



Monday, May 11, 2026

Agenda for the Regular Meeting of the City Council of the City of Manchester

The City Council meeting will start at 5:00 PM

Location: 204 East Main Street

1. Opening

- 1.1. Call to Order
- 1.2. Pledge of Allegiance
- 1.3. Roll Call
- 1.4. Approval of the Agenda

2. Public Input

Public Input: Please state your name and address for the record before proceeding with your comments. Individual remarks are limited to 5 minutes, with the overall Public Input period limited to 30 minutes. Under Iowa Open Meetings Law, the City Council can take no formal action on comments given during the Public Input period which do not relate to Action Items on the agenda.

3. Consent Agenda

- 3.1. Approval of the minutes of the April 27, 2026 City Council meeting; the minutes of the May 4, 2026 City Council Committee of the Whole meeting; the minutes of the May 6, 2026 City Council Work Session
- 3.2. R-050-2026 Resolution Approving Payment of Bills
- 3.3. Acknowledge receipt of the following City Reports & Minutes: minutes of the April 23, 2026 Airport Committee meeting
- 3.4. Approval of the following Liquor License applications: New Application for 5 Day Special Class C Retail Alcohol License for Lucky Wife Wine Slushies for the July 2, 2026 Music on the Maquoketa event at 300 West Main Street
- 3.5. Approval of the following Downtown Incentive Grant application as recommended by the Design Committee: Parking Lot Grant in the amount of \$850.00 for Roeder Law Office at 119 East Main Street
- 3.6. Approve payment of the following Commercial Incentive Grant: Facade Grant in the amount of \$395.99 to East End Collision at 945 East Main Street
- 3.7. Approve Pay Estimate #2 in the amount of \$95,342.47 to Eastern Iowa Excavating & Concrete LLC for the Anderson Street Improvement Project
- 3.8. R-051-2026 Resolution Amending Salary Resolution
- 3.9. Approve payment of claims totaling \$21,931.25 to Fehr Graham for engineering services
- 3.10. Approve payment of claims totaling \$5,161.15 to Kirkham Michael for engineering services
- 3.11. Approval of Supplemental Agreement for Maintenance of Primary Roads in Municipalities

with the Iowa Department of Transportation for a term of July 1, 2026 - June 30, 2031

4. Public Hearings

- 4.1. Public Hearing on the Vacation & Transfer of an Alley to Delaware County, Iowa
- 4.2. Consider approval of Resolution R-052-2026 Recognizing the Prior Vacation of an Alley and authorizing the Execution of a Quit Claim Deed to Delaware County, Iowa
- 4.3. Public Hearing on Proposed Amendment to the Manchester Urban Renewal Area
- 4.4. Consider approval of Resolution R-053-2026 Approve Urban Renewal Plan Amendment to the Manchester Urban Renewal Area

5. Regular Agenda Items

- 5.1. Consider approval of Resolution R-054-2026 Setting a Date of Meeting at which it is proposed to approve a Development Agreement with Henderson Properties, Inc., including Annual Appropriation Tax Increment Payments
- 5.2. Consider approval of the request of Taylor Hutchinson to bow hunt on his property at 521 South Brewer Street
- 5.3. Discussion and potential action on the asphalt overlay & curb/ramp repairs on East Main Street
- 5.4. Consider approval of Resolution R-055-2026 Approving Contract with Kirkham Michael for Surveying Services at the Manchester Municipal Airport
- 5.5. Consider approval of Resolution R-056-2026 Authorizing the Submission of Application for General Aviation Airport Improvement Program & Certifying Eligibility Requirements
- 5.6. Discussion and potential action on Animal Control Operations
- 5.7. Consider waiving the 1st & 2nd considerations & proceeding to the 3rd & final consideration of Ordinance 004-2026 Amending the City Code of the City of Manchester, Iowa by adding Chapter 26 "RAGBRAI - Miscellaneous Permits"
- 5.8. Consider approval of request from Delaware County Relay for Life to close the City Parking Lot at 200 & 202 East Delaware Street on Friday, June 12, 2026 for the Relay for Life Event

6. Reports/Updates

- 6.1. Engineering Updates
- 6.2. City Attorney
- 6.3. City Manager
- 6.4. City Clerk
- 6.5. Police Chief
- 6.6. City Council Members
- 6.7. Mayor

7. Adjourn

Minutes of the Regular Meeting of the City Council of the City of Manchester, Iowa
Monday, April 27, 2026

Video recordings of City Council meetings are available at
<https://www.youtube.com/@cityofmanchesteriowa9648>

Mayor Behnken called the meeting to order at 5:00pm. The meeting began with the Pledge of Allegiance.

ROLL CALL

Council Members present: Bryan Gray, Diane Hammell, Joe Dittrick, Mary Ann Poynor, Bill Scherbring.
Absent: None.

APPROVAL OF THE AGENDA

Motion by Hammell, seconded by Poynor to approve the agenda as presented. On call of roll: Ayes: Hammell, Poynor, Dittrick, Scherbring, Gray. Nays: None. Motion carried.

PROCLAMATION

Mayor Behnken presented proclamations for "Childcare Provider Appreciation Day" and "Arbor Day."

PUBLIC INPUT

None.

CONSENT AGENDA

- 3.1 Approval of the minutes of the April 13, 2026 Regular City Council meeting
 - 3.2 R-045-2026 Resolution Approving Payment of Bills
 - 3.3 Acknowledge receipt of the following City Reports & Minutes: minutes of the April 20, 2026 Parks & Recreation Commission meeting
 - 3.4 Approval of the following Liquor License applications: Renewal Application for On Premise Class C Retail Alcohol License for Dolce Vita at 100 East Main Street; New Application for 5 Day Special Class Retail Alcohol License for the Manchester Area Chamber of Commerce for their June 5- 2026 River Days Concert on South Franklin Street
 - 3.5 R-046-2026 Resolution Amending Salary Resolution
 - 3.6 Acknowledge receipt of unpaid nuisance snow removal fees and approve the certification to the Delaware County Treasurer for collection on property taxes
 - 3.7 Approve payment of claims totaling \$2,450.00 to Burrington Group for engineering services
- Mayor Behnken reviewed the items on the Consent Agenda with the City Council. Motion by Scherbring, seconded by Dittrick to approve the Consent Agenda. On call of roll: Ayes: Scherbring, Dittrick, Poynor, Hammell, Gray. Nays: None. Motion carried.

Bills approved for payment

VENDOR	DESCRIPTION	AMOUNT
4J SUPPLY	COMPOST SITE FENCE	203.00
ADDOCO	MULCH	1,910.00
ALLIANT ENERGY	ELECTRICITY	18,988.58
AMAZON BUSINESS	SUPPLIES	1,130.77
AMERICAN LEGION POST 45	FLAGS	168.00
AMERICAN RED CROSS	LIFEGUARD TRAINING	192.00
ANAMOSIA LIBRARY	LIBRARY MATERIALS	24.95
AT&T	LIBRARY HOT SPOT	50.15

BARD MATERIALS	COMPOST SITE FENCE	580.86
BLACK HILLS ENERGY	NATURAL GAS	6,514.38
BOB STEPHEN MOTORS	FIRE TRUCK REPAIR	246.74
BODENSTEINER IMPLEMENT CO	MOWER/SNOWBLOWER	38,900.00
BSN SPORTS	SAND VOLLEYBALL COURT	850.00
CARRICO AQUATIC RESOURCES	POOL CHEMICALS	249.11
CENGAGE LEARNING	LIBRARY MATERIALS	26.65
CENTER POINT	LIBRARY MATERIALS	45.00
CITY LAUNDERING	BUILDING MAINT	65.21
CORE & MAIN	METERS	6,520.00
DJ REPAIR	VEHICLE MAINT	515.88
DON & WALT	PARK RESTROOM REPAIR	610.83
DOUG NADERMAN	VOLLEYBALL SUPERVISOR	497.00
EASTERN IA EXCAVATING & CONCRETE	PAY #1 ANDERSON STREET PROJECT	119,749.64
FAREWAY STORES	SUPPLIES	36.85
FASTENAL COMPANY	SUPPLIES	1,028.38
FEHR GRAHAM & ASSOCIATES	ENGINEERING FEES	36,743.25
GENERAL TRAFFIC CONTROL	PEDESTRIAN PUSH BUTTON	864.00
HEIMS AWARDS	HERO HUSTLE AWARDS	1,775.00
ILLINOIS LIBRARY ASSOCIATION	LIBRARY MATERIALS	299.26
INFRASTRUCTURE TECHNOLOGY	IT SERVICES	7,124.00
ISRAEL BECKER	COMPLIANCE CHECKS	200.00
J & R SUPPLY	WATER PARTS/SUPPLIES	9,193.00
JASMINE WHITE	AIRPORT MAINTENANCE	80.00
JOE'S PLUMBING	SEWER REPAIR	550.00
KLUESNER SANITATION	DISPOSAL FEE	97.50
LAURA THOMAS	MILEAGE REIMB	237.80
LAWSON PRODUCTS	SUPPLIES	119.37
LIBRARY IDEAS	LIBRARY MATERIALS	156.31
MANCHESTER SIGNS	DOG WASTE SIGNS	124.00
MAQUOKETA VALLEY ELECTRIC COOP	ELECTRICITY	151.24
MARK FINK	HAULING	1,750.00
MASTERPIECE CLEANING	CUSTODIAL	800.00
MIDWEST TAPE LLC/HOOPLA	LIBRARY MATERIALS	60.32
NAPA AUTO PARTS	COMPOST SITE FENCE GATES	18.18
NEI3A	LIBRARY PROGRAM	90.00
ONE STEP PRINT SOLUTIONS	SWIM LESSON FORMS	80.38
PHILIPPSON CONCRETE	HAULING	343.75
SPEER FINANCIAL	BOND FEES	10,715.00
STATE CHEMICAL SOLUTIONS	LIFT STATION MAINT	346.80
T MOBILE	PHONE/INTERNET	408.48
UEMSI/HTV	PARTS	205.28
US CELLULAR	PHONE/INTERNET	44.78
WALMART	SUPPLIES	93.57
WINDSTREAM	PHONE/INTERNET	578.15
WOODWARD COMMUNICATIONS	PUBLICATION EXPENSE	649.28
	TOTAL	273,002.68

	FUND TOTALS	
	GENERAL	38,529.96
	STREET EQUIP RESERVE	15,000.00
	ROAD USE TAX	5,650.18
	PARK GIFT & TRUST	1,750.00
	LIBRARY GIFT & TRUST	6,207.53
	DEBT SERVICE	10,715.00
	BIKEWAY/WALKWAY PROJECTS	8,900.00
	SUBDIVISION PROJECTS	7,747.00
	STREET PROJECTS	151,990.14
	WATER	5,925.62
	WATER CAPITAL IMPROVEMENTS	4,998.75
	SEWER	15,588.50
	TOTAL	273,002.68

PUBLIC HEARING

Mayor Behnken opened the Public Hearing on the proposed budget for Fiscal Year 2027 at 5:07pm. City Clerk Learn reviewed the proposed budget with the City Council. There being no comments to be heard and no written comments on file, Mayor Behnken closed the Public Hearing at 5:10pm.

Motion by Poynor, seconded by Hammell to approve Resolution R-047-2026 Approving the Adoption of Budget and Certification of City Taxes for Fiscal Year 2027 (July 1, 2026 - June 30, 2027). On call of roll: Ayes: Poynor, Hammell, Gray, Scherbring, Dittrick. Nays: None. Motion carried.

LEASE AGREEMENT WITH THE WATERSHED LLC FOR 300 & 308 RIVER STREET/PUBLIC RESTROOM

Cody Buss, The Watershed LLC, discussed the proposed lease agreement for 300 and 308 River Street and future plans for the area with the City Council. Discussion included the possibility of adding public restroom facilities in the area. The City Council directed City staff to meet with Mr. Buss to explore restroom options.

Motion by Gray, seconded by Dittrick to approve Resolution R-048-2026 Approving Lease Agreement with The Watershed LLC for 300 River Street and 308 River Street. On call of roll: Ayes: Gray, Dittrick, Poynor, Hammell, Scherbring. Nays: None. Motion carried.

MANCHESTER VITALITY ENDOWMENT COMMITTEE PROJECT UPDATE

Julie Frick, Manchester Vitality Endowment (MVE), presented an update on the Farmers Market Area Beautification/Riverbank Park Project and introduced University of Iowa students who developed conceptual plans for improvements to the Farmers Market area and the West Marion Street site near Shelly Park. Students reviewed proposed recreational areas, trail connections, parking layouts, landscaping, and revitalization concepts for both locations.

Discussion included potential fundraising efforts, phasing of the project, playground surfacing options, snow storage considerations, and landscaping intended to help deter geese. Council members and MVE representatives thanked the students for their work and discussed future public engagement opportunities regarding the proposed plans.

AGREEMENT WITH NORTHEAST IOWA COMMUNITY COLLEGE

Motion by Hammell, seconded by Poynor to approve Resolution R-049-2026 Approving Agreement Between City of Manchester, Iowa and Northeast Iowa Community College. On call of roll: Ayes: Hammell, Poynor, Dittrick, Scherbring, Gray. Nays: None. Motion carried.

REPORTS

Engineering updates and City Staff and City Council reports were given.

Motion by Gray, seconded by Hammell that the meeting adjourn at 5:56pm. Motion carried, all ayes.

Connie Behnken, Mayor

ATTEST:

Erin Learn, City Clerk

Minutes of the Committee of the Whole Meeting of the City Council of the City of Manchester
Monday, May 4, 2026

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<https://www.youtube.com/@cityofmanchesteriowa9648>

Mayor Behnken called the meeting to order at 5:00pm.

Roll call of members present: Diane Hammell, Joe Dittrick, Mary Ann Poynor, Bill Scherbring, Bryan Gray. Absent: None.

The Council discussed with City Staff and those present the following items: City right of way between 116 South Franklin Street and 106 East Delaware Street; Airport Hangar Lease Rates (New construction); Airport Survey Work; Airport Grant Application; Non-Food Vendors on City Property; City Pound Facility; Compost Site; Urban Chickens; East Main/Madison Street Intersection; West Main Street Repair; RAGBRAI Update. Engineering, City Staff and City Council updates were given.

Motion by Hammell, seconded by Poynor that the meeting adjourn at 7:10pm. Motion carried, all ayes.

Connie Behnken, Mayor

Erin Learn, City Clerk

Minutes of the Manchester City Council Work Session
Wednesday, May 6, 2026

Mayor Behnken called the work session to order at 5:03pm.

Roll call of members present: Bill Scherbring, Joe Dittrick, Mary Ann Poynor, Diane Hammell, Bryan Gray. Absent: None.

Also present: City Manager Brock Waters; Water Superintendent Chad Wulfekuhle; Street Superintendent Jason Haight; Sam Ertl with Fehr Graham.

CAPITAL IMPROVEMENT PLANNING

Sam Ertl, Fehr Graham, reviewed preliminary plans and proposed phasing for the downtown improvement project. Discussion included storm water and utility infrastructure repairs, preliminary cost estimates, streetscape improvements, traffic flow considerations, additional repair needs throughout the community, project alternatives and future capital improvement planning.

Motion by Poynor, seconded by Dittrick that the work session adjourn at 6:07pm. Motion carried, all ayes.

Connie Behnken, Mayor

Erin Learn, City Clerk

R-050-2026
RESOLUTION APPROVING PAYMENT OF BILLS

BE IT RESOLVED by the City Council of the City of Manchester, Iowa, that the list of claims, attached hereto, be approved and payment authorized.

PASSED AND APPROVED this 11th day of May, 2026.

Connie Behnken, Mayor

Erin Learn, City Clerk



Manchester, IA

Expense Approval Report

By Vendor Name

Payment Dates 4/24/2026 - 5/7/2026

Vendor Name	Description (Payable)	Account Name	Amount
Vendor: 00009 - ACCESS SYSTEMS LEASING INC			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
ACCESS SYSTEMS LEASING INC	RICOH C6010 COPIER	IT/COMPUTER SERVICES	24.47
		Department 110 - POLICE Total:	24.47
Department: 290 - SOLID WASTE			
ACCESS SYSTEMS LEASING INC	RICOH C6010 COPIER	IT/COMPUTER SERVICES	42.83
		Department 290 - SOLID WASTE Total:	42.83
Department: 430 - PARKS & RECREATION			
ACCESS SYSTEMS LEASING INC	RICOH C6010 COPIER	IT/COMPUTER SERVICES	24.47
		Department 430 - PARKS & RECREATION Total:	24.47
Department: 530 - BUILDING/HOUSING			
ACCESS SYSTEMS LEASING INC	RICOH C6010 COPIER	IT/COMPUTER SERVICES	24.47
		Department 530 - BUILDING/HOUSING Total:	24.47
Department: 620 - CITY ADMINISTRATION			
ACCESS SYSTEMS LEASING INC	RICOH C6010 COPIER	IT/COMPUTER SERVICES	244.76
		Department 620 - CITY ADMINISTRATION Total:	244.76
		Fund 001 - GENERAL Total:	361.00
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
ACCESS SYSTEMS LEASING INC	RICOH C6010 COPIER	IT/COMPUTER SERVICES	42.83
		Department 210 - STREETS Total:	42.83
		Fund 110 - ROAD USE TAX Total:	42.83
Fund: 600 - WATER			
Department: 810 - WATER			
ACCESS SYSTEMS LEASING INC	RICOH C6010 COPIER	IT/COMPUTER SERVICES	42.83
		Department 810 - WATER Total:	42.83
		Fund 600 - WATER Total:	42.83
Fund: 610 - SEWER			
Department: 815 - SEWER			
ACCESS SYSTEMS LEASING INC	RICOH C6010 COPIER	IT/COMPUTER SERVICES	42.83
		Department 815 - SEWER Total:	42.83
		Fund 610 - SEWER Total:	42.83
		Vendor 00009 - ACCESS SYSTEMS LEASING INC Total:	489.49
Vendor: 00037 - ALLIANT ENERGY			
Fund: 001 - GENERAL			
Department: 230 - STREET LIGHTING			
ALLIANT ENERGY	ELECTRICITY	STREET LIGHTING ELECTRICITY	57.62
ALLIANT ENERGY	ELECTRICITY	STREET LIGHTING ELECTRICITY	7.82
		Department 230 - STREET LIGHTING Total:	65.44
Department: 410 - LIBRARY			
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	775.48
		Department 410 - LIBRARY Total:	775.48
Department: 430 - PARKS & RECREATION			
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	237.79
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	258.48
		Department 430 - PARKS & RECREATION Total:	496.27

Expense Approval Report

Payment Dates: 4/24/2026 - 5/7/2026

Vendor Name	Description (Payable)	Account Name	Amount
Department: 435 - AQUATIC CENTER			
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	124.52
Department 435 - AQUATIC CENTER Total:			124.52
Department: 445 - SPORTS COMPLEX			
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	193.13
Department 445 - SPORTS COMPLEX Total:			193.13
Fund 001 - GENERAL Total:			1,654.84
Fund: 110 - ROAD USE TAX			
Department: 240 - TRAFFIC CONTROL/SAFETY			
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	84.63
Department 240 - TRAFFIC CONTROL/SAFETY Total:			84.63
Fund 110 - ROAD USE TAX Total:			84.63
Fund: 600 - WATER			
Department: 810 - WATER			
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	789.36
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	1,867.89
Department 810 - WATER Total:			2,657.25
Fund 600 - WATER Total:			2,657.25
Fund: 610 - SEWER			
Department: 815 - SEWER			
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	468.58
Department 815 - SEWER Total:			468.58
Fund 610 - SEWER Total:			468.58
Vendor 00037 - ALLIANT ENERGY Total:			4,865.30
Vendor: 00046 - AMAZON BUSINESS			
Fund: 001 - GENERAL			
Department: 150 - FIRE			
AMAZON BUSINESS	FD OFFICE SUPPLIES	MINOR EQUIPMENT	142.36
AMAZON BUSINESS	FD OFFICE SUPPLIES	OFFICE SUPPLIES	163.77
Department 150 - FIRE Total:			306.13
Department: 410 - LIBRARY			
AMAZON BUSINESS	LIB BOOKS	LIBRARY MATERIALS	444.34
Department 410 - LIBRARY Total:			444.34
Fund 001 - GENERAL Total:			750.47
Vendor 00046 - AMAZON BUSINESS Total:			750.47
Vendor: 00551 - ANDERSON WELDING & MACHINE SHOP			
Fund: 001 - GENERAL			
Department: 510 - COMMUNITY BEAUTIFICATION			
ANDERSON WELDING & MACH..	COMPOST FENCE	EQUIP REPAIR/MAINT	345.01
Department 510 - COMMUNITY BEAUTIFICATION Total:			345.01
Fund 001 - GENERAL Total:			345.01
Vendor 00551 - ANDERSON WELDING & MACHINE SHOP Total:			345.01
Vendor: 00113 - ARNOLD MOTOR SUPPLY LLP			
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
ARNOLD MOTOR SUPPLY LLP	#11 OIL FILTER	VEHICLE REPAIR/MAINT	5.29
ARNOLD MOTOR SUPPLY LLP	#8 SERVICE	VEHICLE REPAIR/MAINT	71.95
Department 210 - STREETS Total:			77.24
Fund 110 - ROAD USE TAX Total:			77.24

Expense Approval Report

Payment Dates: 4/24/2026 - 5/7/2026

Vendor Name	Description (Payable)	Account Name	Amount
Vendor: 00113 - ARNOLD MOTOR SUPPLY LLP			
Fund: 610 - SEWER			
Department: 815 - SEWER			
ARNOLD MOTOR SUPPLY LLP	UNIT 29 PARTS	VEHICLE REPAIR/MAINT	128.83
		Department 815 - SEWER Total:	128.83
		Fund 610 - SEWER Total:	128.83
		Vendor 00113 - ARNOLD MOTOR SUPPLY LLP Total:	206.07
Vendor: 00111 - BARD MATERIALS			
Fund: 600 - WATER			
Department: 810 - WATER			
BARD MATERIALS	STREET PATCH WM BREAK	STREET MAINT/REPAIR	996.79
BARD MATERIALS	S 5TH ST MAIN BREAK	STREET MAINT/REPAIR	857.89
BARD MATERIALS	STREET PATCH WM BREAK	STREET MAINT/REPAIR	528.35
BARD MATERIALS	WATER MAIN BREAK	STREET MAINT/REPAIR	370.51
		Department 810 - WATER Total:	2,753.54
		Fund 600 - WATER Total:	2,753.54
		Vendor 00111 - BARD MATERIALS Total:	2,753.54
Vendor: 00116 - BASE			
Fund: 112 - EMPLOYEE BENEFITS			
Department: 699 - OTHER GENERAL GOVERNMENT			
BASE	SELF INSURANCE/HRA ADMIN...	SELF INSURANCE/HRA/BENEFI...	134.00
		Department 699 - OTHER GENERAL GOVERNMENT Total:	134.00
		Fund 112 - EMPLOYEE BENEFITS Total:	134.00
		Vendor 00116 - BASE Total:	134.00
Vendor: 00193 - CARRICO AQUATIC RESOURCES INC			
Fund: 001 - GENERAL			
Department: 435 - AQUATIC CENTER			
CARRICO AQUATIC RESOURCE...	WATER MGT AGREEMENT	CHEMICALS	4,075.00
		Department 435 - AQUATIC CENTER Total:	4,075.00
		Fund 001 - GENERAL Total:	4,075.00
		Vendor 00193 - CARRICO AQUATIC RESOURCES INC Total:	4,075.00
Vendor: 00209 - CENTER POINT INC			
Fund: 001 - GENERAL			
Department: 410 - LIBRARY			
CENTER POINT INC	LG PRINT BOOKS	LIBRARY MATERIALS	88.69
		Department 410 - LIBRARY Total:	88.69
		Fund 001 - GENERAL Total:	88.69
		Vendor 00209 - CENTER POINT INC Total:	88.69
Vendor: 00234 - CITY LAUNDERING INC			
Fund: 001 - GENERAL			
Department: 620 - CITY ADMINISTRATION			
CITY LAUNDERING INC	RUG MAINTENANCE	BUILDING/GROUNDS	82.87
		Department 620 - CITY ADMINISTRATION Total:	82.87
		Fund 001 - GENERAL Total:	82.87
		Vendor 00234 - CITY LAUNDERING INC Total:	82.87
Vendor: 01817 - COPY SYSTEMS INC			
Fund: 600 - WATER			
Department: 810 - WATER			
COPY SYSTEMS INC	SEALER	OPERATING SUPPLIES	22.50
		Department 810 - WATER Total:	22.50
		Fund 600 - WATER Total:	22.50

Expense Approval Report

Payment Dates: 4/24/2026 - 5/7/2026

Vendor Name	Description (Payable)	Account Name	Amount
Fund: 610 - SEWER			
Department: 815 - SEWER			
COPY SYSTEMS INC	SEALER	OFFICE SUPPLIES	22.50
		Department 815 - SEWER Total:	22.50
		Fund 610 - SEWER Total:	22.50
		Vendor 01817 - COPY SYSTEMS INC Total:	45.00
Vendor: 00165 - DAKOTA SUPPLY GROUP INC			
Fund: 320 - SUBDIVISION PROJECTS			
Department: 750 - CAPITAL PROJECTS			
DAKOTA SUPPLY GROUP INC	OAKVIEW SUBDIVISION	OAKVIEW SUBDIVISION	24,493.00
		Department 750 - CAPITAL PROJECTS Total:	24,493.00
		Fund 320 - SUBDIVISION PROJECTS Total:	24,493.00
		Vendor 00165 - DAKOTA SUPPLY GROUP INC Total:	24,493.00
Vendor: 00355 - DELAWARE COUNTY SOLID WASTE COMMISSION			
Fund: 001 - GENERAL			
Department: 290 - SOLID WASTE			
DELAWARE COUNTY SOLID W...	MONTHLY LANDFILL CHARGES	LANDFILL CHARGE	1,046.40
		Department 290 - SOLID WASTE Total:	1,046.40
		Fund 001 - GENERAL Total:	1,046.40
		Vendor 00355 - DELAWARE COUNTY SOLID WASTE COMMISSION Total:	1,046.40
Vendor: 00393 - DOG WASTE DEPOT			
Fund: 001 - GENERAL			
Department: 430 - PARKS & RECREATION			
DOG WASTE DEPOT	DOG WASTE BAGS	OPERATING SUPPLIES	273.51
		Department 430 - PARKS & RECREATION Total:	273.51
		Fund 001 - GENERAL Total:	273.51
		Vendor 00393 - DOG WASTE DEPOT Total:	273.51
Vendor: 00396 - DOLAN INSURANCE AGENCY			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
DOLAN INSURANCE AGENCY	EMC ANNUAL INSURANCE PR...	GENERAL INSURANCE	45,426.67
		Department 110 - POLICE Total:	45,426.67
Department: 150 - FIRE			
DOLAN INSURANCE AGENCY	EMC ANNUAL INSURANCE PR...	GENERAL INSURANCE	30,972.31
		Department 150 - FIRE Total:	30,972.31
Department: 190 - ANIMAL CONTROL			
DOLAN INSURANCE AGENCY	EMC ANNUAL INSURANCE PR...	GENERAL INSURANCE	112.71
		Department 190 - ANIMAL CONTROL Total:	112.71
Department: 210 - STREETS			
DOLAN INSURANCE AGENCY	EMC ANNUAL INSURANCE PR...	GENERAL INSURANCE	38,032.75
		Department 210 - STREETS Total:	38,032.75
Department: 280 - AIRPORT			
DOLAN INSURANCE AGENCY	EMC ANNUAL INSURANCE PR...	GENERAL INSURANCE	2,470.54
		Department 280 - AIRPORT Total:	2,470.54
Department: 410 - LIBRARY			
DOLAN INSURANCE AGENCY	EMC ANNUAL INSURANCE PR...	GENERAL INSURANCE	9,061.74
		Department 410 - LIBRARY Total:	9,061.74
Department: 430 - PARKS & RECREATION			
DOLAN INSURANCE AGENCY	EMC ANNUAL INSURANCE PR...	GENERAL INSURANCE	16,496.00
		Department 430 - PARKS & RECREATION Total:	16,496.00
Department: 435 - AQUATIC CENTER			
DOLAN INSURANCE AGENCY	EMC ANNUAL INSURANCE PR...	GENERAL INSURANCE	10,068.44
		Department 435 - AQUATIC CENTER Total:	10,068.44

Expense Approval Report

Payment Dates: 4/24/2026 - 5/7/2026

Vendor Name	Description (Payable)	Account Name	Amount
Department: 445 - SPORTS COMPLEX			
DOLAN INSURANCE AGENCY	EMC ANNUAL INSURANCE PR...	GENERAL INSURANCE	1,964.37
Department 445 - SPORTS COMPLEX Total:			1,964.37
Department: 530 - BUILDING/HOUSING			
DOLAN INSURANCE AGENCY	EMC ANNUAL INSURANCE PR...	GENERAL INSURANCE	2,081.47
Department 530 - BUILDING/HOUSING Total:			2,081.47
Department: 620 - CITY ADMINISTRATION			
DOLAN INSURANCE AGENCY	EMC ANNUAL INSURANCE PR...	GENERAL INSURANCE	15,089.70
Department 620 - CITY ADMINISTRATION Total:			15,089.70
Fund 001 - GENERAL Total:			171,776.70
Fund: 600 - WATER			
Department: 810 - WATER			
DOLAN INSURANCE AGENCY	EMC ANNUAL INSURANCE PR...	GENERAL INSURANCE	32,482.91
Department 810 - WATER Total:			32,482.91
Fund 600 - WATER Total:			32,482.91
Fund: 610 - SEWER			
Department: 815 - SEWER			
DOLAN INSURANCE AGENCY	EMC ANNUAL INSURANCE PR...	GENERAL INSURANCE	51,718.28
Department 815 - SEWER Total:			51,718.28
Fund 610 - SEWER Total:			51,718.28
Vendor 00396 - DOLAN INSURANCE AGENCY Total:			255,977.89
Vendor: 00399 - DON & WALT LLC			
Fund: 001 - GENERAL			
Department: 430 - PARKS & RECREATION			
DON & WALT LLC	DENTON PARK REPAIR	BUILDING/GROUNDS	910.64
Department 430 - PARKS & RECREATION Total:			910.64
Fund 001 - GENERAL Total:			910.64
Vendor 00399 - DON & WALT LLC Total:			910.64
Vendor: 00438 - ECIA			
Fund: 001 - GENERAL			
Department: 530 - BUILDING/HOUSING			
ECIA	IEDA COMP ADMIN	PROFESSIONAL/LEGAL FEES	643.50
Department 530 - BUILDING/HOUSING Total:			643.50
Fund 001 - GENERAL Total:			643.50
Vendor 00438 - ECIA Total:			643.50
Vendor: 00478 - ERIN LEARN PETTY CASH			
Fund: 001 - GENERAL			
Department: 445 - SPORTS COMPLEX			
ERIN LEARN PETTY CASH	SPORTS COMPLEX START-UP ...	CONCESSION SUPPLIES	400.00
Department 445 - SPORTS COMPLEX Total:			400.00
Fund 001 - GENERAL Total:			400.00
Vendor 00478 - ERIN LEARN PETTY CASH Total:			400.00
Vendor: 00490 - FAREWAY STORES INC			
Fund: 001 - GENERAL			
Department: 435 - AQUATIC CENTER			
FAREWAY STORES INC	CONCESSIONS	CONCESSION SUPPLIES	1,100.00
Department 435 - AQUATIC CENTER Total:			1,100.00
Department: 445 - SPORTS COMPLEX			
FAREWAY STORES INC	CONCESSIONS	CONCESSION SUPPLIES	2,032.66
FAREWAY STORES INC	COMPLEX CLEANING	BUILDING/GROUNDS	31.73
FAREWAY STORES INC	COMPLEX CONCESSIONS	CONCESSION SUPPLIES	119.92

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Vendor Name	Description (Payable)	Account Name	Amount
FAREWAY STORES INC	COMPLEX CONCESSIONS	CONCESSION SUPPLIES	104.78
Department 445 - SPORTS COMPLEX Total:			2,289.09
Fund 001 - GENERAL Total:			3,389.09
Vendor 00490 - FAREWAY STORES INC Total:			3,389.09
Vendor: 00495 - FASTENAL COMPANY INC			
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
FASTENAL COMPANY INC	WATER HOOKUP SUPPLIES	OPERATING SUPPLIES	569.92
Department 210 - STREETS Total:			569.92
Fund 110 - ROAD USE TAX Total:			569.92
Vendor 00495 - FASTENAL COMPANY INC Total:			569.92
Vendor: 00536 - GALLS LLC			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
GALLS LLC	PD UNIFORM	UNIFORM ALLOWANCE	369.99
Department 110 - POLICE Total:			369.99
Fund 001 - GENERAL Total:			369.99
Vendor 00536 - GALLS LLC Total:			369.99
Vendor: 00552 - GIENAPP CONSTRUCTION & OVERHEAD DOORS			
Fund: 600 - WATER			
Department: 810 - WATER			
GIENAPP CONSTRUCTION & O...	WTR OVERHEAD DOOR	OPERATING SUPPLIES	110.00
Department 810 - WATER Total:			110.00
Fund 600 - WATER Total:			110.00
Vendor 00552 - GIENAPP CONSTRUCTION & OVERHEAD DOORS Total:			110.00
Vendor: 01955 - GUDENKAUF TRAILER SERVICES			
Fund: 001 - GENERAL			
Department: 510 - COMMUNITY BEAUTIFICATION			
GUDENKAUF TRAILER SERVICES	FENCE POST	BUILDING/GROUNDS	121.00
Department 510 - COMMUNITY BEAUTIFICATION Total:			121.00
Fund 001 - GENERAL Total:			121.00
Vendor 01955 - GUDENKAUF TRAILER SERVICES Total:			121.00
Vendor: 00603 - HAUSERS WATER SYSTEMS INC			
Fund: 600 - WATER			
Department: 810 - WATER			
HAUSERS WATER SYSTEMS INC	WATER TREATMENT SUPPLIES	OPERATING SUPPLIES	40.45
Department 810 - WATER Total:			40.45
Fund 600 - WATER Total:			40.45
Vendor 00603 - HAUSERS WATER SYSTEMS INC Total:			40.45
Vendor: 00606 - HAWKINS INC			
Fund: 600 - WATER			
Department: 810 - WATER			
HAWKINS INC	CHEMICALS	CHEMICALS/SALT	771.53
Department 810 - WATER Total:			771.53
Fund 600 - WATER Total:			771.53
Vendor 00606 - HAWKINS INC Total:			771.53
Vendor: 00644 - IA DEPT OF INSPECTIONS, APPEALS & LICENSING			
Fund: 001 - GENERAL			
Department: 410 - LIBRARY			
IA DEPT OF INSPECTIONS, APP...	LIB BOILER INSPECTION	BUILDING/GROUNDS	120.00
Department 410 - LIBRARY Total:			120.00

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Vendor Name	Description (Payable)	Account Name	Amount
Department: 620 - CITY ADMINISTRATION			
IA DEPT OF INSPECTIONS, APP...	CITY HALL BOILERS	BUILDING/GROUNDS	40.00
			Department 620 - CITY ADMINISTRATION Total:
			40.00
			Fund 001 - GENERAL Total:
			160.00
			Vendor 00644 - IA DEPT OF INSPECTIONS, APPEALS & LICENSING Total:
			160.00
Vendor: 00708 - IA ONE CALL			
Fund: 600 - WATER			
Department: 810 - WATER			
IA ONE CALL	W/S LOCATES	ONE CALL FEES	104.65
			Department 810 - WATER Total:
			104.65
			Fund 600 - WATER Total:
			104.65
Fund: 610 - SEWER			
Department: 815 - SEWER			
IA ONE CALL	W/S LOCATES	ONE CALL FEES	104.65
			Department 815 - SEWER Total:
			104.65
			Fund 610 - SEWER Total:
			104.65
			Vendor 00708 - IA ONE CALL Total:
			209.30
Vendor: 00690 - INGRAM LIBRARY SERVICES INC			
Fund: 001 - GENERAL			
Department: 410 - LIBRARY			
INGRAM LIBRARY SERVICES INC	LIB BOOKS	LIBRARY MATERIALS	92.40
			Department 410 - LIBRARY Total:
			92.40
			Fund 001 - GENERAL Total:
			92.40
			Vendor 00690 - INGRAM LIBRARY SERVICES INC Total:
			92.40
Vendor: 01408 - IOWA SOLUTIONS (TECHNICOM)			
Fund: 001 - GENERAL			
Department: 620 - CITY ADMINISTRATION			
IOWA SOLUTIONS (TECHNIC...	ADMIN PHONE UPDATE	OFFICE SUPPLIES	72.00
			Department 620 - CITY ADMINISTRATION Total:
			72.00
			Fund 001 - GENERAL Total:
			72.00
			Vendor 01408 - IOWA SOLUTIONS (TECHNICOM) Total:
			72.00
Vendor: 00719 - J & R SUPPLY INC			
Fund: 320 - SUBDIVISION PROJECTS			
Department: 750 - CAPITAL PROJECTS			
J & R SUPPLY INC	SERVICE LINE PART	OAKVIEW SUBDIVISION	651.00
			Department 750 - CAPITAL PROJECTS Total:
			651.00
			Fund 320 - SUBDIVISION PROJECTS Total:
			651.00
Fund: 324 - STREET PROJECTS			
Department: 210 - STREETS			
J & R SUPPLY INC	SERVICE LINE FITTINGS	ANDERSON STREET PROJECT	900.00
			Department 210 - STREETS Total:
			900.00
			Fund 324 - STREET PROJECTS Total:
			900.00
			Vendor 00719 - J & R SUPPLY INC Total:
			1,551.00
Vendor: 01901 - JASMINE WHITE			
Fund: 001 - GENERAL			
Department: 280 - AIRPORT			
JASMINE WHITE	AIRPORT MAINTENANCE	BUILDING/GROUNDS	40.00
JASMINE WHITE	AIRPORT MAINTENANCE	BUILDING/GROUNDS	40.00
			Department 280 - AIRPORT Total:
			80.00
			Fund 001 - GENERAL Total:
			80.00
			Vendor 01901 - JASMINE WHITE Total:
			80.00

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Vendor Name	Description (Payable)	Account Name	Amount
Vendor: 00769 - JOHN DEERE FINANCIAL			
Fund: 001 - GENERAL			
Department: 150 - FIRE			
JOHN DEERE FINANCIAL	SUPPLIES	OPERATING SUPPLIES	13.98
		Department 150 - FIRE Total:	13.98
Department: 510 - COMMUNITY BEAUTIFICATION			
JOHN DEERE FINANCIAL	SUPPLIES	BUILDING/GROUNDS	508.94
		Department 510 - COMMUNITY BEAUTIFICATION Total:	508.94
		Fund 001 - GENERAL Total:	522.92
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
JOHN DEERE FINANCIAL	SUPPLIES	OPERATING SUPPLIES	95.94
		Department 210 - STREETS Total:	95.94
		Fund 110 - ROAD USE TAX Total:	95.94
Fund: 168 - PARK GIFT & TRUST			
Department: 430 - PARKS & RECREATION			
JOHN DEERE FINANCIAL	SUPPLIES	DOG PARK EXPENSES	38.32
		Department 430 - PARKS & RECREATION Total:	38.32
		Fund 168 - PARK GIFT & TRUST Total:	38.32
Fund: 600 - WATER			
Department: 810 - WATER			
JOHN DEERE FINANCIAL	SUPPLIES	OPERATING SUPPLIES	105.59
		Department 810 - WATER Total:	105.59
		Fund 600 - WATER Total:	105.59
Fund: 610 - SEWER			
Department: 815 - SEWER			
JOHN DEERE FINANCIAL	SUPPLIES	VEHICLE REPAIR/MAINT	31.66
		Department 815 - SEWER Total:	31.66
		Fund 610 - SEWER Total:	31.66
		Vendor 00769 - JOHN DEERE FINANCIAL Total:	794.43
Vendor: 02068 - JW PEPPER			
Fund: 001 - GENERAL			
Department: 430 - PARKS & RECREATION			
JW PEPPER	SHEET MUSIC	REC SUPPLIES	359.00
JW PEPPER	MUNICIPAL BAND MUSIC	REC SUPPLIES	80.30
		Department 430 - PARKS & RECREATION Total:	439.30
		Fund 001 - GENERAL Total:	439.30
		Vendor 02068 - JW PEPPER Total:	439.30
Vendor: 00794 - KAMMILLER TREE SERVICE LLC			
Fund: 001 - GENERAL			
Department: 510 - COMMUNITY BEAUTIFICATION			
KAMMILLER TREE SERVICE LLC	TREE REMOVAL	TREE REMOVALS/CHIPPING F...	1,400.00
		Department 510 - COMMUNITY BEAUTIFICATION Total:	1,400.00
		Fund 001 - GENERAL Total:	1,400.00
		Vendor 00794 - KAMMILLER TREE SERVICE LLC Total:	1,400.00
Vendor: 01948 - KANOPY, INC			
Fund: 001 - GENERAL			
Department: 410 - LIBRARY			
KANOPY, INC	LIB SUBSCRIPTION	DUES/SUBSCRIPTIONS	10.00
		Department 410 - LIBRARY Total:	10.00
		Fund 001 - GENERAL Total:	10.00
		Vendor 01948 - KANOPY, INC Total:	10.00

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Vendor Name	Description (Payable)	Account Name	Amount
Vendor: 00826 - KLUESNER CONSTRUCTION INC Fund: 600 - WATER Department: 810 - WATER KLUESNER CONSTRUCTION INC	WATER MAIN BREAK PATCH	STREET MAINT/REPAIR	2,695.00
		Department 810 - WATER Total:	2,695.00
		Fund 600 - WATER Total:	2,695.00
		Vendor 00826 - KLUESNER CONSTRUCTION INC Total:	2,695.00
Vendor: 00828 - KLUESNER SANITATION LLC Fund: 001 - GENERAL Department: 290 - SOLID WASTE KLUESNER SANITATION LLC	MONTHLY GARBAGE/RECYCLI...	GARBAGE CONTRACT	28,835.39
		Department 290 - SOLID WASTE Total:	28,835.39
		Fund 001 - GENERAL Total:	28,835.39
		Vendor 00828 - KLUESNER SANITATION LLC Total:	28,835.39
Vendor: 00830 - KMCH INC/DEL CO BROADCASTING INC Fund: 001 - GENERAL Department: 470 - SPECIAL EVENTS KMCH INC/DEL CO BROADCAS...	RADIO ANNOUNCEMENTS	PUBLIC RELATIONS/PUBLICAT...	468.00
		Department 470 - SPECIAL EVENTS Total:	468.00
		Fund 001 - GENERAL Total:	468.00
		Vendor 00830 - KMCH INC/DEL CO BROADCASTING INC Total:	468.00
Vendor: 01724 - L2 BRANDS LLC Fund: 001 - GENERAL Department: 699 - OTHER GENERAL GOVERNMENT L2 BRANDS LLC	UNIFORM SUPPLIES	REFUNDS/MISC	468.41
		Department 699 - OTHER GENERAL GOVERNMENT Total:	468.41
		Fund 001 - GENERAL Total:	468.41
		Vendor 01724 - L2 BRANDS LLC Total:	468.41
Vendor: 00910 - LYNCH DALLAS PC Fund: 001 - GENERAL Department: 280 - AIRPORT LYNCH DALLAS PC	LEGAL SERVICES. ADMIN	LEGAL/PROFESSIONAL	600.00
		Department 280 - AIRPORT Total:	600.00
Department: 530 - BUILDING/HOUSING LYNCH DALLAS PC	LEGAL	NUISANCE ENFORCEMENT	424.00
		Department 530 - BUILDING/HOUSING Total:	424.00
Department: 540 - PLANNING/ZONING LYNCH DALLAS PC	LEGAL SERVICES. ADMIN	PROFESSIONAL/LEGAL FEES	264.00
		Department 540 - PLANNING/ZONING Total:	264.00
Department: 620 - CITY ADMINISTRATION LYNCH DALLAS PC LYNCH DALLAS PC	LEGAL SERVICES. ADMIN LEGAL SERVICES	PROFESSIONAL/LEGAL FEES PROFESSIONAL/LEGAL FEES	1,536.00 216.00
		Department 620 - CITY ADMINISTRATION Total:	1,752.00
		Fund 001 - GENERAL Total:	3,040.00
		Vendor 00910 - LYNCH DALLAS PC Total:	3,040.00
Vendor: 00967 - MASTERPIECE CLEANING LLC Fund: 001 - GENERAL Department: 110 - POLICE MASTERPIECE CLEANING LLC	CUSTODIAL	SALARIES	400.00
		Department 110 - POLICE Total:	400.00

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Vendor Name	Description (Payable)	Account Name	Amount
Department: 620 - CITY ADMINISTRATION			
MASTERPIECE CLEANING LLC	CUSTODIAL	SALARIES	400.00
		Department 620 - CITY ADMINISTRATION Total:	400.00
		Fund 001 - GENERAL Total:	800.00
		Vendor 00967 - MASTERPIECE CLEANING LLC Total:	800.00
Vendor: 00986 - MEDIACOM INC			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
MEDIACOM INC	PHONE/INTERNET	TELEPHONE/INTERNET	30.59
		Department 110 - POLICE Total:	30.59
Department: 620 - CITY ADMINISTRATION			
MEDIACOM INC	PHONE/INTERNET	TELEPHONE/INTERNET	56.08
		Department 620 - CITY ADMINISTRATION Total:	56.08
		Fund 001 - GENERAL Total:	86.67
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
MEDIACOM INC	PHONE/INTERNET	TELEPHONE/INTERNET	56.07
		Department 210 - STREETS Total:	56.07
		Fund 110 - ROAD USE TAX Total:	56.07
Fund: 600 - WATER			
Department: 810 - WATER			
MEDIACOM INC	PHONE/INTERNET	TELEPHONE/INTERNET	56.08
		Department 810 - WATER Total:	56.08
		Fund 600 - WATER Total:	56.08
Fund: 610 - SEWER			
Department: 815 - SEWER			
MEDIACOM INC	PHONE/INTERNET	TELEPHONE/INTERNET	56.08
		Department 815 - SEWER Total:	56.08
		Fund 610 - SEWER Total:	56.08
		Vendor 00986 - MEDIACOM INC Total:	254.90
Vendor: 01723 - MICROBAC LABORATORIES INC			
Fund: 600 - WATER			
Department: 810 - WATER			
MICROBAC LABORATORIES INC	LAB TEST	TESTING	19.50
		Department 810 - WATER Total:	19.50
		Fund 600 - WATER Total:	19.50
Fund: 610 - SEWER			
Department: 815 - SEWER			
MICROBAC LABORATORIES INC	LAB TESTS	TESTING	191.50
		Department 815 - SEWER Total:	191.50
		Fund 610 - SEWER Total:	191.50
		Vendor 01723 - MICROBAC LABORATORIES INC Total:	211.00
Vendor: 01021 - MIDWEST TAPE LLC/HOOPLA			
Fund: 001 - GENERAL			
Department: 410 - LIBRARY			
MIDWEST TAPE LLC/HOOPLA	LIBRARY MATERIALS	LIBRARY MATERIALS	47.98
		Department 410 - LIBRARY Total:	47.98
		Fund 001 - GENERAL Total:	47.98
		Vendor 01021 - MIDWEST TAPE LLC/HOOPLA Total:	47.98
Vendor: 01056 - MYERS COX CO			
Fund: 001 - GENERAL			
Department: 445 - SPORTS COMPLEX			
MYERS COX CO	COMPLEX CONCESSIONS	CONCESSION SUPPLIES	1,355.22

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Vendor Name	Description (Payable)	Account Name	Amount
MYERS COX CO	COMPLEX CONCESSIONS	CONCESSION SUPPLIES	649.50
		Department 445 - SPORTS COMPLEX Total:	2,004.72
		Fund 001 - GENERAL Total:	2,004.72
		Vendor 01056 - MYERS COX CO Total:	2,004.72
Vendor: 01123 - PALMER HARDWARE INC			
Fund: 001 - GENERAL			
Department: 280 - AIRPORT			
PALMER HARDWARE INC	SUPPLIES	BUILDING/GROUNDS	32.95
		Department 280 - AIRPORT Total:	32.95
Department: 430 - PARKS & RECREATION			
PALMER HARDWARE INC	SUPPLIES	BUILDING/GROUNDS	230.25
		Department 430 - PARKS & RECREATION Total:	230.25
Department: 435 - AQUATIC CENTER			
PALMER HARDWARE INC	SUPPLIES	BUILDING/GROUNDS	152.96
		Department 435 - AQUATIC CENTER Total:	152.96
Department: 445 - SPORTS COMPLEX			
PALMER HARDWARE INC	SUPPLIES	COMPLEX - CITY ONLY EXPENS...	11.50
		Department 445 - SPORTS COMPLEX Total:	11.50
Department: 620 - CITY ADMINISTRATION			
PALMER HARDWARE INC	SUPPLIES	BUILDING/GROUNDS	18.00
		Department 620 - CITY ADMINISTRATION Total:	18.00
		Fund 001 - GENERAL Total:	445.66
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
PALMER HARDWARE INC	SUPPLIES	OPERATING SUPPLIES	21.52
		Department 210 - STREETS Total:	21.52
		Fund 110 - ROAD USE TAX Total:	21.52
Fund: 168 - PARK GIFT & TRUST			
Department: 430 - PARKS & RECREATION			
PALMER HARDWARE INC	SUPPLIES	DISC GOLF EXPENSES	32.97
		Department 430 - PARKS & RECREATION Total:	32.97
		Fund 168 - PARK GIFT & TRUST Total:	32.97
Fund: 600 - WATER			
Department: 810 - WATER			
PALMER HARDWARE INC	SUPPLIES	OPERATING SUPPLIES	85.97
		Department 810 - WATER Total:	85.97
		Fund 600 - WATER Total:	85.97
Fund: 610 - SEWER			
Department: 815 - SEWER			
PALMER HARDWARE INC	SUPPLIES	BUILDING/GROUNDS	239.99
		Department 815 - SEWER Total:	239.99
		Fund 610 - SEWER Total:	239.99
		Vendor 01123 - PALMER HARDWARE INC Total:	826.11
Vendor: 01134 - PEPSI COLA BOTTLING CO			
Fund: 001 - GENERAL			
Department: 445 - SPORTS COMPLEX			
PEPSI COLA BOTTLING CO	CONCESSIONS	CONCESSION SUPPLIES	3,078.80
		Department 445 - SPORTS COMPLEX Total:	3,078.80
		Fund 001 - GENERAL Total:	3,078.80
		Vendor 01134 - PEPSI COLA BOTTLING CO Total:	3,078.80

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Vendor Name	Description (Payable)	Account Name	Amount
Vendor: 01182 - PRICE ELECTRIC INC			
Fund: 001 - GENERAL			
Department: 410 - LIBRARY			
PRICE ELECTRIC INC	SERVER ROOM OUTLET	EQUIP REPAIR/MAINT	135.15
		Department 410 - LIBRARY Total:	135.15
Department: 435 - AQUATIC CENTER			
PRICE ELECTRIC INC	POOL PUMP REPAIR	BUILDING/GROUNDS	125.00
		Department 435 - AQUATIC CENTER Total:	125.00
		Fund 001 - GENERAL Total:	260.15
		Vendor 01182 - PRICE ELECTRIC INC Total:	260.15
Vendor: 01242 - RICHARD MCCRABB			
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
RICHARD MCCRABB	MOWING: EAST MAIN SHOP L...	MOWING CONTRACT	140.00
		Department 210 - STREETS Total:	140.00
		Fund 110 - ROAD USE TAX Total:	140.00
		Vendor 01242 - RICHARD MCCRABB Total:	140.00
Vendor: 01805 - ROOF, GERDES, ERLBACHER, PLC			
Fund: 001 - GENERAL			
Department: 290 - SOLID WASTE			
ROOF, GERDES, ERLBACHER, P...	FY 2025 AUDIT	PROFESSIONAL/LEGAL FEES	2,218.50
		Department 290 - SOLID WASTE Total:	2,218.50
Department: 620 - CITY ADMINISTRATION			
ROOF, GERDES, ERLBACHER, P...	AUDIT	PROFESSIONAL/LEGAL FEES	500.00
ROOF, GERDES, ERLBACHER, P...	FY 2025 AUDIT	PROFESSIONAL/LEGAL FEES	2,218.50
		Department 620 - CITY ADMINISTRATION Total:	2,718.50
		Fund 001 - GENERAL Total:	4,937.00
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
ROOF, GERDES, ERLBACHER, P...	FY 2025 AUDIT	PROFESSIONAL/LEGAL FEES	2,218.50
		Department 210 - STREETS Total:	2,218.50
		Fund 110 - ROAD USE TAX Total:	2,218.50
Fund: 600 - WATER			
Department: 810 - WATER			
ROOF, GERDES, ERLBACHER, P...	FY 2025 AUDIT	PROFESSIONAL/LEGAL FEES	2,218.50
		Department 810 - WATER Total:	2,218.50
		Fund 600 - WATER Total:	2,218.50
Fund: 610 - SEWER			
Department: 815 - SEWER			
ROOF, GERDES, ERLBACHER, P...	FY 2025 AUDIT	PROFESSIONAL/LEGAL FEES	2,218.50
		Department 815 - SEWER Total:	2,218.50
		Fund 610 - SEWER Total:	2,218.50
		Vendor 01805 - ROOF, GERDES, ERLBACHER, PLC Total:	11,592.50
Vendor: 01796 - SARAH TAYLOR MARKETING LLC			
Fund: 003 - HOTEL/MOTEL TAX			
Department: 499 - OTHER CULTURE/RECREATION			
SARAH TAYLOR MARKETING L...	RAGBRAI FACEBOOK	RAGBRAI EXPENSES	1,299.00
SARAH TAYLOR MARKETING L...	SOCIAL MEDIA	TOURISM/MARKETING	759.00
		Department 499 - OTHER CULTURE/RECREATION Total:	2,058.00
		Fund 003 - HOTEL/MOTEL TAX Total:	2,058.00
		Vendor 01796 - SARAH TAYLOR MARKETING LLC Total:	2,058.00

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Vendor Name	Description (Payable)	Account Name	Amount
Vendor: 00952 - SCHMITZ JANITORIAL SUPPLY			
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
SCHMITZ JANITORIAL SUPPLY	VESTS	OPERATING SUPPLIES	130.00
		Department 210 - STREETS Total:	130.00
		Fund 110 - ROAD USE TAX Total:	130.00
		Vendor 00952 - SCHMITZ JANITORIAL SUPPLY Total:	130.00
Vendor: 01834 - SIMMONS PERRINE PLC			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
SIMMONS PERRINE PLC	LEGAL FEES	PROFESSIONAL/LEGAL FEES	12,223.32
		Department 110 - POLICE Total:	12,223.32
		Fund 001 - GENERAL Total:	12,223.32
		Vendor 01834 - SIMMONS PERRINE PLC Total:	12,223.32
Vendor: 01855 - SLM LAWN MOWING & TRIMMING			
Fund: 001 - GENERAL			
Department: 280 - AIRPORT			
SLM LAWN MOWING & TRIM...	MOWING CONTRACT	MOWING CONTRACT	891.67
		Department 280 - AIRPORT Total:	891.67
Department: 430 - PARKS & RECREATION			
SLM LAWN MOWING & TRIM...	MOWING CONTRACT	MOWING CONTRACT	1,562.50
		Department 430 - PARKS & RECREATION Total:	1,562.50
Department: 510 - COMMUNITY BEAUTIFICATION			
SLM LAWN MOWING & TRIM...	MOWING CONTRACT	MOWING CONTRACT (FEMA ...	796.67
		Department 510 - COMMUNITY BEAUTIFICATION Total:	796.67
		Fund 001 - GENERAL Total:	3,250.84
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
SLM LAWN MOWING & TRIM...	MOWING CONTRACT	MOWING CONTRACT	708.33
		Department 210 - STREETS Total:	708.33
		Fund 110 - ROAD USE TAX Total:	708.33
Fund: 600 - WATER			
Department: 810 - WATER			
SLM LAWN MOWING & TRIM...	MOWING CONTRACT	MOWING CONTRACT	704.17
		Department 810 - WATER Total:	704.17
		Fund 600 - WATER Total:	704.17
Fund: 610 - SEWER			
Department: 815 - SEWER			
SLM LAWN MOWING & TRIM...	MOWING CONTRACT	MOWING CONTRACT	370.83
		Department 815 - SEWER Total:	370.83
		Fund 610 - SEWER Total:	370.83
		Vendor 01855 - SLM LAWN MOWING & TRIMMING Total:	5,034.17
Vendor: 02067 - SPECTRUM PAINT			
Fund: 110 - ROAD USE TAX			
Department: 240 - TRAFFIC CONTROL/SAFETY			
SPECTRUM PAINT	TRAFFIC PAINT	STREET MAINT SUPPLIES (PAI...	6,579.84
		Department 240 - TRAFFIC CONTROL/SAFETY Total:	6,579.84
		Fund 110 - ROAD USE TAX Total:	6,579.84
		Vendor 02067 - SPECTRUM PAINT Total:	6,579.84

Expense Approval Report

Payment Dates: 4/24/2026 - 5/7/2026

Vendor Name	Description (Payable)	Account Name	Amount
Vendor: 01377 - STOREY KENWORTHY INC			
Fund: 001 - GENERAL			
Department: 430 - PARKS & RECREATION			
STOREY KENWORTHY INC	GARBAGE LINERS	BUILDING/GROUNDS	413.05
		Department 430 - PARKS & RECREATION Total:	413.05
		Fund 001 - GENERAL Total:	413.05
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
STOREY KENWORTHY INC	GARBAGE LINERS	BUILDING/GROUNDS	413.05
		Department 210 - STREETS Total:	413.05
		Fund 110 - ROAD USE TAX Total:	413.05
		Vendor 01377 - STOREY KENWORTHY INC Total:	826.10
Vendor: 00574 - SUNSHINE BOY WINDOW CLEANING SERVICE			
Fund: 001 - GENERAL			
Department: 410 - LIBRARY			
SUNSHINE BOY WINDOW CLE...	LIB MAINTENANCE	EQUIP REPAIR/MAINT	40.00
		Department 410 - LIBRARY Total:	40.00
		Fund 001 - GENERAL Total:	40.00
		Vendor 00574 - SUNSHINE BOY WINDOW CLEANING SERVICE Total:	40.00
Vendor: 01441 - THREE RIVERS FS			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
THREE RIVERS FS	VEHICLE FUEL	VEHICLE FUEL	2,195.71
		Department 110 - POLICE Total:	2,195.71
Department: 150 - FIRE			
THREE RIVERS FS	VEHICLE FUEL	VEHICLE FUEL	290.25
		Department 150 - FIRE Total:	290.25
Department: 430 - PARKS & RECREATION			
THREE RIVERS FS	VEHICLE FUEL	BUILDING/GROUNDS	20.86
THREE RIVERS FS	VEHICLE FUEL	BUILDING/GROUNDS	173.38
THREE RIVERS FS	VEHICLE FUEL	VEHICLE FUEL	312.90
		Department 430 - PARKS & RECREATION Total:	507.14
Department: 530 - BUILDING/HOUSING			
THREE RIVERS FS	VEHICLE FUEL	VEHICLE FUEL	97.11
		Department 530 - BUILDING/HOUSING Total:	97.11
		Fund 001 - GENERAL Total:	3,090.21
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
THREE RIVERS FS	VEHICLE FUEL	VEHICLE FUEL	2,429.85
THREE RIVERS FS	VEHICLE FUEL	ST MAINT SUPPL/OPS	185.00
		Department 210 - STREETS Total:	2,614.85
		Fund 110 - ROAD USE TAX Total:	2,614.85
Fund: 600 - WATER			
Department: 810 - WATER			
THREE RIVERS FS	VEHICLE FUEL	VEHICLE FUEL	325.24
		Department 810 - WATER Total:	325.24
		Fund 600 - WATER Total:	325.24
Fund: 610 - SEWER			
Department: 815 - SEWER			
THREE RIVERS FS	VEHICLE FUEL	VEHICLE FUEL	94.85
		Department 815 - SEWER Total:	94.85
		Fund 610 - SEWER Total:	94.85
		Vendor 01441 - THREE RIVERS FS Total:	6,125.15

Expense Approval Report

Payment Dates: 4/24/2026 - 5/7/2026

Vendor Name	Description (Payable)	Account Name	Amount
Vendor: 01699 - TNEMEC			
Fund: 001 - GENERAL			
Department: 435 - AQUATIC CENTER			
TNEMEC	POOL PAINT	BUILDING/GROUNDS	262.34
		Department 435 - AQUATIC CENTER Total:	262.34
		Fund 001 - GENERAL Total:	262.34
		Vendor 01699 - TNEMEC Total:	262.34
Vendor: 01172 - USPS			
Fund: 001 - GENERAL			
Department: 290 - SOLID WASTE			
USPS	UTILITY BILLING POSTAGE	POSTAGE	409.78
		Department 290 - SOLID WASTE Total:	409.78
		Fund 001 - GENERAL Total:	409.78
Fund: 600 - WATER			
Department: 810 - WATER			
USPS	UTILITY BILLING POSTAGE	POSTAGE	409.79
		Department 810 - WATER Total:	409.79
		Fund 600 - WATER Total:	409.79
Fund: 610 - SEWER			
Department: 815 - SEWER			
USPS	UTILITY BILLING POSTAGE	POSTAGE	409.91
		Department 815 - SEWER Total:	409.91
		Fund 610 - SEWER Total:	409.91
		Vendor 01172 - USPS Total:	1,229.48
Vendor: 01520 - WALMART			
Fund: 001 - GENERAL			
Department: 410 - LIBRARY			
WALMART	LIB SUPPLIES	PROGRAMS/EVENTS	29.03
WALMART	LIB SUPPLIES	OFFICE SUPPLIES	9.94
		Department 410 - LIBRARY Total:	38.97
		Fund 001 - GENERAL Total:	38.97
Fund: 610 - SEWER			
Department: 815 - SEWER			
WALMART	WWTP SUPPLIES	BUILDING/GROUNDS	158.00
		Department 815 - SEWER Total:	158.00
		Fund 610 - SEWER Total:	158.00
		Vendor 01520 - WALMART Total:	196.97
Vendor: 01563 - WIN LLC			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
WIN LLC	PHONE/INTERNET	TELEPHONE/INTERNET	168.35
		Department 110 - POLICE Total:	168.35
Department: 620 - CITY ADMINISTRATION			
WIN LLC	PHONE/INTERNET	TELEPHONE/INTERNET	168.35
		Department 620 - CITY ADMINISTRATION Total:	168.35
		Fund 001 - GENERAL Total:	336.70
		Vendor 01563 - WIN LLC Total:	336.70
Vendor: 01564 - WINDSTREAM			
Fund: 001 - GENERAL			
Department: 410 - LIBRARY			
WINDSTREAM	LIB PHONE	TELEPHONE/INTERNET	109.37
		Department 410 - LIBRARY Total:	109.37
		Fund 001 - GENERAL Total:	109.37

Expense Approval Report

Payment Dates: 4/24/2026 - 5/7/2026

Vendor Name	Description (Payable)	Account Name	Amount
Fund: 600 - WATER			
Department: 810 - WATER			
WINDSTREAM	WATER PHONE	TELEPHONE/INTERNET	118.16
		Department 810 - WATER Total:	118.16
		Fund 600 - WATER Total:	118.16
Fund: 610 - SEWER			
Department: 815 - SEWER			
WINDSTREAM	WWTP PHONE	TELEPHONE/INTERNET	302.76
		Department 815 - SEWER Total:	302.76
		Fund 610 - SEWER Total:	302.76
		Vendor 01564 - WINDSTREAM Total:	530.29
Vendor: 01567 - WOODWARD COMMUNICATIONS INC			
Fund: 001 - GENERAL			
Department: 620 - CITY ADMINISTRATION			
WOODWARD COMMUNICATI...	PRESS PUBLICATION FEES	PRINTING/PUBLICATION	410.57
		Department 620 - CITY ADMINISTRATION Total:	410.57
		Fund 001 - GENERAL Total:	410.57
		Vendor 01567 - WOODWARD COMMUNICATIONS INC Total:	410.57
		Grand Total:	398,466.68

Report Summary

Fund Summary

Fund	Expense Amount	Payment Amount
001 - GENERAL	254,123.26	254,123.26
003 - HOTEL/MOTEL TAX	2,058.00	2,058.00
110 - ROAD USE TAX	13,752.72	13,752.72
112 - EMPLOYEE BENEFITS	134.00	134.00
168 - PARK GIFT & TRUST	71.29	71.29
320 - SUBDIVISION PROJECTS	25,144.00	25,144.00
324 - STREET PROJECTS	900.00	900.00
600 - WATER	45,723.66	45,723.66
610 - SEWER	56,559.75	56,559.75
Grand Total:	398,466.68	398,466.68

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
001-110-60100	SALARIES	400.00	400.00
001-110-61810	UNIFORM ALLOWANCE	369.99	369.99
001-110-63310	VEHICLE FUEL	2,195.71	2,195.71
001-110-63730	TELEPHONE/INTERNET	198.94	198.94
001-110-64080	GENERAL INSURANCE	45,426.67	45,426.67
001-110-64110	PROFESSIONAL/LEGAL F...	12,223.32	12,223.32
001-110-64190	IT/COMPUTER SERVICES	24.47	24.47
001-150-63310	VEHICLE FUEL	290.25	290.25
001-150-64080	GENERAL INSURANCE	30,972.31	30,972.31
001-150-65040	MINOR EQUIPMENT	142.36	142.36
001-150-65060	OFFICE SUPPLIES	163.77	163.77
001-150-65070	OPERATING SUPPLIES	13.98	13.98
001-190-64080	GENERAL INSURANCE	112.71	112.71
001-210-64080	GENERAL INSURANCE	38,032.75	38,032.75
001-230-63710	STREET LIGHTING ELECT...	65.44	65.44
001-280-63100	BUILDING/GROUNDS	112.95	112.95
001-280-64080	GENERAL INSURANCE	2,470.54	2,470.54
001-280-64110	LEGAL/PROFESSIONAL	600.00	600.00
001-280-64850	MOWING CONTRACT	891.67	891.67
001-290-64110	PROFESSIONAL/LEGAL F...	2,218.50	2,218.50
001-290-64190	IT/COMPUTER SERVICES	42.83	42.83
001-290-64980	GARBAGE CONTRACT	28,835.39	28,835.39
001-290-64990	LANDFILL CHARGE	1,046.40	1,046.40
001-290-65080	POSTAGE	409.78	409.78
001-410-62100	DUES/SUBSCRIPTIONS	10.00	10.00
001-410-63100	BUILDING/GROUNDS	120.00	120.00
001-410-63500	EQUIP REPAIR/MAINT	175.15	175.15
001-410-63710	ELECTRICITY	775.48	775.48
001-410-63730	TELEPHONE/INTERNET	109.37	109.37
001-410-64080	GENERAL INSURANCE	9,061.74	9,061.74
001-410-64990	PROGRAMS/EVENTS	29.03	29.03
001-410-65020	LIBRARY MATERIALS	673.41	673.41
001-410-65060	OFFICE SUPPLIES	9.94	9.94
001-430-63100	BUILDING/GROUNDS	1,748.18	1,748.18
001-430-63310	VEHICLE FUEL	312.90	312.90
001-430-63710	ELECTRICITY	496.27	496.27
001-430-64080	GENERAL INSURANCE	16,496.00	16,496.00
001-430-64190	IT/COMPUTER SERVICES	24.47	24.47
001-430-64850	MOWING CONTRACT	1,562.50	1,562.50
001-430-65070	OPERATING SUPPLIES	273.51	273.51
001-430-65075	REC SUPPLIES	439.30	439.30
001-435-63100	BUILDING/GROUNDS	540.30	540.30
001-435-63710	ELECTRICITY	124.52	124.52
001-435-64080	GENERAL INSURANCE	10,068.44	10,068.44

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
001-435-65010	CHEMICALS	4,075.00	4,075.00
001-435-65030	CONCESSION SUPPLIES	1,100.00	1,100.00
001-445-63100	BUILDING/GROUNDS	31.73	31.73
001-445-63110	COMPLEX - CITY ONLY E...	11.50	11.50
001-445-63710	ELECTRICITY	193.13	193.13
001-445-64080	GENERAL INSURANCE	1,964.37	1,964.37
001-445-65030	CONCESSION SUPPLIES	7,740.88	7,740.88
001-470-64140	PUBLIC RELATIONS/PUBL...	468.00	468.00
001-510-63100	BUILDING/GROUNDS	629.94	629.94
001-510-63500	EQUIP REPAIR/MAINT	345.01	345.01
001-510-63990	TREE REMOVALS/CHIPPI...	1,400.00	1,400.00
001-510-64850	MOWING CONTRACT (F...	796.67	796.67
001-530-63310	VEHICLE FUEL	97.11	97.11
001-530-63990	NUISANCE ENFORCEME...	424.00	424.00
001-530-64080	GENERAL INSURANCE	2,081.47	2,081.47
001-530-64110	PROFESSIONAL/LEGAL F...	643.50	643.50
001-530-64190	IT/COMPUTER SERVICES	24.47	24.47
001-540-64110	PROFESSIONAL/LEGAL F...	264.00	264.00
001-620-60100	SALARIES	400.00	400.00
001-620-63100	BUILDING/GROUNDS	140.87	140.87
001-620-63730	TELEPHONE/INTERNET	224.43	224.43
001-620-64080	GENERAL INSURANCE	15,089.70	15,089.70
001-620-64110	PROFESSIONAL/LEGAL F...	4,470.50	4,470.50
001-620-64140	PRINTING/PUBLICATION	410.57	410.57
001-620-64190	IT/COMPUTER SERVICES	244.76	244.76
001-620-65060	OFFICE SUPPLIES	72.00	72.00
001-699-64970	REFUNDS/MISC	468.41	468.41
003-499-64900	TOURISM/MARKETING	759.00	759.00
003-499-64980	RAGBRAI EXPENSES	1,299.00	1,299.00
110-210-63100	BUILDING/GROUNDS	413.05	413.05
110-210-63310	VEHICLE FUEL	2,429.85	2,429.85
110-210-63320	VEHICLE REPAIR/MAINT	77.24	77.24
110-210-63730	TELEPHONE/INTERNET	56.07	56.07
110-210-64110	PROFESSIONAL/LEGAL F...	2,218.50	2,218.50
110-210-64170	ST MAINT SUPPL/OPS	185.00	185.00
110-210-64190	IT/COMPUTER SERVICES	42.83	42.83
110-210-64850	MOWING CONTRACT	848.33	848.33
110-210-65070	OPERATING SUPPLIES	817.38	817.38
110-240-63710	ELECTRICITY	84.63	84.63
110-240-64170	STREET MAINT SUPPLIES ..	6,579.84	6,579.84
112-699-61990	SELF INSURANCE/HRA/B...	134.00	134.00
168-430-67920	DISC GOLF EXPENSES	32.97	32.97
168-430-67930	DOG PARK EXPENSES	38.32	38.32
320-750-67710	OAKVIEW SUBDIVISION	25,144.00	25,144.00
324-210-67715	ANDERSON STREET PRO...	900.00	900.00
600-810-63200	STREET MAINT/REPAIR	5,448.54	5,448.54
600-810-63310	VEHICLE FUEL	325.24	325.24
600-810-63710	ELECTRICITY	2,657.25	2,657.25
600-810-63730	TELEPHONE/INTERNET	174.24	174.24
600-810-64080	GENERAL INSURANCE	32,482.91	32,482.91
600-810-64110	PROFESSIONAL/LEGAL F...	2,218.50	2,218.50
600-810-64190	IT/COMPUTER SERVICES	42.83	42.83
600-810-64210	TESTING	19.50	19.50
600-810-64220	ONE CALL FEES	104.65	104.65
600-810-64850	MOWING CONTRACT	704.17	704.17
600-810-65010	CHEMICALS/SALT	771.53	771.53
600-810-65070	OPERATING SUPPLIES	364.51	364.51
600-810-65080	POSTAGE	409.79	409.79

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
610-815-63100	BUILDING/GROUNDS	397.99	397.99
610-815-63310	VEHICLE FUEL	94.85	94.85
610-815-63320	VEHICLE REPAIR/MAINT	160.49	160.49
610-815-63710	ELECTRICITY	468.58	468.58
610-815-63730	TELEPHONE/INTERNET	358.84	358.84
610-815-64080	GENERAL INSURANCE	51,718.28	51,718.28
610-815-64110	PROFESSIONAL/LEGAL F...	2,218.50	2,218.50
610-815-64190	IT/COMPUTER SERVICES	42.83	42.83
610-815-64210	TESTING	191.50	191.50
610-815-64220	ONE CALL FEES	104.65	104.65
610-815-64850	MOWING CONTRACT	370.83	370.83
610-815-65060	OFFICE SUPPLIES	22.50	22.50
610-815-65080	POSTAGE	409.91	409.91
Grand Total:		398,466.68	398,466.68

Project Account Summary

Project Account Key	Expense Amount	Payment Amount
None	398,466.68	398,466.68
Grand Total:	398,466.68	398,466.68



April 23, 2026 | 11:00am | Manchester City Council Chambers

Committee Members: Jim Fisher, Craig Francois, Bill Scherbring, Pat Schmitz, Dean Sherman, Dan Stelken, Rick Seeley

City Staff Liaison: City Manager, Airport Sponsor/Street Superintendent Jason Haight

DCED Liaison: Director Donna Boss

MEI Liaison: Tirzah Wedewer

Present: Fischer, Francois, Scherbring, Schmitz (Zoom), Seeley, Sherman, Stelken

Absent: Donna Boss, Tirzah Wedewer, City Manager (Vacant)

Guests: Jason Haight, Jonathan Walter, Alexa Hazelton (Kirkham Michael), Anthony Bardgett (Kirkham Michael), Jay Blake, (River City Paving), Teams Call

Preconstruction Meeting

Rehabilitate Runway 18/12, AIP Project Number 3-19-0137-008-2025, KM No. 2412250

Project Dates: May 11 – July 1, 2026

- Full closure during construction; temporary reopening ~June 8–13 for curing
- Final closure for pavement markings after curing

Project Scope

- Asphalt repair, milling, 2” overlay, crack sealing
- Trench drain installation (north end)

Key Coordination

- **Spray season:** Runway available during critical window; some flexibility on final markings. Pat to contact Craig Woodley (spray tenant) about schedule and potential need to relocate aircraft temporarily
- **Access:** Use east gate only; avoid apron unless designated
- **Safety:** Marked vehicles, runway “X”, lights off/locked

Construction & Materials

- Virgin asphalt; standard load limits enforced
- Contractor responsible for testing and submittals
- FAA approval required for changes

Grants & Planning

- **Upcoming grant application for site grading and preparation.**
- **State grant (development readiness):**
 - ~\$299K (85/15 split)
 - Council review May 11; submit by May 15; no City obligation until grant agreement signed if awarded

Call Airport Committee Meeting to Order

The Airport Committee meeting was called to order at 12:01 p.m. by Jason Haight.

Review of and Discussion of Long-Term Planning

- **Topographic Survey proposal**
 - Separate proposal for topographic survey work. This is separate from the grant application.
 - The Topographic Survey is separate from the Drainage Study; drainage study would cover the entire airport area, including across the highway.
 - Can proceed with grant application for site grading as the Topographic Survey costs are not included in the grant
 - Drainage Study is premature at this phase.
- **Hangar Development**

- Board members expressed strong consensus wanting development to happen, but agreed to halt hangar development discussions pending input from the new City Manager. Board members thanked Walter for his patience.
- **Airport Maintenance**
 - Jason will look into dust control
 - New credit card reader at airport installed
 - Runway lights inspected

Other Items Before the Committee

- Airport Committee: Thursday, June 4, 2026 | Noon | City Council Chambers

Adjournment

The meeting adjourned at 11:55 p.m.

Laura K. Thomas, Airport Committee Secretary

SPECIAL CLASS "C" RETAIL ALCOHOL LICENSE APPLICATION

Business Information

Name of Legal Entity: TOP OF IOWA LUCKY WIFE LLC

FEIN: XX-XXX0457

Business Type: Limited Liability Company

This business is registered with the Secretary of State.

Business Number of Secretary of State: 723878

Premises Information

Premises DBA: LUCKY WIFE WINE SLUSHIES

Premises Address: 300 W MAIN ST MANCHESTER IA 52057

Premises Type: Special Event

Number of Floors: 1

Control of Premises: Lease

Is your premises equipped with at least one adequate, conveniently located indoor or outdoor toilet facility for use by patrons?

Yes

Does your premises conform to all local and state health, fire and building laws and regulations?

Yes

Is your establishment equipped with tables and seats to accommodate a minimum of 25?

Yes

License Information

Effective Date: 30-Jun-2026

Length of License Requested: 5DAY

Privilege(s) Requested

Outdoor Service - Allows the selling/serving of alcoholic beverages by the license/permit in a designated, adjacent outdoor area.

Provided description of the Outdoor Service Area:

city park

Endorsements

Local Authority: City of Manchester

Dramshop Company: FOUNDERS INSURANCE COMPANY

Ownership Information

Type	Name	ID Type	ID	DOB	Phone	Address	Percentage
Individual	BOLAND, TERI	SSN	***-**-1439	28-Jul-196 9		303 2ND STREET SOUTH SWEA CITY IA 50590	100.00

Criminal History Details

Has anyone listed on the Ownership page been charged or convicted of a felony offense in Iowa or any other state of the United States?

No

Has anyone listed on the Ownership page been convicted of any violation of any state, county, city, federal or foreign law? For traffic violations, only include those that are drug or alcohol related.

No

Criminal Violations

Contact Information

Contact Name: BARRY

Phone Number: 5153201091

Email Address: topofiowaluckywife@gmail.com

Address: 303 2ND ST S SWEA CITY IA 50590-1070

Attestation Information

Attestation Name: TERI BOLAND

Attestation Date: 24-Apr-2026



**APPLICATION
DOWNTOWN & COMMERCIAL
INCENTIVE PROGRAM**



Tim Vick
City Manager
208 E Main Street
Manchester, IA 52057
Ph 563.927.3636
tvick@manchester-ia.org

Jessica Pape
Executive Director
200 E Main Street
Manchester, IA 52057
Ph 563.927.4141
macc@manchesteriowa.org

PROGRAM(S) APPLIED FOR:

- ACQUISITION FAÇADE GRANT PARKING LOT ASSISTANCE
 AWNING PROGRAM INTERIOR GRANT SECOND STORY RENOVATION LOAN
 DESIGN ASSISTANCE

Application must be approved prior to work commencing. Applicant must attach narrative of scope of work, including proposed materials, design drawings, estimates of cost, and, upon completion, proof of payment. The City reserves the right to request additional information. All information supplied to the Downtown & Commercial Incentive Program Committee will be kept strictly confidential. Attach additional sheets as necessary.

APPLICANT INFORMATION

APPLICANT IS: OWNER TENANT

Applicant Name: Mark A. Roeder
Applicant Mailing Address: 119 E. Main St., Manchester, IA 52057-1736
Applicant Email Address: mark@roederlawfirm.com **Phone:** (563) 927-2782
Owner Name (if not applicant): _____
Owner Email Address _____ **Phone:** _____

BUSINESS INFORMATION **W9 REQUIRED**

Name of Business: Mark A. Roeder, Attorney
Address of building for which grant is sought: 119 E. Main St., Manchester, IA 52057-1736
Intended use of the property: Law Office
 Is this a new business? Yes No If no, please specify the number of years you have been in business. 34.5 years
 Is this business relocating from another location? Yes No Current address? _____
Current assessed value of building/property: \$ \$80,838

BUILDING INFORMATION

Lot frontage: <u>22' wide</u> <u>sf</u>	Parking spaces: <u>4</u>
Building frontage: <u>22' wide</u> <u>1,247 sf</u>	Number of storefront(s): <u>1</u>
Façade faces: <input checked="" type="checkbox"/> Front <input type="checkbox"/> Side <input type="checkbox"/> Rear	
Building size: _____ <u>1,247 sf</u>	Total number of floors: <u>2</u>
Retail space size: _____ <u>sf</u>	2nd Story size: _____ <u>1,232 sf</u>
Retail space: <input type="checkbox"/> Not occupied <input checked="" type="checkbox"/> Occupied, specify <u>Currently used as office space.</u>	
2nd Story space: <input checked="" type="checkbox"/> Not occupied <input type="checkbox"/> Occupied, specify _____	

PROGRAM INFORMATION

ACQUISITION ASSISTANCE

Please provide the following information on the Proposed Use of Funds Worksheet

- Abstracting Fees
- Acquisition Price
- Appraisal Fees
- Attorney Fees
- Origination Fees
- Real Estate Agent Fees
- Recording Fees
- UCC Filing Fee & UCC Search

AWNING PROGRAM

Awning Only Awning with façade project

Façade to be improved: Front Side Rear

DESIGN ASSISTANCE

Design size area: _____ sf

Designer's name: _____ Address: _____ Phone: _____

Designer's previous projects: _____

FAÇADE GRANT

Façade Only Awning with façade project

Façade to be improved: Front Side Rear

INTERIOR GRANT

Expansion of existing retail Remodeling of existing retail

PARKING LOT ASSISTANCE

Landscape Design Required

Total number of proposed spaces: _____ Asphalt Concrete

SECOND STORY RENOVATION LOAN

Proposed use of second story: _____

Documents Required

- Copy of the recorded deed (legal description)
- Personal Financial Statement
- Promissory Note

Loan Security

First mortgage Owner: _____ Loan Amount \$ _____

Second mortgage Owner: _____ Loan Amount \$ _____

Personal guarantee, specify: _____

Mortgage on other property, specify: _____

Other, specify: _____

Loan Payments

Annual Semi-annual Quarterly Monthly

All loan payments must be made via Electronic Funds Transfer (EFT).

Date Beginning: _____

Remember to attach scope of work, proposed materials, and design drawings. Proof of payment/receipts will be required prior to release of funds. The City reserves the right to request additional information.

PROPOSED USE OF FUNDS WORKSHEET

Please complete one worksheet per program. Detailed estimates MUST be attached.

Business Name: Mark A. Roeder, Attorney

Address: 119 E. Main St., Manchester, IA 52057-1736

- | | | |
|--|---|--|
| <input type="checkbox"/> ACQUISITION | <input type="checkbox"/> FAÇADE GRANT | <input checked="" type="checkbox"/> PARKING LOT ASSISTANCE |
| <input type="checkbox"/> AWNING PROGRAM | <input type="checkbox"/> INTERIOR GRANT | <input type="checkbox"/> SECOND STORY RENOVATION LOAN |
| <input type="checkbox"/> DESIGN ASSISTANCE | | |

PROPOSED USED OF FUNDS	ESTIMATED COST
<input type="checkbox"/> Abstracting Fees (ACQ Grant)	\$
<input type="checkbox"/> Acquisition Price (ACQ Grant)	\$
<input type="checkbox"/> Appraisal Fees (ACQ Grant)	\$
<input type="checkbox"/> Attorney Fees (ACQ Grant)	\$
<input type="checkbox"/> Awning	\$
<input type="checkbox"/> Brick cleaning & tuck pointing	\$
<input type="checkbox"/> Demolition work	\$
<input type="checkbox"/> Design Fee	\$
<input type="checkbox"/> Exterior lighting	\$
<input type="checkbox"/> Finishing work	\$
<input type="checkbox"/> Floor/ceiling/wall repair	\$
<input type="checkbox"/> Installation of permanent fixtures	\$
<input type="checkbox"/> Landscaping & beautification (required for parking lot)	\$
<input type="checkbox"/> Mechanical systems upgraded/retrofit (must be complete replacement, not repair)	\$
<input type="checkbox"/> Origination Fees (ACQ Grant)	\$
<input type="checkbox"/> Painting of exterior surface	\$
<input checked="" type="checkbox"/> Parking lot surfacing	\$
<input type="checkbox"/> Preservation of architectural elements	\$
<input type="checkbox"/> Real Estate Agent Fees (ACQ Grant)	\$
<input type="checkbox"/> Recording Fees (ACQ Grant)	\$
<input type="checkbox"/> Signage	\$
<input type="checkbox"/> UCC Filing Fee & UCC Search (ACQ Grant)	\$
<input type="checkbox"/> Window/door repair	\$
<input type="checkbox"/> OTHER	\$

I intend to use the assistance to help pay to have a portion of the asphalt parking lot cut out and

Total Estimated Cost	\$ _____
Grant Amount Requested	\$ _____

STATEMENT OF UNDERSTANDING

As the applicant, I agree to comply with the guidelines and procedures of the Downtown & Commercial Incentive Program and the conceptual design and outline specifications as agreed by myself and the committee. I understand I must provide copies of all proposed materials and design drawings for the estimated scope of work, and upon completion of the approved improvements, a copy of the contractor's waiver of lien for evidence of payment. I also understand the committee reserves the right to request additional information.

Mark A Roeder
Applicant Signature

March 23, 2026
Date

I certify that I, as the owner of this property, do authorize the applicant to apply for the Downtown & Commercial Incentive Program and undertake the approved improvements.

Mark A Roeder
Owner Signature (if other than applicant)

March 23, 2026
Date

JAEGER CONCRETE AND CONSTRUCTION LLC

Date - 7/11/25

ESTIMATE

Jaeger Concrete and Construction LLC (Dustin Jaeger)
 Phone - 563-920-9035
 Email - jaegerccs@gmail.com
 Address -
 1363 Candle Rd.
 Manchester, IA 52057

ATTN - Mark Roeder
 Phone - 563-920-4008
 Address -
 119 E. Main St.
 Manchester, IA 52057

Scope of Work - Tear out and replace concrete section in front of business (Approximate 11'x12'), and tear out and replace section of concrete behind business next to old basement access.

Description	Quantity	Unit Price	Cost
Front pad replacement (11'x12'). Includes tear out and haul away of old concrete. New concrete at 4" thick, reinforced with fiberglass rebar, exterior broom finish	1	\$3,300.00	\$3,300.00
Tear out and replace section of asphalt and concrete in back alley (approximate 5'x10')	1	\$1,600.00	\$1,600.00
			\$0.00
			\$0.00
		Total	\$4,900.00

This is the part I would like to do

Exclusions -

However, I would like to cut out more of the asphalt, because it is pitched in toward the building. see Jaeger's supplemental next page. Total estimate is \$1,700

Payment Terms -

M. Roeder

This proposal is valid for 30 days. A 10% cold weather surcharge may be applied if project is completed between November 1st and April 1st

Please confirm acceptance of estimate by signing below:

Printed Name _____

Signature _____

Date _____

For questions, please contact Dustin Jaeger at 563-920-9035

Thank You



D

Dustin Jaeger



I am thinking you might need closer to 75 sq feet of concrete but you bid at about 50 sq ft. We might want to have you take a closer look

Thursday, Mar 12 • 9:54 AM

Hey Mark, yes I can still do the partial project. I would figure another \$100 for material and fuel increases, as well as the square foot increase.



This cement slab has been moving away from building; the asphalt has been settling and pitching toward the building



When there ~~is~~ a south wind rain water comes into basement through this crack.



PARTIAL PAY ESTIMATE NUMBER TWO
 2026 ANDERSON STREET IMPROVEMENTS, MANCHESTER, IOWA
 PROJECT NUMBER 25-546

Name of Contractor: Eastern Iowa Excavating & Concrete LLC 121 Nixon Street, PO Box 189 Cascade, Iowa 52033						Name of Owner: City of Manchester 208 East Main Street Manchester, Iowa 52057				
Date of Completion: Original: Complete by September 4, 2026 Revised:				Amount of Contract: Original: \$ 1,140,231.40 Revised: \$ 1,144,541.40 Through: Change Order 1			Dates of Estimate: From: March 29, 2026 Through: April 25, 2026			
Item	Code	Description	BID Quantity	CO Quantity	Unit	Unit Price	This Period		Total To Date	
							Quantity	Amount	Quantity	Amount
BID ITEMS										
1	2010-A	CLEARING AND GRUBBING	45		UNIT	\$ 36.00		\$ -		\$ -
2	2010-D-1	TOPSOIL, ON-SITE	350		CY	\$ 16.50		\$ -		\$ -
3	2010-D-3	TOPSOIL, OFF-SITE	180		CY	\$ 48.75		\$ -		\$ -
4	2010-E	EXCAVATION, CLASS 10	2780		CY	\$ 13.50	250	\$ 3,375.00	550	\$ 7,425.00
5	2010-F	CORE OUT EXCAVATION	100		CY	\$ 38.00		\$ -		\$ -
6	2010-H	GRANULAR STABILIZATION	2500		TON	\$ 17.25		\$ -		\$ -
7	2010-K-1	REMOVAL OF STRUCTURE, STONE HEADWALL	1		EA	\$ 1,455.00		\$ -		\$ -
8	2010-999-A	EXPLORATORY EXCAVATION	20		HR	\$ 215.00	9	\$ 1,935.00	14	\$ 3,010.00
9	3010-D	REPLACEMENT OF UNSUITABLE BACKFILL MATERIAL	1000		CY	\$ 37.85	68	\$ 2,573.80	68	\$ 2,573.80
10	3010-999-B	DEWATERING OPERATIONS	1		LS	\$ 10,000.00	0.25	\$ 2,500.00	0.5	\$ 5,000.00
11	4010-A-1	SANITARY SEWER GRAVITY MAIN, TRENCHED, PVC SDR-26, 8 IN.	707		LF	\$ 58.50	44	\$ 2,574.00	44	\$ 2,574.00
12	4010-A-2	SANITARY SEWER GRAVITY MAIN, TRENCHED, PVC SDR-26, 10 IN.	636		LF	\$ 55.25	330	\$ 18,232.50	480	\$ 26,520.00
13	4010-A-3	SANITARY SEWER GRAVITY MAIN, TRENCHED, PVC SDR-26, 12 IN.	10		LF	\$ 230.25		\$ -		\$ -
14	4010-B-2	SANITARY SEWER GRAVITY MAIN CASING PIPE, TRENCHLESS, STEEL, 20 IN.	20		LF	\$ 1,520.00		\$ -		\$ -
15	4010-E-1	SANITARY SEWER SERVICE STUB, SDR 23.5, 4 IN.	381		LF	\$ 41.25	121.5	\$ 5,011.88	121.5	\$ 5,011.88
16	4010-E-2	SANITARY SEWER SERVICE STUB, SDR 23.5, 6 IN.	46		LF	\$ 59.00		\$ -	45	\$ 2,655.00
17	4010-H	REMOVAL OF SANITARY SEWER, 12 IN. OR LESS	400		LF	\$ 9.25		\$ -	150	\$ 1,387.50
18	4010-I	SANITARY SEWER CLEANOUT, 8 IN. PVC	1		EA	\$ 1,900.00		\$ -		\$ -
19	4010-K	SANITARY SEWER ABANDONMENT, PLUG, 4 AND 6 IN. SERVICE	8		EA	\$ 180.00	3	\$ 540.00	4	\$ 720.00
20	4010-L	SANITARY SEWER ABANDONMENT, FILL AND PLUG, 10 IN. OR LESS	730		LF	\$ 7.00	75	\$ 525.00	75	\$ 525.00

Item	Code	Description	BID Quantity	CO Quantity	Unit	Unit Price	This Period		Total To Date	
							Quantity	Amount	Quantity	Amount
21	4010-999-A-1	SANITARY SEWER SERVICE WYE, 8 IN.	5		EA	\$ 175.50		\$ -		\$ -
22	4010-999-A-2	SANITARY SEWER SERVICE WYE, 10 IN.	8		EA	\$ 381.50	6	\$ 2,289.00	7	\$ 2,670.50
23	4010-999-B	TEMPORARY SANITARY SEWER PUMPING	1		LS	\$ 2,500.00	0.25	\$ 625.00	0.5	\$ 1,250.00
24	4020-A-1	STORM SEWER, TRENCHED, 15 IN. RCP	327		LF	\$ 61.00		\$ -		\$ -
25	4020-A-2	STORM SEWER, TRENCHED, 18 IN. RCP	120		LF	\$ 57.00		\$ -		\$ -
26	4020-A-3	STORM SEWER, TRENCHED, 42 IN. RCP	30		LF	\$ 285.00		\$ -		\$ -
27	4020-D	REMOVAL OF STORM SEWER, RCP, 24 IN. OR LESS	216		LF	\$ 12.25		\$ -		\$ -
28	4020-999-A	TEMPORARY STORM SEWER BYPASS PUMPING	1		LS	\$ 1,875.00		\$ -		\$ -
29	4030-B	PIPE APRON, RCP, 42 IN.	2		EA	\$ 2,435.00		\$ -		\$ -
30	4030-C	FOOTING FOR CONCRETE PIPE APRON, 42 IN.	2		EA	\$ 1,965.00		\$ -		\$ -
31	4040-A	SUBDRAIN, PERFORATED HDPE, 8 IN.	1990		LF	\$ 10.80		\$ -		\$ -
32	4040-C-1	SUBDRAIN CLEANOUT, PVC, 8 IN.	10		EA	\$ 1,000.00		\$ -		\$ -
33	4040-D-1	SUBDRAIN OUTLETS AND CONNECTIONS, 8 IN.	10		EA	\$ 300.00		\$ -		\$ -
34	4040-999-A	SUMP PUMP, PVC SCH. 40, 2 IN. AND CONNECTION	30		LF	\$ 31.85		\$ -		\$ -
35	5010-A-1	WATER MAIN, TRENCHED, PVC, 4 IN.	16		LF	\$ 128.15		\$ -		\$ -
36	5010-A-2	WATER MAIN, TRENCHED, PVC, 6 IN.	80		LF	\$ 69.00	90	\$ 6,210.00	90	\$ 6,210.00
37	5010-A-2	WATER MAIN, TRENCHED, PVC, 8 IN.	1255		LF	\$ 45.25	508	\$ 22,987.00	508	\$ 22,987.00
38	5010-B-2	WATER MAIN CASING PIPE, TRENCHLESS, STEEL, 16 IN.	20		LF	\$ 1,465.00		\$ -		\$ -
39	5010-C-2	FITTINGS, DUCTILE IRON	1360		LB	\$ 14.00	293	\$ 4,102.00	293	\$ 4,102.00
40	5010-E-1	WATER SERVICE STUB, POLYETHYLENE CTS, 1 IN.	543		LF	\$ 29.00		\$ -		\$ -
41	5010-E-2	WATER SERVICE CORPORATION, BRASS, 1 IN., INSTALLATION ONLY	18		EA	\$ 62.00		\$ -		\$ -
42	5010-E-3	WATER SERVICE CURB STOP AND BOX, 1 IN., INSTALLATION ONLY	17		EA	\$ 103.00		\$ -		\$ -
43	5010-999-A	CONNECTION TO EXISTING WATER MAIN	6		EA	\$ 1,015.00	1	\$ 1,015.00	1	\$ 1,015.00
44	5020-A-1	VALVE, GATE, 6 IN., INSTALLATION ONLY	2		EA	\$ 965.00		\$ -		\$ -
45	5020-A-2	VALVE, GATE, 8 IN., INSTALLATION ONLY	7		EA	\$ 880.00	1	\$ 880.00	1	\$ 880.00
46	5020-C	FIRE HYDRANT ASSEMBLY, INSTALLATION ONLY	1		EA	\$ 3,455.00		\$ -		\$ -
47	5020-K	VALVE REMOVAL	2		EA	\$ 410.00		\$ -		\$ -
48	5020-L	VALVE BOX REMOVAL	3		EA	\$ 135.00		\$ -		\$ -
49	6010-A	MANHOLE, SW-301, 48 IN.	4		EA	\$ 5,515.00	1	\$ 5,515.00	1	\$ 5,515.00
50	6010-B-1	INTAKE, SW-501	3		EA	\$ 3,325.00		\$ -		\$ -
51	6010-B-2	INTAKE, SW-505	2		EA	\$ 4,700.00		\$ -		\$ -
52	6010-B-3	INTAKE, SW-507	1		EA	\$ 6,375.00		\$ -		\$ -
53	6010-H-1	REMOVE MANHOLE	6		EA	\$ 935.00	2	\$ 1,870.00	3	\$ 2,805.00
54	6010-H-2	REMOVE INTAKE	4		EA	\$ 760.00		\$ -		\$ -
55	6010-999-A	CONNECTION TO EXISTING PIPE	2		EA	\$ 1,950.00		\$ -		\$ -

Item	Code	Description	BID Quantity	CO Quantity	Unit	Unit Price	This Period		Total To Date	
							Quantity	Amount	Quantity	Amount
56	7030-A-1	REMOVAL OF SIDEWALK	1035		SY	\$ 8.15	350	\$ 2,852.50	350	\$ 2,852.50
57	7030-A-3	REMOVAL OF DRIVEWAY	711		SY	\$ 8.50	336	\$ 2,856.00	336	\$ 2,856.00
58	7030-E-1	SIDEWALK, PCC, 4 IN. THICK	820		SY	\$ 39.00		\$ -		\$ -
59	7030-E-2	SIDEWALK, PCC, 5 IN. THICK	451		SY	\$ 40.00		\$ -		\$ -
60	7030-E-3	SIDEWALK, PCC, 6 IN. THICK	344		SY	\$ 72.00		\$ -		\$ -
61	7030-G	DETECTABLE WARNING	176		SF	\$ 44.50		\$ -		\$ -
62	7030-H-1-a	DRIVEWAY, PAVED, PCC, 6 IN. THICK	897		SY	\$ 47.25		\$ -		\$ -
63	7030-H-1-b	DRIVEWAY, PAVED, PCC, 6 IN. THICK REINFORCED	12.5		SY	\$ 102.50		\$ -		\$ -
64	7040-H-1	PAVEMENT REMOVAL HMA	220		SY	\$ 10.00	55	\$ 550.00	110	\$ 1,100.00
65	7040-H-2	PAVEMENT REMOVAL PCC AND CURB	4887		SY	\$ 6.25	1825	\$ 11,406.25	2400	\$ 15,000.00
66	8020-B	PAINTED PAVEMENT MARKINGS, SOLVENT/WATERBORNE	1		LS	\$ 910.00		\$ -		\$ -
67	8030-A	TEMPORARY TRAFFIC CONTROL	1		LS	\$ 37,675.00	0.2	\$ 7,535.00	0.4	\$ 15,070.00
68	9010-B	HYDRAULIC SEEDING, FERTILIZING, AND MULCHING	0.6		AC	\$ 14,500.00		\$ -		\$ -
69	9010-D	WATERING	12		EA	\$ 135.00		\$ -		\$ -
70	9040-D-1	FILTER SOCKS, 12 IN.	200		LF	\$ 5.15		\$ -		\$ -
71	9040-D-2	FILTER SOCKS, REMOVAL	200		LF	\$ 1.75		\$ -		\$ -
72	9040-E	TEMPORARY RECP, TYPE 1	200		SY	\$ 3.85		\$ -		\$ -
73	9040-T-1	INLET PROTECTION DEVICE	8		EA	\$ 85.00	2	\$ 170.00	2	\$ 170.00
74	9040-T-2	INLET PROTECTION DEVICE, MAINTENANCE	8		EA	\$ 40.00		\$ -		\$ -
75	11,030-A	MAINTENANCE OF POSTAL SERVICE	1		LS	\$ 785.00	0.2	\$ 157.00	0.4	\$ 314.00
76	11,030-B	MAINTENANCE OF SOLID WASTE COLLECTION	1		LS	\$ 650.00	0.3	\$ 195.00	0.3	\$ 195.00
77	11,050-A	CONCRETE WASHOUT	1		LS	\$ 725.00		\$ -		\$ -
1.1	2010-J	SUBBASE, MODIFIED, 6 IN. THICK	2900		TON	\$ 18.25		\$ -		\$ -
1.2	7010-A	PAVEMENT, PCC, 6 IN. THICK	4900		SY	\$ 48.00		\$ -		\$ -
1.3	7010-E	CURB AND GUTTER, PCC, 30 IN. 6 IN. THICK	145		LF	\$ 28.00		\$ -		\$ -
1.4	7020-A	PAVEMENT, ASPHALT	55		TON	\$ 209.00		\$ -		\$ -
1.5	11,020-A	MOBILIZATION	1		LS	\$ 13,750.00	0.25	\$ 3,437.50	0.5	\$ 6,875.00
A01	CCO1	SANITARY SEWER MAHMHOLE BASE		2	EA	\$ 2,155.00	2	\$ 4,310.00	2	\$ 4,310.00
		TOTAL BID ITEMS						\$ 116,229.43		\$ 153,579.18
		STOCKPILED SEWER AND WATER MATERIALS	1		LS	\$ 87,000.40	-0.2	\$ (17,400.08)	0.76	\$ 66,120.30

*Modified by Change Order

PARTIAL PAY ESTIMATE NUMBER TWO
 2026 ANDERSON STREET IMPROVEMENTS, MANCHESTER, IOWA
 PROJECT NUMBER 25-546

This Period	Retainer 3.00%	Total to Date
\$ 116,229.43	Amount Earned	\$ 153,579.18
\$ 3,486.88	Amount Retained	\$ 4,607.38
XXXXXXXXXXXXXXXXXXXX	Previous Payments	\$ 119,749.64
\$ (17,400.08)	Stockpiled Materials	\$ 66,120.30
\$ 95,342.47	Amount Due	\$ 95,342.47

Estimated Percent of Job Completed 13.42%

Is Contractor's Construction Progress on Schedule? Yes

Submitted By:

Council Approval Date:

Eastern Iowa Excavating and Concrete LLC

City of Manchester

By: Matt Menster Date: 4-29-26
 Matt Menster, Project Manager

By: _____ Date: _____
 Connie Behnken, Mayor

Recommended By:

Fehr Graham

By: _____ Date: _____
 Erin Learn, City Clerk

By: Samuel R. Ertl Date: 04/29/2026
 Samuel R. Ertl, PE, Project Manager

R-051-2026
RESOLUTION AMENDING SALARY RESOLUTION

BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF MANCHESTER

SECTION 1. That the following individuals be hired for seasonal positions and be paid as follows:

Name	Position	Hourly Rate	Effective
Bagby, Kevin	Flower Waterer	\$20.00	05/11/2026
Bardgett, Alaina	Lifeguard	\$11.75	05/11/2026
Bardgett, Jeannie	Lifeguard	\$11.75	05/11/2026
Blommers, Bergan	Assistant Manager	\$15.00	05/11/2026
Blommers, Harper	Assistant Manager, Lifeguard with WSI	\$15.00	05/11/2026
Blommers, Lori	Front Desk	\$12.00	05/11/2026
Breckenfelder, Evan	Concessions	\$11.50	05/11/2026
Bromen, Perry	Flower Waterer	\$20.00	05/11/2026
Cantwell, Jack	Seasonal Parks Maintenance	\$15.00	05/11/2026
Dolan, Ruby	Lifeguard	\$11.75	05/11/2026
Dunkel, Anne	Lifeguard with WSI	\$12.75	05/11/2026
Fink, Madeline	Lifeguard	\$11.75	05/11/2026
Foley, Brooke	Concessions	\$11.50	05/11/2026
Hefel, Jill	Concessions	\$11.50	05/11/2026
Hemann, Caroline	Lifeguard	\$11.50	05/11/2026
Hemann, Nolan	Lifeguard with WSI	\$12.50	05/11/2026
Jolley, Audrey	Assistant Manager, Lifeguard with WSI	\$15.00	05/11/2026
Jolley, Ryan	Lifeguard	\$11.50	05/11/2026
Kolbet, Kennedy	Lifeguard with WSI	\$12.75	05/11/2026
Kolbet, Kirstyn	Lifeguard with WSI	\$12.75	05/11/2026
Langel, Jorja	WSI Aide	\$10.00	05/11/2026
LaRosa, Stephanie	Assistant Manager, Lifeguard with WSI	\$15.00	05/11/2026
Lewin, Carlie	Assistant Manager, Lifeguard with WSI	\$15.00	05/11/2026
Lopez Rivera, Keizel	Lifeguard with WSI	\$12.50	05/11/2026
McBride, Roman	Lifeguard	\$11.75	05/11/2026
Moorman, Adrian	Lifeguard	\$11.50	05/11/2026
Nefzger, Harrison	Lifeguard with WSI	\$12.75	05/11/2026
Pennington, Maya	Lifeguard with WSI	\$12.75	05/11/2026
Quint, Gabe	Concessions	\$11.50	05/11/2026
Robbins, Kady	Lifeguard	\$11.75	05/11/2026
Schmitz, Isabelle	Lifeguard with WSI	\$12.75	05/11/2026
Sleper, Grace	Lifeguard with WSI	\$12.75	05/11/2026
Smith, Jamie	Front Desk	\$12.00	05/11/2026
Stecher, Jack	Lifeguard with WSI	\$12.75	05/11/2026
Stecher, Jase	Lifeguard with WSI	\$12.75	05/11/2026
Thomsen, Jaiden	Assistant Manager, Lifeguard with WSI	\$15.00	05/11/2026

Tibbott, Eadie	Lifeguard with WSI	\$12.75	05/11/2026
Twomey, Ava	Lifeguard with WSI	\$12.50	05/11/2026
Voelker, Logan	Lifeguard	\$11.50	05/11/2026
White, Cloey	Pool Concessions Manager	\$12.50	05/11/2026
Zehr, Madelynn	Lifeguard with WSI	\$12.75	05/11/2026

SECTION 2. That the following individual be hired and be paid as follows:

Name	Position	Pay Rate	Effective
Crumpton, Hannah	Soccer Instructor	\$250/week	05/11/2026

All other requirements shall be the same as that set out in Resolution R-059-2025 as passed and approved on June 30th, 2025.

PASSED AND APPROVED this 11th day of May, 2026.

Connie Behnken, Mayor

ATTEST:

Erin Learn, City Clerk

Invoice



Remit Payment to:
 101 W. Stephenson Street
 Freeport, IL 61032
 Phone: 815.235.7643

Erin Learn
 City of Manchester, Iowa
 208 East Main Street
 Manchester, IA 52057

April 24, 2026
 Invoice No: 139563

Purchase Order:

Project 405.0025546.000 2026 Anderson Street Improvements

Phase PH02 Utility Coordination

Professional Personnel

	Hours	Amount
Elsbernd, Greta - GIS Specialist 2	.25	
Wicks, Ryan - Principal 3	2.00	
Ertl, Samuel - Project Manager 1	1.50	
Total Labor		832.00

Total this Phase \$832.00

Phase PH03 Easement Services

Professional Personnel

	Hours	Amount
Ertl, Samuel - Project Manager 1	.75	
Total Labor		131.25

Total this Phase \$131.25

Phase PH05 Construction Services - Admin

Total Fee	41,000.00		
Percent Complete	30.00	Total Earned	12,300.00
		Previous Fee Billing	6,150.00
		Current Fee Billing	6,150.00
		Total Fee	6,150.00

Total this Phase \$6,150.00

Phase PH06 Construction Services - Survey & Observa

Professional Personnel

	Hours	Amount
Recker, Adam - Land Surveyor 1	2.00	
Ertl, Samuel - Project Manager 1	4.50	
Juergens, Johnathan - Surveyor 1	15.00	
Total Labor		2,900.50

Other Reimbursable Expenses

Fully-Equipped Survey Vehicle (\$68/Day)	136.00	
GPS Equipment Survey (\$20/Hour)	150.00	
Total Station Survey Eqt (\$20/Hour)	100.00	
CAD Equipment (\$5/Hour)	5.00	
CAD Equipment (\$5/Hour)	5.00	
Total Other Reimbursable Expenses	396.00	396.00

Total this Phase **\$3,296.50**

INVOICE TOTAL: **\$10,409.75**

[Email invoice to eleam@manchester-ia.org](mailto:eleam@manchester-ia.org)

Invoice



Remit Payment to:
 101 W. Stephenson Street
 Freeport, IL 61032
 Phone: 815.235.7643

Erin Learn
 City of Manchester, Iowa
 208 East Main Street
 Manchester, IA 52057

April 24, 2026
 Invoice No: 139564

Purchase Order:

Project 405.0264890.000 2027 Anderson Street Improvements PH2 Manchester IA
 Phase PH01 Field Work and Design

Total Fee	69,900.00		
Percent Complete	35.00	Total Earned	24,465.00
		Previous Fee Billing	17,475.00
		Current Fee Billing	6,990.00
		Total Fee	6,990.00
		Total this Phase	\$6,990.00

Phase PH02 Utility Coordination (T&M)

Professional Personnel

	Hours	Amount
Ertl, Samuel - Project Manager 1	.25	
Total Labor		43.75

Total this Phase \$43.75

Phase PH03 Easement Services (T&M)

Professional Personnel

	Hours	Amount
Ertl, Amy - Engineering Technician 4	14.75	
Wicks, Ryan - Principal 3	1.00	
Ries, Amy - Project Administrator 1	2.00	
La Rosa, Nicholas - Project Engineer 2	11.75	
Ertl, Samuel - Project Manager 1	3.25	
Total Labor		4,421.50

Other Reimbursable Expenses

CAD Equipment (\$5/Hour)	66.25	
Total Other Reimbursable Expenses	66.25	66.25

Total this Phase \$4,487.75

INVOICE TOTAL: \$11,521.50

Email invoices to elearn@manchester-ia.org



12700 West Dodge Road
 Omaha, NE 68154
 Billing Questions: 402-255-3819

INVOICE

Invoice Number: 100092
 Date: May 06, 2026
 Project Number: 2412250

City of Manchester
 208 E Main Street
 Manchester, IA 52057
 Manchester RWY Rehab

For Professional Services Rendered Through: April 24, 2026

AIP Project No:
 3-19-0137-008-2025
 3-19-0137-009-2025

- Items completed this period: Project Administration
- Project Administration
 - Assign a project engineer
 - Review Shop Drawings and data submittals
 - Conduct a preconstruction conference. Submit formal report of the conference discussions.

003 - Construction Phase

Maximum Allowable	\$58,177.19
Previously Billed	\$706.34
Current Invoice Amount	\$4,642.68
Contract Cap Exceeded	\$0.00
Remaining Contract	\$52,828.17

Professional Services

	Hours	Rate	Amount
Beauchamp, Susan E - Office Coordinator II	6.0	\$30.20	\$181.20
Beauchamp, Susan E - Survey Technician II	3.0	\$29.50	\$88.50
Christensen, Nathan - Engineering Intern I	3.0	\$33.65	\$100.96
Christensen, Nathan - Engineering Intern I	1.0	\$34.62	\$34.62
Gaston, Cory - Senior Engineer	1.0	\$63.46	\$63.46
Green, Ryleigh - Summer Intern	5.0	\$26.00	\$130.00
Hazelton, Alexa - Senior Engineer	10.5	\$56.73	\$595.67
Wemhoff, Blake - Summer Intern	18.0	\$22.00	\$396.00
Total Labor	47.5		\$1,590.41
Overhead		176.19%	\$2,802.15
Total Labor Costs			\$4,392.56

Reimbursable Expenses

	Quantity	Unit Rate	Amount
Company Truck (mileage)	345	\$0.7250	\$250.13



**SUPPLEMENTAL AGREEMENT
For Maintenance of Primary Roads in Municipalities**

This Supplemental Agreement made and entered into by and between the Municipality of City of Manchester, Delaware County, Iowa, hereinafter referred to as the Municipality, and the Iowa Department of Transportation, Ames, Iowa, hereinafter referred to as the Department.

AGREEMENT:

- I. This Agreement supplements the Agreement for Maintenance and Repair of Primary Roads in Municipalities entered into by the parties on March 18, 2026, and in effect from July 1, 2026, to June 30, 2031.
- II. The Municipality agrees to perform and accept all responsibility for those maintenance activities listed in Sections I.B.1, I.B.3, I.B.4 and I.C.1 of the basic Agreement, with respect to the primary roads within the corporate limits of the Municipality specifically described in this section.

In consideration thereof, the Department agrees to pay the Municipality at the rate of N/A / lane mile for acceptable work at the end of the fiscal year ending on June 30th:

Route	From	To	Lane Miles	Total Cost
-------	------	----	------------	------------

Pavement maintenance does not include full depth patching and bituminous resurfacing. I.C.1 does not include traffic services and painting and structural repair to bridges.

- III. The Municipality further agrees to perform additional maintenance for the Department on primary roads as specifically described below: Traffic Line Markings on Iowa 13 - (See addendum: "2026-2027 Traffic Line Marking Breakdown" for details.) The provisions of the Iowa Department of Transportation's (IDOT) Standard Specifications with GS-23006 (as found at <https://erl.iowadot.gov/>) shall apply to this agreement unless otherwise amended by this agreement. In case of conflicting language, the requirements listed in this agreement shall govern. The City of Manchester shall notify the IDOT within 7 days of placement of the markings for an inspection (including reflectivity readings).

In consideration thereof, the Department agrees to pay the Municipality the following amounts after the work has been completed: Payment at a rate of 21¢ per lineal feet & \$30.00 per symbols x 1 application = \$3,585.33. (See addendum "2026-2027 Traffic Line Marking Breakdown" for details). The City of Manchester shall submit to the Iowa Department of Transportation an annual breakdown of total quantities painted (LF & symbols) applied to each route. Upon which, reimbursement will be made.

- IV. This Supplemental Agreement may be terminated at any time by either party upon 30 days written notice.
- V. This Supplemental Agreement shall be in effect from July 1, 2026 to June 30, 2027 unless re-negotiated or terminated.

IN WITNESS WHEREOF, the parties hereto have set their hands, for the purposes herein expressed on the dates indicated below.

City of Manchester
MUNICIPALITY

IOWA DEPARTMENT OF TRANSPORTATION

By _____

BY _____
District Engineer

Date _____

Date _____

IOWA | DOT 2026-2027
Line Markings

LINE MARKINGS & SYMBOLS				IA 13: W Main St.-Not Curbed (from 13th St. to Legion St.)		
LINE MARKING TYPES	Price per LF	Unit	Line Factor	Linear Feet	Qty w/Factor Figured	SubTotal
BCY6: Broken Center Line, skip dashes (Yellow)	\$ 0.21	LF	0.25		0	\$ -
CHY10: Channelizing Line, 10" (Yellow)	\$ 0.21	LF	1.67		0	\$ -
DCY6: Double No Passing Zone, Two 6" solid lines (Yellow)	\$ 0.21	LF	2.00		0	\$ -
NPY6: No Passing Zone, solid line w/dash (Yellow)	\$ 0.21	LF	1.25		0	\$ -
SLW6: Solid Lane Line, 6" (White)	\$ 0.21	LF	1.00		0	\$ -
SYMBOLS	Price Each	Unit	Line Factor	Quantity	Qty w/Factor Figured	SubTotal
LTAW: Left Turn Arrow (White)	\$ 30.00	EA	1.00	25	25	\$ 750.00
ONLW: Only Symbol (White)	\$ 30.00	EA	1.00	7	7	\$ 210.00
TOTALS						\$ 960.00

Data entry to gray shaded cells only.

Qty w/Factor Figured = Linear Feet x Line Factor
Subtotal = Qty w/Factor Figured x Price per Linear Foot (LF)

The City of Manchester is only going to paint the white arrows, only words, and crosswalks in this section. The IDOT will paint the yellow centerline, the white edgelines, and the white lane divide lines for turn lanes.

IOWA | DOT 2026-2027
Line Markings

LINE MARKINGS & SYMBOLS				IA 13: West Main St.-Curbed (from Legion St. to Franklin St.)		
LINE MARKING TYPES	Price per LF	Unit	Line Factor	Linear Feet	Qty w/Factor Figured	SubTotal
BCY6: Broken Center Line, skip dashes (Yellow)	\$ 0.21	LF	0.25	640	160	\$ 33.60
CHY10: Channelizing Line, 10" (Yellow)	\$ 0.21	LF	1.67	500	835	\$ 175.35
DCY6: Double No Passing Zone, Two 6" solid lines (Yellow)	\$ 0.21	LF	2.00	224	448	\$ 94.08
NPY6: No Passing Zone, solid line w/dash (Yellow)	\$ 0.21	LF	1.25	1800	2250	\$ 472.50
SLW6: Solid Lane Line, 6" (White)	\$ 0.21	LF	1.00	120	120	\$ 25.20
SYMBOLS	Price Each	Unit	Line Factor	Quantity	Qty w/Factor Figured	SubTotal
LTAW: Left Turn Arrow (White)	\$ 30.00	EA	1.00	10	10	\$ 300.00
ONLW: Only Symbol (White)	\$ 30.00	EA	1.00	2	2	\$ 60.00
TOTALS						\$ 1,160.73

Data entry to gray shaded cells only.

Qty w/Factor Figured = Linear Feet x Line Factor
Subtotal = Qty w/Factor Figured x Price per Linear Foot (LF)

The City of Mancehster is going to paint everything in this section up to where Hwy 13 turns north.

- NPY6: part of center turn lane
- DCY6: part of center turn lane
- SLW6: turn lanes
- BCY6: centerline on bridge deck
- CHY10: gores on both sides of bridge

IOWA | DOT 2026-2027
Line Markings

LINE MARKINGS & SYMBOLS				IA 13: N Franklin St.-Curbed (from Main St. to Butler St.)		
LINE MARKING TYPES	Price per LF	Unit	Line Factor	Linear Feet	Qty w/Factor Figured	SubTotal
BCY6: Broken Center Line, skip dashes (Yellow)	\$ 0.21	LF	0.25		0	\$ -
CHY10: Channelizing Line, 10" (Yellow)	\$ 0.21	LF	1.67		0	\$ -
DCY6: Double No Passing Zone, Two 6" solid lines (Yellow)	\$ 0.21	LF	2.00	200	400	\$ 84.00
NPY6: No Passing Zone, solid line w/dash (Yellow)	\$ 0.21	LF	1.25	600	750	\$ 157.50
SLW6: Solid Lane Line, 6" (White)	\$ 0.21	LF	1.00	110	110	\$ 23.10
SYMBOLS	Price Each	Unit	Line Factor	Quantity	Qty w/Factor Figured	SubTotal
LTAW: Left Turn Arrow (White)	\$ 30.00	EA	1.00	7	7	\$ 210.00
ONLW: Only Symbol (White)	\$ 30.00	EA	1.00	2	2	\$ 60.00
TOTALS						\$ 534.60

Data entry to gray shaded cells only.

Qty w/Factor Figured = Linear Feet x Line Factor
Subtotal = Qty w/Factor Figured x Price per Linear Foot (LF)

The City of Manchester is painting everything in this section.

NPY6: center turn lane
DCY6: center turn lane

IOWA | DOT 2026-2027
Line Markings

LINE MARKINGS & SYMBOLS				IA 13: N Franklin St. - Curbed (from Butler St. to Line St.)		
LINE MARKING TYPES	Price per LF	Unit	Line Factor	Linear Feet	Qty w/Factor Figured	SubTotal
BCY6: Broken Center Line, skip dashes (Yellow)	\$ 0.21	LF	0.25		0	\$ -
CHY10: Channelizing Line, 10" (Yellow)	\$ 0.21	LF	1.67		0	\$ -
DCY6: Double No Passing Zone, Two 6" solid lines (Yellow)	\$ 0.21	LF	2.00		0	\$ -
NPY6: No Passing Zone, solid line w/dash (Yellow)	\$ 0.21	LF	1.25		0	\$ -
SLW6: Solid Lane Line, 6" (White)	\$ 0.21	LF	1.00		0	\$ -
SYMBOLS	Price Each	Unit	Line Factor	Quantity	Qty w/Factor Figured	SubTotal
LTAW: Left Turn Arrow (White)	\$ 30.00	EA	1.00	29	29	\$ 870.00
ONLW: Only Symbol (White)	\$ 30.00	EA	1.00	2	2	\$ 60.00
TOTALS						\$ 930.00

Data entry to gray shaded cells only.

Qty w/Factor Figured = Linear Feet x Line Factor
Subtotal = Qty w/Factor Figured x Price per Linear Foot (LF)

The City of Manchester is painting turn arrows, stop lines, yield lines, and crosswalks only in this section. The IDOT will paint the yellow, center, turn lane and the white divide lines.

IOWA | DOT 2026-2027
Line Markings

LINE MARKINGS & SYMBOLS				TOTALS		
LINE MARKING TYPES	Price per LF	Unit	Line Factor	Linear Feet	Qty w/Factor Figured	SubTotal
BCY6: Broken Center Line, skip dashes (Yellow)	\$ 0.21	LF	0.25	640	160	\$ 33.60
CHY10: Channelizing Line, 10" (Yellow)	\$ 0.21	LF	1.67	500	835	\$ 175.35
DCY6: Double No Passing Zone, Two 6" solid lines (Yellow)	\$ 0.21	LF	2.00	424	848	\$ 178.08
NPY6: No Passing Zone, solid line w/dash (Yellow)	\$ 0.21	LF	1.25	2400	3000	\$ 630.00
SLW6: Solid Lane Line, 6" (White)	\$ 0.21	LF	1.00	230	230	\$ 48.30
SYMBOLS	Price Each	Unit	Line Factor	Quantity	Qty w/Factor Figured	SubTotal
LTAW: Left Turn Arrow (White)	\$ 30.00	EA	1.00	71	71	\$ 2,130.00
ONLW: Only Symbol (White)	\$ 30.00	EA	1.00	13	13	\$ 390.00
TOTALS						\$ 3,585.33

Data entry to gray shaded cells only.

Qty w/Factor Figured = Linear Feet x Line Factor
Subtotal = Qty w/Factor Figured x Price per Linear Foot (LF)

COUNTY AUDITOR
CARLA K. BECKER

DEPUTIES
STACI HAHESEY
BRITTANY RIES
HEATHER AMFAHR

PHONE (563) 927-4701
auditor@co.delaware.ia.us

DELAWARE COUNTY
COURTHOUSE
301 E Main St. Rm 210
Manchester, Iowa 52057

www.co.delaware.ia.us
FAX (563) 927-6423

COUNTY
SUPERVISORS

JEFF MADLOM
DAN WHEELER
SHIRLEY E. HELMRICHS

PHONE: (563) 927-2515
supervisors@co.delaware.ia.us

March 16, 2026

City of Manchester
208 E Main Street
Manchester, IA 52057

RE: Request to Vacate Alley

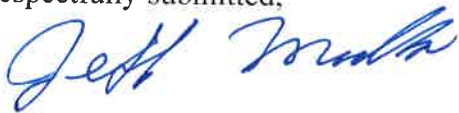
To Whom It May Concern:

The Delaware County Board of Supervisors would like to request that the City of Manchester review its records regarding the following alley, located in the Delaware County Courthouse block, and being legally described as follows:

The alley running between Lots 155 through 158 on the south and Lots 185 through 188 on the north in the City of Manchester, Iowa. Said alley extending from Tama Street to Brewer Street in the City of Manchester.

Attached, please find a copy of the recorded vacation in Book 3 Page 22 of the Delaware County Road Record Book. The Board hereby requests that the City of Manchester updates their records to reflect this vacation. If there are any additional documents the city requires, please contact the Delaware County Auditor's Office at 563 927-4701.

Respectfully submitted,



Jeff Madlom, Chairperson
Delaware County Board of Supervisors

Deacons & Elders of the Church of the Resurrection ROAD No. 299

Wells & Co. Stationers and Print Shop, 142, Nassau St. N.Y.

L. J. G. G. G. Petitioners. Before the County Court of Essex County 1874

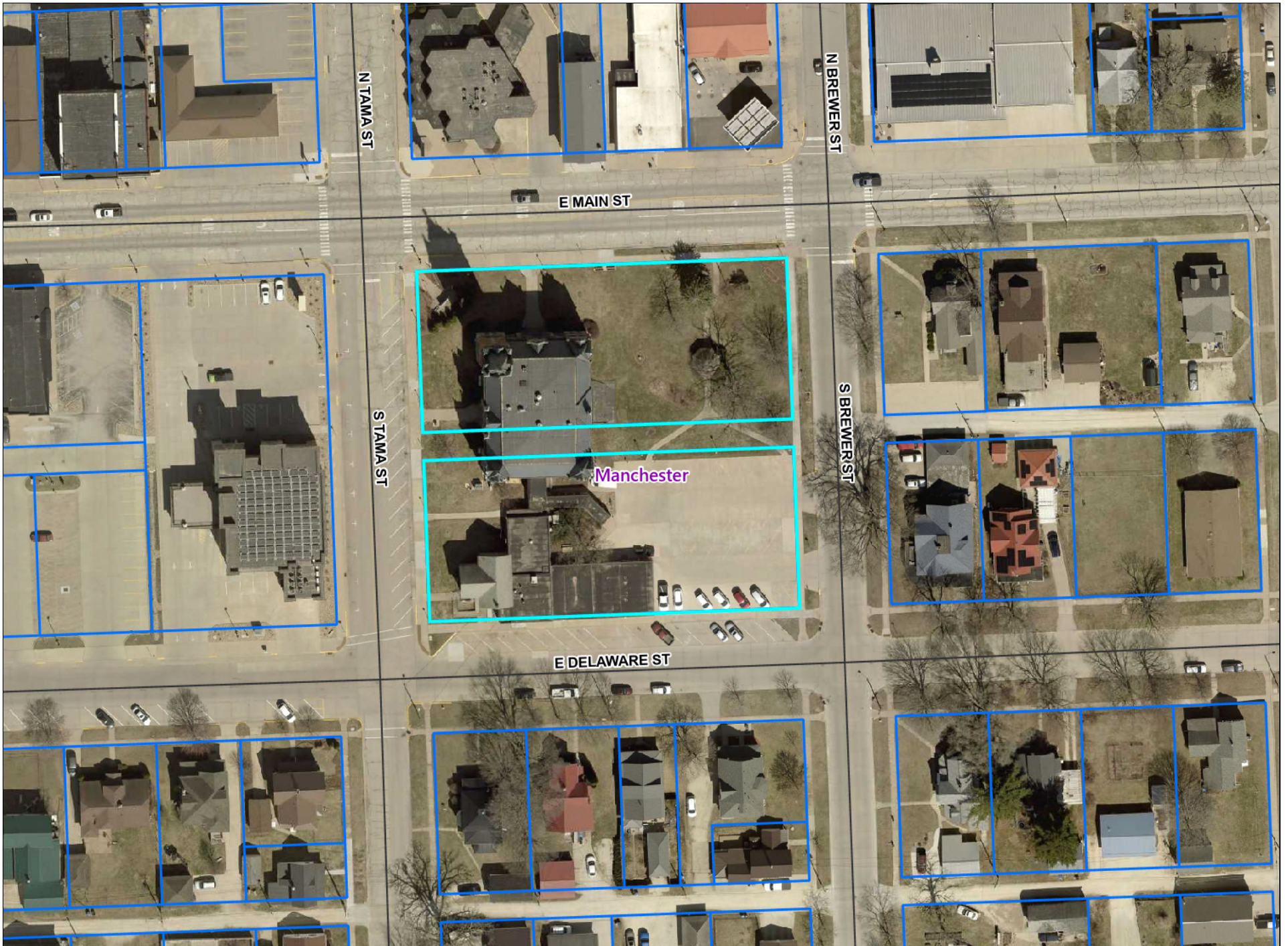
Application

Being this day made by the petition of *Ray, B. G. G. G.* and others, asking for the appointment of a Commissioner to view and report upon the expediency of locating an alley in *W. G. G. G.* as follows, to-wit: *Commissioner* The alley running between lots 155, 156, 157, 158, 159, 185, 186, 187, 188, in the town of Manchester has been a long time open and used by the owners of the lots on either side of the same.

Shod it appearing by the affidavit of *Ray, B. G. G. G.* and a good and sufficient bond being filed, that the nature of the premises of said petitioners required by law to be given; and a good and sufficient bond being filed, is approved, the Auditor *Ray, B. G. G. G.* appointed, *Ray, B. G. G. G.* Commissioner to view said premises 1874, and report on or before *Ray, B. G. G. G.*

Ray, B. G. G. G. 1874
This being the time fixed for *Ray, B. G. G. G.* to make his report as Commissioner on this road, and such report having been made in favor of the locating said alley of this road, it is ordered that the 16th of 1874 be fixed for final action thereon, and it is ordered that the petitioners be given a copy of the report and a copy of the petition, and that they appear by their attorneys before the Auditor on the 16th of 1874, and advise him of all legal objections and of all legal proceedings in the premises at the time required by law.

Before the County Court of Essex County March 16th 1874
On this matter, and in answer to the petition, it is ordered that the same be established as per plot and field-notes on file, on payment by petitioners of all costs and damages. That said alley be located according to the plan attached, and the same be established as per all other said.



RESOLUTION 052-2026

Resolution Recognizing the Prior Vacation of an Alley and Authorizing Execution of a Quit Claim Deed to Delaware County, Iowa

WHEREAS, an alley was vacated in 1874 by action recorded in the Delaware County Road Record Book, Book 3, Page 22, dated March 16, 1874, said vacated area being generally described as follows: the alley running between Lots 155 through 158 on the south and Lots 185 through 188 on the north in the City of Manchester, Iowa, and,

WHEREAS, Delaware County, Iowa owns the lots adjoining the vacated alley; and,

WHEREAS, the City Council finds it necessary and appropriate to formally acknowledge the prior vacation and execute a Quit Claim Deed to Delaware County, Iowa, in order to clarify and confirm ownership of the vacated alley area.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Manchester, Iowa, that the City hereby recognizes the prior vacation of the above-described alley and authorizes the preparation, execution, and delivery of a Quit Claim Deed to Delaware County, Iowa, for purposes of confirming ownership and recordation with the Delaware County Recorder.

Connie Behnken, Mayor

Attest:

Erin Learn, City Clerk

COUNTY AUDITOR
CARLA K. BECKER

DEPUTIES
STACI HAHESEY
BRITTANY RIES
HEATHER AMFAHR

PHONE (563) 927-4701
auditor@co.delaware.ia.us

DELAWARE COUNTY
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FAX (563) 927-6423

COUNTY
SUPERVISORS

JEFF MADLOM
DAN WHEELER
SHIRLEY E. HELMRICHS

PHONE: (563) 927-2515
supervisors@co.delaware.ia.us

March 16, 2026

City of Manchester
208 E Main Street
Manchester, IA 52057

RE: Request to Vacate Alley

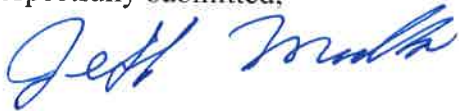
To Whom It May Concern:

The Delaware County Board of Supervisors would like to request that the City of Manchester review its records regarding the following alley, located in the Delaware County Courthouse block, and being legally described as follows:

The alley running between Lots 155 through 158 on the south and Lots 185 through 188 on the north in the City of Manchester, Iowa. Said alley extending from Tama Street to Brewer Street in the City of Manchester.

Attached, please find a copy of the recorded vacation in Book 3 Page 22 of the Delaware County Road Record Book. The Board hereby requests that the City of Manchester updates their records to reflect this vacation. If there are any additional documents the city requires, please contact the Delaware County Auditor's Office at 563 927-4701.

Respectfully submitted,



Jeff Madlom, Chairperson
Delaware County Board of Supervisors

Deacons & Elders of the Church of the Resurrection ROAD No. 299

Wells & Co. Stationers and Print Shop, 149 Boston.

Wm. W. Gardner Petitioners.

Before the County Court in Suffolk County 1874

Application

Being this day made by the petition of *Wm. W. Gardner* and others,

asking for the appointment of a Commissioner to view and report upon the expediency of locating an alley in

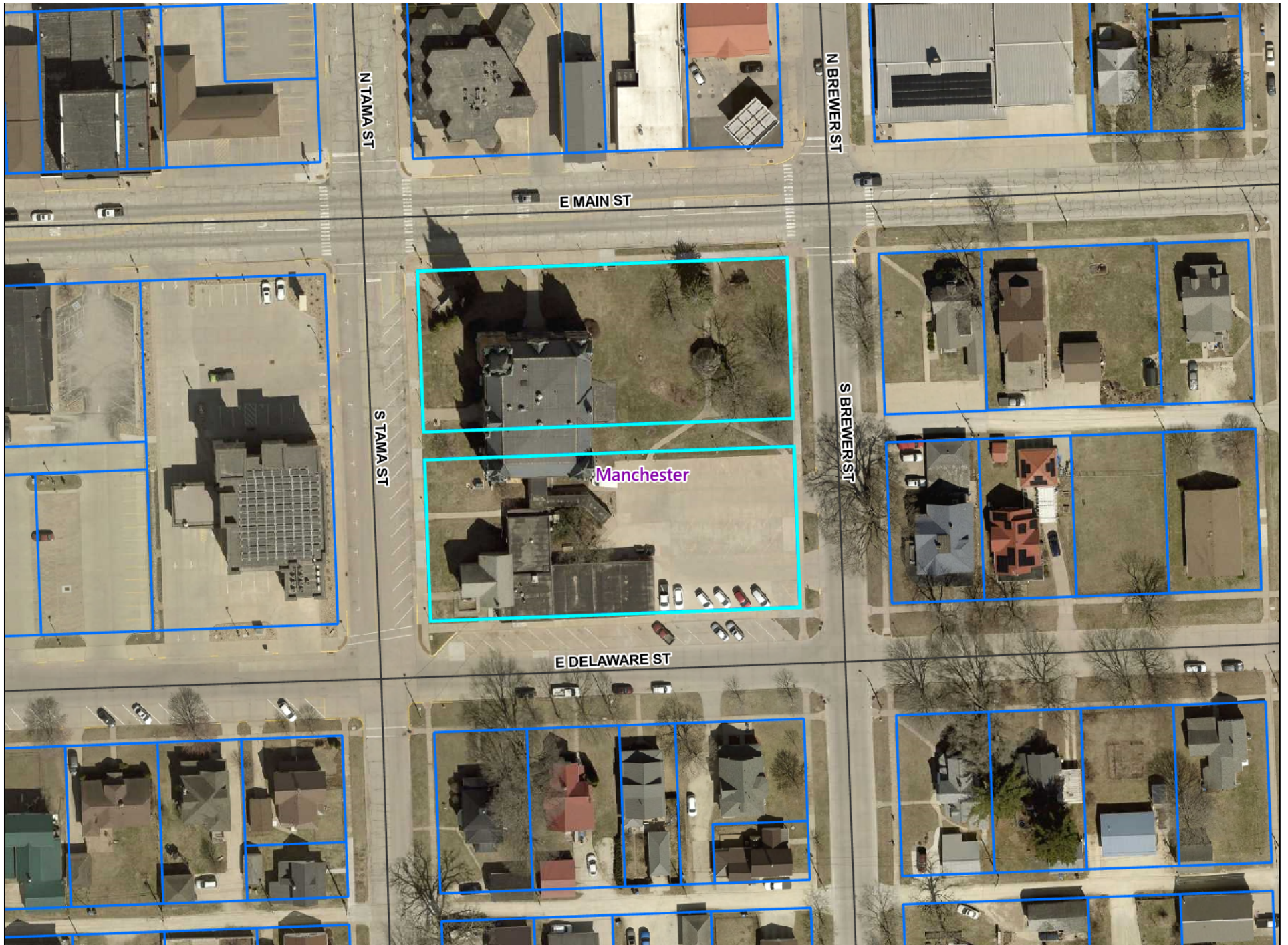
the City of Boston as follows, to-wit: *Commencing at the alley running between Nos. 155, 157, 159, 161, 163, 165, 167, 169, 171, 173, 175, 177, 179, 181, 183, 185, 187, 189, in the town of Massachusetts said alley is and may hereafter be a public way in the town of Massachusetts*

Shall it appearing by the affidavit of

that the nature of the premises of said petitioners required by law to be improved and a good and sufficient bond being filed, is approved, the Auditor *Wm. W. Gardner* appointed Auditor of said alley *1874*, and report made before *1874* and

Wm. W. Gardner being sworn to make his report as Commissioner on this road, and such report having been made in favor of the locating said alley of this road, it is ordered that *March 16th 1874* as they are required to appear by the Comptroller of the City of Boston and the Board of Aldermen of the City of Boston, that they appear by the Comptroller of the City of Boston and the Board of Aldermen of all laws and ordinances of the City of Boston in the premises at *1874* for the same required by law

Before the County Court in Suffolk County *March 16th 1874* In this matter, and in this case, no objection being made thereto, it is ordered that the same be established as per plot and field-notes on file, on payment by petitioners of all costs and damages. That said alley be located according to recommendations of commissioners of said City of Boston that all costs are paid



CITY OF MANCHESTER, IOWA
URBAN RENEWAL PLAN AMENDMENT
MANCHESTER URBAN RENEWAL AREA

May, 2026

The Urban Renewal Plan (the “Plan”) for the Manchester Urban Renewal Area (the “Urban Renewal Area”) of the City of Manchester, Iowa (the “City”) is being amended for the purpose of identifying new urban renewal projects to be undertaken in the Urban Renewal Area.

1) Identification of Project. By virtue of this amendment, the list of authorized urban renewal projects in the Plan is hereby amended to include the following project descriptions:

A.

Name of Project: Henderson Properties, Inc. Warehouse Project

Date of Council Approval of Project: May 11, 2026

Description of the Project and Project Site: Henderson Properties, Inc. (“Henderson”) has proposed to undertake the construction (the “Project”) of a new warehouse on certain real property located at 1085 South 3rd Street and bearing Delaware County Property Tax Parcel Identification Number 631323004300 (the “Henderson Property”) in the Urban Renewal Area.

It has been requested that the City provide tax increment financing assistance to Henderson in support of the efforts to complete the Project.

The costs incurred by the City in providing tax increment financing assistance to Henderson will include legal and administrative fees (the “Admin Fees”) in an amount not to exceed \$9,000.

Description of Use of TIF for the Project: The City intends to enter into a Development Agreement with Henderson with respect to the construction of the Project and to provide annual appropriation economic development payments (the “Payments”) to Henderson thereunder. The Payments will be funded with incremental property tax revenues to be derived from the Henderson Property. It is anticipated that the City’s total commitment of incremental property tax revenues with respect to the Project will not exceed \$450,000, plus the Admin Fees.

B.

Name of Project: The Manchester Locker Project

Date of Council Approval of Project: May 11, 2026

Description of the Project and Project Site: A private developer (the “Developer”) has proposed to undertake the construction (the “Meat Locker Project”) of a new meat locker and retail building on certain real property located at 1101 South 5th Street and bearing Delaware County Property Tax Parcel Identification Numbers 630323002910 and 641323002900 (the “Meat Locker Property”) in the Urban Renewal Area.

It has been requested that the City provide tax increment financing assistance to the Developer in support of the efforts to complete the Meat Locker Project.

The costs incurred by the City in providing tax increment financing assistance to the Developer will include legal and administrative fees (the “Admin Fees”) in an amount not to exceed \$9,000.

Description of Use of TIF for the Project: The City intends to enter into a Development Agreement with the Developer with respect to the construction of the Meat Locker Project and to provide annual appropriation economic development payments (the “Payments”) to the Developer thereunder. The Payments will be funded with incremental property tax revenues to be derived from the Meat Locker Property. It is anticipated that the City’s total commitment of incremental property tax revenues with respect to the Meat Locker Project will not exceed \$600,000, plus the Admin Fees.

2) Required Financial Information. The following information is provided in accordance with the requirements of Section 403.17 of the Code of Iowa:

Constitutional debt limit of the City:	<u>\$25,797,817</u>
Outstanding general obligation debt of the City:	<u>\$6,475,000</u>
Proposed debt to be incurred under the May, 2026 Amendment*:	<u>\$ 1,068,000</u>

* It is anticipated that some or all of the debt incurred hereunder will be subject to annual appropriation by the City Council.

RESOLUTION NO. R-053-2026

Resolution to Approve Urban Renewal Plan Amendment for the Manchester Urban Renewal Area

WHEREAS, as a preliminary step to exercising the authority conferred upon Iowa cities by Chapter 403 of the Code of Iowa (the “Urban Renewal Law”), a municipality must adopt a resolution finding that one or more slums, blighted or economic development areas exist in the municipality and that the rehabilitation, conservation, redevelopment, development or a combination thereof, of such area or areas is necessary in the interest of the public health, safety or welfare of the residents of the municipality; and

WHEREAS, this City Council of the City of Manchester, Iowa (the “City”), by prior resolution established the Manchester Urban Renewal Area (the “Urban Renewal Area”) and adopted an urban renewal plan (the “Plan”) for the governance of projects and initiatives therein; and

WHEREAS, an amendment (the “Amendment”) to the Plan has been prepared which authorizes the undertaking of new urban renewal projects in the Urban Renewal Area consisting of (a) providing tax increment financing support to Henderson Properties, Inc. (“Henderson”) in connection with the construction by Henderson of a new warehouse for use in its business operations; and (b) providing tax increment financing support to a private developer (the “Developer”) in connection with the construction by the Developer of a new meat locker and retail building for use in its business operations (the “Projects”); and

WHEREAS, notice of a public hearing by the City Council on the proposed Amendment was heretofore given in strict compliance with the provisions of Chapter 403 of the Code of Iowa, and the Council has conducted said hearing on May 11, 2026; and

WHEREAS, copies of the Amendment, notice of public hearing and notice of a consultation meeting with respect to Amendment were mailed to Delaware County and the West Delaware County Community School District; the consultation meeting was held on April 27, 2026; and responses to any comments or recommendations received following the consultation meeting were made as required by law;

NOW, THEREFORE, It Is Resolved by the City Council of the City of Manchester, Iowa, as follows:

Section 1. The Amendment, attached hereto and made a part hereof, is hereby in all respects approved.

Section 2. It is hereby determined by this City Council as follows:

A. The Projects proposed under the Amendment conform to the general plan for the development of the City;

B. The Projects and initiatives proposed under the Amendment are necessary and appropriate to facilitate the proper growth and development of the City in accordance with sound planning standards and local community objectives.

C. It is not intended that families will be displaced as a result of the City's undertakings under the Amendment. Should such issues arise with future projects, then the City will ensure that a feasible method exists to carry out any relocations without undue hardship to the displaced and into safe, decent, affordable and sanitary housing.

Section 3. All resolutions or parts thereof in conflict herewith are hereby repealed, to the extent of such conflict.

Passed and approved May 11, 2026.

Mayor

Attest:

City Clerk

CITY OF MANCHESTER, IOWA
URBAN RENEWAL PLAN AMENDMENT
MANCHESTER URBAN RENEWAL AREA

May, 2026

The Urban Renewal Plan (the “Plan”) for the Manchester Urban Renewal Area (the “Urban Renewal Area”) of the City of Manchester, Iowa (the “City”) is being amended for the purpose of identifying new urban renewal projects to be undertaken in the Urban Renewal Area.

1) Identification of Project. By virtue of this amendment, the list of authorized urban renewal projects in the Plan is hereby amended to include the following project descriptions:

A.

Name of Project: Henderson Properties, Inc. Warehouse Project

Date of Council Approval of Project: May 11, 2026

Description of the Project and Project Site: Henderson Properties, Inc. (“Henderson”) has proposed to undertake the construction (the “Project”) of a new warehouse on certain real property located at 1085 South 3rd Street and bearing Delaware County Property Tax Parcel Identification Number 631323004300 (the “Henderson Property”) in the Urban Renewal Area.

It has been requested that the City provide tax increment financing assistance to Henderson in support of the efforts to complete the Project.

The costs incurred by the City in providing tax increment financing assistance to Henderson will include legal and administrative fees (the “Admin Fees”) in an amount not to exceed \$9,000.

Description of Use of TIF for the Project: The City intends to enter into a Development Agreement with Henderson with respect to the construction of the Project and to provide annual appropriation economic development payments (the “Payments”) to Henderson thereunder. The Payments will be funded with incremental property tax revenues to be derived from the Henderson Property. It is anticipated that the City’s total commitment of incremental property tax revenues with respect to the Project will not exceed \$450,000, plus the Admin Fees.

B.

Name of Project: The Manchester Locker Project

Date of Council Approval of Project: May 11, 2026

Description of the Project and Project Site: A private developer (the “Developer”) has proposed to undertake the construction (the “Meat Locker Project”) of a new meat locker and retail building on certain real property located at 1101 South 5th Street and bearing Delaware County Property Tax Parcel Identification Numbers 630323002910 and 641323002900 (the “Meat Locker Property”) in the Urban Renewal Area.

It has been requested that the City provide tax increment financing assistance to the Developer in support of the efforts to complete the Meat Locker Project.

The costs incurred by the City in providing tax increment financing assistance to the Developer will include legal and administrative fees (the “Admin Fees”) in an amount not to exceed \$9,000.

Description of Use of TIF for the Project: The City intends to enter into a Development Agreement with the Developer with respect to the construction of the Meat Locker Project and to provide annual appropriation economic development payments (the “Payments”) to the Developer thereunder. The Payments will be funded with incremental property tax revenues to be derived from the Meat Locker Property. It is anticipated that the City’s total commitment of incremental property tax revenues with respect to the Meat Locker Project will not exceed \$600,000, plus the Admin Fees.

2) Required Financial Information. The following information is provided in accordance with the requirements of Section 403.17 of the Code of Iowa:

Constitutional debt limit of the City:	<u>\$25,797,817</u>
Outstanding general obligation debt of the City:	<u>\$6,475,000</u>
Proposed debt to be incurred under the May, 2026 Amendment*:	<u>\$ 1,068,000</u>

* It is anticipated that some or all of the debt incurred hereunder will be subject to annual appropriation by the City Council.

City of Manchester, Iowa Annual Bow Hunting Application

(all items on this form must be completed)

Name: Taylor Hutchinson

Address: 521 S Brewer st Manchester

Phone: 563 608 6338

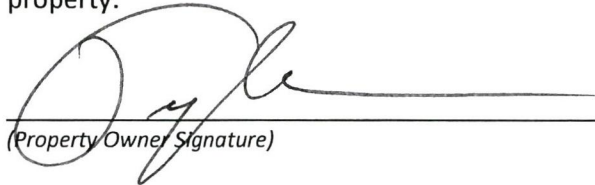
Emergency Contact: Kasey Hutchinson 563 608 5906
(Name & Phone Number)

I am seeking permission to hunt on property within Manchester City limits located at:

521 S Brewer st

The property is owned by: Taylor Hutchinson

Please have property owner sign below giving permission for the person named above to hunt on their property.


(Property Owner Signature)

ACKNOWLEDGEMENT

I have successfully completed a hunter safety course as required by the Iowa Department of Natural Resources and have provided proof by attaching a copy to this form.

I have a resident hunting license issued by the Iowa Department of Natural Resources and have provided proof by attaching a copy to this form.

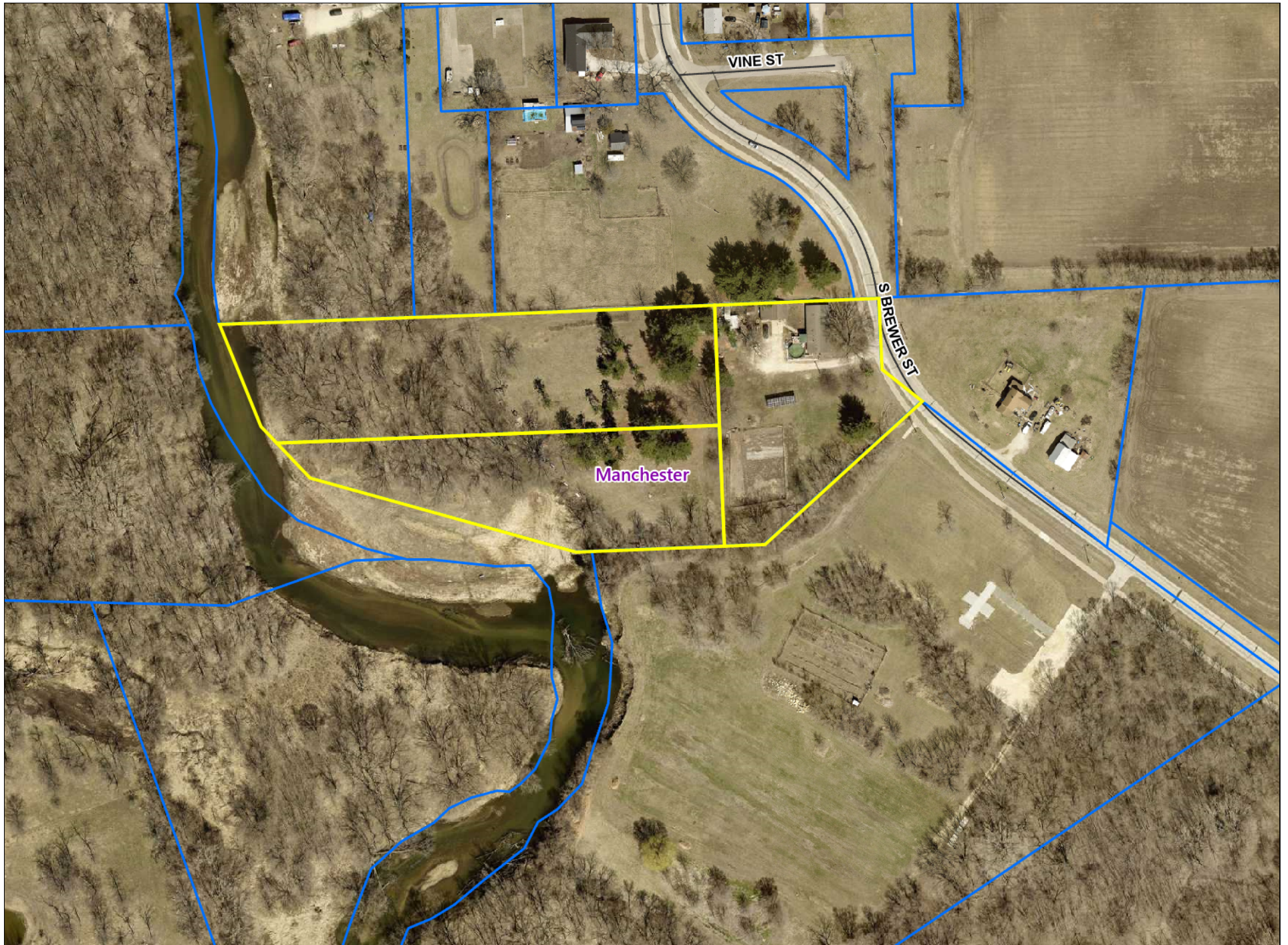
I have attached proof that I will be age 16 or older on the day of the hunt.

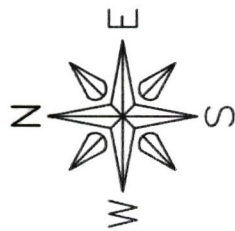
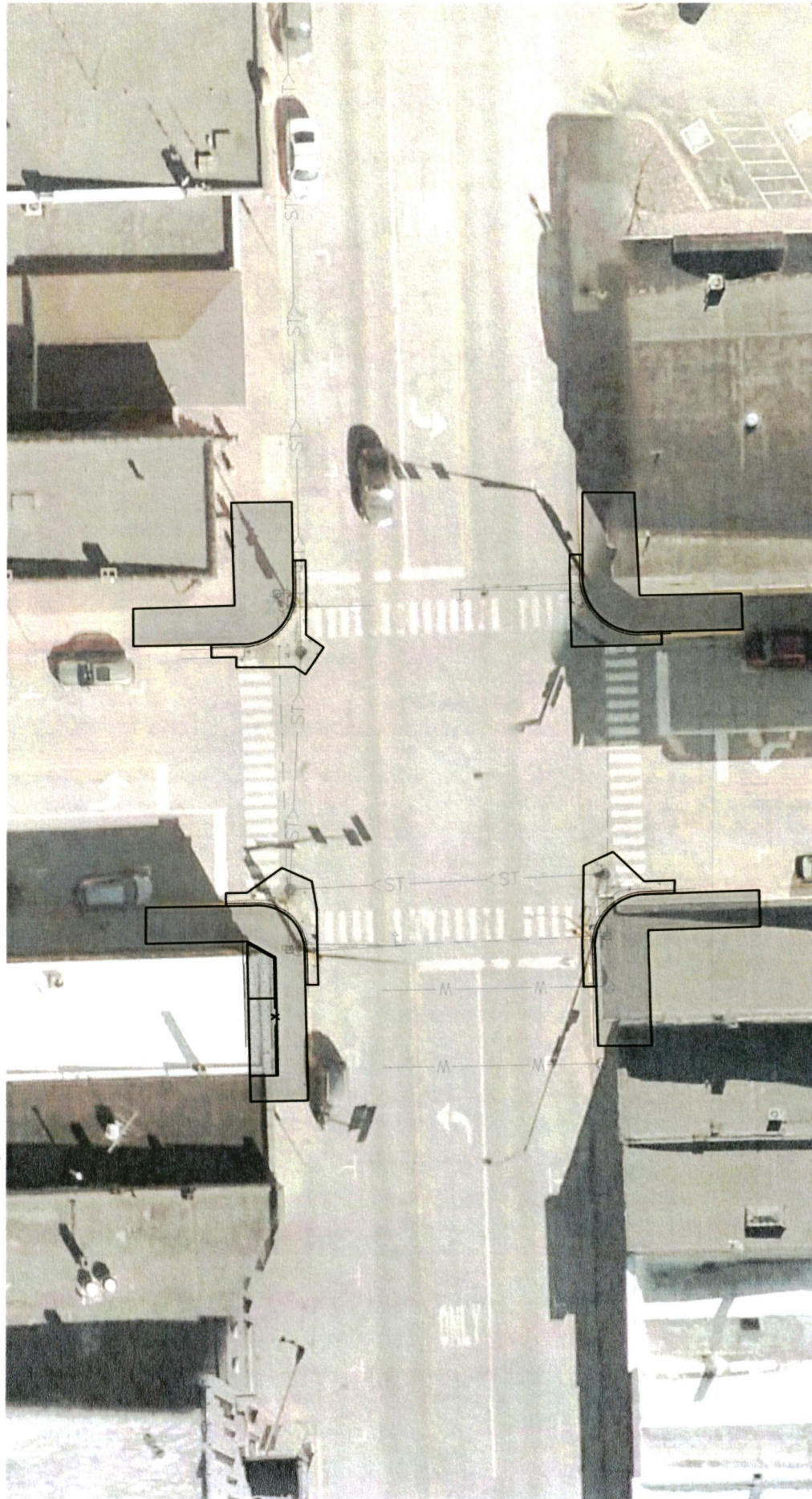

(Signature)

Taylor Hutchinson
(Printed Name)

May 04 2026
(Date)

Date approved by the Manchester City Council: _____





30 0 30 FEET

GRAPHIC SCALE IN FEET

G:\C3D\26\Proposal\Manchester Main and Madison\Main and Madison ADA.dwg, ADA EXHIBIT
 PLOT DATE: 3/23/26

EXHIBIT

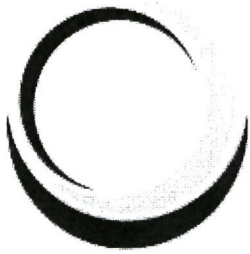
MAIN AND MADISON ADA RAMP

3/23/26

ILLINOIS
 IOWA
 WISCONSIN

FEHR GRAHAM
 ENGINEERING & ENVIRONMENTAL

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RIVER CITY PAVING

A DIVISION OF MATHY CONSTRUCTION CO. • DUBUQUE, IA

PO Box 1430
Dubuque, IA 52004
(608) 568-3433
www.rivercity-paving.com
EOE including disability / vets

To:	City Of MANCHESTER IOWA	Contact:	Jason Haight	
Address:	208 EAST MAIN ST. MANCHESTER, IA. 52057	Phone:	563-920-8484	
Project Name:	CITY OF MANCHESTER - EAST MAIN STREET (SOUTH TAMA To HWY 13)	Bid Number:	JSB 26-158	
Project Location:	East Main St., Manchester, IA	Bid Date:	4/16/2026	
Attachments:	TERMS AND CONDITIONS 2024.pdf			
Item Description	Estimated Quantity	Unit	Unit Price	Total Price

2 INCH HMA MILL & OVERLAY

Mill 2" Inches - East Main St. From South Tama To Hwy 13. Mill Intersection At Madison St. City Of Manchester Is Responsible For All Millings To Be Trucked, Swept, And Cleaned-up By City Staff. Clean, Prep And Apply Tack Oil As Necessary. Pave Surface With Hot Mix Asphalt Compacted To An Average Thickness Of 2 Inches, Of New Asphalt. (Approx. 3586 SY)	3,586.00	SY	\$19.00	\$68,134.00
Manhole Adjustment (As Needed)	0.00	EACH	\$1,100.00	\$0.00
Water Valve Boxes (As Needed)	0.00	EACH	\$1,000.00	\$0.00

Total Price for above 2 INCH HMA MILL & OVERLAY Items: \$68,134.00

CURB & RAMP REPAIR

EXCAVATION CLASS 10	65.00	CY	\$47.85	\$3,110.25
SUBBASE, MODIFIED	125.00	TON	\$26.85	\$3,356.25
WATER SERVICE CURB STOP AND BOX ADJ	1.00	EACH	\$840.00	\$840.00
INTAKE ADJ MINOR	3.00	EACH	\$4,165.00	\$12,495.00
PAVEMENT, PCC 8"	65.00	SY	\$111.50	\$7,247.50
REMOVAL OF SIDEWALK	205.00	SY	\$15.75	\$3,228.75
SIDEWALK, PCC 6"	190.00	SY	\$56.65	\$10,763.50
DETECTABLE WARNINGS	140.00	SF	\$46.00	\$6,440.00
PAVEMENT REMOVAL	65.00	SY	\$53.75	\$3,493.75
TRAFFIC CONTROL	1.00	LS	\$2,950.00	\$2,950.00
COMBINED CONCRETE SIDEWALK & REATINING WALLS FOR RAMP	1.00	LS	\$4,250.00	\$4,250.00
HANDSAIL, BLACK POWDER COAT	30.00	LF	\$112.00	\$3,360.00
MOBILIZATION	1.00	LS	\$1,700.00	\$1,700.00
CONCRETE WASHOUT	1.00	LS	\$575.00	\$575.00

Total Price for above CURB & RAMP REPAIR Items: \$63,810.00

Notes:

- A signed contract is required prior to the start of work.
- This proposal shall be included in contract. Progress payments shall be invoiced and paid monthly.
- Final price will be determined by Unit(s) Used & Unit Price(s) listed above.
- After signing, please retain one copy and forward a copy to our office on or before the cancellation date.
- This proposal shall be automatically cancelled if written acceptance has not been received by Contractor within 30 days of the Proposal Date and/or at any time before performance of the work hereunder upon CONTRACTOR'S determination that there is inadequate assurance of payment.

RESOLUTION R-055-2026
RESOLUTION APPROVING CONTRACT WITH KIRKHAM MICHAEL & ASSOCIATES, INC. FOR SURVEYING
SERVICES AT THE MANCHESTER MUNICIPAL AIRPORT

WHEREAS, Kirkham Michael & Associates, Inc. has submitted a contract for surveying services at the Manchester Municipal Airport; and,

WHEREAS, the estimated cost for the abovementioned services is \$6,650.00.

NOW THEREFORE BE IT HEREBY RESOLVED by the City Council of the City of Manchester, Iowa, that the contract between Kirkham Michael & Associates, Inc. and the City of Manchester, Iowa, for surveying services at the Manchester Municipal Airport be hereby approved and the Mayor and City Clerk are hereby authorized to sign said agreement.

Passed and approved the 11th day of May, 2026.

Connie Behnken, Mayor

ATTEST:

Erin Learn, City Clerk

March 31, 2026

RE: Survey for Private Hangar Development
Manchester Municipal Airport, Manchester, IA

Mr. Jason Haight
Airport Manager, Street Superintendent
208 E Main St
Manchester, IA 52057

Dear Jason:

Kirkham Michael is pleased to provide this letter contract for surveying services in the area shown on the attached Map. This work is to be completed to provide information to the Airport for the location of a proposed new hangar on Airport property.

SCOPE

- A. Survey Phase
 1. Confirm property and easement lines
 2. Collect topographical information of the existing apron
 3. Collect topographical information of the existing taxilanes serving other private hangars
 4. Collect topographical information of the field indicated in the attached map
 5. Collect data on any existing culverts draining onto airport property in the location of the proposed hangar development.

- B. Planning Phase
 1. Provide location recommendation for hangar development per height provided by Airport, based on building restriction line and height requirements.

SCHEDULE:

Once this letter agreement has been signed, we anticipate the following schedule:

- a. Survey will be onsite within 15 days of the signed agreement (weather pending)
- b. Recommendation of hangar location will be provided to the Airport 5 days after on-site survey has been completed

FEE PROPOSAL

For the above-described services:

Survey services lump sum	\$4,900.00
Planning services lump sum	\$1,750.00
Total services lump sum	\$6,650.00



These amounts include our service fees and other related project expenses. Payment for all services rendered is to be completed monthly based upon invoices for the progress to date. Invoices are due and payable upon receipt.

EXHIBIT A

Exhibit A is attached as a portion of this agreement.

If the above-described items are satisfactory to you, please sign and date this in the space provided below. You can email the signed copy back to us and keep the original for your files. This will serve as our Notice to Proceed for the work.

Should you have any questions or require any additional information, please do not hesitate to contact me at (402) 858-8852. Thank you for your continued business.

Sincerely,

KIRKHAM, MICHAEL & ASSOCIATES, INC.

Eric W. Johnson, VP
Airport Services Manager

ACCEPTANCE OF PROPOSAL AND AUTHORIZATION TO PROCEED

Signature

Date: _____

Attachments: Exhibit A, Map with Survey Limits

Exhibit A



General Terms and Conditions

1. AUTHORIZATION TO PROCEED

Signing of the accompanying agreement for engineering surveying or related services shall be authorization by the Client for Kirkham Michael & Associates, Inc. (Kirkham Michael) to proceed with the work described, unless otherwise stated in the agreement form.

2. STANDARD OF PRACTICE

Services performed by Kirkham Michael under this agreement will be conducted in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representation, express or implied, and no warranty or guarantee is included or intended in the agreement or in any report, opinion, document, or otherwise.

3. INVOICING AND PAYMENT

The client, recognizing that timely payment is a material part of the consideration of this agreement, shall promptly pay Kirkham Michael for services performed in accordance with the rates and charges set forth herein. Invoices will be submitted by Kirkham Michael on a monthly basis and shall be due and payable upon receipt. The client shall pay an additional charge of one and one half percent (1.5%) (or the maximum percentage allowed by law, whichever is lower,) of the invoiced amount per month for any payment received by Kirkham Michael more than thirty (30) calendar days from the invoice date. Payment thereafter shall first be applied to accrued interest and then to principal unpaid amount.

If the client for any reason fails to pay the undisputed portion of Kirkham Michael's invoices within thirty calendar days from the invoice date, Kirkham Michael may cease work on the project and the client shall waive any claim against Kirkham Michael and shall defend and indemnify Kirkham Michael from and against any claims for injury or loss stemming from Kirkham Michael's cessation of services. Client shall also pay Kirkham Michael the cost associated with premature project demobilization. In the event the project is remobilized, client shall also pay the cost of remobilization and shall renegotiate appropriate contract terms and conditions such as those associated with the budget, schedule or scope of services.

If the client objects to all or a portion of the invoice, the client shall so notify Kirkham Michael in writing within ten calendar days of the date of the invoice in question, and shall pay that portion of the invoice not in dispute. In the event any bill or portion thereof is disputed by the client, client shall notify Kirkham Michael within ten (10) calendar days of the date of the invoice in question. Client and Kirkham Michael shall work together to resolve the matter within sixty (60) calendar days of its being called to Kirkham Michael's attention. If resolution of the matter is not attained within sixty (60) calendar days, either party may terminate this agreement.

4. ADDITIONAL SERVICES

Any services beyond those specified in the agreement will be provided for separately under an additional agreement or a supplemental agreement.

5. CONSTRUCTION COST ESTIMATES

Construction cost estimates provided by Kirkham Michael are prepared from experience and judgment. Kirkham Michael has no control over market conditions or construction procedures and does not warrant that proposals, bids or actual construction costs will not vary from Kirkham Michael estimates.

6. LIMITATION OF LIABILITY

In order for the client to obtain the benefits of a fee which includes a lesser allowance for risk funding, the client agrees to limit Kirkham Michael's liability arising from Kirkham Michael's professional acts, errors or omissions, such that the total aggregate liability of Kirkham Michael shall not exceed Kirkham Michael's total fee for the services rendered on this project, or the amount of fifty thousand dollars (\$50,000), whichever is less.

7. CONSEQUENTIAL DAMAGES

The client shall not be liable to Kirkham Michael and Kirkham Michael shall not be liable to the client for any consequential damages incurred by either party due to the fault of the other, regardless of the nature of this fault or whether it was committed by the client or Kirkham Michael, their employees, agents, or subcontractors. Consequential damages include, but are not limited to, loss of use and loss of profit.

8. INDEMNIFICATION

Client and Kirkham Michael, their respective officers, employees, agents, and representatives, each agree to indemnify and hold the other harmless, from and against liability for claims, losses, damages and expenses, including reasonable attorneys' fees, to the extent such claims, losses, damages, or expenses are caused by the indemnifying party's negligent acts, errors or omissions. IN the event claims, losses, damages or expenses are caused by the joint or concurrent negligence of Client and Kirkham Michael, they shall be borne by each party in proportion to its negligence.

9. OWNERSHIP OF DOCUMENTS

All plans, drawings, reports, notes, calculations, estimates and other documents prepared by Kirkham Michael as instruments of service shall remain the property of Kirkham Michael, and copies will be provided at the request of the client.

10. TERMINATION

In the event termination becomes necessary, the party (client or Kirkham Michael) effecting the termination shall so notify the other party and termination will become effective fourteen (14) calendar days after receipt of the termination notice. Irrespective of which party shall effect termination or the cause of termination, the client shall within thirty (30) calendar days of termination remunerate Kirkham Michael for services rendered and costs incurred up to the effective time of termination, in accordance with Kirkham Michael's prevailing fee schedule and expense reimbursement policy.

11. GOVERNING LAW

This agreement is to be governed by and construed in accordance with the law of the principal place of business of Kirkham Michael.

12. CONTROLLING AGREEMENT

The agreement and these terms and conditions express the entire agreement between the parties. These terms and conditions shall take precedence over any inconsistent or contradictory provisions contained in any proposal, contract, notice to proceed, or like document regarding Kirkham Michael's services. If any one or more of the provisions contained in this agreement shall be held unenforceable, the enforceability of the remaining provisions shall not be impaired.

Manchester Muni Airport-C27



36



Early Stagecoach Rd

Early Stagecoach Rd

Early Stagecoach Rd

RESOLUTION R-056-2026
RESOLUTION AUTHORIZING THE SUBMISSION OF APPLICATION FOR GENERAL AVIATION
AIRPORT IMPROVEMENT PROGRAM AND CERTIFYING ELIGIBILITY REQUIREMENTS

WHEREAS, the City of Manchester desires to make an application for Airport Improvement Program funding to the Iowa Department of Transportation for certain improvements at the Manchester Municipal Airport as described as follows:

Construct a Hangar Site Development Area

WHEREAS, the Iowa Department of Transportation requires a resolution certifying certain application requirements, commitments, and criteria; and

WHEREAS, on behalf of the City, Kirkham, Michael & Associates, Inc. has prepared an application describing the proposed improvements.

NOW THEREFORE BE IT RESOLVED THAT:

1. The City hereby endorses the Application for the Iowa Airport Improvement Program funding for said improvements.
2. The City Manager is hereby authorized to sign and submit the Application.
3. The City hereby submits availability of the local share of the funds as outlined in the Applications.

PASSED AND APPROVED THIS 11th DAY OF MAY, 2026.

Connie Behnken, Mayor

ATTEST:

Erin Learn, City Clerk

AIRPORT STATE FUNDING CHECKLIST AND APPLICATION

Please attach the following documents with your application.

- Airport State Funding Application Checklist
- Project data sheet, including a detailed cost breakdown. Use one for each project.
- City/Sponsor resolution that endorses the project and certifies availability of matching funds.
- Five-Year Capital Improvement Program (CIP)
- Verification that project is identified in a current airport layout plan (ALP) on file with Iowa Department of Transportation Aviation (when applying for new construction of buildings or airfield expansion).
- Pavement maintenance program (verify the use of the pavement maintenance program provided by the Iowa DOT or similar program when applying for pavement preservation or reconstruction).
- Protective land use zoning and/or planning (please answer the following).

Height zoning	<input checked="" type="radio"/> Yes	Date adopted <u>03/23/2015</u>	<input type="checkbox"/> No	<input type="checkbox"/> Pending
Land use planning/zoning	<input checked="" type="radio"/> Yes	Date adopted <u>03/23/2015</u>	<input type="checkbox"/> No	<input type="checkbox"/> Pending
Comprehensive plan adopted with airport land use included	<input type="checkbox"/> Yes		<input type="checkbox"/> No	<input type="checkbox"/> Pending
Other (please explain) _____				
- Provide verification that you have either updated the www.basedaircraft.com website or submitted based aircraft N - numbers to Iowa DOT Aviation.
- Minority Impact Statement (Iowa DOT Form 105101 www.basedaircraft.com/)

Send **one signed** copy of the application materials to the address listed below.

Please e-mail the signed application to: Shane.Wright@Iowadot.us

AIRPORT STATE FUNDING APPLICATION

Airport Name: Manchester Municipal Airport

Airport Sponsor Name: City of Manchester

Contact Person: Erin Learn Title: City Clerk

Address: 208 East Main Street

City: Manchester State: IA ZIP Code: 52057

Daytime Phone: 563.927.1113 E-mail: elearn@manchester-ia.org

FAX: _____

Project Description: If applying for more than one project, list in order of priority. A separate project application data sheet is needed for each project.	Project Type	Total Project Amount	State Amount Requested	Percent State Share
Construct Hangar Site Development Area	Airport Development	\$299,775.00	\$254,808.00	84.9997498
				NaN
				NaN
				NaN
				NaN

The sponsor certifies that the information contained in this application is accurate and complete to the best of his/her knowledge.

Signature of Authorized Sponsor's Representative City Clerk
Title

Erin Learn Date: _____
Typed Name

e-Mail the signed application to: Shane.Wright@iowadot.us

**AIRPORT STATE FUNDING APPLICATION
PROJECT DATA SHEET**

Fiscal Year: 2026

Submit a separate data sheet for each project.

Airport: **Date:**

Funding Program:

Project Description:

Engineering Firm (If unknown, write unknown):

Shown on current Airport Layout Plan (ALP) Yes No **Current ALP Date:**

Sketch:

Project Justification (Include detailed information and data to support need):

Detailed Cost Estimate (Attach separate sheet if necessary):

	Amount	Percentage
Total Project Cost:	<u>299775</u>	<u>100</u>
Local Share:	<u>44967</u>	<u>15</u>
Requested State Share:	<u>254808</u>	<u>85</u>

Signature

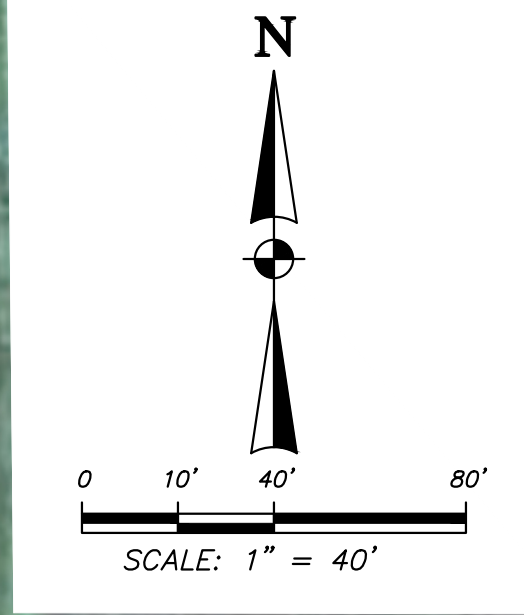
City Clerk

Sponsor's Title

Please e-mail the signed application to: Shane.Wright@iowadot.us

**Hangar Grading - Option 80 Offset
Manchester Municipal Airport
Manchester, IA**

Item No.	Description	Estimated Quantity	Units	Unit Price	Amount
1	Mobilization and Safety Plan	1	LS	\$ 22,000.00	\$ 22,000.00
2	Excavation & Grading	4,400	CY	\$ 25.00	\$ 110,000.00
3	Topsoil	1	EA	\$ 5,000.00	\$ 5,000.00
4	Subgrade Preparation	675	SY	\$ 18.00	\$ 12,150.00
5	Subbase	675	SY	\$ 25.00	\$ 16,875.00
6	Pavement	675	SY	\$ 90.00	\$ 60,750.00
7	Seeding & Fertilizing	0.8	AC	\$ 10,000.00	\$ 8,000.00
8	Erosion Control	1.0	EA	5,000.00	\$ 5,000.00
	Sub Total				\$ 239,775.00
	Engineering, Construction & Admin.				\$ 60,000.00
				TOTAL COST ESTIMATE	\$ 299,775.00



	EXISTING CONTOURS (5' MAJOR, 1' MINOR)
	PROPOSED CONTOURS (5' MAJOR, 1' MINOR)
	FINISH GRADE SLOPE
	PROPOSED PAVEMENT
	POTENTIAL BUILDING
	BUILDING RESTRICTION LINE



revisions

MANCHESTER MUNICIPAL AIRPORT
IOWA

MANCHESTER

SITE PLAN

date	04/30/2026
designed	AKH
checked	AKH
in	43

SHEET 1

Minority Impact Statement

Pursuant to 2008 Iowa Acts, HF 2393, Iowa Code 8.11, all grant applications submitted to the State of Iowa that are due beginning Jan. 1, 2009, shall include a Minority Impact Statement. This is the state's mechanism for requiring grant applications to consider the potential impact of the grant project's proposed programs or policies on minority groups.

Please choose the statement(s) that pertains to this grant application. Complete all the information requested for the chosen statement(s). Submit additional pages as necessary.

- The proposed grant project programs or policies could have a disproportionate or unique **positive** impact on minority persons.

Describe the positive impact expected from this project:

Indicate which groups are impacted:

- Women Persons with a Disability Blacks Latinos Asians
- Pacific Islanders American Indians Alaskan Native Americans Other _____

- The proposed grant project programs or policies could have a disproportionate or unique **negative** impact on minority persons.

Describe the negative impact expected from this project:

Present the rationale for the existence of the proposed program or policy:

Provide evidence of consultation with representatives of the minority groups impacted:

Indicate which groups are impacted:

- Women Persons with a Disability Blacks Latinos Asians
 Pacific Islanders American Indians Alaskan Native Americans Other _____

The proposed grant project programs or policies are **not expected to have** a disproportionate or unique impact on minority persons.

Present the rationale for determining no impact:

The proposed project occurs on the airport and impacts only users of the airport. There are no impacts to adjacent landowners or minority persons.

I hereby certify that the information on this form is complete and accurate, to the best of my knowledge.

Name: _____

Title: _____

Definitions

"Minority Persons," as defined in Iowa Code 8.11, means individuals who are women, persons with a Disability, Blacks, Latinos, Asians or Pacific Islanders, American Indians, and Alaskan Native Americans.

"Disability," as defined in Iowa Code 15.102, subsection 12, paragraph "b," subparagraph (1):

b. As used in this subsection:

(1) "*Disability*" means, with respect to an individual, a physical or mental impairment that substantially limits one or more of the major life activities of the individual, a record of physical or mental impairment that substantially limits one or more of the major life activities of the individual, or being regarded as an individual with a physical or mental impairment that substantially limits one or more of the major life activities of the individual.

"*Disability*" does not include any of the following:

- (a) Homosexuality or bisexuality.
- (b) Transvestism, transexualism, pedophilia, exhibitionism, voyeurism, gender identity disorders not resulting from physical impairments or other sexual behavior disorders.
- (c) Compulsive gambling, kleptomania, or pyromania.
- (d) Psychoactive substance abuse disorders resulting from current illegal use of drugs.

"State Agency," as defined in Iowa Code 8.11, means a department, board, bureau, commission, or other agency or authority of the State of Iowa.

**FIVE-YEAR AIRPORT
CAPITAL IMPROVEMENT PROGRAM (CIP)**

Attach additional sheets if necessary.

Airport Name, LOCID, City, State: Manchester Municipal Airport, C27, Manchester, IA

Prepared by: City of Manchester

Sponsor's E-mail: tvick@manchester-ia.org

Date Prepared: December 18, 2025

Sponsor's Signature: _____

Sponsor's Phone: 563-927-1116

Printed Name: Timothy J. Vick

FY	Detailed Project/Scope Description	Funding Source	Total Estimated Cost
2027	Acquire/Box hangar	Federal: \$ IIJA: \$ State: \$ Local: \$ Total: \$	\$250,000.00 \$25,000.00 \$275,000.00
2028	Taxilane to Hangar Area & Mass Grading	Federal: \$ IIJA: \$ State: \$ Local: \$ Total: \$	\$462,035.00 \$265,965.00 \$80,800.00 \$808,800.00
2029	Install New 3,000 AV-Gas Fuel Facility	Federal: \$ IIJA: \$ State: \$ Local: \$ Total: \$	 \$191,250.00 \$33,750.00 \$225,000.00
		Federal: \$ IIJA: \$ State: \$ Local: \$ Total: \$	 \$0.00
		Federal: \$ IIJA: \$ State: \$ Local: \$ Total: \$	 \$0.00

ORDINANCE NO. 004-2026

**AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF MANCHESTER, IOWA BY ADDING
CHAPTER 26 "RAGBRAI - MISCELLANEOUS PERMITS"**

Be it enacted by the City Council of the City of Manchester, Iowa:

SECTION 1: This ordinance is enacted to help city officials and citizens deal with the public health and safety problems created by the infusion of a large number of people into the City of Manchester during The Register's Annual Great Bicycle Ride Across Iowa™ (RAGBRAI®) event on July 24, 2026.

SECTION 2: That Chapter 26, "RAGBRAI - Miscellaneous Permits" of the Code of Ordinances of the City of Manchester, Iowa, be and the same is hereby added to read as follows:

**Chapter 26
RAGBRAI Ordinance - Miscellaneous Permits**

Sections:

- 26.01 Commercial Food Booth - Permit Required
- 26.02 Commercial Food Booth Fees
- 26.03 Commercial Food Booth Additional Fees
- 26.04 Commercial Food Booth Location
- 26.05 Health Regulations
- 26.06 Commercial Non-Food Booth – Permit Required
- 26.07 Commercial Non-Food Booth Fees
- 26.08 Commercial Non-Food Booth Location
- 26.09 Glass Containers
- 26.10 Nuisance
- 26.11 Violations-Penalties
- 26.12 Street Closings
- 26.13 Golf Cart Operations
- 26.14 Effective Period
- 26.15 Authority

26.01 Commercial Food Booth - Permit Required. No person, club, group, organization, corporation or entity of any kind shall provide or sell food to the public in Manchester on July 24, 2026, at a location other than their regularly established place of business unless they first obtain a Commercial Booth Food Permit from the Manchester RAGBRAI 2026 Committee at 200 East Main Street, Manchester, Iowa. However, any person or entity that resides or operates within the City of Manchester and in possession of a valid permit issued by the State of Iowa for the sale of food to be consumed on its premises as of June 1, 2026, or in possession of a current Iowa retail sales tax permit and operating from a regularly established place of business within the City of Manchester, shall be exempt from the requirements of this Section.

26.02 Commercial Food Booth Fees. The fee for a local Commercial Food Booth Permit shall be \$100.00. The fee for a Commercial Food Booth Permit issued to vendors outside of the Manchester City Limits shall be \$300.00.

26.03 Commercial Food Booth Additional Fees. All commercial food booth permittees will be required to submit a \$100.00 clean-up deposit when the permit is issued. Electricity will be supplied, if available, for an additional fee of \$50.00.

26.04 Commercial Food Booth Location. A vendor who has been granted a Manchester Commercial Food Booth Permit shall locate its temporary sale facility at a location to be determined by the official Manchester RAGBRAI 2026 Committee.

26.05 Health Regulations. A person or entity issued a commercial or non-profit booth food permit pursuant to this Chapter shall comply with all applicable regulations of the Iowa Department of Inspections, Appeals, and Licensing and all applicable state and local health regulations pertaining to the sale and dispensing of food for public consumption.

26.06 Commercial Non-Food Booth - Permit Required. No person, club, group, organization, corporation or entity of any kind shall provide or sell merchandise to the public in Manchester on July 24, 2026 at a location other than their regularly established place of business unless said person or entity shall first obtain a Commercial Non-Food Booth Permit from the Manchester RAGBRAI 2026 Committee at 200 East Main Street, Manchester, Iowa. However, any person or entity which is a resident of the City of Manchester and in possession of a valid permit issued by the State of Iowa for the sale of merchandise as of June 1, 2026, or in possession of a current Iowa retail sales tax permit and operating from a regularly established place of business within the City of Manchester, shall be exempt from the requirements of this Section.

26.07 Commercial Non-Food Booth Fees. The fee for a local Commercial Non-Food Booth Permit shall be \$100.00. The fee for a Commercial Non-Food Booth Permit issued to vendors outside of the Manchester City Limits shall be \$300.00.

26.08 Commercial Non-Food Booth Location. A vendor who has been granted a Manchester Commercial Non-Food Booth Permit shall locate its temporary sale facility at a location to be determined by the official Manchester RAGBRAI 2026 Committee.

26.09 Glass Containers. To promote safety during RAGBRAI, all beverages sold in Manchester, Iowa, by Commercial Booth permitted vendors, on July 24, 2026, shall be sold in non-glass containers only. This requirement shall also apply to any existing business, restaurant, service station, grocery store or other establishment selling beverages on its premises in an outdoor setting open to the public.

26.10 Nuisance. The sale of food or the erection of a temporary facility for the sale of food or other merchandise without a Manchester Commercial Food Booth or Manchester Commercial Non-Food Booth permit on July 24, 2026, in violation of the provisions of this Chapter shall be considered a nuisance, as defined by Chapter 50 of the Manchester City Code. If this type of nuisance is determined to exist, an emergency abatement procedure, pursuant to Chapter 50 of the City Code is hereby authorized, and the violation may be subject to immediate abatement consistent with Chapter 50 of the City Code. However, if the only nuisance or violation of this chapter is the offender's failure to obtain the necessary permit, the Manchester RAGBRAI 2026 Committee, in lieu of immediate abatement, may allow the person or organization to immediately purchase a necessary permit as provided by this ordinance in order to be in compliance with this section.

26.11 Violations - Penalties. Selling or supplying food or merchandise to the public without a Manchester Commercial Food Booth or Manchester Commercial Non-Food Booth Permit on July 24, 2026, or any violation of this chapter shall be punishable as provided by applicable provisions of the Iowa Code and City Code.

26.12 Street Closings. During the effective dates of this ordinance and without prior Council action, any Manchester police officer, or those at their direction, may place barricades or road blocks in any City street, alley or roadway to redirect vehicular traffic in order to enhance the proper and safe flow of bicycle and vehicular traffic within the City limits of the City of Manchester.

26.13 Golf Cart Operations. Official members of the Manchester RAGBRAI 2026 Committee may operate golf carts (or other similar vehicles not designed for street use) on the City streets and other public property on July 24, 2026, provided they shall otherwise remain subject to all traffic laws and the direction of local law enforcement personnel, and further provided that the operator shall possess a valid driver's license and shall at all times have an official authorization tag issued by the Manchester RAGBRAI 2026 Committee in their possession while operating a golf cart (or other similar vehicle).

26.14 Effective Period. This Ordinance shall be of no force or effect after July 24, 2026.

26.15 Authority. The Manchester RAGBRAI 2026 Committee shall make recommendations regarding the administration of this ordinance. Final enforcement authority shall remain with the City.

SECTION 3: REPEALER. All ordinances or parts thereof in conflict with the provisions of this ordinance are hereby repealed.

SECTION 4: SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional such adjudication shall not affect the validity of this ordinance as a whole or any section, provision, or party thereof not adjudged invalid or unconstitutional.

SECTION 5: WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

Passed and approved by the City Council of the City of Manchester, Iowa on the 11th day of May, 2026.

Connie Behnken, Mayor

Erin Learn, City Clerk

