



# CITY OF FOREST CITY

305 NORTH CLARK STREET ■ P.O. BOX 346 ■ FOREST CITY, IA 50436  
(641) 585-3574 ■ FAX (641) 585-4502

## COUNCIL AGENDA

CITY HALL COUNCIL CHAMBERS, 305 NORTH CLARK STREET, FOREST CITY, IA

September 4, 2017– 7:00 P.M.

### CALL TO ORDER:

### ROLL CALL:

**PUBLIC FORUM:** This is a time set aside for comments from the public on topics of City business other than those listed on this agenda. Please understand that the Council will not take any action on your comments at this meeting due to requirements of the Open Meetings Law, but may do so at a future meeting. The Mayor and City Council welcome comments from the public; however, at no time is it appropriate to use profane, obscene, or slanderous language. The Mayor may limit each speaker to five minutes.

### APPROVAL OF THE CONSENT AGENDA:

- 1) Agenda
- 2) Approve Council Minutes
- 3) Accept Board & Committee Minutes
  - a. FCED
  - b. Forest City Chamber of Commerce
  - c. Grow Forest City
  - d. Finance Committee Minutes
- 4) Approve Invoices
- 5) Approval to pay \$1,000 to Chamber of Commerce from Winnebago Industries Foundation
- 6) Approve Licenses & Permits
  - a. Special event liquor license for Winnebago Industries for Firemen's Convention

### BUSINESS:

- 7) Ay Jalisco is Asking Permission to Close a Portion of Clark Street Sept. 7, 8, & 9 During Fire Convention
- 8) Discussion and Approval of Temporary Geese Hunting Season at Bear Creek Golf Course
- 9) Request to Remove 2 Trees from Right of Way at 114 Winnebago Way
- 10) Street Sweeper Financing
- 11) Approval of Repairs to Building at Light Plant
- 12) Cintas Contract
- 13) Discussion on Sanitation/Garbage Becoming a Utility
- 14) Approval of letter of support for Community Visioning Grant
- 15) Closed Session under Iowa Code 21.5(j) to Discuss the Purchase or Sale of Particular Real Estate

### STAFF REPORTS:

### ADJOURNMENT:

**REGULAR MEETING  
AUGUST 21, 2017**

The City Council of the City of Forest City, Iowa, met in regular session on August 21, 2017, at 7:00 p.m. in the Council Chambers of City Hall, Forest City, Iowa.

Mayor Byron Ruitter called the meeting to order at 7:00 p.m. Councilmembers present at roll call were: Buffington, Davis, Holland, Mikes, Wooldridge, West, Zehren. ABSENT: None.

No one spoke during public forum.

Moved by West, seconded by Davis, to approve the following consent agenda items:

- 1) Agenda (8/21/17) as amended, tabling Items 7 & 9-13 from discussion
- 2) Council Minutes & Council Workshop Minutes (8/7/17)
- 3) Board & Committee minutes – Airport Commission (8/8/17), Library Board (7/19/17), & Park Board (8/10/17)
- 4) List of claims
- 5) Class C beer license for Forest City Foods

Motion carried unanimously.

Keila Buffington of Paddler's Tap was present at the meeting and asked the Council's permission to block off the streets from the 100 block of North Clark to the Intersection of K & Clark Streets for outdoor service on Thursday, September 7<sup>th</sup>, and Friday, September 8<sup>th</sup>. In addition, they will sell outside in front of their bar on Saturday, September 9<sup>th</sup>, during the Fire Convention. Their request includes suspending the open container ordinance on the 7<sup>th</sup> and 8<sup>th</sup>. After discussion, the Council took the following action:

Moved by Buffington, seconded by Mikes, to approve the requests of Paddler's Tap for blocking off streets for outdoor service and suspending the open container ordinance on September 7<sup>th</sup> & 8<sup>th</sup>, and selling in front of their bar on September 9<sup>th</sup>. Motion carried unanimously.

City Administrator/Clerk Barb Smith led the discussion on the Street Department's request to purchase a RT655 Johnston Sweeper Demo from Truck Equipment Inc. of Des Moines, Iowa. The cost of the sweeper is \$204,500, with a \$61,900 down payment and \$15,000 trade. The amount to be financed is \$127,600, which is to be amortized over 3 years. MBT will finance at 2 percent, with storm water funds used to make payments. After discussion, the Council took the following action:

Moved by Holland, seconded by Mikes, to approve the purchase of an RT655 Johnston Sweeper Demo from Truck Equipment Inc. of Des Moines, Iowa, and financing \$127,600 through a 2 percent MBT loan over a three-year period. This motion is contingent upon a Freightliner chassis, which Andrew Faber will check on. Motion carried unanimously.

City Administrator/Clerk Barb Smith presented a bid sheet from Street Superintendent Mike O'Rourke, seeking approval for intake repairs in the amount of \$24,100 from Groves Contracting, Forest City, Iowa, for FY 2018. After discussion, the Council took the following action:

Moved by Holland, seconded by Wooldridge, approving \$24,100 of intake repairs by Groves' Contracting, Forest City, Iowa, for F.Y. 2018. Motion carried unanimously.

City Attorney Bakke led the discussion regarding 2017 legislative changes. Per Bakke, no legislative changes are currently needed, and we need only to be aware of informational codes. No action was taken on this issue.

City Administrator/Clerk Barb Smith asked the Council's input on the approval of a letter agreement to the Hancock County Supervisors for Prairie View Estates. Per Barb, she has been working with Veenstra & Kimm since March on drainage improvements for Prairie View Estates. Hancock County wants the City to be responsible for permanently cleaning the ditch on their property, if the City decides to use the south side for drainage. If the Council does not wish to sign this letter on City letterhead, they can also look at the North side and shooting water straight down to Bear Creek. This would keep the drainage in City limits and county approval will not be needed. This item died for lack of a motion.

City Administrator/Clerk Barb Smith asked the Council's consideration of an insurance program that citizens can sign up for, which would provide them with protection for service line repairs. The City would need to sign off in agreement. Councilmember Holland stated City letterhead should not be used, and that a disclaimer would have to be included that the City is not responsible for paying for repairs owed by the property owner. This issue died for lack of a motion.

The Mayor and Council discussed changing the date of the next Council meeting, which falls on Labor Day. After discussion, the Council took the following action:

Moved by Wooldridge, seconded by Holland, to hold the next regular Council meeting on Labor Day. Motion carried unanimously.

City Administrator/Clerk Barb Smith led the discussion regarding a nuisance abatement at 350 South 8<sup>th</sup> Street. This property was cited previously and cleaned up by the City; however, it needs mowing again and removal of pallets. Although the first abatement letter sent stated that only one letter would be sent, City Attorney Bakke recommended a new letter be sent for this new nuisance. No action was taken on this issue.

Councilmember Buffington thanked KIOW for their excellent work on a cancer telethon.

City Administrator/Clerk Barb Smith said they are working on housing, working on a grant for dressing up the J Street corridor, a possible dog park, mural and way-finding signs.

The following invoices were approved for payment:

**CLAIMS REPORT**

<b>VENDOR</b>	<b>REFERENCE</b>	<b>AMOUNT</b>
ADVANCED SYSTEMS	COPIER PAYMENT	80.25
AFSCME - IOWA COUNCIL 61	UNION DUES	252.15
AIRGAS	CHEMICALS	119.38
JUERN AKKERMAN	MILEAGE REIMBURSEMENT	148.20
AMAZON.COM	AUDIO BOOKS	97.10
AMERICAN LEGION	FLAGS	85.00
AMERICAN LIBRARY ASSOC.	MEMBERSHIP DUES	210.00
ARAMARK	LAUNDRY SERVICE	283.86
ATLANTIC BOTTLING COMPANY	CONCESSION SUPPLIES	293.52
AWWA-IOWA SECTION	REGISTRATION/S HAUGEN	380.00
B.C. WELDING	WATER PAN FOR K-9 VEHICLE	75.20
BAKER & TAYLOR COMPANY	BOOKS	386.90
BEN NORDSKOG	REIMBURSEMENT	18.60
BILL'S FAMILY FOODS	MISC SUPPLIES	332.08
CHAD BINA	UNIFORM ALLOWANCE	80.00
BLACK HILLS ENERGY	GAS FOR HEAT	132.62
BLACKBURN	MARKING PAINT	243.48
BMC AGGREGATES LC	PEA GRAVEL	290.12

BMC AGGREGATES LC	CONCRETE SAND	259.37
BOMGAARS SUPPLY	MISC SUPPLIES	106.07
C.H. MCGUINNESS CO., INC.	PARTS LABOR FOR BOILER	14,489.74
CALEB BLOCKER	REIMBURSEMENT	38.75
CINTAS FIRST AID	FIRST AID SUPPLIES	56.96
CITY OF FOREST CITY	DUMPSTER/DUMP TRUCK	313.64
CITY OF FOREST CITY	PROJECT SHARE/C SIMON	200.00
CLAPSADDLE GARBER ASSOCIATES	CONSUL/PROF FEES	1,871.92
COLLECTION SERVICE CENTER	CHILD SUPPORT	254.30
CHRISTA COSGRIFF	MILEAGE/MEAL REIMBURSEMENT	226.54
COUNTRY	SUBSCRIPTION	14.98
COUNTRY SIDE	RE COVER CHAIR	75.00
CROSSROADS MOBILE MAINTENANCE	INSPECT/OSHA TEST 2011 FORD	2,521.45
D & L EQUIPMENT	REAR WHEEL FOR 5105 MOWER	900.00
DAIRYLAND POWER CO-OP	PURCHASED ENERGY	
		266,881.17
DGR ENGINEERING	FINAN PLAN/ELEC SYSTEM IMPROV	2,574.00
EDDY'S GLASS & DOOR	TEMPERED GLASS	58.74
EDDY'S GLASS & DOOR	SERVICE CALL	60.00
EFTPS	FED/FICA TAX	27,440.75
ELECTRONIC ENGINEERING	RADIO PARTS	401.10
EVOQUA WATER TECHNOLOGIES LLC	SHAFTS	174.00
F C CHAMBER OF COMMERCE	REBATE/P EVANS	110.00
F C COMMUNITY SCHOOLS	17-CAT-001	83,038.25
FAMILY CIRCLE	SUBSCRIPTION	11.98
FARM & CITY INSURANCE	BOILER & MACHINERY	51,324.00
FARMER'S CO-OP ASSOC	FUEL	4,848.08
FARMER'S CO-OP ASSOC	CONTRACTED LP	2,300.00
FARMER'S CO-OP ASSOC	FUEL	261.42
FEDERAL FIRE EQUIPMENT	FIRE EXTINGUISHER SERVICE	195.25
FITNESS FACTORY OUTLET	CABLE PACK	85.00
FOREST CITY AUTO	PARTS/SERVICE	523.30
FOREST CITY FOODS	CONCESSION SUPPLIES	156.00
FOREST CITY VET CLINIC	CANINE SUPPLIES	290.88
G & H MOTOR PARTS	PARTS	32.26
GALL'S	UNIFORM ALLOWANCE	104.99
GIFTS SEW SWEET	EMBROIDERY	31.80
GRAHAM TIRE	STREET SWEEPER TIRE	414.18
GROVES CONTRACTING	WEST M & N BEST ST	5,162.50
H & S AUTO PARTS	MISC PARTS	15.32
HAWKINS INC	CHEMICALS	1,934.56
HAWKINS INC	CHEMICALS	1,620.99
HERMEL WHOLESAL	WATER	99.88
NORMA HERTZER	SERVICES	1,250.00
HYGIENIC LAB ACCTS RECEIVABLE	TESTING	13.00
HYGIENIC LAB ACCTS RECEIVABLE	TESTING	84.50
I WIRELESS	PHONE SERVICE	136.20
IA ASSN OF MUN UTIL	REGISTRATION/C BINA	3,000.00
IAWEA	REGISTRATION/S HAUGEN	150.00
INTERSTATE ALL BATTERY CENTER	BATTERIES	76.20
IOWA ONE CALL	SERVICES	45.90
IOWA PRISON IND	SIGNS	853.05
IRBY	ELECTRICAL SUPPLIES	148.95
J & J MACHINING	REPAIR TANK ON TRUCK #153	900.00
DOUG JENSON	REIMBURSEMENT	196.69
JETCO, INC.	LABOR & MILEAGE	553.75
K I O W	JULY 4TH GARBAGE PICK UP	167.50
KNAPPER OIL CO	FUEL	273.53
KRIZ-DAVIS COMPANY	LED STREET LIGHTS	20,659.75
LANDFILL OF NORTH IOWA	LANDFILL CHARGES	5,539.39
LYLE'S SALES & SERVICE	CHAIN SAW, PRUNER, POWER UNIT	928.05
LYLE'S SALES & SERVICE	OIL & WEED WHIP LINE	66.68

MATT POLSDOFER	REIMBURSEMENT	16.78
MEAD & HUNT	FC PLANNING FOR PRESERVATION	529.00
DENNIS MELING	BUS DRIVING SERVICE	210.00
MENARDS	SNOW FENCE/PROP CLEAN UP	136.11
TOM MONTGOMERY	REIMBURSEMENT	17.17
N I A C O G	JUNE TRANSIT TICKETS	4,108.17
N I C A O	ASSISTANCE REF/A FAILS	75.00
NATIONAL PEN CO. LLC	PENS	109.64
NELSON PLUMBING & HEAT	CITY HALL	444.23
NEUTRON	MISC SUPPLIES	438.64
NO IA MEDIA GROUP	ADV/LEGAL PUBLICATIONS	837.12
OFFICE DEPOT	OFFICE SUPPLIES	124.57
GLEN PANNKUK	STUMP GRINDING	220.00
PETTY CASH	REIMBURSE PETTY CASH	68.61
PLASTIC RECYCLING, INC.	BENCH/TABLE/TRASH RECEPTACLE	1,737.00
PRAIRIE ENERGY CO-OP	UTILITIES	116.01
PRESTO-X	SERVICES	82.00
QUILL CORPORATION	FACIAL TISSUE	10.89
QUILL CORPORATION	HYDROGEN PEROXIDE	364.77
RADAR ROAD TEC	RADAR CERT	210.00
RHODE ISLAND NOVELTY	CONCESSION SUPPLIES	203.31
RIVER CITY COMMUNICATIONS	MONTHLY SECURITY	45.00
SATURDAY EVENING POST	SUBSCRIPTION	15.00
SCHNEBLY'S 66" "	FUEL	378.45
SCHNEBLY'S 66" "	BATTERIES #170	283.90
SHOPKO STORES OPERATING CO	MISC SUPPLIES	94.41
SHOPKO STORES OPERATING CO	PRINTER INK	59.90
SID'S	ICE	26.92
SIRCHIE FINGER PRINT LAB	MISC SUPPLIES	138.14
SISCO	GROUP INS PAYABLE	29,067.91
ROBERT SNITZER	REIMBURSEMENT	38.24
DENNIS STEFFENSEN	SERVICE-LOCKS	45.00
STREICHER'S	BULLETPROOF VEST	2,202.00
TASC	FLEX PRE-TAX	858.22
THE TOY NETWORK	SPINNERS	158.89
DICK TRIMBLE	AIRPORT MANAGER SALARY	3,508.91
TWEETEN STUMP REMOVAL	CHIPPED STUMPS	390.00
U S PLASTICS CORPORATION	MISC PARTS	38.65
UMMEG	STS COSTS	85,446.36
UMMEG-RUGBY	RUGBY FARM	12,248.43
VALIC	DEFERRED COMP	840.00
VISU-SEWER CLEAN	LABOR & EQUIPMENT	2,210.00
WI SCTF	CHILD SUPPORT	168.97
WINN CO DEPT OF PUBLIC HEALTH	POOL INSPECTION	243.00
WINNEBAGO COUNTY SECONDARY	ROAD PAINTING	2,819.35
WINNEBAGO COUNTY TREASURER	PROPERTY TAXES	1,313.69
WOMAN'S DAY	SUBSCRIPTION	21.37
TOTAL ACCOUNTS PAYABLE		
		662,750.45
PAYROLL CHECKS		74,146.39
**** PAID TOTAL ****		
		736,896.84
***** REPORT TOTAL *****		
		736,896.84



<b>FUND RECAP:</b>	
<b>FUND DESCRIPTION</b>	<b>CLAIMS</b>
GENERAL FUND	126,039.61
ROAD USE	6,510.88
HANSON FINE ARTS CENTER	83,038.25
WATER	13,017.85
SEWER	19,812.29
ELECTRIC	485,408.07
STORM WATER	3,069.89
<b>TOTALS</b>	<b>736,896.84</b>

<b>JULY RECEIPTS</b>		
<b>FUND</b>	<b>DESCRIPTION</b>	<b>RECEIPTS</b>
1	General	\$189,799.66
110	Road Use	\$53,779.43
112	Employee Benefits	\$2,433.78
121	Local Option Sales Tax	\$29,887.15
125	TIF	\$2,013.27
200	Debt Service	\$7,069.24
600	Water	\$45,342.36
610	Sewer	\$76,053.76
630	Electric	\$518,565.25
740	Storm Sewer	\$11,624.83
<b>TOTAL ALL FUNDS</b>		<b>\$936,568.73</b>
<b>July Net Salaries</b>		<b>\$ 160,701.73</b>

Moved by Davis, seconded by Wooldridge to adjourn the meeting at 7:53 p.m. Motion carried unanimously.

ATTEST:

\_\_\_\_\_  
Barb Smith, City Administrator/Clerk

\_\_\_\_\_  
Byron Ruitter, Mayor

**CITY OF FOREST CITY  
FINANCE COMMITTEE MEETING – 8/21/17 – 8:00 P.M.**

PRESENT: Councilmembers Buffington, Davis, Mikes; City Attorney Bakke; Economic Development Director Beth Bilyeu; City Administrator/Clerk Barb Smith; Deputy Clerk Valerie Monson

The Committee discussed possible property acquisition, in addition to the City's property insurance and housing ideas.

Noting no further discussion, the meeting was adjourned at 8:55 p.m.



## Chamber Director's Report August 16, 2017

### Seasonal events:

**Puckerbrush Days 2017- July 13-16:** Great celebration, have had quite a bit of positive feedback, the committee has had a wrap-up meeting and are making plans for 2018 based on what we can improve on for our next event. Dates for 2018 are July 19-22, with GNR being July 22-28, them "Red, White, & W, 60 years of an American Icon".

**Heritage Park Tractor Ride:** Saturday, August 12, route went through Lake Mills, Scarville, Thompson and back to Forest City. Tour of All Ag Parts & Service in Lake Mills. We had 42 tractors on the route.

**Chamber Golf Outing:** Monday, August 14, 5 pm shotgun start at Bear Creek Golf Course. 9 teams had signed up to play.

**Fridays in the Forest, August 18:** firming up activities for this event. Looking for volunteer help to set up before the activities start and clean-up after the event comes to a close.

**Ladies Day Out:** Saturday, November 4, Civic Aud is filling up and businesses are getting their promotional information to us to be included in the flyer.

### Member relations:

**Forest City Farmers Market:** Open on Thursdays 3:30-5:30 pm, June 15-September 28. National Farmers Market week was August 6-12, had extra activities at our market on the 10<sup>th</sup>. Continue to get new vendors for the market and we are taking notes for 2018 Farmers Market Committee.

**Iowa Great Places Letter of Intent:** attended a planning meeting on what would be the next project to apply for funding from Iowa Arts Council for Iowa Great Places. A letter of intent was submitted for proposed projects that were identified on the Community Visioning report.

**Forest City Housing Commission:** involved in this commission set up by city administrator for distribution of LMI funds to improve housing in Forest City.

**Street Level Apartments Ordinance Task Force:** task force formed by the city council to research ordinances for street level occupancy in the downtown business district and to find out how many buildings may be in violation of the ordinance.

**Waldorf Community Appreciation event:** Saturday, August 26, kick-off at 6 pm, come to tail-gate and enjoy some pre-game activities for this community appreciation event at Bolstorff Field.

**Iowa Fireman's Association 2017 Convention:** September 7-9. Assisting with additional activities that the attendees can participate in while here.

### Professional Development:

**Iowa Chamber of Commerce Executives:** ICCE is working on creating more value for the member chambers, fall conference September 20-22, in Washington, IA. Regional meeting on Friday, August 4, in Clear Lake. Next meeting of the regional group will be in December.

**Top of Iowa Tourism:** maintaining Forest City's presence on the Visit Top of Iowa splash page, the social media specialist is helping to promote activities in the Top of Iowa area. Group is meeting on Friday, August 4, in Clear Lake to discuss fall/winter activities.

**Iowa Tourism Office:** registered for fall conference, in Sioux City, October 25-27, theme is "This is Education, This is Iowa".

### Forest City Chamber of Commerce Committees:

**Ambassadors:** Taking names for Business After Hours of businesses that wish the host them when they resume in the fall, will have a few new member plaque presentations to do with the group.

**Beautification:** nothing to report at this time.

**Marketing:** Print ads in Summit and Shopper. Table tents in restaurants, have been promoting as an advertising tool.





**Promotions/Events:** 2017 events/activities coming up:

- Fridays in the Forest: August 18; September 15
- Iowa Firemen's Convention Forest City: September 7-9.
- Ladies Day Out: November 4
- Forest City Christmas Tree Lighting Ceremony: November 27
- Forest City Christmas: December 9

**Shop Talk Forest City:** Talking about upcoming promotions.

**Tourism:**

- Community Guides are in 7 Iowa Welcome Centers and Visit Mason City.
- 2017 Community Guides distributed to advertisers and the visitor centers. Replenishing as we receive requests.
- Maintaining restaurant table tents for activities in Forest City, adding more tents to some of the restaurants that have requested them.
- Reviewing our postings on the traveliowa.com website to make sure we are getting our message out for anyone looking to do activities in our area.

**From the August 2017 Newsletter: Referrals July 2017**

Member Referrals: 180

Event Calls/E-mails: 200

Walk-ins: 130

Community Guides: 220

**Upcoming Meetings:**

Housing Commission meets every Tuesday, 11 am

City Council meeting, Monday, August 21, 7 pm

City Council meeting, Monday, September 4, 7 pm

Business After Hours, Tuesday, September 12, 5-7 pm

Taste of Forest City, Thursday, September 14, 5-7 pm

3251

Item 5

**MBT**  
Manufacturers Bank & Trust Company  
Forest City • Iowa • Crystal Lake  
www.mbtbank.com  
72-2202-739

**WINNEBAGO INDUSTRIES FOUNDATION**

PO BOX 152  
FOREST CITY, IA 50436

7/25/2017

PAY TO THE ORDER OF City Of Forest City

\$ \*\*1,000.00

One Thousand Only\*\*\*\*\*

DOLLARS

City Of Forest City  
Forest City, IA 50436

NOT VALID AFTER 180 DAYS FROM ISSUE DATE



*Daryl W. Knize*  
*Kathy Bonjour*  
AUTHORIZED SIGNATURE

MEMO Puckerbrush - entertainment

⑈003251⑈ ⑆073922021⑆ 03 156 9⑈

WINNEBAGO INDUSTRIES FOUNDATION

3251

WINNEBAGO INDUSTRIES FOUNDATION

3251

Applicant License Application ( )

Item 69

<b>Name of Applicant:</b> <u>Winnebago Industries Inc.</u>		
<b>Name of Business (DBA):</b> <u>Winnebago Industries Inc./Friendship Hall</u>		
<b>Address of Premises:</b> <u>1007 Hwy. 69 South</u>		
<b>City</b> <u>Forest City</u>	<b>County:</b> <u>Hancock</u>	<b>Zip:</b> <u>50436</u>
<b>Business</b>	<u>(641) 585-6909</u>	
<b>Mailing</b>	<u>1007 Hwy. 69 South</u>	
<b>City</b> <u>Forest City</u>	<b>State</b> <u>IA</u>	<b>Zip:</b> <u>50436</u>

**Contact Person**

<b>Name</b> <u>Verona Larson</u>
<b>Phone:</b> <u>(641) 585-6909</u>
<b>Email</b> <u>vlarson@wgo.net</u>

**Classification** Class C Liquor License (LC) (Commercial)

**Term:** 5 days

**Effective Date:** 09/06/2017

**Expiration Date:** 01/01/1900

**Privileges:**

Class C Liquor License (LC) (Commercial)

**Status of Business**

<b>BusinessType:</b> <u>Publicly Traded Corporation</u>
<b>Corporate ID Number:</b> <u>44181</u>
<b>Federal Employer ID</b>

**Ownership**

**Winnebago Industries Inc.**

**First Name:** Winnebago                      **Last Name:** Industries Inc.  
**City:** Forest City                      **State:** Iowa                      **Zip:** 50436  
**Position:** Owner  
**% of Ownership:** 64.29%                      **U.S. Citizen:** Yes

**Blackrock Inc.**

**First Name:** Blackrock                      **Last Name:** Inc.  
**City:** San Francisco                      **State:** California                      **Zip:** 94105  
**Position:** Owner  
**% of Ownership:** 10.85%                      **U.S. Citizen:** Yes

**Bret Woodson**

**First Name:** Bret                      **Last Name:** Woodson  
**City:** Eden Prairie                      **State:** Minnesota                      **Zip:** 55347  
**Position:** Vice President  
**% of Ownership:** 0.00%                      **U.S. Citizen:** Yes



Sketch

Outdoor Events <sup>Item 7</sup>

Ay Jalisco

Firemen's Convention 2017

Hansa Hardware

Forest Theatre

Ay Jalisco

Edward Jones

Beer  
Garden

Bar Entrance

Quilted  
Forest

Close

K Street





August 23, 2017

## Forest City Canada Goose Management Plan

Forest City is located along the Winnebago River in Winnebago and Hancock counties. The outlying area is part of the prairie pothole region where wetland areas have been restored and managed for waterfowl creating many suitable habitat areas for Canada geese. Some of the property in Forest City is ideal habitat for geese. There are safe places with fewer predators that offer sites adjacent to water for nesting and mowed grass areas along the river for grazing. Areas of Pammel Park, Bear Creek Golf Course, Forest City Municipal Airport and resident lawns are very attractive to geese throughout the year. Geese that remain in city limits for much of the year also attract other geese passing through and looking for a place to avoid hunting pressure. Similar to other cities when hunting is not allowed within the city limits, Forest City becomes a goose refuge.

Periods of high water or flooding on the Winnebago River during the months of nest site selection and nesting will continue to affect the number of goslings produced each year. 2017 happened to be a very productive year for Canada geese in Forest City. This resulted in an abundance of annoying feces on the golf course and excessive damage to some of the greens.

The objective of this plan is to reduce the goose population and the use of some areas by geese to a level that is acceptable to the city.

### Proposed actions to reduce goose numbers and minimize goose related problems:

- 1) All feeding of waterfowl by the public should be discouraged and prevented through the adoption of appropriate city ordinances along with enforcement of such ordinances.
- 2) Habitat adjacent to wetlands within city limits should be modified to make these areas less attractive to Canada geese, particularly during the nesting season. Cessation of mowing along the Winnebago River bank will allow dense stands of canary grass to grow, creating a barrier to and from water. Any places being mowed to the water edge should be eliminated. Large rip-rap placed in some areas would help reduce travel to and from water. In certain areas of the golf course, continued use of repellents applied to the grass may be necessary.
- 3) **Persistent harassment prior to nesting** using standard harassment techniques (propane cannons, cracker shells, scarecrows, bird distress tapes, dogs.)
- 4) Use of motion detector sprinkler systems and reflective Mylar tape can also be used to scare geese from specific areas.
- 5) Canada goose hunting should be allowed wherever possible within city limits during regular season and hunters should be somewhat managed. Most cities have tracts of agricultural land or open spaces where hunting can take place without posing any danger to people. City administrators should work with park staff, the golf course, local waterfowl hunters, etc. to identify areas which have sufficient open space that would provide hunting opportunities. New ordinances and/or procedures should be adopted to facilitate some type of controlled hunting within city limits. **Increasing the mortality rate of adult urban geese is essential to reducing the population in a timely manner and impacting recruitment.** In addition, hunting will encourage geese to move out of the city limits, reduce the number of urban geese acting as a

migrant call flock, and will ultimately discourage migrant geese from staging or wintering in the city limits.

- 6) Where hunting is not practical, geese should be harassed (i.e., chased from the area) by city/park personnel on a regular basis using tools such as propane cannons, cracker shells, dogs, etc., to discourage geese from congregating within city limits. The key to harassment is to be persistent. Persistent means 4-5 times each day until a change in behavior is achieved. Causing the geese to leave the protected city areas will increase their chances of being harvested where hunting is permitted.
- 7) Translocation- Relocating geese is often thought of as an easy solution by many people that experience nuisance issues with Canada Geese, but this activity is labor intensive, expensive and in many cases very short-term. When the long-term goal is population reduction, translocation reduces the population very slowly because only the young of year **may** not return if they are separated from the adults during the process. Most of the adults will return to the place of capture soon after the molting period in the same year and then be around to reproduce the following year. Consequently, the Iowa Department of Natural Resources Canada Goose Policy states that when such action is necessary, adult geese in the city would be euthanized and the young relocated. This activity can be done only at the request of the city after public meetings are held. A letter of request from the city asking for DNR assistance is required. If translocation becomes part of the Canada goose management plan, geese during the molting period will be captured by city personnel and relocated by DNR staff. This method will only impact urban flock recruitment for each particular year it is implemented. The use of bait placed in advance helps to concentrate and acclimatize geese to a trap site. It will be the city's responsibility to erect a catch pen, wing walls, and provide fencing materials. Baiting in areas with less public use should be implemented to concentrate birds in areas where there would be the least human conflict.
- 8) Canada geese numbers and complaints throughout the year should be recorded to monitor the effectiveness of the plan and management activities.
- 9) Egg addling or oiling is an alternate lethal means of dealing with young of the year population control in urban areas. However, this requires a commitment of time and is not always easy to do. This method basically replaces translocating goslings but only impacts goose recruitment for that particular year. Record keeping will be required of the number of eggs oiled or addled and nest locations. The city could choose to hire a Nuisance Wild Animal Control Operator or have staff trained and properly permitted to do this activity. Both require cooperation with DNR Management Biologist or Depredation Biologist.
- 10) Forest City should consider habitat modification for any new developments in close proximity to water in order to discourage use by geese.

\_\_\_\_\_  
Wildlife Management Biologist, Iowa DNR

\_\_\_\_\_  
Date

\_\_\_\_\_  
Wildlife Depredation Biologist, Iowa DNR

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mayor of Forest City

\_\_\_\_\_  
Date

Item 9

Win and Carol Pehrson  
114 Winnebago Way  
Forest City, IA 50436  
August 29, 2017

Forest City City Council  
Forest City, IA 50436

Dear Council Members,

We are requesting permission from the City Council to remove two (2) trees at our expense from the front of our property on 114 Winnebago Way. Both trees are within the city right-of-way, which necessitates this letter requesting your approval to have them removed.

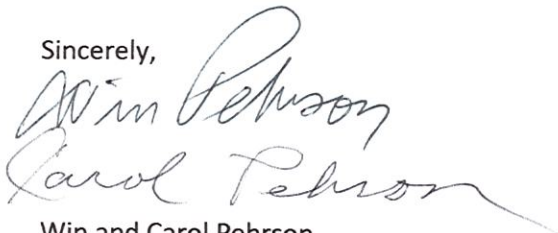
One tree is a locust tree which generates those brown pods that fall in the street during late fall and throughout the winter. If there are strong winds, these pods are spread even further in neighbor's yards and in the street up and down the block. Since the street sweeping season is over by the time these pods fall, they remain in the street during the late fall and winter. Any heavy rains and/or melting snow then cause these pods to go down into the storm sewer system before the street sweeper comes around again in the early spring.

The other tree is a maple tree. The roots from this tree are growing into our sewer line in different spots. We are having to spend money to keep our sewer line clean and functional to avoid sewer backups in our house. Also, the roots from this tree have caused cracks and heaving in our driveway. Before we replace our driveway, this tree needs to be removed.

We have talked to Mike O'Rourke on the removal of these trees, and he is in agreement with our request.

Thank you for your attention to this matter. We hope that you will grant us approval to remove these trees.

Sincerely,



Win and Carol Pehrson  
114 Winnebago Way



Item 10

Financing for New Street Sweeper

Cost	\$ 204,500.00
Trade-in	(15,000.00)
Down Payment	<u>(61,900.00)</u>
Amt to Finance	\$ 127,600.00

	Annual Payment	Monthly Payment	Term	Total Payments	Interest	Rate
Tax-Exempt Lease	\$ 45,188.55	\$ 3,715.83	3 years	\$ 135,565.65	\$ 7,965.65	3.09%
	\$ 28,013.37	\$ 2,303.59	5 years	\$ 140,066.85	\$ 12,466.85	3.19%
Bank Loan - MBT	\$44,245.90	\$3,654.79	3 years	\$ 132,737.70	\$ 5,137.70	2%
			3 years	\$ 131,572.44	\$ 3,972.44	2%
Bank Loan - MBT	\$44,677.50	\$3,682.71	3 years	\$ 134,032.50	\$ 6,432.50	2.50%
			3 years	\$ 132,577.56	\$ 4,977.56	2.50%

increase of \$1,005.12 over the 2% for three years.

\*\*\*We have budgeted \$70,000 scheduled to go to reserves this fiscal year and \$50,000 for FY 19 in the City's Capital Improvement Plan



**KKR** Ken Kaiser Restoration

Item 11  
Possibly another  
\$10K<sup>ish</sup> to do the  
rest of the North  
Side.

City of Forest City  
P.O. Box 346  
Forest City, Iowa 50436

Attn:

Project: Forest City Light Plant

We propose to furnish all labor, materials, equipment, supervision and insurance necessary to perform the work listed below.

Scope of work:

- Solid Tuck point 51' x 5' North wall of the light plant, on parapet.
- Misc. tuck point the rest down to ground
- We will wash stone and brick
- Caulk as needed the coping and flashing
- Apply water repellent to entire wall CHEM-TRETE 40VOC

**Total \$9,250.00**

Thank you,  
Ken

By signing this proposal, the purchaser accepts as a binding contract. This proposal shall expire 30 days from the date above, unless signed by the purchaser and returned to Ken Kaiser Restoration Co. L.L.C.

BY: Ken Kaiser  
KEN KAISER

\_\_\_\_\_  
APPROVAL SIGNATURE    DATE

Cintas  
Item 12

Item Number	Item Description	US Communities Price	EOW Multiplier	Monthly Multiplier	LR Value
8704	3x5 Treadlock Mat	\$ 5.273	1.5	2.5	\$ 106.995
8705	4x6 Treadlock Mat	\$ 5.741	1.5	2.5	\$ 141.641
8706	3x10 Treadlock Mat	\$ 7.960	1.5	2.5	\$ 213.990
1802	3X5 SPRING STEP	\$ 2.683	1.5	2.5	\$ 66.235
84302	3X5 SAFETY MAT	\$ 3.714	1.5	2.5	\$ 66.235
1800	3X5 COFFEE MAT	\$ 3.714	1.5	2.5	\$ 66.235
84401	4X6 LOGO MAT (requires buyback)	\$ 6.809	1.5	2.5	\$ 180.000
84001	3X10 LOGO MAT (requires buyback)	\$ 8.460	1.5	2.5	\$ 229.275
1946	24" MOP FRAME	N/A	N/A	N/A	\$ 10.190
1947	36" MOP FRAME	N/A	N/A	N/A	\$ 10.190
1948	48" MOP FRAME	N/A	N/A	N/A	\$ 10.190
1045	60" MOP FRAME	N/A	N/A	N/A	\$ 10.190
6924	WOOD DUST MOP HANDLE	N/A	N/A	N/A	\$ 10.190
6913	24OZ SYNTH WET MOP	\$ 1.857	1.5	2.5	\$ 15.285
6922	WOOD WET MOP HANDLE	N/A	N/A	N/A	\$ 10.190
6999	12" MICROFB MOP FRAME	N/A	N/A	N/A	\$ 9.681
7002	20" MICROFB MOP FRAME	N/A	N/A	N/A	\$ 10.190
7001	36" MICROFBR MOP	\$ 0.578	1.5	2.5	\$ 12.228
7003	36" MICROFB MOP FRAME	N/A	N/A	N/A	\$ 15.285
6930	MICROFBR MOP CONTAIN	\$ 13.757	N/A	N/A	\$ 91.710
7432	12"x12" MICROFIBER WIPER (BLUE)	\$ 0.165	1.5	2.5	\$ 2.446
7433	12"x12" MICROFIBER WIPER (Orange)	\$ 0.165	1.5	2.5	\$ 2.446
7717	16" x 16" MICROFIBER WIPER (WHITE)	\$ 0.165	1.5	2.5	\$ 1.325
8020	MICROFIBER TUBE MOP	\$ 2.293	1.5	2.5	\$ 20.380
9338	ALCOHOL FOAM SANITIZER SERVICE - 1000 ml	\$ 5.044			\$ 25.475
9329	ALCOHOL FOAM SANITIZER REFILL - 1000 ml	N/A			N/A
9314	HEAVY DUTY SOAP SCRUB SERVICE - 1000 ml	\$ 2.366			\$ 25.475
9315	HEAVY DUTY SOAP SCRUB REFILL - 1000 ml	N/A			N/A
9326	ANTIBACTERIAL FOAM SOAP SERVICE - 800 ml	\$ 2.265			\$ 25.475
9327	ANTIBACTERIAL FOAM SOAP REFILL - 800 ml	N/A			N/A
9312	MOISTURIZING SOAP SERVICE - 1000 ml	\$ 1.816			\$ 25.475
9313	MOISTURIZING SOAP REFILL - 1000 ml	N/A			N/A
9330	PAINT REMOVER HAND SCRUB SERVICE - 1000 ml	\$ 3.026			\$ 25.475
9331	PAINT REMOVER HAND SCRUB REFILL - 1000 ml	N/A			N/A
9332	ANTIBACTERIAL GEL SOAP SERVICE (FOOD SVC) - 1000 ml	\$ 1.816			\$ 25.475
9333	ANTIBACTERIAL GEL SOAP REFILL (FOOD SVC) - 1000 ml	N/A			N/A
9320	HAIR & BODY WASH SERVICE - 1000 ml	\$ 2.036			\$ 25.475
9321	HAIR & BODY WASH REFILL - 1000 ml	N/A			N/A
9322	INSTANT HAND SANITIZER SERVICE - 1000 ml	\$ 2.806			\$ 25.475
9323	INSTANT HAND SANITIZER REFILL - 1000 ml	N/A			N/A
9348	ANTIBACTERIAL SPRAY SOAP SERVICE - 800 ml	\$ 3.723			\$ 25.475
9349	ANTIBACTERIAL SPRAY SOAP REFILL - 800 ml	N/A			N/A
9980	SOAP DISPENSER - WHITE	\$ -			\$ 25.475
9982	AUTO SOAP DISPENSER - WHITE	\$ -			\$ 35.665
2161	SM SHOP TWL-WHT	\$ 0.132	1.5	2.5	\$ 0.459
2169	SM SHOP TWL-BLUE	\$ 0.110	1.5	2.5	\$ 0.459
9025	C PULL TOWEL RFL (Bill by Roll)	\$ 6.420		Standard Method	\$ 20.380
9110	JRT TOILET PAPER RFL (Bill by Roll)	\$ 4.586			\$ 20.380
9023	C PULL TOWEL SVC (Only for Flat Bill*)	\$ 1.972	2	4	\$ 20.380
9025	C PULL TOWEL RFL (Flat Billing Refill)	N/A		* Exception Required	N/A
9109	JRT TOILET PAPER SVC (Only for Flat Bill*)	\$ 1.266	2	4	\$ 20.380
9110	JRT TOILET PAPER RFL (Flat Billing Refill)	N/A		* Exception Required	N/A
9305	ELECTRONIC PAPER DISPENSER	N/A	N/A	N/A	\$ 112.090
9019	ELECTRONIC PAPER RFL (Flat Billing Refill)	\$ 6.878		Standard Method	\$ 20.380
7699	C PULL TOWEL CASE (Qty 6)	\$ 43.104	N/A	N/A	N/A
7702	JRT TOILET PAPER CASE (Qty 12)	\$ 47.689	N/A	N/A	N/A
2864	BIB APRON - WHITE	\$ 0.330	1.5	2.5	\$ 4.484
2873	BIB APRON - BLACK	\$ 0.330	1.5	2.5	\$ 4.484
2861	BIB APRON - RED	\$ 0.330	1.5	2.5	\$ 4.484
2700	TERRY TOWEL	\$ 0.128	1.5	2.5	\$ 1.325
2964	STRIPE SWIPE TOWEL	\$ 0.174	1.5	2.5	\$ 1.325
2750	RIBBED TERRY TOWEL	\$ 0.128	1.5	2.5	\$ 1.325
2702	BLUE TERRY TOWEL	\$ 0.128	1.5	2.5	\$ 1.325
2921	STRIPE GLASS TOWEL	\$ 0.174	1.5	2.5	\$ 1.325
2701	#2 TERRY TOWEL	\$ 0.128	1.5	2.5	\$ 1.325
3035	GRILL PAD	\$ 0.110	1.5	2.5	\$ 1.997

Price assumes weekly billing & monthly replacement. For Example: If a customer needs item # 9314 replaced 2X per month, then the unit billing rate would remain \$2.32 and the quantity billed per week would change from 1 to 2



6116	MM AIR FRESHENER SVC	\$ 2,930	2	4	\$ 25,475
6123	MM AIR FRESHENER RFL	N/A	N/A	N/A	N/A
6122	MM AIR FRESHENER REFILL - MANGO PARADISE	N/A	N/A	N/A	N/A
6119	MM AIR FRESHENER REFILL - CITRUS SLICE	N/A	N/A	N/A	N/A
9295	MM AIR FRESHENER REFILL - CLEAN BREEZE	N/A	N/A	N/A	N/A
6124	MM AIR FRESHENER REFILL - CINNAMON	N/A	N/A	N/A	N/A
9231	AUTO DRIP CLEAN SVC	\$ 2,806	2	4	\$ 35,665
9232	AUTO DRIP MANGO RFL	N/A	N/A	N/A	N/A
6515	AUTO FLUSH CLAMP SERVICE	\$ 2,806	1.5	2.5	\$ 229,275
9154	TOILET SEAT CLNR SVC	\$ 1,857	2	4	\$ 15,285
9155	TOILET SEAT CLNR RFL	N/A	N/A	N/A	N/A
9214	URINAL SCREEN RFL - CINNAMON	N/A	N/A	N/A	N/A
9210	URINAL SCREEN SVC	\$ 1,039	1.5	2.5	N/A
7420	SAFWASHR FLD RFL SW4	\$ -	N/A	N/A	\$ 14,776
7524	SAFEWASHER FILTER	N/A	N/A	N/A	\$ 14,266
7643	SAFEWASHER SW23 L/R	N/A	N/A	N/A	\$ 1,681,350
7644	SAFEWASHER SW25 L/R	N/A	N/A	N/A	\$ 1,681,350
7645	SAFWASHR FLD SW3 L/R		N/A	N/A	\$ 14,776
7600	2 or 3 BUTTON DISPENSER INSTALL FEE* (ONE TIME CHARGE)	\$ 50,950	N/A	N/A	N/A
7619	FOAMER DISPENSER INSTALL FEE (ONE TIME CHARGE)	\$ 25,475	N/A	N/A	N/A
7500	CLEANING CHEMICAL DISPENSER MAINTENANCE FEE*	\$ 2,751	N/A	N/A	\$ 377,030
7550	3 COMPART SINK CHEMICAL DISPENSER MAINTENANCE FEE*	\$ 2,751	N/A	N/A	\$ 341,365
2294	FOAMING CHEMICAL DISPENSER MAINTENANCE FEE*	\$ 2,751	N/A	N/A	\$ 203,800
2271	FC1 - HEAVY DUTY FLOOR CLEANER	\$ 1,284	N/A	N/A	N/A
2274	FC2 - BIO-BASED FLOOR CLEANER	\$ 1,559	N/A	N/A	N/A
2282	FC3 - INDUSTRIAL FLOOR CLEANER/DEGREASER	\$ 2,568	N/A	N/A	N/A
2272	FC4 - NEUTRAL FLOOR CLEANER	\$ 0,734	N/A	N/A	N/A
2295	RR1 - HVY DTY RESTRM CLNR / DISINFECT - MOP BUCKET	\$ 1,422	N/A	N/A	N/A
2275	GL1 - GLASS & MULTI-SURFACE CLEANER	\$ 1,834	N/A	N/A	N/A
2276	RR1 - HVY DTY RESTRM CLNR / DISINFECT - BOTTLE	\$ 2,797	N/A	N/A	N/A
2277	OC1 - ODOR COUNTERACTANT / FABRIC FRESHENER	\$ 5,503	N/A	N/A	N/A
7544	FC1 - HEAVY DUTY CLEANER - BOTTLE	\$ 1,284	N/A	N/A	N/A
7513	Z1 - HARD SURFACE SANITIZER	\$ 3,072	N/A	N/A	N/A
2281	DG1 - HVY DTY FOAMING DEGREASER - BOTTLE / FOAMER	\$ 1,376	N/A	N/A	N/A
2278	SK1 - POT & PAN DETERGENT	\$ 1,101	N/A	N/A	N/A
2279	SK2 - THREE COMPARTMENT SINK SANITIZER	\$ 1,101	N/A	N/A	N/A
7670	TRIGGER SPRAYER	\$ 5,095	N/A	N/A	\$ 5,095
7574	TRIGGER SPRAYER LABELS		N/A	N/A	\$ 2,038
7716	QUAT STRIPS		N/A	N/A	\$ 7,082
	* Required for all Chemical Customers				
7587	CINTAS DRAIN SERVICE	\$ 31,589	N/A	N/A	\$ 290,415
8523	DLM - DRAIN COVERS 2 INCH		N/A	N/A	\$ 11,209
8524	DLM - DRAIN COVERS 3 INCH		N/A	N/A	\$ 11,209
8526	DLM - DRAIN COVERS 4 INCH		N/A	N/A	\$ 11,209
7705	SANIS ULTRACLEAN BASE CHARGE*	\$ 30,570	\$ 30.57	\$ 50.95	N/A
7706	SANIS ULTRACLEAN SQ FT CHARGE*	\$ 0.183	N/A	N/A	N/A
	* Weekly or EOW Billing Example: 4 restrooms measure 400 sq ft; 400 sq ft x \$ .183 = \$73.20 + \$30.57 Base Charge = \$103.77				
	* Monthly Billing Example: 4 restrooms measure 400 sq ft; 400 sq ft x \$ .183 = \$73.20 + \$50.95 Base Charge = \$124.15				
8000	8 COMPARTMENT HANGER LOCKER	\$ 3,567	1.5	2.5	\$ 504,405
8004	SOIL LOCK-UP	\$ 3,006	1.5	2.5	\$ 402,505
10196	3X5 TRAFFIC MAT - GRANITE	\$ 3,567	1.5	2.25	\$ 67,500
10197	4X6 TRAFFIC MAT - GRANITE	\$ 5,175	1.5	2.25	\$ 99,000
10198	3X10 TRAFFIC MAT - GRANITE	\$ 6,300	1.5	2.25	\$ 135,000
10199	4X8 TRAFFIC MAT - GRANITE	\$ 7,425	1.5	2.25	\$ 162,000

Auto L/R's are not permitted!

ANY ITEM NOT INCLUDED ON THE PRICE SHEET MAY BE ADDED TO A CUSTOMER'S PROGRAM AT 10% OFF NATIONAL VOLUNTARY BOOK PRICING. WHERE NO VOLUNTARY BOOK PRICING EXISTS, OUR LOCATIONS CAN TAKE 10% OFF LOCAL BOOK PRICING. ITEMS CAN BE ADDED LOCALLY. NO NEED TO REQUEST THROUGH THE REQUEST FORM PROCESS OR HAVE IT KEYED IN THE MLRA SYSTEM.



FACILITIES SOLUTIONS AGREEMENT

Location No. 762
Contract No.
Customer No.
Main Corporate Code -> 50716
Tile & Carpet Corporate Code -> 50717
Date 8.10.17
Phone 712 336-1669

Customer/Participating Agency City of Spirit Lake
Address City SPIRIT LAKE State IA Zip

UNIFORM PRODUCT RENTAL PRICING:

Table with 3 columns: Item #, Description, Unit Price. The table is currently empty.

This agreement is effective as of this date for a minimum term of 36 months. The length of this rental agreement will commence with the actual uniform rental, not affiliated with the start date of the master agreement.

- Name Emblem \$ ea
Customer Emblem \$ ea
COD Terms \$ per week charge for prior service
Credit Terms - Charge Payments due 10 Days After End of Month
Automatic Lost Replacement Charge: Item % of Inventory \$ Ea.
Minimum Charge \$ per delivery.
Make-Up charge \$ per garment.
Non-Standard/Special Cut Garment (i.e., non-standard, non-stocked unusually small or large sizes, unusually short or long sleeve or length, etc.) premium \$ per garment.
Seasonal Sleeve Change \$ per garment.
Under no circumstances will the Company accept textiles bearing free liquid. Shop towels may not be used to clean up oil or solvent spills.

- Shop towel container \$ per week.
Artwork Charge for Logo Mat \$
Uniform Storage Lockers: \$ ea/week, Laundry Lock-up: \$ ea/week Shipping: \$
Service Charge
This Service Charge is used to help Company pay various fluctuating current and future costs including, but not limited to, costs directly or indirectly related to the environment, energy issues, service and delivery of goods and services, in addition to other miscellaneous costs incurred or that may be incurred in the future by Company.
Size Change: Customer agrees to have employees measured by a Cintas representative using garment "size samples". A charge of \$ per garment will be assessed for employees size changed within 4 weeks of installation.
Other

FACILITY SERVICES PRODUCTS PRICING:

Table with 6 columns: Bundle\*, Item #, Description, Rental Freq., Inventory, Unit Price. Handwritten entries include AIR FRESHENER, LINEN SERVICE, SOAP, and CULL.

- \*Indicated bundled items/services
Initial and check box if Unlease. All Garments will be cleaned by customer
Initial and check box if receiving Linen Service. Company will take periodic physical inventories of items in possession or under control customer.
Initial and check box if receiving direct embroidery. If service is discontinued for any employee or Customer deletes any of the garments

CUSTOMER:



Cintas Loc. No: 762  
By: [Signature]  
Title: ES Rep

Please Sign Name [Signature]  
Please Print Name BRENT NEWCOMB  
Please Print Title PUBLIC WORKS SUPT.

Accepted-GM: \_\_\_\_\_ Email brant.newcomb@cityofspiritlake.org

US Communities Participating Public Agencies Terms

1.

Participating Public Agencies: Supplier agrees to extend the same terms, covenants agreed to under the Master Agreement with Lead Public Agency Harford County Public Schools to other government agencies ("Participating Public Agencies") that, in their discretion, desire to access the Master Agreement in accordance with all terms and conditions contained herein or attached hereto. Each participating Public Agency will be exclusively responsible and deal directly with Supplier on matters relating to length of agreement, ordering, delivery, inspection, acceptance, invoicing, and payment for products and services in accordance with the terms and conditions of the Master Agreement. Any disputes between a Participating Public Agency and Supplier will be resolved directly between them in accordance with and governed by the laws of the State in which the Participating Public Agency exists.

2. Master Agreement available at [www.uscommunities.org](http://www.uscommunities.org)

Supplier General Service Terms Section

3. Prices Customer agrees to rent from Company, and Company agrees to provide to Customer, the Merchandise, Inventory and services described on Exhibit A, "Merchandise & Pricing" at the prices set forth in Exhibit A. There will be a minimum charge of thirty-five dollars (\$35.00) per week for each Customer location required to purchase its rental services from Company as set forth in this Agreement.

4. **Buyback of Non-Standard Garments** Customer has ordered from Company a garment rental service requiring embroidered garments that may not be standard to Company's normal rental product line. Those non-standard products will be designated as such under Garment Description in Exhibit C. In the event Customer deletes a non-standard product, alters the design of the non-standard product, fails to renew the Agreement, or terminates the Agreement for any reason other than documented quality of service reasons which are not cured, Customer agrees to buy back all remaining non-standard products allocated to Customer that the Company has in service and out of service at the then current Loss/Damage Replacement Values.

5. **Garments' Lack of Flame Retardant Or Acid Resistant Features** Unless specified otherwise in writing by the Company, the garments supplied under this Agreement are not flame retardant or acid resistant and contain no special flame retardant or acid resistant features. They are not designed for use in areas of flammability risk or where contact with hazardous materials is possible. Flame resistant and acid resistant garments are available from Company upon request. Customer warrants that none of the employees for whom garments are supplied pursuant to this Agreement require flame retardant or acid resistant clothing.

6. **Logo Mats** In the event that Customer decides to delete any mat bearing the Customer's logo (Logo Mat) from the rental program, changes the design of the Logo Mats, terminates this agreement for any reason or fails to renew this Agreement, the Customer will purchase at the time of deletion, design change or termination, all remaining Logo mats that the Company has in service and out of service held in Inventory at the then current Loss/Damage Replacement Value.

7. **Adding Employees** Additional employees and Merchandise may be added to this Agreement at any time upon written or oral request by the Customer to the Company. Any such additional employees or Merchandise shall automatically become a part of and subject to the terms of this Agreement. If such employees are employed at a Customer location that is then participating under this Agreement, the Customer shall pay Company the one time preparation fee indicated on Exhibit A. Customer shall not pay Company any one time preparation fee for garments for employees included in the initial installation of a Customer location. There will be a one-time charge for name and/or company emblems when employees are added to the program in garments requiring emblems.

8. **Emblem Guarantee** Customer has requested that Company supply emblems designed exclusively for Customer featuring Customer's logo or other specific identification (hereinafter "Customer Emblems"). Company will maintain a sufficient quantity of Customer Emblems in Inventory to provide for Customer's needs and maintain a low cost per emblem through quantity purchases.

9. In the event Customer decides to discontinue the use of Customer Emblems, changes the design of the Customer Emblems, terminates this Agreement for any reason or fails to renew this Agreement, the Customer will purchase at the time of deletion, design change, termination or expiration, all remaining Customer Emblems that the Company allocated to Customer at the price indicated on Exhibit A of this Agreement. In no event shall the number of Customer Emblems allocated to Customer exceed the greater of (a) twelve (12) months' volume for each unique Customer Emblem or (b) a quantity agreed to by Company and Customer and noted on Exhibit A.

10. **Terminating Employees** Subject to the provisions of this Agreement, the weekly rental charge attributable to any individual leaving the employ of the Customer, or on a temporary leave of absence of three (3) weeks or more, shall be terminated upon oral or written notice by the Customer to the Company but only after all garments issued to that individual, or value of same at the then current Loss/Damage Replacement Values, are returned to Company

11. **Replacement** In the event any Merchandise is lost, stolen or is not returned to Company, or is destroyed or damaged by fire, welding damage, acid, paint, ink, chemicals, neglect or otherwise, the Customer agrees to pay for said Merchandise at the then current Loss/Damage Replacement Values.

- 12- **Indemnification** To the fullest extent permitted by law, Company agrees to defend, indemnify, pay on behalf of and save harmless the Participating Public Agency, its elected and appointed officials, agents, employees and authorized volunteers against any and all claims, liability, demands, suits or loss, including reasonable attorneys' fees and all other costs connected therewith, arising out of or connected to the services provided by Company under this Contract, but only to the extent of Company's negligence.
- 13- **Additional Items:** Additional customer employees, products and services may be added to this agreement and shall automatically become a part of and subject to the terms hereof and all of its provisions. If this agreement is terminated early for convenience, the parties agree that the damages sustained by Company will be substantial and difficult to ascertain. Therefore, if this agreement is terminated by Customer prior to the applicable expiration date for any reason other than documented quality of service reasons which are not cured, or terminated by Company for non-payment by Customer at any time Customer will pay to Company, as liquidated damages and not as a penalty based upon the following schedule:

If this agreement is cancelled for convenience in the first twelve months of the term, Customer shall pay as liquidated damages equal to 50 weeks of rental service.

If this agreement is cancelled for convenience in months thirteen (13) through eighteen (18) of the term, Customer shall pay as liquidated damages equal to 36 weeks of rental service

If this agreement is cancelled for convenience in months nineteen (19) through twenty-four (24) of the term, Customer shall pay as liquidated damages equal to 23 weeks of rental service.

If this agreement is cancelled after 24 months of service, Customer shall pay as liquidated damages of 10 weeks of rental service.

Customer shall also be responsible to return all of the Merchandise allocated to such Customer locations terminating this Agreement at the then current Loss/Damage Replacement Values and for any unpaid charges on Customer's account prior to termination.



FACILITIES SOLUTIONS AGREEMENT

Location No. 762

Contract No. \_\_\_\_\_

Customer No. \_\_\_\_\_

Main Corporate Code → 50716

Tile & Carpet Corporate Code → 50717

Date 7.17.2017

Customer/Participating Agency City of Panora

Address 102 NW 2nd Street City Panora

Phone (817) 755-2164 State IA Zip 50216

UNIFORM PRODUCT RENTAL PRICING:

Item #	Description	Unit Price
	<u>H.Vis Yellow T SHIRT</u>	<u>.205</u>
	<u>294 CINTAS JEANS</u>	<u>.296</u>
	<u>Performance Polo</u>	<u>.314</u>
	<u>Cintas Jeans</u>	<u>.296</u>
	<u>FR WORK SHIRT</u>	<u>.40</u>
	<u>Carhart Jeans</u>	<u>.40</u>

• This agreement is effective as of this date \_\_\_\_\_, for a minimum term of 36 months. The length of this rental agreement will commence with the actual uniform rental, not affiliated with the start date of the master agreement. Any negotiations of price, terms or discounts must be approved by Harford County Public Schools, with any such changes taking effect on the anniversary date of the master agreement. All requests for price changes must be justified and based upon verifiable criteria which may include the Bureau of Labor Statistics Consumer Price Index (CPI-U) US City Average, Baltimore Region (Washington-Baltimore).

- Name Emblem \$ \_\_\_\_\_ ea
- Customer Emblem \$ \_\_\_\_\_ ea
- COD Terms \$ \_\_\_\_\_ per week charge for prior service (if Amount Due is Carried to Following Week)
- Credit Terms - Charge Payments due 10 Days After End of Month
- Automatic Lost Replacement Charge: Item \_\_\_\_\_ % of Inventory \$ \_\_\_\_\_ Ea.
- Automatic Lost Replacement Charge: Item \_\_\_\_\_ % of Inventory \$ \_\_\_\_\_ Ea.
- Minimum Charge \$ \_\_\_\_\_ per delivery.
- Make-Up charge \$ \_\_\_\_\_ per garment.
- Non-Standard/Special Cut Garment (i.e., non-standard, non-stocked unusually small or large sizes, unusually short or long sleeve or length, etc.) premium \$ \_\_\_\_\_ per garment.
- Seasonal Sleeve Change \$ \_\_\_\_\_ per garment.
- Under no circumstances will the Company accept textiles bearing free liquid. Shop towels may not be used to clean up oil or solvent spills.
- Shop towel container \$ \_\_\_\_\_ per week.
- Artwork Charge for Logo Mat \$ \_\_\_\_\_
- Uniform Storage Lockers: \$ \_\_\_\_\_ ea/week, Laundry Lock-up: \$ \_\_\_\_\_ ea/week Shipping: \$ \_\_\_\_\_
- Service Charge  
This Service Charge is used to help Company pay various fluctuating current and future costs including, but not limited to, costs directly or indirectly related to the environment, energy issues, service and delivery of goods and services, in addition to other miscellaneous costs incurred or that may be incurred in the future by Company.
- Size Change: Customer agrees to have employees measured by a Cintas representative using garment "size samples". A charge of \$ \_\_\_\_\_ per garment will be assessed for employees size changed within 4 weeks of installation.
- Other \_\_\_\_\_

FACILITY SERVICES PRODUCTS PRICING:

Bundle*	Item #	Description	Rental Freq.	Inventory	Unit Price
		<u>3X5 TRAFFIC MAT</u>	<u>LOW</u>		<u>4.58</u>
		<u>4X6 TRAFFIC MAT</u>	<u>LOW</u>		<u>6.27</u>
		<u>216 SOAP</u>	<u>LOW</u>		<u>3.64</u>
		<u>1000 PAPER TOWEL</u>	<u>LOW</u>		<u>6.42</u>
		<u>1000 TOILET PAPER</u>	<u>LOW</u>		<u>7.59</u>

\*Indicated bundled items/services

- Initial and check box if Unlease. All Garments will be cleaned by customer
  - Initial and check box if receiving Linen Service. Company will take periodic physical inventories of items in possession or under control customer.
  - Initial and check box if receiving direct embroidery. If service is discontinued for any employee or Customer deletes any of the garments
- Date \_\_\_\_\_ direct embroidery for any reason, or terminates this agreement for any reason or fails to renew this agreement, Customer will purchase all direct

CUSTOMER:

Cintas Loc. No: 762-Des Moines Please Sign Name: Lisa Grossman  
 By: Fred L. Jr Please Print Name: Lisa Grossman  
 Title: PS Rep Please Print Title: City Administrator  
 Accepted-GM: \_\_\_\_\_ Email: lisagrossman@retins.net

**US Communities Participating Public Agencies Terms**

1.

Participating Public Agencies: Supplier agrees to extend the same terms, covenants agreed to under the Master Agreement with Lead Public Agency Harford County Public Schools to other government agencies ("Participating Public Agencies") that, in their discretion, desire to access the Master Agreement in accordance with all terms and conditions contained herein or attached hereto. Each participating Public Agency will be exclusively responsible and deal directly with Supplier on matters relating to length of agreement, ordering, delivery, inspection, acceptance, invoicing, and payment for products and services in accordance with the terms and conditions of the Master Agreement. Any disputes between a Participating Public Agency and Supplier will be resolved directly between them in accordance with and governed by the laws of the State in which the Participating Public Agency exists.

2. Master Agreement available at [www.uscommunities.org](http://www.uscommunities.org)

**Supplier General Service Terms Section**

3. Prices Customer agrees to rent from Company, and Company agrees to provide to Customer, the Merchandise, inventory and services described on Exhibit A, "Merchandise & Pricing" at the prices set forth in Exhibit A. There will be a minimum charge of thirty-five dollars (\$35.00) per week for each Customer location required to purchase its rental services from Company as set forth in this Agreement.
4. **Buyback of Non-Standard Garments** Customer has ordered from Company a garment rental service requiring embroidered garments that may not be standard to Company's normal rental product line. Those non-standard products will be designated as such under Garment Description in Exhibit C. In the event Customer deletes a non-standard product, alters the design of the non-standard product, fails to renew the Agreement, or terminates the Agreement for any reason other than documented quality of service reasons which are not cured, Customer agrees to buy back all remaining non-standard products allocated to Customer that the Company has in service and out of service at the then current Loss/Damage Replacement Values.
5. **Garments' Lack of Flame Retardant Or Acid Resistant Features** Unless specified otherwise in writing by the Company, the garments supplied under this Agreement are not flame retardant or acid resistant and contain no special flame retardant or acid resistant features. They are not designed for use in areas of flammability risk or where contact with hazardous materials is possible. Flame resistant and acid resistant garments are available from Company upon request. Customer warrants that none of the employees for whom garments are supplied pursuant to this Agreement require flame retardant or acid resistant clothing.
6. **Logo Mats** In the event that Customer decides to delete any mat bearing the Customer's logo (Logo Mat) from the rental program, changes the design of the Logo Mats, terminates this agreement for any reason or fails to renew this Agreement, the Customer will purchase at the time of deletion, design change or termination, all remaining Logo mats that the Company has in service and out of service held in inventory at the then current Loss/Damage Replacement Value.
7. **Adding Employees** Additional employees and Merchandise may be added to this Agreement at any time upon written or oral request by the Customer to the Company. Any such additional employees or Merchandise shall automatically become a part of and subject to the terms of this Agreement. If such employees are employed at a Customer location that is then participating under this Agreement, the Customer shall pay Company the one time preparation fee indicated on Exhibit A. Customer shall not pay Company any one time preparation fee for garments for employees included in the initial installation of a Customer location. There will be a one-time charge for name and/or company emblems when employees are added to the program in garments requiring emblems.
8. **Emblem Guarantee** Customer has requested that Company supply emblems designed exclusively for Customer featuring Customer's logo or other specific identification (hereinafter "Customer Emblems"). Company will maintain a sufficient quantity of Customer Emblems in inventory to provide for Customer's needs and maintain a low cost per emblem through quantity purchases.
9. In the event Customer decides to discontinue the use of Customer Emblems, changes the design of the Customer Emblems, terminates this Agreement for any reason or fails to renew this Agreement, the Customer will purchase at the time of deletion, design change, termination or expiration, all remaining Customer Emblems that the Company allocated to Customer at the price indicated on Exhibit A of this Agreement. In no event shall the number of Customer Emblems allocated to Customer exceed the greater of (a) twelve (12) months' volume for each unique Customer Emblem or (b) a quantity agreed to by Company and Customer and noted on Exhibit A.
10. **Terminating Employees** Subject to the provisions of this Agreement, the weekly rental charge attributable to any individual leaving the employ of the Customer, or on a temporary leave of absence of three (3) weeks or more, shall be terminated upon oral or written notice by the Customer to the Company but only after all garments issued to that individual, or value of same at the then current Loss/Damage Replacement Values, are returned to Company.
11. **Replacement** In the event any Merchandise is lost, stolen or is not returned to Company, or is destroyed or damaged by fire, welding damage, acid, paint, ink, chemicals, neglect or otherwise, the Customer agrees to pay for said Merchandise at the then current Loss/Damage Replacement Values.



12. **Indemnification** To the fullest extent permitted by law, Company agrees to defend, indemnify, pay on behalf of and save harmless the Participating Public Agency, its elected and appointed officials, agents, employees and authorized volunteers against any and all claims, liability, demands, suits or loss, including reasonable attorneys' fees and all other costs connected therewith, arising out of or connected to the services provided by Company under this Contract, but only to the extent of Company's negligence.

13. **Additional Items:** Additional customer employees, products and services may be added to this agreement and shall automatically become a part of and subject to the terms hereof and all of its provisions. If this agreement is terminated early for convenience, the parties agree that the damages sustained by Company will be substantial and difficult to ascertain. Therefore, if this agreement is terminated by Customer prior to the applicable expiration date for any reason other than documented quality of service reasons which are not cured, or terminated by Company for non-payment by Customer at any time Customer will pay to Company, as liquidated damages and not as a penalty based upon the following schedule:

If this agreement is cancelled for convenience in the first twelve months of the term, Customer shall pay as liquidated damages equal to 50 weeks of rental service.

If this agreement is cancelled for convenience in months thirteen (13) through eighteen (18) of the term, Customer shall pay as liquidated damages equal to 36 weeks of rental service.

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Customer shall also be responsible to return all of the Merchandise allocated to such Customer locations terminating this Agreement at the then current Loss/Damage Replacement Values and for any unpaid charges on Customer's account prior to termination.



FACILITIES SOLUTIONS AGREEMENT

Location No. 762

Contract No. \_\_\_\_\_

Customer No. \_\_\_\_\_

Main Corporate Code → 50716

Tile & Carpet Corporate Code → 50717

Customer/Participating Agency MADRID Public LIBRARY Phone 515-795-3846  
Address 100 W 3rd STREET City Madrid State IA Zip 50156

UNIFORM PRODUCT RENTAL PRICING:

Item #	Description	Unit Price

This agreement is effective as of this date 8.14.17, for a minimum term of 36 months. The length of this rental agreement will commence with the actual uniform rental, not affiliated with the start date of the master agreement. Any negotiations of price, terms or discounts must be approved by Harford County Public Schools, with any such changes taking effect on the anniversary date of the master agreement. All requests for price changes must be justified and based upon verifiable criteria which may include the Bureau of Labor Statistics Consumer Price Index (CPI-U) US City Average, Baltimore Region (Washington-Baltimore).

- Name Emblem \$ \_\_\_\_\_ ea
- Customer Emblem \$ \_\_\_\_\_ ea
- COD Terms \$ \_\_\_\_\_ per week charge for prior service (if Amount Due is Carried to Following Week)
- Credit Terms - Charge Payments due 10 Days After End of Month
- Automatic Lost Replacement Charge: Item \_\_\_\_\_ % of Inventory \$ \_\_\_\_\_ Ea.
- Automatic Lost Replacement Charge: Item \_\_\_\_\_ % of Inventory \$ \_\_\_\_\_ Ea.
- Minimum Charge \$ \_\_\_\_\_ per delivery.
- Make-Up charge \$ \_\_\_\_\_ per garment.
- Non-Standard/Special Cut Garment (i.e., non-standard, non-stocked unusually small or large sizes, unusually short or long sleeve or length, etc.) premium \$ \_\_\_\_\_ per garment.
- Seasonal Sleeve Change \$ \_\_\_\_\_ per garment.
- Under no circumstances will the Company accept textiles bearing free liquid. Shop towels may not be used to clean up oil or solvent spills.

Shop towel container \$ \_\_\_\_\_ per week.

- Artwork Charge for Logo Mat \$ \_\_\_\_\_
- Uniform Storage Lockers: \$ \_\_\_\_\_ ea/week, Laundry Lock-up: \$ \_\_\_\_\_ ea/week Shipping: \$ \_\_\_\_\_
- Service Charge

This Service Charge is used to help Company pay various fluctuating current and future costs including, but not limited to, costs directly or indirectly related to the environment, energy issues, service and delivery of goods and services, in addition to other miscellaneous costs incurred or that may be incurred in the future by Company.

- Size Change: Customer agrees to have employees measured by a Cintas representative using garment "size samples". A charge of \$ \_\_\_\_\_ per garment will be assessed for employees size changed within 4 weeks of installation.
- Other \_\_\_\_\_

FACILITY SERVICES PRODUCTS PRICING:

Bundle*	Item #	Description	Rental Freq.	Inventory	Unit Price
		<u>3x10 MAT</u>	<u>M</u>	<u>1</u>	<u>12.90</u>
		<u>4x6 MAT</u>	<u>M</u>	<u>3</u>	<u>9.00</u>
		<u>3x5 MAT</u>	<u>M</u>	<u>2</u>	<u>6.75</u>
		<u>3x5 ACTIVE</u>	<u>M</u>	<u>1</u>	<u>6.00</u>

\*Indicated bundled items/services

Initial and check box if Unlease. All Garments will be cleaned by customer

Initial and check box if receiving Linen Service. Company will take periodic physical inventories of items in possession or under control customer.

Initial and check box if receiving direct embroidery. If service is discontinued for any employee or Customer deletes any of the garments

Date direct embroidery for any reason, or terminates this agreement for any reason or fails to renew this agreement, Customer will purchase all direct

CUSTOMER:

Cintas Loc No: 742  
By: Fred J. Garrison  
Title: FS Rep  
Accepted-Gvt: \_\_\_\_\_ Email: \_\_\_\_\_

Please Sign Name: Angie Strong  
Please Print Name: Angie Strong  
Please Print Title: Library Director  
Email: ange@madrid-tx.us

US Communities Participating Public Agencies Terms

1.

Participating Public Agencies: Supplier agrees to extend the same terms, covenants agreed to under the Master Agreement with Lead Public Agency Harford County Public Schools to other government agencies ("Participating Public Agencies") that, in their discretion, desire to access the Master Agreement in accordance with all terms and conditions contained herein or attached hereto. Each participating Public Agency will be exclusively responsible and deal directly with Supplier on matters relating to length of agreement, ordering, delivery, inspection, acceptance, invoicing, and payment for products and services in accordance with the terms and conditions of the Master Agreement. Any disputes between a Participating Public Agency and Supplier will be resolved directly between them in accordance with and governed by the laws of the State in which the Participating Public Agency exists.

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Supplier General Service Terms Section

3. Prices Customer agrees to rent from Company, and Company agrees to provide to Customer, the Merchandise, inventory and services described on Exhibit A, "Merchandise & Pricing" at the prices set forth in Exhibit A. There will be a minimum charge of thirty-five dollars (\$35.00) per week for each Customer location required to purchase its rental services from Company as set forth in this Agreement.
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5. **Garments' Lack of Flame Retardant Or Acid Resistant Features** Unless specified otherwise in writing by the Company, the garments supplied under this Agreement are not flame retardant or acid resistant and contain no special flame retardant or acid resistant features. They are not designed for use in areas of flammability risk or where contact with hazardous materials is possible. Flame resistant and acid resistant garments are available from Company upon request. Customer warrants that none of the employees for whom garments are supplied pursuant to this Agreement require flame retardant or acid resistant clothing.
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11. **Replacement** In the event any Merchandise is lost, stolen or is not returned to Company, or is destroyed or damaged by fire, welding damage, acid, paint, ink, chemicals, neglect or otherwise, the Customer agrees to pay for said Merchandise at the then current Loss/Damage Replacement Values.

12. **Indemnification** To the fullest extent permitted by law, Company agrees to defend, indemnify, pay on behalf of and save harmless the Participating Public Agency, its elected and appointed officials, agents, employees and authorized volunteers against any and all claims, liability, demands, suits or loss, including reasonable attorneys' fees and all other costs connected therewith, arising out of or connected to the services provided by Company under this Contract, but only to the extent of Company's negligence.
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**FACILITIES SOLUTIONS AGREEMENT**

Location No. 762  
 Contract No. \_\_\_\_\_  
 Customer No. \_\_\_\_\_  
 Main Corporate Code → 50716  
 Tile & Carpet Corporate Code → 50717  
 Date 8  
 Phone 712-336-2667  
 City Spirit Lake State IA Zip 51360

Customer/Participating Agency SPIRIT LAKE LIBRARY  
 Address 702 11th Street

**UNIFORM PRODUCT RENTAL PRICING:**

Item #	Description	Unit Price

• This agreement is effective as of this date 8.10.17 for a minimum term of 36 months. The length of this rental agreement will commence with the actual uniform rental, not affiliated with the start date of the master agreement. Any negotiations of price, terms or discounts must be approved by Harford County Public Schools, with any such changes taking effect on the anniversary date of the master agreement. All requests for price changes must be justified and based upon verifiable criteria which may include the Bureau of Labor Statistics Consumer Price Index (CPI-U) US City Average, Baltimore Region (Washington-Baltimore).

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- Customer Emblem \$ \_\_\_\_\_ ea
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- Automatic Lost Replacement Charge: Item \_\_\_\_\_ % of inventory \$ \_\_\_\_\_ Ea.
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- Seasonal Sleeve Change \$ \_\_\_\_\_ per garment.
- Under no circumstances will the Company accept textiles bearing free liquid. Shop towels may not be used to clean up oil or solvent spills.

Shop towel container \$ \_\_\_\_\_ per week.

- Artwork Charge for Logo Mat \$ \_\_\_\_\_
- Uniform Storage Lockers: \$ \_\_\_\_\_ ea/week, Laundry Lock-up: \$ \_\_\_\_\_ ea/week Shipping: \$ \_\_\_\_\_
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This Service Charge is used to help Company pay various fluctuating current and future costs including, but not limited to, costs directly or indirectly related to the environment, energy issues, service and delivery of goods and services, in addition to other miscellaneous costs incurred or that may be incurred in the future by Company.

- Size Change: Customer agrees to have employees measured by a Cintas representative using garment "size samples". A charge of \$ \_\_\_\_\_ per garment will be assessed for employees size changed within 4 weeks of installation.
- Other \_\_\_\_\_

**FACILITY SERVICES PRODUCTS PRICING:**

Bundle*	Item #	Description	Rental Freq.	Inventory	Unit Price
		SANITIZER (1)	M	1	11.16
		SOAP (2)	M	2	8.80
		PAUSE MOP	M	1	6.00
		CPULL	M	1	6.00
		ME WIPER	M	1	22

\*Indicated bundled items/services  
 Initial and check box if Unlease. All Garments will be cleaned by customer

Initial and check box if receiving Linen Service. Company will take periodic physical inventories of items in possession or under control customer.  
 Initial and check box if receiving direct embroidery. If service is discontinued for any employee or Customer deletes any of the garments

Date \_\_\_\_\_ direct embroidery for any reason, or terminates this agreement for any reason or fails to renew this agreement, Customer will purchase all direct

**CUSTOMER:**



Cintas Loc. No: 762  
By: Fred [Signature]  
Title: FS Rep  
Accepted-GM: \_\_\_\_\_

Please Sign Name X Cynthia J Davis  
Please Print Name X Cynthia J Davis  
Please Print Title X Library Director  
Email admin@spiritlake-lib.id.us

US Communities Participating Public Agencies Terms

1.

Participating Public Agencies: Supplier agrees to extend the same terms, covenants agreed to under the Master Agreement with Lead Public Agency Harford County Public Schools to other government agencies ("Participating Public Agencies") that, in their discretion, desire to access the Master Agreement in accordance with all terms and conditions contained herein or attached hereto. Each participating Public Agency will be exclusively responsible and deal directly with Supplier on matters relating to length of agreement, ordering, delivery, inspection, acceptance, invoicing, and payment for products and services in accordance with the terms and conditions of the Master Agreement. Any disputes between a Participating Public Agency and Supplier will be resolved directly between them in accordance with and governed by the laws of the State in which the Participating Public Agency exists.

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Supplier General Service Terms Section

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5. Garments' Lack of Flame Retardant Or Acid Resistant Features Unless specified otherwise in writing by the Company, the garments supplied under this Agreement are not flame retardant or acid resistant and contain no special flame retardant or acid resistant features. They are not designed for use in areas of flammability risk or where contact with hazardous materials is possible. Flame resistant and acid resistant garments are available from Company upon request. Customer warrants that none of the employees for whom garments are supplied pursuant to this Agreement require flame retardant or acid resistant clothing.

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10. Terminating Employees Subject to the provisions of this Agreement, the weekly rental charge attributable to any individual leaving the employ of the Customer, or on a temporary leave of absence of three (3) weeks or more, shall be terminated upon oral or written notice by the Customer to the Company but only after all garments issued to that individual, or value of same at the then current Loss/Damage Replacement Values, are returned to Company

11. Replacement In the event any Merchandise is lost, stolen or is not returned to Company, or is destroyed or damaged by fire, welding damage, acid, paint, ink, chemicals, neglect or otherwise, the Customer agrees to pay for said Merchandise at the then current Loss/Damage Replacement Values.

12. **Indemnification** To the fullest extent permitted by law, Company agrees to defend, indemnify, pay on behalf of and save harmless the Participating Public Agency, its elected and appointed officials, agents, employees and authorized volunteers against any and all claims, liability, demands, suits or loss, including reasonable attorneys' fees and all other costs connected therewith, arising out of or connected to the services provided by Company under this Contract, but only to the extent of Company's negligence.

13. **Additional Items:** Additional customer employees, products and services may be added to this agreement and shall automatically become a part of and subject to the terms hereof and all of its provisions. If this agreement is terminated early for convenience, the parties agree that the damages sustained by Company will be substantial and difficult to ascertain. Therefore, if this agreement is terminated by Customer prior to the applicable expiration date for any reason other than documented quality of service reasons which are not cured, or terminated by Company for non-payment by Customer at any time Customer will pay to Company, as liquidated damages and not as a penalty based upon the following schedule:

if this agreement is cancelled for convenience in the first twelve months of the term, Customer shall pay as liquidated damages equal to 50 weeks of rental service.

if this agreement is cancelled for convenience in months thirteen (13) through eighteen (18) of the term, Customer shall pay as liquidated damages equal to 36 weeks of rental service

if this agreement is cancelled for convenience in months nineteen (19) through twenty-four (24) of the term, Customer shall pay as liquidated damages equal to 23 weeks of rental service.

if this agreement is cancelled after 24 months of service, Customer shall pay as liquidated damages of 10 weeks of rental service.

Customer shall also be responsible to return all of the Merchandise allocated to such Customer locations terminating this Agreement at the then current Loss/Damage Replacement Values and for any unpaid charges on Customer's account prior to termination.



ISU Extension and Outreach-Community & Economic Development  
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<https://www.extension.iastate.edu/communities/oslgp>

**2018 DATES: July 25-27**

August 28, 2017

Honorable Byron Ruitter  
City of Forest City  
PO Box 346  
Forest City, IA 50436-0346

Dear Mayor:

We want to thank the City of Forest City for supporting attendance of your staff at this year's Iowa Municipal Professionals Academy. The Academy is designed to keep clerks, deputy clerks, finance officers and administrators current with the best practices in Iowa municipal administration and to help them maintain professional certifications. Additional training opportunities for city staff and elected officials can be found at [www.oslgp.iastate.edu](http://www.oslgp.iastate.edu).

Please acknowledge the commitment of Barbara Smith for participating at the Academy. That commitment reflects positively on the dedication of your city staff to provide sound, competent and professional administration for your citizens. Thank you and the Council for supporting continuing professional education.

It is an honor for us to work with city individuals to maintain Iowa's position as a leader for continuing professional education in municipal administration.

Sincerely,

Cindy Kendall

Mary Beth Sprouse

ISU Extension and Outreach, Office of State and Local Government Programs  
Iowa League of Cities

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