV |
| 84B-012 | ALLISON VOCATIONAL RATING FOR ON/OFF HIGHWAY APPLICATIONS AVAILABLE WITH ALL PRODUCT FAMILIES                       |
| 84C-023 | PRIMARY MODE GEARS, LOWEST GEAR 1, START GEAR 1, HIGHEST GEAR 6, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY      |
| 84D-020 | SECONDARY MODE GEARS, LOWEST GEAR 1, START GEAR 1, HIGHEST GEAR 3, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY    |
| 84E-000 | PRIMARY SHIFT SCHEDULE RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE                 |
| 84F-000 | SECONDARY SHIFT SCHEDULE RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE               |



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|-----------|--|--------------|-------------|
| 84G-000   | PRIMARY SHIFT SPEED RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE   |              |             |
| 84H-000   | SECONDARY SHIFT SPEED RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE |              |             |
| 84K-002   | 2ND GEAR ENGINE BRAKE ALTERNATE PRESELECT WITH MODERATE DOWNSHIFT STRATEGY                         |              |             |
| 84N-200   | FUEL SENSE 2.0 DISABLED - PERFORMANCE - TABLE BASED  |              |             |
| 84U-000   | DRIVER SWITCH INPUT - DEFAULT - NO SWITCHES  |              |             |
| 84V-001   | DIRECTION CHANGE ENABLED WITH MULTIPLEXED SERVICE BRAKES - ALLISON 5TH GEN TRANSMISSIONS           |              |             |
| 353-075   | QUICKFIT BODY LIGHTING CONNECTOR AT END OF FRAME, WITH CAP   |              |             |
| 34C-011   | ELECTRONIC TRANSMISSION WIRING TO CUSTOMER INTERFACE CONNECTOR                                     |              |             |
| 362-823   | CUSTOMER INSTALLED CHELSEA 280 SERIES PTO  |              |             |
| 363-001   | PTO MOUNTING, LH SIDE OF MAIN TRANSMISSION ALLISON   |              |             |
| 341-018   | MAGNETIC PLUGS, ENGINE DRAIN, TRANSMISSION DRAIN, AXLE(S) FILL AND DRAIN                           |              |             |
| 345-078   | HEAVY DUTY ELECTRONIC TRANSMISSION SHIFT CONTROL, COLUMN MOUNTED                                   |              |             |
| 97G-004   | TRANSMISSION PROGNOSTICS - ENABLED 2013  |              |             |
| 370-015   | WATER TO OIL TRANSMISSION COOLER, IN RADIATOR END TANK   |              |             |
| 346-003   | TRANSMISSION OIL CHECK AND FILL WITH ELECTRONIC OIL LEVEL CHECK                                    |              |             |
| 35T-001   | SYNTHETIC TRANSMISSION FLUID (TES-295 COMPLIANT)   |              |             |

### Front Axle and Equipment

|         |   |     |
|---------|---|-----|
| 400-1BA | DETROIT DA-F-18.0-5 18,000# FL1 71.0 KPI/3.74 DROP SINGLE FRONT AXLE            | 210 |
| 402-030 | MERITOR 16.5X6 Q+ CAST SPIDER CAM FRONT BRAKES, DOUBLE ANCHOR, FABRICATED SHOES | 10  |
| 403-002 | NON-ASBESTOS FRONT BRAKE LINING   |     |
| 419-001 | CAST IRON OUTBOARD FRONT BRAKE DRUMS  |     |
| 427-001 | FRONT BRAKE DUST SHIELDS  | 5   |

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|-----------|---|--------------|-------------|
| 409-006   | FRONT OIL SEALS   |              |             |
| 408-001   | VENTED FRONT HUB CAPS WITH WINDOW, CENTER AND SIDE PLUGS - OIL          |              |             |
| 416-022   | STANDARD SPINDLE NUTS FOR ALL AXLES                                     |              |             |
| 405-031   | HALDEX AUTOMATIC FRONT SLACK ADJUSTERS WITH STAINLESS STEEL CLEVIS PINS |              |             |
| 406-001   | STANDARD KING PIN BUSHINGS  |              |             |
| 536-012   | TRW TAS-85 POWER STEERING   | 40           |             |
| 539-003   | POWER STEERING PUMP   |              |             |
| 534-003   | 4 QUART POWER STEERING RESERVOIR  | 5            |             |
| 533-001   | OIL/AIR POWER STEERING COOLER   | 5            |             |
| 40T-002   | CURRENT AVAILABLE SYNTHETIC 75W-90 FRONT AXLE LUBE                      |              |             |

#### Front Suspension

|         |  |     |  |
|---------|--|-----|--|
| 620-013 | 18,000# TAPERLEAF FRONT SUSPENSION                     | 200 |  |
| 619-004 | GRAPHITE BRONZE BUSHINGS WITH SEALS - FRONT SUSPENSION |     |  |
| 410-001 | FRONT SHOCK ABSORBERS                                  |     |  |

#### Rear Axle and Equipment

|         |   |  |    |
|---------|---|--|----|
| 420-1GK | DETROIT DA-RS-23.0-4 23,000# R-SERIES SINGLE REAR AXLE                                    |  | 30 |
| 421-588 | 5.88 REAR AXLE RATIO  |  |    |
| 424-001 | IRON REAR AXLE CARRIER WITH STANDARD AXLE HOUSING   |  |    |
| 386-073 | MXL 17T MERITOR EXTENDED LUBE MAIN DRIVELINE WITH HALF ROUND YOKES                        |  |    |
| 452-001 | DRIVER CONTROLLED TRACTION DIFFERENTIAL - SINGLE REAR AXLE                                |  | 20 |
| 878-018 | (1) DRIVER CONTROLLED DIFFERENTIAL LOCK REAR VALVE FOR SINGLE DRIVE AXLE                  |  |    |
| 87B-015 | INDICATOR LIGHT FOR EACH DIFFERENTIAL LOCKOUT SWITCH, ENGAGE <5 MPH, DISENGAGE >25 MPH    |  |    |
| 423-033 | MERITOR 16.5X7 Q+ CAST SPIDER HEAVY DUTY CAM REAR BRAKES, DOUBLE ANCHOR, FABRICATED SHOES |  |    |
| 433-002 | NON-ASBESTOS REAR BRAKE LINING  |  |    |
| 434-012 | BRAKE CAMS AND CHAMBERS ON REAR SIDE OF DRIVE AXLE(S)                                     |  |    |
| 451-001 | CAST IRON OUTBOARD REAR BRAKE DRUMS   |  |    |
| 425-002 | REAR BRAKE DUST SHIELDS   |  | 5  |

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|-------------------------------|--|--------------|-------------|
| 440-006                       | REAR OIL SEALS   |              |             |
| 426-1B2                       | BENDIX EVERSURE LONGSTROKE 1-DRIVE AXLE SPRING PARKING CHAMBERS          |              |             |
| 428-031                       | HALDEX AUTOMATIC REAR SLACK ADJUSTERS WITH STAINLESS STEEL CLEVIS PINS   |              |             |
| 41T-002                       | CURRENT AVAILABLE SYNTHETIC 75W-90 REAR AXLE LUBE                        |              |             |
| 42T-001                       | STANDARD REAR AXLE BREATHER(S)   |              |             |
| <b>Rear Suspension</b>        |  |              |             |
| 622-1DC                       | 26,000# FLAT LEAF SPRING REAR SUSPENSION WITH HELPER AND RADIUS ROD      |              | 100         |
| 621-001                       | SPRING SUSPENSION - NO AXLE SPACERS                                      |              |             |
| 431-001                       | STANDARD AXLE SEATS IN AXLE CLAMP GROUP                                  |              |             |
| 623-005                       | FORE/AFT CONTROL RODS  |              |             |
| <b>Pusher / Tag Equipment</b> |  |              |             |
| 429-998                       | NO PUSHER/TAG BRAKE DUST SHIELDS   |              |             |
| <b>Brake System</b>           |  |              |             |
| 490-1AU                       | WABCO 4S/4M ABS WITH TRACTION CONTROL WITH ATC SHUT OFF SWITCH           |              |             |
| 871-001                       | REINFORCED NYLON, FABRIC BRAID AND WIRE BRAID CHASSIS AIR LINES          |              |             |
| 904-001                       | FIBER BRAID PARKING BRAKE HOSE   |              |             |
| 412-001                       | STANDARD BRAKE SYSTEM VALVES   |              |             |
| 46D-002                       | STANDARD AIR SYSTEM PRESSURE PROTECTION SYSTEM                           |              |             |
| 413-002                       | STD U.S. FRONT BRAKE VALVE   |              |             |
| 432-003                       | RELAY VALVE WITH 5-8 PSI CRACK PRESSURE, NO REAR PROPORTIONING VALVE     |              |             |
| 480-088                       | WABCO SYSTEM SAVER HP WITH INTEGRAL AIR GOVERNOR AND HEATER              |              |             |
| 479-005                       | AIR DRYER MOUNTED INBOARD ON RH RAIL                                     |              |             |
| 460-1AE                       | STEEL AIR TANKS MOUNTED FOR MAX GROUND CLEARANCE, (BELLY PLOW - AA3-073) |              |             |
| 477-001                       | PULL CABLE ON WET TANK, PETCOCK DRAIN VALVES ON ALL OTHER AIR TANKS      |              |             |
| <b>Trailer Connections</b>    |  |              |             |
| 481-998                       | NO TRAILER AIR HOSE  |              |             |
| 476-998                       | NO AIR HOSE HANGER   |              |             |



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| 296-010                      | PRIMARY CONNECTOR/RECEPTACLE WIRED FOR SEPARATE STOP/TURN, ABS CENTER PIN POWERED THROUGH IGNITION |              |             |
| 303-025                      | SAE J560 7-WAY PRIMARY TRAILER CABLE RECEPTACLE MOUNTED END OF FRAME                               |              |             |
| 310-998                      | NO TRAILER ELECTRICAL CABLE  |              |             |
| <b>Wheelbase &amp; Frame</b> |  |              |             |
| 545-412                      | 4125MM (162 INCH) WHEELBASE  |              |             |
| 546-102                      | 7/16X3-9/16X11-1/8 INCH STEEL FRAME (11.11MMX282.6MM/0.437X11.13 INCH) 120KSI                      | 170          | 150         |
| 548-803                      | TEM TO EVALUATE AND INSTALL FRAME RAIL REINFORCEMENT AS NEEDED FOR FRONT FRAME MOUNTED EQUIPMENT   |              |             |
| 552-030                      | 1600MM (63 INCH) REAR FRAME OVERHANG   |              |             |
| 55W-006                      | FRAME OVERHANG RANGE: 61 INCH TO 70 INCH   |              |             |
| 549-002                      | 24 INCH INTEGRAL FRONT FRAME EXTENSION   | 140          | -20         |
| AC8-99D                      | CALC'D BACK OF CAB TO REAR SUSP C/L (CA) : 96.85 in  |              |             |
| AE8-99D                      | CALCULATED EFFECTIVE BACK OF CAB TO REAR SUSPENSION C/L (CA) : 93.85 in                            |              |             |
| AE4-99D                      | CALC'D FRAME LENGTH - OVERALL : 290.55 in  |              |             |
| FSS-0LH                      | CALCULATED FRAME SPACE LH SIDE : 25.41 in  |              |             |
| FSS-0RH                      | CALCULATED FRAME SPACE RH SIDE : 64.23 in  |              |             |
| 553-001                      | SQUARE END OF FRAME  |              |             |
| 550-001                      | FRONT CLOSING CROSSMEMBER  |              |             |
| 559-003                      | LIGHTWEIGHT HEAVY DUTY ALUMINUM ENGINE CROSSMEMBER   | -12          |             |
| 562-001                      | STANDARD MIDSHIP #1 CROSSMEMBER(S)   |              |             |
| 572-001                      | STANDARD REARMOST CROSSMEMBER  |              |             |
| 565-001                      | STANDARD SUSPENSION CROSSMEMBER  |              |             |
| <b>Chassis Equipment</b>     |  |              |             |
| 556-997                      | OMIT FRONT BUMPER, CUSTOMER INSTALLED SPECIAL BUMPER, DOES NOT COMPLY WITH FMCSR 393.203           | -110         |             |
| 585-998                      | NO MUDFLAP BRACKETS  |              |             |
| 590-998                      | NO REAR MUDFLAPS   |              |             |
| 551-007                      | GRADE 8 THREADED HEX HEADED FRAME FASTENERS  |              |             |
| 44Z-002                      | EXTERIOR HARNESES WRAPPED IN ABRASION TAPE   |              |             |



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| Data Code          | Description  | Weight Front | Weight Rear |
|--------------------|--|--------------|-------------|
| 607-001            | CLEAR FRAME RAILS FROM BACK OF CAB TO FRONT REAR SUSPENSION BRACKET, BOTH RAILS OUTBOARD   |              |             |
| <b>Fifth Wheel</b> |  |              |             |
| 578-998            | NO FIFTH WHEEL   |              |             |
| <b>Fuel Tanks</b>  |  |              |             |
| 204-152            | 70 GALLON/264 LITER ALUMINUM FUEL TANK - LH  | 5            |             |
| 218-001            | 23 INCH DIAMETER FUEL TANK(S)  |              |             |
| 215-005            | PLAIN ALUMINUM/PAINTED STEEL FUEL/HYDRAULIC TANK(S) WITH PAINTED BANDS                     |              |             |
| 212-007            | FUEL TANK(S) FORWARD   |              |             |
| 664-001            | PLAIN STEP FINISH  |              |             |
| 205-001            | FUEL TANK CAP(S)   |              |             |
| 122-1J1            | DETROIT FUEL/WATER SEPARATOR WITH WATER IN FUEL SENSOR, HAND PRIMER AND 12 VOLT PREHEATER" | -5           |             |
| 216-020            | EQUIFLO INBOARD FUEL SYSTEM  |              |             |
| 202-016            | HIGH TEMPERATURE REINFORCED NYLON FUEL LINE  |              |             |
| <b>Tires</b>       |  |              |             |
| 093-1RJ            | MICHELIN X WORKS Z 315/80R22.5 20 PLY RADIAL FRONT TIRES                                   | 100          |             |
| 094-0GP            | MICHELIN XDN2 11R22.5 16 PLY RADIAL REAR TIRES   |              | 80          |
| <b>Hubs</b>        |  |              |             |
| 418-060            | CONMET PRESET PLUS PREMIUM IRON FRONT HUBS   |              |             |
| 450-060            | CONMET PRESET PLUS PREMIUM IRON REAR HUBS  |              |             |
| <b>Wheels</b>      |  |              |             |
| 502-356            | ALCOA ULTRA ONE 89U64X 22.5X9.00 10-HUB PILOT 5.99 INSET ALUMINUM FRONT WHEELS             | -28          |             |
| 505-766            | ALCOA ULA18X 22.5X8.25 10-HUB PILOT ALUMINUM DISC REAR WHEELS                              |              | -124        |
| 524-001            | POLISHED FRONT WHEELS; OUTSIDE ONLY  |              |             |
| 525-001            | POLISHED REAR WHEELS; OUTSIDE OF OUTER WHEELS ONLY   |              |             |
| 496-011            | FRONT WHEEL MOUNTING NUTS  |              |             |
| 497-011            | REAR WHEEL MOUNTING NUTS   |              |             |



Prepared for:  
 Dustin Burns  
 MINNESOTA STATE OF  
 50 Sherburne Ave Suite112  
 ST PAUL, MN 55155  
 Phone: 651-201-2441

Prepared by:  
 Paul Zeidler  
 I-STATE TRUCK CENTER  
 11152 COURTHOUSE BLVD.  
 INVER GROVE HEIGHTS, MN  
 55077  
 Phone: 6510634-6541

| Data Code           | Description  | Weight Front | Weight Rear |
|---------------------|--|--------------|-------------|
| 498-011             | NYLON WHEEL GUARDS FRONT AND REAR ALL INTERFACES   |              |             |
| <b>Cab Exterior</b> |  |              |             |
| 829-1A5             | 108 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB   |              |             |
| 650-008             | AIR CAB MOUNTING   |              |             |
| 705-012             | CAB ROOF REINFORCEMENTS FOR ROOF MOUNTED COMPONENTS                                      | 2            |             |
| 648-002             | NONREMOVABLE BUGSCREEN MOUNTED BEHIND GRILLE   |              |             |
| 667-037             | SHORT FENDER WITH MUDFLAP  |              |             |
| 754-017             | BOLT-ON MOLDED FLEXIBLE FENDER EXTENSIONS  | 10           |             |
| 678-018             | LH AND RH EXTERIOR GRAB HANDLES WITH SINGLE RUBBER INSERT                                |              |             |
| 645-002             | BRIGHT FINISH RADIATOR SHELL/HOOD BEZEL  |              |             |
| 646-042             | STATIONARY BLACK GRILLE WITH BRIGHT ACCENTS  |              |             |
| 65X-003             | CHROME HOOD MOUNTED AIR INTAKE GRILLE  |              |             |
| 644-006             | FIBERGLASS HOOD WITH ACCESS HATCHES  | 10           |             |
| 690-016             | CAB FLOOR, TOE BOARD AND FIREWALL HEAT SHIELD  | 5            |             |
| 727-1AM             | DUAL 24 INCH ROUND POLISHED ALUMINUM AIR HORNS ROOF MOUNTED                              | 4            |             |
| 726-001             | SINGLE ELECTRIC HORN   |              |             |
| 728-002             | DUAL HORN SHIELDS  |              |             |
| 575-001             | REAR LICENSE PLATE MOUNT END OF FRAME  |              |             |
| 312-067             | HALOGEN COMPOSITE HEADLAMPS WITH BRIGHT BEZELS   |              |             |
| 302-047             | LED AERODYNAMIC MARKER LIGHTS  |              |             |
| 314-824             | WIRING AND SWITCH FOR CUSTOMER FURNISHED SNOW PLOW LAMPS WITH DUAL CONNECTIONS AT BUMPER |              |             |
| 311-001             | DAYTIME RUNNING LIGHTS   |              |             |
| 294-1AY             | INTEGRAL LED STOP/TAIL/BACKUP LIGHTS   |              |             |
| 300-015             | STANDARD FRONT TURN SIGNAL LAMPS   |              |             |
| 744-1BC             | DUAL WEST COAST BRIGHT FINISH HEATED MIRRORS WITH LH AND RH REMOTE                       |              |             |
| 797-001             | DOOR MOUNTED MIRRORS   |              |             |
| 796-001             | 102 INCH EQUIPMENT WIDTH   |              |             |



Prepared for:  
 Dustin Burns  
 MINNESOTA STATE OF  
 50 Sherburne Ave Suite112  
 ST PAUL, MN 55155  
 Phone: 651-201-2441

Prepared by:  
 Paul Zeidler  
 I-STATE TRUCK CENTER  
 11152 COURTHOUSE BLVD.  
 INVER GROVE HEIGHTS, MN  
 55077  
 Phone: 6510634-6541

| Data Code           | Description   | Weight Front | Weight Rear |
|---------------------|---|--------------|-------------|
| 743-204             | LH AND RH 8 INCH BRIGHT FINISH CONVEX MIRRORS MOUNTED UNDER PRIMARY MIRRORS   |              |             |
| 74B-1B4             | RH AND LH 8 INCH HEATED STAINLESS STEEL FENDER MOUNTED CONVEX MIRRORS WITH TRIPOD BRACKETS                            | 12           |             |
| 729-001             | STANDARD SIDE/REAR REFLECTORS   |              |             |
| 677-062             | FIXED CAB MOUNTED STEPS LH AND RH FOR CAB ENTRY, BELLY PLOW BODY WITH HIGH GROUND CLEARANCE DOES NOT COMPLY FMCSR 399 |              |             |
| 764-010             | COMPOSITE EXTERIOR SUN VISOR  | 10           |             |
| 768-043             | 63X14 INCH TINTED REAR WINDOW   |              |             |
| 661-004             | TINTED DOOR GLASS LH AND RH WITH TINTED OPERATING WING WINDOWS  |              |             |
| 654-011             | RH AND LH ELECTRIC POWERED WINDOWS  |              |             |
| 663-029             | 1-PIECE BONDED HEATED WIPER PARK SOLAR GREEN GLASS WINDSHIELD   |              |             |
| 659-006             | 8 LITER (2 GAL) WINDSHIELD WASHER RESERVOIR, CAB MOUNTED, WITH FLUID LEVEL INDICATOR                                  |              |             |
| 647-001             | WHITE WINTERFRONT   | 2            |             |
| <b>Cab Interior</b> |   |              |             |
| 055-019             | RUGGED TRIM PACKAGE   |              |             |
| 707-107             | GRAY & CARBON VINYL INTERIOR "RUGGED"   |              |             |
| 70K-020             | CARBON WITH PREMIUM GUNMETAL ACCENT (RUGGED)  |              |             |
| 706-013             | MOLDED PLASTIC DOOR PANEL   |              |             |
| 708-013             | MOLDED PLASTIC DOOR PANEL   |              |             |
| 772-006             | BLACK MATS WITH SINGLE INSULATION   |              |             |
| 785-035             | ASH CUP AND (1)LIGHTER,(1)DASH MOUNTED DUAL USB-C OUTLET  |              |             |
| 691-001             | FORWARD ROOF MOUNTED CONSOLE  |              |             |
| 696-012             | CENTER STORAGE CONSOLE MOUNTED ON BACKWALL  | 20           |             |
| 693-019             | LH AND RH DOOR STORAGE POCKETS INTEGRATED INTO MOLDED DOOR PANELS   |              |             |
| 738-021             | DIGITAL ALARM CLOCK IN DRIVER DISPLAY   |              |             |
| 742-007             | (2) CUP HOLDERS LH AND RH DASH  |              |             |
| 680-029             | M2/SD DASH  |              |             |
| 720-003             | 5 LB. FIRE EXTINGUISHER   | 10           |             |
| 700-002             | HEATER, DEFROSTER AND AIR CONDITIONER   |              |             |



Prepared for:  
 Dustin Burns  
 MINNESOTA STATE OF  
 50 Sherburne Ave Suite112  
 ST PAUL, MN 55155  
 Phone: 651-201-2441

Prepared by:  
 Paul Zeidler  
 I-STATE TRUCK CENTER  
 11152 COURTHOUSE BLVD.  
 INVER GROVE HEIGHTS, MN  
 55077  
 Phone: 6510634-6541

| Data Code | Description   | Weight Front | Weight Rear |
|-----------|---|--------------|-------------|
| 701-008   | STANDARD HVAC DUCTING WITH SNOW SHIELD FOR FRESH AIR INTAKE   |              |             |
| 703-005   | MAIN HVAC CONTROLS WITH RECIRCULATION SWITCH  |              |             |
| 170-015   | STANDARD HEATER PLUMBING  |              |             |
| 130-041   | VALEO HEAVY DUTY A/C REFRIGERANT COMPRESSOR   |              |             |
| 702-002   | BINARY CONTROL, R-134A  |              |             |
| 739-034   | PREMIUM INSULATION  |              |             |
| 285-013   | SOLID-STATE CIRCUIT PROTECTION AND FUSES  |              |             |
| 280-007   | 12V NEGATIVE GROUND ELECTRICAL SYSTEM   |              |             |
| 324-1B3   | STANDARD LED CAB LIGHTING   |              |             |
| 787-998   | NO SECURITY DEVICE  |              |             |
| 657-001   | DOOR LOCKS AND IGNITION SWITCH KEYED THE SAME   |              |             |
| 78G-002   | KEY QUANTITY OF 2   |              |             |
| 655-005   | LH AND RH ELECTRIC DOOR LOCKS   |              |             |
| 722-028   | TRIANGULAR REFLECTORS KIT WITHOUT FLARES SHIPPED LOOSE IN CAB   | 10           |             |
| 756-339   | PREMIUM ISRINGHAUSEN HIGH BACK AIR SUSPENSION DRIVERS SEAT WITH 2 AIR LUMBAR, INTEGRATED CUSHION EXTENSION, TILT AND ADJUSTABLE SHOCK | 70           |             |
| 760-337   | BASIC ISRINGHAUSEN HIGH BACK NON SUSPENSION TOOL BOX PASSENGER SEAT   |              |             |
| 759-007   | DUAL DRIVER SEAT ARMRESTS, NO PASSENGER SEAT ARMRESTS   | 4            |             |
| 711-004   | LH AND RH INTEGRAL DOOR PANEL ARMRESTS  |              |             |
| 758-022   | BLACK MORDURA CLOTH DRIVER SEAT COVER   |              |             |
| 761-023   | BLACK MORDURA CLOTH PASSENGER SEAT COVER  |              |             |
| 763-101   | BLACK SEAT BELTS  |              |             |
| 532-002   | ADJUSTABLE TILT AND TELESCOPING STEERING COLUMN   |              |             |
| 540-070   | 4-SPOKE 18 INCH (450MM) LEATHER WRAPPED STEERING WHEEL WITH CHROME SWITCH BEZELS  |              |             |
| 765-002   | DRIVER AND PASSENGER INTERIOR SUN VISORS  |              |             |

**Instruments & Controls**

\* 4CH-005 5 EXTRA PROGRAMMABLE SWITCHES/INDICATORS

Application Version 11.9.502  
 Data Version PRL-28D.029  
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Prepared for:  
 Dustin Burns  
 MINNESOTA STATE OF  
 50 Sherburne Ave Suite112  
 ST PAUL, MN 55155  
 Phone: 651-201-2441

Prepared by:  
 Paul Zeidler  
 I-STATE TRUCK CENTER  
 11152 COURTHOUSE BLVD.  
 INVER GROVE HEIGHTS, MN  
 55077  
 Phone: 6510634-6541

| Data Code | Description  | Weight Front | Weight Rear |
|-----------|--|--------------|-------------|
|           | \$C1B0230ZZ,B5A5000ZZ,C1C0206ZZ,C1D0100ZZ,C1E0192ZZ  |              |             |
| 106-002   | ELECTRONIC ACCELERATOR CONTROL   |              |             |
| 732-998   | NO INSTRUMENT PANEL-DRIVER   |              |             |
| 734-022   | FULLY CONFIGURABLE CENTER INSTRUMENT PANELS  |              |             |
| 870-002   | BRIGHT ARGENT FINISH GAUGE BEZELS  |              |             |
| 486-001   | LOW AIR PRESSURE INDICATOR LIGHT AND AUDIBLE ALARM   |              |             |
| 840-001   | DUAL NEEDLE PRIMARY AND SECONDARY AIR PRESSURE GAUGE   |              |             |
| 198-003   | DASH MOUNTED AIR RESTRICTION INDICATOR WITH GRADUATIONS                                      |              |             |
| 721-001   | 97 DB BACKUP ALARM   |              | 3           |
| 149-015   | ELECTRONIC CRUISE CONTROL WITH CONTROLS ON STEERING WHEEL SPOKES                             |              |             |
| 156-007   | KEY OPERATED IGNITION SWITCH AND INTEGRAL START POSITION; 4 POSITION OFF/RUN/START/ACCESSORY |              |             |
| 811-044   | PREMIUM INSTRUMENT CLUSTER WITH 5.0 INCH TFT COLOR DISPLAY                                   |              |             |
| 81B-003   | DIGITAL PANEL LAMP DIMMER SWITCH IN DRIVER DISPLAY   |              |             |
| 160-038   | HEAVY DUTY ONBOARD DIAGNOSTICS INTERFACE CONNECTOR LOCATED BELOW LH DASH                     |              |             |
| 844-001   | 2 INCH ELECTRIC FUEL GAUGE   |              |             |
| 148-003   | PROGRAMMABLE RPM CONTROL - ELECTRONIC ENGINE   |              |             |
| 856-001   | ELECTRICAL ENGINE COOLANT TEMPERATURE GAUGE  |              |             |
| 852-002   | ELECTRIC ENGINE OIL PRESSURE GAUGE   |              |             |
| 864-001   | 2 INCH TRANSMISSION OIL TEMPERATURE GAUGE  |              |             |
| 867-004   | ELECTRONIC OUTSIDE TEMPERATURE SENSOR DISPLAY IN DRIVER MESSAGE CENTER                       |              |             |
| 830-017   | ENGINE AND TRIP HOUR METERS INTEGRAL WITHIN DRIVER DISPLAY                                   |              |             |
| 372-123   | PTO CONTROLS FOR ENHANCED VEHICLE ELECTRIC/ELECTRONIC ARCHITECTURE                           |              |             |
| 736-998   | NO OBSTACLE DETECTION SYSTEM   |              |             |
| 72J-998   | NO DR ASSIST SYSTEM  |              |             |
| 49B-998   | NO VEHICLE STABILITY ADVISOR OR CONTROL  |              |             |



Prepared for:  
 Dustin Burns  
 MINNESOTA STATE OF  
 50 Sherburne Ave Suite112  
 ST PAUL, MN 55155  
 Phone: 651-201-2441

Prepared by:  
 Paul Zeidler  
 I-STATE TRUCK CENTER  
 11152 COURTHOUSE BLVD.  
 INVER GROVE HEIGHTS, MN  
 55077  
 Phone: 6510634-6541

| Data Code | Description   | Weight Front | Weight Rear |
|-----------|---|--------------|-------------|
| 73B-998   | NO LANE DEPARTURE WARNING SYSTEM  |              |             |
| 679-024   | LEFTHAND/CENTER/RIGHTHAND OVERHEAD INSTRUMENT PANEL BLANK                                     |              |             |
| 1U1-002   | TOP OF DASH RAM MOUNT WITHOUT POWER OR GROUND, FOR CUSTOMER FURNISHED DEVICE                  |              |             |
| 746-137   | AM/FM/WB WORLD TUNER RADIO WITH BLUETOOTH, USB AND AUXILIARY INPUTS, J1939                    |              |             |
| 747-001   | DASH MOUNTED RADIO  |              |             |
| 750-002   | (2) RADIO SPEAKERS IN CAB   |              |             |
| 753-001   | AM/FM ANTENNA MOUNTED ON FORWARD LH ROOF  |              |             |
| 748-002   | POWER AND GROUND STUDS ON TOP OF DASH   |              |             |
| 749-006   | TOP OF DASH MOUNT CB RADIO PROVISION WITH PLATE AND STRAPS                                    | 2            |             |
| 74D-006   | STANDARD RADIO WIRING WITH STEERING WHEEL CONTROLS  |              |             |
| 810-027   | ELECTRONIC MPH SPEEDOMETER WITH SECONDARY KPH SCALE, WITHOUT ODOMETER                         |              |             |
| 817-001   | STANDARD VEHICLE SPEED SENSOR   |              |             |
| 812-001   | ELECTRONIC 3000 RPM TACHOMETER  |              |             |
| 813-1C8   | DETROIT CONNECT PLATFORM HARDWARE   |              |             |
| 8D1-303   | 3 YEARS DAIMLER CONNECTIVITY BASE PACKAGE (FEATURES VARY BY MODEL) POWERED BY DETROIT CONNECT |              |             |
| 6TS-005   | TMC RP1226 ACCESSORY CONNECTOR LOCATED BEHIND PASSENGER SIDE REMOVEABLE DASH PANEL            |              |             |
| 162-002   | IGNITION SWITCH CONTROLLED ENGINE STOP  |              |             |
| 329-111   | TWO EXTRA HARDWIRED SWITCHES IN DASH, ROUTE TO UNDER CAB, CAPPED                              |              |             |
| 4C1-005   | HARDWIRE SWITCH #1,ON/OFF MOMENTARY, 20 AMPS IGNITION POWER                                   |              |             |
| 4C2-005   | HARDWIRE SWITCH #2,ON/OFF MOMENTARY, 20 AMPS IGNITION POWER                                   |              |             |
| 81Y-006   | PRE-TRIP INSPECTION FEATURE FOR EXTERIOR LAMPS AND SERVICE BRAKES                             |              |             |
| 264-030   | (1) OVERHEAD MOUNTED LANYARD CONTROL FOR DRIVER AIR HORN                                      |              |             |
| 883-998   | NO TRAILER HAND CONTROL BRAKE VALVE   |              |             |
| 836-015   | DIGITAL VOLTAGE DISPLAY INTEGRAL WITH DRIVER DISPLAY  |              |             |



Prepared for:  
 Dustin Burns  
 MINNESOTA STATE OF  
 50 Sherburne Ave Suite112  
 ST PAUL, MN 55155  
 Phone: 651-201-2441

Prepared by:  
 Paul Zeidler  
 I-STATE TRUCK CENTER  
 11152 COURTHOUSE BLVD.  
 INVER GROVE HEIGHTS, MN  
 55077  
 Phone: 6510634-6541

| Data Code | Description   | Weight Front | Weight Rear |
|-----------|---|--------------|-------------|
| 660-001   | SINGLE ELECTRIC WINDSHIELD WIPER MOTOR WITH DELAY AND ARCTIC TYPE BLADES                          |              |             |
| 304-030   | ROTARY HEADLAMP SWITCH, MARKER LIGHTS/HEADLIGHTS SWITCH WITH PULL OUT FOR OPTIONAL FOG/ROAD LAMPS |              |             |
| 882-009   | ONE VALVE PARKING BRAKE SYSTEM WITH WARNING INDICATOR   |              |             |
| 299-020   | SELF CANCELING TURN SIGNAL SWITCH WITH DIMMER, HEADLAMP FLASH, WASH/WIPE/INTERMITTENT             |              |             |
| 298-046   | INTEGRAL ELECTRONIC TURN SIGNAL FLASHER WITH 40 AMP (20 AMP PER SIDE) TRAILER LAMP CAPACITY       |              |             |
| 87T-998   | NO WRG/SW-OPTL #2,CHAS,AIR  |              |             |

**Design**

065-000 PAINT: ONE SOLID COLOR

**Color**

980-5F6 CAB COLOR A: L0006EY WHITE ELITE EY  
 986-020 BLACK, HIGH SOLIDS POLYURETHANE CHASSIS PAINT  
 976-995 SUNVISOR PAINTED SAME AS CAB COLOR A  
 963-003 STANDARD E COAT/UNDERCOATING

**Certification / Compliance**

996-001 U.S. FMVSS CERTIFICATION, EXCEPT SALES CABS AND GLIDER KITS

**Secondary Factory Options**

998-001 CORPORATE PDI CENTER IN-SERVICE ONLY  
 999-063 DEALER ADVISED/ACCEPTS ESC ON END OF FRAME TOWING FOR TRACTOR FOR YARD HAUL USE

**Sales Programs**

NO SALES PROGRAMS HAVE BEEN SELECTED

**T O T A L V E H I C L E S U M M A R Y**

**Weight Summary**

| Weight Front | Weight Rear | Total Weight |
|--------------|-------------|--------------|
|--------------|-------------|--------------|

Application Version 11.9.502  
 Data Version PRL-28D.029  
 MY2025 Farmington 108SD PLUS



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**Prepared for:**  
Dustin Burns  
MINNESOTA STATE OF  
50 Sherburne Ave Suite112  
ST PAUL, MN 55155  
Phone: 651-201-2441

**Prepared by:**  
Paul Zeidler  
I-STATE TRUCK CENTER  
11152 COURTHOUSE BLVD.  
INVER GROVE HEIGHTS, MN  
55077  
Phone: 6510634-6541

|                             |          |          |           |
|-----------------------------|----------|----------|-----------|
| Factory Weight <sup>+</sup> | 7868 lbs | 4052 lbs | 11920 lbs |
| <hr/>                       |          |          |           |
| Total Weight <sup>+</sup>   | 7868 lbs | 4052 lbs | 11920 lbs |

(+) Weights shown are estimates only.

If weight is critical, contact Customer Application Engineering.

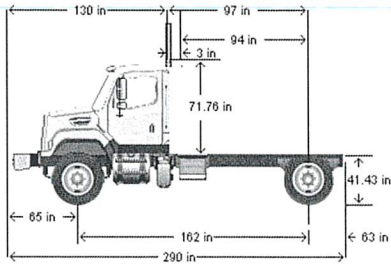
(\*\*\*) All cost increases for major components (Engines, Transmissions, Axles, Front and Rear Tires) and government mandated requirements, tariffs, and raw material surcharges will be passed through and added to factory invoices.



Prepared for:  
 Dustin Burns  
 MINNESOTA STATE OF  
 50 Sherburne Ave Suite112  
 ST PAUL, MN 55155  
 Phone: 651-201-2441

Prepared by:  
 Paul Zeidler  
 I-STATE TRUCK CENTER  
 11152 COURTHOUSE BLVD.  
 INVER GROVE HEIGHTS, MN  
 55077  
 Phone: 6510634-6541

## D I M E N S I O N S



## VEHICLE SPECIFICATIONS SUMMARY - DIMENSIONS

|                                      |   |
|--------------------------------------|---|
| Wheelbase (545) .....                | 4125MM (162 INCH) WHEELBASE   |
| Rear Frame Overhang (552) .....      | 1600MM (63 INCH) REAR FRAME OVERHANG  |
| Fifth Wheel (578) .....              | NO FIFTH WHEEL  |
| Mounting Location (577) .....        | NO FIFTH WHEEL LOCATION   |
| Maximum Forward Position (in) .....  | 0   |
| Maximum Rearward Position (in) ..... | 0   |
| Amount of Slide Travel (in) .....    | 0   |
| Slide Increment (in) .....           | 0   |
| Desired Slide Position (in) .....    | 0   |
| Cab Size (829) .....                 | 108 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB  |
| Sleeper (682) .....                  | NO SLEEPER BOX/SLEEPER CAB  |
| Exhaust System (016) .....           | RH OUTBOARD UNDER STEP MOUNTED HORIZONTAL AFTERTREATMENT SYSTEM ASSEMBLY WITH RH B-PILLAR MOUNTED VERTICAL TAILPIPE |

## TABLE SUMMARY - DIMENSIONS



Prepared for:  
 Dustin Burns  
 MINNESOTA STATE OF  
 50 Sherburne Ave Suite112  
 ST PAUL, MN 55155  
 Phone: 651-201-2441

Prepared by:  
 Paul Zeidler  
 I-STATE TRUCK CENTER  
 11152 COURTHOUSE BLVD.  
 INVER GROVE HEIGHTS, MN  
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| Dimensions   | Inches |
|--|--------|
| Bumper to Back of Cab (BBC)  | 130.1  |
| Bumper to Centerline of Front Axle (BA)                            | 64.6   |
| Front Axle to Back of Cab (AC)                                     | 65.6   |
| Min. Cab to Body Clearance (CB)                                    | 3.0    |
| Back of Cab to Centerline of Rear Axle(s) (CA)                     | 96.9   |
| Effective Back of Cab to Centerline of Rear Axle(s) (Effective CA) | 93.9   |
| Back of Cab Protrusions (Exhaust/Intake) (CP)                      | 2.0    |
| Back of Cab Protrusions (Side Extenders/Trim Tab) (CP)             | 0.0    |
| Back of Cab Protrusions (CNG Tank)                                 | 0.0    |
| Back of Cab Clearance (CL)   | 3.0    |
| Back of Cab to End of Frame  | 159.8  |
| Cab Height (CH)  | 71.8   |
| Wheelbase (WB)   | 162.4  |
| Frame Overhang (OH)  | 63.0   |
| Overall Frame Length   | 290.5  |
| Overall Length (OAL)   | 289.9  |
| Rear Axle Spacing  | 0.0    |
| Unladen Frame Height at Centerline of Rear Axle                    | 41.4   |

Performance calculations are estimates only. If performance calculations are critical, please contact Customer Application Engineering.



Prepared for:  
 Dustin Burns  
 MINNESOTA STATE OF  
 50 Sherburne Ave Suite112  
 ST PAUL, MN 55155  
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 Paul Zeidler  
 I-STATE TRUCK CENTER  
 11152 COURTHOUSE BLVD.  
 INVER GROVE HEIGHTS, MN  
 55077  
 Phone: 6510634-6541

**G V W R**

**VEHICLE SPECIFICATIONS SUMMARY - GVWR**

Cab Size (829)..... 108 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB  
 Expected Front Axle(s) Load (lbs)..... 18000.0  
 Expected Pusher Axle(s) Load (lbs).....0.0  
 Expected Rear Axle(s) Load (lbs).....23000.0  
 Expected Tag Axle(s) Load (lbs).....0.0  
 Expected GVW (lbs) .....41000  
 Expected GCW (lbs) .....0.0  
 Front Axle (400)..... DETROIT DA-F-18.0-5 18,000# FL1 71.0 KPI/3.74 DROP SINGLE FRONT AXLE  
 Front Suspension (620)..... 18,000# TAPERLEAF FRONT SUSPENSION  
 Front Hubs (418)..... CONMET PRESET PLUS PREMIUM IRON FRONT HUBS  
 Front Disc Wheels (502) .....ALCOA ULTRA ONE 89U64X 22.5X9.00 10-HUB PILOT 5.99 INSET ALUMINUM FRONT WHEELS  
 Front Tires (093) ..... MICHELIN X WORKS Z 315/80R22.5 20 PLY RADIAL FRONT TIRES  
 Front Brakes (402)..... MERITOR 16.5X6 Q+ CAST SPIDER CAM FRONT BRAKES, DOUBLE ANCHOR, FABRICATED SHOES  
 Steering Gear (536) ..... TRW TAS-85 POWER STEERING  
 Rear Axle (420)..... DETROIT DA-RS-23.0-4 23,000# R-SERIES SINGLE REAR AXLE  
 Rear Suspension (622) ..... 26,000# FLAT LEAF SPRING REAR SUSPENSION WITH HELPER AND RADIUS ROD  
 Rear Hubs (450) ..... CONMET PRESET PLUS PREMIUM IRON REAR HUBS  
 Rear Disc Wheels (505) ..... ALCOA ULA18X 22.5X8.25 10-HUB PILOT ALUMINUM DISC REAR WHEELS  
 Rear Tires (094)..... MICHELIN XDN2 11R22.5 16 PLY RADIAL REAR TIRES  
 Rear Brakes (423).. MERITOR 16.5X7 Q+ CAST SPIDER HEAVY DUTY CAM REAR BRAKES, DOUBLE ANCHOR, FABRICATED SHOES  
 Pusher / Tag Axle (443) ..... NO PUSHER OR TAG AXLE  
 Pusher / Tag Suspension (626)..... NO PUSHER OR TAG SUSPENSION  
 Pusher / Tag Hubs (449)..... NO PUSHER OR TAG HUBS  
 Dead/Pusher/Tag Disc Wheels (509) ..... NO PUSHER/TAG DISC WHEELS  
 Pusher / Tag Tires (095) ..... NO PUSHER/TAG TIRES  
 Pusher / Tag Brakes (456) ..... NO PUSHER/TAG BRAKES

**TABLE SUMMARY - GVWR**



Prepared for:  
 Dustin Burns  
 MINNESOTA STATE OF  
 50 Sherburne Ave Suite112  
 ST PAUL, MN 55155  
 Phone: 651-201-2441

Prepared by:  
 Paul Zeidler  
 I-STATE TRUCK CENTER  
 11152 COURTHOUSE BLVD.  
 INVER GROVE HEIGHTS, MN  
 55077  
 Phone: 6510634-6541

|                                      | Front | Rear  |
|--------------------------------------|-------|-------|
| <b>Axle Component Weight Ratings</b> |       |       |
| Axles                                | 18000 | 23000 |
| Suspension                           | 18000 | 26000 |
| Hubs                                 | 23000 | 26000 |
| Brakes                               | 20000 | 23000 |
| Wheels                               | 20000 | 29600 |
| Tires                                | 18180 | 24020 |
| Power Steering                       | 18000 | N/A   |
| GAWR (per axle)                      | 18000 | 23000 |
| GAWR (per axle system)               | 18000 | 23000 |
| Expected Load (per axle system)      | 18000 | 23000 |
| GVWR due to Frame                    | 90000 |       |
| GVWR due to Transmission             | 80000 |       |
| <b>Vehicle GVWR Summary</b>          |       |       |
| Calculated GVWR                      | 41000 |       |
| Expected GVWR                        | 41000 |       |
| All weights displayed in pounds      |       |       |

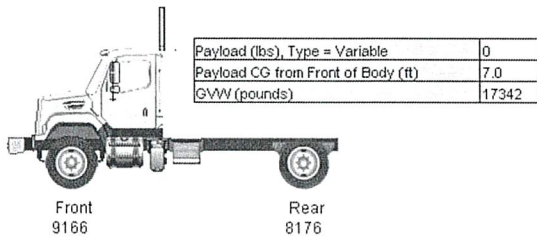
Performance calculations are estimates only. If performance calculations are critical, please contact Customer Application Engineering.



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## TRUCK WEIGHT



### VEHICLE SPECIFICATIONS SUMMARY - TRUCK WEIGHT

|  |  |
|--|--|
| Cab Size (829)                               | 108 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB |
| Expected Front Axle(s) Load (lbs)            | 18000.0  |
| Expected Pusher Axle(s) Load (lbs)           | 0.0  |
| Expected Rear Axle(s) Load (lbs)             | 23000.0  |
| Expected Tag Axle(s) Load (lbs)              | 0.0  |
| Expected GVW (lbs)                           | 41000  |
| Expected GCW (lbs)                           | 0.0  |
| Wheelbase (545)                              | 4125MM (162 INCH) WHEELBASE                      |
| Pusher / Tag Axle (443)                      | NO PUSHER OR TAG AXLE                            |
| Front Axle to Back of Cab (in)               | 65.551   |
| Cab to Body Clearance (in)                   | 3.0  |
| Front Axle to Body (in)                      | 68.551   |
| Truck Configuration (AA3)                    | FRONT PLOW/END DUMP BODY                         |
| Body Length (ft)                             | 14.0   |
| Body Weight (lbs)                            | 4300.0   |
| Body Horiz CG from Body Front (ft)           | 5.9  |
| Body Front to Rear Axle(s) CL (ft)           | 7.82   |
| Driver Weight (lbs)                          | 500.0  |
| Driver Horizontal CG from Front Axle (in)    | 22.498   |
| Left-Hand Primary Fuel/Hydraulic Tank (204)  | 70 GALLON/264 LITER ALUMINUM FUEL TANK - LH      |
| Left Fuel Tank Horizontal CG (in)            | 89.398   |
| Right-Hand Primary Fuel/Hydraulic Tank (206) | NO RH FUEL TANK                                  |
| Right Fuel Tank Horizontal CG (in)           | 0  |



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**TABLE SUMMARY - TRUCK WEIGHT**

| Item                            | Front(s)    | Rear(s)     | Total        |
|---------------------------------|-------------|-------------|--------------|
| Chassis Tare                    | 7868        | 4052        | 11920        |
| Fuel / Oil                      | 257         | 365         | 622          |
| Driver                          | 431         | 69          | 500          |
| Dealer Installed Options        | 0           | 0           | 0            |
| Accessories Total               | 0           | 0           | 0            |
| Body Tare                       | 610         | 3690        | 4300         |
| <b>Truck Tare Weight</b>        | <b>9166</b> | <b>8176</b> | <b>17342</b> |
| Payload Total                   | 0           | 0           | 0            |
| <b>Calculated Axle Loads</b>    | <b>9166</b> | <b>8176</b> | <b>17342</b> |
| Expected Axle Loads / GVW       | 18000       | 23000       | 41000        |
| GAWR / GVWR                     | 18000       | 23000       | 41000        |
| Payload CG From Front of Body   |             | 7 feet      |              |
| Payload CG From Front Axle      |             | 12.7 feet   |              |
| Payload Distribution            |             | Variable    |              |
| All weights displayed in pounds |             |             |              |

| Item                            | Front(s)    | Rear(s)     | Total        |
|---------------------------------|-------------|-------------|--------------|
| Chassis Tare                    | 7868        | 4052        | 11920        |
| Fuel / Oil                      | 257         | 365         | 622          |
| Driver                          | 431         | 69          | 500          |
| Dealer Installed Options        | 0           | 0           | 0            |
| Accessories Total               | 0           | 0           | 0            |
| Body Tare                       | 610         | 3690        | 4300         |
| <b>Truck Tare Weight</b>        | <b>9166</b> | <b>8176</b> | <b>17342</b> |
| Payload Total                   | 0           | 0           | 0            |
| <b>Calculated Axle Loads</b>    | <b>9166</b> | <b>8176</b> | <b>17342</b> |
| Expected Axle Loads / GVW       | 18000       | 23000       | 41000        |
| GAWR / GVWR                     | 18000       | 23000       | 41000        |
| Payload CG From Front of Body   |             | 7 feet      |              |
| Payload CG From Front Axle      |             | 12.7 feet   |              |
| Payload Distribution            |             | Variable    |              |
| All weights displayed in pounds |             |             |              |

Performance calculations are estimates only. If performance calculations are critical, please contact Customer Application Engineering.





TOWMASTER, 61381 US HWY 12, LITCHFIELD, MN 55355  
 PH: 320-693-7900 FX: 320-693-7921 TF: 800-462-4517  
 TOWMASTERTRUCK.COM

Reference No.  
 QT 84429

**\*\* QUOTATION \*\***

|                       |                   |               |                       |               |
|-----------------------|-------------------|---------------|-----------------------|---------------|
| <b>Ship To:</b>       | <b>Cust:</b> 3816 | <b>Phone:</b> | <b>Bill To:</b>       | <b>Phone:</b> |
| FARMINGTON, CITY OF   |                   |               | FARMINGTON, CITY OF   |               |
| 19650 MUNICIPAL DRIVE |                   |               | 19650 MUNICIPAL DRIVE |               |
| FARMINGTON            | MN 55024          | USA           | FARMINGTON            | MN 55024      |

ATTN: RON LEY 651-775-5960

| PO# | Salesman     | Terms       | Created | Last Revised | Appx Comp |
|-----|--------------|-------------|---------|--------------|-----------|
|     | JOSH PAULSON | NET 30 DAYS | 1/16/24 | 1/16/24      | 2/12/19   |

Serial No. \_\_\_\_\_  
**Order Comments:** STATE OF MN CONTRACT # 222949 AMENDED

**Build Instructions** VALID THRU 02/29/2024

**Other Instructions** F.O.B. LITCHFIELD MN - OR- CUSTOMER W/FUEL CHARGE

| Qty | Part No. | Description   | Price Ea.   | Net Amt.    |
|-----|----------|---|-------------|-------------|
| 1   | 9900118  | - Body 10'6" EDGE-RS/SCIS-46-36-36 - - 46" 7 ga Stainless<br>Front, 36" 7 ga Stainless radius sides (No Pockets), 36" 7 ga St<br>ainless Tailgate w/Hardox-450 Face, 1/4" Hardox-450 Floor, 8" I-Beam<br>Longsills, Air-trip ready linkage, Underside Black | \$23,429.00 | \$23,429.00 |
| 1   | 9901701  | - Installation of Dump Body to hoist  | \$2,262.00  | \$2,262.00  |
| 1   | 9900145  | - Body acc'y TMTE Air trip kit, w/solenoid valve,   | \$399.00    | \$399.00    |
| 1   | 9901702  | - Installation of air operated tailgate latch kit, with<br>solenoid valve in hydraulic valve enclosure.   | \$425.00    | \$425.00    |
| 1   | 9900147  | - Body acc Box Vibrator - Cougar model DC3200   | \$796.00    | \$796.00    |
| 1   | 9901703  | - Installation of Box Vibrator, with solenoid located in<br>hydraulic valve enclosure.  | \$496.00    | \$496.00    |
| 1   | 9900156  | - Cabshield, 1/2 type Stationary Free-Standing style,w/plain<br>STAINLESS STEEL canopy, Hot-Dipped Galvanized<br>tubing construction support stand, Slotted Center Viewing Window, (2)<br>shovel holders, & reservior mounts, Installed.                    | \$4,551.00  | \$4,551.00  |
| 1   | 9900207  | - Ladder Flip-A-Way Access ladder (STAINLESS STEEL) Including<br>Grab Handle above, and Interior Step, ea, Installed<br>SPECIFY LOCATION HERE: LH FRONT (PULLTARP APPLICATION)  | \$827.00    | \$827.00    |
| 1   | 9900214  | - Body acc'y Tailgate LEVER TOP PIN release (Single Axle<br>bodies only)  | \$852.00    | \$852.00    |

\*--- Continued ---\*

Accepted by \_\_\_\_\_

Date \_\_\_\_\_

Price:

Total Discounts:

Net Cost:

Freight

Total:



TOWMASTER, 61381 US HWY 12, LITCHFIELD, MN 55355  
 PH: 320-693-7900 FX: 320-693-7921 TF: 800-462-4517  
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Reference No.  
 QT 84429

**\*\* QUOTATION \*\***

|                       |                   |               |                       |               |
|-----------------------|-------------------|---------------|-----------------------|---------------|
| <b>Ship To:</b>       | <b>Cust:</b> 3816 | <b>Phone:</b> | <b>Bill To:</b>       | <b>Phone:</b> |
| FARMINGTON, CITY OF   |                   |               | FARMINGTON, CITY OF   |               |
| 19650 MUNICIPAL DRIVE |                   |               | 19650 MUNICIPAL DRIVE |               |
| FARMINGTON            | MN 55024          | USA           | FARMINGTON            | MN 55024      |

ATTN: RON LEY 651-775-5960

| PO# | Salesman     | Terms       | Created | Last Revised | Appx Comp |
|-----|--------------|-------------|---------|--------------|-----------|
|     | JOSH PAULSON | NET 30 DAYS | 1/16/24 | 1/16/24      | 2/12/19   |

Serial No. \_\_\_\_\_

|   |   |  |            |            |
|---|---|--|------------|------------|
| 1 | 9900211 - Body acc'y Dual "split" sander manifolds in rear corner posts   |  | \$534.00   | \$534.00   |
| 1 | 9900215 - Light REAR Face Turn Lights w/Stainless Steel protectors (cabshield sides)  |  | \$598.00   | \$598.00   |
| 1 | 9904246 - Light Warning TMTE1SS-3 PKG: (2) STAINLESS STEEL 23H 3-light LED Micro-Edge, (2) 5M-400 Super-LED, (2) Side TIR3 LED, (2) 400 Max B-T-T LED, & (2) 400 LED BU Lights, in Stainless M Housings, (1) TIR3 LED Wing light, and (2) 4" LED work lights Installed **NOTE: Sander light connector and Auger feedback M12 connector recessed in LH Cornerpost. |  | \$4,995.00 | \$4,995.00 |
| 1 | 9905778 - Light, Mirror Mounted ABL 3800 LED HEAD LAMP PLOW LIGHTS W/ICE MELTING TECHNOLOGY Installed   |  | \$1,506.00 | \$1,506.00 |
| 1 | 9900266 - Fender set Minimizer MIN2260, for Single Axle, black Poly, Installed  |  | \$1,195.00 | \$1,195.00 |
| 1 | 9900276 - Tarp Pulltarp (SGL or TDM) model S-9 Supershield tarp system w/A2F tarp (NO SIDE FLAPS), Installed  |  | \$2,887.00 | \$2,887.00 |
| 1 | 1991014 - Minimizer FKFRTL2B Floor Mat Set for Freightliner   |  | \$249.00   | \$249.00   |
| 1 | 9900290 - Tool Box PRO-TECH Alum 18" x 18" x 24" tool box & Brackets Installed  |  | \$1,317.00 | \$1,317.00 |
| 1 | 9904691 - INSTALLATION of Initial camera system **NOTE: Mounted off of RH micro-edge tube mount for rear wing viewing. Wired as default camera  |  | \$426.00   | \$426.00   |
| 2 | 9904692 - Camera System option, NORTECH 9100-2HC 120 degree night vision CCD weather-proof HEATED camera, only  |  | \$182.00   | \$364.00   |

\*--- Continued ---\*

Accepted by \_\_\_\_\_

Date \_\_\_\_\_

Price:

Total Discounts:

Net Cost:

Freight

Total:



TOWMASTER, 61381 US HWY 12, LITCHFIELD, MN 55355  
 PH: 320-693-7900 FX: 320-693-7921 TF: 800-462-4517  
 TOWMASTERTRUCK.COM

Reference No.  
 QT 84429

**\*\* QUOTATION \*\***

|                       |                   |               |                       |               |
|-----------------------|-------------------|---------------|-----------------------|---------------|
| <b>Ship To:</b>       | <b>Cust:</b> 3816 | <b>Phone:</b> | <b>Bill To:</b>       | <b>Phone:</b> |
| FARMINGTON, CITY OF   |                   |               | FARMINGTON, CITY OF   |               |
| 19650 MUNICIPAL DRIVE |                   |               | 19650 MUNICIPAL DRIVE |               |
| FARMINGTON            | MN 55024          | USA           | FARMINGTON            | MN 55024      |

ATTN: RON LEY 651-775-5960

| PO# | Salesman     | Terms       | Created | Last Revised | Appx Comp |
|-----|--------------|-------------|---------|--------------|-----------|
|     | JOSH PAULSON | NET 30 DAYS | 1/16/24 | 1/16/24      | 2/12/19   |

Serial No. [REDACTED]

**\*\*NOTE: (1) FOR WING, (1) FOR REVERSE VIEW**

|  |  |             |             |
|--|--|-------------|-------------|
| 2  | 9904693 - Camera System option, NORTECH 9100-4 Harness, 65' Waterproof   | \$118.00    | \$236.00    |
| 1  | 9904694 - INSTALLATION of extra Camera, & Harness  | \$213.00    | \$213.00    |
| <b>**NOTE: MOUNTED IN PROTECTIVE SHIELD ON LH REAR CORNERPOST, WITH WIRING TO QUE UP ON ACTIVATION OF REVERSE CIRCUIT, FOR REAR VIEWING.</b> |  |             |             |
| 1  | 1941405 - Camera Guard, SS, Bolt-On  | \$43.00     | \$43.00     |
| 1  | 9905502 - PreCise ARC Sensor Mount #1126929, only  | \$60.00     | \$60.00     |
| 1  | 9905835 - PreCise ARC Sensor #1117640, only, for Wireless GEN 5 CONTROLLER Applications (LESS MTG BRKT), installed   | \$734.00    | \$734.00    |
| 1  | 9901834 - Hoist OSP/Towmaster 720DH, Double Acting, W/Solid block rear hinge point, & OSHA approved saftey props     | \$5,526.00  | \$5,526.00  |
| 1  | 9901712 - Installation of SCISSORS TYPE double acting hoist  | \$2,373.00  | \$2,373.00  |
| 1  | 9902924 - Scraper FALLS IB-10A 1" MB, w/single lift cylinder W/12" bolt-on extension (11' total), LESS CUTTING EDGES | \$9,834.00  | \$9,834.00  |
| 1  | 9901705 - Installation of underbody fixed angle scraper w/single lift cylinder                                       | \$3,546.00  | \$3,546.00  |
| 1  | 9904232 - Scraper FORCE Up Charge Electric pressure transmitter to read on LCD screen installed                      | \$429.00    | \$429.00    |
| 1  | 9900351 - Scraper FORCE reverse/Auto-Lift system, ADD-A-FOLD valve, installed  | \$966.00    | \$966.00    |
| 1  | 9902948 - Wing Falls RHSDL10A-HYDPB Primed LESS CUTTING EDGES  | \$14,542.00 | \$14,542.00 |

\*--- Continued ---\*

Accepted by \_\_\_\_\_ Date \_\_\_\_\_

Price:  
 Total Discounts:  
 Net Cost:  
 Freight  
 Total:



TOWMASTER, 61381 US HWY 12, LITCHFIELD, MN 55355  
 PH: 320-693-7900 FX: 320-693-7921 TF: 800-462-4517  
 TOWMASTERTRUCK.COM

Reference No.  
 QT 84429

**\*\* QUOTATION \*\***

|                       |                   |               |                       |               |
|-----------------------|-------------------|---------------|-----------------------|---------------|
| <b>Ship To:</b>       | <b>Cust:</b> 3816 | <b>Phone:</b> | <b>Bill To:</b>       | <b>Phone:</b> |
| FARMINGTON, CITY OF   |                   |               | FARMINGTON, CITY OF   |               |
| 19650 MUNICIPAL DRIVE |                   |               | 19650 MUNICIPAL DRIVE |               |
| FARMINGTON            | MN 55024          | USA           | FARMINGTON            | MN 55024      |

ATTN: RON LEY 651-775-5960

| PO# | Salesman     | Terms       | Created | Last Revised | Appx Comp |
|-----|--------------|-------------|---------|--------------|-----------|
|     | JOSH PAULSON | NET 30 DAYS | 1/16/24 | 1/16/24      | 2/12/19   |

| Serial No. | Description   | Price       | Appx Comp   |
|------------|---|-------------|-------------|
| 1 9900388  | Installation Falls SDL Series Wing - w/Bulkhead Couplers  | \$6,426.00  | \$6,426.00  |
| 1 9901431  | Wing Falls RL (REAR LIFT) up charge SDL WING  | \$626.00    | \$626.00    |
| 1 9904688  | Wing Falls POST-LESS Toe Lift in lieu of Std Front post/slide system                              |             |             |
| 1 9900479  | Wing Falls Gloss Black - Paint Moldboard  | \$447.00    | \$447.00    |
| 1 9900555  | Plow Hitch Falls 44XB2/STD/STD/SA/SPR-RET/HITCH mount as close to hood as possible see last units | \$4,319.00  | \$4,319.00  |
| 1 9900589  | Installation Falls Plow Hitch - 40 Series 3Line/STDBLKHD  | \$2,532.00  | \$2,532.00  |
| 1 9903074  | Plow Falls Poly PTE-1248/TRP-EDG/NOSHU/POLY-BLK Plow LESS CUTTING EDGES                           | \$13,048.00 | \$13,048.00 |
| 1 9900625  | Plow Push Unit Falls 24/44 Series Std   | \$1,265.00  | \$1,265.00  |
| 1 9900637  | Plow Falls High Visibility Marker Set   | \$151.00    | \$151.00    |
| 1 9900639  | Plow Falls Rubber Belt Deflector Kit - Installed  | \$489.00    | \$489.00    |
| 1 9900641  | Plow Falls Parking Stand - Screw Adj Style  | \$377.00    | \$377.00    |
| 1 9902494  | Hitch 7 contact RV (flat pin) socket installed  | \$230.00    | \$230.00    |
| 1 9900775  | Hitch TMTE Medium Duty Hitch Plate assembly   | \$687.00    | \$687.00    |
| 1 9901172  | Hitch Installation of med duty hitch (Weld On)  | \$283.00    | \$283.00    |

\*\*NOTE: HITCH PLATE FACE TO BE LOCATED: SEE PREVIOUS EXAMPLES

\*--- Continued ---\*

Accepted by \_\_\_\_\_

Date \_\_\_\_\_

Price:

Total Discounts:

Net Cost:

Freight

Total:



TOWMASTER, 61381 US HWY 12, LITCHFIELD, MN 55355  
 PH: 320-693-7900 FX: 320-693-7921 TF: 800-462-4517  
 TOWMASTERTRUCK.COM

Reference No.  
 QT 84429

**\*\* QUOTATION \*\***

|                       |                   |               |                       |               |
|-----------------------|-------------------|---------------|-----------------------|---------------|
| <b>Ship To:</b>       | <b>Cust:</b> 3816 | <b>Phone:</b> | <b>Bill To:</b>       | <b>Phone:</b> |
| FARMINGTON, CITY OF   |                   |               | FARMINGTON, CITY OF   |               |
| 19650 MUNICIPAL DRIVE |                   |               | 19650 MUNICIPAL DRIVE |               |
| FARMINGTON            | MN 55024          | USA           | FARMINGTON            | MN 55024      |

ATTN: RON LEY 651-775-5960

| PO# | Salesman     | Terms       | Created | Last Revised | Appx Comp |
|-----|--------------|-------------|---------|--------------|-----------|
|     | JOSH PAULSON | NET 30 DAYS | 1/16/24 | 1/16/24      | 2/12/19   |

Serial No.

| Qty | Part No. | Description  | Price Ea.   | Net Amt.    |
|-----|----------|--|-------------|-------------|
| 1   | 9900776  | - Hitch PH-20 Pintle Hook installed  | \$230.00    | \$230.00    |
| 1   | 9900791  | - Sander Falls 1ASD-6CDSS-6P-1D-1S-LM, Salt Special 6",<br>Stainless Steel Unit, LH Discharge, Single Poly Spinner Ass'y, complete sander (includes extra salt shield) **NOTE: Anti-Flow covers to be bolted so covers can't be removed without removing bolts. (See 2014 Pictures) **NOTE: Sander light connector and Auger feedback M12 connector recessed in LH Cornerpost. | \$6,686.00  | \$6,686.00  |
| 1   | 9901718  | - Sander Install & dual manifold RH & LH rear  | \$1,361.00  | \$1,361.00  |
| 1   | 9900823  | - Sander TMTE Exterior (removable) sander/tailgate spill plates, Stainless Steel   | \$840.00    | \$840.00    |
| 1   | 9900851  | - Valve System, Force Add-A-Fold MCV-ISO Valve 9 Functions ,<br>INSTALLED<br>**NOTE: BOX HOIST, PLOW LIFT, PLOW ANGLE, WING TOE, WING HEEL, WING PUSH-BAR, SCRAPER LIFT, AUGER, & SPINNER.   | \$17,160.00 | \$17,160.00 |
| 1   | 9902497  | - Control System Force ULTRA-4-6100 Commander control,<br>Installed<br>**NOTE: Sander light connector and Auger feedback M12 connector recessed in LH Cornerpost.  | \$15,168.00 | \$15,168.00 |
| 1   | 9900874  | - Filter Force IN-TANK mounted filter installed  | \$459.00    | \$459.00    |
| 1   | 9900882  | - Reservoir TMTE Cabshield mt (stainless steel) w/intank filter provision, installed   | \$4,641.00  | \$4,641.00  |
| 1   | 9900891  | - Pump Force TXV92 (5.6 ci), for Allison Trans HOT SHIFT, W/ ELECT SHUT DOWN installed   | \$7,896.00  | \$7,896.00  |

\*--- Continued ---\*

Accepted by

Date

Price:

Total Discounts:

Net Cost:

Freight

Total:



TOWMASTER, 61381 US HWY 12, LITCHFIELD, MN 55355  
 PH: 320-693-7900 FX: 320-693-7921 TF: 800-462-4517  
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Reference No.  
 QT 84429

**\*\* QUOTATION \*\***

|                       |                   |               |                       |               |
|-----------------------|-------------------|---------------|-----------------------|---------------|
| <b>Ship To:</b>       | <b>Cust:</b> 3816 | <b>Phone:</b> | <b>Bill To:</b>       | <b>Phone:</b> |
| FARMINGTON, CITY OF   |                   |               | FARMINGTON, CITY OF   |               |
| 19650 MUNICIPAL DRIVE |                   |               | 19650 MUNICIPAL DRIVE |               |
| FARMINGTON            | MN 55024          | USA           | FARMINGTON            | MN 55024      |

ATTN: RON LEY 651-775-5960

| PO# | Salesman     | Terms       | Created | Last Revised | Appx Comp |
|-----|--------------|-------------|---------|--------------|-----------|
|     | JOSH PAULSON | NET 30 DAYS | 1/16/24 | 1/16/24      | 2/12/19   |

| Serial No. | Description   | Price    | Appx Comp  |
|------------|---|----------|------------|
| 1 9901197  | - Valve Force C10190 Pressure Release Valve & Lines, Installed bleed off back to tank for plow steer.   | \$655.00 | \$655.00   |
| 1 9900871  | - Switch TMTE BODY UP Installed (electric controls only)  | \$258.00 | \$258.00   |
| 1 9900884  | - Sensor Force Low oil indicator system, SLIM-LINE AND CABSHIELD MOUNTED w/light mounted in cab, installed                                    | \$317.00 | \$317.00   |
| 1 9905014  | - Hydraulic Valve Hose Guard installed  | \$389.00 | \$389.00   |
| 3 9903370  | - VBL EconoFLEX J6K-3 carbide in rubber Flexible Plow Blade, 3' wear part only<br>**NOTE: (1) FOR SCRAPER, (2) FOR WING                       | \$595.00 | \$1,785.00 |
| 6 9903371  | - VBL EconoFLEX J6K-4 carbide in rubber Flexible Plow Blade, 4' wear part only<br>**NOTE: (3) FOR FRONT PLOW, (2) FOR SCRAPER, & (1) FOR WING | \$793.00 | \$4,758.00 |
| 3 9903372  | - VBL EconoFLEX J6K-ST3 Strap, 3', 1/2" x 3" x 36" CFSE<br>**NOTE: (1) FOR SCRAPER, (2) FOR WING  | \$47.00  | \$141.00   |
| 6 9903373  | - VBL EconoFLEX J6K-ST4 Strap, 4', 1/2" x 3" x 48" CFSE<br>**NOTE: (3) FOR FRONT PLOW, (2) FOR SCRAPER, & (1) FOR WING                        | \$61.00  | \$366.00   |
| 3 9903374  | - VBL EconoFLEX J6K-BBW3 Base, 3', 1/2" x 4" x 36" FSB WABCO - 12" CTR<br>**NOTE: (1) FOR SCRAPER, (2) FOR WING                               | \$74.00  | \$222.00   |
| 6 9903375  | - VBL EconoFLEX J6K-BBW4 Base, 4', 1/2" x 4" x 48" FSB WABCO - 12" CTR<br>**NOTE: (3) FOR FRONT PLOW, (2) FOR SCRAPER, & (1) FOR WING         | \$99.00  | \$594.00   |

\*--- Continued ---\*

Accepted by \_\_\_\_\_

Date \_\_\_\_\_

Price:

Total Discounts:

Net Cost:

Freight

Total:



TOWMASTER, 61381 US HWY 12, LITCHFIELD, MN 55355  
 PH: 320-693-7900 FX: 320-693-7921 TF: 800-462-4517  
 TOWMASTERTRUCK.COM

Reference No.  
 QT 84429

**\*\* QUOTATION \*\***

|                       |                   |               |                       |               |
|-----------------------|-------------------|---------------|-----------------------|---------------|
| <b>Ship To:</b>       | <b>Cust:</b> 3816 | <b>Phone:</b> | <b>Bill To:</b>       | <b>Phone:</b> |
| FARMINGTON, CITY OF   |                   |               | FARMINGTON, CITY OF   |               |
| 19650 MUNICIPAL DRIVE |                   |               | 19650 MUNICIPAL DRIVE |               |
| FARMINGTON            | MN 55024          | USA           | FARMINGTON            | MN 55024      |

ATTN: RON LEY 651-775-5960

| PO# | Salesman     | Terms       | Created | Last Revised | Appx Comp |
|-----|--------------|-------------|---------|--------------|-----------|
|     | JOSH PAULSON | NET 30 DAYS | 1/16/24 | 1/16/24      | 2/12/19   |

| Qty | Part No.  | Description   | Price Ea. | Net Amt. |
|-----|---|---|-----------|----------|
| 3   | 9903376   | VBL EconoFLEX Attachment Kit (Bolts & Nuts) for up to 12' assembly                  | \$108.00  | \$324.00 |
| 3   | 9903368   | VBL EconoFLEX J6K-V5 Curb Runner, RH/LH<br>**NOTE: (2) FOR FRONT PLOW, (1) FOR WING | \$203.00  | \$609.00 |
| 1   | WARRANTY - TOWMASTER EXCLUSIVE WARRANTY: 5 yr Steel/Stainless Steel Body Structure; 5 yr Whelen LED Light Systems; 3 yr Palfinger Hoists; 4 yr SwapLoader Hoists; 2 yr Hyd, Snow Equip, Tele Hoists, and all other items. |   |           |          |

|                    |             |                         |                     |
|--------------------|-------------|-------------------------|---------------------|
| <b>Accepted by</b> | <b>Date</b> | <b>Price:</b>           | <b>\$182,349.00</b> |
|                    |             | <b>Total Discounts:</b> |                     |
|                    |             | <b>Net Cost:</b>        | <b>\$182,349.00</b> |
|                    |             | <b>Freight</b>          |                     |
|                    |             | <b>Total:</b>           | <b>\$182,349.00</b> |

## REGULAR COUNCIL AGENDA MEMO

**To:** Mayor, Councilmembers and City Administrator  
**From:** John Powell, Public Works Director  
**Department:** Engineering  
**Subject:** Purchase of a Salt Storage Facility  
**Meeting:** Regular Council - Mar 18 2024

### INTRODUCTION:

Salt is currently obtained at the Dakota County facility on CR 50. The long-term planning of the Maintenance Facility campus included salt storage facilities. A new 65' x 112' salt storage facility is proposed consisting of engineered fabric on a steel frame. During the non-salt seasons, the building would be used to store other materials.

### DISCUSSION:

Early last year, in anticipation of Dakota County moving their salt storage and fueling facility from 4975 212th Street West, the City began planning for fueling and salt storage facilities at the Maintenance Facility Campus. Dakota County's facility relocation will be later than originally expected, but Staff continues to move forward with planning for this eventual change. Due to cost increases, the fuel island will not be able to move forward in 2024. We will, instead, move forward with the salt storage facility. The City will need to provide a covered facility for salt storage to minimize salt-laden runoff.

A new 65' x 112' salt storage facility is proposed consisting of engineered fabric on a steel frame. During the non-salt seasons, the building would be used to store other materials. The final location of the salt building has not been determined but is expected to be in the northeast corner of the paved area north of the Maintenance Facility building. Similar to the State of Minnesota contract, the City also uses Sourcwell for cooperative purchasing contracts. We have had multiple meetings with Greystone Construction with regard to salt storage, and they were able to provide the attached quote via Sourcwell. As stated, the quote is for the fabric structure only. The City will incur additional costs for soil borings, minor site grading, and paving. Staff will also need to obtain appropriate City land use approvals to install the salt storage.

### BUDGET IMPACT:

Greystone Construction's quote via Sourcwell is \$231,030, assuming that the existing soils are not suitable for drilled piers. Soil borings will be obtained to determine if the soils are suitable. American Rescue Plan Act (ARPA) funds will be used for the salt storage facility work.

The approved Capital Improvement Plan for 2024-2028 assumed \$350,000 in ARPA funds would be used for construction of a fuel island in 2024, and \$350,000 in Solid Waste Funds would be used for a salt storage facility in 2025. Instead, ARPA funds will be used to install the salt storage facility

in 2024. The cost of the salt storage building from Greystone Construction, together with the site preparation work, is not expected to exceed \$295,000.

**ACTION REQUESTED:**

Approve the purchase of a Salt Storage Building from Greystone Construction of Shakopee, Minnesota, for the quoted amount of \$231,030.

**ATTACHMENTS:**

[Greystone Salt Storage Building quote 022224](#)  
[Salt Storage Graphic](#)



February 22, 2024

John Powell  
City of Farmington, MN  
19650 Municipal Dr  
Farmington, MN 55024

**Re: Sourcewell Proposal – Salt Storage Building**

Mr. Powell,

Thank you for the opportunity to provide a budget proposal to furnish and install a salt storage building in Farmington, MN. A few of the advantages the Greystone team brings to the project include:

- **Design-Build Experience** – Greystone has offered design-build and general construction services for 35 years.
- **Fabric Building Expertise** – Greystone has sold and installed fabric buildings for over 20 years. We've successfully completed thousands of fabric building projects.
- **Engineered Fabric Building** – Fabric building will be designed to meet site-specific load requirements including wind, snow and unbalanced loads.
- **Hot Dipped Galvanized Steel** – Fabric building frames are hot dip galvanized post production, after all cutting and welding complete
- **Self-Performed Work** – Greystone has the capability to self-perform the concrete and building installation with our own crews. Often times this allows us to provide the most competitive pricing, maintain quality and hold schedule.

Let us know if you have any questions. We look forward to discussing our next steps.

Sincerely,

A handwritten signature in black ink, appearing to read "Nate Lamusga".

Nate Lamusga  
Business Development Manager

## Scope of Work & Pricing

*to be performed by Greystone Construction*

**Furnish & Install Budget Price:**

- 65'x112' Britespan Atlas L10 Series Building
- Truss spacing 14' on center
- 12.5 ounce, 23 mil polyethylene Non-FR fabric
  - Single piece cover design
- Building designed per ASCE7-16 (IBC 2018)
  - Fabric type: ASTM E-84 (NON-FR)
  - Occupancy category: CAT 1 (LOW HAZARD)
  - Ground snow load: 50 lbs.
  - Wind Load: 105 MPH wind
  - Wind Exposure: C
  - Site conditions: Ce = 0.9 Exposed
  - Collateral Load: 0
  - No sprinklers
  - No conveyor loads
  - Seismic Design Category: B
  - Stamped engineered building drawings included
- (1) Fabric end wall with steel framing with (4) 3'x3' mesh vent in back end
- (1) open end wall
- Hot dipped galvanized bolt and purlin upgrades
- Building to be installed on concrete drilled pier foundations. Piers to extend 2' above grade on three sides.
  - Engineered foundation drawings
  - Assumes existing soils has minimum bearing capacity of 2,500 PSF
  - Assumes soils are suitable for drilled piers, cast against earth, maximum 8' deep
- Approximately 280 lineal feet of 8' tall pre-cast concrete bunker "L" panels with corrosion inhibitor
- Hot dipped galvanized anchor bolts
- Freight allowance of \$3,500 included
  - Contract will be updated to reflect actual freight amount at time of shipment
- Provide all necessary labor and equipment to complete items noted above
- Includes payment and performance bonds
- Unless noted otherwise proposal pricing is valid for 15 days
- **Approx. 3,050 tons of salt storage capacity**
  - **32 degree angle of repose**
  - **80 lbs/cubic foot product weight**

**Sourcewell Furnish & Install Price:   \$227,930**

**Add Alternate Building Option:**

- Pad and Pier foundation, if soils are not suitable for drilled piers
  - Pending Soils Report

**Add Alternate Budget Price: ADD \$3,100**

*See exclusions on last page*



**Market Provisions:**

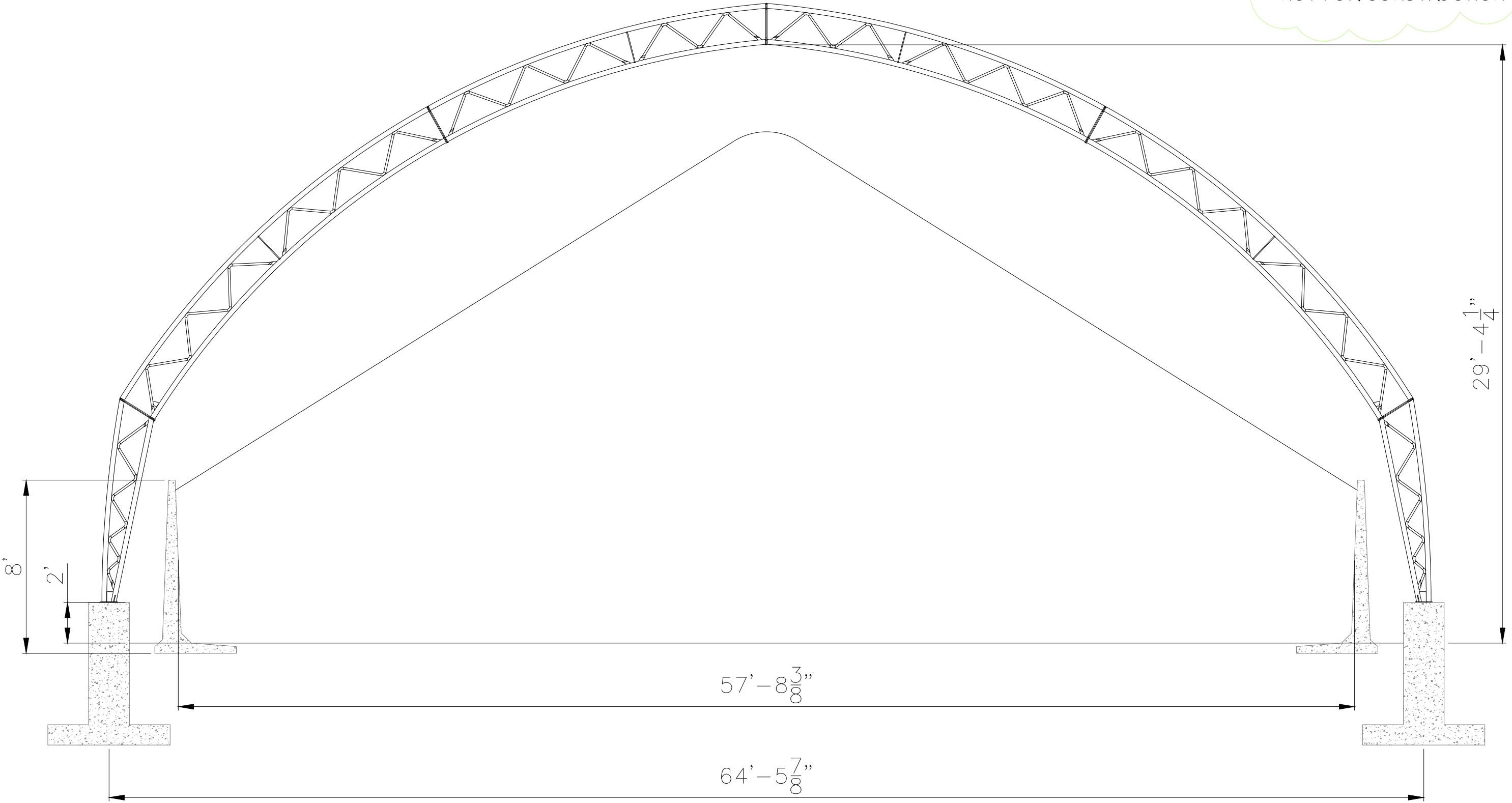
- Greystone is committed to being your trusted team partner on your project. We are asking all of our clients recognize the volatility of our markets and understand we are providing current pricing for budgeting purposes with the need to adjust final project pricing based on the markets at the actual time of the order. It's important to provide you with the best value for your project, and we do not want to speculate where the actual market rates will be at the time of procurement and/or delivery.
- Pricing is based on current market conditions and does not include future tariffs, surcharges, price escalation, or fees. (i.e., many wholesalers and manufacturers are not committing to pre-determined pricing for pre-ordered materials. These materials are priced at the time of the delivery.) Due to extremely volatile markets, pricing shall be re-evaluated at time of procurement and/or delivery. Any savings or additional cost would be communicated with Owner prior to procurement and/or delivery.
- Price increases will be assigned as contingency. Unless Greystone specifically outlines a contingency value in our proposal or scope of work, it is recommended that the Owner carry a contingency.
- Construction schedule may be affected by material shortages or lead times beyond our control. Any shortages or lead time issues will be communicated with the owner. Evaluation of alternatives will be reviewed, and the contract schedule or costs may be adjusted accordingly.



**Exclusions – Items not included, but may apply to overall project:**

- Architectural and Civil Engineering
- Sales Tax on Materials
- Permits & Fees
- Prevailing wage rates and Union labor
- Cat II occupancy and FR Fabric
- US Steel – Building is fabricated in Canada using Canadian steel
- Alternate foundation design if proposed design isn't suitable for existing site
- Testing & special inspections by owner – Soil borings, soils testing, concrete testing, bolt inspection, etc
- Site work including, but not limited to: soil corrections, granular base material under floor and bunker panels, excavation and backfill, site prep, import or export of materials, dewatering, etc
- Assumed building has 50' clear on all four sides for staging/erection and building engineering requirements
- Site specific safety requirements
- Bituminous paving or concrete – interior and exterior slabs and aprons
- Exterior aprons & stoops at doors
- Geotextile liner under building
- Doors – Overhead & personnel
- Insulation, interior liner panel or stainless steel cables
- All electrical & mechanical systems
- All winter conditions

NOT FOR CONSTRUCTION



## REGULAR COUNCIL AGENDA MEMO

**To:** Mayor, Councilmembers and City Administrator  
**From:** John Powell, Public Works Director  
**Department:** Engineering  
**Subject:** Purchase of a Tandem Roller  
**Meeting:** Regular Council - Mar 18 2024

### INTRODUCTION:

Unit 0732 is a 2000 Wacker Roller. It has reached the end of its useful life and is in need of replacement. The frame has cracked and has been welded together in multiple locations more than once. Staff has evaluated equipment options and costs and recommends replacement.

### DISCUSSION:

A roller compactor is a necessary piece of equipment for the compaction of roadway materials and backfill, which is a part of ongoing roadway maintenance. Public Works Staff obtained quotes from four vendors for tandem rollers. It is recommended the City purchase a Wacker Neuson RD12L-90 Tandem Roller from Tri-State Bobcat in Burnsville, MN. This piece of equipment will meet our needs and had the lowest quoted price.

Equipment delivery is expected early this summer.

### BUDGET IMPACT:

The total quote amount is \$19,900 as shown on the attached quote. \$60,000 was identified in the approved Capital Improvement Plan for purchase of this equipment in 2024 with the General Capital Equipment Fund as the funding source.

### ACTION REQUESTED:

Approve the purchase of a Wacker Neuson RD12L-90 Tandem Roller from Tri-State Bobcat in Burnsville, Minnesota, for the quoted amount.

### ATTACHMENTS:

[Roller Quote Tri-State 011124](#)



**WACKER  
NEUSON**  
*all it takes!*

## Tandem Rollers

1.2- to 4.5-ton



### Versatility and productivity

Choose from a large variety of ride-on rollers to compact sub-base areas and asphalt. Designed to increase productivity, while offering operator comfort and convenience.



### Quality compaction

Three-point articulated pendulum joint provides even weight distribution and consistent compaction, as well as improves maneuverability and stability when turning.

## Performance Data

|                                | Unit | RD12L-90  | RD18-80                                      | RD18-100                                     | RD18-100c      | RD24-100           | RD24-100c                               | RD24-100o          |
|--------------------------------|------|---|--|--|----------------|--------------------|---|--------------------|
| Length x width x height        | in   | 74 x 38.8 x 90.6  | 90 x 33.7 x 87                               | 90 x 41.6 x 90.4                             | 90 x 40.9 x 87 | 99.6 x 43.7 x 94.1 | 99.6 x 43.7 x 94.1                      | 99.6 x 43.7 x 94.1 |
| Drum width                     | in   | 35.4  | 31.5   | 39.4   | 39.4           | 39.4               | 39.4                                    | 39.4               |
| Max. Operating weight          | lbs  | 2,964   | 3,725  | 3,924  | 3,836          | 7,033              | 6,856                                   | 7,143              |
| Side clearance left / right    | in   | 1.7 / 1.7   | 0 / 0  | 0 / 0  | 0 / 0          | 2.2 / 2.2          | 2.2 / 2.2                               | 2.2 / 2.2          |
| Turning radius (inside)        | in   | 76.8  | 87.8   | 83.9   | 83.9           | 97.3               | 97.3                                    | 97.3               |
| Drum type front                |      | smooth  | smooth                                       | smooth                                       | smooth         | smooth             | smooth                                  | smooth             |
| Drum type rear                 |      | smooth  | smooth                                       | smooth                                       | tires          | smooth             | tires                                   | smooth             |
| Tire size in rear              |      |   | -  | -  | 205/60 - R15   | -                  | 205/60 - R15                            | -                  |
| Engine type                    |      | Kohler ECH750, air-cooled, 2-cylinder, gasoline engine. | Kubota D1105-E4B, 3-cylinder, diesel engine. | Kubota D1105-E4B, 3-cylinder, diesel engine. |                |                    | Kubota 1703, 3-cylinder, diesel engine. |                    |
| Power output (ISO 14396)       | hp   | 20.8  | 21.9   | 21.9   | 21.9           | 24.8               |   |                    |
| Fuel tank capacity             | gal  | 6.3   | 8.7  | 8.7  | 8.7            | 11.1               |   |                    |
| Infinitely variable speed      | mph  | 0-5   | 0-6.8  | 0-6.8  | 0-6.8          | 0 - 6.3            | 0 - 6.0                                 | 0 - 6.3            |
| Gradeability w/wo vibration    | %    | 25 / 30   | 30 / 40                                      | 30 / 40                                      | 30 / 40        | 30 / 40            | 30 / 40                                 | 30 / 40            |
| Centrifugal force, front (l/l) | lbf  | 3,400 / -   | 3,822 / 2,473                                | 3,824 / 2,473                                | 3,824 / 2,473  | 7,419 / 4,496      | 7,419 / 4,496                           | 7,419 / 4,496      |
| Centrifugal force, rear (l/l)  | lbf  | -   | 3,822 / 2,473                                | 3,822 / 2,473                                | -              | 7,419 / 4,496      | -                                       | -                  |
| Oscillation force, rear (l/l)  | lbf  |   |  |  |                | -                  | -                                       | 8,767 / 5,170      |
| Water tank capacity            | gal  | 35  | 18.5   | 18.5   | 18.5           | 47.6               | 47.6                                    | 47.6               |

|                                     | Unit | RD28-120                                       | RD28-120c          | RD28-120o          | RD40-130                                    | RD40-130c          | RD40-130o          | RD45-140                                    | RD45-140c          | RD45-140o          |
|-------------------------------------|------|--|--------------------|--------------------|---|--------------------|--------------------|---|--------------------|--------------------|
| Length x width x height             | in   | 99.6 x 43.7 x 94.1                             | 99.6 x 43.7 x 94.1 | 99.6 x 43.7 x 94.1 | 116.7 x 56.1 x 102                          | 116.7 x 56.1 x 102 | 116.7 x 56.1 x 102 | 116.7 x 56.1 x 102                          | 116.7 x 56.1 x 102 | 116.7 x 56.1 x 102 |
| Drum width                          | in   | 47.2   | 47.2               | 47.2               | 51.2  | 51.2               | 51.2               | 54.3  | 54.3               | 54.3               |
| Max. operating weight               | lbs  | 7,518  | 7,319              | 7,650              | 11,816                                      | 11,265             | 11,971             | 12,412                                      | 11,574             | 12,823             |
| Side clearance left / right         | in   | 2.2 / 2.2                                      | 2.2 / 2.2          | 2.2 / 2.2          | 2.5 / 2.5                                   | 2.5 / 2.5          | 2.5 / 2.5          | 2.5 / 2.5                                   | 2.5 / 2.5          | 2.5 / 2.5          |
| Turning radius (inside)             | in   | 83.3   | 83.3               | 83.3               | 105.9                                       | 105.9              | 105.9              | 104.3                                       | 104.3              | 104.3              |
| Drum type front                     |      | smooth   | smooth             | smooth             | smooth                                      | smooth             | smooth             | smooth                                      | smooth             | smooth             |
| Drum type rear                      |      | smooth   | tires              | smooth             | smooth                                      | tires              | smooth             | smooth                                      | tires              | smooth             |
| Tire size in rear                   |      | -  | 205/60 - R15       | -                  | -   | 10.5/80 - 16       | -                  | -   | 10.5/80 - 16       | -                  |
| Engine type                         |      | Kubota Diesel 1703, 3-cylinder, diesel engine. |                    |                    | Kubota V2403-CR, 4-cylinder, diesel engine. |                    |                    | Kubota V2403-CR, 4-cylinder, diesel engine. |                    |                    |
| Power output                        | hp   | 24.8   |                    |                    | 50.2  |                    |                    | 50.2  |                    |                    |
| Fuel tank capacity                  | gal  | 11.1   |                    |                    | 19.3  |                    |                    | 19.3  |                    |                    |
| Infinitely variable speed           | mph  | 0 - 6.3  | 0 - 6.0            | 0 - 6.3            | 0 - 6.8                                     | 0 - 6.8            | 0 - 6.8            | 0 - 6.8                                     | 0 - 6.8            | 0 - 6.8            |
| Gradeability with/without vibration | %    | 30 / 40  | 30 / 40            | 35 / 40            | 30 / 40                                     | 30 / 40            | 30 / 40            | 30 / 40                                     | 30 / 40            | 30 / 40            |
| Centrifugal force, front (l/l)      | lbf  | 8,543 / 5,171                                  | 8,543 / 5,171      | 8,543 / 5,171      | 14,388 / 8,768                              | 14,388 / 8,768     | 14,388 / 8,768     | 14,388 / 8,768                              | 14,388 / 8,768     | 14,388 / 8,768     |
| Centrifugal force, rear (l/l)       | lbf  | 8,543 / 5,171                                  | -                  | -                  | 14,388 / 8,768                              | -                  | -                  | 14,388 / 8,768                              | -                  | -                  |
| Oscillation force, rear (l/l)       | lbf  | -  | -                  | 8,767 / 5,170      | -   | -                  | 16,186 / 9,666     | -   | -                  | 16,186 / 9,666     |
| Water tank capacity                 | gal  | 47.6   | 47.6               | 47.6               | 75.3  | 75.3               | 75.3               | 75.3  | 75.3               | 75.3               |





**BURNSVILLE**  
 1200 Highway 13 E  
 Burnsville, MN 55337  
 (952) 894-0894  
 Fax (952) 894-5759

**LITTLE CANADA**  
 71 Minnesota Avenue  
 Little Canada, MN 55117  
 (651) 407-3727  
 Fax (651) 683-2476

**HUDSON**  
 588 Outpost Circle  
 Hudson, WI 54016  
 (715) 531-0801  
 Fax (715) 531-0805

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 St. Croix, Falls WI 54024  
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 Fax (715) 483-7095

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 430 3RD STREET  
 FARMINGTON MN 55024

|                           |                         |                       |
|---------------------------|-------------------------|-----------------------|
| Branch<br>01 - Burnsville |                         |                       |
| Date<br>01/11/2024        | Time<br>14:53:09 (O)    | Page<br>1             |
| Account No.<br>20596      | Phone No.<br>6517755960 | Invoice No.<br>012848 |
| Ship Via                  | Purchase Order          |                       |
|                           |                         | Salesperson<br>MLL    |

**EQUIPMENT QUOTE • NOT AN INVOICE**

Description                      **\*\* Q U O T E \*\***                      EXPIRY DATE: 07/23/2024                      Amount

Stock #: B081569                      Serial #: WNCRD12AAPUM05589                      19900.00

New 2023 WACKER NEUSON RD12A-90 RD12A-90 TANDEM ROLLER - FIX

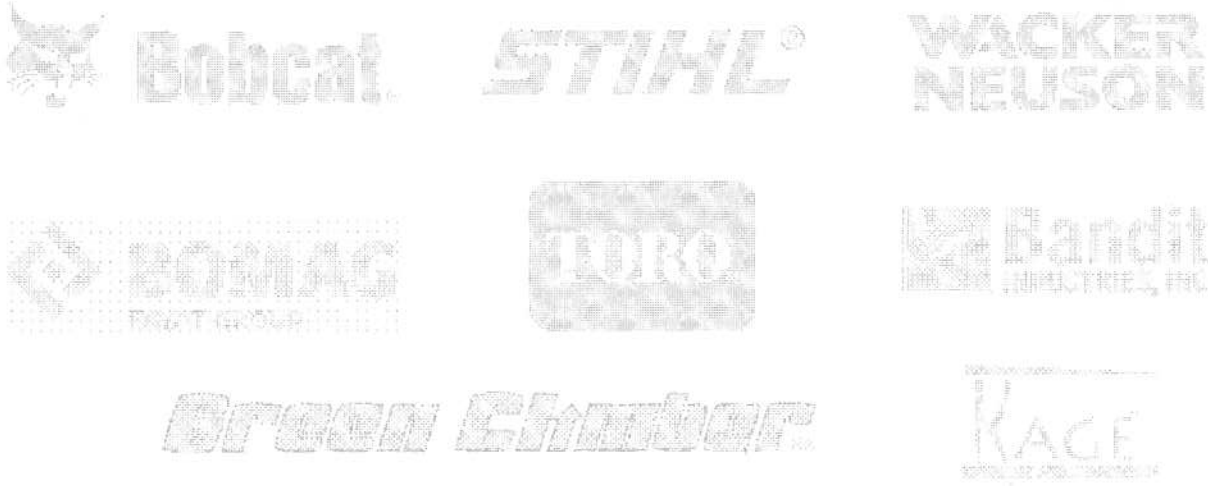
\*\*\*\*INCLUDING THE FOLLOWING OPTIONS\*\*\*\*

RD12A-90 TANDEM ROLLER - FIXED ROPS

Authorization: \_\_\_\_\_

Subtotal: 19900.00

Quote Total: 19900.00



## REGULAR COUNCIL AGENDA MEMO

**To:** Mayor, Councilmembers and City Administrator  
**From:** Kellee Omlid, Parks & Recreation Director  
**Department:** Parks & Recreation  
**Subject:** Parks and Recreation Department's 2023 Annual Report and 2024 Goals  
**Meeting:** Regular Council - Mar 18 2024

### INTRODUCTION:

The Parks and Recreation Department (Department) staff members have compiled an annual report identifying the Department's accomplishments in 2023 and looking forward to 2024. This is the 21st consecutive year the Department has created an annual report.

### DISCUSSION:

Each year, the Department creates an annual report about the following:

- Programs and events offered
- Parks, trails, and facilities projects completed
- Maintenance work performed in parks, on trails, and in facilities

Parks and Facilities Supervisor Jeremy Pire, Recreation Supervisor Missie Kohlbeck, and Recreation Supervisor Emilee Shearer will be in attendance to help present the annual report. I would like to recognize and thank Recreation Supervisor Kohlbeck who took the responsibility to acquire the information from other Department staff members and then develop this information into the annual report.

### ACTION REQUESTED:

The City Council is asked to listen to the annual report presentation and ask any questions they have during and/or after the presentation has been made. This item is for informational purposes only.