

**Lanesboro City Council
Regular Meeting Agenda
Monday, February 5, 2024 at 6:00 p.m.
Lanesboro Community Center Meeting Room and Zoom**

*Zoom is provided as a way to offer more accessibility to council and committee meetings.
However, due to potential technical issues, full functionality is not guaranteed*

Join Zoom Meeting

<https://us02web.zoom.us/j/86176812830?pwd=VmQycUtxblpPU1BkVElxbG9xcWhEZz09>

Meeting ID: 861 7681 2830 Passcode: 588100

Dial by your location • +1 305 224 1968 US • +1 309 205 3325 US • +1 312 626 6799 US (Chicago)

Member Albrecht-Benson will be participating via Zoom from Gulf Dunes 412, 376 Santa Rosa Blvd., Fort Walton Beach, FL 32548

Call the Regular Meeting to Order 6:00 p.m.:

- A. Agenda: Additions or Corrections
- B. Public Comments
- C. Approval of Minutes:
 - a. [January 2, 2024 Regular Meeting](#)
- D. Consent Agenda:
 - a. [Accounts Payable](#)
 - b. [2024 Lodging Licenses](#)
 - c. [Resolution 2024-13: Resolution Appointing Election Judges for Presidential Primary Election](#)
 - d. [2023 Audit Engagement - Smith Schafer](#)

Agenda Requests

- A. [Sandra Webb - Domestic Violence Informational Signs in Public Restrooms](#)

Department Reports:

- A. Public Utilities
- B. Planning & Zoning
- C. Heritage Preservation
- D. Library

New Business:

- A. [Sparrow Valley Development Agreement Amendment](#)
- B. [Application for Simple Lot Split](#)
- C. [Fire Tanker Quotes](#)

Continued Business:

- A. [AT&T Lease Agreement](#)
- B. Former Employee Grievance Letter

Miscellaneous

Next Meeting: Monday, March 4, 2024 at 6:00 p.m.

Adjourn Regular Meeting

**Lanesboro City Council
Regular Meeting
Tuesday, January 2, 2024 – 6:00 p.m.
Lanesboro Community Center Meeting Room & Zoom**

Present:

Members: X Jason Resseman X Chase Bakke X Joe Goetzke
 X Mindy Albrecht-Benson X Kathryn Wade
Staff: X Mitchell Walbridge X Darla Taylor X David Haugen
 Mark Lawstuen Jerod Wagner X Tara Johnson
 X Joseph O’Koren
Guests: Tony Rotchadl, Shirley Mulder, Hannah Wingert, Tim Zamzow, Chelsey Skelly, Jon Buggs,
 Jon Pieper, Karen Heimdahl, Kara Maloney, Sarah Pieper, Trenton Raygor, Tara Johnson,
 Lori Bakke, Chase Wark, Samsung-SM, Stacy Schultz

Regular Meeting

Mayor Resseman called to order the Regular Meeting at 6:00 p.m.

A. Agenda: City Administrator Walbridge requested changes to the agenda:

- Root River Game Protective League Gambling Permit Application and Resolution 2024-12 Fire Department Compensation be added to the Consent Agenda
- Removal of Agenda Request from Sandra Webb – Domestic Violence Informational Signs
- WWTF Pay Request #32 be added to Project Reports
- Highway 250 Project Update be added to Miscellaneous

Member Wade motioned to approve the agenda with the changes; Member Bakke seconded the motion. Motion carried with all in favor.

B. Public Comments:

- a. Kara Maloney addressed the city council regarding the Filthy Fifty street closure application. While she supports the event, Maloney did have concerns over the full day closure of Parkway Avenue due to the decrease in foot traffic and retail sales for businesses. Maloney suggested the race finish line be moved to the bass pond parking lot.

C. Approval of Minutes:

- a. Minutes of the December 4, 2023 Regular Meeting: Member Goetzke motioned to approve the minutes as presented; Member Albrecht-Benson seconded the motion. Motion carried with all in favor.

D. Consent Agenda:

- a. Accounts Payable
- b. Resolution 2024-01 Designating Official Depository
- c. Resolution 2024-02 Designating Official Newspaper
- d. Resolution 2024-03 Authorizing Lawful Gambling Lanesboro Fire Department Fire Relief Association
- e. Resolution 2024-04 Authorizing Signature Authority for City of Lanesboro
- f. Resolution 2024-05 Establishing Mileage Reimbursement Rate
- g. Resolution 2024-06 Appointing Trustees of the Lanesboro Firefighters Relief Association
- h. Resolution 2024-07 Appointing Fire Department Officers
- i. Resolution 2024-08 Authorizing Membership Renewal in Regional Safety Group
- j. Lanesboro Claydusters Gambling Permit
- k. Resolution 2024-09 Accepting Donations
- l. Root River Game Protective League Gambling Permit
- m. Resolution 2024-12 Establishing Fire Department Officer and Member Compensation

Agenda Requests:

- A. Jon Pieper spoke to the city council regarding the discharge of firearms and hunting within city limits. Pieper questioned whether hunting, even with bows, is allowed within city limits. Pieper stated he was aware of high-powered rifles being discharged for coyote hunting within city limits. Mayor Resseman motioned to add the discharge of firearms and hunting within city limits to the Planning and Zoning Commission's March meeting agenda; Member Goetzke seconded the motion. Motion carried with all in favor.

Project Reports:

- A. **WWTF Pay Request #32:** Brian Malm, Bolton and Menk Engineering, informed the council that Wapasha Construction still has several punch list items to complete at the wastewater treatment facility. Pay request #32 is for the purchase of the skid loader that was included in the project costs. Member Albrecht-Benson motioned to approve the pay request; Member Wade seconded the motion. Motion carried with all in favor.

Department Updates

- A. **Administration:** City Administrator Walbridge shared that city administration is looking into a new online payment platform for public utility and city payments. City administration is also looking at upgrades to cyber security options being provided by the State of Minnesota's pilot program. Administrator Walbridge is also working with department heads to revise the capital improvement plan.
- B. **Street:** Public Works Supervisor David Haugen provided an update from the Street Department.
 - a. Staff have been working on tree trimming on city boulevards and in the city park.
 - b. Staff assisted with two watermain breaks in the fall.
 - c. Ongoing maintenance to city buildings has been completed.
 - d. The city's sander has had maintenance completed.
 - e. The bath house in Sylvan Park is undergoing upgrades including new partitions, upgraded plumbing, new lighting, and heaters.

Mayor Resseman put the meeting in recess at 6:14 p.m.

Mayor Resseman took the meeting out of recess at 6:18 p.m.

New Business

- A. **Filthy 50:** Trenton Raygor, Filthy Fifty coordinator, presented a street closure request for the 2024 event. The closure request included Elmwood Street/Parkway Avenue to Coffee Street from 10 a.m. to 8 p.m., as well as Coffee Street/Parkway Avenue to the alleyway behind Pedal Pushers from 7 a.m. to 8 p.m. on October 12, 2024. Members discussed concerns about the length of the Parkway Avenue street closure as well as safety concerns that have been observed on gravel roads during past events. Members questioned whether the event finish line could be moved to an alternative location so that the Parkway Avenue closure would not be the entire day. Raygor stated that the planning committee is not willing to modify the race route. Member Goetzke motioned to table consideration of the street closure application until the February meeting so that more discussion could take place between city administration and event coordinators; Member Albrecht-Benson seconded the motion. Motion carried with all in favor.
- B. **Former Employee Grievance Letter:** City Administrator Walbridge shared concerns regarding the city's relationship with the Lanesboro Public Library Board and the need to define the applicability of oversight and city policies to library personnel. The gray area made managing the former employee grievance challenging. Administrator Walbridge suggested a council sub-committee could investigate the claims in the grievance letter and recommend how the city council wants to respond. In addition, the sub-committee could also work with the Library Board's Personnel and Policy Sub-Committees to determine whether Lanesboro's library board be a governing or advisory board. Mayor Resseman recommended that Member Albrecht-Benson, Administrator Walbridge, and himself investigate the allegations in the grievance letter and meet with the applicable library board sub-committees to discuss

board responsibilities. Member Wade motioned to establish the sub-committee as recommended by Mayor Resseman; Mayor Resseman seconded the motion. Motion carried with all in favor.

- C. Mayor Pro-Tempore for 2024:** Mayor Resseman motioned to appoint Member Albrecht-Benson as mayor pro-tempore for 2024; Member Bakke seconded the motion. Motion carried with all in favor.

Continued Business

- A. AT&T Lease Agreement:** Mayor Resseman motioned to table consideration of the agreement terms until the February meeting; Member Bakke seconded the motion. Motion carried with all in favor.
- B. Resolution 2024-10 – Appointing Members to the Lanesboro Public Library Board:** Mayor Resseman motioned to appoint Member Albrecht-Benson to the Library Board; Member Goetzke seconded the motion. Administrator Walbridge explained that a seven-member library board is allowed to have one council member as a voting member under state statute. Motion carried with all in favor. Members considered the applications for the remaining two library board seats. Member Wade motioned to approve resolution 2024-10 appointing Mindy Albrecht-Benson, Alicia Pearson, and Sjeila Goetzke to the Lanesboro Public Library Board; Mayor Resseman seconded the motion. After discussion, Member Wade withdrew her motion. Member Albrecht-Benson motioned to approve Resolution 2024-10 appointing Mindy Albrecht-Benson, Jon Buggs, and Sjeila Goetzke to the Lanesboro Public Library Board; Member Bakke seconded the motion. Members Albrecht-Benson, Wade, Bakke, and Resseman voted in favor. Member Goetzke abstained from voting.
- C. Resolution 2024-11 – Appointing Members to the Lanesboro Economic Development Authority:** Member Albrecht-Benson motioned to approve Resolution 2024-11 appointing Linda Tacke to the Lanesboro EDA; Member Bakke seconded the motion. Motion carried with all in favor.

Miscellaneous

- A. Highway 250 Construction Project:** Tony Rotchadl, Tim Zamzow, and Brian Malm of Bolton and Menk presented the scoping study report from the project, which included a preliminary concept design for the project. Next steps for the city include a partnership agreement and a municipal consent agreement which should be presented to the city council in the 2024 calendar year. It was noted that the project start date was moved to 2027.

Next Meeting: Monday, February 5, 2024 at 6:00 p.m.

Mayor Resseman adjourned the meeting at 7:38 p.m.

Respectfully submitted,

Mitchell Walbridge
City Administrator/Clerk

CITY OF LANESBORO

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Payments

Current Period: February 2024

Payments Batch 02052024PAY		\$14,316.97	
Refer	1022047 <i>FILLMORE COUNTY JOURNAL</i>	-	
Cash Payment	E 100-41500-350 Print/Binding (GENERA		\$29.90
Invoice 162179			
Transaction Date	1/11/2024	OPERATIONAL ACC 10100	Total \$29.90
Refer	1022048 <i>LOFFLER</i>	Ck# 025961 1/15/2024	
Cash Payment	E 211-45500-413 Office Equipment Rental		\$14.37
Invoice 4580121			
Cash Payment	E 100-41500-413 Office Equipment Rental		\$36.95
Invoice 4580123			
Transaction Date	1/11/2024	OPERATIONAL ACC 10100	Total \$51.32
Refer	1022050 <i>THE LINCOLN NATIONAL LIFE</i>	-	
Cash Payment	E 100-43100-134 Employer Paid Life		\$43.50
Invoice			
Cash Payment	E 211-45500-134 Employer Paid Life		\$40.43
Invoice			
Cash Payment	E 100-45200-134 Employer Paid Life		\$36.82
Invoice			
Cash Payment	E 100-43100-134 Employer Paid Life		\$17.81
Invoice			
Cash Payment	E 100-45200-134 Employer Paid Life		\$17.80
Invoice			
Cash Payment	E 100-41500-134 Employer Paid Life		\$30.71
Invoice			
Cash Payment	E 100-41500-134 Employer Paid Life		\$46.37
Invoice			
Transaction Date	1/12/2024	OPERATIONAL ACC 10100	Total \$233.44
Refer	1022051 <i>S & A PETROLEUM INC</i>	-	
Cash Payment	E 100-43100-212 Motor Fuels		\$450.68
Invoice			
Cash Payment	E 100-45200-212 Motor Fuels		\$237.80
Invoice			
Cash Payment	E 220-42000-212 Motor Fuels		\$5.19
Invoice			
Cash Payment	E 100-43100-212 Motor Fuels		\$427.48
Invoice			
Cash Payment	E 100-45200-212 Motor Fuels		\$164.18
Invoice			
Cash Payment	E 220-42000-212 Motor Fuels		\$118.33
Invoice			
Transaction Date	1/16/2024	OPERATIONAL ACC 10100	Total \$1,403.66
Refer	1022052 <i>PRESTON AUTO PARTS</i>	-	
Cash Payment	E 100-45200-210 Operating Supplies (GE		\$9.99
Invoice 782855			
Cash Payment	E 100-43100-210 Operating Supplies (GE		\$15.99
Invoice 783237			
Transaction Date	1/16/2024	OPERATIONAL ACC 10100	Total \$25.98

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Payments

Current Period: February 2024

Refer	1022053	J.P. COOKE CO	Ck# 025962	1/17/2024			
Cash Payment	E 100-41500-210	Operating Supplies (GE				\$70.75	
Invoice	816491						
Transaction Date	1/17/2024		OPERATIONAL ACC	10100	Total	\$70.75	
Refer	1022054	GALE GROUP					
Cash Payment	E 211-45500-230	Books & Movies				\$29.24	
Invoice	83185225						
Transaction Date	1/17/2024		OPERATIONAL ACC	10100	Total	\$29.24	
Refer	1022055	KELLY PRINTING					
Cash Payment	E 100-41500-210	Operating Supplies (GE envelopes				\$128.16	
Invoice	232014						
Transaction Date	1/17/2024		OPERATIONAL ACC	10100	Total	\$128.16	
Refer	1022056	RUSHFORD PUBLIC LIBRARY					
Cash Payment	E 211-45500-230	Books & Movies	Woven Kingdom			\$20.98	
Invoice							
Transaction Date	1/19/2024		OPERATIONAL ACC	10100	Total	\$20.98	
Refer	1022057	MN DEPT OF NATURAL RESOURC					
Cash Payment	E 100-45200-210	Operating Supplies (GE pond permit				\$20.40	
Invoice							
Transaction Date	1/22/2024		OPERATIONAL ACC	10100	Total	\$20.40	
Refer	1022058	MN PUBLIC FACILITIES AUTHORITY					
Cash Payment	E 311-43100-610	Interest				\$3,029.75	
Invoice							
Cash Payment	E 311-43100-610	Interest				\$1,621.65	
Invoice							
Transaction Date	1/22/2024		OPERATIONAL ACC	10100	Total	\$4,651.40	
Refer	1022059	OKOREN LAW OFFICE LLC					
Cash Payment	E 100-41500-304	Legal Fees				\$1,723.96	
Invoice	1203						
Transaction Date	1/25/2024		OPERATIONAL ACC	10100	Total	\$1,723.96	
Refer	1022060	BERKLEY RISK ADMINISTRATORS					
Cash Payment	E 100-43100-363	Automotive Ins	Claim Deductible			\$250.00	
Invoice							
Transaction Date	1/25/2024		OPERATIONAL ACC	10100	Total	\$250.00	
Refer	1022061	LKQ THOMPSON MOTORS					
Cash Payment	E 220-42000-404	Repairs/Maint Machinery	99 STERLING			\$467.76	
Invoice	27-289444						
Transaction Date	1/25/2024		OPERATIONAL ACC	10100	Total	\$467.76	
Refer	1022062	MN ENERGY RESOURCES					
Cash Payment	E 100-45170-380	Utility Services (GENER				\$141.57	
Invoice							
Cash Payment	E 100-43100-380	Utility Services (GENER				\$198.06	
Invoice							
Cash Payment	E 100-45200-380	Utility Services (GENER				\$580.21	
Invoice							

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Payments

Current Period: February 2024

Cash Payment	E 220-42000-380	Utility Services (GENER			\$429.03
Invoice					
Transaction Date	1/25/2024	OPERATIONAL ACC	10100	Total	\$1,348.87
Refer	1022063	BONNEY, BRENDA			
Cash Payment	R 100-45200-34750	Auditorium Use Fees	CANCEL PICKELBALL EVENT		\$250.00
Invoice					
Transaction Date	1/25/2024	OPERATIONAL ACC	10100	Total	\$250.00
Refer	1022064	EYE PRIZE MARKETING			
Cash Payment	E 250-46500-210	Operating Supplies (GE	Blandin Grant Expense		\$200.00
Invoice	01252024				
Transaction Date	1/25/2024	OPERATIONAL ACC	10100	Total	\$200.00
Refer	1022065	WINONA STATE UNIVERSITY			
Cash Payment	E 250-46500-210	Operating Supplies (GE			\$1,995.00
Invoice	01345360				
Transaction Date	1/26/2024	OPERATIONAL ACC	10100	Total	\$1,995.00
Refer	1022066	CHASE CARD SERVICES			
Cash Payment	E 100-41000-319	LinkMe			\$18.98
Invoice					
Transaction Date	1/26/2024	OPERATIONAL ACC	10100	Total	\$18.98
Refer	1022067	VISA			
Cash Payment	E 100-41500-300	Professional Svcs (GEN			\$2.99
Invoice					
Cash Payment	E 100-45200-401	Repairs/Maint Buildings	bath house heaters		\$369.98
Invoice					
Cash Payment	E 100-45200-240	Small Tools and Minor E			\$394.28
Invoice					
Cash Payment	E 100-41500-300	Professional Svcs (GEN			\$201.60
Invoice					
Cash Payment	E 100-41500-210	Operating Supplies (GE			\$19.58
Invoice					
Cash Payment	E 100-41500-208	Meetings / Trainings			\$30.12
Invoice					
Cash Payment	E 220-42000-404	Repairs/Maint Machiner			\$267.18
Invoice					
Cash Payment	E 100-45200-210	Operating Supplies (GE			\$111.44
Invoice					
Transaction Date	1/29/2024	OPERATIONAL ACC	10100	Total	\$1,397.17

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Payments

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Current Period: February 2024

Fund Summary

	10100 OPERATIONAL ACCOUNT	
100 GENERAL FUND		\$6,078.06
211 LIBRARY		\$105.02
220 FIRE FUND		\$1,287.49
250 EDA OPERATING		\$2,195.00
311 2022B Street & Utility Imprmt		\$4,651.40
		<u>\$14,316.97</u>

Pre-Written Checks	\$122.07
Checks to be Generated by the Computer	<u>\$14,194.90</u>
Total	<u>\$14,316.97</u>

Permitted B&B's in Lanesboro

<u>Lic #</u>	<u>#</u>	<u>Name:</u>	<u>Physical Address:</u>	<u>Mailing Address:</u>	<u># of Rooms</u>	<u>MN Lic.</u>	<u>Pd</u>
2024 BB-1	1	Thompson House B&B	401 Parkway Ave S	Thompson House B&B 401 Parkway Ave S Lanesboro, MN 55949	4		
2024 BB-2	2	Anna V's	507 Fillmore Ave S	Anna V's 507 Fillmore Avenue S Lanesboro, MN 55949	3		
2024 BB-3	3	Scandinavian Inn	701 Kenilworth Ave S	Scandinavian Inn 701 Kenilworth Avenue S Lanesboro, MN 55949	5	Yes	Yes
2024 BB-4	4	O'Leary's B&B	707 Parkway Ave S	O'Leary's B&B 707 Parkway Avenue S Lanesboro, MN 55949	5		
2024 BB-5	5	Historic Scanlan House	708 Parkway Ave S	Historic Scanlan House 708 Parkway Avenue S Lanesboro, MN 55949	6		

Short Term Lodging in Lanesboro

<u>Lic. #</u>	<u>#</u>	<u>Name:</u>	<u>Physical Address:</u>	<u>Mailing Address:</u>	<u># of Rooms</u>	<u>MN Lic.</u>	<u>Pd</u>
2024 L-1	1	Hotel Skelly LLC	101 Parkway Ave N	Levi & Chelsey Skelly 3899 168th Ave NW Andover, MN 55304	9	Yes	paid
2024 L-2	2	The Stone Mill Suites	100 Beacon Street East	The Stone Mill Suites PO Box 114 Lanesboro, MN 55949	10		
2024 L-3	3	Green Gables Inn	303 Sheridan West	Evergreen Hospitality LLC 303 Sheridan West Lanesboro, MN 55949	15		
2024 L-4	4	Coffee Street Inn	305 Coffee St E	Coffee Street Inn 303 Coffee Street E Lanesboro, MN 55949	7		
2024 L-5	5	Guest Hus	610 Parkway Ave S	Guest Hus 1800 8th Ave SW Austin, MN 55912	5		
2024 L-6	6	Cottage House	209 Parkway Ave N	Cottage House PO Box 277 Lanesboro, MN 55949	14	Yes	Paid
2024 L-7	7	Root River Inn & Suits	106 Parkway Ave S	Livingstone Holdings LLC 11549 Oregon Ave N Champlin, MN 55316	10		
2024 L-8	8	Lanesboro Lofts LLC	204 Parkway Ave N.	Joseph O'Koren PO Box 420 Lanesboro, MN 55949	2	Yes	Paid
2024 L-9	9	Art Lofts	103 1/2 Parkway Ave N.	Lanesboro Arts PO Box 152 Lanesboro, MN 55949	2		
2024 L-10	10	Iron Horse Outfitters	100 Coffee Street E	Pat Shanahan PO Box 301 Lanesboro, MN 55949	4		
2024 L-11	11	Riverside Suites	208 Ashburn Street E	John Hungerholt 25276 Hwy 250 Lanesboro, MN 55949	4	Yes	Paid
2024 L-12	12	Grandma's	100 Elmwood Street E.	Grandma's Inn 100 Elmwood St E Lanesboro, MN 55949	8	Yes	Paid
2024 L-13	13	Historic Knotty Pine Cabins	607 Fillmore Ave S	Historic Knotty Pine Cabins PO Box 198 Lanesboro, MN 55949	2		
2024 L-14	14	Harvey High Court Pub LLC	109 Parkway Ave N	Harvey High Court Pub LLC PO Box 25 Lanesboro, MN 55949	1		
2024 L-15	15	Cozy Cottage	203 Ashburn ST E	Jeff & Patty Brogle 30805 381st Ave Peterson, MN 55962	1		
2024 L-16	16		201 Parkway Ave N	Jeff & Patty Brogle 30805 381st Ave Peterson, MN 55962	2		Paid
2024 L-17	17		117 Parkway Ave N	Barb Soma PO Box 62 Harmony, MN 55939	1		

2023 Rural Lodging Tax

#	<u>Name:</u>	<u>Physical Address:</u>
1	Berwood Hill Inn	22139 Hickory Road
2	Bluff View Guest House	111 1st Ave
3	Cedar Valley Resort	905 Bench St
4	Cozy Quilt Cottage	23824 Holly Road
5	Cyclin Inn	439 Half St
6	Eagle Cliff Campground	35455 State Hwy 16
7	Hen House	22445 391st Ave
8	Old Barn Resort	24461 Heron Rd
9	Root River Cabin	34880 Fawn Drive
10	Bluff Country Retreat	26557 Evening Drive
11	Doc's	633 Main St
12	Irish Ridge Retreat	32339 Cty Road 8
13	Into the Wild	37574 Dew Drop Road
14	Pruetts Paradise	32675 Grit Road
15	Cyclin Up- Inn	920 Bench St
16	Blossom Valley Inn	511 New St
17		
18		
19		
20		

City of Lanesboro

Resolution 2024-13

**Resolution Appointing Lanesboro Precinct Election Judges for
the Minnesota Presidential Nomination Primary (PNP) Election of March 5, 2024**

WHEREAS, a State of Minnesota Presidential Nomination Primary Election will be held on March 5, 2024; and

WHEREAS, Minnesota Statute 204B.21, subd.2, requires election judges for precincts in a municipality be appointed by the governing body of the municipality; and

WHEREAS, the City of Lanesboro has one voting precinct; and

WHEREAS, the following City of Lanesboro residents have agreed to serve as election judges and have met the qualifications established by the State of Minnesota; and

WHEREAS, the following candidates for election judge have received training and will be eligible to serve after meeting the qualifications established by the State of Minnesota,

NOW, THEREFORE, BE IT RESOLVED, that the City of Lanesboro hereby appoints the following persons to serve as election judges for the Minnesota Presidential Nomination Primary Election of 2024, with the understanding that amendments may be necessary to the appointments in order to fill vacancies and meet party splits; and approves payment of an hourly wage of \$15.00 per hour during election judge training and time served on election day.

APPOINTED ELECTION JUDGES: Mitchell Walbridge, Darla Taylor, Bonita Underbakke, Jennifer Kimball-Olson, Jerome Deden, Kathryn Wade, Kara Maloney, Leah Steding, Joe Goetzke, Tamara DeGarmo, Vickie Torkelson

Adopted by the Lanesboro City Council this 5th day of February, 2024.

Jason Resseman
Mayor

Attested:

Mitchell Walbridge
City Administrator/Clerk

January 23, 2024

Honorable Mayor and
Members of the City Council
City of Lanesboro, Minnesota

Lanesboro, Minnesota

You have requested that we audit the basic financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Lanesboro, Minnesota, as of December 31, 2023, and for the year then ending, and the related notes to the basic financial statements, which collectively comprise City of Lanesboro, Minnesota's basic financial statements as listed in the table of contents.

In addition, we will audit the entity's compliance over major federal award programs for the period ended December 31, 2023. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audits will be conducted with the objectives of our expressing an opinion on each opinion unit and an opinion on compliance regarding the entity's major federal award programs. The objectives of our audit of the basic financial statements are to obtain reasonable assurance about whether the basic financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the basic financial statements.

The objectives of our compliance audit are to obtain sufficient appropriate audit evidence to form an opinion and report at the level specified in the governmental audit requirement about whether the entity complied in all material respects with the applicable compliance requirements and identify audit and reporting requirements specified in the governmental audit requirement that are supplementary to GAAS and *Government Auditing Standards*, if any, and perform procedures to address those requirements.

Accounting standards generally accepted in the United States require that required supplementary information (RSI), such as management's discussions and analysis (MD&A), and budgetary comparison information, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board (GASB), who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI.

The following RSI is required by accounting principles generally accepted in the United States of America. This RSI will be subjected to certain limited procedures but will not be audited:

1. Management's discussion and analysis
2. Schedule of funding progress for the retiree health plan
3. Schedule of City and Non-Employer Proportionate Share of Net Pension Liability
4. Schedule of City Contributions to Pension Plans

Supplementary information other than RSI will accompany the City of Lanesboro, Minnesota, Minnesota's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and additional procedures in accordance with GAAS. We intend to provide an opinion on the following supplementary information in relation to the basic financial statements as a whole:

1. Financial data included in the letter of transmittal and the management's discussion and analysis
2. The Combining and Individual Non-Major Fund financial statements and schedules
3. Supplemental financial and statistical information
4. Schedule of expenditures of federal awards

The following other information accompanying the basic financial statements will not be subjected to the auditing procedures applied in our audit of the basic financial statements, and our auditor's report will not provide an opinion or any assurance on that other information.

1. Introductory section, including a letter of transmittal, GFOA Certificate of Achievement, elected and appointed officials and organizational chart

Schedule of Expenditures of Federal Awards

We will subject the schedule of expenditures of federal awards to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the schedule to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on whether the schedule of expenditures of federal awards is presented fairly in all material respects in relation to the basic financial statements as a whole.

Data Collection Form

Prior to the completion of our engagement, we will complete the sections of the Data Collection Form that are our responsibility. The form will summarize our audit findings, amounts and conclusions. It is management's responsibility to submit a reporting package including the basic financial statements, schedule of expenditure of federal awards, summary schedule of prior audit findings and corrective action plan along with the Data Collection Form to the federal audit clearinghouse. The financial reporting package must be text searchable, unencrypted, and unlocked. Otherwise, the reporting package will not be accepted by the federal audit clearinghouse. We will assist you in the electronic submission and certification. You may request from us copies of our report for you to include with the reporting package submitted to pass-through entities.

The Data Collection Form is required to be submitted within the *earlier* of 30 days after receipt of our auditors' reports or nine months after the end of the audit period, unless specifically waived by a federal cognizant or oversight agency for audits. Data Collection Forms submitted untimely are one of the factors in assessing programs at a higher risk.

Audit of the Basic Financial Statements

We will conduct our audit in accordance with GAAS, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America; the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). As part of an audit of the basic financial statements in accordance with GAAS and in accordance with *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the basic financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the basic financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the basic financial statements, including the disclosures, and whether the basic financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We may advise management about appropriate accounting principles and their application, and we may assist in the assembly of your basic financial statements. However, management has the final responsibility for the selection and application of accounting policies and the fair presentation of the basic financial statements that reflect the nature and operation of City of Lanesboro, Minnesota.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about City of Lanesboro, Minnesota's ability to continue as a going concern for a reasonable period of time.

Our engagement is not designed to detect immaterial misstatements, including those caused by error, fraud, theft, illegal acts, any wrongdoing within the entity, or noncompliance with laws and regulations. However, we will inform the appropriate level of management and those charged with governance, as AICPA professional standards require, of material errors, evidence of fraud, or information that come to our attention that indicates fraud may have occurred. In addition, we will discuss with you and, when appropriate, those charged with governance, matters involving noncompliance or suspected noncompliance with laws and regulations that come to our attention during the course of the audit, or through information provided by other parties, unless they are clearly inconsequential.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements or noncompliance may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards* of the Comptroller General of the United States of America. Please note that the determination of abuse is subjective and *Government Auditing Standards* does not require auditors to detect abuse.

Audit of the Basic Financial Statements

As part of our audit process, we may request written representations from your attorneys, and they may bill you for responding. At the conclusion of our audit, we will also request certain written representations from you about the basic financial statements and related matters.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

Our audit does not relieve you or management of your respective responsibilities.

We will issue a written report upon completion of our audit of City of Lanesboro, Minnesota's basic financial statements. Our report will be addressed to the governing body of City of Lanesboro, Minnesota. We cannot provide assurance that an unmodified opinion will be rendered. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s) to our auditor's report, or if necessary, withdraw from the engagement without expressing an opinion. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement without expressing an opinion.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

Audit of Major Program Compliance

Our audit of City of Lanesboro, Minnesota's major federal award program(s) compliance will be conducted in accordance with the requirements of the Single Audit Act, as amended; and the Uniform Guidance, and will include tests of accounting records, a determination of major programs in accordance with the Uniform Guidance and other procedures we consider necessary to enable us to express such an opinion on major federal award program compliance and to render the required reports. We cannot provide assurance that an unmodified opinion on compliance will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement without expressing an opinion.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether material noncompliance with applicable laws and regulations, the provisions of contracts and grant agreements applicable to major federal award programs, and the applicable compliance requirements occurred, whether due to fraud or error, and express an opinion on the entity's compliance based on the audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the entity's compliance with the requirements of the federal programs as a whole.

Audit of Major Program Compliance (continued)

As part of a compliance audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit. We also identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks.

Our procedures will consist of determining major federal programs and, performing the applicable procedures described in the U.S. Office of Management and Budget *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs, and performing such other procedures as we considers necessary in the circumstances. The purpose of those procedures will be to express an opinion on the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Also, as required by the Uniform Guidance, we will obtain an understanding of the entity's internal control over compliance relevant to the audit in order to design and perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the entity's major federal award programs. Our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report. However, we will communicate to you, regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we have identified during the audit.

We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the entity's major federal award programs, and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

Management Responsibilities

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the basic financial statements in accordance with accounting principles generally accepted in the United States of America;
2. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the basic financial statements that are free from material misstatement, whether due to fraud or error;
3. For identifying, in its accounts, all federal awards received and expended during the period and the federal programs under which they were received;
4. For maintaining records that adequately identify the source and application of funds for federally funded activities;
5. For preparing the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with the Uniform Guidance;
6. For designing, implementing, and maintaining effective internal control over federal awards that provides reasonable assurance that the entity is managing federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal awards;
7. For identifying and ensuring that the entity complies with federal laws, statutes, regulations, rules, provisions of contracts or grant agreements, and the terms and conditions of federal award programs, and implementing systems designed to achieve compliance with applicable federal statutes, regulations, and the terms and conditions of federal award programs;
8. For disclosing accurately, currently, and completely the financial results of each federal award in accordance with the requirements of the award;

Management Responsibilities (continued)

9. For identifying and providing report copies of previous audits, attestation engagements, or other studies that directly relate to the objectives of the audit, including whether related recommendations have been implemented;
10. For taking prompt action when instances of noncompliance are identified;
11. For addressing the findings and recommendations of Smith, Schafer & Associates, LTD, for establishing and maintaining a process to track the status of such findings and recommendations and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings;
12. For following up and taking corrective action on current year audit findings and preparing a corrective action plan for such findings;
13. For submitting the reporting package and data collection form to the appropriate parties;
14. For making the auditor aware of any significant contractor relationships where the contractor is responsible for program compliance;
15. To provide us with:
 - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the basic financial statements including the disclosures, and relevant to federal award programs, such as records, documentation, and other matters;
 - b. Additional information that we may request from management for the purpose of the audit;
 - c. Unrestricted access to persons within the entity and others from whom we determine it necessary to obtain audit evidence;
 - d. A written acknowledgement of all the documents that management expects to issue that will be included in the annual report and the planned timing and method of issuance of that annual report; and
 - e. A final version of the annual report (including all the documents that, together, comprise the annual report) in a timely manner prior to the date of Smith, Schafer & Associates, LTD's report.
16. For adjusting the basic financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the basic financial statements as a whole;
17. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
18. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
19. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in internal control and others where fraud could have a material effect on compliance;
20. For the accuracy and completeness of all information provided;
21. For taking reasonable measures to safeguard protected personally identifiable and other sensitive information; and
22. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With regard to the schedule of expenditures of federal awards referred to above, you acknowledge and understand your responsibility (a) for the preparation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance, (b) to provide us with the appropriate written representations regarding the schedule of expenditures of federal awards, (c) to include our report on the schedule of expenditures of federal awards in any document that contains the schedule of expenditures of federal awards and that indicates that we have reported on such schedule, and (d) to present the schedule of expenditures of federal awards with the audited basic financial statements, or if the schedule will not be presented with the audited basic financial statements, to make the audited basic financial statements readily available to the intended users of the schedule of expenditures of federal awards no later than the date of issuance by you of the schedule and our report thereon.

Management Responsibilities (continued)

As part of our audit process, we will request from management and, when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit.

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing.

Nonattest Services

With respect to any nonattest services we will perform the following:

- Assist in preparing the basic financial statements and related notes of City of Lanesboro, Minnesota in conformity with U.S. generally accepted accounting principles based on information provided by you
- Complete or assist in completing the Auditee section of the Data Collection form
- Maintain the capital asset depreciation schedules
- Recommendation of bookkeeping adjusting journal entries
- Review City's procedures and documentation related to Implementation of GASB 96, Subscription Based Information Technology Arrangements
- Other general consultation as requested by you from time to time

Government Auditing Standards require that we document an assessment of the skills, knowledge, and experience of management, should we participate in any form of preparation of the basic financial statements and related schedules or disclosures as these actions are deemed a non-audit service.

We will not assume management responsibilities on behalf of City of Lanesboro, Minnesota. However, we will provide advice and recommendations to assist management of City of Lanesboro, Minnesota in performing its responsibilities.

City of Lanesboro, Minnesota's management is responsible for (a) making all management decisions and performing all management functions; (b) designating an individual who possesses suitable skill, knowledge, and/or experience, preferably within senior management, to oversee our services; (c) evaluating the adequacy of the services performed; (d) accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

Our responsibilities and limitations of the nonattest services are as follows:

- We will perform the services in accordance with applicable professional standards.
- The non-attest services are limited to those previously outlined. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities, including determining account coding and approving journal entries.

Other

We expect to begin audit procedures in March 2023 and to issue our reports no later than June 30, 2024.

Andrew Forliti is the engagement principal for the audit services specified in this letter. His responsibilities include supervising the engagement team's services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

The fee for the audit of the City's basic financial statements for the year ended December 31, 2023 will not exceed \$20,000, including expenses and \$4,000 for the single audit. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

You agree to provide us with a draft of any document that will contain, accompany or incorporate by reference the audited basic financial statements and our auditor's report thereon prior to the issuance of such document to third parties. You agree not to issue such document until we have provided our permission to do so.

Our responsibility for other information in documents containing the audited financial statements and our auditor's report does not extend beyond the financial information identified in our report. We have no responsibility for determining whether such other information contained in these documents is fairly stated and will not express an opinion or provide any form of assurance thereon. We will read the other information and consider whether a material inconsistency exists between the other information and the financial statements, or whether the other information appears to be materially misstated. If we receive the other information prior to the date of our auditor's report on the basic financial statements, our auditor's report will describe our responsibilities related to the other information. If, based on procedures we perform, we conclude that an uncorrected material misstatement of the other information exists, we will describe it in our report.

In the interest of facilitating our services to you, we may send data over the Internet, temporarily store electronic data via computer software applications hosted remotely on the Internet, or utilize cloud-based storage. Your confidential electronic data may be transmitted or stored using these methods. In using these data communication and storage methods, our firm employs measures designed to maintain data security. We use reasonable efforts to keep such communications and electronic data secure in accordance with our obligations under applicable laws, regulations, and professional standards.

You recognize and accept that we have no control over the unauthorized interception or breach of any communications or electronic data once it has been transmitted or if it has been subject to unauthorized access while stored, notwithstanding all reasonable security measures employed by us. You consent to our use of these electronic devices and applications during this engagement.

Regarding the electronic dissemination of audited basic financial statements, including the basic financial statements published electronically on your Internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete.

Other (Continued)

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete

We will communicate to management and those charged with governance in a separate letter those significant deficiencies or material weaknesses in internal control relevant to the audit of the basic financial statements that we have identified during our audit and that are required to be communicated under AICPA professional standards. This communication of internal control related matters is intended solely for the information and use of management, the audit committee or those charged with governance. The communication is not intended to be, and should not be, distributed to anyone other than these specified parties.

The audit documentation for this engagement is the property of Smith, Schafer & Associates, LTD and constitutes confidential information. However, we may be requested to make certain audit documentation available to regulators and federal agencies and the U.S. Government Accountability Office pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Smith, Schafer & Associates, LTD's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to these agencies and regulators. The regulators and agencies may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

It is our policy to keep records related to this engagement for seven years or for any additional period requested by the Cognizant Agency, Oversight Agency for City of Lanesboro, Minnesota. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation. However, Smith, Schafer & Associates, LTD does not keep any original client records, so we will return those, if any, to you at the completion of the services rendered under this engagement.

When records are returned to you, it is your responsibility to retain and protect your records for possible future use, including potential examination by any government or regulatory agencies. By your signature below, you acknowledge and agree that upon expiration of the seven-year period Smith, Schafer & Associates, LTD shall be free to destroy our records related to this engagement.

Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

You agree to inform us of facts that may affect the basic financial statements of which you may become aware during the period from the date of the auditor's report to the date the basic financial statements are issued.

Other (Continued)

At the conclusion of our audit engagement, we will communicate with those charged with governance the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

In accordance with the requirements of *Government Auditing Standards*, we have attached a copy of our latest external peer review report of our firm for your consideration and files.

We reserve the right to withdraw from the engagement without completing services for any reason, including, but not limited to, non-payment of fees, your failure to comply with the terms of this Agreement, or as we determine professional standards require. If our work is suspended or terminated, you agree that we will not be responsible for your failure to meet governmental and other deadlines, or for any liability, including but not limited to, penalties or interest that may be assessed against you resulting from your failure to meet such deadlines. If this engagement is terminated before services are completed, you agree to compensate us for the services performed and expenses incurred through the effective date of termination.

Smith, Schafer & Associates, LTD's liability for all claims, damages, and costs arising from this engagement is limited to two times the total amount of fees paid by you to Smith, Schafer & Associates, LTD for the service giving rise to this liability. If there are no fees charged to you by Smith, Schafer & Associates, LTD, notwithstanding anything to the contrary in this agreement, Smith, Schafer & Associates, LTD shall not be liable for any lost profits, indirect, special, incidental, punitive or consequential damages of any nature even if we have been advised by you of the possibility of such damages.

You agree to hold us harmless from any and all claims which arise from knowing misrepresentations to us, or the intentional withholding or concealment of information from us by your management. You also agree to indemnify us for any claims made against us by third parties, which arise from any of these actions by your management. The provisos of this paragraph shall apply regardless of the nature of the claim.

To ensure that Smith, Schafer & Associates, LTD's independence is not impaired under the AICPA *Code of Professional Conduct*, you agree to inform the engagement principal before entering into any substantive employment discussions with any of our personnel.

Honorable Mayor and
Members of the City Council
City of Lanesboro, Minnesota
Page 11

Other (Continued)

Any dispute (other than our efforts to collect an outstanding invoice) that may arise regarding the meaning, performance or enforcement of this engagement or any prior engagement that we have performed for you, will, prior to resorting to litigation, be submitted to mediation, and the parties will engage in the mediation process in good faith. Any mediation initiated as a result of this engagement shall be administered within Olmsted County, Minnesota, by a mutually agreed upon mediator, according to its mediation rules, and any ensuing litigation shall be conducted within said county, according to Minnesota law. The results of any such mediation shall be binding only upon agreement of each party to be bound. The parties participating in the mediation shall bear their own costs, except that any charges assessed by the mediation organization shall be shared equally by the participating parties.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the basic financial statements compliance over major federal award programs including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Respectfully,



Andrew Forliti, CPA
SMITH, SCHAFER & ASSOCIATES, LTD
Principal

RESPONSE:

This letter correctly sets forth our understanding of City of Lanesboro, Minnesota.

Acknowledged and agreed on behalf of City of Lanesboro, Minnesota by:

Officer signature: _____

Title: _____



Report on the Firm's System of Quality Control

March 18, 2021

To the Shareholders of Smith, Schafer & Associates, Ltd.
and the Peer Review Committee of the Minnesota Society of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Smith, Schafer & Associates, Ltd. (the firm) in effect for the year ended May 31, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act, audits of employee benefit plans, and an audit of a broker-dealer.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Smith, Schafer & Associates, Ltd. in effect for the year ended May 31, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Smith, Schafer & Associates, Ltd. has received a peer review rating of *pass*.

KerberRose SC
KerberRose SC



City of Lanesboro

Resolution 2024-14

**Resolution Authorizing the Submittal of the USDA Rural Business Enterprise Grant on
Behalf of the Lanesboro Economic Development Authority**

WHEREAS, the Lanesboro Economic Development Authority (EDA) is duly organized under Minnesota Statute §469; and

WHEREAS, the Lanesboro Economic Development Authority wishes to further support and grow the business community within the City of Lanesboro; and

WHEREAS, the United States Department of Agriculture (USDA) has made available funds through the Rural Development Rural Business Enterprise Grant (RBEG) program, for which the Lanesboro EDA is eligible to apply for and to receive; and

WHEREAS, the USDA RBEG program will assist Lanesboro's EDA in accomplishing said goals of supporting, retaining, and growing the business community within the City of Lanesboro through the capitalization of an economic development revolving loan fund;

BE IT RESOLVED, that the Lanesboro City Council supports the Lanesboro Economic Development Authority by authorizing the submittal of an application for the United States Department of Agriculture (USDA) Rural Development Rural Business Enterprise Grant program during the 2024-2025 application cycle; and

BE IT FURTHER RESOLVED; the Lanesboro City Council appoints Mayor Resseman and the city administrator as the authorized representatives to sign, and otherwise approve application documents on behalf of the City of Lanesboro and Lanesboro EDA, with intention of securing funding through the USDA, RBEG program.

Adopted by the Lanesboro City Council this 5th day of February, 2024.

Jason Resseman
Mayor

Attested:

Mitchell Walbridge
City Administrator/Clerk

Request Agenda Item for Lanesboro City Council Meeting

Date Submitted December 22, 2023

Sandra Webb
827 Zenith St E
Lanesboro, MN
vanvelsor@gmail.com
507-884-1113

Topic: Domestic Violence Information signs in restrooms

Explain in detail:

Place signs in restrooms in City buildings giving information about resources for dealing with domestic violence. According to the local women's shelter and support center, domestic violence is the willful intimidation, physical assault, battery, sexual assault, and/or other abusive behavior as part of a systematic pattern of power and control perpetrated by one intimate partner against another. It includes physical violence, sexual violence, threats, intimidation, and emotional or psychological abuse. The frequency and severity of domestic violence varies dramatically.

Why should this topic be considered?

Nationally and locally, in southeast Minnesota, one in three women and one in seven men have experienced domestic abuse. And those are only the ones that report. There are more that don't know they can report or do not have access to reporting or are told no one will listen. For those who have not experienced it, it is hard to understand why people stay in those situations.

Pros to be considered:

1. Bathrooms are private places where someone can quickly write down a phone number without fear or judgment
2. The Domestic Violence Hotline can be a source for someone who doesn't know where to turn for counsel.
3. It brings the issue out in the open for the public to realize it as a problem. Realizing it is a problem is a first step toward addressing it.
4. It happens in rural areas because abusers often try to isolate their partners.

Cons to be considered:

1. Signs could be vandalized.
2. Upkeep on the signs.

Suggest ideas of how this idea might be implemented.

Attached are several examples of posters and signs in varying degrees of complexity and information. Posters are available from Domestic Violence Awareness Project for free. Signs could be designed and ordered from a sign company. The cost for an adhesive 3.5" X 5" sign ranges from \$4 to \$7 from SmartSign, depending on the number ordered. Small information cards similar to the Mayo Clinic examples could be made available in a holder.

It would be good to have Parks and Recreation review the examples and propose a plan that would fit our community needs.

www.smartsign.com/best-selling-custom-text-sign/sku-s-3078-all

Who might be able to provide an alternative viewpoint?

1. someone who doesn't view domestic violence as a problem.

Possible wording for adhesive plastic sign for bathroom doors:

Does your partner push, hit, slap or choke you?
Does your partner control where you go or who you see?
Everyone deserves a healthy relationship.
Support is available

SE Minnesota women's shelter
www.womens-shelter.org
507-285-1010
1-800-438-6439
TEXT 507-251-8704

National Domestic Violence Hotline
1-800-799-SAFE (7233)
1-800-787-3224 (TTY)

Example of Domestic Violence Resource and Referral card from Mayo Clinic
(back and front)



MAYO CLINIC

*Domestic Violence
Resource & Referral Card*

Emergency Phone Number

Police Emergency911

Crisis Lines/Shelters

Women's Shelter 285-1010

Victim Services: Sexual Assault
Program (24 hours)

..... 289-0636

International Women's Shelter

.....1-800-438-6439

National Domestic Violence
Hotline

..... 1-800-799-SAFE (7233)

Counseling & Support

Women's Shelter Support

Groups/Referrals 285-1010

Mayo Clinic Social Work
507-284-2131

Make A Safety Plan

Arrange a safety signal with a neighbor as
an alert to call the police.

Prepare an emergency bag that includes,
if possible:

- Extra set of clothing for self and children
- Address book – include phone numbers
of friends, relatives, doctors, lawyers
- Money – include coins for pay phone
- Extra keys – to house and car
- Emergency medicines
- Important papers – include checking
and savings account numbers, copy
of lease, title to car, copy of Order for
Protection, birth certificates, Social
Security numbers for self, your children
and partner, financial and medical cards

Know exactly where you could go and how
to get there, even if you have to leave in the
middle of the night.

Call the shelter to find out about legal op-
tions, shelters and other resources available
to you before you need them.

REMEMBER: Avoid long distance calls if
possible (long distance numbers can be
traced). Advise the school system, courts
and the welfare office not to give out any
information.

MC2670rev0811

Does your partner
control what you do,
who you see or talk to,
or where you go?

**Everyone deserves
a healthy relationship.**

The National Domestic Violence

HOTLINE

1.800.799.SAFE (7233) • 1.800.787.3224 (TTY)

The National Domestic Violence Hotline offers phone and chat services for anyone affected by domestic violence. Support is available 24/7/365 by calling **1.800.799.SAFE (7233)** or online at **thehotline.org**.

The production of this material was supported by Grant #90SV0001-01-00 from HHS Administration for Children and Families/Family Youth Services Bureau. Its contents are solely the responsibility of the National Domestic Violence Hotline and do not necessarily represent the official views of ACF/FYSB.

call 1.800.799.SAFE (7233)
call 1.800.787.3224 (TTY)

chat at www.thehotline.org
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Lanesboro Public Library

2023 HIGHLIGHTS



We Engage in Community. We look outside our walls as we focus our decision-making on community needs. We direct resources towards a deliberate inclusion of the community as a whole. As the community grows and changes, library services will evolve accordingly.

Library Items Borrowed
20,531

E-book & E-Audio
Circulation
1,652

Total Items in Library
16,275

Books Loaned to other
Libraries
3,442

Open 30 hours a week

Reference Questions
246

The Lanesboro Public Library is a vibrant community center meeting the information needs of all Lanesboro area residents.

20 Story times
12 Family Programs
5 Author Visits

Printing, Copying,
Scanning, Basic
Tech Assistance

Book Clubs
Home Delivery
Libby Access

Website Visits	23,426
Visitors to the Library	7,012
Library Cards	934
Program Attendees	906
Seed Library	26 Borrowers

AMENDMENT TO TAX ABATEMENT AND DEVELOPMENT AGREEMENT

This Amendment to Tax Abatement and Development Agreement (the “Amendment”) is made this ____ day of February, 2024, by and between the City of Lanesboro, a municipal corporation and political subdivision of the State of Minnesota, having its principal place of business at 202 Parkway Avenue South, Lanesboro, Minnesota 55949 (“City”) and Sparrow Valley Properties LLC, a Minnesota Limited Liability Company having its principal place of business at 513 Parkway Avenue South, Lanesboro, Minnesota 55949 (“Company”). Both City and Company may be referred to as a “Party,” or collectively as the “Parties.”

Background

- A. The Parties have entered into a Tax Abatement and Development Agreement (the “Agreement”) dated October 18, 2022.
- B. The Agreement required Company to complete the Project by December 31, 2023.
- C. Company has failed to complete the Project by December 31, 2023, resulting in an Event of Default under the Agreement.
- D. Company has represented that they will complete the Project no later than May 31, 2024.
- E. City is agreeable to extending the completion date of the Project to no later than May 31, 2024, subject to the terms below.
- F. Based on the foregoing, the Parties wish now to amend the Agreement.

Amendment

NOW THEREFORE, in consideration of the mutual covenants contained herein, the Parties agree as follows:

- 1. The Completion of Construction date for the Project contemplated under Section III.3 of the Agreement shall be modified from December 31, 2023 to May 31, 2024.
- 2. Company understands and agrees they are required to continue making loan repayments under the current Agreement and Promissory Note even though construction of the Project remains incomplete.
- 3. The duration of the Tax Abatement contemplated under the Agreement shall not extend past tax collection year 2032.
- 4. Company agrees to pay the City’s attorney fees incurred in efforts for curing the Event of Default as contemplated in the Agreement.

5. All other payment terms, and all other terms of the Agreement and Promissory Note, shall remain unchanged and in full force and effect.

COMPANY

CITY

Sparrow Valley Properties LLC Date
By: Joel Pfeffer
Its: _____

City of Lanesboro Date
By: Jason Resseman
Its: Mayor

Sparrow Valley Properties LLC Date
By: Brooke Pfeffer
Its: _____

City of Lanesboro Date
By: Mitchell Walbridge
Its: City Administrator

Received 12/06/2023

City of Lanesboro

202 Parkway Avenue South, Lanesboro, MN 55949
(507) 467-3722 www.lanesboro-mn.gov

APPLICATION FOR SIMPLE LOT SPLIT

(for creating 2 lots from an existing parcel, including the existing parcel)

City of Lanesboro Zoning and Subdivision Ordinance Section 340.10 Subd. 2

a. Simple Lot Split. When one parcel or lot of record is divided to result in two lots of parcels, the platting procedures as set forth in the subdivision regulations may be waived if approved by the Council. Transfer of title or the process of subdividing may at the discretion of the Council be satisfied by one of the following methods:

1. The filing of a Final Plat.
2. Certificate of Survey.
3. Registered Land Survey (for registered land)
4. Recording of Title.

**To be completed by applicant, who must be an owner with record title to the property.
All owners must sign.**

Applicant Information:

Name: Joel & Brooke Pfeiffer (Sparrow Valley Properties)
Mailing Address: 14048 ~~200~~ 371st Ave, Canton, MN, 55922
Telephone: Voice: 507-317-4409 Fax: _____
Email: JWPfeiffer@outlook.com

Land Subject to this Application.

Parcel/Tax ID # 190136000
Street Address: 401 Dupont St.
Legal Description: Included on Survey

(Attach if more space needed)

Reason for Application.

to create a buildable lot on Elmwood St.

Describe Improvements/Buildings on existing property, and planned use of additional lot if split granted.

Currently there is a house and two small storage buildings located on the property. I am seeking to split this lot because the new parcel created would be accessible from Elmwood street and would be desirable as a location for a new build. I would consider either building on parcel B or selling to a new prospective buyer.

Information for Applicants

1. The simple lot split will produce no more than 2 lots, including parent parcel.
2. Each lot will have direct access to an existing paved street with the frontage required for the zoning.
3. Existing streets will not be affected, except as may be required to provide additional right of way in order to meet the minimum street design standards.
4. All lots will be serviceable by existing water and sewer lines, unless waived by the City.
5. The initial subdivision is not part of a future larger subdivision.
6. The proposed lots meet all applicable zoning or land use requirements.

Each application must include the following attachments:

- _____ survey certified within the last 90 days identifying:
- (1) existing parcel and lot boundaries and dimensions;
 - (2) proposed parcel and lot boundaries and dimensions;
 - (3) area, in acres or square feet, of each resulting parcel or lot;
 - (4) all existing structures;
 - (5) all existing easements;
 - (6) any designated wetlands;
 - (7) 100-year flood zone boundary or a statement that the project area is outside that zone;
 - (8) (8) all adjoining rights of way; planned source of potable water (city or well) for each lot; and
 - (9) sanitary sewer service (city or approved septic system) for each lot.

*Note that approval of this application does not constitute approval of the potable water supply or sanitary sewer service. The city may require connection to city sanitary sewer and disallow septic system.

Applicant's Statement

This request is being made to divide and/or join property for the purpose of obtaining building permits or transferring ownership. I further understand that any request to alter lot or parcel boundaries is subject to the City of Lanesboro Zoning and its, the City's comprehensive plan, and other applicable ordinances and regulations. In the event that approval of this application is granted based on false information provided by the Applicant or Surveyor, the City has the right to revoke the approval and any permits issued hereunder as a result of that false information, whether supplied through error or intent.

Applicant's Signature

12-6-23

Date Signed

640.00

6	M6FC600 Chrome mounting flanges M6 to 600 series	Whelen	35.00	210.00
1	M6J LED red/blue (rear center)	Whelen	268.00	268.00
1	SA315 siren speaker	Whelen	352.00	352.00
1	SAK9 Speaker mounting bracket	Whelen	45.00	45.00
5	44092R3 Red 4" round marker LED	Truck lite	55.00	275.00
2	44101Y Amber 4" round marker LED	Truck lite	100.00	200.00
2	M62BTT Brake light	Whelen	180.00	360.00
2	M62BU Reverse light	Whelen	240.00	480.00
2	M62T Turn signal light	Whelen	155.00	310.00
2	M6FCV3 Rear tail light Housing	Whelen	171.00	342.00
1	C399 Core Siren/light controller	Whelen	1,200.00	1,200.00
1	CCTL6 controller	Whelen	405.00	405.00
1	hose bed tarp with quarter turn snaps		900.00	900.00
1	CONSOLE ALUMUMINUM	FSUSA	1,250.00	1,250.00
			-	-
			-	-
TRAVEL:				
	TRAVEL HRS TO JOB:			-
	TRAVEL HRS TO HOME OR TO NEXT JOB:			-
	NIGHTS IN HOTEL AND COSTS:			-
			SUB-TOTAL:	\$ 58,121.00
TOTAL LABOR:		23,250.00	SHIPPING:	\$ 2,000.00
TOTAL PARTS:		34,871.00	MISC. SUPPLIES:	\$ 500.00
			TOTAL:	\$ 60,621.00

Prepared for:
Andrew Peterson
STOCK ROCHESTER MN RMFD
7 County Road 16 SE
Rochester, MN 55904
Phone: 507-990-6763

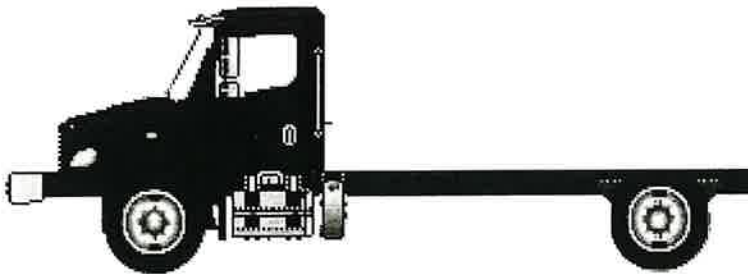
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ROCHESTER, MN 55904
Phone: 507-280-3092

A proposal for
STOCK ROCHESTER MN RMFD

Prepared by
DAVE SYVERSON FTL-STL
Andrew Peterson

Oct 18, 2023

Freightliner M2 106 Plus



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

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QUOTATION

M2 106 PLUS CONVENTIONAL CHASSIS

SET BACK AXLE - TRUCK
CUM B6.7 360EV HP @ 2600 RPM, 2600 GOV, 800 LB-FT
@ 1800 RPM, R/F/E
ALLISON 3000 EVS AUTOMATIC TRANSMISSION WITH
PTO PROVISION
RS-30-185 31,000# U-SERIES FIRE/EMERGENCY
SERVICE SINGLE REAR AXLE
31,000# FLAT LEAF SPRING REAR SUSPENSION WITH
HELPER AND RADIUS ROD FOR
FIRE/EMERGENCY SERVICE

DETROIT DA-F-14.7-3 14,700# FF1 71.5 KPI/3.74 DROP
SINGLE FRONT AXLE
14,600# TAPERLEAF FRONT SUSPENSION
106 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL
CAB
4900MM (193 INCH) WHEELBASE
NO FIFTH WHEEL
11/32X3-1/2X10-15/16 INCH STEEL FRAME
(8.73MMX277.8MM/0.344X10.94 INCH) 120KSI
1600MM (63 INCH) REAR FRAME OVERHANG

	TOTAL # OF UNITS (1)		PER UNIT		TOTAL
VEHICLE PRICE		\$	103,945	\$	103,945
EXTENDED WARRANTY		\$	0	\$	0
DEALER INSTALLED OPTIONS		\$	0	\$	0
CUSTOMER PRICE BEFORE TAX		\$	103,945	\$	103,945

TAXES AND FEES

TAXES AND FEES	\$	0	\$	0
OTHER CHARGES	\$	0	\$	0

TRADE-IN

TRADE-IN ALLOWANCE	\$	(0)	\$	(0)
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BALANCE DUE	(LOCAL CURRENCY)	\$	103,945	\$	103,945
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COMMENTS:

Projected delivery on ___ / ___ / ___ provided the order is received before ___ / ___ / ___.

APPROVAL:

Please indicate your acceptance of this quotation by signing below:

Customer: X _____ Date: ___ / ___ / ___.

Daimler Truck Financial

Financing that works for you.

See your local dealer for a competitive quote from Daimler Truck Financial, or
contact us at Information@dtfoffers.com.

Daimler Truck Financial offers a variety of finance, lease and insurance solutions to
fit your business needs. For more information about our products and services, visit
our website at www.daimler-truckfinancial.com.



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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	Retail Price
Price Level				
PRL-28M	M2 PRL-28M (EFF:MY25 ORDERS)			STD
Data Version				
DRL-016	SPECPRO21 DATA RELEASE VER 016			N/C
Vehicle Configuration				
001-172	M2 106 PLUS CONVENTIONAL CHASSIS	5,709	3,450	\$114,401.00
004-225	2025 MODEL YEAR SPECIFIED			STD
002-004	SET BACK AXLE - TRUCK			STD
019-004	STRAIGHT TRUCK PROVISION, NON-TOWING			STD
003-001	LH PRIMARY STEERING LOCATION			STD
General Service				
AA1-002	TRUCK CONFIGURATION			STD
AA6-001	DOMICILED, USA 50 STATES (INCLUDING CALIFORNIA AND CARB OPT-IN STATES)			STD
99D-020	EPA EMISSIONS CERTIFICATION FOR 50 STATE REGISTRATION - CARB EXEMPT, FIRE AND EMERGENCY VEHICLES ONLY (INCLUDES 6X4 INCH LABEL ON LOWER FORWARD OF DRIVER DOOR)			N/C
AF2-998	NO STATE/PROVINCE INITIAL REGISTRATION SELECTED			N/C
A85-020	FIRE SERVICE			N/C
A84-1EV	EMERGENCY VEHICLES BUSINESS SEGMENT			N/C
AA4-002	LIQUID BULK COMMODITY			N/C
AA5-002	TERRAIN/DUTY: 100% (ALL) OF THE TIME, IN TRANSIT, IS SPENT ON PAVED ROADS			STD
AB1-008	MAXIMUM 8% EXPECTED GRADE			STD
AB5-001	SMOOTH CONCRETE OR ASPHALT PAVEMENT - MOST SEVERE IN-TRANSIT (BETWEEN SITES) ROAD SURFACE			STD
995-091	MEDIUM TRUCK WARRANTY			STD
A66-99D	EXPECTED FRONT AXLE(S) LOAD : 14500.0 lbs			



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Data Code	Description	Weight Front	Weight Rear	Retail Price
A68-99D	EXPECTED REAR DRIVE AXLE(S) LOAD : 31000.0 lbs			
A63-99D	EXPECTED GROSS VEHICLE WEIGHT CAPACITY : 45500.0 lbs			
Truck Service				
AA3-003	TANK BODY			N/C
AF3-001	FIRE SAFETY USA			N/C
AF7-99D	EXPECTED BODY/PAYLOAD CG HEIGHT ABOVE FRAME "XX" INCHES : 32.0 in			
Engine				
101-22F	CUM B6.7 360EV HP @ 2600 RPM, 2600 GOV, 800 LB-FT @ 1800 RPM, R/F/E			\$8,959.00
Electronic Parameters				
79A-065	65 MPH ROAD SPEED LIMIT			N/C
79B-000	CRUISE CONTROL SPEED LIMIT SAME AS ROAD SPEED LIMIT			N/C
79U-001	PTO GOVERNOR RAMP RATE - 25 RPM PER SECOND			N/C
79W-025	CRUISE CONTROL BUTTON PTO CONTROL AND ONE REMOTE PTO SPEED			N/C
80G-002	PTO MINIMUM RPM - 700			N/C
80J-002	REGEN INHIBIT SPEED THRESHOLD - 5 MPH			N/C
80S-017	PTO 1, NO SWITCH, TEM SUPPLIED REQUEST AND INTERLOCKS, WITH PTO CONNECTIONS, ENGAGE BEFORE DRIVING INTERLOCK			N/C
80V-003	ENGINE MOUNT PTO, TEM SUPPLIED REQUEST, FOR PTO SPEED MODE, PERMANENTLY ENGAGED PTO			N/C
Engine Equipment				
99C-024	EPA 2010/GHG 2024 CONFIGURATION			STD
13E-001	STANDARD OIL PAN			STD
105-001	ENGINE MOUNTED OIL CHECK AND FILL			STD
014-1BX	SIDE OF HOOD AIR INTAKE WITH NFPA COMPLIANT EMBER SCREEN AND FIRE RETARDANT DONALDSON AIR CLEANER			\$102.00
124-1DJ	DR 12V 160 AMP 36-SI BRUSHLESS QUADRAMOUNT PAD ALTERNATOR WITH REMOTE BATTERY VOLT SENSE	10		\$151.00
292-205	(2) DTNA GENUINE, FLOODED STARTING, MIN 1900CCA, 350RC, THREADED STUD BATTERIES			STD
290-017	BATTERY BOX FRAME MOUNTED			STD
281-001	STANDARD BATTERY JUMPERS			STD

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Data Code	Description	Weight Front	Weight Rear	Retail Price
282-001	SINGLE BATTERY BOX FRAME MOUNTED LH SIDE UNDER CAB			STD
291-017	WIRE GROUND RETURN FOR BATTERY CABLES WITH ADDITIONAL FRAME GROUND RETURN			STD
289-001	NON-POLISHED BATTERY BOX COVER			STD
293-058	POSITIVE LOAD DISCONNECT WITH CAB MOUNTED CONTROL SWITCH MOUNTED OUTBOARD DRIVER SEAT	2		\$206.00
295-029	POSITIVE AND NEGATIVE POSTS FOR JUMPSTART LOCATED ON FRAME NEXT TO STARTER	2		\$88.00
306-015	PROGRESSIVE LOW VOLTAGE DISCONNECT AT 12.3 VOLTS FOR DESIGNATED CIRCUITS			STD
107-032	CUMMINS TURBOCHARGED 18.7 CFM AIR COMPRESSOR WITH INTERNAL SAFETY VALVE			STD
108-002	STANDARD MECHANICAL AIR COMPRESSOR GOVERNOR			STD
131-013	AIR COMPRESSOR DISCHARGE LINE			STD
152-039	GVG, FIRE AND EMERGENCY SERVICE VEHICLES ENGINE WARNING			N/C
128-076	CUMMINS ENGINE INTEGRAL BRAKE WITH VARIABLE GEOMETRY TURBO ON/OFF			STD
016-1DC	RH OUTBOARD UNDER STEP MOUNTED HORIZONTAL AFTERTREATMENT SYSTEM ASSEMBLY WITH RH HORIZONTAL TAILPIPE EXITING FORWARD OF REAR TIRES	10	5	\$193.00
28F-014	ENGINE AFTERTREATMENT DEVICE, AUTOMATIC OVER THE ROAD REGENERATION AND VIRTUAL REGENERATION REQUEST SWITCH IN CLUSTER			STD
239-001	STANDARD EXHAUST SYSTEM LENGTH			STD
237-022	RH HORIZONTAL TAILPIPE, EXIT FORWARD OF REAR TIRES	20	20	N/C
23U-001	6 GALLON DIESEL EXHAUST FLUID TANK			STD
30N-003	100 PERCENT DIESEL EXHAUST FLUID FILL			STD
43X-002	LH MEDIUM DUTY STANDARD DIESEL EXHAUST FLUID TANK LOCATION			STD
23Y-001	STANDARD DIESEL EXHAUST FLUID PUMP MOUNTING			STD
43Y-001	STANDARD DIESEL EXHAUST FLUID TANK CAP			STD
273-058	AIR POWERED ON/OFF ENGINE FAN CLUTCH			STD
276-002	AUTOMATIC FAN CONTROL WITH DASH SWITCH AND INDICATOR LIGHT, NON ENGINE MOUNTED			\$10.00
110-003	CUMMINS SPIN ON FUEL FILTER			STD

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Data Code	Description	Weight Front	Weight Rear	Retail Price
118-001	FULL FLOW OIL FILTER			STD
266-100	700 SQUARE INCH ALUMINUM RADIATOR			STD
103-040	ANTIFREEZE TO -60F, OAT (NITRITE AND SILCATE FREE) EXTENDED LIFE COOLANT			\$125.00
171-007	GATES BLUE STRIPE COOLANT HOSES OR EQUIVALENT			STD
172-007	GATES POWERGRIP SHRINK BAND HOSE CLAMPS WHERE POSSIBLE			\$147.00
270-016	RADIATOR DRAIN VALVE			STD
168-002	LOWER RADIATOR GUARD			STD
138-032	PHILLIPS-TEMRO 750 WATT/240 VOLT BLOCK HEATER	4		\$144.00
140-022	CHROME ENGINE HEATER RECEPTACLE MOUNTED UNDER LH DOOR			\$6.00
134-001	ALUMINUM FLYWHEEL HOUSING			STD
132-004	ELECTRIC GRID AIR INTAKE WARMER			STD
155-057	DELCO 12V 29MT STARTER WITH INTEGRATED MAGNETIC SWITCH			STD

Transmission

342-1KD	ALLISON 3000 EVS AUTOMATIC TRANSMISSION WITH PTO PROVISION	200	60	\$9,059.00
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Transmission Equipment

343-331	ALLISON VOCATIONAL PACKAGE 198 - AVAILABLE ON 3000/4000 PRODUCT FAMILIES WITH VOCATIONAL MODEL EVS			N/C
84B-003	ALLISON VOCATIONAL RATING FOR FIRE TRUCK/EMERGENCY VEHICLE APPLICATIONS AVAILABLE WITH ALL PRODUCT FAMILIES			N/C
84C-023	PRIMARY MODE GEARS, LOWEST GEAR 1, START GEAR 1, HIGHEST GEAR 6, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY			N/C
84D-023	SECONDARY MODE GEARS, LOWEST GEAR 1, START GEAR 1, HIGHEST GEAR 6, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY			N/C
84E-000	PRIMARY SHIFT SCHEDULE RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE			STD
84F-000	SECONDARY SHIFT SCHEDULE RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE			STD
84G-000	PRIMARY SHIFT SPEED RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE			STD

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Data Code	Description	Weight Front	Weight Rear	Retail Price
84H-000	SECONDARY SHIFT SPEED RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE			STD
84J-000	ENGINE BRAKE RANGE PRESELECT RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE			STD
84K-000	ENGINE BRAKE RANGE ALTERNATE PRESELECT RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE			STD
84N-011	NEUTRAL AT STOP ENABLED			\$420.00
84U-000	DRIVER SWITCH INPUT - DEFAULT - NO SWITCHES			STD
353-075	QUICKFIT BODY LIGHTING CONNECTOR AT END OF FRAME, WITH CAP			\$200.00
34C-011	ELECTRONIC TRANSMISSION WIRING TO CUSTOMER INTERFACE CONNECTOR			\$125.00
362-823	CUSTOMER INSTALLED CHELSEA 280 SERIES PTO			N/C
363-001	PTO MOUNTING, LH SIDE OF MAIN TRANSMISSION ALLISON			N/C
341-018	MAGNETIC PLUGS, ENGINE DRAIN, TRANSMISSION DRAIN, AXLE(S) FILL AND DRAIN			STD
345-003	PUSH BUTTON ELECTRONIC SHIFT CONTROL, DASH MOUNTED			\$254.00
97G-004	TRANSMISSION PROGNOSTICS - ENABLED 2013			N/C
370-015	WATER TO OIL TRANSMISSION COOLER, IN RADIATOR END TANK			STD
346-003	TRANSMISSION OIL CHECK AND FILL WITH ELECTRONIC OIL LEVEL CHECK			N/C
35T-001	SYNTHETIC TRANSMISSION FLUID (TES-295 COMPLIANT)			STD

Front Axle and Equipment

400-1A8	DETROIT DA-F-14.7-3 14,700# FF1 71.5 KPI/3.74 DROP SINGLE FRONT AXLE	10		\$802.00
402-049	MERITOR 16.5X5 Q+ CAST SPIDER CAM FRONT BRAKES, DOUBLE ANCHOR, FABRICATED SHOES			N/C
403-026	FIRE AND EMERGENCY SEVERE SERVICE, NON-ASBESTOS FRONT LINING			\$45.00
419-001	CAST IRON OUTBOARD FRONT BRAKE DRUMS			STD
427-001	FRONT BRAKE DUST SHIELDS	5		\$102.00
409-006	FRONT OIL SEALS			STD

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Data Code	Description	Weight Front	Weight Rear	Retail Price
408-001	VENTED FRONT HUB CAPS WITH WINDOW, CENTER AND SIDE PLUGS - OIL			STD
416-022	STANDARD SPINDLE NUTS FOR ALL AXLES			STD
405-031	HALDEX AUTOMATIC FRONT SLACK ADJUSTERS WITH STAINLESS STEEL CLEVIS PINS			\$60.00
536-012	TRW TAS-85 POWER STEERING	40		N/C
539-003	POWER STEERING PUMP			STD
534-015	2 QUART SEE THROUGH POWER STEERING RESERVOIR			STD
40T-002	CURRENT AVAILABLE SYNTHETIC 75W-90 FRONT AXLE LUBE			\$17.00
Front Suspension				
620-010	14,600# TAPERLEAF FRONT SUSPENSION	170		\$524.00
619-005	MAINTENANCE FREE RUBBER BUSHINGS - FRONT SUSPENSION			STD
410-001	FRONT SHOCK ABSORBERS			STD
Rear Axle and Equipment				
420-064	RS-30-185 31,000# U-SERIES FIRE/EMERGENCY SERVICE SINGLE REAR AXLE		300	\$7,228.00
421-430	4.30 REAR AXLE RATIO			N/C
424-001	IRON REAR AXLE CARRIER WITH STANDARD AXLE HOUSING			STD
386-073	MXL 17T MERITOR EXTENDED LUBE MAIN DRIVELINE WITH HALF ROUND YOKES			\$141.00
452-001	DRIVER CONTROLLED TRACTION DIFFERENTIAL - SINGLE REAR AXLE		20	\$734.00
878-018	(1) DRIVER CONTROLLED DIFFERENTIAL LOCK REAR VALVE FOR SINGLE DRIVE AXLE			N/C
87B-008	INDICATOR LIGHT FOR EACH DIFFERENTIAL LOCKOUT SWITCH			N/C
423-010	MERITOR 16.5X7 P CAST SPIDER CAM REAR BRAKES, DOUBLE ANCHOR, CAST SHOES		20	N/C
433-025	FIRE AND EMERGENCY SEVERE SERVICE NON- ASBESTOS REAR BRAKE LINING			N/C
434-011	BRAKE CAMS AND CHAMBERS ON FORWARD SIDE OF DRIVE AXLE(S)			N/C
451-018	WEBB CAST IRON REAR BRAKE DRUMS		50	N/C
425-002	REAR BRAKE DUST SHIELDS		5	\$65.00
440-006	REAR OIL SEALS			STD
426-074	HALDEX GOLDSEAL LONGSTROKE 1-DRIVE AXLE SPRING PARKING CHAMBERS			\$20.00

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Data Code	Description	Weight Front	Weight Rear	Retail Price
428-031	HALDEX AUTOMATIC REAR SLACK ADJUSTERS WITH STAINLESS STEEL CLEVIS PINS			\$52.00
41T-002	CURRENT AVAILABLE SYNTHETIC 75W-90 REAR AXLE LUBE			STD
Rear Suspension				
622-1DG	31,000# FLAT LEAF SPRING REAR SUSPENSION WITH HELPER AND RADIUS ROD FOR FIRE/EMERGENCY SERVICE		180	(\$538.00)
621-001	SPRING SUSPENSION - NO AXLE SPACERS			N/C
431-001	STANDARD AXLE SEATS IN AXLE CLAMP GROUP			N/C
623-005	FORE/AFT CONTROL RODS			N/C
Pusher / Tag Equipment				
429-998	NO PUSHER/TAG BRAKE DUST SHIELDS			STD
Brake System				
018-002	AIR BRAKE PACKAGE			STD
490-121	WABCO 4S/4M ABS WITH TRACTION CONTROL			STD
871-001	REINFORCED NYLON, FABRIC BRAID AND WIRE BRAID CHASSIS AIR LINES			STD
904-001	FIBER BRAID PARKING BRAKE HOSE			STD
412-001	STANDARD BRAKE SYSTEM VALVES			STD
46D-002	STANDARD AIR SYSTEM PRESSURE PROTECTION SYSTEM			STD
413-002	STD U.S. FRONT BRAKE VALVE			STD
432-003	RELAY VALVE WITH 5-8 PSI CRACK PRESSURE, NO REAR PROPORTIONING VALVE			STD
480-088	WABCO SYSTEM SAVER HP WITH INTEGRAL AIR GOVERNOR AND HEATER			STD
479-012	AIR DRYER MOUNTED UNDER HOOD			N/C
460-008	STEEL AIR BRAKE RESERVOIRS MOUNTED INSIDE RAIL			\$95.00
477-001	PULL CABLE ON WET TANK, PETCOCK DRAIN VALVES ON ALL OTHER AIR TANKS			STD
485-002	EXTERNAL CHARGING SCHRADER VALVE	5		\$56.00
Trailer Connections				
481-998	NO TRAILER AIR HOSE			STD
476-998	NO AIR HOSE HANGER			STD
310-998	NO TRAILER ELECTRICAL CABLE			STD
Wheelbase & Frame				
545-490	4900MM (193 INCH) WHEELBASE			N/C

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546-101	11/32X3-1/2X10-15/16 INCH STEEL FRAME (8.73MMX277.8MM/0.344X10.94 INCH) 120KSI	120	120	\$532.00
552-030	1600MM (63 INCH) REAR FRAME OVERHANG			STD
55W-006	FRAME OVERHANG RANGE: 61 INCH TO 70 INCH			N/C
549-093	8 INCH BOLT ON FRONT FRAME EXTENSION	55		\$607.00
AC8-99D	CALC'D BACK OF CAB TO REAR SUSP C/L (CA) : 127.36 in			
AE8-99D	CALCULATED EFFECTIVE BACK OF CAB TO REAR SUSPENSION C/L (CA) : 124.36 in			
AE4-99D	CALC'D FRAME LENGTH - OVERALL : 301.31 in			
FSS-0LH	CALCULATED FRAME SPACE LH SIDE : 92.65 in			N/C
FSS-0RH	CALCULATED FRAME SPACE RH SIDE : 94.74 in			N/C
553-001	SQUARE END OF FRAME			STD
550-001	FRONT CLOSING CROSSMEMBER			STD
559-001	STANDARD WEIGHT ENGINE CROSSMEMBER			STD
561-001	STANDARD CROSSMEMBER BACK OF TRANSMISSION			STD
562-001	STANDARD MIDSHIP #1 CROSSMEMBER(S)			STD
572-001	STANDARD REARMOST CROSSMEMBER			STD
565-001	STANDARD SUSPENSION CROSSMEMBER			STD
Chassis Equipment				
556-1AR	THREE-PIECE 14 INCH CHROMED STEEL BUMPER WITH COLLAPSIBLE ENDS	30		\$370.00
558-001	FRONT TOW HOOKS - FRAME MOUNTED	15		\$74.00
574-011	SINGLE LICENSE PLATE BUMPER MOUNTING ON LH SIDE			STD
585-998	NO MUDFLAP BRACKETS			STD
590-998	NO REAR MUDFLAPS			STD
586-024	FENDER AND FRONT OF HOOD MOUNTED FRONT MUDFLAPS			STD
551-007	GRADE 8 THREADED HEX HEADED FRAME FASTENERS			STD
44Z-002	EXTERIOR HARNESSSES WRAPPED IN ABRASION TAPE			STD
* 601-017	2D DXF/PDF VEHICLE DRAWING ANDREW@DAVESYVERSON.COM			\$450.00
970-039	TANK BODY 1501 TO 3000 GALLONS			N/C
607-007	CLEAR FRAME RAILS 36 INCHES FROM BACK OF CAB INSIDE/OUTBOARD/BELOW BOTH FRAME RAILS			\$218.00

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Data Code	Description	Weight Front	Weight Rear	Retail Price
Fifth Wheel				
578-998	NO FIFTH WHEEL			STD
Fuel Tanks				
204-215	50 GALLON/189 LITER SHORT RECTANGULAR ALUMINUM FUEL TANK - LH	20		\$348.00
218-005	RECTANGULAR FUEL TANK(S)			STD
215-004	POLISHING OF FUEL/HYDRAULIC TANK(S) WITH PAINTED BANDS			\$196.00
212-007	FUEL TANK(S) FORWARD			STD
664-004	POLISHED STAINLESS STEEL STEP FINISH			\$273.00
205-002	CHROME FUEL TANK CAP(S)			\$13.00
122-1J2	DETROIT FUEL/WATER SEPARATOR WITH WATER IN FUEL SENSOR AND HAND PRIMER	-5		STD
216-020	EQUIFLO INBOARD FUEL SYSTEM			STD
202-016	HIGH TEMPERATURE REINFORCED NYLON FUEL LINE			STD
Tires				
093-13F	CONTINENTAL HS3+ ECO PLUS 295/75R22.5 16 PLY RADIAL FRONT TIRES	8		(\$146.00)
094-16T	BRIDGESTONE M771 295/75R22.5 14 PLY RADIAL REAR TIRES		36	(\$220.00)
Hubs				
418-060	CONMET PRESET PLUS PREMIUM IRON FRONT HUBS			STD
450-014	WEBB IRON REAR HUBS		70	N/C
Wheels				
502-766	ALCOA ULA18X 22.5X8.25 10-HUB PILOT 5.81 INSET ALUMINUM DISC FRONT WHEELS	-62		\$322.00
505-356	ALCOA ULTRA ONE 89U64X 22.5X9.00 10-HUB PILOT 5.99 INSET ALUMINUM REAR WHEELS		-56	\$964.00
524-001	POLISHED FRONT WHEELS; OUTSIDE ONLY			\$28.00
525-001	POLISHED REAR WHEELS; OUTSIDE OF OUTER WHEELS ONLY			\$60.00
496-011	FRONT WHEEL MOUNTING NUTS			STD
497-011	REAR WHEEL MOUNTING NUTS			STD
498-019	ALLIGATOR/V2B DUAL SEAL INFLATOR CAPS, FRONT AND REAR			\$58.00
Cab Exterior				
829-071	106 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB			STD

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Data Code	Description	Weight Front	Weight Rear	Retail Price
650-008	AIR CAB MOUNTING			\$97.00
705-012	CAB ROOF REINFORCEMENTS FOR ROOF MOUNTED COMPONENTS	2		\$53.00
648-002	NONREMOVABLE BUGSCREEN MOUNTED BEHIND GRILLE			\$36.00
754-008	2-1/2 INCH FENDER EXTENSIONS	10		\$275.00
678-001	LH AND RH GRAB HANDLES			STD
646-023	HOOD MOUNTED CHROMED PLASTIC GRILLE			\$159.00
65X-003	CHROME HOOD MOUNTED AIR INTAKE GRILLE			\$43.00
644-004	FIBERGLASS HOOD			STD
690-017	HOOD LINER, ADDED FIREWALL AND FLOOR HEAT INSULATION	5		\$158.00
727-1B1	DUAL 25 INCH ROUND STUTTER TONE HOOD MOUNTED AIR HORNS WITH DUAL LANYARDS	8		\$488.00
726-001	SINGLE ELECTRIC HORN			STD
728-002	DUAL HORN SHIELDS			N/C
575-001	REAR LICENSE PLATE MOUNT END OF FRAME			STD
327-012	SWITCH, INDICATOR LIGHT AND WIRING FOR (2) CUSTOMER FURNISHED BEACONS			\$64.00
312-088	LED HEADLIGHT ASSEMBLY AND INCANDESCENT MARKER/TURN LAMP WITH CHROME BEZEL			\$848.00
302-047	LED AERODYNAMIC MARKER LIGHTS			STD
311-001	DAYTIME RUNNING LIGHTS			STD
294-001	INTEGRAL STOP/TAIL/BACKUP LIGHTS			STD
300-015	STANDARD FRONT TURN SIGNAL LAMPS			STD
744-1BC	DUAL WEST COAST BRIGHT FINISH HEATED MIRRORS WITH LH AND RH REMOTE			\$133.00
797-001	DOOR MOUNTED MIRRORS			STD
796-001	102 INCH EQUIPMENT WIDTH			STD
743-204	LH AND RH 8 INCH BRIGHT FINISH CONVEX MIRRORS MOUNTED UNDER PRIMARY MIRRORS			N/C
729-001	STANDARD SIDE/REAR REFLECTORS			STD
677-055	RH AFTERTREATMENT SYSTEM CAB ACCESS WITH POLISHED DIAMOND PLATE COVER			\$81.00
764-010	COMPOSITE EXTERIOR SUN VISOR	10		\$280.00
768-043	63X14 INCH TINTED REAR WINDOW			STD
661-003	TINTED DOOR GLASS LH AND RH WITH TINTED NON-OPERATING WING WINDOWS			STD
654-011	RH AND LH ELECTRIC POWERED WINDOWS			STD

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Data Code	Description	Weight Front	Weight Rear	Retail Price
663-029	1-PIECE BONDED HEATED WIPER PARK SOLAR GREEN GLASS WINDSHIELD			\$312.00
659-019	2 GALLON WINDSHIELD WASHER RESERVOIR WITHOUT FLUID LEVEL INDICATOR, FRAME MOUNTED			STD
647-001	WHITE WINTERFRONT	2		\$35.00
Cab Interior				
055-019	RUGGED TRIM PACKAGE			N/C
707-107	GRAY & CARBON VINYL INTERIOR "RUGGED"			N/C
70K-020	CARBON WITH PREMIUM GUNMETAL ACCENT (RUGGED)			\$100.00
706-013	MOLDED PLASTIC DOOR PANEL			STD
708-013	MOLDED PLASTIC DOOR PANEL			STD
772-006	BLACK MATS WITH SINGLE INSULATION			STD
785-026	(1)DASH MOUNTED 12V POWER OUTLET, (1)DASH MOUNTED DUAL USB-C OUTLET			\$42.00
691-001	FORWARD ROOF MOUNTED CONSOLE			STD
693-035	LH AND RH KICKPLATES			\$131.00
738-021	DIGITAL ALARM CLOCK IN DRIVER DISPLAY			STD
742-007	(2) CUP HOLDERS LH AND RH DASH			STD
680-029	M2/SD DASH			STD
720-002	2-1/2 LB. FIRE EXTINGUISHER	5		\$37.00
700-002	HEATER, DEFROSTER AND AIR CONDITIONER			STD
701-008	STANDARD HVAC DUCTING WITH SNOW SHIELD FOR FRESH AIR INTAKE			\$27.00
703-005	MAIN HVAC CONTROLS WITH RECIRCULATION SWITCH			STD
170-015	STANDARD HEATER PLUMBING			STD
130-041	VALEO HEAVY DUTY A/C REFRIGERANT COMPRESSOR			STD
702-002	BINARY CONTROL, R-134A			STD
739-034	PREMIUM INSULATION			\$187.00
285-013	SOLID-STATE CIRCUIT PROTECTION AND FUSES			STD
280-007	12V NEGATIVE GROUND ELECTRICAL SYSTEM			STD
324-1B2	PREMIUM LED CAB LIGHTING			\$56.00
787-998	NO SECURITY DEVICE			(\$300.00)
657-001	DOOR LOCKS AND IGNITION SWITCH KEYED THE SAME			STD
78G-002	KEY QUANTITY OF 2			STD
655-005	LH AND RH ELECTRIC DOOR LOCKS			STD

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Data Code	Description	Weight Front	Weight Rear	Retail Price
722-002	TRIANGULAR REFLECTORS WITHOUT FLARES	10		\$31.00
756-1E7	SEATS INC 911 UNIVERSAL SERIES HIGH BACK AIR SUSPENSION DRIVER SEAT WITH NFPA 1901-2009/2016 COMPLIANT SEAT SENSOR	50		\$566.00
760-1E7	SEATS INC 911 UNIVERSAL SERIES HIGH BACK AIR SUSPENSION PASSENGER SEAT WITH NFPA 1901-2009/2016 COMPLIANT SEAT SENSOR	40	15	\$503.00
759-005	DUAL DRIVER AND PASSENGER SEAT ARMRESTS	8		\$134.00
711-004	LH AND RH INTEGRAL DOOR PANEL ARMRESTS			STD
758-1AK	BLACK VINYL DRIVER SEAT COVER			STD
761-1AK	BLACK VINYL PASSENGER SEAT COVER			STD
763-105	NFPA 1901-2009 HIGH VISIBILITY ORANGE SEAT BELTS			\$132.00
532-002	ADJUSTABLE TILT AND TELESCOPING STEERING COLUMN			STD
540-070	4-SPOKE 18 INCH (450MM) LEATHER WRAPPED STEERING WHEEL WITH CHROME SWITCH BEZELS			\$124.00
765-002	DRIVER AND PASSENGER INTERIOR SUN VISORS			STD
67E-006	INTERFACE CONNECTORS AND WIRING FOR CUSTOMER PROVIDED LED STEP LIGHTING			\$195.00
Instruments & Controls				
106-002	ELECTRONIC ACCELERATOR CONTROL			STD
734-023	CONFIGURABLE LOWER PANEL WITH INTEGRATED UPPER STORAGE			(\$4.00)
87L-001	ENGINE REMOTE INTERFACE WITH PARK BRAKE INTERLOCK			N/C
870-002	BRIGHT ARGENT FINISH GAUGE BEZELS			\$1.00
486-001	LOW AIR PRESSURE INDICATOR LIGHT AND AUDIBLE ALARM			STD
840-001	DUAL NEEDLE PRIMARY AND SECONDARY AIR PRESSURE GAUGE			STD
198-025	INTAKE MOUNTED AIR RESTRICTION INDICATOR WITHOUT GRADUATIONS			STD
721-001	97 DB BACKUP ALARM		3	\$44.00
149-015	ELECTRONIC CRUISE CONTROL WITH CONTROLS ON STEERING WHEEL SPOKES			STD
156-020	IGNITION SWITCH WITH NON REMOVABLE KEY			\$3.00
811-044	PREMIUM INSTRUMENT CLUSTER WITH 5.0 INCH TFT COLOR DISPLAY			STD



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Data Code	Description	Weight Front	Weight Rear	Retail Price
81B-003	DIGITAL PANEL LAMP DIMMER SWITCH IN DRIVER DISPLAY			STD
160-038	HEAVY DUTY ONBOARD DIAGNOSTICS INTERFACE CONNECTOR LOCATED BELOW LH DASH			STD
844-001	2 INCH ELECTRIC FUEL GAUGE			STD
148-072	ENGINE REMOTE INTERFACE WITH ONE OR MORE SET SPEEDS			\$134.00
48H-003	QUICKFIT POWERTRAIN INTERFACE CONNECTOR UNDER CAB WITH CAPS			\$79.00
4C0-998	NO ADDITIONAL EXTRA SWITCH ACCUATORS			STD
* 4CG-008	8 EXTRA PROGRAMMABLE SWITCHES/INDICATORS			\$70.00
	\$C1B0000ZZ,C1C0000ZZ,C1D0000ZZ,C1E0000ZZ,C1F0000ZZ,C1G0000ZZ,C1H0000ZZ,C1J0000ZZ			
48C-003	QUICKFIT PROGRAMMABLE INTERFACE CONNECTOR(S) UNDER CAB WITH CAP			\$6.00
163-014	ENGINE REMOTE INTERFACE CONNECTOR AT POWERTRAIN INTERFACE CONNECTOR			N/C
866-018	DIGITAL SINGLE REAR AXLE TEMPERATURE IN DRIVER DISPLAY WITH SENSOR SHIELD			\$53.00
856-001	ELECTRICAL ENGINE COOLANT TEMPERATURE GAUGE			STD
864-022	DIGITAL TRANSMISSION OIL TEMPERATURE IN DRIVER DISPLAY			STD
867-004	ELECTRONIC OUTSIDE TEMPERATURE SENSOR DISPLAY IN DRIVER MESSAGE CENTER			STD
830-017	ENGINE AND TRIP HOUR METERS INTEGRAL WITHIN DRIVER DISPLAY			STD
372-123	PTO CONTROLS FOR ENHANCED VEHICLE ELECTRIC/ELECTRONIC ARCHITECTURE			\$40.00
736-998	NO OBSTACLE DETECTION SYSTEM			(\$4,324.00)
72J-998	NO DR ASSIST SYSTEM			(\$32.00)
49B-006	ELECTRONIC STABILITY CONTROL,4X2 W/SAFETY MIN BODY WEIGHT EXCEEDS 4,000LBS REQ			STD
73B-998	NO LANE DEPARTURE WARNING SYSTEM			(\$1,080.00)
852-002	ELECTRIC ENGINE OIL PRESSURE GAUGE			STD
35M-010	QUICKFIT PROGRAMMABLE INTERFACE MODULE	10		\$154.00
786-119	NFPA VEHICLE DATA RECORDER AND SEATBELT DISPLAY			\$1,008.00
1U1-005	RAM MOUNT OVERHEAD CONSOLE WITH POWER AND GROUND			\$46.00



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746-137	AM/FM/WB WORLD TUNER RADIO WITH BLUETOOTH, USB AND AUXILIARY INPUTS, J1939			STD
747-001	DASH MOUNTED RADIO			STD
750-002	(2) RADIO SPEAKERS IN CAB			STD
753-001	AM/FM ANTENNA MOUNTED ON FORWARD LH ROOF			STD
74D-006	STANDARD RADIO WIRING WITH STEERING WHEEL CONTROLS			STD
810-027	ELECTRONIC MPH SPEEDOMETER WITH SECONDARY KPH SCALE, WITHOUT ODOMETER			STD
817-001	STANDARD VEHICLE SPEED SENSOR			STD
812-001	ELECTRONIC 3000 RPM TACHOMETER			STD
813-1C8	DETROIT CONNECT PLATFORM HARDWARE			STD
8D1-303	3 YEARS DAIMLER CONNECTIVITY BASE PACKAGE (FEATURES VARY BY MODEL) POWERED BY DETROIT CONNECT			STD
6TS-008	(2) TMC RP1226 ACCESSORY CONNECTORS: (1) LOCATED BEHIND PASSENGER SIDE REMOVABLE DASH PANEL (1) CENTER OF OVERHEAD CONSOLE			\$30.00
162-002	IGNITION SWITCH CONTROLLED ENGINE STOP			STD
4E1-004	8 SWITCH SLOTS, DRIVER OVERHEAD CONSOLE			\$52.00
81Y-006	PRE-TRIP INSPECTION FEATURE FOR EXTERIOR LAMPS AND SERVICE BRAKES			\$14.00
264-032	(2) OVERHEAD MOUNTED LANYARD CONTROLS: (1) OFFICER AIR HORN AND (1) DRIVER AIR HORN			\$82.00
883-998	NO TRAILER HAND CONTROL BRAKE VALVE			STD
842-006	DIGITAL TURBO AIR PRESSURE IN DRIVER DISPLAY			N/C
836-015	DIGITAL VOLTAGE DISPLAY INTEGRAL WITH DRIVER DISPLAY			STD
660-001	SINGLE ELECTRIC WINDSHIELD WIPER MOTOR WITH DELAY AND ARCTIC TYPE BLADES			\$17.00
304-030	ROTARY HEADLAMP SWITCH, MARKER LIGHTS/HEADLIGHTS SWITCH WITH PULL OUT FOR OPTIONAL FOG/ROAD LAMPS			N/C
27D-004	ALTERNATING FLASHING HEADLAMP SYSTEM WITH BODY BUILDER CONTROLLED ENGAGEMENT			N/C
882-009	ONE VALVE PARKING BRAKE SYSTEM WITH WARNING INDICATOR			STD

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299-020	SELF CANCELING TURN SIGNAL SWITCH WITH DIMMER, HEADLAMP FLASH, WASH/WIPE/INTERMITTENT			STD
298-046	INTEGRAL ELECTRONIC TURN SIGNAL FLASHER WITH 40 AMP (20 AMP PER SIDE) TRAILER LAMP CAPACITY			STD
Design				
065-000	PAINT: ONE SOLID COLOR			STD
Color				
980-5AM	CAB COLOR A: L0235EY CANDY APPLE RED ELITE EY			N/C
986-020	BLACK, HIGH SOLIDS POLYURETHANE CHASSIS PAINT			STD
976-995	SUNVISOR PAINTED SAME AS CAB COLOR A			N/C
969-998	NO CAB/BODY EXTERIOR DECALS			STD
963-003	STANDARD E COAT/UNDERCOATING			STD
Certification / Compliance				
996-001	U.S. FMVSS CERTIFICATION, EXCEPT SALES CABS AND GLIDER KITS			STD
Secondary Factory Options				
998-032	CORPORATE PDI CENTER OPTION INSTALLATION/MODIFICATION ONLY			N/C
Sales Programs				
NO SALES PROGRAMS HAVE BEEN SELECTED				

TOTAL VEHICLE SUMMARY

Adjusted List Price

Adjusted List Price ** \$149,560.00

Weight Summary

	Weight Front	Weight Rear	Total Weight
Factory Weight ⁺	6528 lbs	4298 lbs	10826 lbs



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Total Weight⁺

6528 lbs

4298 lbs

10826 lbs

**ITEMS NOT INCLUDED IN ADJUSTED LIST
PRICE**

Other Factory Charges

PMV-024	GHG24 SURCHARGE - CUMMINS	\$791.00
PNV-998	NO CARB24 PRICING IMPACT	N/C
RD1-303	3 YRS DAIMLER CONNECTIVITY BASE PKG (VARY BY MODEL) POWERED BY DETRIOT CONNECT	STD
RAC-42N	M2/SD PLUS ESCALATOR	\$750.00
RAG-020	CUMMINS TARIFF CHARGE - \$205	\$205.00
RAU-025	MY25 ESCALATOR	\$1,500.00
RFY-022	FRONT TIRE SURCHARGE	\$60.00
RFU-022	REAR TIRE SURCHARGE	\$140.00
P73-2FT	STANDARD DESTINATION CHARGE	\$3,375.00

(+) Weights shown are estimates only.

If weight is critical, contact Customer Application Engineering.

(**) Prices shown do not include taxes, fees, etc... "Net Equipment Selling Price" is located on the Quotation Details Proposal Report.

(***) 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.

December 26, 2023

City of Lanesboro

202 Parkway Ave S.

Lanesboro, MN 55949

Dear Mr. Mayor and members of Council

Earlier this past fall I met with the City administrators and Mayors of each community to discuss the Minnesota Public Safety Aid funds. The money came from a Minnesota State budget surplus and a portion of those funds (\$210,000,000) were elected to be used for Minnesota first responders to include Ambulance, Police and Fire Departments. The amounts being released to each community are Fountain \$17,898.00, Lanesboro \$31,639.00, and Preston 58,157.00 respectively. This totals \$107,694 between the three communities.

Over the next few years, several Police Department equipment items will be required to be updated and replaced. Our mobile squad computers are approximately (9) years old and due to be replaced. The 800 portable radios that are state mandated will need to be updated shortly, they are also (10) years old. We have radar units that are old and outdate with the newest one being approximately (15) years old. The parts to repair them are becoming obsolete. With the budgeted replacement of our oldest squad vehicle, a watchguard squad camera is needed to be compatible with the squad video evidence software we have purchased for the other squad vehicles.

What I am requesting is an opportunity to be allotted some of the money allocated to each community to address these department needs. By using this State Surplus money that has been dedicated to public service, would allow our department to make these much-needed capital improvements without having to increase the budget to each city over the next few years to accommodate these needs.

As you can imagine, there are many required day to day items needed to keep a department functioning. The funds I would be seeking would be strictly used for the (4) main items indicated above. The estimated cost for each is as follows:

- Panasonic Tough Book - Mobile Squad computers with Havis squad mounts
 - o (3) \$5300 per computer with required options, \$1000 per mount = \$18,900
- APX 6000 Motorola Portable Radios
 - o (3) \$6200 – set up and programed = \$18,600
- Stalker Dual DSR – Radar Units
 - o (3) \$3500 each installed = \$10,500
- WatchGuard Squad Camera
 - o (1) \$6,000
- Total cost for replacements = \$54,000

To reach this total would equate to 50% of the overall Public Safety Funds combined, which in turn would be 50% of each community's total amount. I do realize that there are other public safety entities who are also in need of equipment and other capital improvements. I do understand that funds are limited and any amount that you are able to contribute will be put to good use.

I thank you all very much for your consideration on this request and greatly appreciate your contribution. I believe that with all of us working together, the Preston Police department can continue to work effectively and efficiently for the benefit of the public without having to increase the budget to cover the costs of those expenses.

Sincerely

A handwritten signature in black ink, appearing to read "Blaise Sass", written in a cursive style.

Chief Blaise Sass

Preston Police Department



November 27, 2023

D Taylor
202 Parkway Avenue South

Lanesboro, MN 55949

Re: Communications Facility located at 101 Johnson Drive, Lanesboro, MN 55949-

Contract #: 144380 / FA#: 10128803

Dear Landlord,

As you are aware, AT&T Mobility ("AT&T") has partnered with MD7 to work with you to facilitate certain modifications to the cell site lease on your property. These modifications will allow AT&T to meet current business requirements and enhance your site's value to the network.

Changes in the Wireless Industry

Recent industry developments are changing how wireless telecommunications carriers operate. In the past, carriers focused on rapidly building out their networks in order to provide the best coverage. Today, while consumers are enjoying greater services and better coverage than ever before, operating costs continue to escalate. As a result, the wireless industry is also focusing on operating networks as efficiently as possible.

Eliminating Risk and Increasing Value

AT&T is addressing this shift by reviewing its cell site portfolio. AT&T has partnered with MD7 to offer selected landlords like you the opportunity to minimize the business risks associated with industry uncertainties and to increase the value of your cell site lease.

Criteria for Cellular Site Retention

AT&T is willing to offer the following option to secure a longer-term lease with you:

- **\$1,550.00** per month, commencing **January 1, 2024**
- **5%** rent increase every 5 years, commencing **August 3, 2029**
- Extension of Lease through **August 2, 2057**

Or

- **Lump Sum Payment Option:** Provide a one-time lump sum payment of **\$ 200,000**. In return, you will grant a ninety-nine (99) year easement on your property and assign the lease rights and rental income under your lease with AT&T to MD7 or an affiliate of MD7.

It is important for you to know that the pre-payment does not change the ownership or control of the rest of your property in any manner.

In order to maintain its long-term flexibility, AT&T will also require the following lease provisions to address future technological and network changes:

■ Expansion of Permitted Use

"Tenant, its personnel, invitees, contractors, agents, subTenants, or its authorized sublessees, or assigns may use the Premises, at no additional cost or expense, for the transmission and reception of any and all communications signals and to modify, supplement, replace, upgrade, expand, including but not limited to the number and type(s) of antennas, or refurbish the equipment and/or improvements thereon or relocate the same within the Premises at any time during the term of the Agreement for any reason, or in order to be in compliance with any current or future federal, state or local mandated application, including but not limited to emergency 911 communication services, or for any other reason. Landlord shall reasonably cooperate in obtaining governmental and other use permits or approvals necessary or desirable for the foregoing permitted use. If Landlord does not comply with the terms of this section, in addition to any other rights it may have at law, Tenant may terminate the Agreement and shall have no further liability to Landlord. If Landlord does not comply with the terms of this section, Tenant will have the right to exercise any and all rights may available to it under law and equity, including the right to cure Landlord's default and to deduct the costs of such cure from any monies due to Landlord from Tenant."

■ Termination

"In addition to any rights that may exist in the Agreement, Tenant may terminate the Agreement at any time with thirty (30) days prior written notice to Landlord for any or no reason."

■ Right of First Refusal

"Notwithstanding any other provisions contained in the Agreement, if at any time after the Effective Date, Landlord receives a bona fide written offer from a third party seeking any sale, conveyance, assignment or transfer, whether in whole or in part, of any property interest in or related to the Premises, including without limitation any offer seeking an assignment or transfer of the Rent payments associated with the Agreement or an offer to purchase an easement with respect to the Premises ("Offer"), Landlord shall immediately furnish Tenant with a copy of the Offer. Tenant shall have the right within ninety (90) days after it receives such copy to match the financial terms of the Offer and agree in writing to match such terms of the Offer. Such writing shall be in the form of a contract substantially similar to the Offer, but Tenant may assign its rights to a third party. If Tenant chooses not to exercise this right or fails to provide written notice to Landlord within the ninety (90) day period, Landlord may sell, convey, assign or transfer such property interest in or related to the Premises pursuant to the Offer, subject to the terms of the Agreement. If Landlord attempts to sell, convey, assign or transfer such property interest in or related to the Premises without complying with this paragraph, the sale, conveyance, assignment or transfer shall be void. Tenant shall not be responsible for any failure to make payments under the Agreement and reserves the right to hold payments due under the Agreement until Landlord complies with this paragraph. Tenant's failure to exercise the right of first refusal shall not be deemed a waiver of the rights contained in this paragraph with respect to any future proposed conveyances as described herein."

■ 24/7 Access

"Landlord hereby grants to Tenant, its authorized subTenants, and to any public or private utility serving Tenant's Communications Facility or related equipment, access to the Premises and to and over the Property twenty-four hours per day, seven days per week (24/7), including but not limited to, access from an accessible, open and maintained public road to the Premises, for the installation, maintenance, repair, modification, alteration, or refurbishment of the Communications Facility or any equipment related to such Communications Facility as such access is deemed necessary by Tenant, in its sole discretion, without the requirement of notice by Tenant to Landlord. In the event that any public or private utility serving Tenant's Communications Facility is unable to use the access provided to Tenant, the Landlord hereby agrees to grant additional access to Tenant or to such public or private utility, for the benefit of Tenant, at no cost to Tenant and pursuant to the

same terms and conditions as noted above. The terms and conditions regarding access in the Agreement remain in full force and effect, except as modified by this paragraph.”

■ **Removal/Restoration**

“In addition to the terms set forth in the Agreement, Landlord agrees that the Communications Facility and any related equipment brought to the Premises by Tenant, its agents, contractors, predecessors in interest or subTenants, shall be and remain Tenant’s personal property or the personal property of its subTenant(s), as the case may be. Landlord waives any and all rights it may have, including any rights it may have in its capacity as Landlord under the Agreement to assert any liens, encumbrances or adverse claims, statutory or otherwise, related to or in connection with the Communications Facility or any portion thereof. Tenant, in its sole discretion, may remove the Communications Facility or any portion of the Communications Facility at any time during the Term of the Agreement, without notice to Landlord and without Landlord’s consent. Notwithstanding any terms to the contrary, Tenant will not be responsible for the replacement of any trees, shrubs or other vegetation, nor will Tenant be required to remove from the Premises or the Property any foundations or underground utilities. Tenant, may, in its sole discretion, transfer any improvements or alterations to the Premises to Landlord at any time during the Term of the Agreement without notice to the Landlord and without the Landlord’s consent.”

This letter of understanding is subject in all respects to the preparation, execution and delivery of a definitive amendment in form and substance mutually agreeable to each of us. This letter will not be legally binding between us with respect to the proposed business relationship, but instead serves as a statement of our mutual intent to work toward entering into such an amendment.

AT&T values its affiliation with you and hopes to continue a long and mutually profitable relationship in the years to come. After having reviewed these options, please contact me prior to December 10, 2023.

Thank you for your consideration.

Sincerely,

MD7

Oscar Polonio

Lease Consultant

d: (858) 291-1809

a: 950 W Bethany Dr., Suite 700
Allen, TX 75013

e: opolonio@md7.com

Authorized Agent for AT&T Mobility

cc: Gregory D. Ohmer

Director-Network Planning, AT&T Mobility

