



Agenda for the Regular Meeting of the City Council of the City of Manchester
Monday, June 22, 2026

The City Council meeting will start at 5:00 PM
Location: 204 East Main Street

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

1. Opening

- 1.1. Call to Order
- 1.2. Pledge of Allegiance
- 1.3. Roll Call
- 1.4. Approval of the Agenda
- 1.5. Presentation of Employee Years of Service Awards

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 June 8, 2026 Regular City Council Meeting
- 3.2. R-077-2026 Resolution Approving Payment of Bills
- 3.3. Acknowledge receipt of the following City Reports & Minutes: Board of Adjustment June 17, 2026, Manchester Public Library Board May 2026, Parks & Recreation Commission May 2026, Wastewater Treatment Department May 2026, Planning & Zoning Commission June 18, 2026, Airport Committee June 18, 2026
- 3.4. Approval of the following Liquor License Applications: New Application for 5 Day Special Class C Retail Alcohol License for the Manchester Area Chamber of Commerce for the RAGBRAI Event on July 24, 2026
- 3.5. R-078-2026 Resolution Setting the Salaries for Appointed Officials and Employees of the City of Manchester, Iowa for the Fiscal Year beginning July 1, 2026
- 3.6. Third consideration and final adoption of Ordinance 005-2026 Amending the City Code of the City of Manchester, Iowa to establish a default Publication Timeline for Notices of Public Hearing
- 3.7. Review the decision of the Board of Adjustment to approve the request of S&B Promotions for the property at 128 Gay Street for an exception to City Code Section 165.06(6.2) "R1 Single Family Residential Districts, Site Development Regulations" to reduce the front yard setback from 25' to 21' to allow for the construction of a garage
- 3.8. Approval of appointments to the City Boards & Commissions effective July 1, 2026: Melanie Cook to the Library Board of Trustees. Re-appointments to City Boards & Commissions include: Richard McMahon to the Board of Adjustment; Julie Smith to

the Library Board of Trustees; Ben Engelken to the Library Board of Trustees; Melissa Coates to the Parks & Recreation Commission; and Nick LaRosa to the Parks & Recreation Commission

- 3.9. R-079-2026 Resolution Amending Salary Resolution (seasonal employee)
- 3.10. Approval of the following renewal application for Iowa Retail Cigarette Permit for McDermott Oil
- 3.11. Approve payment of claims totaling \$2,450 to Kirkham Michael for engineering services
- 3.12. Approve payment of claims totaling \$31,342.50 to Fehr Graham for engineering services
- 3.13. Approve Pay Estimate #1 to River City Paving for Manchester Rehabilitate Runway 18/36 in the amount of \$444,322.48

4. Public Hearings

- 4.1. Public Hearing on the Rezoning Request for 608 Charles Street
- 4.2. First consideration of Ordinance 006-2026 Amending the Official Zoning Map of the City of Manchester, Iowa (608 Charles Street)
- 4.3. Public Hearing on the Rezoning Request for Lot 2, Sherman's Farm Subdivision-413 South Wayne Street
- 4.4. First consideration of Ordinance 007-2026 Amending the Official Zoning Map of the City of Manchester, Iowa (Lot 2, Sherman's Farm Subdivision-413 South Wayne Street)

5. Regular Agenda Items

- 5.1. Consider approval of Resolution 080-2026 Approving Final Plat Westgate Center Subdivision
- 5.2. Consider approval of Site Plan for 1086 South 3rd Street (XL Specialized Trailers)
- 5.3. Discussion and First Consideration of Ordinance 008-2026, an Ordinance Amending the Code of Ordinances of the City of Manchester by Amending Provisions pertaining to Utility Rates

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, June 8, 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: Bill Scherbring, Diane Hammell, Joe Dittrick, Mary Ann Poynor. Absent: Bryan Gray.

APPROVAL OF THE AGENDA

City Clerk Learn asked that the "Presentation of Employee Service Awards" be removed from the agenda, noting they will be on the June 22, 2026 City Council agenda. Motion by Scherbring, seconded by Poynor to approve the agenda as amended. On call of roll: Ayes: Scherbring, Poynor, Hammell, Dittrick. Nays: None. Motion carried.

PUBLIC INPUT

None.

CONSENT AGENDA

3.1 Approval of the minutes of the May 26, 2026 Regular City Council meeting & the minutes of the June 1, 2026 Committee of the Whole meeting

3.2 R-074-2026 Resolution Approving Payment of Bills

3.3 Acknowledge receipt of the following City Reports & Minutes: minutes of the May 21, 2026 Planning & Zoning Commission meeting

3.4 Approval of the following renewal applications for Iowa Retail Cigarette Permits: Casey's #3854 at 1305 West Commercial Street; Casey's #2624 at 1413 North Franklin Street; Cork 'N Bottle Liquor Store at 900 East Main Street; Dollar General Store #4812 at 203 South 9th Street; Fareway Store #594 at 109 East Marion Street; Liquor, Tobacco & Vape at 316 East Main Street; Hy-Vee Dollar Fresh Market at 1080 West Main Street; Kwik Star #790 at 1000 West Main Street; Walmart #1506 at 1223 West Main Street

3.5 Approve payment of the following Downtown Incentive Program Grants: Facade Grant (front) in the amount of \$7,500.00 & Facade Grant (rear) in the amount of \$1,506.67 to Castle Theatre at 112 East Main Street; Facade Grant (side) in the amount of \$280.08 & Interior Grant in the amount of \$2,673.47 to The Quiltmakers Shoppe at 120 North Franklin Street

3.6 Approve payment of claims totaling \$22,059.25 to Fehr Graham for engineering services

3.7 Approve payment of claims totaling \$10,985.81 to Kirkham Michael for engineering services

3.8 Second consideration of Ordinance 005-2026 Amending the City Code of the City of Manchester, Iowa to establish a default Publication Timeline for Notices of Public Hearings

3.9 R-075-2026 Resolution Amending Salary Resolution

3.10 Approval of Supplement Agreement for Maintenance of Primary Roads in Municipalities with the Iowa Department of Transportation for a term of one year (7/1/2026-6/30/2027)

Mayor Behnken reviewed the items on the Consent Agenda with the City Council. Motion by Hammell, seconded by Dittrick to approve the Consent Agenda. On call of roll: Ayes: Hammell, Dittrick, Scherbring, Poynor. Nays: None. Motion carried.

Bills approved for payment:

VENDOR	DESCRIPTION	AMOUNT
ABSOLUTE SCIENCE	LIBRARY PROGRAM	375.00
ALLIANT ENERGY	ELECTRICITY	2,419.38
AMAZON BUSINESS	SUPPLIES, LIBRARY MATERIALS	3,870.99
AMERICAN RED CROSS	LIFEGUARD CERTIFICATION	288.00

BARD MATERIALS	CONCRETE	837.71
BASE	SELF INSURANCE/HRA ADMIN	134.00
BOLAND RECREATION	PLAYGROUND RESURFACING	40,240.00
BOUBIN TIRE & AUTOMOTIVE	VEHIICLE MAINT	98.77
BREHME DRUG INC	FIRST AID SUPPLIES	76.36
BRUNKAN EQUIPMENT	VEHICLE MAINT PARTS	432.30
CENGAGE LEARNING	LIBRARY MATERIALS	21.44
CITIZENS STATE BANK	2023B BOND PAYMENT	19,810.00
CITY LAUNDERING INC	SUPPLIES/MAINT	156.18
CITY OF MANCHESTER	SPORTS COMPLEX WATER/SEWER	166.27
COMELEC SERVICES, INC	SHOP INTERNET	153.00
DAKOTA SUPPLY GROUP INC	SUPPLIES	2,702.00
DEL CO SOLID WASTE COMMISSION	MONTHLY LANDFILL CHARGES	1,056.50
DEL CO TREASURER	PROPERTY TAXES	48.00
DON & WALT LLC	BUILDING MAINT	314.06
DORSEY & WHITNEY LLP	LEGAL FEES	15,000.00
EAST END COLLISION	COMMERCIAL INCENTIVE GRANT	1,020.63
EBSCO INC	LIBRARY MATERIALS	8,516.00
ECIA	LEAD GRANT MATCH, TRAFFIC STUDY MATCH	6,682.56
FAREWAY STORES INC	SUPPLIES	4,027.53
GEORGEN AUTO LLC	VEHICLE MAINT	2,297.51
GNB BANK	2023A BOND PAYMENT	54,987.50
HAUSERS WATER SYSTEMS INC	WATER TREATMENT SUPPLIES	65.00
IA DEPT OF REVENUE	SALES TAX	5,269.94
IA ONE CALL	LOCATES	176.50
INFRASTRUCTURE TECHNOLOGY	COMPUTER MAINT	510.00
IOWA LAW ENFORCEMENT ACADEMY	OFFICER TRAINING	5,125.00
J & R SUPPLY INC	SUPPLIES	1,037.00
JASMINE WHITE	AIRPORT MAINTENANCE	90.83
JE & SM ENTERPRISES	CONCESSIONS	352.00
JOHN DEERE FINANCIAL	SUPPLIES	377.81
KAMMILLER TREE SERVICE LLC	TREE/STUMP REMOVALS	3,815.00
KANOPY, INC	LIBRARY MATERIALS	72.00
KLUESNER SANITATION LLC	GARBAGE/RECYCLING	30,256.59
KMCH INC	RADIO ANNOUNCEMENTS	1,068.00
KONA ICE	SUMMER READING PROGRAM	455.00
LYNCH DALLAS PC	LEGAL SERVICES	1,558.00
MAGGIE SOMMERS	WEBSITE MAINTENANCE	800.00
MANCHESTER SIGNS LLC	RAGBRAI MAPS	129.50
MASTERPIECE CLEANING LLC	CUSTODIAL	800.00
MES SERVICE COMPANY	SERVICE CALL	735.70
MICROBAC LABORATORIES INC	TESTING	560.25
MYERS COX CO	CONCESSIONS	2,658.50
NAPA AUTO PARTS	JET VAC PARTS	21.98
PALMER HARDWARE INC	SUPPLIES	1,747.53
PRICE ELECTRIC INC	WWTP PUMP MAINTENANCE	105.00
RADAR ROAD TEC	RADAR CERTIFICATION	240.00
ROTO-ROOTER	POOL LEAK FIX	12,345.00
RUNDE AUTO GROUP	VEHICLE MAINT	191.85
SARAH TAYLOR MARKETING LLC	SOCIAL MEDIA	2,058.00
SCHUMACHER ELEVATOR INC	ELEVATOR MAINTENANCE	1,796.58

SLM LAWN MOWING & TRIMMING	MOWING CONTRACT	5,284.17
STANARD & ASSOCIATES INC	TESTING	68.00
STATE CHEMICAL SOLUTIONS	PARK SUPPLIES	204.56
STENDER LAWN CARE	MOWING CONTRACT (LIBRARY)	240.00
THE NORTHWAY CORPORATION	POOL PUMP MAINTENANCE	390.00
THREE RIVERS FS	VEHICLE FUEL	7,714.48
TOADALLY AWESOME PETS	SUMMER READING PROGRAM	296.48
TRAF-O-TERIA SYSTEM	PARKING TICKETS	367.18
USPS	POSTAGE	1,610.03
WALMART	SUPPLIES	169.61
WELTER STORAGE EQUIPMENT INC	TABLE	717.00
WEST DELAWARE SCHOOLS	LIBRARY MATERIALS	45.00
WIN LLC	PHONE/INTERNET	336.70
WINDSTREAM	PHONE/INTERNET	527.69
WOODWARD COMMUNICATIONS	PUBLICATION EXPENSE	363.06
	TOTAL	258,484.21
	FUND TOTAL	
	GENERAL	134,171.82
	HOTEL/MOTEL TAX	2,987.50
	ROAD USE TAX	4,825.38
	EMPLOYEE BENEFITS	134.00
	ACQUISITION/DEMOLITION	2,000.00
	PARK GIFT & TRUST	48.00
	LIBRARY GIFT & TRUST	2,242.90
	DEBT SERVICE	89,797.50
	DOWNTOWN/COMMERCIAL INCENTIVE	1,020.63
	SUBDIVISION PROJECTS	2,702.00
	STREET PROJECTS	4,682.56
	WATER	9,818.07
	SEWER	4,053.85
	TOTAL	258,484.21

PUBLIC HEARING ON PROPOSED DEVELOPMENT AGREEMENT WITH THE MANCHESTER

Mayor Behnken opened the Public Hearing at 5:04pm. City Manager Brock Waters reviewed the proposed development agreement with the City Council. There being no written comments on file and no public comments to be heard, Mayor Behnken closed the Public Hearing at 5:04pm.

Motion by Poynor, seconded by Hammell to approve Resolution R-076-2026 Approving Development Agreement with The Manchester Locker, Authorizing Annual Appropriation Tax Increment Payments and Pledging Certain Tax Increment Revenues to the Payment of the Agreement. On call of roll: Ayes: Poynor, Hammell, Scherbring, Dittrick. Nays: None. Motion carried.

PAY ESTIMATE #3 – 2026 ANDERSON STREET IMPROVEMENTS PROJECT

Motion by Scherbring, seconded by Dittrick to approve Pay Estimate #3 in the amount of \$213,375.13 to Eastern Iowa Excavating & Concrete for the 2026 Anderson Street Improvements Project. On call of roll: Ayes: Scherbring, Dittrick, Poynor, Hammell. Nays: None. Motion carried.

POLICE OFFICER SAFETY PLAN T10 PROPOSAL – AXON ENTERPRISE

Motion by Dittrick, seconded by Hammell to approve the 10-year Police Officer Safety Plan T10 proposal from Axon Enterprise at a cost of \$76,233.70 per year. On call of roll: Ayes: Dittrick, Hammell, Scherbring, Poynor. Nays: None. Motion carried.

PAY ESTIMATE #1 – GRAND AVENUE TRAIL PROJECT

Motion by Poynor, seconded by Scherbring to approve Pay Estimate #1 in the amount of \$1,067.00 to Midwest Concrete for the Grand Avenue Trail Project. On call of roll: Ayes: Poynor, Scherbring, Dittrick, Hammell. Nays: None. Motion carried.

REPORTS

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

Motion by Scherbring, seconded by Hammell that the meeting adjourn at 5:26pm. Motion carried, all ayes.

Connie Behnken, Mayor

ATTEST:

Erin Learn, City Clerk

R-077-2026
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 22nd day of June, 2026.

Connie Behnken, Mayor

Erin Learn, City Clerk



Manchester, IA

Expense Approval Report

By Vendor Name

Payment Dates 6/5/2026 - 6/17/2026

Vendor Name	Description (Payable)	Account Name	Amount
Vendor: 00449 - 3E			
Fund: 610 - SEWER			
3E	WWTP GENERATOR TROUBLE	EQUIP REPAIR/MAINT	555.00
			<u>555.00</u>
		Fund 610 - SEWER Total:	555.00
		Vendor 00449 - 3E Total:	555.00
Vendor: 00008 - ACCENT LASER INC			
Fund: 001 - GENERAL			
ACCENT LASER INC	LIB TONER	IT/COMPUTER SERVICES	109.95
			<u>109.95</u>
		Fund 001 - GENERAL Total:	109.95
		Vendor 00008 - ACCENT LASER INC Total:	109.95
Vendor: 00009 - ACCESS SYSTEMS LEASING INC			
Fund: 001 - GENERAL			
ACCESS SYSTEMS LEASING IN	RICOH C6010 COPIER	IT/COMPUTER SERVICES	24.47
ACCESS SYSTEMS LEASING IN	RICOH C6010 COPIER	IT/COMPUTER SERVICES	42.83
ACCESS SYSTEMS LEASING IN	RICOH C6010 COPIER	IT/COMPUTER SERVICES	24.47
ACCESS SYSTEMS LEASING IN	RICOH C6010 COPIER	IT/COMPUTER SERVICES	24.47
ACCESS SYSTEMS LEASING IN	RICOH C6010 COPIER	IT/COMPUTER SERVICES	<u>244.76</u>
			361.00
		Fund 001 - GENERAL Total:	361.00
Fund: 110 - ROAD USE TAX			
ACCESS SYSTEMS LEASING IN	RICOH C6010 COPIER	IT/COMPUTER SERVICES	42.83
			<u>42.83</u>
		Fund 110 - ROAD USE TAX Total:	42.83
Fund: 600 - WATER			
ACCESS SYSTEMS LEASING IN	RICOH C6010 COPIER	IT/COMPUTER SERVICES	42.83
			<u>42.83</u>
		Fund 600 - WATER Total:	42.83
Fund: 610 - SEWER			
ACCESS SYSTEMS LEASING IN	RICOH C6010 COPIER	IT/COMPUTER SERVICES	42.83
			<u>42.83</u>
		Fund 610 - SEWER Total:	42.83
		Vendor 00009 - ACCESS SYSTEMS LEASING INC Total:	489.49
Vendor: 00037 - ALLIANT ENERGY			
Fund: 001 - GENERAL			
ALLIANT ENERGY	ELECTRICITY	STREET LIGHTING ELECTRICIT	93.86
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	651.33
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	214.80
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	651.33
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	213.74
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	20.00
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	86.04
ALLIANT ENERGY	ELECTRICITY	STREET LIGHTING ELECTRICIT	7,608.94
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	73.82
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	213.14
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	<u>294.25</u>
			10,121.25
		Fund 001 - GENERAL Total:	10,121.25

Expense Approval Report

Payment Dates: 6/5/2026 - 6/17/2026

Vendor Name	Description (Payable)	Account Name	Amount
Fund: 110 - ROAD USE TAX			
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	82.82
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	316.83
			<u>399.65</u>
Fund 110 - ROAD USE TAX Total:			399.65
Fund: 600 - WATER			
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	600.71
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	1,563.95
			<u>2,164.66</u>
Fund 600 - WATER Total:			2,164.66
Fund: 610 - SEWER			
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	329.81
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	6,094.27
			<u>6,424.08</u>
Fund 610 - SEWER Total:			6,424.08
Vendor 00037 - ALLIANT ENERGY Total:			19,109.64
Vendor: 01876 - AM FOAM WORKS LLC			
Fund: 110 - ROAD USE TAX			
AM FOAM WORKS LLC	MANHOLE LIFTING	ST MAINT SUPPL/OPS	1,975.00
			<u>1,975.00</u>
Fund 110 - ROAD USE TAX Total:			1,975.00
Vendor 01876 - AM FOAM WORKS LLC Total:			1,975.00
Vendor: 00046 - AMAZON BUSINESS			
Fund: 001 - GENERAL			
AMAZON BUSINESS	LIB SUPPLIES	LIBRARY MATERIALS	56.59
AMAZON BUSINESS	LIB SUPPLIES	LIBRARY MATERIALS	612.84
AMAZON BUSINESS	LIB SUPPLIES	OFFICE SUPPLIES	110.98
AMAZON BUSINESS	LIB BOOKS	LIBRARY MATERIALS	55.95
AMAZON BUSINESS	LIB SUPPLIES	PROGRAMS/EVENTS	662.17
AMAZON BUSINESS	LIB SUPPLIES	LIBRARY MATERIALS	578.06
AMAZON BUSINESS	LIB SUPPLIES	LIBRARY MATERIALS	48.28
			<u>2,124.87</u>
Fund 001 - GENERAL Total:			2,124.87
Vendor 00046 - AMAZON BUSINESS Total:			2,124.87
Vendor: 00054 - AMERICAN RED CROSS			
Fund: 001 - GENERAL			
AMERICAN RED CROSS	LIFEGUARD RECERTIFICATION	LIFEGUARD/WSI TRAINING	48.00
			<u>48.00</u>
Fund 001 - GENERAL Total:			48.00
Vendor 00054 - AMERICAN RED CROSS Total:			48.00
Vendor: 01913 - ARMOR EQUIPMENT			
Fund: 110 - ROAD USE TAX			
ARMOR EQUIPMENT	SWEEPER PARTS	SWEEPER REPAIR/MAINT	726.40
			<u>726.40</u>
Fund 110 - ROAD USE TAX Total:			726.40
Vendor 01913 - ARMOR EQUIPMENT Total:			726.40
Vendor: 00111 - BARD MATERIALS			
Fund: 125 - TAX INCREMENT FINANCING			
BARD MATERIALS	DEVELOPMENT AGREEMENT	DEVELOPMENT AGREEMENTS	8,850.40
			<u>8,850.40</u>
Fund 125 - TAX INCREMENT FINANCING Total:			8,850.40
Vendor 00111 - BARD MATERIALS Total:			8,850.40

Expense Approval Report

Payment Dates: 6/5/2026 - 6/17/2026

Vendor Name	Description (Payable)	Account Name	Amount
Vendor: 00119 - BDH LLC			
Fund: 125 - TAX INCREMENT FINANCING			
BDH LLC	DEVELOPMENT AGREEMENT	DEVELOPMENT AGREEMENTS	1,696.34
			<u>1,696.34</u>
		Fund 125 - TAX INCREMENT FINANCING Total:	1,696.34
		Vendor 00119 - BDH LLC Total:	1,696.34
Vendor: 02080 - BLACKSTONE PUBLISHING			
Fund: 001 - GENERAL			
BLACKSTONE PUBLISHING	LIB AUDIOBOOKS	LIBRARY MATERIALS	182.67
			<u>182.67</u>
		Fund 001 - GENERAL Total:	182.67
		Vendor 02080 - BLACKSTONE PUBLISHING Total:	182.67
Vendor: 01812 - BR DEVELOPMENT LLC			
Fund: 125 - TAX INCREMENT FINANCING			
BR DEVELOPMENT LLC	DEVELOPMENT AGREEMENT	DEVELOPMENT AGREEMENTS	32,480.43
			<u>32,480.43</u>
		Fund 125 - TAX INCREMENT FINANCING Total:	32,480.43
		Vendor 01812 - BR DEVELOPMENT LLC Total:	32,480.43
Vendor: 01811 - BULL MOOSE HEAVY HAUL, INC			
Fund: 125 - TAX INCREMENT FINANCING			
BULL MOOSE HEAVY HAUL, IN	DEVELOPMENT AGREEMENT	DEVELOPMENT AGREEMENTS	19,929.94
			<u>19,929.94</u>
		Fund 125 - TAX INCREMENT FINANCING Total:	19,929.94
		Vendor 01811 - BULL MOOSE HEAVY HAUL, INC Total:	19,929.94
Vendor: 00172 - BURNS INC			
Fund: 001 - GENERAL			
BURNS INC	MOWER REPAIR	VEHICLE REPAIR/MAINT	514.24
			<u>514.24</u>
		Fund 001 - GENERAL Total:	514.24
		Vendor 00172 - BURNS INC Total:	514.24
Vendor: 00234 - CITY LAUNDERING INC			
Fund: 001 - GENERAL			
CITY LAUNDERING INC	LIB MAINTENANCE	FURNITURE/EQUIPMENT	69.78
			<u>69.78</u>
		Fund 001 - GENERAL Total:	69.78
		Vendor 00234 - CITY LAUNDERING INC Total:	69.78
Vendor: 00261 - COMELEC SERVICES, INC			
Fund: 001 - GENERAL			
COMELEC SERVICES, INC	LIB INTERNET	TELEPHONE/INTERNET	32.00
			<u>32.00</u>
		Fund 001 - GENERAL Total:	32.00
		Vendor 00261 - COMELEC SERVICES, INC Total:	32.00
Vendor: 00264 - COMMUNITY SAVINGS BANK			
Fund: 125 - TAX INCREMENT FINANCING			
COMMUNITY SAVINGS BANK	DEVELOPMENT AGREEMENT	DEVELOPMENT AGREEMENTS	25,581.24
			<u>25,581.24</u>
		Fund 125 - TAX INCREMENT FINANCING Total:	25,581.24
		Vendor 00264 - COMMUNITY SAVINGS BANK Total:	25,581.24

Expense Approval Report

Payment Dates: 6/5/2026 - 6/17/2026

Vendor Name	Description (Payable)	Account Name	Amount
Vendor: 00165 - DAKOTA SUPPLY GROUP INC			
Fund: 320 - SUBDIVISION PROJECTS			
DAKOTA SUPPLY GROUP INC	FIRE HYDRANTS	OAKVIEW SUBDIVISION	12,801.00
			<u>12,801.00</u>
		Fund 320 - SUBDIVISION PROJECTS Total:	12,801.00
		Vendor 00165 - DAKOTA SUPPLY GROUP INC Total:	12,801.00
Vendor: 00349 - DEL CO PLUMBING & HEATING			
Fund: 001 - GENERAL			
DEL CO PLUMBING & HEATIN	LIB DRINKING FOUNTAIN	FURNITURE/EQUIPMENT	1,257.92
			<u>1,257.92</u>
		Fund 001 - GENERAL Total:	1,257.92
		Vendor 00349 - DEL CO PLUMBING & HEATING Total:	1,257.92
Vendor: 01669 - DEL-CLAY FARM EQUIPMENT			
Fund: 110 - ROAD USE TAX			
DEL-CLAY FARM EQUIPMENT	BATWING MOWER BLADES	VEHICLE REPAIR/MAINT	240.24
			<u>240.24</u>
		Fund 110 - ROAD USE TAX Total:	240.24
		Vendor 01669 - DEL-CLAY FARM EQUIPMENT Total:	240.24
Vendor: 00399 - DON & WALT LLC			
Fund: 001 - GENERAL			
DON & WALT LLC	MAINTENANCE & SUPPLIES	BUILDING/GROUNDS	37.00
DON & WALT LLC	MAINTENANCE & SUPPLIES	BUILDING/GROUNDS	23.26
			<u>60.26</u>
		Fund 001 - GENERAL Total:	60.26
Fund: 610 - SEWER			
DON & WALT LLC	MAINTENANCE & SUPPLIES	WASTEWATER PLANT REPAIRS	276.43
			<u>276.43</u>
		Fund 610 - SEWER Total:	276.43
		Vendor 00399 - DON & WALT LLC Total:	336.69
Vendor: 00433 - EASTERN IA EXCAVATING & CONCRETE			
Fund: 324 - STREET PROJECTS			
EASTERN IA EXCAVATING & C	PAY #3 ANDERSON STREET PR	ANDERSON STREET PROJECT	213,375.13
			<u>213,375.13</u>
		Fund 324 - STREET PROJECTS Total:	213,375.13
		Vendor 00433 - EASTERN IA EXCAVATING & CONCRETE Total:	213,375.13
Vendor: 00434 - EASTERN IA PUMPING INC			
Fund: 125 - TAX INCREMENT FINANCING			
EASTERN IA PUMPING INC	DEVELOPMENT AGREEMENT	DEVELOPMENT AGREEMENTS	3,957.36
EASTERN IA PUMPING INC	DEVELOPMENT AGREEMENT	DEVELOPMENT AGREEMENTS	4,313.36
EASTERN IA PUMPING INC	DEVELOPMENT AGREEMENT	DEVELOPMENT AGREEMENTS	4,258.72
EASTERN IA PUMPING INC	DEVELOPMENT AGREEMENT	DEVELOPMENT AGREEMENTS	4,237.52
EASTERN IA PUMPING INC	DEVELOPMENT AGREEMENT	DEVELOPMENT AGREEMENTS	4,246.26
			<u>21,013.22</u>
		Fund 125 - TAX INCREMENT FINANCING Total:	21,013.22
		Vendor 00434 - EASTERN IA PUMPING INC Total:	21,013.22
Vendor: 00501 - FEHR GRAHAM & ASSOCIATES LLC			
Fund: 324 - STREET PROJECTS			
FEHR GRAHAM & ASSOCIATES	ENGINEERING FEES	ANDERSON STREET PROJECT	9,399.00
FEHR GRAHAM & ASSOCIATES	ENGINEERING FEES	ANDERSON STREET PROJECT	6,511.00
FEHR GRAHAM & ASSOCIATES	ENGINEERING FEES	PROFESSIONAL/LEGAL FEES	1,150.50
			<u>17,060.50</u>
		Fund 324 - STREET PROJECTS Total:	17,060.50

Expense Approval Report

Payment Dates: 6/5/2026 - 6/17/2026

Vendor Name	Description (Payable)	Account Name	Amount
Fund: 602 - WATER CAPITAL IMPROVEMENTS			
FEHR GRAHAM & ASSOCIATES	ENGINEERING FEES	BOOSTER PUMP REPLACEME	4,998.75
			<u>4,998.75</u>
Fund 602 - WATER CAPITAL IMPROVEMENTS Total:			<u>4,998.75</u>
Vendor 00501 - FEHR GRAHAM & ASSOCIATES LLC Total:			<u>22,059.25</u>
Vendor: 00528 - FRIENDS OF CASTLE THEATRE			
Fund: 302 - DOWNTOWN/COMMERCIAL INCENTIVE			
FRIENDS OF CASTLE THEATRE	DOWNTOWN INCENTIVE FAC	DOWNTOWN IMPROVEMENT	9,006.67
			<u>9,006.67</u>
Fund 302 - DOWNTOWN/COMMERCIAL INCENTIVE Total:			<u>9,006.67</u>
Vendor 00528 - FRIENDS OF CASTLE THEATRE Total:			<u>9,006.67</u>
Vendor: 00588 - HACH CO INC			
Fund: 600 - WATER			
HACH CO INC	CHEMICALS	OPERATING SUPPLIES	3,674.10
			<u>3,674.10</u>
Fund 600 - WATER Total:			<u>3,674.10</u>
Vendor 00588 - HACH CO INC Total:			<u>3,674.10</u>
Vendor: 00603 - HAUSERS WATER SYSTEMS INC			
Fund: 600 - WATER			
HAUSERS WATER SYSTEMS IN	WATER TREATMENT SUPPLIES	OPERATING SUPPLIES	20.00
			<u>20.00</u>
Fund 600 - WATER Total:			<u>20.00</u>
Vendor 00603 - HAUSERS WATER SYSTEMS INC Total:			<u>20.00</u>
Vendor: 00619 - HONEY CREEK FURNITURE & FLOORING			
Fund: 171 - LIBRARY GIFT & TRUST			
HONEY CREEK FURNITURE & F	LIB CHAIRS	FURNITURE/EQUIPMENT	1,940.00
			<u>1,940.00</u>
Fund 171 - LIBRARY GIFT & TRUST Total:			<u>1,940.00</u>
Vendor 00619 - HONEY CREEK FURNITURE & FLOORING Total:			<u>1,940.00</u>
Vendor: 00690 - INGRAM LIBRARY SERVICES INC			
Fund: 001 - GENERAL			
INGRAM LIBRARY SERVICES IN	LIB BOOKS	LIBRARY MATERIALS	595.15
INGRAM LIBRARY SERVICES IN	LIB BOOKS	LIBRARY MATERIALS	253.29
INGRAM LIBRARY SERVICES IN	LIB BOOKS	LIBRARY MATERIALS	34.38
INGRAM LIBRARY SERVICES IN	LIB BOOKS	LIBRARY MATERIALS	81.70
INGRAM LIBRARY SERVICES IN	LIB BOOK	LIBRARY MATERIALS	11.99
INGRAM LIBRARY SERVICES IN	LIB BOOKS	DUES/SUBSCRIPTIONS	118.00
			<u>1,094.51</u>
Fund 001 - GENERAL Total:			<u>1,094.51</u>
Vendor 00690 - INGRAM LIBRARY SERVICES INC Total:			<u>1,094.51</u>
Vendor: 00719 - J & R SUPPLY INC			
Fund: 600 - WATER			
J & R SUPPLY INC	DUCTILE IRON BLADE	DISTRIBUTION MAINT	300.00
			<u>300.00</u>
Fund 600 - WATER Total:			<u>300.00</u>
Vendor 00719 - J & R SUPPLY INC Total:			<u>300.00</u>
Vendor: 01901 - JASMINE WHITE			
Fund: 001 - GENERAL			
JASMINE WHITE	AIRPORT MAINTENANCE	BUILDING/GROUNDS	40.00

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Vendor Name	Description (Payable)	Account Name	Amount
JASMINE WHITE	AIRPORT MAINTENANCE	BUILDING/GROUNDS	40.00
			80.00
		Fund 001 - GENERAL Total:	80.00
		Vendor 01901 - JASMINE WHITE Total:	80.00
Vendor: 00824 - KIRKHAM MICHAEL INC			
Fund: 001 - GENERAL			
KIRKHAM MICHAEL INC	ENGINEERING FEES	CAPITAL IMPROVEMENTS	9,165.81
			9,165.81
		Fund 001 - GENERAL Total:	9,165.81
Fund: 324 - STREET PROJECTS			
KIRKHAM MICHAEL INC	ENGINEERING FEES	PROFESSIONAL/LEGAL FEES	1,820.00
			1,820.00
		Fund 324 - STREET PROJECTS Total:	1,820.00
		Vendor 00824 - KIRKHAM MICHAEL INC Total:	10,985.81
Vendor: 00853 - LANDSCAPES BY CHILDS PLAY INC			
Fund: 001 - GENERAL			
LANDSCAPES BY CHILDS PLAY	LIB LANDSCAPE	BUILDING/GROUNDS	142.50
LANDSCAPES BY CHILDS PLAY	LIB LANDSCAPE	BUILDING/GROUNDS	97.50
			240.00
		Fund 001 - GENERAL Total:	240.00
Fund: 610 - SEWER			
LANDSCAPES BY CHILDS PLAY	SENIOR SERVICE DAY	BUILDING/GROUNDS	275.00
			275.00
		Fund 610 - SEWER Total:	275.00
		Vendor 00853 - LANDSCAPES BY CHILDS PLAY INC Total:	515.00
Vendor: 00906 - LUCAS HOLDINGS LLC			
Fund: 125 - TAX INCREMENT FINANCING			
LUCAS HOLDINGS LLC	DEVELOPMENT AGREEMENT	DEVELOPMENT AGREEMENTS	9,285.29
			9,285.29
		Fund 125 - TAX INCREMENT FINANCING Total:	9,285.29
		Vendor 00906 - LUCAS HOLDINGS LLC Total:	9,285.29
Vendor: 01736 - MAQUOKETA VALLEY ELECTRIC COOPERATIVE			
Fund: 001 - GENERAL			
MAQUOKETA VALLEY ELECTRI	STREET LIGHTING	STREET LIGHTING ELECTRICIT	57.03
MAQUOKETA VALLEY ELECTRI	STREET LIGHTING	STREET LIGHTING ELECTRICIT	98.67
			155.70
		Fund 001 - GENERAL Total:	155.70
		Vendor 01736 - MAQUOKETA VALLEY ELECTRIC COOPERATIVE Total:	155.70
Vendor: 00967 - MASTERPIECE CLEANING LLC			
Fund: 001 - GENERAL			
MASTERPIECE CLEANING LLC	CUSTODIAL	SALARIES	400.00
MASTERPIECE CLEANING LLC	CUSTODIAL	SALARIES	400.00
			800.00
		Fund 001 - GENERAL Total:	800.00
		Vendor 00967 - MASTERPIECE CLEANING LLC Total:	800.00
Vendor: 00986 - MEDIACOM INC			
Fund: 001 - GENERAL			
MEDIACOM INC	PHONE/INTERNET	TELEPHONE/INTERNET	30.59
MEDIACOM INC	PHONE/INTERNET	TELEPHONE/INTERNET	56.08
			86.67
		Fund 001 - GENERAL Total:	86.67

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Payment Dates: 6/5/2026 - 6/17/2026

Vendor Name	Description (Payable)	Account Name	Amount
Fund: 110 - ROAD USE TAX			
MEDIACOM INC	PHONE/INTERNET	TELEPHONE/INTERNET	56.07
			56.07
Fund 110 - ROAD USE TAX Total:			56.07
Fund: 600 - WATER			
MEDIACOM INC	PHONE/INTERNET	TELEPHONE/INTERNET	56.08
			56.08
Fund 600 - WATER Total:			56.08
Fund: 610 - SEWER			
MEDIACOM INC	PHONE/INTERNET	TELEPHONE/INTERNET	56.08
			56.08
Fund 610 - SEWER Total:			56.08
Vendor 00986 - MEDIACOM INC Total:			254.90
Vendor: 01723 - MICROBAC LABORATORIES INC			
Fund: 600 - WATER			
MICROBAC LABORATORIES IN	LAB TESTS	TESTING	273.75
			273.75
Fund 600 - WATER Total:			273.75
Vendor 01723 - MICROBAC LABORATORIES INC Total:			273.75
Vendor: 02079 - MIDWEST CONCRETE, INC			
Fund: 308 - BIKEWAY/WALKWAY PROJECTS			
MIDWEST CONCRETE, INC	PAY #1 GRAND AVENUE TRAIL	GRAND AVENUE TRAIL EXTEN	1,067.00
			1,067.00
Fund 308 - BIKEWAY/WALKWAY PROJECTS Total:			1,067.00
Vendor 02079 - MIDWEST CONCRETE, INC Total:			1,067.00
Vendor: 01021 - MIDWEST TAPE LLC/HOOPLA			
Fund: 001 - GENERAL			
MIDWEST TAPE LLC/HOOPLA	LIBRARY MATERIALS	LIBRARY MATERIALS	43.48
MIDWEST TAPE LLC/HOOPLA	LIBRARY MATERIALS	LIBRARY MATERIALS	21.24
			64.72
Fund 001 - GENERAL Total:			64.72
Vendor 01021 - MIDWEST TAPE LLC/HOOPLA Total:			64.72
Vendor: 01056 - MYERS COX CO			
Fund: 001 - GENERAL			
MYERS COX CO	COMPLEX CONCESSIONS	CONCESSION SUPPLIES	391.90
MYERS COX CO	POOL CONCESSIONS	CONCESSION SUPPLIES	211.91
			603.81
Fund 001 - GENERAL Total:			603.81
Vendor 01056 - MYERS COX CO Total:			603.81
Vendor: 01103 - OELWEIN PUBLISHING			
Fund: 003 - HOTEL/MOTEL TAX			
OELWEIN PUBLISHING	TOURISM ADS	TOURISM/MARKETING	245.00
			245.00
Fund 003 - HOTEL/MOTEL TAX Total:			245.00
Vendor 01103 - OELWEIN PUBLISHING Total:			245.00
Vendor: 02030 - ONE STEP PRINT SOLUTIONS INC			
Fund: 168 - PARK GIFT & TRUST			
ONE STEP PRINT SOLUTIONS I	HERO HUSTLE	HERO HUSTLE REVENUES	258.00
			258.00
Fund 168 - PARK GIFT & TRUST Total:			258.00
Vendor 02030 - ONE STEP PRINT SOLUTIONS INC Total:			258.00

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Payment Dates: 6/5/2026 - 6/17/2026

Vendor Name	Description (Payable)	Account Name	Amount
Vendor: 01120 - OVERDRIVE			
Fund: 001 - GENERAL			
OVERDRIVE	LIB E/AUDIO BOOKS	DUES/SUBSCRIPTIONS	1,388.62
OVERDRIVE	LIB EBOOKS	DUES/SUBSCRIPTIONS	266.60
OVERDRIVE	LIB E/AUDIO BOOKS	DUES/SUBSCRIPTIONS	1,009.87
			<u>2,665.09</u>
		Fund 001 - GENERAL Total:	2,665.09
		Vendor 01120 - OVERDRIVE Total:	2,665.09
Vendor: 01134 - PEPSI COLA BOTTLING CO			
Fund: 001 - GENERAL			
PEPSI COLA BOTTLING CO	COMPLEX CONCESSIONS	CONCESSION SUPPLIES	968.36
PEPSI COLA BOTTLING CO	POOL CONCESSIONS	CONCESSION SUPPLIES	282.74
PEPSI COLA BOTTLING CO	COMPLEX CONCESSIONS	CONCESSION SUPPLIES	666.05
			<u>1,917.15</u>
		Fund 001 - GENERAL Total:	1,917.15
		Vendor 01134 - PEPSI COLA BOTTLING CO Total:	1,917.15
Vendor: 01158 - PITNEY BOWES			
Fund: 001 - GENERAL			
PITNEY BOWES	ADMIN LEASE	POSTAGE	216.12
			<u>216.12</u>
		Fund 001 - GENERAL Total:	216.12
		Vendor 01158 - PITNEY BOWES Total:	216.12
Vendor: 01161 - PIZZA RANCH			
Fund: 001 - GENERAL			
PIZZA RANCH	SPORTS COMPLEX CONCESSIO	CONCESSION SUPPLIES	835.00
			<u>835.00</u>
		Fund 001 - GENERAL Total:	835.00
		Vendor 01161 - PIZZA RANCH Total:	835.00
Vendor: 01788 - PLAN IT SOFTWARE LLC			
Fund: 001 - GENERAL			
PLAN IT SOFTWARE LLC	CAPITAL PLANNING SOFTWARE	DUES/SUBSCRIPTIONS	7,705.00
			<u>7,705.00</u>
		Fund 001 - GENERAL Total:	7,705.00
		Vendor 01788 - PLAN IT SOFTWARE LLC Total:	7,705.00
Vendor: 01162 - PLASTIC RECYCLING INC			
Fund: 001 - GENERAL			
PLASTIC RECYCLING INC	PICKLEBALL SHELTER	BUILDING/GROUNDS	1,110.52
			<u>1,110.52</u>
		Fund 001 - GENERAL Total:	1,110.52
		Vendor 01162 - PLASTIC RECYCLING INC Total:	1,110.52
Vendor: 01242 - RICHARD MCCRABB			
Fund: 110 - ROAD USE TAX			
RICHARD MCCRABB	MOWING: EAST MAIN SHOP L	MOWING CONTRACT	280.00
			<u>280.00</u>
		Fund 110 - ROAD USE TAX Total:	280.00
		Vendor 01242 - RICHARD MCCRABB Total:	280.00
Vendor: 01277 - ROYAL OAKS DEVELOPMENT CORP			
Fund: 125 - TAX INCREMENT FINANCING			
ROYAL OAKS DEVELOPMENT C	DEVELOPMENT AGREEMENT	DEVELOPMENT AGREEMENTS	10,444.76
			<u>10,444.76</u>
		Fund 125 - TAX INCREMENT FINANCING Total:	10,444.76
		Vendor 01277 - ROYAL OAKS DEVELOPMENT CORP Total:	10,444.76

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Vendor Name	Description (Payable)	Account Name	Amount
Vendor: 02010 - SAIF INVESTMENTS, LLC			
Fund: 125 - TAX INCREMENT FINANCING			
SAIF INVESTMENTS, LLC	DEVELOPMENT AGREEMENT	DEVELOPMENT AGREEMENTS	11,161.06
			<u>11,161.06</u>
		Fund 125 - TAX INCREMENT FINANCING Total:	11,161.06
		Vendor 02010 - SAIF INVESTMENTS, LLC Total:	11,161.06
Vendor: 01300 - SATOR SPORTS			
Fund: 001 - GENERAL			
SATOR SPORTS	SOCCER NETS	REC SUPPLIES	559.90
			<u>559.90</u>
		Fund 001 - GENERAL Total:	559.90
		Vendor 01300 - SATOR SPORTS Total:	559.90
Vendor: 00952 - SCHMITZ JANITORIAL SUPPLY			
Fund: 110 - ROAD USE TAX			
SCHMITZ JANITORIAL SUPPLY	STREET SUPPLIES	UNIFORM ALLOWANCE	52.00
			<u>52.00</u>
		Fund 110 - ROAD USE TAX Total:	52.00
		Vendor 00952 - SCHMITZ JANITORIAL SUPPLY Total:	52.00
Vendor: 01807 - STATE CHEMICAL SOLUTIONS			
Fund: 610 - SEWER			
STATE CHEMICAL SOLUTIONS	LIFT STATION MAINTENANCE	OPERATING SUPPLIES	346.80
			<u>346.80</u>
		Fund 610 - SEWER Total:	346.80
		Vendor 01807 - STATE CHEMICAL SOLUTIONS Total:	346.80
Vendor: 01385 - SUE'S FLOWER & GARDEN CENTER			
Fund: 001 - GENERAL			
SUE'S FLOWER & GARDEN CE	TREES & FLOWERS	PLANTS/SHRUBS/TREES	368.66
			<u>368.66</u>
		Fund 001 - GENERAL Total:	368.66
		Vendor 01385 - SUE'S FLOWER & GARDEN CENTER Total:	368.66
Vendor: 02009 - TWYLA DETRICH			
Fund: 302 - DOWNTOWN/COMMERCIAL INCENTIVE			
TWYLA DETRICH	DOWNTOWN INCENTIVE GRA	DOWNTOWN IMPROVEMENT	2,953.55
			<u>2,953.55</u>
		Fund 302 - DOWNTOWN/COMMERCIAL INCENTIVE Total:	2,953.55
		Vendor 02009 - TWYLA DETRICH Total:	2,953.55
Vendor: 02083 - TYLER RAUSCH			
Fund: 001 - GENERAL			
TYLER RAUSCH	SWIM LESSON REFUND	REFUNDS/MISC	40.00
			<u>40.00</u>
		Fund 001 - GENERAL Total:	40.00
		Vendor 02083 - TYLER RAUSCH Total:	40.00
Vendor: 01493 - US CELLULAR			
Fund: 001 - GENERAL			
US CELLULAR	FD CELL	TELEPHONE/INTERNET	44.78
			<u>44.78</u>
		Fund 001 - GENERAL Total:	44.78
		Vendor 01493 - US CELLULAR Total:	44.78

Expense Approval Report

Payment Dates: 6/5/2026 - 6/17/2026

Vendor Name	Description (Payable)	Account Name	Amount
Vendor: 01515 - VULCAN INDUSTRIES INC			
Fund: 610 - SEWER			
VULCAN INDUSTRIES INC	SWIVEL JOINT	WASTEWATER PLANT REPAIRS	825.68
			<u>825.68</u>
		Fund 610 - SEWER Total:	<u>825.68</u>
		Vendor 01515 - VULCAN INDUSTRIES INC Total:	<u>825.68</u>
Vendor: 01520 - WALMART			
Fund: 001 - GENERAL			
WALMART	LIB PROGRAMS	PROGRAMS/EVENTS	41.78
WALMART	LIB PROGRAMS	PROGRAMS/EVENTS	88.51
			<u>130.29</u>
		Fund 001 - GENERAL Total:	<u>130.29</u>
		Vendor 01520 - WALMART Total:	<u>130.29</u>
Vendor: 01711 - WEIKERT CONTRACTING INC			
Fund: 110 - ROAD USE TAX			
WEIKERT CONTRACTING INC	STREET PAINT	STREET MAINT SUPPLIES (PAI	5,788.35
			<u>5,788.35</u>
		Fund 110 - ROAD USE TAX Total:	<u>5,788.35</u>
		Vendor 01711 - WEIKERT CONTRACTING INC Total:	<u>5,788.35</u>
Vendor: 01564 - WINDSTREAM			
Fund: 001 - GENERAL			
WINDSTREAM	DYNAMIC IP/SIP TRUNKS	TELEPHONE/INTERNET	150.17
WINDSTREAM	DYNAMIC IP/SIP TRUNKS	TELEPHONE/INTERNET	69.31
WINDSTREAM	DYNAMIC IP/SIP TRUNKS	TELEPHONE/INTERNET	69.31
WINDSTREAM	DYNAMIC IP/SIP TRUNKS	TELEPHONE/INTERNET	150.17
			<u>438.96</u>
		Fund 001 - GENERAL Total:	<u>438.96</u>
Fund: 600 - WATER			
WINDSTREAM	DYNAMIC IP/SIP TRUNKS	TELEPHONE/INTERNET	69.31
			<u>69.31</u>
		Fund 600 - WATER Total:	<u>69.31</u>
Fund: 610 - SEWER			
WINDSTREAM	DYNAMIC IP/SIP TRUNKS	TELEPHONE/INTERNET	69.31
			<u>69.31</u>
		Fund 610 - SEWER Total:	<u>69.31</u>
		Vendor 01564 - WINDSTREAM Total:	<u>577.58</u>
		Grand Total:	<u>474,205.39</u>

Report Summary

Fund Summary

Fund	Payment Amount
001 - GENERAL	43,204.63
003 - HOTEL/MOTEL TAX	245.00
110 - ROAD USE TAX	9,560.54
125 - TAX INCREMENT FINANCING	140,442.68
168 - PARK GIFT & TRUST	258.00
171 - LIBRARY GIFT & TRUST	1,940.00
302 - DOWNTOWN/COMMERCIAL INCENTIVE	11,960.22
308 - BIKEWAY/WALKWAY PROJECTS	1,067.00
320 - SUBDIVISION PROJECTS	12,801.00
324 - STREET PROJECTS	232,255.63
600 - WATER	6,600.73
602 - WATER CAPITAL IMPROVEMENTS	4,998.75
610 - SEWER	8,871.21
Grand Total:	474,205.39

Account Summary

Account Number	Account Name	Payment Amount
001-110-60100	SALARIES	400.00
001-110-63710	ELECTRICITY	213.74
001-110-63730	TELEPHONE/INTERNET	180.76
001-110-64190	IT/COMPUTER SERVICES	24.47
001-130-63710	ELECTRICITY	20.00
001-150-63710	ELECTRICITY	86.04
001-150-63730	TELEPHONE/INTERNET	44.78
001-230-63710	STREET LIGHTING ELECT	7,858.50
001-280-63100	BUILDING/GROUNDS	80.00
001-280-63710	ELECTRICITY	73.82
001-280-67900	CAPITAL IMPROVEMENT	9,165.81
001-290-64190	IT/COMPUTER SERVICES	42.83
001-410-62100	DUES/SUBSCRIPTIONS	2,783.09
001-410-63100	BUILDING/GROUNDS	240.00
001-410-63710	ELECTRICITY	651.33
001-410-63730	TELEPHONE/INTERNET	32.00
001-410-64190	IT/COMPUTER SERVICES	109.95
001-410-64990	PROGRAMS/EVENTS	792.46
001-410-65020	LIBRARY MATERIALS	2,575.62
001-410-65060	OFFICE SUPPLIES	110.98
001-410-67210	FURNITURE/EQUIPMEN	1,327.70
001-430-63100	BUILDING/GROUNDS	1,170.78
001-430-63320	VEHICLE REPAIR/MAINT	514.24
001-430-63710	ELECTRICITY	427.94
001-430-63730	TELEPHONE/INTERNET	69.31
001-430-64190	IT/COMPUTER SERVICES	24.47
001-430-65075	REC SUPPLIES	559.90
001-430-65600	PLANTS/SHRUBS/TREES	368.66
001-435-62350	LIFEGUARD/WSI TRAINI	48.00
001-435-63710	ELECTRICITY	651.33
001-435-64970	REFUNDS/MISC	40.00
001-435-65030	CONCESSION SUPPLIES	494.65
001-445-65030	CONCESSION SUPPLIES	2,861.31
001-530-63730	TELEPHONE/INTERNET	69.31
001-530-64190	IT/COMPUTER SERVICES	24.47
001-620-60100	SALARIES	400.00
001-620-62100	DUES/SUBSCRIPTIONS	7,705.00
001-620-63710	ELECTRICITY	294.25
001-620-63730	TELEPHONE/INTERNET	206.25
001-620-64190	IT/COMPUTER SERVICES	244.76

Account Summary

Account Number	Account Name	Payment Amount
001-620-65080	POSTAGE	216.12
003-499-64900	TOURISM/MARKETING	245.00
110-210-61810	UNIFORM ALLOWANCE	52.00
110-210-63320	VEHICLE REPAIR/MAINT	240.24
110-210-63710	ELECTRICITY	316.83
110-210-63730	TELEPHONE/INTERNET	56.07
110-210-64170	ST MAINT SUPPL/OPS	1,975.00
110-210-64190	IT/COMPUTER SERVICES	42.83
110-210-64850	MOWING CONTRACT	280.00
110-240-63710	ELECTRICITY	82.82
110-240-64170	STREET MAINT SUPPLIES	5,788.35
110-270-63500	SWEEPER REPAIR/MAIN	726.40
125-520-64990	DEVELOPMENT AGREEM	140,442.68
168-430-47100	HERO HUSTLE REVENUE	258.00
171-410-67210	FURNITURE/EQUIPMEN	1,940.00
302-520-67900	DOWNTOWN IMPROVE	11,960.22
308-430-67790	GRAND AVENUE TRAIL E	1,067.00
320-750-67710	OAKVIEW SUBDIVISION	12,801.00
324-210-64110	PROFESSIONAL/LEGAL F	2,970.50
324-210-67715	ANDERSON STREET PROJ	229,285.13
600-810-63710	ELECTRICITY	2,164.66
600-810-63730	TELEPHONE/INTERNET	125.39
600-810-64190	IT/COMPUTER SERVICES	42.83
600-810-64210	TESTING	273.75
600-810-65070	OPERATING SUPPLIES	3,694.10
600-810-67800	DISTRIBUTION MAINT	300.00
602-810-67750	BOOSTER PUMP REPLAC	4,998.75
610-815-63100	BUILDING/GROUNDS	275.00
610-815-63110	WASTEWATER PLANT RE	1,102.11
610-815-63500	EQUIP REPAIR/MAINT	555.00
610-815-63710	ELECTRICITY	6,424.08
610-815-63730	TELEPHONE/INTERNET	125.39
610-815-64190	IT/COMPUTER SERVICES	42.83
610-815-65070	OPERATING SUPPLIES	346.80
	Grand Total:	474,205.39

Project Account Summary

Project Account Key	Payment Amount
None	474,205.39
Grand Total:	474,205.39



AIRPORT COMMITTEE MINUTES

June 18, 2026 | 11:00am | Manchester City Council Chambers

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

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

DCED Liaison: Director Donna Boss

MEI Liaison: Tirzah Wedewer

Present: Fischer, Francois, Schmitz, Sherman

Absent: Boss, Wedewer, Scherbring, Seeley, Stelken

Guests: Waters, Haight, Jonathan Walter, Alexa Hazelton (Kirkham Michael)

Call Airport Committee Meeting to Order

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

Review and Discussion of Runway Resurfacing Project

- The runway rehabilitation project is in the required 30-day asphalt cure period. Final permanent pavement markings are anticipated during the week of July 6–10, 2026, pending confirmation from River City by the end of June.
- Change Order No. 1 was approved and completed, extending milling and overlay work on the apron to the parking area due to favorable bid pricing.
- Change Order No. 2 was executed to address profile and crown issues on the north end of the runway. Approximately 1,000 additional tons of asphalt were placed, increasing the City's share of the cost by approximately \$3,000 (5%).
- FAA has provided verbal approval for Change Order No. 2; written approval is still pending.
- A pay application will be submitted for placement on the next City Council agenda for approval.
- Additional coordination with the FAA is underway regarding runway edge earthwork needed to support turf establishment and prevent erosion.

Review of and Discussion of Long-Term Planning

• Topographic Survey

A preliminary review of the topographic study was completed to evaluate potential runway extensions and future hangar development areas. Survey revisions were requested to reflect the dimensions of the proposed Walter hangar.

• Airport Maintenance

The door replacement project is nearly complete. Schmitz and Fisher discussed using proceeds from the Villberg donation to purchase a prefabricated gazebo for installation on the north side of the Welcome Center, and to purchase memorial signage.

Other Items Before the Committee

- Airport Committee: Thursday, July 15, 2026 | Noon | City Council Chambers

Adjournment

The meeting adjourned at 1:01 p.m.

Laura K. Thomas, Airport Committee Secretary

MINUTES OF THE BOARD OF ADJUSTMENT

June 17, 2026

City Council Chambers

8:00 A.M.

PRESENT: Jean Fisher, Josh Goranson, Doug Hawker, Rich McMahon

ABSENT: Ron Mortenson

GUESTS: City Manager Brock Waters, Building/Zoning Official Tim Heims, Randy Brooks, Tom Smith, Jacki Dake

Chairperson McMahon called the meeting to order at 8:00 a.m.

APPROVE THE MINUTES

Board Member Hawker voted to approve the minutes of the June 27, 2025 meeting as presented. The motion was seconded by Board Member Fisher. Motion carried, all ayes.

REQUEST FOR EXCEPTION

128 Gay St

Public Hearing Opened

Chairperson McMahon opened the Public Hearing at 8:00 a.m.

Exception: Code Sections:

- Section 165.06 (6.2) "R1 Single Family Residential Districts, Site Development Regulations" pertaining to Front Yard Set Backs.

Reason: to construct a 14 x 24 unattached garage

- Current setback allowed is 25'
- Requested exception to 21'

Legal: That part of Lot Nineteen (19), Burrington's Addition to Manchester, Iowa, according to the plat recorded in Book I.L.D., Page 245, described as commencing at a point on Gay Street five (5.0) feet east of the southwest corner of said Lot Nineteen (19); thence east along Gay Street sixty-five (65) feet; thence north parallel with the east line of said lot to a point one hundred (100.0) feet south of the north line of said lot; thence west parallel with the north line of said lot sixty-five (65.0) feet; thence south to the point of beginning.

Public Comments

Randy Brooks, representing S&B Promotions, addressed the committee and provided a brief overview of the proposed construction plans. The City received a letter from Jim and Shirley Wickman, 125 Gay Street, expressing support for the request. Tom Smith and Jacki Dake, 132 Gay Street, inquired about potential impacts to an underground sewer line located near the property line. They indicated that they were not opposed to the request. No additional correspondence was received in favor of or in opposition to the request.

Public Hearing Closed

The Public Hearing closed at 8:15 a.m.

Discussion

The Board reviewed the request and discussed setbacks and building plans. Board members agreed the request falls within the exception parameters.

Motion

Board Member Hawker motioned to approve the exception requests as presented. The motion was seconded by Board Member Goranson.

ON A CALL OF ROLL

AYES: Hawker, Goranson, McMahon, Fisher

NAYS: None

CITY MANAGER & BUILDING INSPECTOR REPORT

Board members received updates on a range of economic development, building, and city projects.

ADJOURN

Motion by Fisher, seconded by Goranson to adjourn the meeting at 8:28 a.m. Motion carried, all ayes.

Laura K. Thomas, Board of Adjustment Secretary

Manchester Public Library Board Minutes

May 14, 2026

The meeting was called to order by Vice President, Millie Kehrli, at 7:30 am.

Present:

Lucas Elsbernd, Janet Giannini, Ben Engelken, Tadd Moorman, Millie Kehrli, Anita Palmer, Alison Hegland-Library Director

Absent:, Nathan Lamb, Allison Hemann

Approval of Agenda:

Anita Palmer made a motion to approve the agenda as presented, Janet Giannini seconded. There was no further discussion, motion carried.

Approval of Minutes:

Minutes of the April 9, 2026 meeting were presented. The original copy sent to the Board showed Millie Kehrli both motioning and seconding for approval of the March meeting minutes. A correction was made prior to the meeting to show a motion from Millie Kehrli and a second from Lucas Elsbernd. Lucas Elsbernd made a motion to approve the minutes with the correction, Tadd Moorman seconded. There was no further discussion, motion carried.

Approval of Bills:

Alison Hegland presented bills. Lucas Elsbernd made a motion to approve the bills as presented, Anita Palmer seconded. There was no further discussion, motion carried.

Community Input:

City Manager, Brock Waters, was in attendance to meet the Board.

Administrators Report:

a. Programs, statistics and donations:

- The library had 7,155 physical and online materials checked out in April. Of this, 1,896 were digital. 98 were from the Delaware County Library Association.
- The library had 3,798 visits in April. There were 23 class visits with 418 attending, 1 teen advisory board meeting with 10 attending, 2 children's programs with 5 attending, 1 passive children's scavenger hunt with 81 attending, 2 passive programs with 270 attending, 1 outreach event at the middle school with 179 attending, 1 teen event with 1 attending, 3 adult programs with 31 attending, 7 Tai Chi for seniors events with 97 attending, and 2 general interest programs with 33 attending.
- The meeting room was used 16 times with 108 attending.
- There were 2 notary sessions with 2 documents, 4 tech time sessions with 4 attending, 5 Thursday Morning Coffee Club events with 42 attending, and 2 book club events with 23 attending.
- Computers had 270 uses, children's iPads had 7 uses, and hotspot checkouts had 7 uses.
- Public Wi-Fi was used 758 times by 233 devices
- 22 new library cards issued

Other items that Alison shared:

- Comelec does not participate in Erate but will honor the same rate the library would get if Erate paid their portion. Comelec was selected as the library's internet provider for this year.

- Alison completed the training required to receive the ALA grant for the bathroom project. Construction will likely begin in November or December.
 - Alison gave a recap of the Biannual Delaware County Library Association meeting. They will be hosting a Delaware County Library Tour in September with prizes.
- b. Hiring Update
- Jill Hefel has been hired for the summer. A motion was made by Tadd Moorman to approve a wage of \$14/hr. Janet Giannini seconded. There was no further discussion, motion passed.
 - Cheryl Hunter resigned as circulation clerk. Alison recommended hiring a part time circulation clerk to fill the position. Lucas Elbernd made a motion to hire a part time circulation clerk. Janet Giannini seconded. There was no further discussion, motion passed.
- c. Norma Jean Warner Estate
- \$941.69 was received from the Norma Jean Warner Estate. Those funds will be added to gift and trust.
- d. TAB Overview
- The last teen advisory board meeting was held May 13th. The senior tech time event was a success. Cindy and Kamille will be leading TAB going forward.

Old Business:

- a. Great Give Day Checklist
- Alison discussed ways board members can promote Great Give Day to grow donations for the library. Alison will be attending a fair at the Community Center where people can learn more about the organizations they can give money to.
- b. Last Legislative Update
- Alison updated the board on the legislative session. Nothing passed that will affect the library directly. There were bills passed related to property tax and revenue that could affect the library in the future.

New Business:

- a. County Library Contract
- Delaware County will be raising their tax allocations to the library by 3 percent per year for the next four years. Ben Engelken and Allison Hemann have signed the agreement on behalf of the library.
- b. ALA Conference attendance for Cindy
- Cindy received a scholarship to attend the ALA Conference prior to starting at the library. The conference falls over a weekend. She will get paid for drive time and the time she is at the conference. Alison recommended that any expenses that are not covered by the scholarship are paid for by the library.
- c. Director evaluation disbursement
- Alison disbursed the annual director evaluation forms. Completed forms will be sent to Allison Hemann for compilation and the forms will be discussed at the next meeting.
- d. Board Education
- Alison reviewed the inventory report and recommendations prepared by Danielle Lahr.

The meeting was adjourned at 8:12 am. Next meeting is June 11, 2026, 2026 at 7:30am.

Respectfully submitted,
Ben Engelken, Board Secretary

Minutes
Regular Meeting of the City of Manchester Parks and Recreation Commission
Tuesday, June 16, 2026 City Hall 4:30 pm

Present: Annette Lenz, Mike Wessels, Tim Egemo, Melissa Coates, Nick La Rosa

Absent:

Guests:

Also Present: Doug Foley, Director of Parks and Recreation

Consent agenda:

- a. Approval of the minutes of last month's regular meeting of the City of Manchester Parks and Recreation Commission.
- b. Approval of the bills – will do next month.

It was motioned by Commissioner Coates and seconded by Commissioner Egemo to approve the consent agenda. Motion carried, all ayes.

Recreation Business

Recreation Programs:

The following programs are currently ongoing: Group Swim Lesson Registration. Pee Wee Soccer and Soccer Stars (session 2).

Recently Finished Programs: Pee Wee Soccer and Soccer Stars (session 1).

Upcoming Programs: Kids n Kritters Kamp, Youth Tennis, Pee Wee Soccer and Soccer Stars (session 3)

Park Business

Foley reported the following:

*The Grand Ave trail project has been pushed back to after the Delco Fair.

*The Baum Park arches project should be completed in the next week or two.

*Disc Golf Course – signage is almost complete. Wildflowers were planted along the disc golf holes and is growing well. The washout along the Maquoketa River has increased in size and we will eventually need to change the basket location on hole #3 to avoid the area.

Aquatic Center

*The pool has been up and running for almost a month. Cooler temperatures have resulted in decreased attendance over the past week.

*The cracked pipe/leak was found in the deep end wall inlet on the north side of the deep end wall. It was an approximate 8inch crack in the pipe and was repaired/epoxied by Roto Rooter.

Other Business

*Vandalism report: Central Park has had a few incidents of vandalism – a garbage can and toilet paper dispenser was set on fire as well as some graffiti on the skate park ramp.

*Foley mentioned that a group from Wisconsin will be using the White Water Park on May 16th for Swift Water Training. They are one of 5 different groups that travel to utilize the park for training. Schram Park also gets used by various local Fire Departments and Dive teams as a training area as well.

Adjourn: Meeting adjourned at 5:03 p.m.

Doug Foley, Director of Parks and Recreation

REGULAR MEETING OF THE MANCHESTER PLANNING AND ZONING COMMISSION

Thursday, June 18, 2026

CITY COUNCIL CHAMBERS

3:00 p.m.

PRESENT: Autumn Domeyer, Nancy Oehler, Stuart Sleper, Dave Smith, JoAnn Swinton

ABSENT: Ryan Hauser, Scott Wegmann

GUESTS: City Manager Brock Waters, Building Inspector Tim Heims, Randy Rattenborg (Burrington Group), Sarah Hermanson, XL Specialized Trailer Representatives Tim Egemo and Zeb Mullen, Modern Design representatives Marty Leary and Kevin McConnell

The regular meeting of the Manchester Planning and Zoning Commission was called to order by Chairperson Smith at 3:01 p.m.

MINUTES

Commissioner Swinton motioned to approve the May 21, 2026 Planning and Zoning Commission minutes. The motion was seconded by Commissioner Domeyer.

ON A CALL OF ROLL

AYES: Swinton, Domeyer, Oehler, Sleper, Smith

NAYS: None

PUBLIC HEARING

REZONE LOT 2, SHERMAN FARM SUBDIVISION (413 S WAYNE ST)

Landowners Scott & Sarah Hermanson/N7 Farms LLC requested to rezone Lot 2 of Sherman Farm Subdivision from R1 (Single-Family Low-Density District) to AG (Agricultural/Urban Reserve District).

Sherman's Pumpkin Farm and Corn Maze operate at this location. In addition, Hermanson's currently plant 26 acres of produce and specialty flowers. In the next 2 years, Hermanson's would like to expand their business and construct a building to host events, sell produce, and store equipment.

Public Hearing Opened

Chairperson Smith declared the Public Hearing open at 3:01 p.m. Owner Sara Hermanson presented her request to the commission. No one else was present to speak, and no written comments, phone calls or other correspondence were received.

Public Hearing Closed

Chairperson Smith declared the Public Hearing closed at 3:04 p.m.

Discussion

Commissioners reviewed the request and agreed the plan was compatible with surrounding properties and fits well into the Comprehensive Plan.

ORDINANCE 007-2026

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANCHESTER, IOWA:

SECTION 1. The Zoning Ordinance of the City of Manchester, Iowa is hereby amended by amending the official Zoning Map as follows:

The area affected, currently zoned R1 (Single Family Low Density District) described as follows:

Lot 2, Sherman's Farm Subdivision, a SUBDIVISION OF PART OF THE NE 1/4 - NE 1/4 AND PART OF LOT 4 OF W.C. MAWE SUBDIVISION IN THE SE 1/4 - NE 1/4, SECTION 32, T89N, R5W OF THE FIFTH P.M., CITY OF MANCHESTER, DELAWARE COUNTY, IOWA

and is hereby amended and hereafter designated as Ag (Agricultural/Urban Reserve District).

SECTION 2. The City Clerk, after adoption and publication of the Ordinance shall attach a certified copy to the Official Zoning Map.

SECTION 3. Effective Date. This ordinance shall be in effect after its passage, approval and publication as provided by law.

Motion

Commissioner **Oehler** motioned to recommend the City Council approved the rezone request as presented. The motion was seconded by Commissioner **Sleper**.

ON A CALL OF ROLL

AYES: Oehler, Sleper, Domeyer, Swinton, Smith

NAYS: None

WESTGATE CENTER FINAL PLAT

1220 W MAIN STREET

Randy Rattenborg of the Burrington Group reviewed the Westgate Center Subdivision with the commissioners. A vacant hotel is currently located on the property. Sailer Properties has purchased the site and is converting the former hotel rooms into apartments, while the former pool area is being renovated into office space. The proposed subdivision will divide the former hotel property to accommodate these separate uses.

Discussion

Commissioners reviewed the request and agreed the subdivision fits well into the City's Comprehensive Plan.

RESOLUTION APPROVING FINAL PLAT WESTGATE CENTER SUBDIVISION

WHEREAS, the Final Plat of **WESTGATE CENTER SUBDIVISION, City of Manchester, Delaware County, Iowa** Delaware County, Iowa, affecting premises more specifically shown and described in the Final Plat of Randall L. Rattenborg, June 4, 2026, has been filed with the Planning and Zoning Commission of the City of Manchester, Delaware County, Iowa; and

WHEREAS, the Planning and Zoning Commission has fully considered the same and found the same to be in accordance with the ordinances of the City of Manchester, Iowa, relating to plats and additions to cities or within a two mile radius of the City; and

WHEREAS, the construction of sidewalks is deferred according to Resolution No. R-006-2003, Resolution Regarding Procedures and Guidelines for Implementation of Sidewalk Construction Program, under Item No. 4 (a) ("streets developed as a rural cross section"); and

WHEREAS, the subdivision plat and its attachments conform to Sections 354.6, 354.11 and 355.8 of the Iowa Code and therefore can be approved pursuant to 354.8 of the Iowa Code; and

WHEREAS, the Manchester Planning and Zoning Commission has recommended to the Council that they accept the Final Plat of **WESTGATE CENTER SUBDIVISION, City of Manchester, Delaware County, Iowa**, as presented with the following variances, declarations and conditions;

- a. No determination has been made as to compliance with this subdivision and platting requirements which are set forth in the Code of Iowa.
- b. This subdivision is currently served by West Marion Street and South 12th Street. The subdivision may be subject to street assessments should future street improvements be necessary as determined by the City.

NOW, THEREFORE, BE IT RESOLVED, that the Planning and Zoning Commission of the City of Manchester, Delaware County, Iowa, recommends the City Council approve the Final Plat of **WESTGATE CENTER SUBDIVISION, City of Manchester, Delaware County, Iowa**, and any exhibits attached thereto, accepting the dedication of public easements and public utilities as shown on the plat, and the same is hereby acknowledged, approved and accepted on the part of the City of Manchester, Delaware County, Iowa.

Adopted and passed this 18th day of June, 2026.

PLANNING & ZONING COMMISSION - CITY OF MANCHESTER, IOWA

By _____
David Smith, Chairperson

By _____
Laura Thomas, Recording Secretary

Motion

Commissioner Domeyer motioned to recommend the City Council approved the Westgate Center Final Plat as presented. The motion was seconded by Commissioner Sleper.

ON A CALL OF ROLL AYES: Domeyer, Sleper, Oehler, Swinton, Smith
NAYS: None

XL SPECIALIZED TRAILER SITE PLAN

1086 S 3RD STREET

Representatives from Modern Design presented the XL Specialized Trailer Site Plan for review.

Land Use Compatibility

- a. Location: 1086 S 3rd Street
- b. Development Density: no change
- c. Zoning: I2, General Industrial District.

Site Development

The expansion project will add a large manufacturing area, and will also include a demolition and rebuild of an existing paint area to accommodate a new paint booth, paint kitchen and improved fire protection. All new structures will be block construction and fully fire-sprinklered per insurance requirements. Metallization technology already in operation, will be supported by new dust collectors and an additional blasting loop. Stormwater infrastructure will be reconfigured and rerouted; existing retention ponds have already been engineered to handle any additional runoff. Utility changes include gas line additions and stormwater rerouting. Planning & Zoning Commissioner Stuart Sleper, President and CEO of XL Specialized Trailers, noted the expansion is anticipated to create approximately 100 new jobs.

Discussion

Commissioners reviewed the site plan and unanimously agreed the expansion fits well into the City's Comprehensive Plan.

Motion

Commissioner Domeyer motioned to recommend the City Council approve the site plan as presented. The motion was seconded by Commissioner Swinton.

ON A CALL OF ROLL AYES: Domeyer, Swinton, Oehler, Smith
NAYS: None
ABSTAIN: Sleper

UPDATES

Commissioners received updates on miscellaneous building and economic development projects.

ADJOURN

Commissioner Sleper motioned to adjourn the Planning and Zoning Commission meeting at 3:40 p.m. The motion was seconded by Commissioner Oehler. AYES: All.

Laura K. Thomas, Recording Secretary

IOWA DEPARTMENT OF NATURAL RESOURCES
NPDS REPORTING SYSTEM - DISCHARGE MONITORING REPORT
FACILITY INFORMATION

This form is valid 7/1/2021 to 6/30/2026

Facility Name: MANCHESTER CITY OF STP

Permit #: 2839001

Month/Year:	5	2026
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Outfall #(s): 001 - DISCHARGE FROM AN ACTIVATED SLUDGE WASTEWATER TREATMENT FACILITY.
SIU-03 - 001 - EFFLUENT (WASTE) PRIOR TO DISCHARGE TO THE MUNICIPAL COLLECTION SYS1

Operator Name: Perry Peterson

Certification #: #4511

Phone #: 563-920-0628

Lab Cert. #: #299

Comments:	We are going our own lab testing in our certified lab. Keystone Lab in Waterloo is doing all off site testing. Those include TKN, Metals, Phosphorus, Nitrogen, sludge analysis and E.coli. These are driven to them by us or their courier service to meet the 6 hour limit.
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*Include Comments longer than 1000 characters in email

Signature:

Perry Peterson

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for known violations.

Permit # 2839001
Facility Name: MANCHESTER CITY OF STP

Monthly Operation Report
IOWA DEPARTMENT OF NATURAL RESOURCES
NPDS - Operation Permit System
EFFLUENT Data

SIU: Paladin Attachments
Outfall #: 001
Month/Year: 5-2026

Mon. Point	PRIOR TO DISCHARGE TO CITY									
Parameter	FLOW	ZN		CD		CR(T)		CN(T)		N
Units	MGD	MG/L	LBS/DAY	MG/L	LBS/DAY	MG/L	LBS/DAY	MG/L	LBS/DAY	MG/L
Frequency	1 EVERY BATCH	1 EVERY MONTH	1 EVERY MONTH	1 EVERY MONTH	1 EVERY MONTH	1 EVERY MONTH	1 EVERY MONTH	1 EVERY MONTH	1 EVERY MONTH	1 EVERY MONTH
Start Date										
End Date	Permit Duration	Permit Duration	Permit Duration	Permit Duration	Permit Duration	Permit Duration	Permit Duration	Permit Duration	Permit Duration	Permit Duration
No Discharge				05 - NO DETECTION	05 - NO DETECTION			05 - NO DETECTION	05 - NO DETECTION	
LOQ										
Day: 1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14	0.00047	0.262	0.001026988	<0.000500	<	0.0139	5.44852E-05	<0.0100	<	0.055
15										
16										
17										
18										
19										
20										
21										
22										
23										
24										
25										
26										
27										
28										
29										
30										
31										
Total	0.00047	0.262	0.001026988	0	0	0.0139	5.44852E-05	0	0	0.055
Monthly Avg.	0.00047	0.262	0.001026988	0	0	0.0139	5.44852E-05	0	0	0.055
Daily Max.	0.00047	0.262	0.001026988			0.0139	5.44852E-05			0.055
Daily Min.	0.00047	0.262	0.001026988			0.0139	5.44852E-05			0.055
Max. 7/Avg.	0.00047	0.262	0.001026988			0.0139	5.44852E-05			0.055

Permit #
Facility Name:

SIU:
Outfall #:
Month/Year:

Mon. Point	Y SEWER								
Parameter	II	AG		TTO	CU		PB		PH
Units	LBS/DAY	MG/L	LBS/DAY	MG/L	MG/L	LBS/DAY	MG/L	LBS/DAY	STD UNITS
Frequency	1 EVERY MONTH	1 EVERY MONTH	1 EVERY MONTH	1 EVERY MONTH	1 EVERY MONTH	1 EVERY MONTH	1 EVERY MONTH	1 EVERY MONTH	1 EVERY MONTH
Start Date									
End Date	Permit Duration	Permit Duration	Permit Duration	Permit Duration	Permit Duration	Permit Duration	Permit Duration	Permit Duration	Permit Duration
No Discharge		05 - NO DETECTION	05 - NO DETECTION	12 - CERTIFIED					
LOQ									
Day: 1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14	0.000215589	<0.000500	<		0.879	0.003445504	0.00441	1.72863E-05	6.62
15									
16									
17									
18									
19									
20									
21									
22									
23									
24									
25									
26									
27									
28									
29									
30									
31									
Total	0.000215589	0	0		0.879	0.003445504	0.00441	1.72863E-05	6.62
Monthly Avg.	0.000215589	0	0		0.879	0.003445504	0.00441	1.72863E-05	6.62
Daily Max.	0.000215589				0.879	0.003445504	0.00441	1.72863E-05	6.62
Daily Min.	0.000215589				0.879	0.003445504	0.00441	1.72863E-05	6.62
Max. 7/Avg.	0.000215589				0.879	0.003445504	0.00441	1.72863E-05	6.62

Permit # 2839001
Facility Name: MANCHESTER CITY OF STP

Monthly Operation Report
IOWA DEPARTMENT OF NATURAL RESOURCES
NPDS - Operation Permit System
INFLUENT Data

Outfall #: 001
Month/Year: 5-2026

Mon. Point	RAW WASTE								
Parameter	FLOW	BOD5		TSS		TKN		TEMP	PH
Units	MGD	MG/L	LBS/DAY	MG/L	LBS/DAY	MG/L	LBS/DAY	FAHRENHEIT	STD UNITS
Frequency	7/WEEK OR DAILY	2 TIMES PER WEEK	2 TIMES PER WEEK	1 TIME PER WEEK	1 TIME PER WEEK	1 EVERY MONTH	1 EVERY MONTH	2 TIMES PER WEEK	2 TIMES PER WEEK
Start Date									
End Date	Permit Duration	Permit Duration	Permit Duration	Permit Duration	Permit Duration	Permit Duration	Permit Duration	Permit Duration	Permit Duration
No Discharge									
LOQ									
Day: 1	0.906							56	7.6
2	0.862								
3	0.892								
4	0.886	144	1064.05056	120	886.7088			56	7.6
5	0.857								
6	0.833								
7	0.823	101	693.24582						
8	0.824							56	7.6
9	0.746								
10	0.722								
11	0.743							56	7.6
12	0.725	185	1118.6025	196	1185.114				
13	0.737								
14	0.717	177	1058.42106						
15	0.727							58	7.7
16	0.696								
17	0.721								
18	0.779							58	7.7
19	0.791	161	1062.10734	176	1161.06144				
20	0.746					25	155.541		
21	0.731	169	1030.31526						
22	0.727							58	7.7
23	0.674								
24	0.665								
25	0.691								
26	0.72	260	1561.248	308	1849.4784			59	7.5
27	0.668								
28	0.674	174	978.08184						
29	0.665								
30	0.628								
31	0.656								
Total	23.232	1371	8566.07238	800	5082.36264	25	155.541	457	61
Monthly Avg.	0.749419355	171.375	1070.759048	200	1270.59066	25	155.541	57.125	7.625
Daily Max.	0.906	260	1561.248	308	1849.4784	25	155.541	59	7.7
Daily Min.	0.628	101	693.24582	120	886.7088	25	155.541	56	7.5
Max. 7/Avg.	0.865571429	217	1269.66492	308	1849.4784	25	155.541	58.5	7.7

Permit # 2839001
 Facility Name: MANCHESTER CITY OF STP

Monthly Operation Report
 IOWA DEPARTMENT OF NATURAL RESOURCES
 NPDS - Operation Permit System
 EFFLUENT Data

Outfall #: 001
 Month/Year: 5-2026

Mon. Point	EFFLUENT AFTER DISINFECTION								
Parameter	CBOD5		TSS		NH3-N		CR(T)		TO
Units	MG/L	LBS/DAY	MG/L	LBS/DAY	MG/L	LBS/DAY	MG/L	LBS/DAY	MG/L
Frequency	2 TIMES PER WEEK	2 TIMES PER WEEK	1 TIME PER WEEK	1 TIME PER WEEK	2 TIMES PER WEEK	2 TIMES PER WEEK	1 EVERY MONTH	1 EVERY MONTH	1 EVERY 3 MONTHS
Start Date									
End Date	Permit Duration	Permit Duration	Permit Duration	Permit Duration	Permit Duration	Permit Duration	Permit Duration	Permit Duration	Permit Duration
No Discharge									06 - NOT REQ / MP
LOQ									
Day: 1									
2									
3									
4	3	22.16772	3	22.16772	0.128	0.94582272			
5									
6									
7	2.7	18.532314			0.0922	0.632844204			
8									
9									
10									
11									
12	3.6	21.7674	1.8	10.8837	0.0855	0.51697575			
13									
14	2.1	12.557538			0.0928	0.554923584			
15									
16									
17									
18									
19	2.6	17.152044	1	6.59694	0.101	0.66629094			
20							0.00103	0.006408289	
21	2.3	14.022042			0.107	0.65232978			
22									
23									
24									
25									
26	2.9	17.41392	1.8	10.80864	0.109	0.6545232			
27									
28	2.2	12.366552			0.0655	0.36818598			
29									
30									
31									
Total	21.4	135.97953	7.6	50.457	0.781	4.991896158	0.00103	0.006408289	
Monthly Avg.	2.675	16.99744125	1.9	12.61425	0.097625	0.62398702	0.00103	0.006408289	
Daily Max.	3.6	22.16772	3	22.16772	0.128	0.94582272	0.00103	0.006408289	
Daily Min.	2.1	12.366552	1	6.59694	0.0655	0.36818598	0.00103	0.006408289	
Max. 7/Avg.	2.85	20.350017	3	22.16772	0.1101	0.789333462	0.00103	0.006408289	

Permit #
Facility Name:

Outfall #:
Month/Year:

Mon. Point								EFFLUENT AFTER DISINFECTION - GEO MEAN
Parameter	T-N	PHOS		TEMP	CU		PH	E. COLI
Units	LBS/DAY	MG/L	LBS/DAY	FAHRENHEIT	MG/L	LBS/DAY	STD UNITS	#/100 ML
Frequency	1 EVERY 3 MONTHS	1 EVERY 3 MONTHS	1 EVERY 3 MONTHS	2 TIMES PER WEEK	1 EVERY MONTH	1 EVERY MONTH	2 TIMES PER WEEK	GEO. MEAN 1/3 MONTHS
Start Date								
End Date	Permit Duration	Permit Duration	Permit Duration	Permit Duration	Permit Duration	Permit Duration	Permit Duration	Permit Duration
No Discharge	06 - NOT REQ / MP	06 - NOT REQ / MP	06 - NOT REQ / MP					
LOQ								
Day: 1				56			7.2	
2								
3								
4				58			7.2	
5								
6								
7								
8				58			7.2	
9								
10								
11				58			7.2	
12								2
13								
14								4
15				60			7.1	
16								
17								
18				60			7.1	
19								<1
20					0.0117	0.072793188		
21								<1
22				60			7.1	
23								
24								
25								
26				61			7.1	
27								<2
28								
29								
30								
31								
Total	0		0	471	0.0117	0.072793188	57.2	10
Monthly Avg.				58.875	0.0117	0.072793188	7.15	1.741101127
Daily Max.				61	0.0117	0.072793188	7.2	4
Daily Min.				56	0.0117	0.072793188	7.1	1
Max. 7/Avg.				60.5	0.0117	0.072793188	7.2	3

May Precipitation Report

5/12: .05

5/14: .09

5/15: .47

5/16: .21

5/17: .24

5/18: .73

5/19: .03

5/22: .03

5/25: .02

Perry Peterson

Wastewater Supt./

Project Inspector

City of Manchester

563/920-0628 cell

563/927-1163 office

comprojectinspector@gmail.com



SPECIAL CLASS "C" RETAIL ALCOHOL LICENSE APPLICATION

Business Information

Name of Legal Entity: MANCHESTER AREA CHAMBER OF COMMERCE

FEIN: XX-XXX5641

Business Type: Corporation

This business is not registered with the Secretary of State.

Premises Information

Premises DBA: CITY PARKING LOT

Premises Address: 202 E DELAWARE ST MANCHESTER IA 52057-2211

Premises Type: RAGBRAI

Number of Floors: 1

Control of Premises: Other

Other control description: City owned parking lot

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: 23-Jul-2026

Length of License Requested: 5DAY

Endorsements

Local Authority: City of Manchester

Dramshop Company: WEST BEND INSURANCE COMPANY

Ownership Information

Type	Name	ID Type	ID	DOB	Phone	Address	Percentage
Individual	HOLTZ, LAURA	SSN	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	0.00

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: LAURA HOLTZ

Phone Number: 5639274141

Email Address: macc@manchesteriowa.org

Address: 200 E MAIN ST MANCHESTER IA 52057-1748

Attestation Information

Attestation Name: LAURA HOLTZ

Attestation Date: 11-Jun-2026

RESOLUTION R-078-2026

Resolution Setting the Salaries for Appointed Officers and Employees of the City of Manchester, Iowa for the Fiscal Year beginning July 1st, 2026

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MANCHESTER, IOWA:

SECTION 1. The following persons and positions named shall be paid the salaries and wages indicated and the City Clerk is authorized to issue warrants/checks less legally required or authorized deductions to IPERS and Social Security or other purpose required by law or authorization of the Council, all subject to audit by the Council, effective with the July 3, 2026 payroll:

Employee	Position	Hourly Rate	Bi-Weekly Rate
Allen, Stone	Police Officer	37.15	
Bahls, Greg	Heavy Equipment Operator	31.68	
Bartkowski, Jesse	Police Officer	34.89	
Bush, Leanne	Librarian	22.52	
Clark, Peyton	Police Officer	34.89	
Davis, Ben	Police Chief		3,961.60
Davis, Jeremiah	Park Superintendent	28.92	
Domeyer, Scott	Heavy Equipment Operator	31.68	
Eschen, Chad	Mechanic/Heavy Equipment Operator	31.68	
Feeney, Ken	Circulation Clerk	17.08	
Foley, Doug	Parks & Recreation Director		2,935.20
Fuller, Chris	Police Officer	33.96	
Haight, Jason	Street Superintendent	39.20	
Hall, Nicholas	Police Officer	35.79	
Hawker, Kamille	Interlibrary Loan/Programming Circulation Clerk	17.33	
Hegland, Alison	Library Director		2,850.40
Heims, Tim	Building Official/Zoning Administrator	38.15	
Hogan, Barb	Police Records Administrator	31.50	
Lahr, Danielle	Librarian	22.91	
Larsen, Ryan	Police Officer	33.96	
Learn, Erin	City Clerk/Treasurer	38.65	
McCraney, Josh	Police Officer	34.89	
Osmun, Dianne	Circulation Clerk	17.08	
Peterson, Perry	Wastewater Superintendent/Project Inspector	39.72	
Ries, Cindy	Childrens Librarian	20.86	
Robinson, Jeremy	Water Operator	32.23	
Schmitz, Julie	Deputy City Clerk/Human Resources	32.46	
Shere, Angie	Assistant Library Director	26.08	

Thomas, Laura	Deputy City Clerk	32.00	
Tibbott, Connie	Library Custodian (Part time)	18.20	
Trumblee, Dave	Police Sergeant	37.87	
Waters, Brock	City Manager		4,946.16
Wessels, Tyler	Heavy Equipment Operator	31.68	
Wieser, Matt	Wastewater Operator	31.98	
Wright, Chad	Police Captain		3,500.00
Wulfekuhle, Chad	Water Superintendent	39.20	

PASSED AND APPROVED this 22nd day of June, 2026.

Connie Behnken, Mayor

Attest:

Erin Learn, City Clerk

ORDINANCE NO. 005-2026
AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF MANCHESTER, IOWA, TO ESTABLISH A
DEFAULT PUBLICATION TIMELINE FOR NOTICES OF PUBLIC HEARINGS

BE IT ENACTED by the City Council of the City of Manchester, Iowa:

SECTION 1. PURPOSE AND INTENT.

The purpose of this Ordinance is to clarify that Section 18.05 (Publication) establishes the default publication timeline for any notice of public hearing required by the Code of Ordinances of the City of Manchester, Iowa, unless a more specific publication timeline is required by another provision of this Code or by applicable State law.

SECTION 2. AMENDMENT TO CHAPTER 18.

Chapter 18 of the Code of Ordinances of the City of Manchester, Iowa, is hereby amended by adding the following subsection to Section 18.05:

18.05(3) DEFAULT PUBLIC HEARING NOTICE TIMELINE.

Whenever any provision of this Code of Ordinances requires that notice of a public hearing be published, and such provision does not specify a publication timeframe, the notice shall be published at least once, not less than four (4) days nor more than twenty (20) days prior to the date of the hearing. If another provision of this Code of Ordinances establishes a specific publication timeframe for a particular type of hearing, that specific provision shall control. If State law establishes a publication timeframe that differs from Section 18.05, the applicable provision of State law shall control.

SECTION 3. ORDINANCES AFFECTED.

The following sections of the Code of Ordinances include publication requirements for public hearings and shall be governed by Section 18.05 as amended herein:

General Publication

- § 18.05 – Publication

Street and Property Vacation

- § 137.03 – Notice of Vacation Hearing

Zoning Regulations (Chapter 165)

- § 165.29(29.7)(a) – Council Public Hearing (Zoning Amendments)
- § 165.29(29.7)(b) – Planning Commission Public Hearing (Zoning Amendments)
- § 165.29(29.14) – Board of Adjustment Notice of Hearing

Subdivision Regulations (Chapter 170)

- § 170.34 – Changes and Amendments (Subdivision Regulations)
- § 170.36(2)(C) – Combining Adjoining Lots (Mailed Notice Requirement)

This Ordinance shall amend or repeal the specific seven (7) to twenty (20) day publication requirements contained within City Code and shall apply to all sections of the Code requiring publication of a notice of public hearing that does not specify a publication timeframe.

SECTION 4. REPEALER.

All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 5. SEVERABILITY.

If any section, provision, or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the remaining portions.

SECTION 6. EFFECTIVE DATE.

This Ordinance shall be in effect after its final passage, approval, and publication as provided by law.

Passed and approved this ____ day of _____, 2026.

ATTEST:

Connie Behnken, Mayor

Erin Learn, City Clerk

PUBLISH 6-10-26
P+Z
COUNCIL 6-22-26

BOARD OF ADJUSTMENT APPLICATION

EXCEPTION, VARIANCE, CONDITIONAL USE

RETURN TO:

Tim Heims, Building/Zoning Official
208 East Main Street, Manchester, Iowa 52057
563.920.0867 | theims@manchester-ia.org



FEE: \$75.00

CONTACT INFORMATION

Applicant Name: S&B Promotions LLC Owner Name (if different): Todd Summers
Business Name (if applicable): _____
Mailing Address: PO Box 103 Manchester, IA 52057
Phone: 563-924-3115 Email: sbpromotions1776@gmail.com

PROPERTY INFORMATION

Site Location/ Address: 128 Gay Street Manchester, IA 520657
Current Use of Property: ☒ Residential ☐ Commercial ☐ Industrial Type of Business: _____
Proposed Construction: ☒ Accessory Building/Garage ☐ Deck/Porch ☐ Addition ☐ Sign ☐ Parking
☐ Vertical Projection/Tower ☐ Other _____

Describe reason for application in detail.

We are requesting a variance to construct a garage five feet from the east property line. The proposed garage will measure 14 feet in width and 24 feet in length. It will be positioned 10 feet from the house to comply with city code, and five feet from the east property line. The structure will remain aligned with the current eaves of the front porch.

We have consulted with local realtors and developers, who agree that the addition of this garage will increase the property value by approximately \$40,000. This improvement would also contribute to increased property tax revenue, benefiting the City of Manchester.

The addition of this garage will help bring the home to its full potential as a functional and desirable family residence. It will enhance the property's appeal for both current residents and families considering relocating to Manchester.

We are committed to improving affordable family housing in Manchester and supporting the city's continued growth and development. We respectfully request your consideration of this variance.

MUST INCLUDE SKETCH PLAN (Indicate streets, property lines, or other significant features.)

APPLICANT ACKNOWLEDGEMENT

- It is my responsibility to locate property lines and to review the abstract for easements and restrictive covenants.
- It is my responsibility to demonstrate the need and desirability of the variance or exception.
- My application will be reviewed by staff and a Public Hearing scheduled with the Board of Adjustment (BOA). A Notice of Public Hearing will be published in the newspaper, and sent to owners of property within 200 feet of the property in question. The BOA will review the strict application of the terms the Zoning Ordinance will impose upon the property owner, including unusual and practical difficulties, or particular hardship; that the request is in harmony with the general purpose, intent and spirit of the Zoning Ordinance; that granting the request will not merely serve as a convenience to the applicant but will alleviate some demonstrable and unusual hardship or difficulty so great as to warrant a deviation from the Zoning Ordinance; that the surrounding property will be protected.
- If approved, I must separately obtain any required Building Permit prior to any use, construction, or development, but only after the BOA decision has been reviewed and affirmed by the City Council.

[Signature]
Property Owner Signature

5-11-26
Date

TO BE COMPLETED BY BUILDING OFFICIAL/ZONING ADMINISTRATOR:

Zoning District: ☒ R1-2-3-4-5-6-RM ☐ C1-2-3 ☐ CBD ☐ I1-2 ☐ Other _____

Current Lot Size: 65 x 110 = _____ sf Lot Coverage: N/A % Proposed: N/A %

Required Set Backs: 25 Front ~~5~~ Rear 0 Side 1 0 Side 2

Proposed Set Backs: 21 0 _____

Structure Height: N/A ft Proposed Height: N/A ft

Current Use: N/A Proposed Use: N/A

Legal Description: _____

2012-4678

Request to Change: ☒ Setbacks ☐ Lot Coverage ☐ Height ☐ Materials _____ ☐ Use ☐ Parking

Type of Exception: ☒ Exception ☐ Variance ☐ Conditional Use

City Code Reference: Chapter 165 Section 165.06 Sub Section 6.2

NOTES: Garage front wall would line up with porch roof overhang
Garage would be 4' into 25' front yard setback

THE PROPOSED USE OR DEVELOPMENT:

Is within the Intent and purpose of the Zoning Ordinance and Comprehensive Plan. ☒ Yes ☐ No

Is permitted in the zoning district. ☒ Yes ☒ No

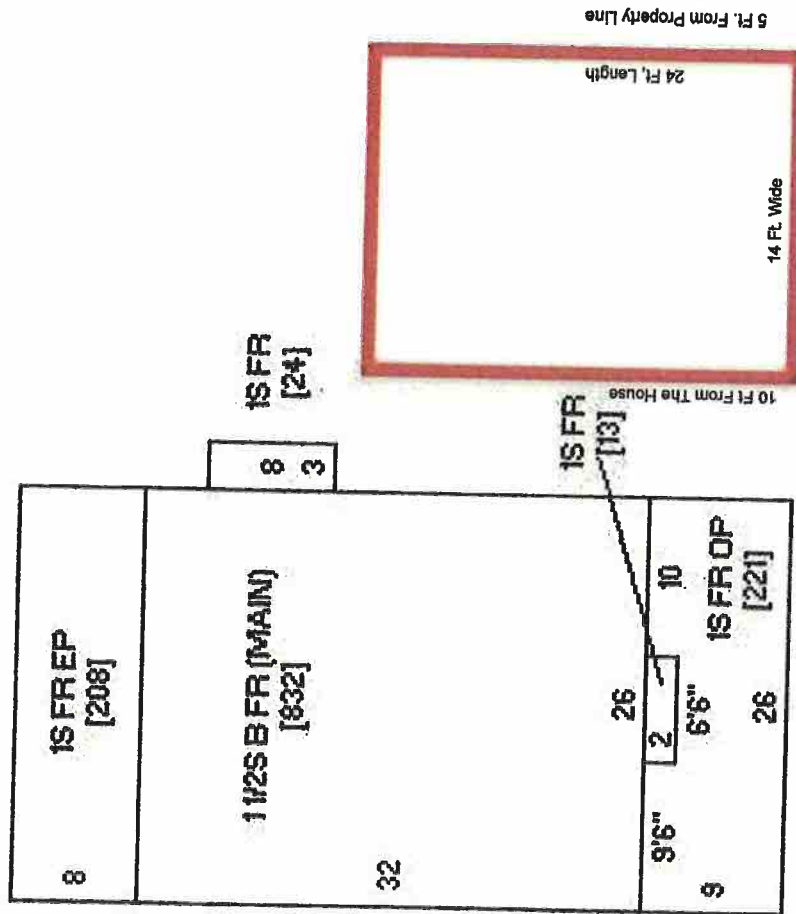
Will be located, designed, constructed or operated in such a manner that it will be compatible with the immediate neighborhood and will not interfere with the orderly use, development or improvement of surrounding property including character of the neighborhood, traffic conditions, parking, utility and service facilities, or other factors affecting public health, safety and welfare. ☒ Yes ☐ No

Will not merely serve as a convenience to the applicant but will alleviate some demonstrable and unusual hardship or difficulty so great as to warrant a deviation from the Zoning Ordinance. ☐ Yes ☒ No

BOA Public Hearing Date: _____ BOA Decision: ☐ Approve ☐ Deny

City Council Public Hearing Date: _____ City Council Review: ☐ Affirmed ☐ Remanded

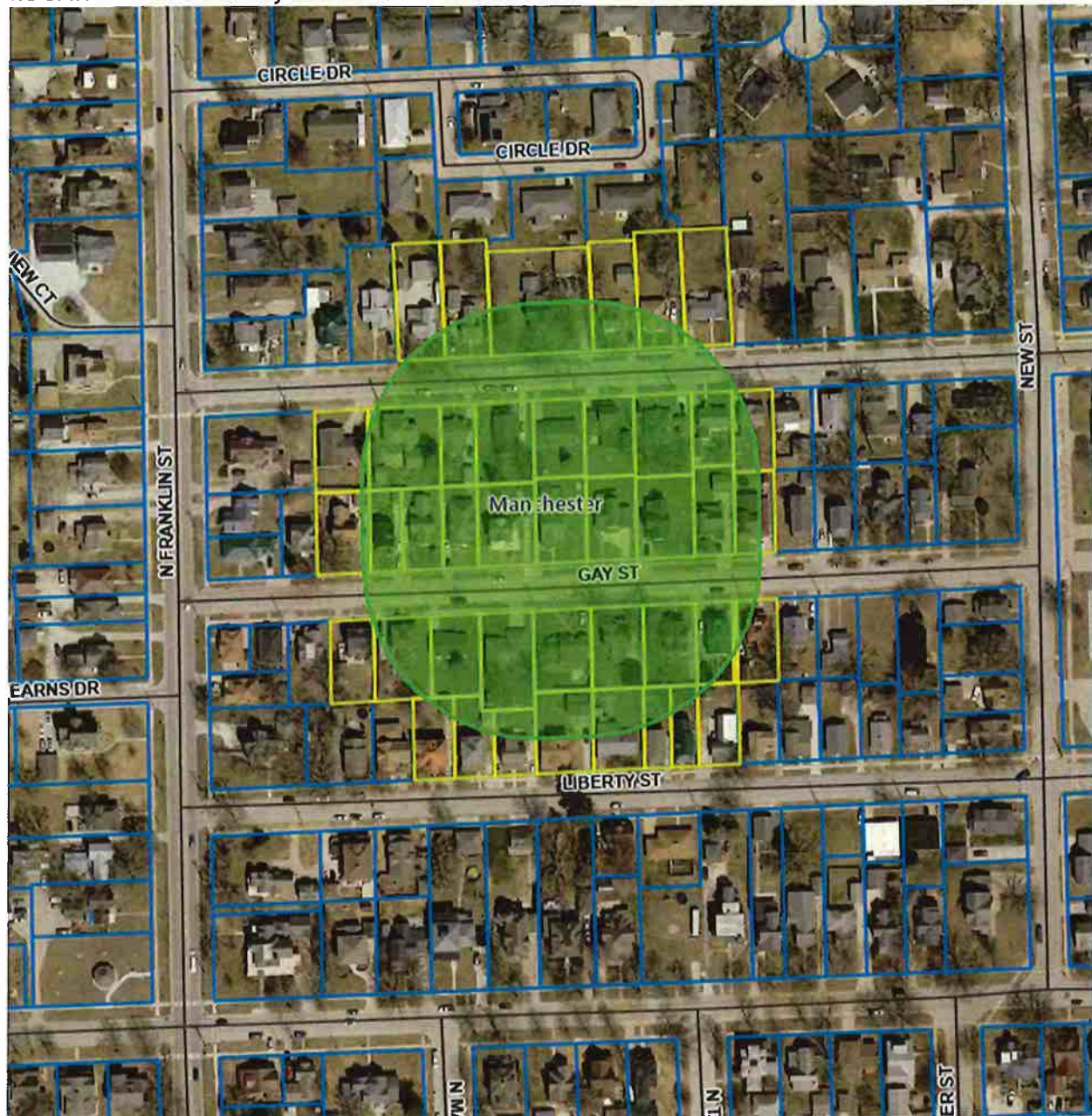




Propose garage to be aligned with existing porch eaves.

Sketch of Pin 630-29-41-010-00

LOCATION MAP: 128 Gay Street



MAILING: June 4, 2026
PUBLISHED: June 10, 2026
BOA PH: June 17, 2026

June 4, 2026

To Whom It May Concern:

The Board of Adjustment of the City of Manchester, Iowa, will hold a public hearing at 8:00 a.m. on June 17, 2026, in the City Council Chambers, 204 East Main Street, Manchester, Iowa, to consider the following request:

Applicant: S&B Promotions

Property Location: 128 Gay Street, Manchester, Iowa

The applicant is requesting an exception to Section 165.06.2, *R-1 Single-Family Residential Districts (Low Density) – Site Development Regulations*, of the Manchester City Code to reduce the required front-yard setback in order to construct an unattached garage.

The property is legally described as follows: That part of Lot Nineteen (19), Burrington's Addition to Manchester, Iowa, according to the plat recorded in Book I.L.D., Page 245, described as commencing at a point on Gay Street five (5.0) feet east of the southwest corner of said Lot Nineteen (19); thence east along Gay Street sixty-five (65) feet; thence north parallel with the east line of said lot to a point one hundred (100.0) feet south of the north line of said lot; thence west parallel with the north line of said lot sixty-five (65.0) feet; thence south to the point of beginning.

An official notice of this hearing will also be published in *The Manchester Press* on June 10, 2026.

Any person wishing to comment on this request may attend the public hearing. Written comments may be submitted to the City Office prior to the hearing. If you are unable to attend and wish to have your views considered by the Board of Adjustment, you may submit a letter or arrange for a representative to appear on your behalf.

Laura K. Thomas, Recording Secretary, Manchester Board of Adjustment

Owner Name	Owner Address	Owner City/State/Zip
Alden, Diane M	133 Prospect St	Manchester, IA 52057
Bergstrand, Kent	130 Liberty St	Manchester, IA 52057
Bickell, Kathleen E., Bickell, Garret R	117 E Prospect St	Manchester, IA 52057
Brunsmann, Kelsey M	145 Prospect St	Manchester, IA 52057
Butler, Natasha M	141 Gay St	Manchester, IA 52057
Concoran, Kyle P	12911 Hamman Tree Dr	Urbandale, IA 50323
Dake, Jack L (1/2 Int)	132 Gay St	Manchester, IA 52057
Deutmeyer, Tracy C	144 E Prospect St	Manchester, IA 52057
Dryden, Dusty A	116 Liberty St	Manchester, IA 52057
Hillers, Phyllis A	914 Doctor St	Manchester, IA 52057
Hooker, Julie L	137 Prospect St	Manchester, IA 52057
Johnson, Joyce	805 W Marion St	Manchester, IA 52057
Kanelis, William J & Renae M	109 E Prospect St	Manchester, IA 52057
Lincoln, Ashlee S	144 Gay St	Manchester, IA 52057
Marsden, Logan M	142 E Prospect St	Manchester, IA 52057
Martin, Tera Lynn	116 E Prospect St	Manchester, IA 52057
McCune, Shauna E	114 Gay St	Manchester, IA 52057
McMahon, John J	1946 Grande Ave SE	Cedar Rapids, IA 52403-4414
Mesch, Kevin E & Amy C	140 Liberty St	Manchester, IA 52057
Millard, Iola S	120 Liberty St	Manchester, IA 52057
Miller, Shayli	129 Gay St	Manchester, IA 52057
Moorman, Thaddeus M & Jacquelyn R	128 E Prospect St	Manchester, IA 52057
Mortenson, Ronald & April	804 N Franklin St	Manchester, IA 52057
Mustard, Brian E & Candie R	143 Gay St	Manchester, IA 52057
Mustard, Brian E & Candie R	143 Gay St	Manchester, IA 52057
Peak Property Solutions LLC	2101 290th St	Rowley, IA 52057
Rehr, Adam R & Samantha	128 Liberty St	Manchester, IA 52057
S & B Promotions LLC, c/o Summers, Todd & Angie	1776 Buchanan Delaware Ave	Masonville, IA 50654
S & K Concrete & Property Maintenance LLC	628 Quaker Mill Drive	Manchester, IA 52057
Sailer Properties LLC	1100 Rosewood Dr	Manchester, IA 52057
Sargent, Danielle E., Ahsan, Zain	120 Gay St	Manchester, IA 52057
Schauf Apartments & Housing of Manchester LLC	1000 Gales Ave	Manchester, IA 52057
Schmitt, Jay J & Linda G	750 Ridgewood Dr	Manchester, IA 52057
Schulte, Wes D	100 1/2 E Main St Ste B	Manchester, IA 52057
Shannon, Tanner D	121 E Prospect St	Manchester, IA 52057
Smith, Cynthia A	140 Gay St	Manchester, IA 52057
Smith, Thomas B (1/2 Int)	132 Gay St	Manchester, IA 52057
Soukup, Landon Joseph	145 Gay St	Manchester, IA 52057
Wichman, Matthew W & Belden, Brooke C	113 Gay St	Manchester, IA 52057
Wickman, James P & Shirley	125 Gay St	Manchester, IA 52057
Wieser, Matthew	133 Gay St	Manchester, IA 52057

June 8, 2026

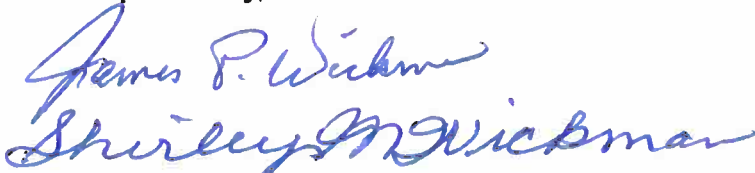
Manchester Board of Adjustment:

My husband and I live at 125 Gay Street and are in favor for allowing the property at 128 Gay Street to reduce the allowed set back in order to add the construction of an unattached garage.

The property in question has been vacant for two years and was turning into an eyesore. S & B has immensely improved the property by gutting the inside of the house, adding new windows, siding, and roofing. In order to sell a property with that many upgrades, a garage is essential to draw a family toward the property. We all know how harsh Iowa winters are and having a garage is top priority for families hunting for a home.

We lived in a home with no garage for over 40 years and when house hunting, a garage was the #1 priority. This will be a great addition to the property at 128 Gay Street, and we fully encourage you to allow this variance.

Respectfully,



Jim & Shirley Wickman

125 Gay Street

Manchester, Iowa 52057

563-927-3701



CITY OF MANCHESTER COMMITTEES & APPOINTMENTS

July 2026

City Administration

City Manager, Brock Waters
City Clerk|Treasurer, Erin Learn
Deputy City Clerk|Human Resources, Julie Schmitz
Deputy City Clerk, Laura Thomas
City Attorney, Lynch Dallas Legal
Chief of Police, Ben Davis
Fire Chief, Randy Rattenborg
Library Director, Alison Hegland
Building Official|Zoning Administrator, Tim Heims
Parks & Recreation Director, Doug Foley
Street Superintendent, Jason Haight
Water Superintendent, Chad Wulfekuhle
Wastewater Superintendent, Perry Peterson

Elected Officials (4-year term)

Mayor	Connie Behnken	2029
1st Ward Council Member	Joe Dittrick	2027
2nd Ward Council Member	Mary Ann Poynor	2029
3rd Ward Council Member	Bill Scherbring	2027
At-Large Council Member	Bryan Gray	2027
At-Large Council Member	Diane Hammell	2029

MEETINGS & AGENDAS

The regular meetings of the Manchester City Council are scheduled for the second & fourth Mondays of the month at 5:00pm. Meetings are held at Council Chambers, 204 East Main Street. The public is invited to attend. Agendas and Minutes may be found on the City's Website.

The Mayor and all Council Members may be contacted via the City Clerk's Office, by mail, email, phone or directly via their individual email addresses. Contact information can be found on the City's website (www.manchester-ia.org)

The City Office is open from 8:00am - 4:00pm, Monday through Friday.

Mayoral Appointments

Mayor Pro-Tem

Mary Ann Poynor

Board of Adjustment (5-year term)

Ron Mortenson	Term expires 6-30-2027
Josh Goranson	Term expires 6-30-2027
Jean Fisher	Term expires 6-30-2028
Doug Hawker	Term expires 6-30-2030
Richard McMahon*	Term expires 6-30-2031

Staff Liaison: Tim Heims, Laura Thomas

Board of Construction Review (2-year term)

Al Kelchen	Term expires 12-31-26
Don Loecke	Term expires 12-31-26
Gerry Heims	Term expires 12-31-27
Mike Loecke	Term expires 12-31-27

Ex-Officio: Connie Behnken, Tim Heims*

Forestry Improvement Committee

Eric Bailey, Bryan Gray, Neil Henkenius, Wayne Miranda, Dean Sherman, JoAnn Swinton
Staff Liaison: Doug Foley, Jason Haight

Library Board of Trustees (6-year term)

Lucas Elsbernd	Expires 6-30-28
Millie K Kehrli, PhD	Expires 6-30-28
Allison Hemann	Expires 6-30-28
Anita Palmer	Expires 6-30-30
Nathan Lamb	Expires 6-30-30
Tadd Moorman	Expires 6-30-30
Melanie Cook	Expires 6-30-32
Julie Smith	Expires 6-30-32
Ben Engelken	Expires 6-30-32

Library Director, Alison Hegland

Parks & Recreation Commission (3-year term)

Mike Wessels*	At-Large	Expires 6-30-2027
Tim Egemo	At-Large	Expires 6-30-2027
Annette Lenz	1st Ward	Expires 6-30-2028
Nick LaRosa	2nd Ward	Expires 6-30-2029
Melissa Coates	3rd Ward	Expires 6-30-2029

Staff Liaison: Doug Foley

Sub Committees

Airport Committee (1-year term)

Jim Fisher	Term expires 12-31-26
Craig Francois	Term expires 12-31-26
Rick Seeley	Term expires 12-31-26
Pat Schmitz	Term expires 12-31-26
Dan Stelken	Term expires 12-31-26
Dean Sherman	Term expires 12-31-26
Bill Scherbring	Council Representative
<i>Staff Liaison: City Manager, Jason Haight, Laura Thomas</i>	

Planning & Zoning Commission (4-year term)

David Smith*	Term expires 12-31-26
JoAnn Swinton	Term expires 12-31-26
Scott Wegmann	Term expires 12-31-27
Nancy Oehler	Term expires 12-31-28
Stuart Sleper	Term expires 12-31-28
Autumn Domeyer	Term expires 12-31-29
Ryan Hauser	Term expires 12-31-29
<i>Staff Liaison: City Manager, Tim Heims, Laura Thomas</i>	

Downtown/Commercial Incentive Committee

Morgan Weber, Steve Palmer, Roger Lake, Alison Kass
Wayne Burkle, Laura Holtz, Trish LeClere
Staff Liaison: City Manager, Tim Heims, Erin Learn

Wellhead Protection Planning Team

Joe Dittrick, Krystle DeShaw, Alex Linderwell, Luke Ogden
Jade Schneider, Jason Wenger
Staff Liaison: Chad Wulfekuhle, Tim Heims

Personnel|Finance Committee

Mary Ann Poynor, Bill Scherbring
Staff Liaison: City Manager

Accounts Payable Review

Diane Hammell

Appointments to Non-City Boards & Commissions

Community Childcare of Manchester

Mary Ann Poynor

Community Childcare of Manchester Task Force

Diane Hammell

Delaware County Economic Development

Mary Ann Poynor, Alternate-City Manager

Delaware County E-911 & Communications Board

Benjamin Davis, Alternate-Connie Behnken

Delaware County Softball Commission

Doug Foley

Delaware County Solid Waste Commission

Bill Scherbring

Eastern Iowa Regional Housing Authority (2-year term)

Lindsay Domeyer, Sarah Maurer

Facilities Management Committee (Beckman Sports Complex)

Joe Dittrick, Doug Foley

Good to Great Leadership Committee

Mary Ann Poynor, Connie Behnken, City Manager

Greater Delaware County Foundation

Bill Thomas

Manchester Area Chamber of Commerce Board of Directors

Connie Behnken, Alternate-City Manager

NICC Manchester Center

Diane Hammell, City Manager

Regional Planning Affiliation Policy Board (ECIA-RPA)

Connie Behnken, Alternate-City Manager

Regional Planning Affiliation Tech Board (ECIA-RPA)

City Manager, Alternate-Connie Behnken

* Denotes Committee Chairperson

R-079-2026
RESOLUTION AMENDING SALARY RESOLUTION

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

SECTION 1. That the following individual be employed as a seasonal employee and shall be paid as follows:

<u>Name</u>	<u>Position</u>	<u>Hourly Pay Rate</u>	<u>Effective Date</u>
Rieken, Addy	WSI	\$12.50	05/25/2026

All other requirements shall be the same as that set out in Resolution R-078-2026 as passed and approved on June 22nd, 2026.

PASSED AND APPROVED this 22th day of June, 2026.

Connie Behnken, Mayor

ATTEST:

Erin Learn, City Clerk



FY 2027 - Cigarette Permits

(July 1, 2026 - June 30, 2027)

FOR COUNCIL ACTION: June 22, 2026
APPROVED: June 22, 2026

NAME	ADDRESS	CONTACT	LICENSE #
1. McDermott Oil (Kwik N Handi)	2210 HWY 13	800.373.7612	2027-09

cc: City Council
Erin Learn, City Clerk
Ben Davis, Chief of Police
GovConnectIowa License Administration



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

INVOICE

Invoice Number: 100339
Date: June 16, 2026
Project Number: 2605220

City of Manchester
208 E Main Street
Manchester, IA 52057
Manchester - Site Survey

For Professional Services Rendered Through: June 05, 2026

Hangar Site Location

Items completed in this billing period:

- Site Survey was completed
- Survey was processed

Fee Services

	Contract Amount	Percent Complete	Fee Earned	Prior Billings	Current Billings
Survey Services	\$4,900.00	50.00	\$2,450.00	\$0.00	\$2,450.00
Planning Services	\$1,750.00	0.00	\$0.00	\$0.00	\$0.00
	\$6,650.00		\$2,450.00	\$0.00	\$2,450.00

\$2,450.00

Invoice Total \$2,450.00

Invoice

FEHR GRAHAM

ENGINEERING & ENVIRONMENTAL

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

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

June 16, 2026
Invoice No: 140779

Purchase Order:

Project 405.0025546.000 2026 Anderson Street Improvements
Phase PH03 Easement Services

Professional Personnel

	Hours	Amount
Ertl, Samuel - Project Manager 1	1.50	
Total Labor		262.50

Total this Phase **\$262.50**

Phase PH05 Construction Services - Admin

Total Fee	41,000.00	
Percent Complete	50.00	
Total Earned		20,500.00
Previous Fee Billing		16,400.00
Current Fee Billing		4,100.00
Total Fee		4,100.00

Total this Phase **\$4,100.00**

Phase PH06 Construction Services - Survey & Observa

Professional Personnel

	Hours	Amount
Grawe, Austin - Engineering Technician 4	3.75	
Recker, Adam - Land Surveyor 1	4.00	
Ertl, Samuel - Project Manager 1	1.00	
Juergens, Johnathan - Surveyor 1	9.50	
Total Labor		2,400.25

Other Reimbursable Expenses

CAD Equipment (\$5/Hour)	10.00	
Fully-Equipped Survey Vehicle (\$68/Day)	102.00	
GPS Equipment Survey (\$20/Hour)	40.00	
Total Station Survey Eqt (\$20/Hour)	10.00	
Total Other Reimbursable Expenses	162.00	162.00

Total this Phase **\$2,562.25**

INVOICE TOTAL: **\$6,924.75**

Project	405.0025546.000	City of Manchester - 2026 Anderson Stree	Invoice	140779
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Email invoice to eleam@manchester-ia.org

Invoice

FEHR GRAHAM

ENGINEERING & ENVIRONMENTAL

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

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

June 16, 2026
Invoice No: 140780

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	55.00	Total Earned	38,445.00
		Previous Fee Billing	27,960.00
		Current Fee Billing	10,485.00
		Total Fee	10,485.00
		Total this Phase	\$10,485.00

Phase	PH03	Easement Services (T&M)
-------	------	-------------------------

Professional Personnel

	Hours	Amount
Ertl, Samuel - Project Manager 1	1.25	
Total Labor		218.75

Total this Phase **\$218.75**

INVOICE TOTAL: **\$10,703.75**

Email invoices to ellearn@manchester-ia.org

Invoice

FEHR GRAHAM

ENGINEERING & ENVIRONMENTAL

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

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

June 16, 2026
Invoice No: 140781

Purchase Order:

Project 405.2686500.000 East Main & Madison Ramps Improvements Manchester IA

Professional Personnel

	Hours	Amount	
Austin Grawe - Engineering Technician 4	1.50	175.50	
Ryan Wicks - Principal 3	3.50	945.00	
Amy Ries - Project Administrator 1	.25	26.50	
Holly Olson - Project Administrator 3	.25	32.00	
Samuel Ertl - Project Manager 1	14.50	2,537.50	
Total Labor			3,716.50

INVOICE TOTAL: \$3,716.50

Outstanding Invoices

Number	Date	Balance	
139565	4/24/2026	1,410.50	
Total		1,410.50	
	All Outstanding Invoices Total		\$5,127.00

Email invoice to Erin (ellearn@manchester-ia.org) and copy Tim (tvick@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

June 16, 2026
Invoice No: 140782

Purchase Order:

Project	405.0251183.000	Water System Booster Pumps, Manchester, IA
Phase	PH01	Original Contract

Total Fee	99,975.00		
Percent Complete	45.00	Total Earned	44,988.75
		Previous Fee Billing	34,991.25
		Current Fee Billing	9,997.50
		Total Fee	9,997.50
		Total this Phase	\$9,997.50
		INVOICE TOTAL:	\$9,997.50

Email invoice to ellearn@manchester-ia.org



Kirkham Michael

Detailed Payment

2412250 Manchester Rehabilitate Runway 18/36

Description	Will consist of mill and overlay, crack repair/seal joints, pavement repair, edge drain, and new pavement markings
Payment Number	1
Pay Period	05/13/2026 to 06/18/2026
Prime Contractor	River City Paving, Div. of Mathy 3747 Contractor Lane Kieler, WI 53812
Payment Status	Pending
Awarded Project Amount	\$508,084.70
Authorized Amount	\$508,084.70

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
Section: 1 - Base Bid										
0010	1	LS	\$35,500.000	1.000	0.500	0.000	0.500	0.500	\$17,750.00	\$17,750.00
Mobilization										
0020	2	LS	\$12,500.000	1.000	0.750	0.000	0.750	0.750	\$9,375.00	\$9,375.00
Construction Safety Plan and Traffic Control										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0030	3	SY	\$1.600	21,104.000	21,104.000	0.000	21,104.000	21,104.000	\$33,766.40	\$33,766.40
1 Inch Asphalt Milling										
0040	4	LF	\$1.270	34,480.000	18,200.000	0.000	18,200.000	18,200.000	\$23,114.00	\$23,114.00
Crack Repair/Seal Joints (1" +/-) Hot Applied										
0050	5	SY	\$92.700	111.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
Asphalt Pavement Repair										
0060	6	SF	\$6.000	4,930.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
Pavement Markings (White)										
0070	7	SF	\$6.000	945.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
Pavement Markings (Yellow)										
0080	8	Ton	\$108.100	2,690.000	3,362.500	0.000	3,362.500	4,006.000	\$363,486.25	\$363,486.25
2 Inch HMA Overlay										
Section Totals:									\$447,491.65	\$447,491.65
Section: 2 - Alternate Bid										
0090	9	LF	\$33.000	1,400.000	1,400.000	0.000	1,400.000	1,400.000	\$46,200.00	\$46,200.00
4" Edge Drain, Including Cleanouts and Outlets										
Section Totals:									\$46,200.00	\$46,200.00
Total Payments:									\$493,691.65	\$493,691.65

Time Charges

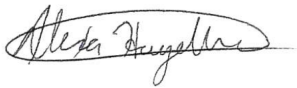
Time Limit	Original Deadline	Authorized Deadline	Charges This Period	Damages This Period	Days Completed To Date	Days Remaining To Date	Damages To Date
# Working Days	30.0 Days	30.0 Days	0.0 Days	\$0.00	0.0 Days	30.0 Days	\$0.00
Total Damages:							\$0.00

Summary

Current Approved Work:	\$493,691.65
Current Stockpile Advancement:	\$0.00
Current Stockpile Recovery:	\$0.00
Current Retainage:	\$49,369.17
Current Retainage Released:	\$0.00
Current Liquidated Damages:	\$0.00
Current Adjustment:	\$0.00
Current Payment:	\$444,322.48
Previous Payment:	\$0.00

Approved Work To Date:	\$493,691.65
Stockpile Advancement To Date:	\$0.00
Stockpile Recovery To Date:	\$0.00
Retainage To Date:	\$49,369.17
Retainage Released To Date:	\$0.00
Liquidated Damages To Date:	\$0.00
Adjustments To Date:	\$0.00
Payments To Date:	\$444,322.48
Previous Payments To Date:	\$0.00

I have reviewed this estimate, and it appears to be correct.



Kirkham Michael: _____

Approved by Owner: _____



Letter 5.4.26
Publish 5.13.26
P2 5.21.26
Council 5.26

4.22.2026

REZONE CLASSIFICATIONS	
AG	Agricultural/Urban Reserve District
R1-50,60,70,80	Single Family Low-Density District
R-2	Two Family Low-Density District
R-3	Townhome Residential Moderate Density
R-4	Multi-Family Residential Medium Density District
R-5	Multi-Family Residential High Density District
R-6	Downtown Multi-Family Residential High
RM	Mobile Home Residential District
C-1	Neighborhood Commercial District
C-2	Community Commercial District
C-3	Highway Commercial District
CBD	Central Business District
BP	Business Park District
I-1	Limited Industrial District
I-2	Heavy Industrial District
PUD	Planned Unit Development Overlay District
FP/FW	Floodplain Overlay District
AV	Aviation Overlay District

APPLICATION FOR REZONING REQUEST

FILING FEE: \$75.00

ADDRESS: 608 ~~char~~ Charles, St Manchester, IA
EXISTING ZONING residential CURRENT USE OF PROPERTY vacant
PROPOSED ZONING commercial PROPOSED USE OF PROPERTY unknown - For Sale

APPLICANT INFORMATION

Name: Michael E. Krapfl Cell: 563-581-5530
Address: 304 5th St. Earlville, IA 52041
Email: 5coopkrapfl@gmail.com
If provided, we will use email for routine notifications and information.

LANDOWNER INFORMATION (if different than applicant)

Name: _____ Cell: _____

ENGINEER/ARCHITECT INFORMATION

Name: _____ Cell: _____
Address: Legal: Book 2022 Page 405
Email: _____
If provided, we will use email for routine notifications and information.

STATEMENT OF REASON WHY THE PETITIONER FEELS THE PRESENT ZONING CLASSIFICATION IS NO LONGER VALID

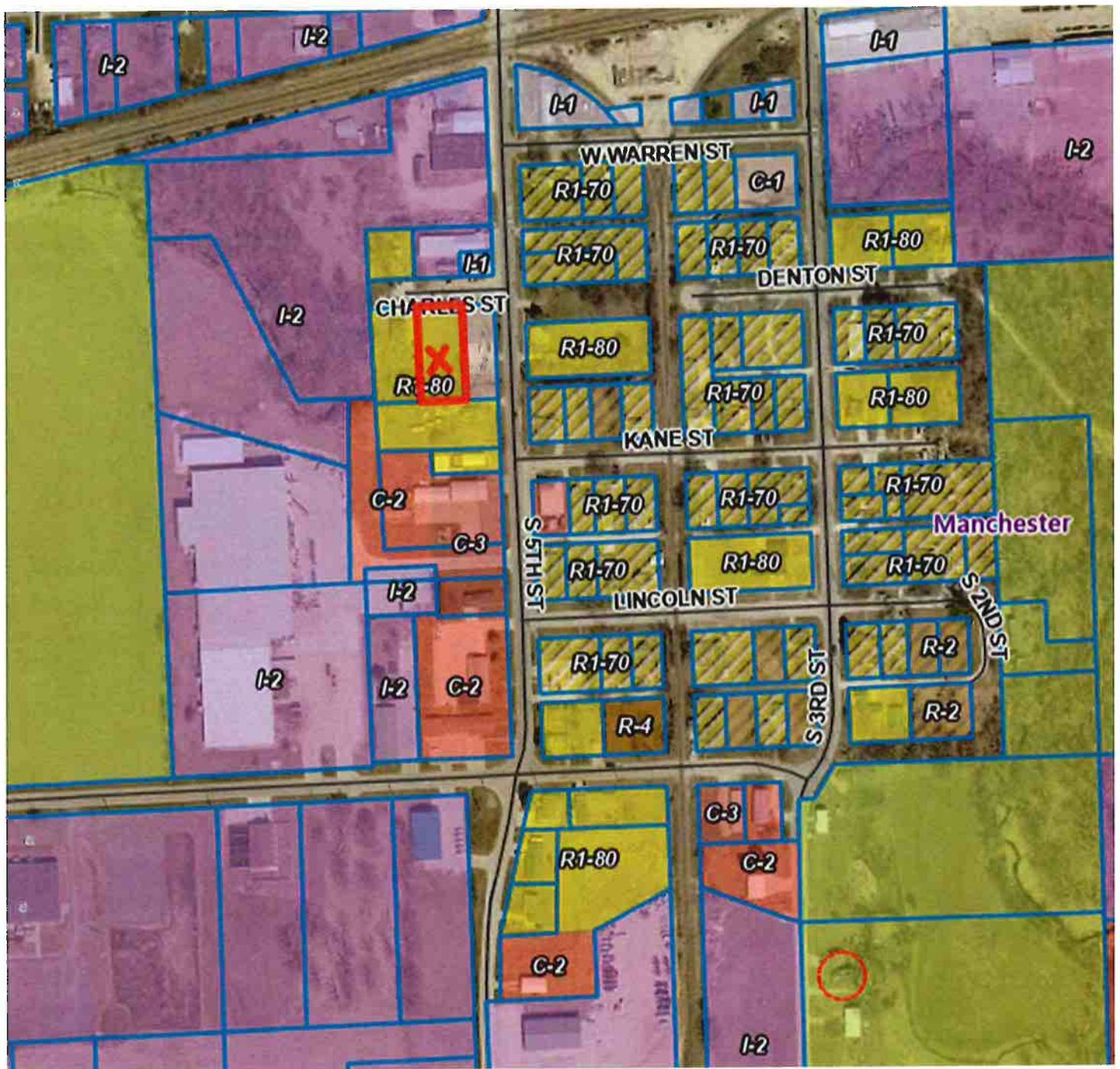
There is a commercial property east of this lot and North of lot. This is in a location where I don't believe anyone would build a home. Would make a good commercial lot. 4-9-26

Michael Krapfl 4-25-25
Applicant Signature Date

Building Official

Date

Location Map. 608 Charles St



PUBLIC HEARING NOTICE

Mailed: May 4, 2026
Published: May 13, 2026

May 4, 2026

TO WHOM IT MAY CONCERN:

Notice is hereby given that Public Hearings will be held on the following dates in the City Council Chambers, 204 East Main Street, Manchester, Iowa by the Planning and Zoning Commission and the City Council:

May 4, 2026	3:00 P.M.	Planning and Zoning Commission
May 26, 2026	5:00 P.M.	City Council

Michael Krapfl has submitted an application to rezone 608 Charles Street described as:

Lots Eight (8) and Nine (9) of Paxson's Addition to Manchester, according to plat recorded in Book 1, Page 116

Mr. Krapfl is requesting to rezone 608 Charles Street Street from R1-80 (Single Family Low Density District) to C1 (Neighborhood Commercial District). Mr. Krapfl would like to reclassify the property to a commercial zoning designation in order to improve its marketability and usability. A copy of the application and proposed development is available for public review at City Hall.

You may appear at said hearings, or if you so desire, either in person or by agent or attorney or by written notice, state your opposition to or support of the proposed rezoning prior to the public hearing times as authorized by law.

Laura Thomas
Deputy City Clerk

OwnerName	OwnerAddress1	OwnerCityStZip
Baumgartner Gate Factory Inc. (DED)	P.O. Box 155	Manchester, IA 52057
Bosler, Diane C (DED)	413 S Brewer St	Manchester, IA 52057
Deppe, Denise (DED)	500 S 5th St	Manchester, IA 52057
F & M Shop LLC (DED)	1748 162nd Ave	Manchester, IA 52057
Hahesy, Amy E & Daniel C (DED)	305 Lincoln St	Manchester, IA 52057
Krapfl, Michael E (DED)	304 5th St	Earlville, IA 52041
Kremer, Lawrence J & Carol A (DED)	813 W Marion St	Manchester, IA 52057
Manchester Enterprises Inc (DED)	217 N Franklin St	Manchester, IA 52057
Ross, Callie A &, Mangold, David N (DED)	513 Kane St	Manchester, IA 52057
S & B Promotions LLC, c/o Summers, Todd & A	1776 Buchanan Delaware Ave	Masonville, IA 50554
Sands, Bruce (DED)	2431 220th Ave	Delhi, IA 52223
Sickels, Jeremy HF (1/2 Int) (DED)	1481 300th St	Ryan, IA 52330
Sickels, Nathan RF & Amy J (1/2 Int) (DED)	1040 W 9th Ave	Marion, IA 52302

REZONE FROM R1-COMMERCIAL

Land Use Compatibility

1. What type of commercial use is proposed? **Undecided. Proposed to help sell parcel**
2. Is the proposed commercial zoning compatible with surrounding neighborhoods? **yes**
3. How will the rezoning affect nearby residential property values?
4. Does the request align with the city's comprehensive plan or future land use map? **yes**
5. Would this create spot zoning or set an undesirable precedent? **no**

Traffic & Access

Infrastructure & Utilities

11. Water, Sewer, Stormwater, Drainage, Flooding, Emergency Services **n/a**

Neighborhood Impact

14. Screening, Hours of Operation, Lighting/Noise/Signage, Trash

Site Design & Development

Legal & Procedural Questions

26. Have neighboring property owners been notified? **yes**
27. What concerns have nearby residents expressed? **none**

Long-Term Planning

30. What will this area look like in 10–20 years if this rezoning is approved?
31. Does this rezoning support orderly growth patterns? **yes**
32. Could future commercial expansion further impact nearby residential areas?

13.2 Site Development Regulations for C-1 Districts

Regulator	Permitted Residential Uses	All Other Permitted Uses
Minimum Lot Area	Same standards as for the R-3	None
Minimum Lot Width (feet)	Townhome Residential Moderate	None
Minimum Yards (feet) (Note 2)	Density District (Section 165.08)	
Front Yard		30 feet
Side Yard (Note 1)		6.5 feet
Street Side Yard		15 feet
Rear Yard (Note 1)		30 feet
Maximum Height (feet)		35 feet
Maximum Amount of Total Parking Located in Street Yard		100%

Note 1: No side or rear yard except where apartments are above a store or shop, a rear yard of 20 feet shall be provided and where adjacent to an "AG" or "R" district, a side yard of 10 feet and a rear yard of 20 feet shall be provided.

Note 2: Flexible Yard Setbacks in Planned Unit Development Districts. The Planning Commission and City Council may vary required minimum setbacks in PUD districts. Along arterials designated in the City's Comprehensive Development Plan, the City may require a deeper front yard setback.

13.3 Supplemental Development Regulations for Office and Commercial Uses in the C-1 District. In order to maintain a residential character in neighborhood commercial areas in Manchester, the following design standards shall apply to any office or commercial use developed within the C-1 District:

- a. No single building shall have a building coverage area that exceeds 15,000 square feet without approval of a Special Use Permit, as set forth in subsection 29.17.
- b. No street-facing façade may have a continuous length of 100 feet or over without an offset in the building elevation equal to a dimension of at least five feet.
- c. Window area on each street-facing façade shall be equal to at least 20% of the area of that façade.
- d. No building facade facing a street shall have the appearance of a rear façade. Architectural details, including materials, textures, patterns, colors, and design features used on the front façade shall be incorporated into all facades facing public streets and easily visible to the public.
- e. All buildings and developments shall include a direct, clear, and safe pedestrian connection from adjacent public sidewalks to the entrances of buildings within the development.

ORDINANCE 006-2026
AN ORDINANCE AMDENDING THE OFFICIAL ZONING MAP

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANCHESTER, IOWA:

SECTION 1. The Zoning Ordinance of the City of Manchester, Iowa is hereby amended by amending the official Zoning Map as follows:

The area affected, currently zoned R1 (Single Family Low Density District) described as follows:

Lots Eight (8) and Nine (9) of Paxson's Addition to Manchester, according to plat recorded in Book 1, Page 116 (Also known as 608 Charles Street.)

and is hereby amended and hereafter designated as R4 (Multi-Family Residential Medium District)

SECTION 2. The City Clerk, after adoption and publication of the Ordinance shall attach a certified copy to the Official Zoning Map.

SECTION 3. Effective Date. This ordinance shall be in effect after its passage, approval and publication as provided by law.

Passed and Approved this _____ day of _____, 2026.

ATTEST:

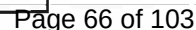
Erin Rempe, City Clerk

Connie Behnken, Mayor

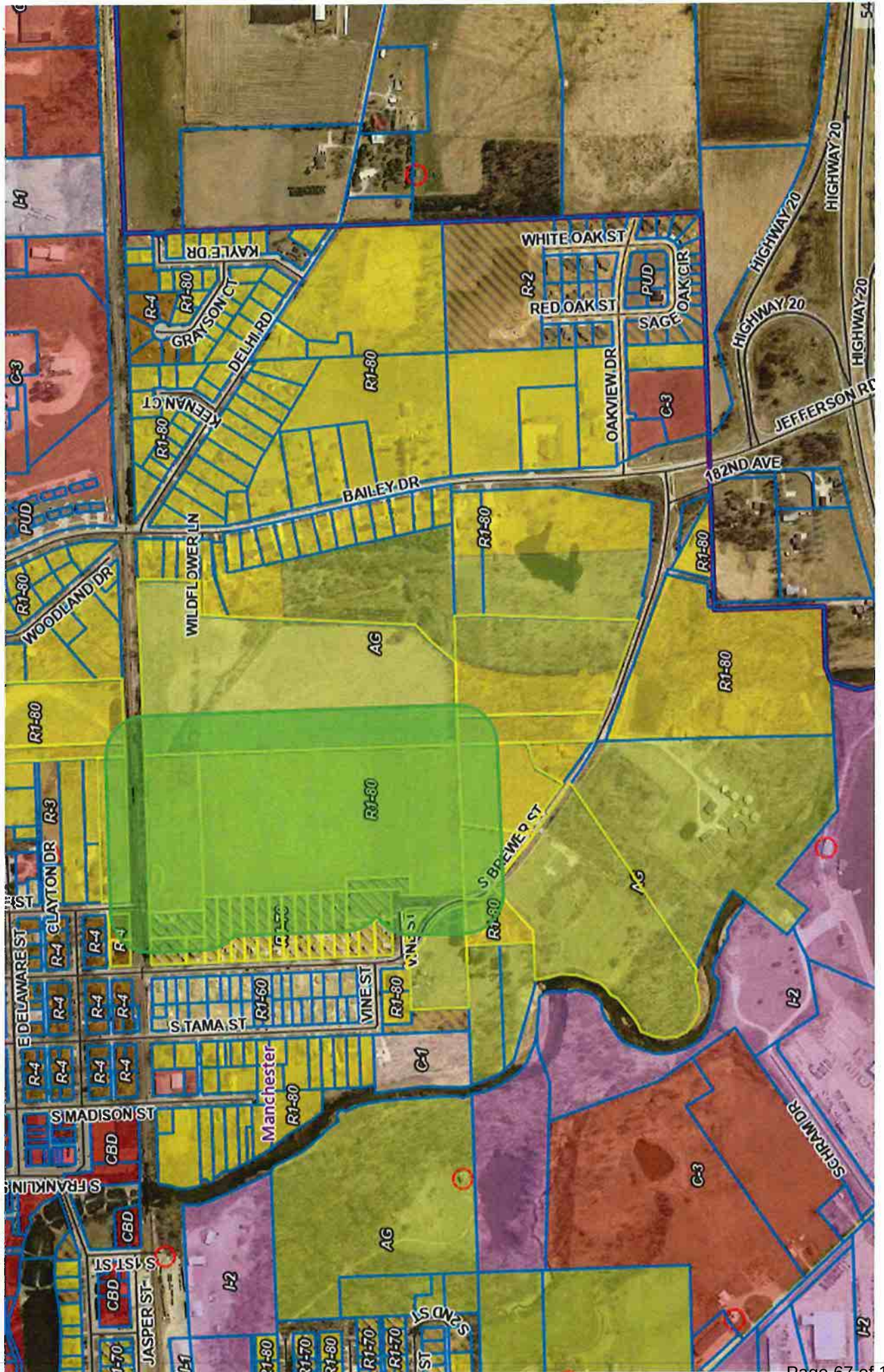
1st Consideration & Adoption:

2nd Consideration & Adoption:

3rd Consideration & Final Adoption:



Location Map - 413 S Wayne St | Parcel 640322208500



165.05 AG AGRICULTURAL/URBAN RESERVE DISTRICT.

5.1 Purpose. The AG district promotes and preserves agricultural uses, including crop and animal production. This district is intended to accommodate activities such as agriculture, horticulture, dairy farming, livestock farming, poultry farming, general farming, and other agricultural activities. This district discourages low density single-family residential development often associated with agricultural areas by requiring a minimum 10-acre lot size. The AG district is also intended to maintain interim agricultural uses within areas designated in the Manchester Comprehensive Plan as long-term urban growth areas. The intent here is to discourage rural residential growth in these areas that are in watersheds that can eventually accommodate development served by extension of public sewers. Where these areas are outside the city limits of Manchester, but within its two-mile subdivision jurisdiction, it is intended that the City work with the County to apply this district's site development regulations to these long term urban growth areas when and if Delaware County adopts zoning. If the County does not adopt zoning, the City of Manchester may apply this zoning district in unincorporated areas consistent with the City's comprehensive plan.

5.2 Site Development Regulations.

Regulator	One-Family Detached	Other Permitted Uses
Site Area per Housing Unit	NA	
Minimum Lot Area	10 acres	5 acres
Minimum Lot Width (feet)	150 feet	
Minimum Yards (feet)		
Front Yard (Note 1)	50 feet	50 feet
Side Yard	25 feet	25 feet
Street Side Yard, Corner Lot	50 feet	50 feet
Rear Yard	50 feet	50 feet
Maximum Height (feet)	35 feet	35 feet
Note 1: Front yard setback is measured from property line of platted lots. For unplatted lots along roads, residential structures shall be set back sufficiently to allow for future right-of-way dedications. This setback is typically 75 feet from the centerline of the adjacent road. The Zoning Administrator may establish a different setback requirement based on the specific context of a parcel. The reason for any such variation shall be documented in writing by the Zoning Administrator.		

Mailed: June 5, 2026
Published: June 10, 2026
PZ: June 18, 2026
Council: June 22, 2026

June 5, 2026
PUBLIC HEARING NOTICE

Notice is hereby given that the Manchester Planning & Zoning Commission will resume a Public Hearing originally opened on January 15, 2026 on Thursday, June 18, 2026 at 3:00 P.M., and the Manchester City Council will hold a Public Hearing on Monday, June 22, 2026 at 5:00 P.M. in the Manchester City Council Chambers, 204 East Main Street, Manchester, Iowa, to consider a rezone request for a parcel commonly referred to as 413 S Wayne Street from R-1 (Single Family, Low Density District) to AG (Agricultural/Urban Reserve District). The parcel is more specifically described as:

Lot 2, Sherman's Farm Subdivision, a SUBDIVISION OF PART OF THE NE 1/4 - NE 1/4 AND PART OF LOT 4 OF W.C. MAWE SUBDIVISION IN THE SE 1/4 - NE 1/4, SECTION 32, T89N, R5W OF THE FIFTH P.M., CITY OF MANCHESTER, DELAWARE COUNTY, IOWA

Owners Scott & Sarah Hermanson (N7 Farms LLC) have requested the rezone for the purpose of agriculture and agri-tourism (Sherman's Pumpkin Farm). At said time and place, any interested persons may appear and make such objections or support as are authorized by law. Written comments on the rezone request will be accepted at City Hall prior to the public hearing.

If you have any questions, please contact the City Office at 563.927.1111.

Sincerely,
Laura Thomas
Planning & Zoning Recording Secretary

First Name	Last Name	OwnerAddress1	OwnerCityStZip
Richard & Sandra	Bemer	1748 162nd Ave	Manchester, IA 52057
Donald & Debbie	Blong	416 S Brewer St	Manchester, IA 52057
William	Boll	705 E Main St	Manchester, IA 52057
William	Carpenter	452 S Brewer St	Manchester, IA 52057
Gary	Chapman	438 S Brewer St	Manchester, IA 52057
Scott & Cherie	Delperdang	501 S Brewer St	Manchester, IA 52057
Raymond	Demuth	428 S Brewer St	Manchester, IA 52057
Douglas	Devaney	530 S Brewer St	Manchester, IA 52057
Rhonda & Claude	Edwards	472 S Brewer St	Manchester, IA 52057
Ted	Fox	436 S Brewer St	Manchester, IA 52057
Megan & Casey	Francois	444 S Brewer St	Manchester, IA 52057
Jeff & Carolyn	Harper	727 E Main St	Manchester, IA 52057
Sean & Chad	Hauser	1636 220th St	Manchester, IA 52057
Scott & Sarah	Hermanson	413 S Wayne St	Manchester, IA 52057
Aaron & Stephanie	Hutchinson	209 S 5th St	Manchester, IA 52057
Taylor & Kasey	Hutchinson	521 S Brewer St	Manchester, IA 52057
Victoria & Francesca	Lewis	432 S Brewer St	Manchester, IA 52057
Mike & Linda	Lunsford	448 S Brewer St	Manchester, IA 52057
Russell & Debra	Manson	456 S Brewer St	Manchester, IA 52057
Kevin	Mesch	440 S Brewer St	Manchester, IA 52057
N7 Farms LLC (DED)		413 S Wayne St	Manchester, IA 52057
Jerry & Barbara	Ridenour	409 S Wayne St	Manchester, IA 52057
Daniel	Ries	1898 Hwy 13	Manchester, IA 52057
Dean & Jacqueline	Sherman	308 S Wayne St	Manchester, IA 52057
Six Pack Properties Inc (DED)		2418 180th Ave	Manchester, IA 52057
Frank & Julie	Thurn	1740 150th Ave	Manchester, IA 52057

ORDINANCE 007-2026
AN ORDINANCE AMDENDING THE OFFICIAL ZONING MAP

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANCHESTER, IOWA:

SECTION 1. The Zoning Ordinance of the City of Manchester, Iowa is hereby amended by amending the official Zoning Map as follows:

The area affected, currently zoned R1 (Single Family Low Density District) described as follows:

Lot 2, Sherman's Farm Subdivision, a SUBDIVISION OF PART OF THE NE 1/4 - NE 1/4 AND PART OF LOT 4 OF W.C. MAWE SUBDIVISION IN THE SE 1/4 - NE 1/4, SECTION 32, T89N, R5W OF THE FIFTH P.M., CITY OF MANCHESTER, DELAWARE COUNTY, IOWA

and is hereby amended and hereafter designated as Ag (Agricultural/Urban Reserve District).

SECTION 2. The City Clerk, after adoption and publication of the Ordinance shall attach a certified copy to the Official Zoning Map.

SECTION 3. Effective Date. This ordinance shall be in effect after its passage, approval and publication as provided by law.

Passed and Approved this _____ day of _____, 2026.

ATTEST:

Erin Rempe, City Clerk

Connie Behnken, Mayor

1st Consideration & Adoption:

2nd Consideration & Adoption:

3rd Consideration & Final Adoption:

**RESOLUTION 080-2026 APPROVING FINAL Plat
WESTGATE CENTER SUBDIVISION**

WHEREAS, the Final Plat of **WESTGATE CENTER SUBDIVISION, City of Manchester, Delaware County, Iowa** Delaware County, Iowa, affecting premises more specifically shown and described in the Final Plat of Randall L. Rattenborg, June 4, 2026, has been filed with the City Clerk of the City of Manchester, Delaware County, Iowa;

WHEREAS, the City Council has fully considered the same and found the same to be in accordance with the ordinances of the City of Manchester, Iowa, relating to plats and additions to cities or within a two mile radius of the City;

WHEREAS, the construction of sidewalks is deferred according to Resolution No. R-006-2003, Resolution Regarding Procedures and Guidelines for Implementation of Sidewalk Construction Program, under Item No. 4 (a) (“streets developed as a rural cross section”); and

WHEREAS, the subdivision plat and its attachments conform to Sections 354.6, 354.11 and 355.8 of the Iowa Code and therefore can be approved pursuant to 354.8 of the Iowa Code;

WHEREAS, the Manchester Planning and Zoning Commission has recommended to the Council that they accept the Final Plat of **WESTGATE CENTER SUBDIVISION, City of Manchester, Delaware County, Iowa**, as presented with the following variances, declarations and conditions;

- a. No determination has been made as to compliance with this subdivision and platting requirements which are set forth in the Code of Iowa.
- b. This subdivision is currently served by West Marion Street and South 12th Street. The subdivision may be subject to street assessments should future street improvements be necessary as determined by the City.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Manchester, Delaware County, Iowa, that the Final Plat of said **WESTGATE CENTER SUBDIVISION, City of Manchester, Delaware County, Iowa**, be, and any exhibits attached thereto, accepting the dedication of public easements and public utilities as shown on the plat,, and the same is hereby acknowledged, approved and accepted on the part of the City of Manchester, Delaware County, Iowa.

The Mayor and City Clerk are hereby directed to certify this approval and affix the same to said Final Plat as by law provided.

Passed this ____ day of _____, 2026.

Connie Behnken, Mayor

ATTEST:

Erin Learn, City Clerk

STATE OF IOWA)
) ss.
COUNTY OF DELAWARE)

On this _____ day of _____, 2026, before me, _____, a Notary Public in and for the State of Iowa, personally appeared Connie Behnken and Erin Learn, to me personally known, and, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Manchester, Iowa; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by the authority of its City Council, as contained in Resolution Number _____ adopted by the City Council on the ____ day of _____, 2026, and that Connie Behnken and Erin Learn acknowledge the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it voluntarily executed.

Notary Public.

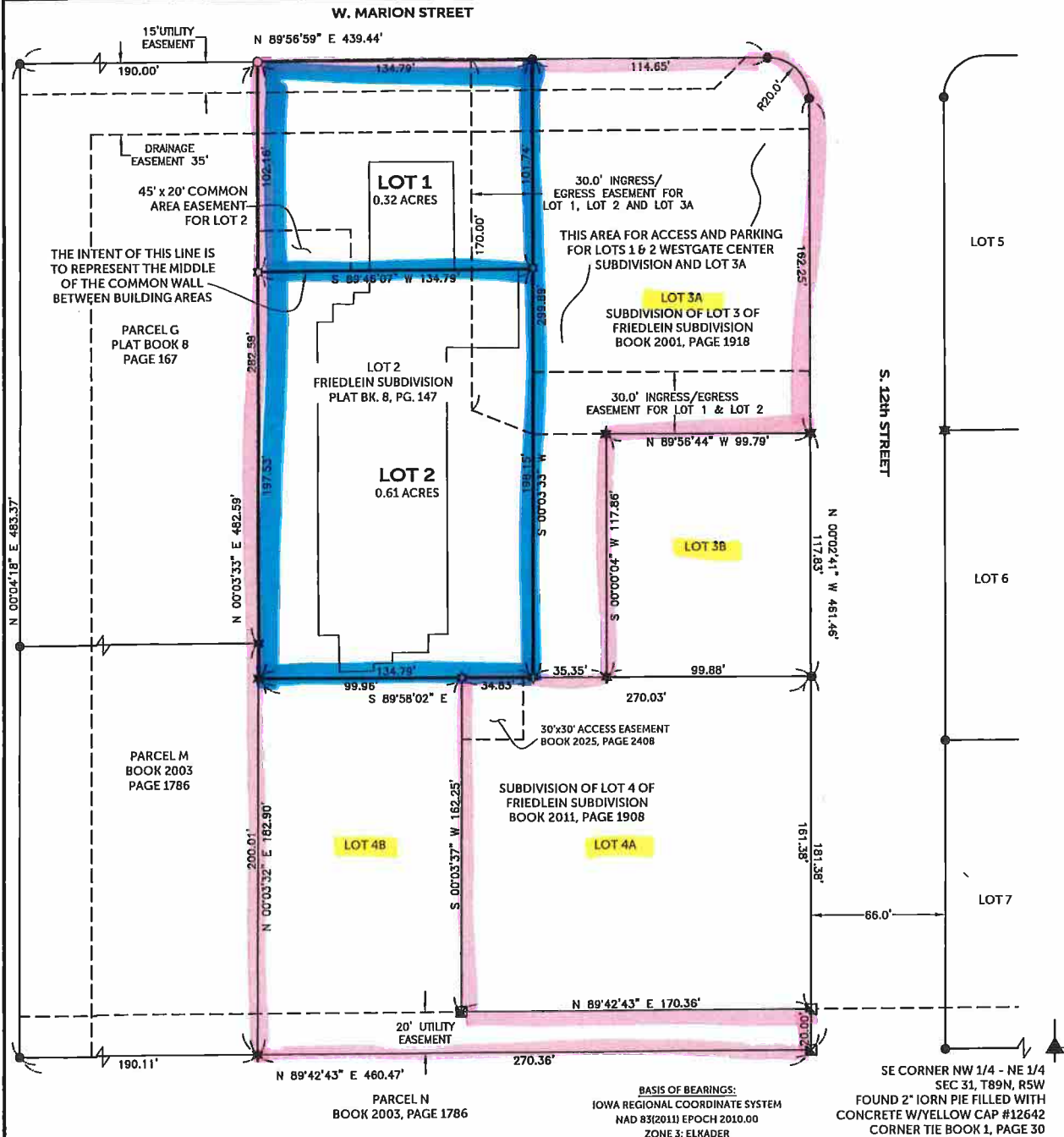
COUNTY: DELAWARE
 SECTION 31, T 89 N, R 5 W
 ALIQUOT PART: NW 1/4 - NE 1/4

CITY:
 SURVEY: WESTGATE CENTER SUBDIVISION
 BLOCK: LOTS: 1 & 2
 PROPRIETOR: WESTGATE CENTER, LLC

REQUESTED BY: FRANK & BARB SAILER
 SURVEYOR: RANDALL L. RATTENBORG
 COMPANY: BURRINGTON GROUP, INC.
 105 W. MAIN STREET, MANCHESTER, IA 52057
 INFO@BURRINGTONGROUP.COM 563-927-2434

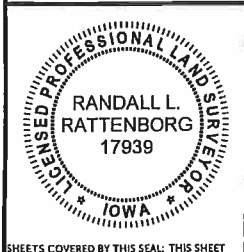
FINAL PLAT

WESTGATE CENTER SUBDIVISION, A SUBDIVISION OF LOT 2 OF FRIEDLEIN SUBDIVISION, AS RECORDED IN PLAT BOOK 8, PAGE 147, IN THE NW 1/4 - NE 1/4 OF SECTION 31, T89N, R5W OF THE FIFTH P.M., CITY OF MANCHESTER, DELAWARE COUNTY, IOWA, CONTAINING A TOTAL OF 0.93 ACRES, DIVIDED INTO TWO LOTS NUMBERED LOT 1 AND LOT 2, AND SUBJECT TO EASEMENTS OF RECORD.



SURVEYED ON:
 SURVEY REQUESTED BY: FRANK & BARB SAILER

G:\Civil3D_Survey\Manchester\Manchester IaRCS 2022.dwg



PROPRIETORS: **WESTGATE CENTER, LLC**
 1100 ROSEWOOD DRIVE, MANCHESTER, IA 52057

I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

RANDALL L. RATTENBORG P.L.S. LIC. #17939 DATE
 MY LICENSE RENEWAL DATE IS DECEMBER 31, 2027

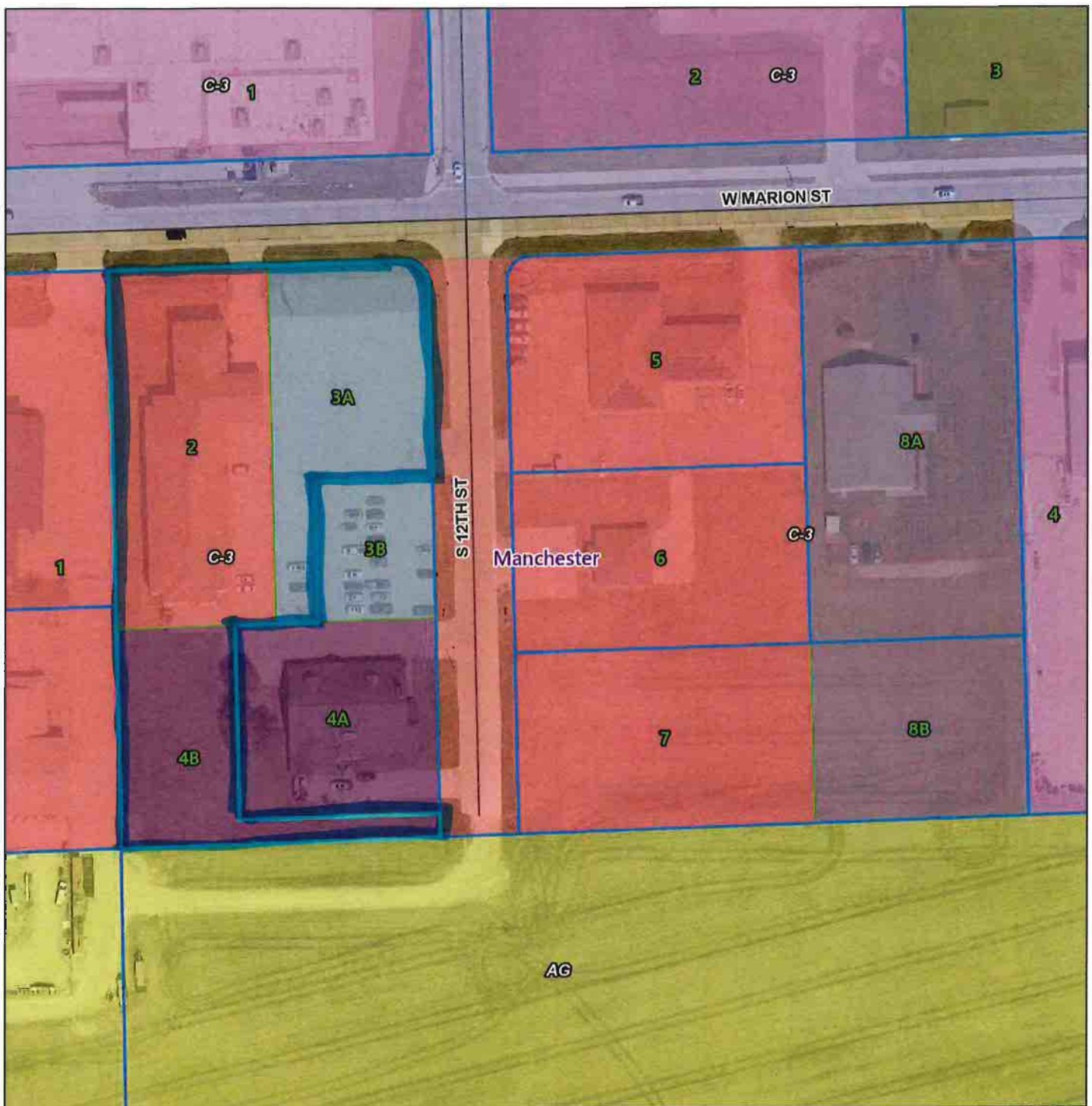
BURRINGTON GROUP, INC.
 Civil Engineering | Land Surveying
 105 W. Main Street Manchester, Iowa 52057 burringtongroup.com

PROJECT NO. 26-079
 SCALE: 1" = 50'
 DATE: 6/4/2026
 DRAWN BY: RLR
 CHECKED BY: DDK
 GPS BOX: MANCHESTER
 SHEET 1 OF 1

LEGEND

- ▲ SECTION CORNER
- FOUND 1/2" REBAR
- FOUND 1/2" REBAR w/ORANGE CAP #17939
- * FOUND P.K. NAIL
- SET 1/2" REBAR w/ ORANGE CAP #17939
- SET MAGNAIL w/SSW #17939
- X SET CUT 'X'
- EASEMENT OR ROW LINE
- LOT LINE
- BOUNDARY ESTABLISHED
- R RECORDED

50 0 50
 SCALE: 1" = 50'



Parcel ID 631312000640
 Sec/Twp/Rng 31-89-5
 Property Address 1220 W MARION ST
 MANCHESTER

Alternate ID n/a
 Class R
 Acreage n/a

Owner Address Westgate Center LLC
 1100 Rosewood Dr
 Manchester, IA 52057

District MANCHESTER CORP URBAN RENEWAL TIF
 Brief Tax Description FRIEDLEIN SUBD LT 2,
 SUBD LT 3 FRIEDLEIN
 SUBD LT 3A & SUBD
 LT 4 FRIEDLEIN SUBD
 LT 4B

(Note: Not to be used on legal documents)

(minor)

XL SPECIALIZED TRAILERS

1086 S 3RD. ST, MANCHESTER, IOWA 52057



GENERAL CONTRACTOR TO INCLUDE THE COST TO PROVIDE OWNER WITH PHYSICAL FINISH SAMPLES AND CONTRACTOR NOTED PLANS / ELEVATIONS SHOWING LOCATIONS OF ALL FINISHES BEFORE MATERIAL IS ORDERED FOR FINAL APPROVAL. ARCHITECT CAN PROVIDE EXAMPLE OF THE NOTED PLANS AND ELEVATIONS IF NEEDED. FINAL APPROVED CONTRACTOR NOTED PLANS / ELEVATIONS AND PICTURES OF FINISHES TO BE PROVIDED TO ARCHITECT.

BID SET

DRAWING INDEX	
AA	Cover
C1.0	Site Plan
C1.1	Site Plan
C1.2	Site Plan
CP1.0	Code Review
CP1.1	ADA Information
S1.0	Manufacturing - Foundation Plan
S1.1	Paint - Foundation Plan
S1.2	Foundation Details
S1.3	Anchor Bolts
D1.0	Demolition Plan
D1.1	Demolition Plan
D1.2	Demolition Plan
A1.0	Opening Schedule
A2.0	Manufacturing - Floor Plan
A2.1	Paint - Floor Plan
A2.2	Manufacturing - Partition Plan
A2.3	Paint- Partition Plan
A2.4	Manufacturing - Reflected Ceiling Plan
A2.5	Paint - Reflected Ceiling Plan
A2.6	Manufacturing & paint - Roof Plan
A2.8	Finish Plan
A4.0	Building Sections
A4.1	Details
A5.0	Building Elevations

NOTE:

GENERAL CONTRACTOR AND ALL SUBCONTRACTORS RESPONSIBLE FOR VERIFYING AND COORDINATING WORK ON ALL PAGES OF THIS DOCUMENT. ANY DISCREPANCIES BETWEEN CONSTRUCTION DOCUMENTS DOES NOT RELIEVE ANY TRADE(S) OF RESPONSIBILITY FOR ALL ITEMS ASSOCIATED WITH THEIR SCOPE OF WORK.

DISCREPANCIES SHOULD BE BROUGHT TO THE ARCHITECTS ATTENTION BEFORE BID. ANY ITEMS NOT BROUGHT TO THE ARCHITECTS ATTENTION BEFORE BID DATE ARE ASSUMED TO BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR.

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I HEREBY CERTIFY THAT THIS PLAN OR TECHNICAL SUBMISSION WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND RESPONSIBLE CHARGE. I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF IOWA.	
ROBERT J. STENSLAND A.I.A.	6/30/2027
MY LICENSE RENEWAL DATE IS	
PAGES OR SHEETS COVERED BY THIS SEAL:	
AA-AS.1	
DATE:	IOWA REG.:

ABBREVIATIONS	
ANCHOR BOLT	ANCHOR BOLT
ADJ.	ADJUSTABLE
ALUM.	ALUMINUM
A.C.T.	ACOUSTICAL CEILING TILE
AUTO.	AUTOMATIC
B.C.	BOTTOM OF CURB
B.K.	BLOCK
B.K.G.	BLOCKING
BOT.	BOTTOM
BRG.	BEARING
C.H.	CEILING HEIGHT
C.J.	CONTROL JOINT
CLG.	CEILING
CMU	CONCRETE MASONRY UNIT
CONC.	CONCRETE
C.O.	CLEAN OUT
CONSTR.	CONSTRUCTION
CONT.	CONTINUOUS
CT	CERAMIC TILE
CU	CONSTRUCTION JOINT
CW.	COLD WATER
DBL.	DOUBLE
D.F.	DRAINING FOUNTAIN
DM.	DIAMETER
DN.	DOWN
DS.	DOWNSPOUT
EA.	EACH
EF.	EXHAUST FAN
E.J.	EXPANSION JOINT
EL.	ELEVATION
ELEV.	ELEVATOR
ELEC.	ELECTRICAL
EQ.	EQUAL
E.W.	EACH WAY
EXP.	EXPANSION
EXT.	EXTERIOR
F.D.	FLOOR DRAIN
FIN.	FINISH
FF.	FLOOR FINISH
FUR.	FLOOR
FLOOR.	FLOOR
F.O.C.	FACE OF CONCRETE
F.O.F.	FACE OF FINISH
F.O.M.	FACE OF MASONRY
F.O.S.	FACE OF STUD
FT.	FOOT OR FEET
FTG.	FOOTING
FURN.	FURNISHING
GA.	GALVANIZED
G.B.	GRAD BARS
G.C.	GENERAL CONTRACT
GWS.	GYPSEUM WALL BOARD
GYP.	GYPSEUM
H.B.	HOSE BIBB
H.C.	HANDICAP
H.M.	HOLLOW METAL
HORIZ.	HORIZONTAL
HT.	HEIGHT
HW.	HOT WATER
HVAC.	HEAT/VENTILATING/AIR COND.
I.D.	INSIDE DIAMETER (D.M.)
INSUL.	INSULATION
INT.	INTERIOR
JT.	JOINT
LAV.	LAVATORY
L.H.	LEFT HAND
LL.	LIVE LOAD
MAS.	MASONRY
MAX.	MAXIMUM
MECH.	MECHANICAL
MFR.	MANUFACTURE
MIN.	MINIMUM
MISC.	MISCELLANEOUS
M.O.	MASONRY OPENING
MTD.	MOUNTED
MTL.	MATERIAL
N.C.	NOT IN CONTRACT
NO. OR #	NUMBER
NOM.	NOMINAL
N.T.S.	NOT TO SCALE
O.C.	ON CENTER
O.D.	OUTSIDE DIAMETER (D.M.)
P.C.F.	POUNDS PER CUBIC FOOT
P.LAM./P.	PLASTIC LAMINATE
PLYWD.	PLYWOOD
P.S.I.	POUNDS PER SQUARE INCH
Q.T.	QUARRY TILE
RA.	RETURN AIR
RAD.	RADIUS
R.D.	ROOF DRAIN
REINF.	REINFORCED
REQ.	REQUIRED
REQMTS.	REQUIREMENTS
REV.	REVISED
R.H.	RIGHT HAND
R.O.	ROUGH OPENING
R.O.W.	RIGHT OF WAY
R.S.	ROUGH SAWN
RVS.	REVERSE
SA.	SUPPLY AIR
S.C.	SOLID CORE
SCHED.	SCHEDULE
S.D.	STORM DRAIN
SHR.	SHOWER
SM.	SIMILAR
SPEC.	SPECIFICATIONS
SQ.	SQUARE
S.S.	STORM SEWER
STD.	STANDARD
STL.	STEEL
STRUC.	STRUCTURE
SUP.	SUPPLIED
T.C.	TOP OF CURB
T & G.	TONGUE AND GROOVE
T.O.B.	TOP OF BEAM
T.O.F.	TOP OF FOOTING
T.O.M.	TOP OF MASONRY
T.O.P.	TOP OF PIER
T.O.S.	TOP OF SLAB
T.O.W.	TOP OF WALL
TYP.	TYPICAL
UR.	URINAL
VB.	VINYL BASE
V.C.T.	VINYL COMPOSITE TILE
VERT.	VERTICAL
VEST.	VESTIBULE
VT.	VINYL TILE
VWC.	VINYL WALLCOVERING
W.	WITH
WC.	WATER CLOSET
WH.	WATER HEATER
WDW.	WINDOW
W/O.	WITHOUT
WT.	WEIGHT
W.W.F.	WELDED WIRE FABRIC

MATERIAL LEGEND	
	CONCRETE BLOCK
	FACE BRICK
	CONCRETE
	RIGID INSULATION
	DIMENSIONED LUMBER
	FINISHED LUMBER
	PIT RUN SAND AND GRAVEL
	METAL FRAME WALL
	BATT INSULATION
	BACKFILL EARTH
	EXISTING EARTH
	PLYWOOD
	EXPANSION JOINT
	GYPSEUM WALLBOARD
	ACOUSTICAL CEILING TILE

PROJECT DESCRIPTION	
ADDITION AND REMODEL	
OWNER XL SPECIALIZED TRAILERS PH. (e-mail)	
ARCHITECT MODERN DESIGN ARCHITECTS 201 MAIN STREET P.O. BOX 418 JANESVILLE, IA 50647 PH. 319-987-2101 FAX. 319-987-2562 CONTACT: ARCHITECT ROB STENSLAND (rob@moderniowa.com) PROJECT COORDINATOR DANIEL HALBACH (daniel@moderniowa.com)	
HVAC & PLUMBING PLUMB TECH 3261 W. ARLINE HWY WATERLOO, IA 50703 PH. 319-233-5616	
ELECTRICAL HAWKEYE ELECTRIC 1719 HAWKEYE DR HIAWATHA, IA 52233 PH. 319-743-9891	
FIRE SPRINKLER MIDWEST AUTOMATIC FIRE SPRINKLER COMPANY 2001 DE WOLF ST DES MOINES, IA 50316 PH. 515-262-9311	
CRANES MIDWEST OVERHEAD CRANE CORP 5526 NORDIC DR CEDAR FALLS, IA 50613 PH. 319-266-3868 CONTACT: BILLY SPREE (bspree@mwcc.com)	
PLAN SYMBOLS	
	DOOR / WINDOW NUMBER
	NOTE REFERENCE
	ROOM NAME AND NUMBER
	EXISTING GRADE CONTOURS
	NEW GRADE CONTOURS
	NEW SPOT ELEVATION
	EXT. SPOT ELEVATION
	SECTION, DETAIL, OR PLAN REFERENCE
	DETAIL NUMBER
	DRAWING SHEET NUMBER
	ELEVATION REFERENCE
	DIRECTION OF VIEW
	ELEVATION NUMBER
	DRAWING SHEET NUMBER
	WALL TYPE



201 MAIN STREET
JANESVILLE, IA 50647
319-987-2911



XL SPECIALIZED TRAILERS

1086 S 3rd. ST
MANCHESTER, IOWA
52057

DRAWING ISSUE INFORMATION

ISSUE:
BID SET
DATE:
3/8/26

MARK	DATE	DESCRIPTION

JOB NO.: D617-24
DRAWN BY: NKL
CHECKED BY: DLH
PROJECT ARCHITECT: RJS
PRINCIPAL IN CHARGE: RJS

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SHEET TITLE

COVER

SHEET NO.

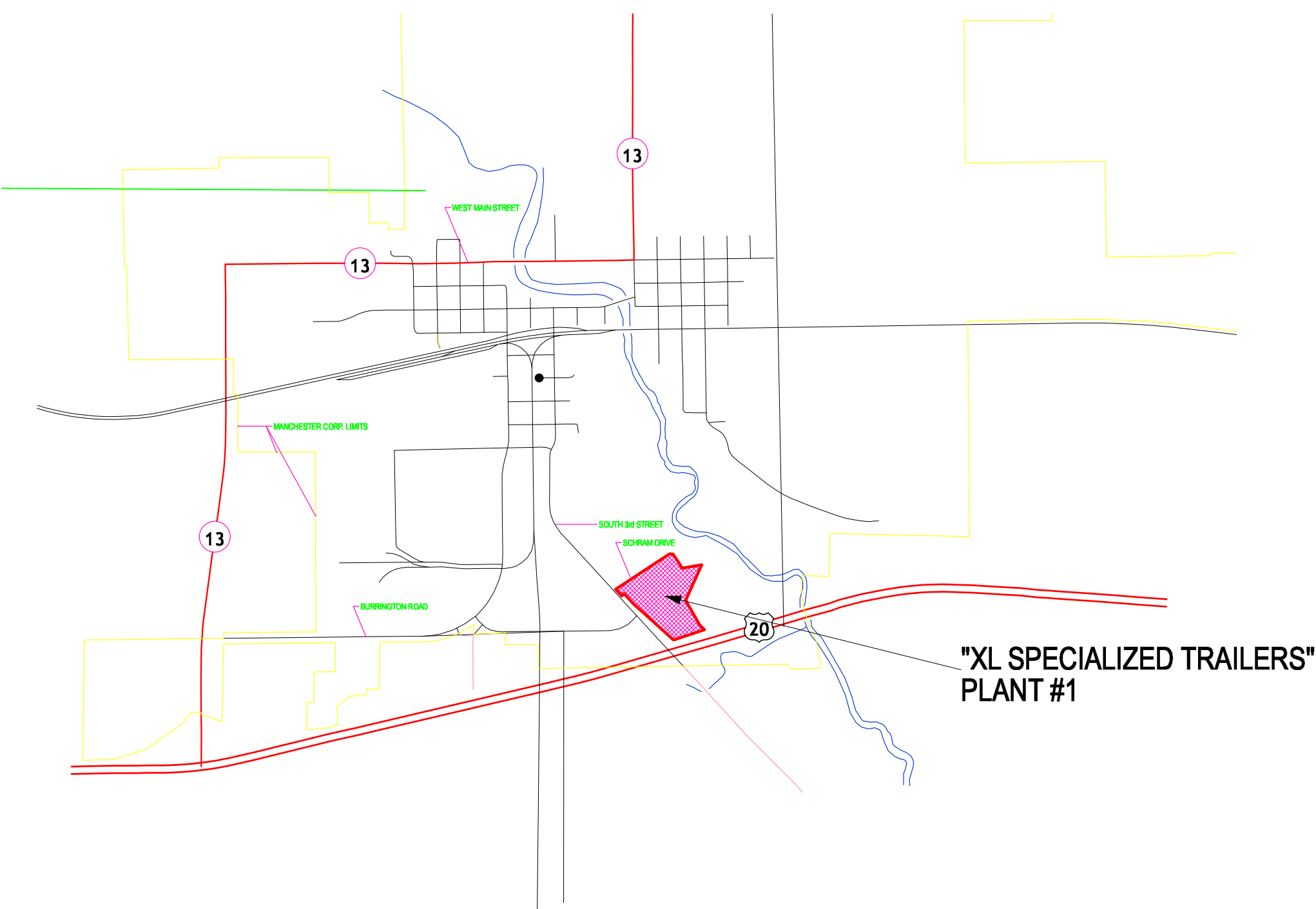
AA

BID SET

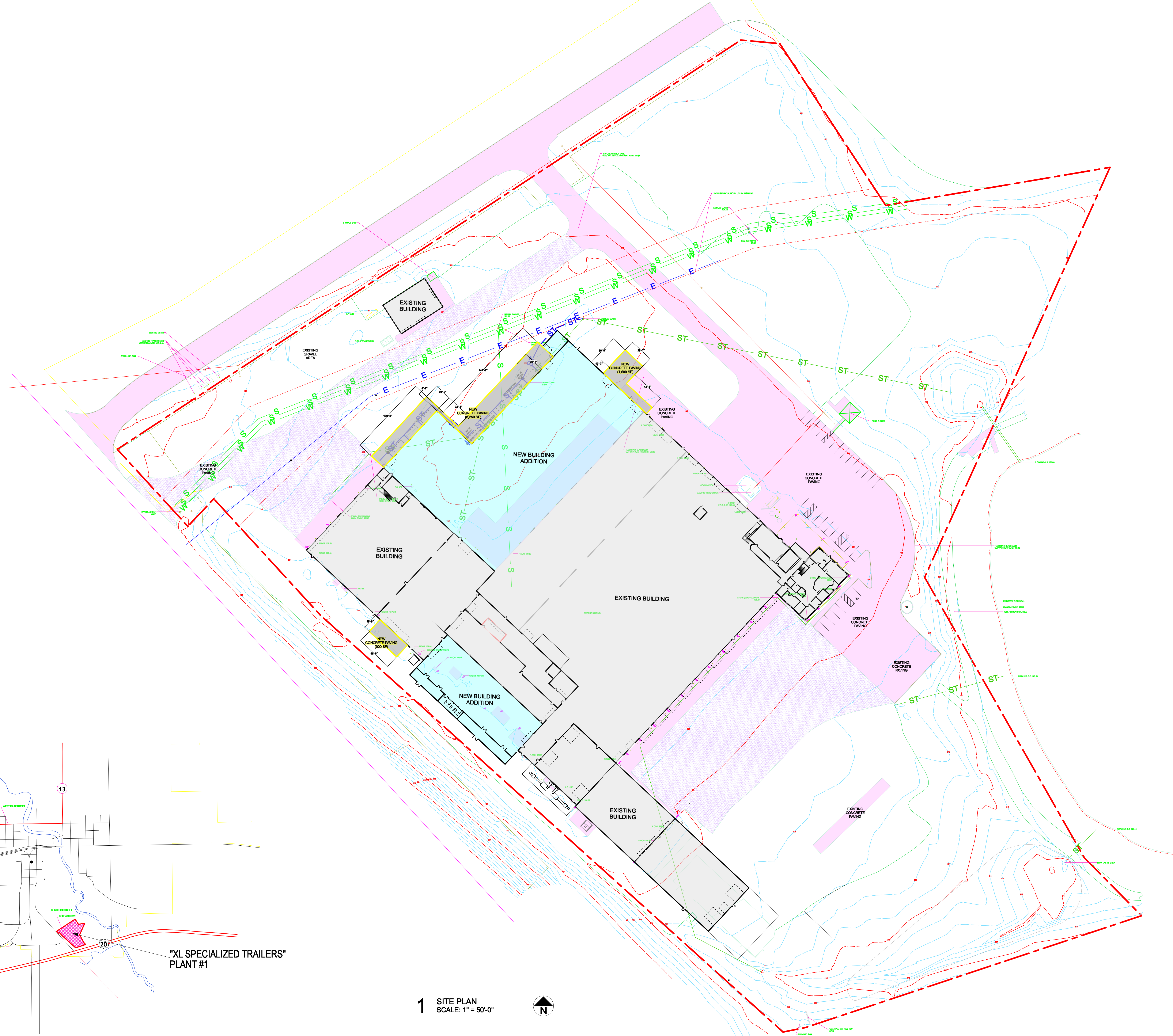
NOT FOR CONSTRUCTION

- ST — STORM SEWER MAIN
— S — SANITARY SEWER MAIN
— W — WATER MAIN
— G — GAS MAIN
— E — ELECTRIC (UNDERGROUND)
— — OVERHEAD UTILITIES
— — FIRE HYDRANT
— — WATER VALVE
— — GAS VALVE
— — MANHOLE COVER
— — INTAKE COVER
— — BOLLARD
— — DOWNSPOUT
— — LIGHT POLE
— — FLAG POLE
— — UTILITY POLE
— — UTILITY POLE w/GUY WIRE
— — A.C.C. PAVEMENT
— — P.C.C. PAVEMENT
— — ROCK/GRAVEL
— — EXISTING CONTOUR
— — EXTERIOR BUILDING FOOTPRINT

0 KEY PLAN
SCALE: 1" = 100'-0"



1 SITE PLAN
SCALE: 1" = 50'-0"



DRAWING ISSUE INFORMATION

ISSUE:
BID SET

DATE:
3/8/26

MARK DATE DESCRIPTION

JOB NO: D617-24

DRAWN BY: NKL

CHECKED BY: DLH

PROJECT ARCHITECT: RJS

PRINCIPAL IN CHARGE: RJS

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SHEET TITLE:

SITE PLAN
(PLANT #1)

SHEET NO.

C1.0



201 MAIN STREET
JANESVILLE, IA 50647
319-987-2911



XL SPECIALIZED
TRAILERS

1086 S 3rd. ST
MANCHESTER, IOWA
52057

DRAWING ISSUE INFORMATION

ISSUE:
BID SET
DATE:
3/8/26

MARK DATE DESCRIPTION

JOB NO: D617-24

DRAWN BY: NKL

CHECKED BY: DLH

PROJECT ARCHITECT: RJS

PRINCIPAL IN CHARGE: RJS

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SHEET TITLE

SITE PLAN
(PLANT #1)

SHEET NO.

C1.1



1 SITE PLAN
SCALE: 1" = 40'-0"

DRAWING ISSUE INFORMATION

ISSUE:
BID SET
DATE:
3/8/26

MARK DATE DESCRIPTION

JOB NO: D617-24

DRAWN BY: NKL

CHECKED BY: DLH

PROJECT ARCHITECT: RJS

PRINCIPAL IN CHARGE: RJS

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SHEET TITLE:

SITE PLAN
(PLANT #1)

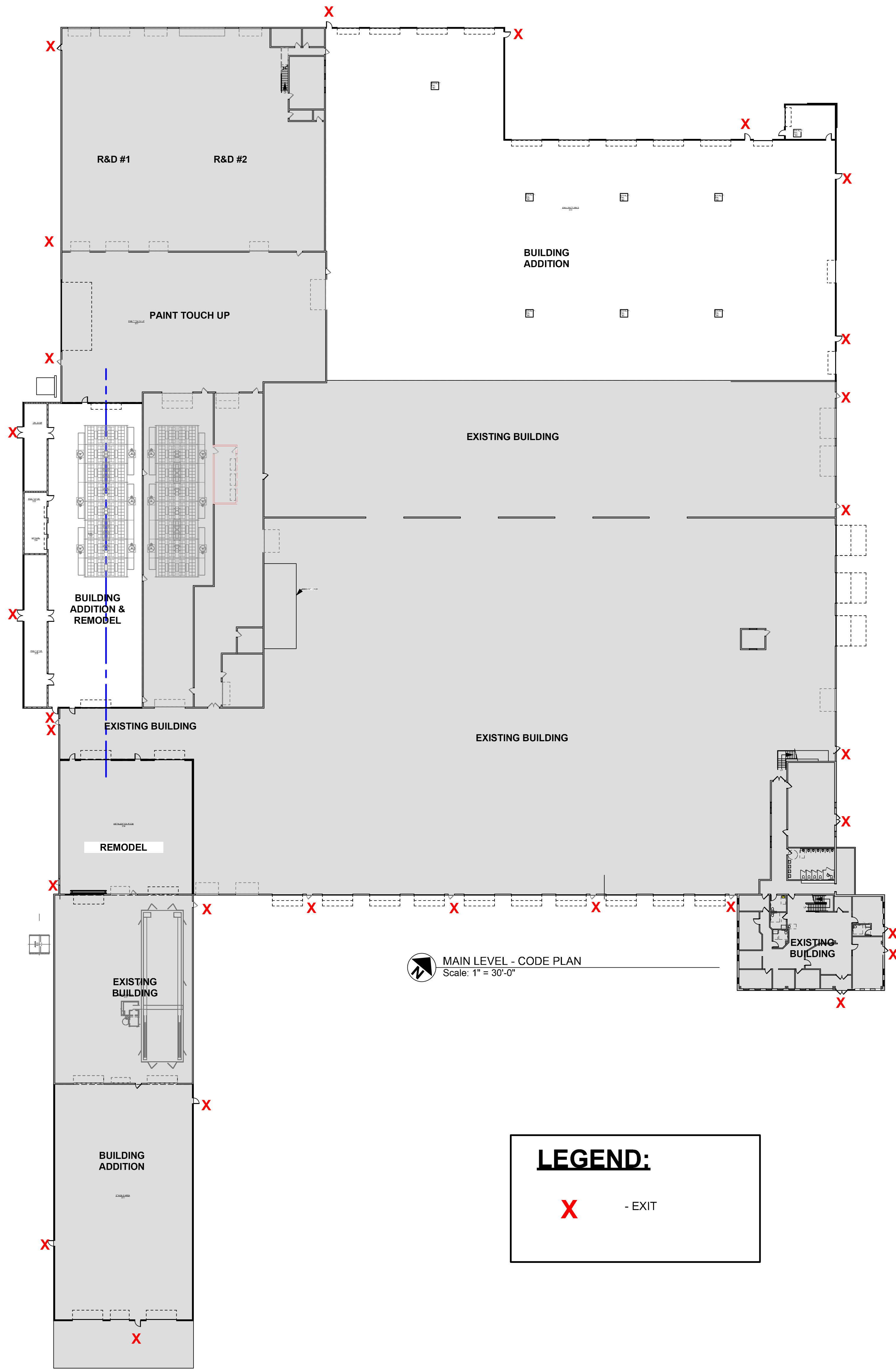
SHEET NO.

C1.2



1 SITE PLAN
SCALE: 1" = 40'-0"

File name: D617-24 - CP1.0 - Code Review.vnc



BID SET

NOT FOR CONSTRUCTION

GENERAL BUILDING INFORMATION

APPLICABLE CODES AND ORDINANCES:

BUILDING CODES:	2018 INTERNATIONAL BUILDING CODE
LIFE SAFETY CODE:	2000 NFPA 101
ACCESSIBILITY CODES:	ICC/ANSI A117.1-2009
MECHANICAL CODE:	2015 INTERNATIONAL MECHANICAL CODE
PLUMBING CODE:	2015 INTERNATIONAL PLUMBING CODE
ELECTRIC CODE:	2015 NATIONAL ELECTRICAL CODE
FIRE CODE:	2012 INTERNATIONAL FIRE CODE
ENERGY CODE:	2018 INTERNATIONAL ENERGY CONSERVATION CODE



201 MAIN STREET
JANESVILLE, IA 50647
319-987-2911



XL SPECIALIZED
TRAILERS

1086 S 3rd. ST
MANCHESTER, IOWA
52057

METAL BUILDING SYSTEM TO BE PROVIDE BY VARCO PRUDEN

BID PACKAGE SHALL MEET THIS BUILDING CONDITION

Building Code: 2018 International Building Code
Building Risk/Occupancy Category: II (Standard Occupancy Structure)
Factory Mutual Wind Class: Not Required

Structural: 16AISC - ASD
Cold Form: 16AISI - ASD
Rainfall: 8.00 inches per hour
3000.00 psi Concrete

Roof Live Load
Roof Live Load: 20.00 psf Not Reducible
Collateral Gravity: 5.00 psf
Collateral Uplift: 0.00 psf

Wind Load
Wind Speed: Vult: 108.00 (Vasd: 83.66) mph
The 'Envelope Procedure' is Used
Wind Exposure: C
Wind Enclosure: Enclosed
Base Elevation: 0/0/0

Site Elevation: 0.0 ft
Topographic Factor: 1.0000
Ground Elevation Factor: Ke: 1.0000
NOT Windborne Debris Region

Snow Load
Ground Snow Load: 30.00 psf
Flat Roof Snow: 21.00 psf
Design Snow (Sloped): 21.00 psf
Rain Surcharge: 0.00
Specified Minimum Roof Snow: 20.00 psf (Code)
Snow Exposure Category: 2 Partially Exposed
Thermal Category: Heated
Obstructed or Not Slippery

Seismic Load
Spectral Response - Ss: 6.40 %g
Spectral Response - S1: 5.00 %g
Seismic Design Category: B
Soil Profile Type: Stiff soil (D) Default
Diaphragm Condition: Flexible
Frame Redundancy Factor: 1.0000
Brace Redundancy Factor: 1.0000
Acceleration Ratio Frames: 0.0228
Acceleration Ratio Bracing: 0.0228
% Snow Used in Seismic: 0.00

ENERGY CODE

ROOF INSULATION : R-25 + R-11 LINER SYSTEM
WALL INSULATION : R-13 + R13 CONTINUOUS
FOUNDATION INSULATION : R-10 FOR 24" BELOW GRADE

CONSTRUCTION CLASSIFICATION

CONSTRUCTION TYPES	TYPE II-B
STRUCTURAL FRAME (INCLUDING COLUMNS, GIRDERS AND TRUSSES)	0
BEARING WALLS EXTERIOR	0
BEARING WALLS INTERIOR	0
NONBEARING WALLS AND PARTITIONS EXTERIOR	SEE TABLE 602
NONBEARING WALLS AND PARTITIONS INTERIOR	0
FLOOR CONSTRUCTION INCLUDING SUPPORT BEAMS AND JOISTS	0
ROOF CONSTRUCTION INCLUDING SUPPORT BEAMS AND JOISTS	0

FIRE-RESISTANCE-RATED CONSTRUCTION

TABLE 602 FIRE SEPARATION DISTANCE	
DISTANCE	RATING
<5	2-HR
>= 5, <10	1-HR
>= 10, <30	0-HR
>= 30	0-HR

INTERIOR WALL & CEILING FINISH REQUIREMENTS

TABLE 803.13	
EXIT PASSAGEWAY	CLASS C
CORRIDORS	CLASS C
ROOMS	CLASS C

GENERAL CODE INFORMATION

CONSTRUCTION TYPE: TYPE II-B

GROUP: F-1

BUILDING AREA: 40,509 S.F. MANUFACTURING
10,185 S.F. PAINT
50,694 S.F. TOTAL

ALLOWABLE HEIGHT, STORIES, AREA CHECK:
HEIGHT - 75 F.T. (PER TABLE 504.3) - OK
STORIES - 3 STORY (PER TABLE 504.4) - OK
SQ FT - 62,000 SQ FT (PER TABLE 506.2)
UNLIMITED (PER SECTION 507.5) - OK

OCCUPANT LOAD:
PER TABLE 1004.5
INDUSTRIAL AREAS: 100 GROSS (50,694 s.f./100 = 507)

EXITING:
PER TABLE 1005.3.2
507 OCC X 2 = 1014 INCHES (360 INCHES PROVIDED)
PER TABLE 1017.2
EXIT ACCESS TRAVEL DISTANCE 250'

PLUMBING FIXTURES:
PER TABLE 2902.1
TOILETS: 1 PER 100 - (16 REQUIRED) (13 EXISTING + 13 NEW)
LAVATORIES: 1 PER 100 (16 REQUIRED) (14 TOTAL + 2 NEW)
DRINKING FOUNTAINS: 1 PER 400 - (2 REQUIRED) (2 TOTAL)

SPRINKLED:
YES

ALARMED:
YES

FIRE EXTINGUISHER CABINET

FEC = FIRE EXTINGUISHER CABINET (LARSON 2409-6R (VERTICAL DUO) SEMI-RECESSED CABINET (9.5" W X 24" H X 6" D) W/ 10 LB ABC FIRE EXTINGUISHER CABINET MUST BE INSTALLED SO HANDLE IS ADA ACCESSIBLE (48" A.F.F.)

DRAWING ISSUE INFORMATION

ISSUE:
BID SET
DATE:
3/8/26

MARK	DATE	DESCRIPTION

JOB NO: D617-24
DRAWN BY: NKL
CHECKED BY: DLH
PROJECT ARCHITECT: RJS
PRINCIPAL IN CHARGE: RJS

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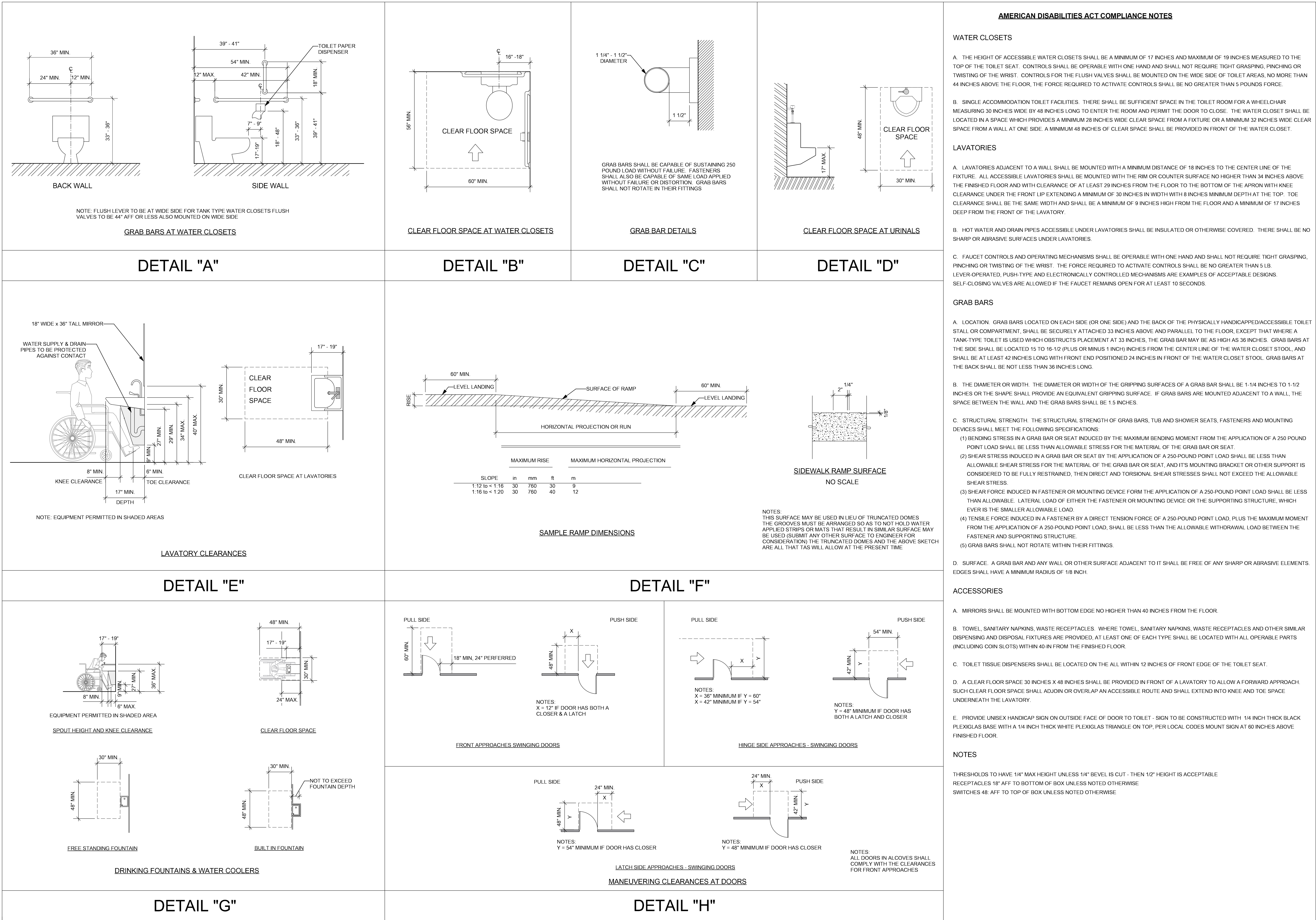
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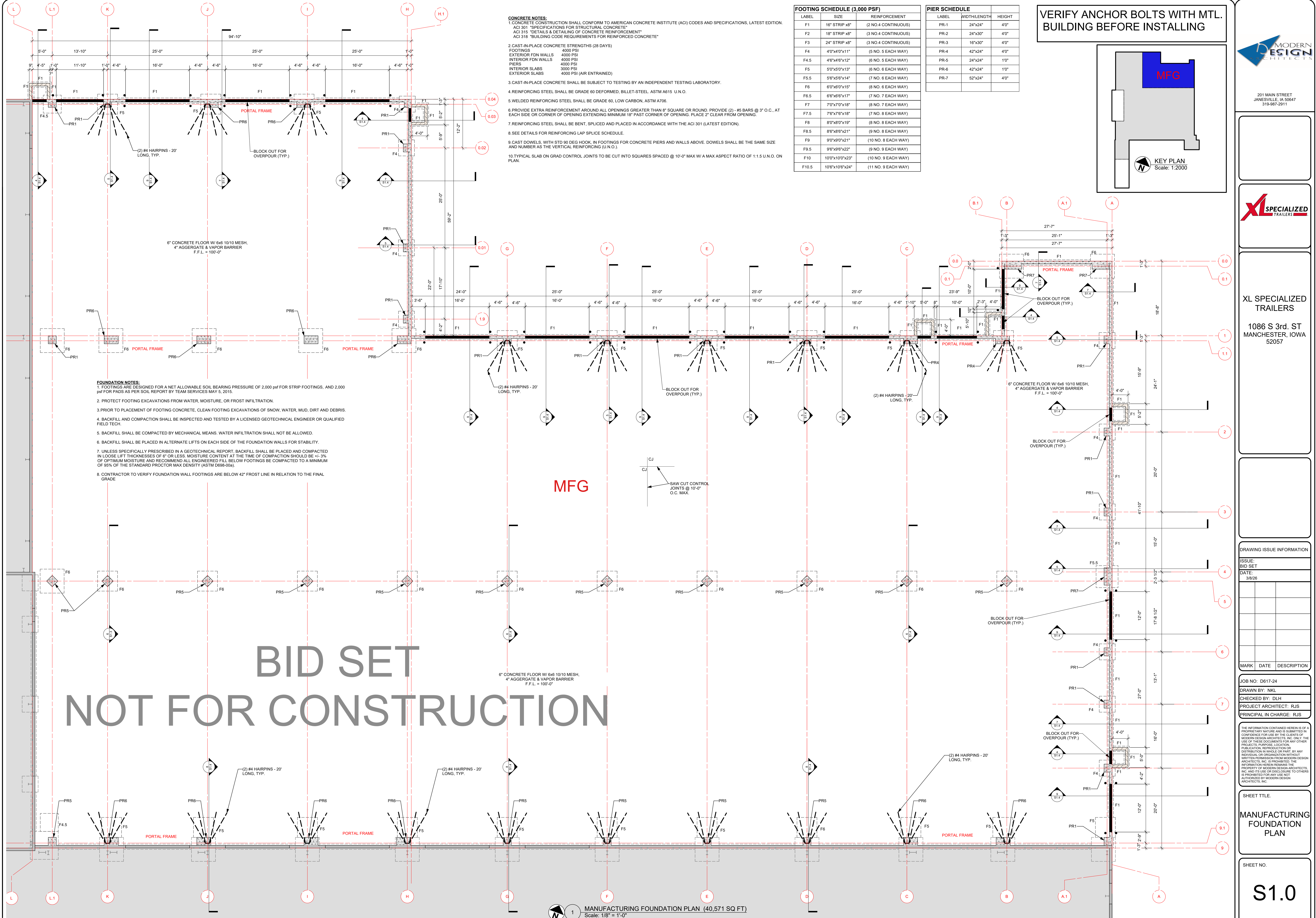
CODE REVIEW

SHEET NO.

CP1.0

BID SET NOT FOR CONSTRUCTION





201 MAIN STREET
JANESVILLE, IA 50647
319-887-2011



XL SPECIALIZED
TRAILERS

1086 S 3rd. ST
MANCHESTER, IOWA
52057

DRAWING ISSUE INFORMATION

ISSUE:
BID SET
DATE:
3/8/26

MARK DATE DESCRIPTION

JOB NO: D617-24

DRAWN BY: NKL

CHECKED BY: DLH

PROJECT ARCHITECT: RJS

PRINCIPAL IN CHARGE: RJS

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SHEET TITLE:

MANUFACTURING
FOUNDATION
PLAN

SHEET NO.

S1.0

[illegible]

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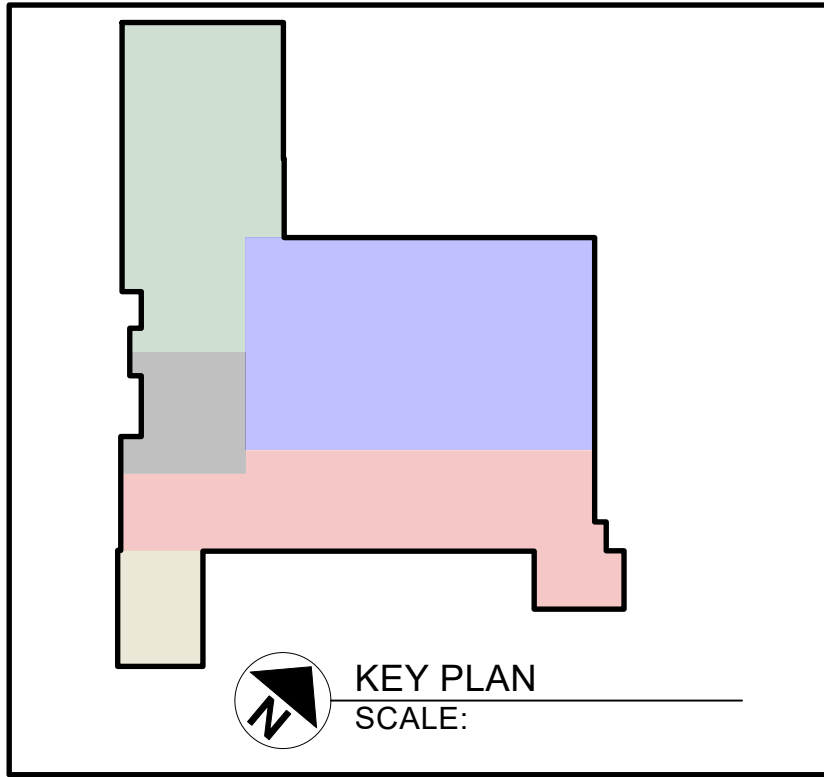
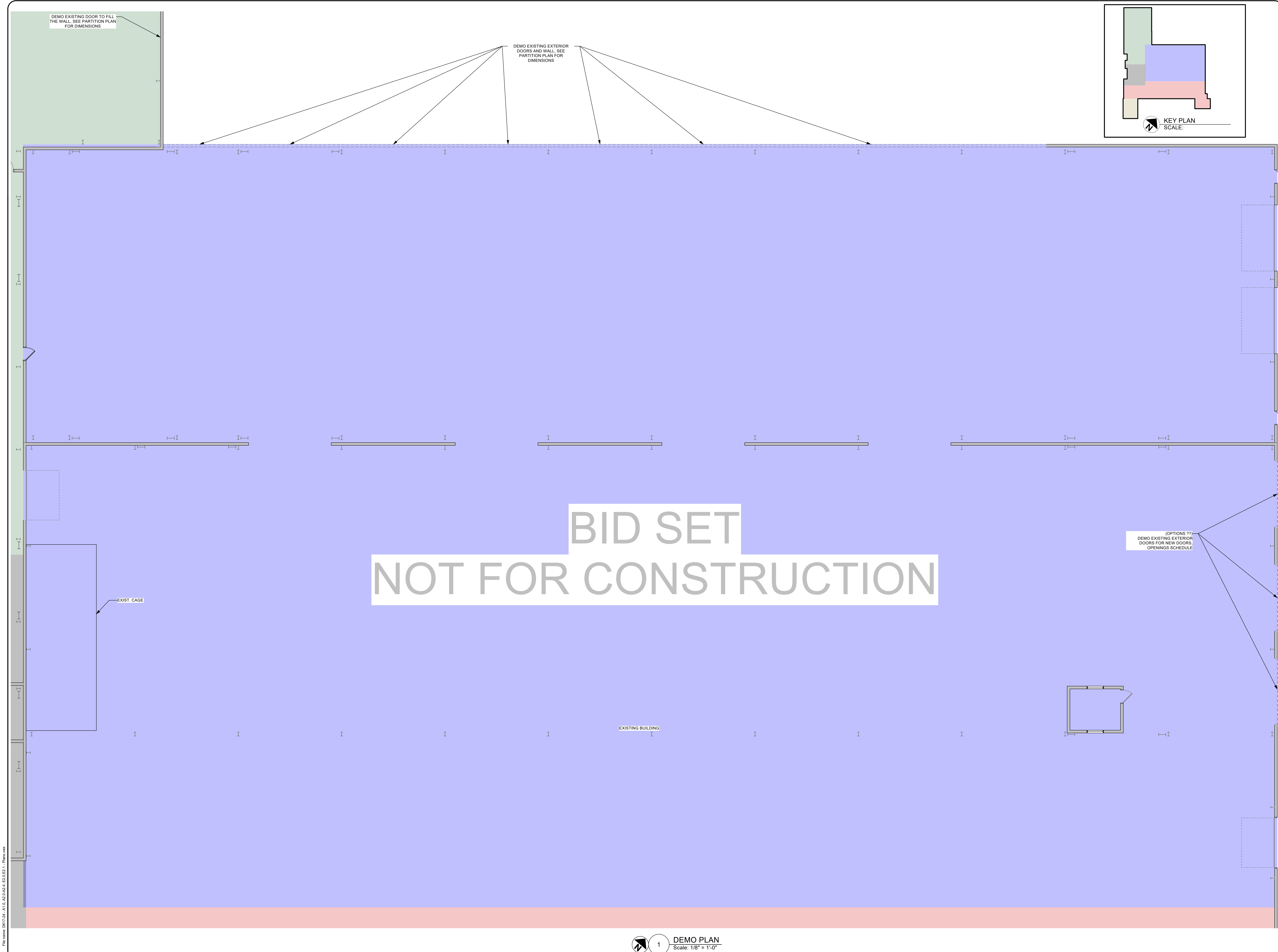
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FOUNDATION
DETAILS

SHEET NO.

S1.2

File Name: D017-24_ A1.D, A2.D, A3.D, E2.D, E3.D - Plans.rvt



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ISSUE:
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3/8/26

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PROJECT ARCHITECT: RJS

PRINCIPAL IN CHARGE: RJS

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SHEET TITLE:

DEMOLITION
PLAN

SHEET NO.

D1.0



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ISSUE:
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DATE:
3/8/28

MARK DATE DESCRIPTION

JOB NO: D617-24

DRAWN BY: NKL

CHECKED BY: DLH

PROJECT ARCHITECT: RJS

PRINCIPAL IN CHARGE: RJS

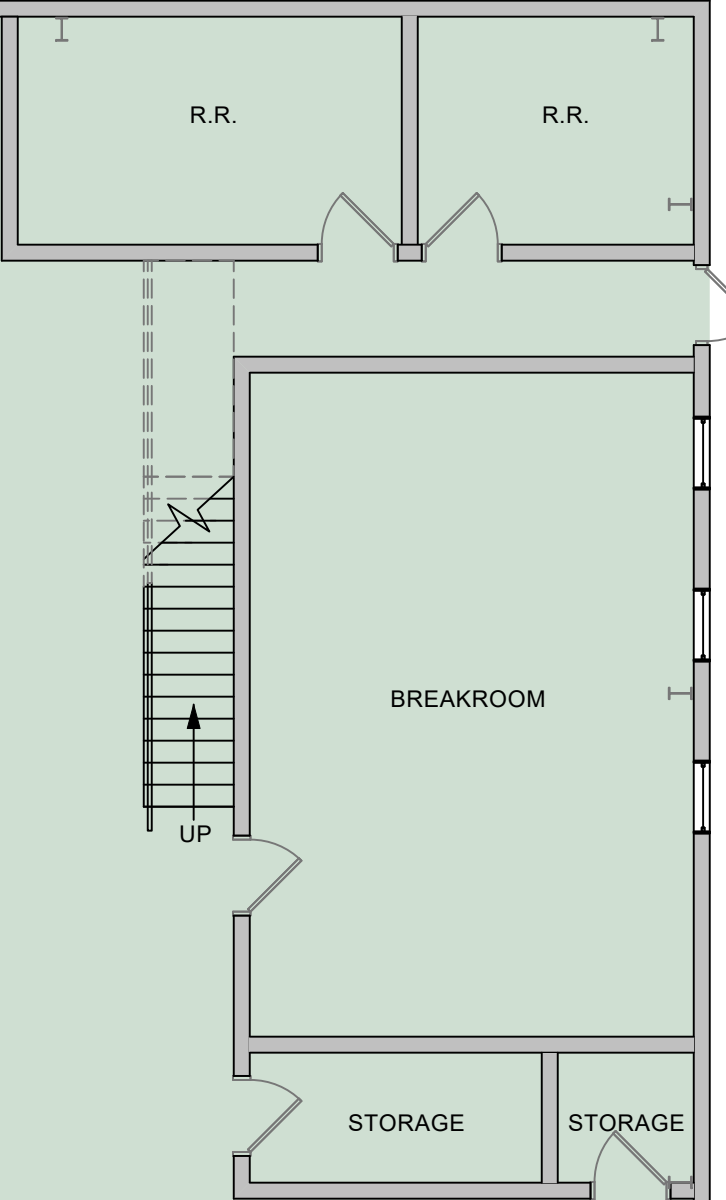
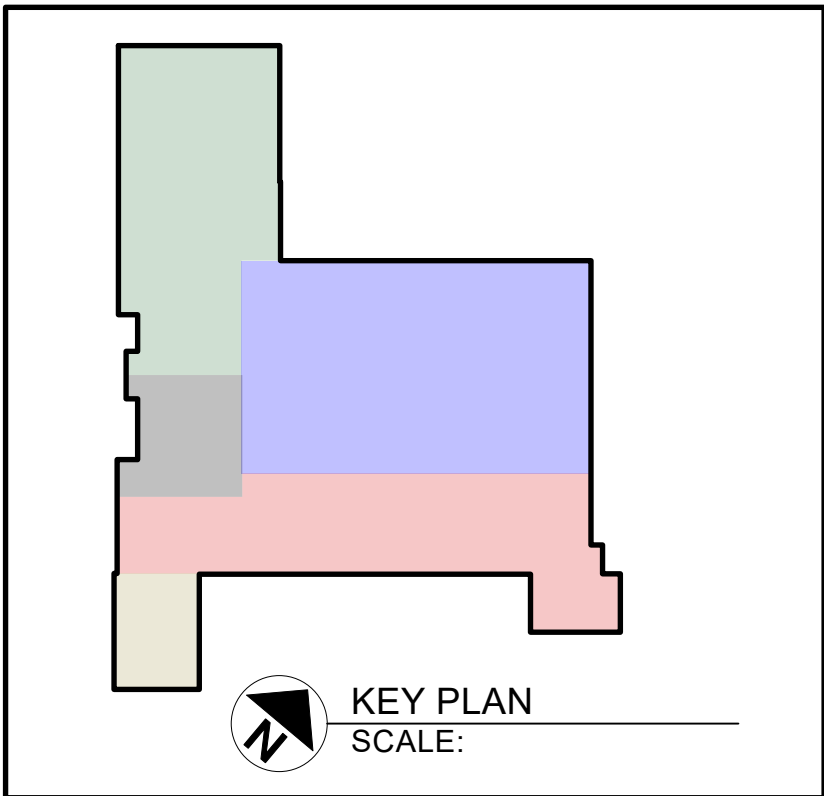
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DEMOLITION
PLAN

SHEET NO.

D1.1



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EXISTING BUILDING

DEMO EXIST. EXISTING DOOR,
SEE PARTITION PLAN FOR
DIMENSIONS

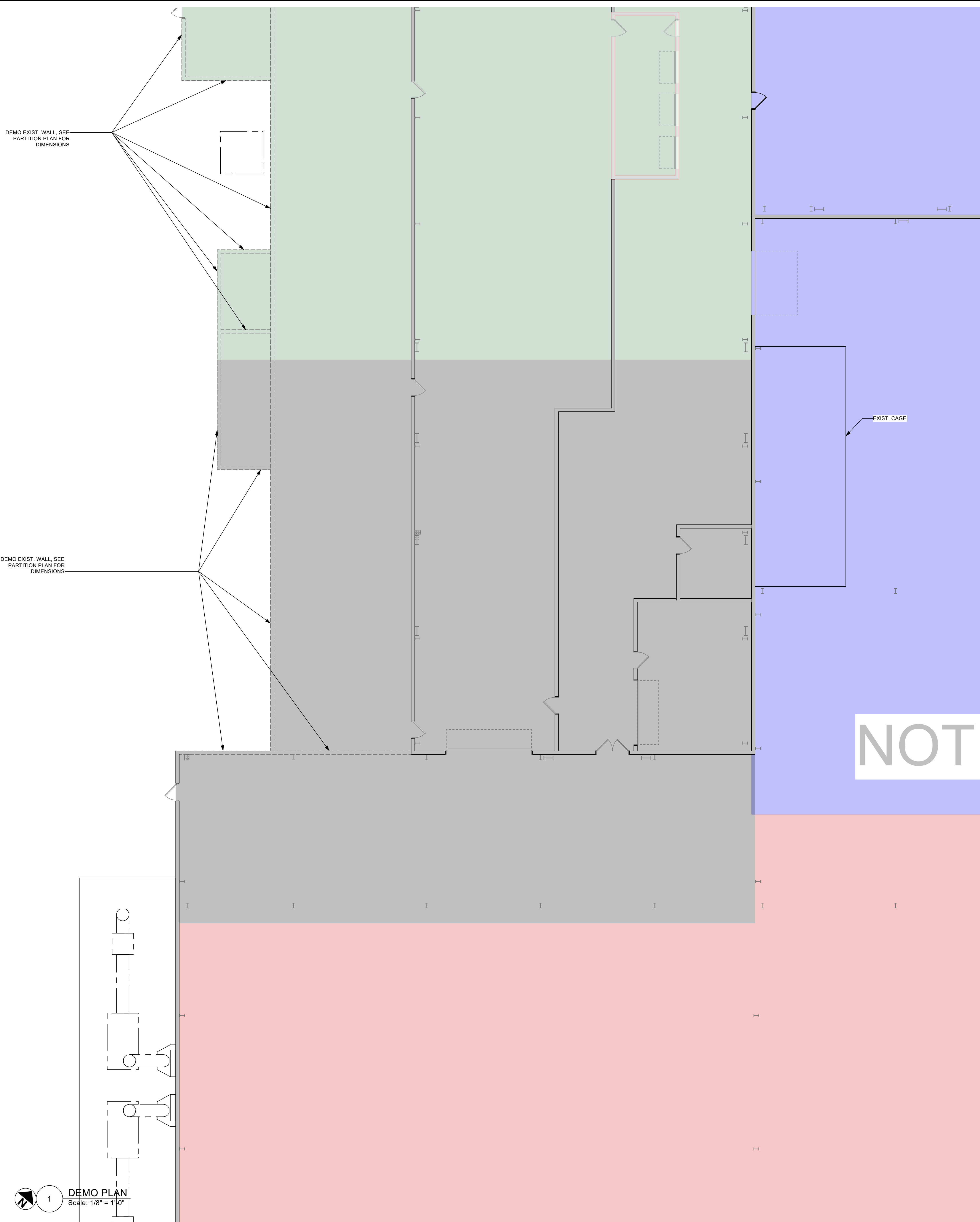
DEMO EXISTING DOOR TO FILL
THE WALL, SEE PARTITION PLAN
FOR DIMENSIONS

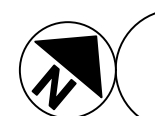
DEMO AND FILL EXISTING
DOOR, SEE PARTITION PLAN
FOR DIMENSIONS

EXIST. TRANSFORMER

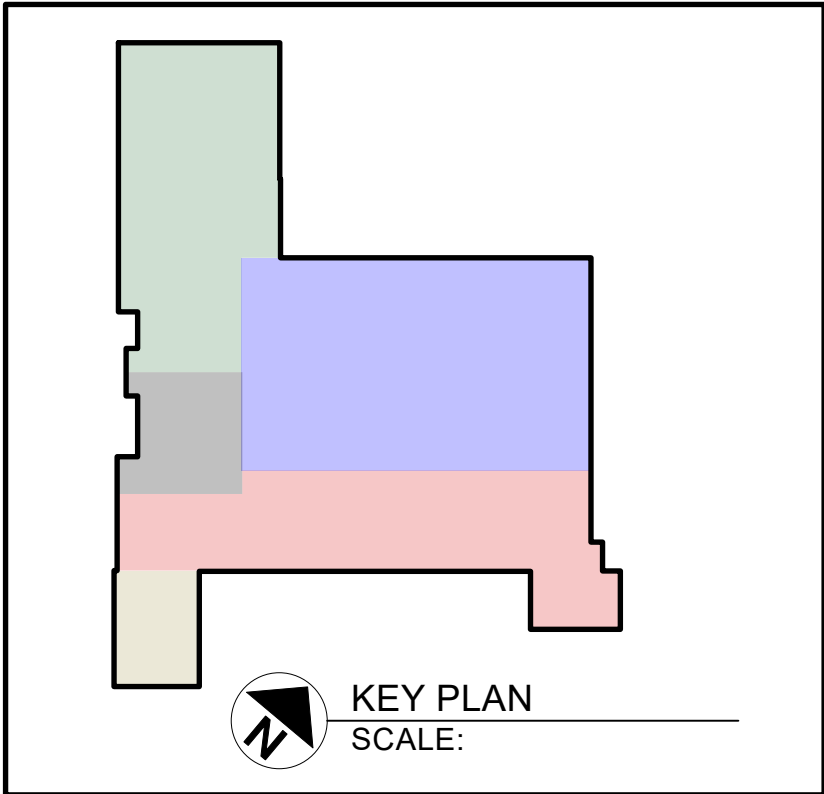
1 DEMO PLAN
Scale: 1/8" = 1'-0"

File name: D617-24 - A1.0, 63.0-A2.4, E2.0-E2.1 - Demolition.dwg



1

DEMO PLAN
Scale: 1/8" = 1'-0"



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JANESVILLE, IA 50647
319-887-2911



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MANCHESTER, IOWA
52057

DRAWING ISSUE INFORMATION

ISSUE:
BID SET
DATE:
3/8/28

MARK	DATE	DESCRIPTION
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JOB NO: D617-24
DRAWN BY: NKL
CHECKED BY: DLH
PROJECT ARCHITECT: RJS
PRINCIPAL IN CHARGE: RJS

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SHEET TITLE:
**DEMOLITION
PLAN**

SHEET NO.
D1.2

ACCESSORY SPECIFICATIONS:
(MUST MEET LOCAL CODE)

GRAB BARS - 1 1/2" DIA. TO HAVE 1 1/2" CLEARANCE FROM WALL INSTALLED TO RESIST A LOAD OF 300 LBS APPLIED VERTICALLY AND HORIZONTALLY. (TO MEET LOCAL CODES.)

18"x36" MIRROR - CHROME 'J' MOULD FRAME.

TOILET PAPER DISPENSER - EQUAL TO FROST # 146 SURFACE MOUNTED

PAPER TOWEL DISPENSER - EQUAL TO FROST # 101 SURFACE MOUNTED

BABY CHANGING STATION - EQUAL TO KOALA KARE KB200

COAT HOOK - EQUAL TO HICKORY BWP25025-SN

WASTE RECEPTACLE - EQUAL TO FROST #326 WALL MOUNTED

LIQUID SOAP DISPENSER - EQUAL TO FROST #707 WALL MOUNTED

PAPER TOWEL / WASTE RECEPTACLE - EQUAL TO BOBRICK CONTURA SERIES B-43944 RECESSED PAPER TOWEL DISPENSER & WASTE RECEPTACLE

NOTES:

1. ADA RESTROOM SIGNS TO BE 11.5"x7.5" SAGE (155) BACKGROUND WITH BLACK LETTERING AND BRAILLE. ~ 2/80 SIGNS- MODEL # S.9.C W/ COAL (317) BACKER. TEXT AS INDICATED IN ACCESSORY SCHEDULE. FINAL DESIGN TO BE APPROVED BY OWNER.

2. ROOM SIGNS TO BE 2'x8 1/2" SAGE (155) BACKGROUND WITH BLACK LETTERING AND BRAILLE. LENGTHEN SIGN AS REQUIRED FOR TEXT ~ 2/80 SIGNS- MODEL # S.2C.C WITH COAL (317) BACKER. TEXT AS INDICATED IN ACCESSORY SCHEDULE. FINAL DESIGN TO BE APPROVED BY OWNER.

3. ALL SPECIFICATIONS ARE INTENDED TO BE ON A PER EQUAL BASIS. ALL SUBSTITUTED FIXTURES TO BE APPROVED BY ARCHITECT.

*** PLEASE CONTACT EVANCER RESOURCE GROUP FOR A QUOTE
ON 2/90 SIGNS. (262)244-1070

GENERAL DOOR NOTES:

1. COORDINATE PLAN OPENING WIDTH DIMENSIONS W/ SCHEDULE.

2. TEMPERED GLAZING SHOULD BE INSTALLED AT THE FOLLOWING LOCATIONS:

- INGRESS AND EGRESS DOORS
- FIXED AND SLIDING PANELS OF SLIDING DOOR ASSEMBLIES AND PANELS IN SWINGING DOORS.
- FIXED OR OPERABLE PANELS ADJACENT TO A DOOR WHERE THE NEAREST EXPOSED EDGE OF GLAZING IS WITHIN A 24" ARC OF EITHER VERTICAL EDGE OF THE DOOR IN A CLOSED POSITION AND WHERE THE BOTTOM EXPOSED EDGE OF THE GLAZING IS LESS THAN 60" ABOVE THE WALKING SURFACE.
- GLAZING IN AN INDIVIDUAL OR OPERABLE PANEL, OTHER THAN THOSE LOCATIONS NOTED ABOVE THAT MEETS ALL OF THE FOLLOWING CONDITIONS:
 - EXPOSED AREA OF AN INDIVIDUAL PANEL GREATER THAN 9 SQ. FT.
 - EXPOSED TOP AREA GREATER THAN 36" ABOVE THE FLOOR.
 - ONE OR MORE WALKING SURFACES WITHIN 36" HORIZONTALLY OF THE PLANE OF GLASS.
 - EXPOSED BOTTOM EDGE LESS THAN 18" ABOVE THE FLOOR.
 - AS OTHERWISE SPECIFIED.

3. OPENING LABELS ARE AS FOLLOWS:

- CLASS "A" = 3 HOUR - NO GLAZING ALLOWED
- CLASS "B" = (90 MIN.) 1 1/2 HOURS - MAX 100 SQ. IN. OF GLASS PER LIGHT
- CLASS "C" = (45 MIN.) 3/4 HOUR - MAX 1296 SQ. IN. OF GLASS PER LIGHT

4. DOOR/ FRAME GLAZING IS TO BE 1/4" POLISHED PLATE UNLESS REQUIRED TO BE SAFETY OR TEMPERED GLASS AS STATED IN GENERAL NOTE # 2.

5. ALL HOLLOW METAL DOOR FRAMES TO HAVE 3 SILENCERS PER DOOR

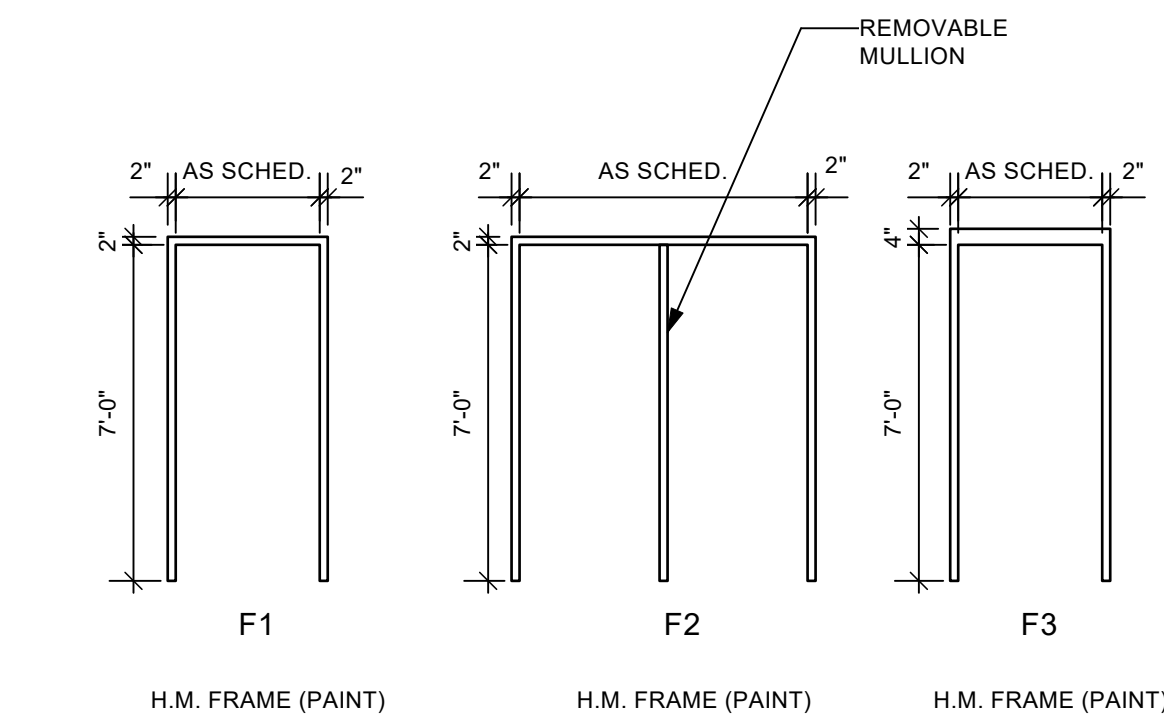
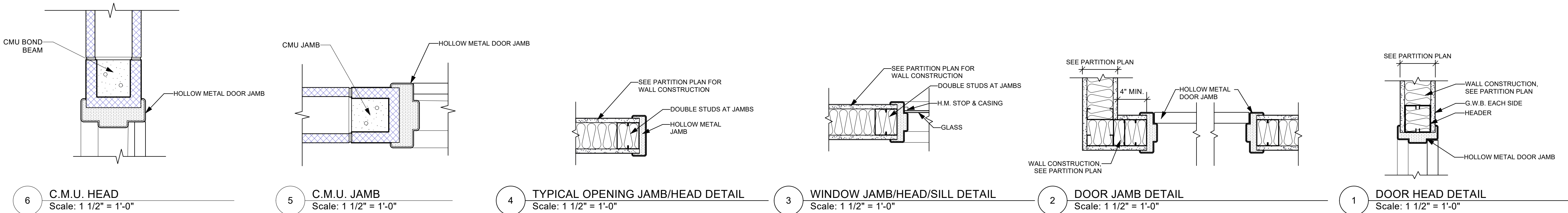
DOOR HARDWARE LEGEND

WOOD & HOLLOW METAL DOORS		
ID	Description	Finish
1	SCHLAGE "JUPITER" W/ AL3PD ENTRANCE LOCK	626
2	SCHLAGE "JUPITER" W/ AL3PD ENTRANCE/OFFICE LOCK	626
3	SCHLAGE "JUPITER" W/ AL10S PASSAGE LATCH	626
4	SCHLAGE "JUPITER" W/ AL10S BATHBEDROOM PRIVACY LOCK	626
5	SCHLAGE "JUPITER" W/ AL80PD STOREROOM LOCK	626
6	LCN BRUSHED ALUMINUM CLOSER 4041 REG WMS	PER MFG.
7	H.B. IVES SBBHW4 5x4.5 NPS 4 1/2"x4 1/2" BUTTS - 3 PER DOOR	PER MFG.
8	H.B. IVES DOOR STOP WALL MOUNT WS407CVX	PER MFG.
9	H.B. IVES 82x16 PUSH PLATE & B190-2 DOOR PULL	PER MFG.
10	VON DUPRIN PANIC LEVER - SERIES 98 W/ NIGHT LATCH	PER MFG.
11	STANLEY 405688 2-PANEL SLIDING DOOR TRACK SET	PER MFG.
12	ROCKWOOD 557 LEVER EXTENSION FLUSH BOLT	PER MFG.
13	KARPEN STEEL CUFK0012 POCKET DOOR FRAME & TRACK	PER MFG.
14	KARPEN STEEL CUFK0005 DOUBLE POCKET DOOR FRAME & TRACK	PER MFG.
15	JELDWEN-DESIGN GLIDE SOFT CLOSE BARN DOOR HARDWARE	SATIN NICKEL
16	H.B. IVES 3SP1 4.5"x4.5" SPRING HINGE - 3 PER DOOR	652
17	MOCKETT -DH2ACIAL/ABB BACK-TO-BACK DOOR HANDLE	SATIN NICKEL
18	WEATHER SEAL	
19	LCN 1461 DOOR CLOSER	MATCH DOOR

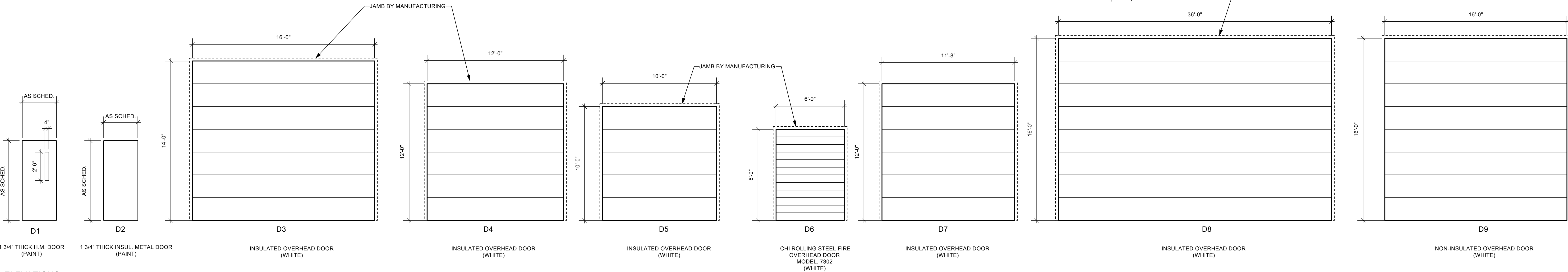
DOOR SCHEDULE

Mark	Door		Frame		Door Type	Frame Type	Jamb Thick	Jamb Depth	Head Detail (This Sheet)	Jamb Detail (This Sheet)	Fire Rating	HW Set	Accessories	Comments
	Width	Height	Thickness	Door Type										
300A	11'8"	12'0"	1 3/4"	D7	-	0"	0"							ELEC. OPENER - INSULATED
300B	16'0"	14'0"	1 3/4"	D3	-	0"	0"							ELEC. OPENER - INSULATED
300D	16'0"	14'0"	1 3/4"	D3	-	0"	0"							ELEC. OPENER - INSULATED
300E	16'0"	14'0"	1 3/4"	D3	-	0"	0"							ELEC. OPENER - INSULATED
300F	16'0"	14'0"	1 3/4"	D3	-	0"	0"							ELEC. OPENER - INSULATED
300G	16'0"	14'0"	1 3/4"	D3	-	0"	0"							ELEC. OPENER - INSULATED
300H	16'0"	14'0"	1 3/4"	D3	-	0"	0"							ELEC. OPENER - INSULATED
300I	3'0"	7'0"	1 3/4"	D2	F1	2"	7.3/4"				1, 18, 19			
300J	16'0"	14'0"	1 3/4"	D3	-	0"	0"							ELEC. OPENER - INSULATED
300K	16'0"	14'0"	1 3/4"	D3	-	0"	0"							ELEC. OPENER - INSULATED
300L	10'0"	10'0"	1 3/4"	D6	-	0"	0"							ELEC. OPENER - INSULATED
300M	3'0"	7'0"	1 3/4"	D2	F1	2"	7.3/4"				1, 18, 19			
300N	12'0"	12'0"	1 3/4"	D4	-	0"	0"							ELEC. OPENER - INSULATED
300P	3'0"	7'0"	1 3/4"	D2	F1	2"	7.3/4"							
300Q	12'0"	12'0"	1 3/4"	D4	-	0"	0"				1, 18, 19			ELEC. OPENER - INSULATED
300R	3'0"	7'0"	1 3/4"	D2	F1	2"	7.3/4"				1, 18, 19			
300S	3'0"	7'0"	1 3/4"	D2	F1	2"	7.3/4"				1, 18, 19			
301C	36'0"	16'0"	1 3/4"	D8	-	0"	0"							ELEC. OPENER - INSULATED
302A	16'0"	16'0"	1 3/4"	D9	-	0"	0"							ELEC. OPENER - NON-INSULATED
302B	3'0"	7'0"	1 3/4"	D1	F1	2"	7.3/4"	1	2		3, 7, 8			
302C	3'0"	7'0"	1 3/4"	D2	F1	2"	7.3/4"				1, 18, 19			
302D	3'0"	7'0"	1 3/4"	D1	F1	2"	7.3/4"	1	2		3, 7, 8			
302E	16'0"	16'0"	1 3/4"	D9	-	0"	0"							ELEC. OPENER - NON-INSULATED
303A	6'0"	7'0"	1 3/4"	D2	F2	2"	7.3/4"				1, 18, 19			(2) 36" LEAFS
303B	6'0"	7'0"	1 3/4"	D1	F3	2"	8"	6	5	90	5, 7, 8, 12			(2) 36" LEAFS
304A	6'0"	7'0"	1 3/4"	D1	F3	2"	8"	6	5	90	3, 7, 8			
304B	6'0"	8'0"	1 3/4"	D6	-	0"	0"				90			NON-INSULATED
304C	6'0"	8'0"	1 3/4"	D6	-	0"	0"				90			NON-INSULATED
304D	6'0"	8'0"	1 3/4"	D6	-	0"	0"				90			NON-INSULATED
305A	6'0"	7'0"	1 3/4"	D2	F2	2"	7.3/4"				1, 18, 19			(2) 36" LEAFS
305B	6'0"	7'0"	1 3/4"	D1	F3	2"	8"	6	5	90	5, 7, 8, 12			(2) 36" LEAFS
305C	6'0"	7'0"	1 3/4"	D1	F3	2"	8"	6	5	90	5, 7, 8, 12			(2) 36" LEAFS
314A	3'0"	7'0"	1 3/4"	D2	F1	2"	7.3/4"				1, 18, 19			
314B	10'0"	10'0"	1 3/4"	D5	-	0"	0"							ELEC. OPENER - INSULATED
314C	3'0"	7'0"	1 3/4"	D2	F1	2"	7.3/4"				1, 18, 19			

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FRAME ELEVATIONS
Scale: 1/4\"/>



DOOR ELEVATIONS
Scale: 1/4\"/>



201 MAIN STREET
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TRAILERS

1086 S 3rd. ST
MANCHESTER, IOWA
52057

DRAWING ISSUE INFORMATION

ISSUE:
BID SET
DATE:
3/8/26

MARK	DATE	DESCRIPTION

JOB NO: D617-24
DRAWN BY: NKL
CHECKED BY: DLH
PROJECT ARCHITECT: RJS
PRINCIPAL IN CHARGE: RJS

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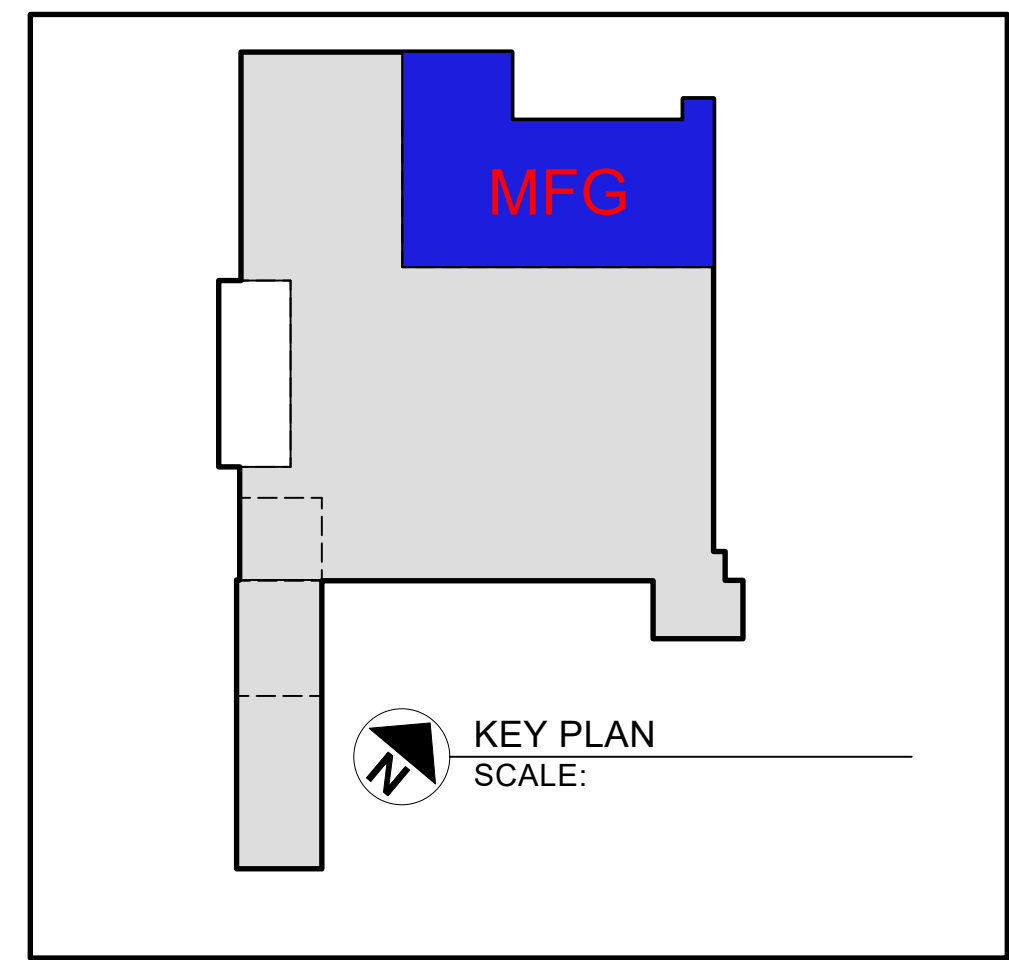
SHEET TITLE:

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SCHEDULE

SHEET NO.

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MARK	DATE	DESCRIPTION
1		
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10		

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SHEET TITLE:
MANUFACTURING
FLOOR PLAN

SHEET NO.
A2.0

1 MANUFACTURING - DESIGN PLAN
Scale: 1/8" = 1'-0"

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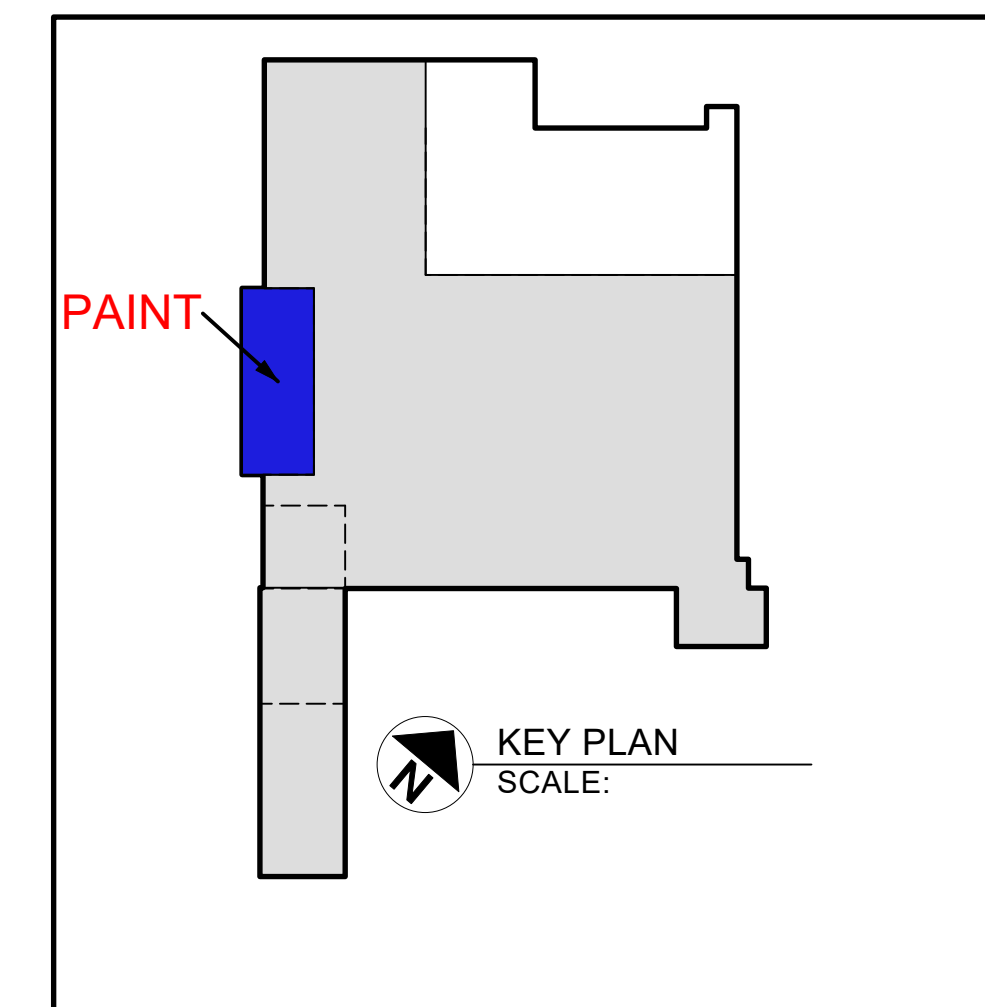
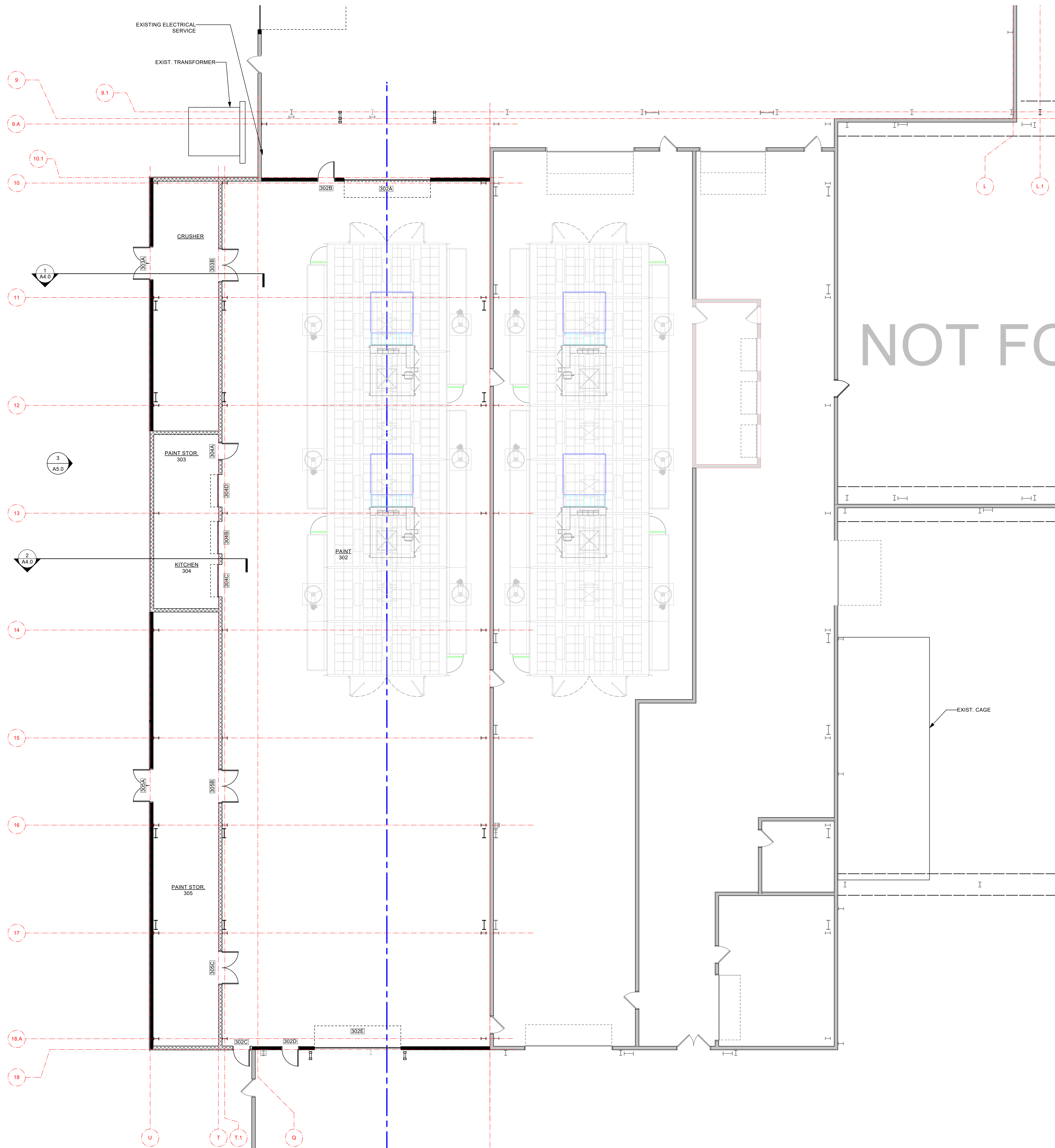
SHEET TITLE:

PAINT
FLOOR PLAN

SHEET NO.

A2.1

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NOT FOR CONSTRUCTION





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JANESVILLE, IA 50647
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MANCHESTER, IOWA
52057

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ISSUE:
BID SET
DATE:
3/8/26

4/21/26 RJS

MARK DATE DESCRIPTION

JOB NO: D617-24

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CHECKED BY: DLH

PROJECT ARCHITECT: RJS

PRINCIPAL IN CHARGE: RJS

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SHEET TITLE:

MANUFACTURING
PARTITION PLAN

SHEET NO.

A2.2

WALL TYPE SCHEDULE

ACTUAL WIDTH	TAG	WALLS
4 5/8"	A	3 5/8" METAL STUDS @ 16" O.C., 3 1/2" ACOUSTIC INSUL., 1 LAYER LINER PANEL BOTH SIDES. EXTEND WALL TO STRUCTURE
4 5/8"	B	3 5/8" METAL STUDS @ 16" O.C., 1 LAYER LINER PANEL ONE SIDE. EXTEND TO STRUCTURE
7"	C	6" METAL STUDS @ 16" O.C., 5 1/2" ACOUSTIC INSUL., 1 LAYER LINER PANEL BOTH SIDES. EXTEND WALL TO STRUCTURE
7"	D	6" METAL STUDS @ 16" O.C., 5 1/2" ACOUSTIC INSUL., 1 LAYER LINER PANEL ONE SIDE. EXTEND WALL TO STRUCTURE
7 5/8"	E	8" C.M.U. EXTEND WALL TO STRUCTURE. (2 HOUR FIRE RATED)
4 5/8"	F	3 5/8" METAL STUDS @ 16" O.C., 1 LAYER LINER PANEL BOTH SIDES. EXTEND WALL TO STRUCTURE
4 3/4"	G	2x4 WOOD STUDS @ 16" O.C., 3 1/2" ACOUSTIC INSUL., 1 LAYER 5/8" GWB. BOTH SIDES. EXTEND WALL TO STRUCTURE
4 1/8"	H	2x4 WOOD STUDS @ 16" O.C., 1 LAYER 5/8" GWB. ONE SIDE. EXTEND TO STRUCTURE
6 3/4"	J	2x6 WOOD STUDS @ 16" O.C., 5 1/2" ACOUSTIC INSUL., 1 LAYER LINER PANEL ONE SIDE. 1 LAYER 5/8" GWB. ONE SIDE. EXTEND WALL TO STRUCTURE
6 1/8"	K	2x6 WOOD STUDS @ 16" O.C., 5 1/2" ACOUSTIC INSUL., 1 LAYER 5/8" GWB. ONE SIDE. EXTEND WALL TO STRUCTURE
4 3/4"	L	2x4 WOOD STUDS @ 16" O.C., 1 LAYER 5/8" GWB. BOTH SIDES. 42" TALL

METAL BUILDING:
1. ALL EXTERIOR WALLS TO HAVE 2 LAYERS OF 3 1/2" (R-13 MIN.) BATT INSULATION W SIMPLE SAVER LINER ONE LAYER OVER GIRTS AND ONE LAYER BETWEEN GIRTS.
2. ALL ROOFS TO HAVE (R-38 MIN.) SIMPLE SAVER INSULATION SYSTEM W/ LINER FABRIC & THERMAL BLOCKS

NOTE:
1. ALL WALLS ARE TYPE A UNLESS NOTED OTHERWISE.
2. ALL DIMENSIONS ARE TO CENTER OF INTERIOR STUD WALLS AND TO THE FACE OF EXTERIOR & EXISTING WALLS.
3. ALL WALLS ARE 45 DEGREES UNLESS NOTED OTHERWISE.
4. CONTINUOUS TO INSTALL BLOCKING WHERE REQUIRED.
5. ACOUSTIC INSULATION TO BE ROXUL SAFESOUND OR OWENS CORNING ECOTOUCH GLASS FIBER SOUND ATTENUATION INSULATION.

KEY PLAN
SCALE:

BID SET
NOT FOR CONSTRUCTION

1 MANUFACTURING - PARTITION PLAN
Scale: 1/8" = 1'-0"

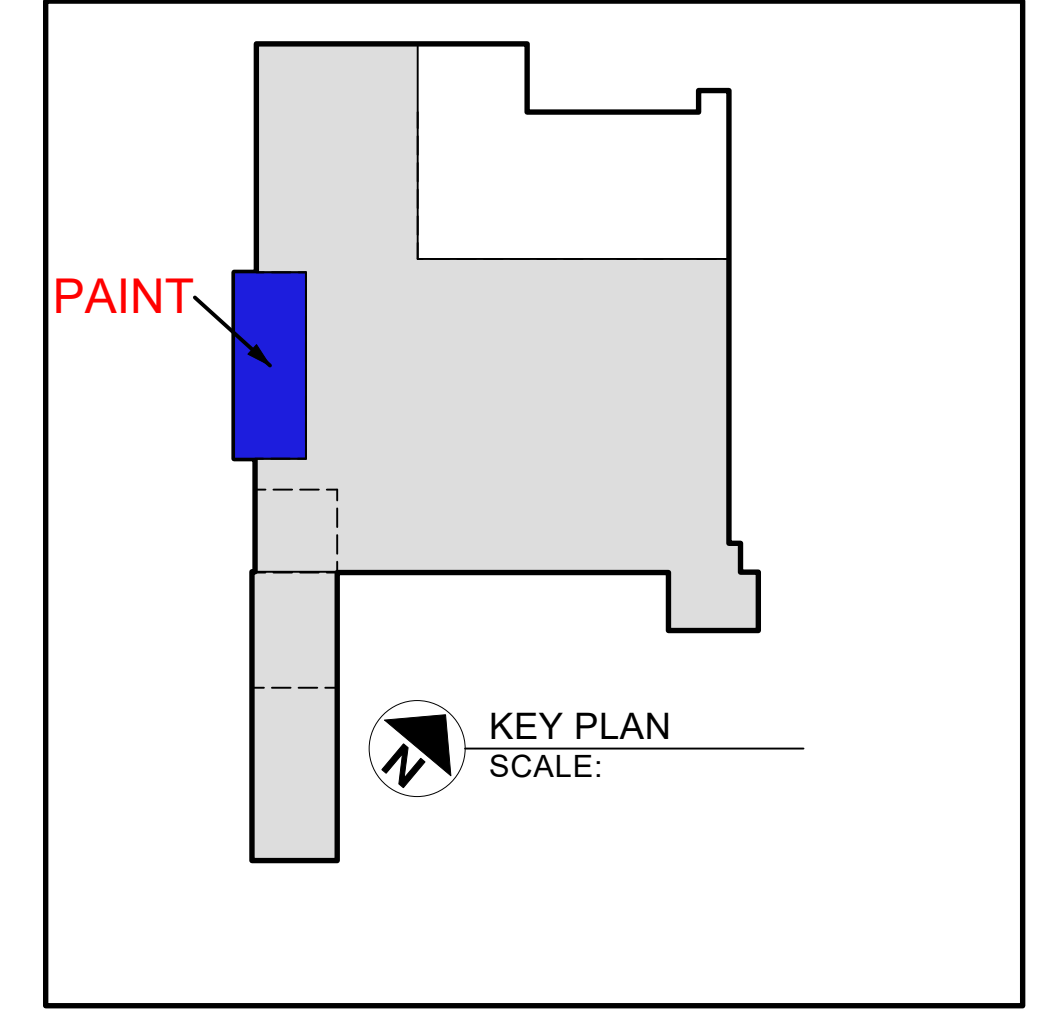


NOTE:

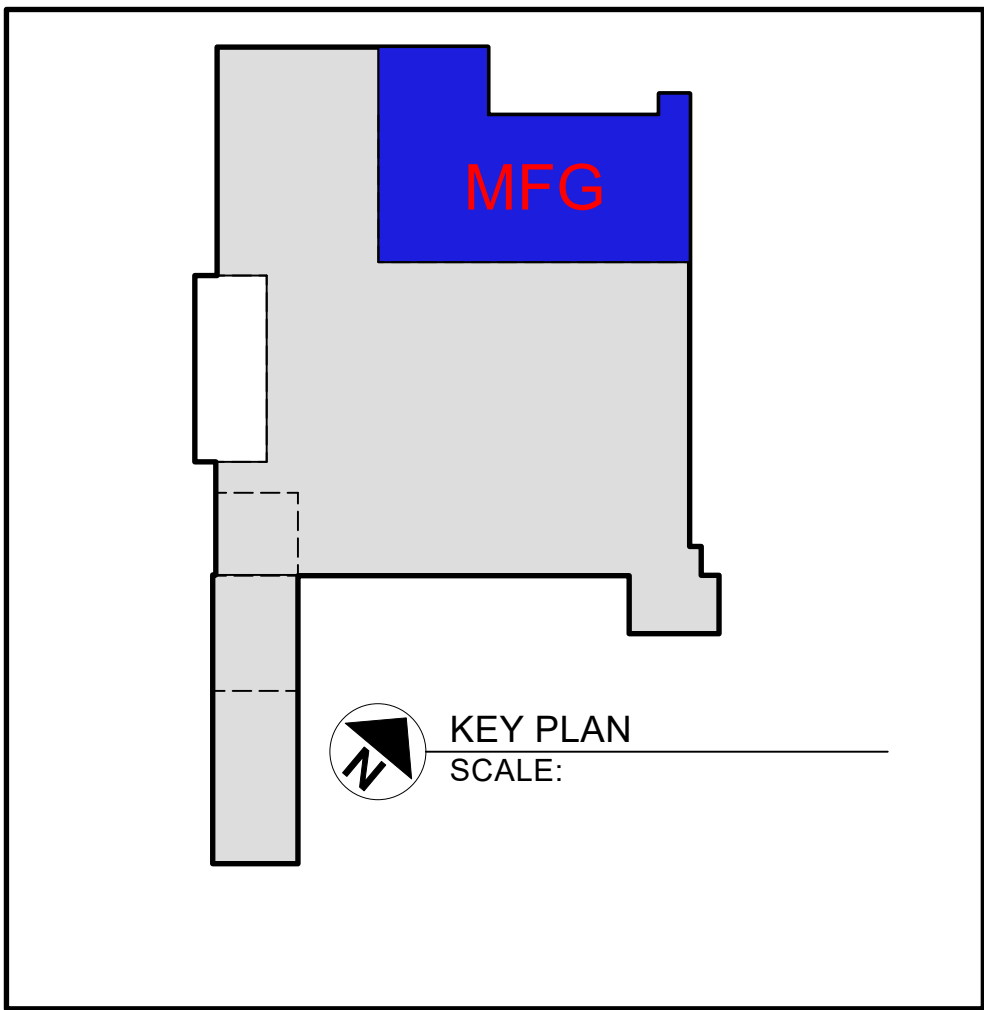
1. ALL WALLS ARE TYPE A UNLESS NOTED OTHERWISE
2. ALL DIMENSIONS ARE TO CENTER OF INTERIOR STUD WALLS AND TO THE FACE OF EXTERIOR & EXISTING WALLS.
3. ALL ANGLED WALLS ARE 45 DEGREES UNLESS NOTED OTHERWISE.
4. CONTRACTOR TO INSTALL BLOCKING WHERE REQUIRED
5. ACOUSTIC INSULATION TO BE ROXUL S&SOUND OR OWENS CORNING ECOTOUCH GLASS FIBER SOUND ATTENUATION INSULATION.

METAL BUILDING:

1. ALL EXTERIOR WALLS TO HAVE 2 LAYERS OF 3 1/2" (R-13 MIN.) BATT INSULATION W/ SIMPLE SAVER LINER.
ONE LAYER OVER GIRTS AND ONE LAYER BETWEEN GIRTS.
2. ALL ROOFS TO HAVE (R-38 MIN.) SIMPLE SAVER INSULATION SYSTEM W/ LINER FABRIC & THERMAL BLOCKS



BID SET
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MODERN
DESIGN
ARCHITECTS

201 MAIN STREET
JANESVILLE, IA 50647
319-987-2911



XL SPECIALIZED
TRAILERS

1086 S 3rd. ST
MANCHESTER, IOWA
52057

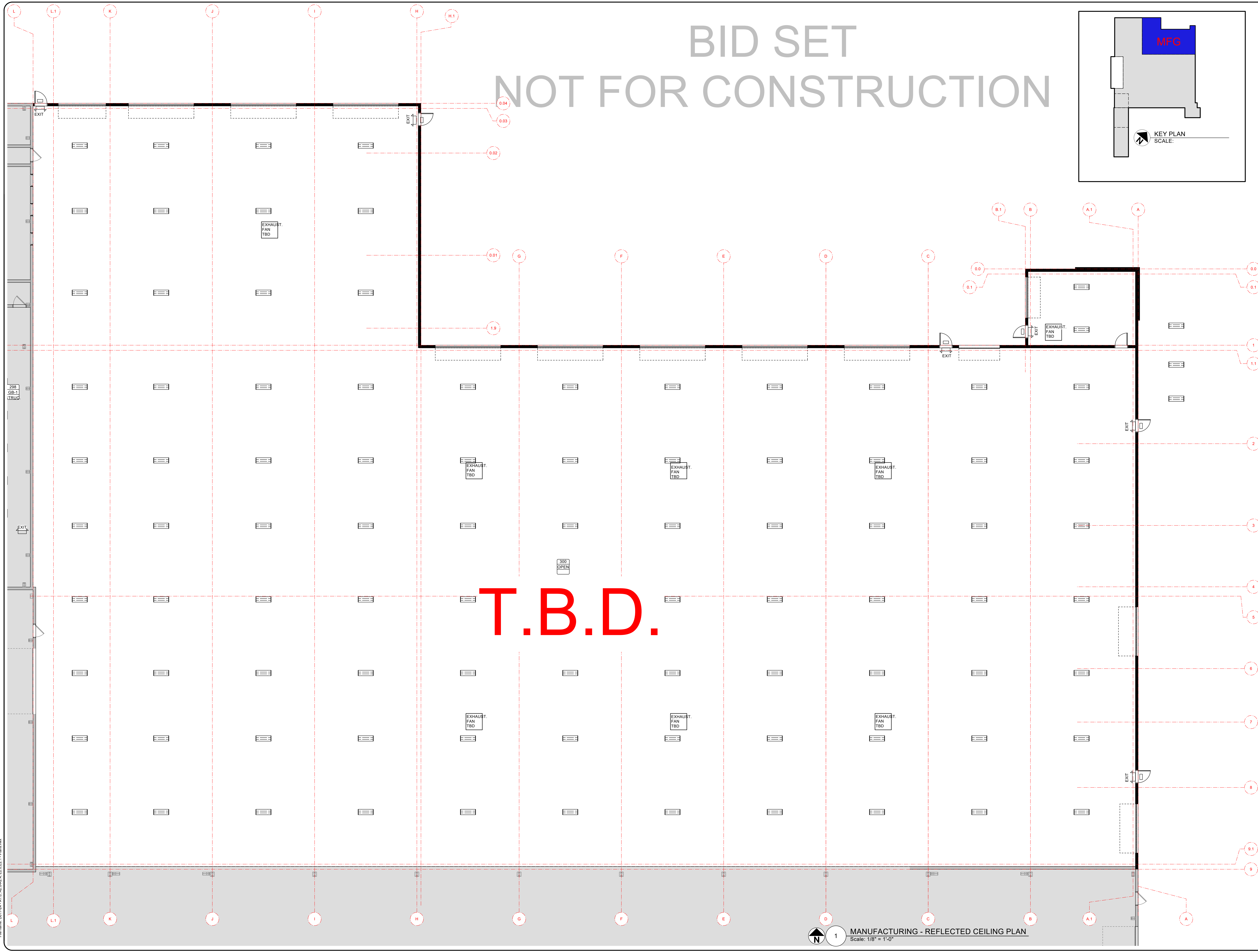
DRAWING ISSUE INFORMATION		
ISSUE:	BID SET	
DATE:	3/8/26	
MARK	DATE	DESCRIPTION

JOB NO: D617-24
DRAWN BY: NKL
CHECKED BY: DLH
PROJECT ARCHITECT: RJS
PRINCIPAL IN CHARGE: RJS

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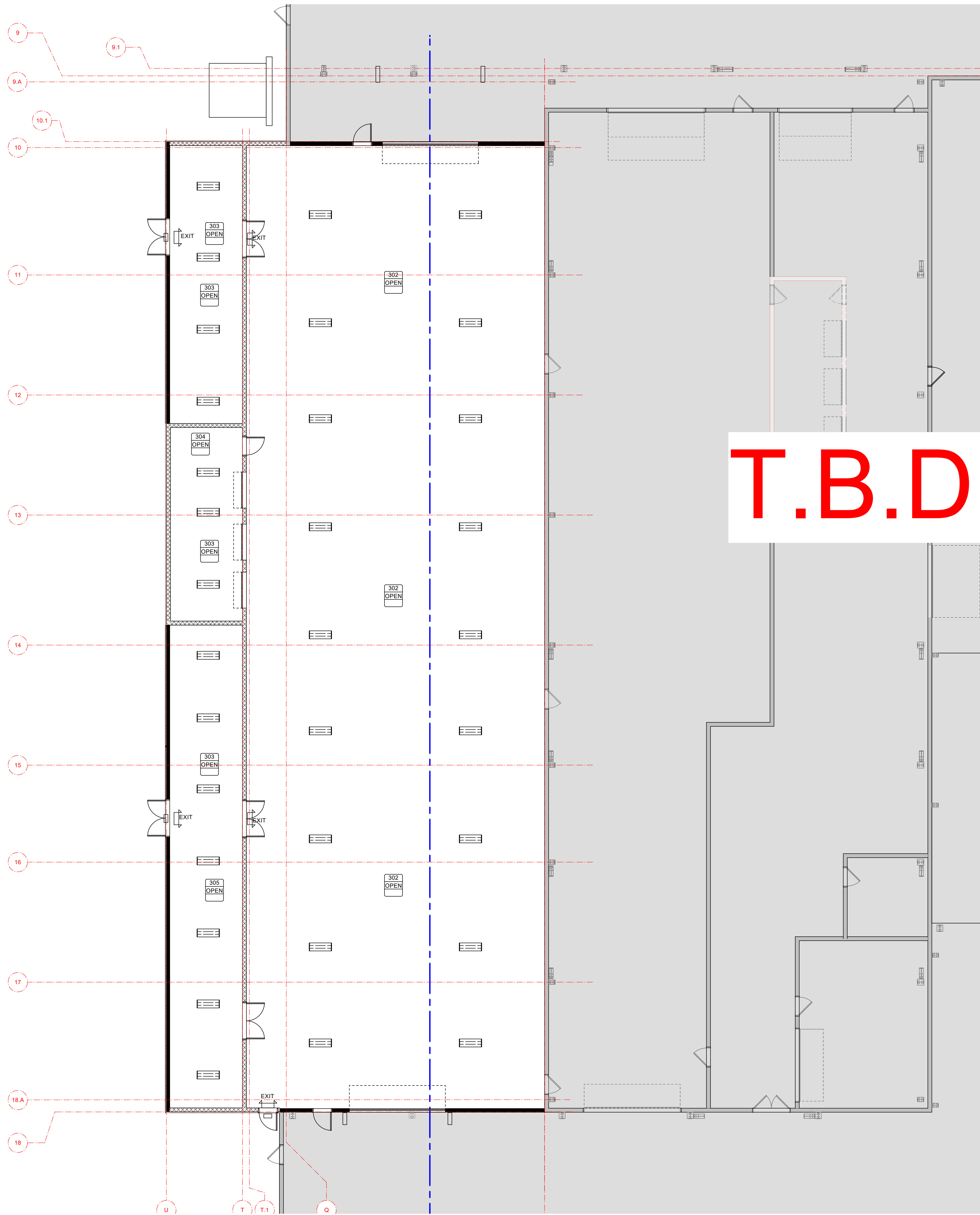
SHEET TITLE:
MANUFACTURING
REFLECTED
CEILING PLAN

SHEET NO.
A2.4

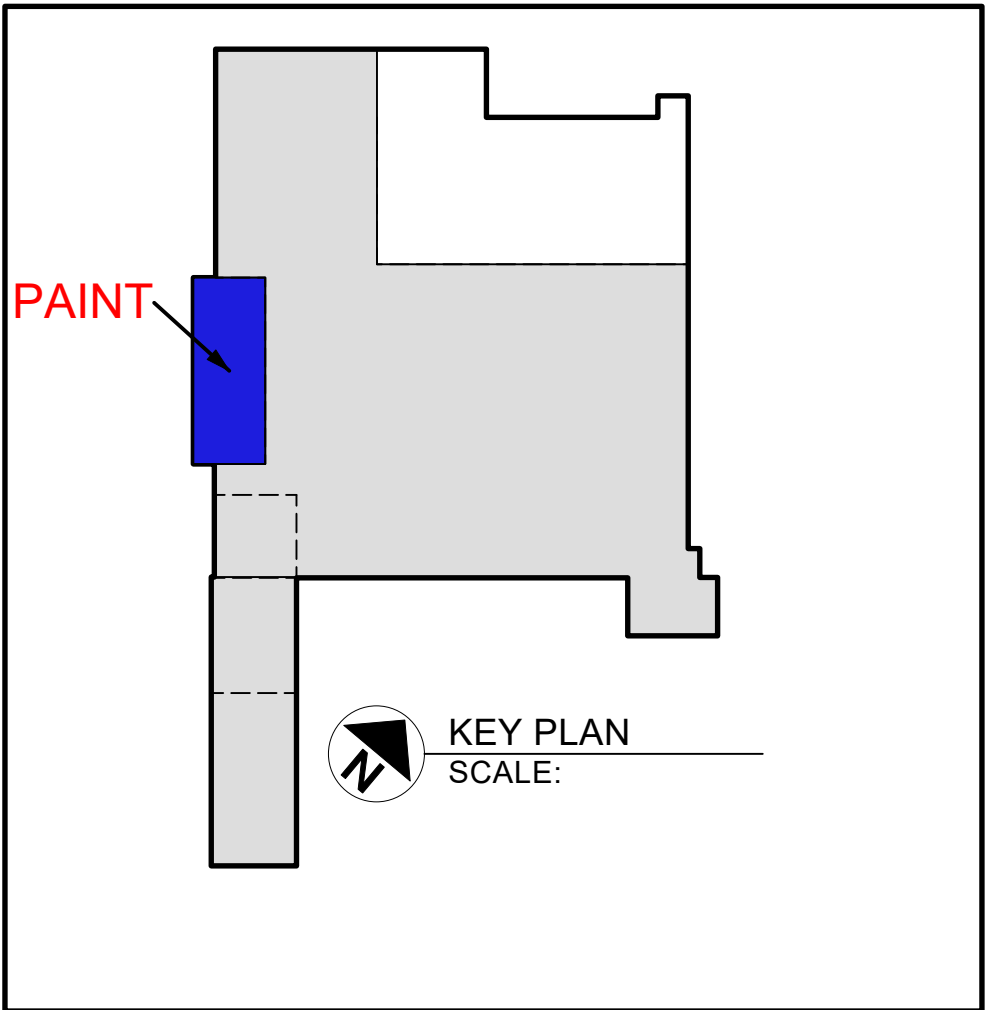


1 MANUFACTURING - REFLECTED CEILING PLAN
Scale: 1/8" = 1'-0"

BID SET
NOT FOR CONSTRUCTION



1 PAINT & RESTROOM - REFLECTED CEILING PLAN
Scale: 1/8" = 1'-0"



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52057

DRAWING ISSUE INFORMATION

ISSUE:
BID SET
DATE:
3/8/26

MARK	DATE	DESCRIPTION

JOB NO: D617-24
DRAWN BY: NKL
CHECKED BY: DLH
PROJECT ARCHITECT: RJS
PRINCIPAL IN CHARGE: RJS

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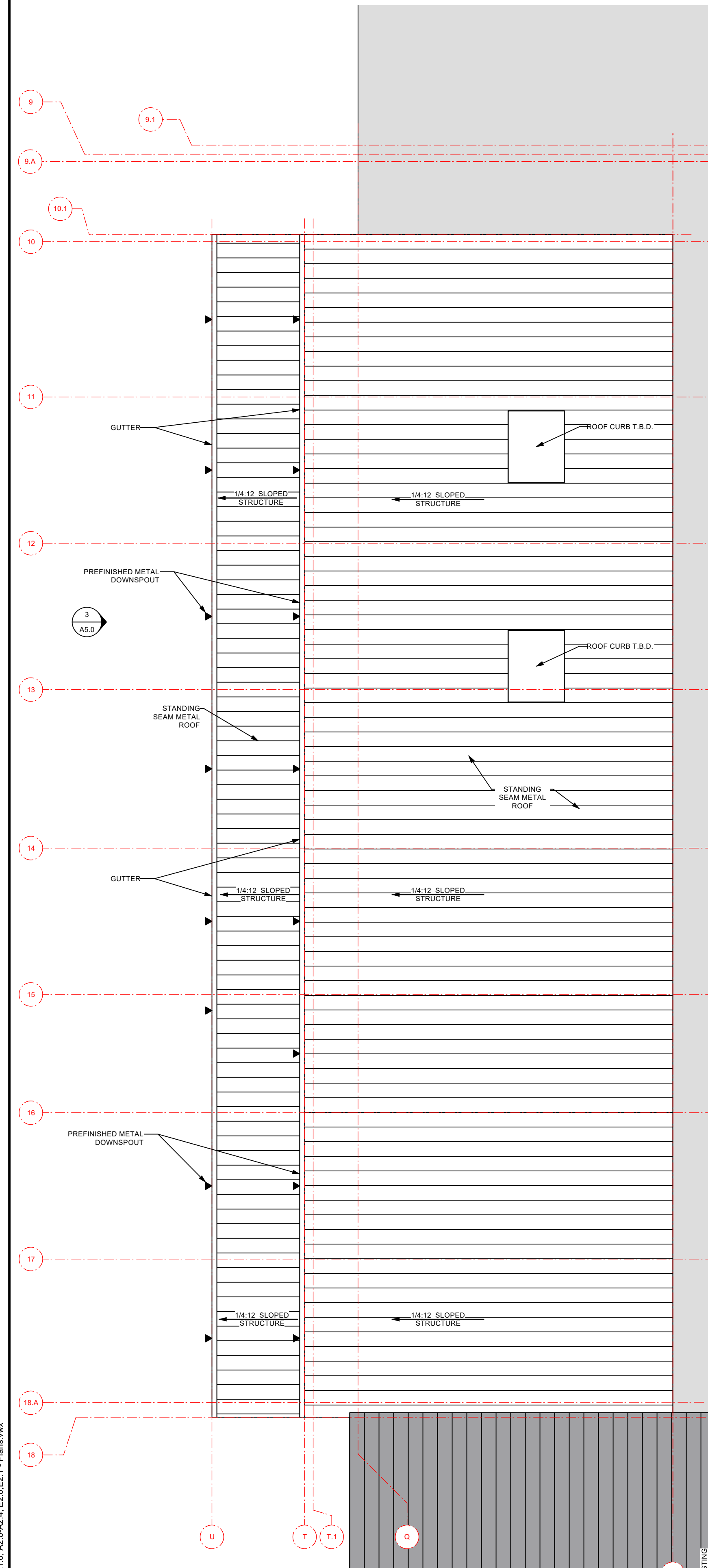
SHEET TITLE:

PAINT
REFLECTED
CEILING PLAN

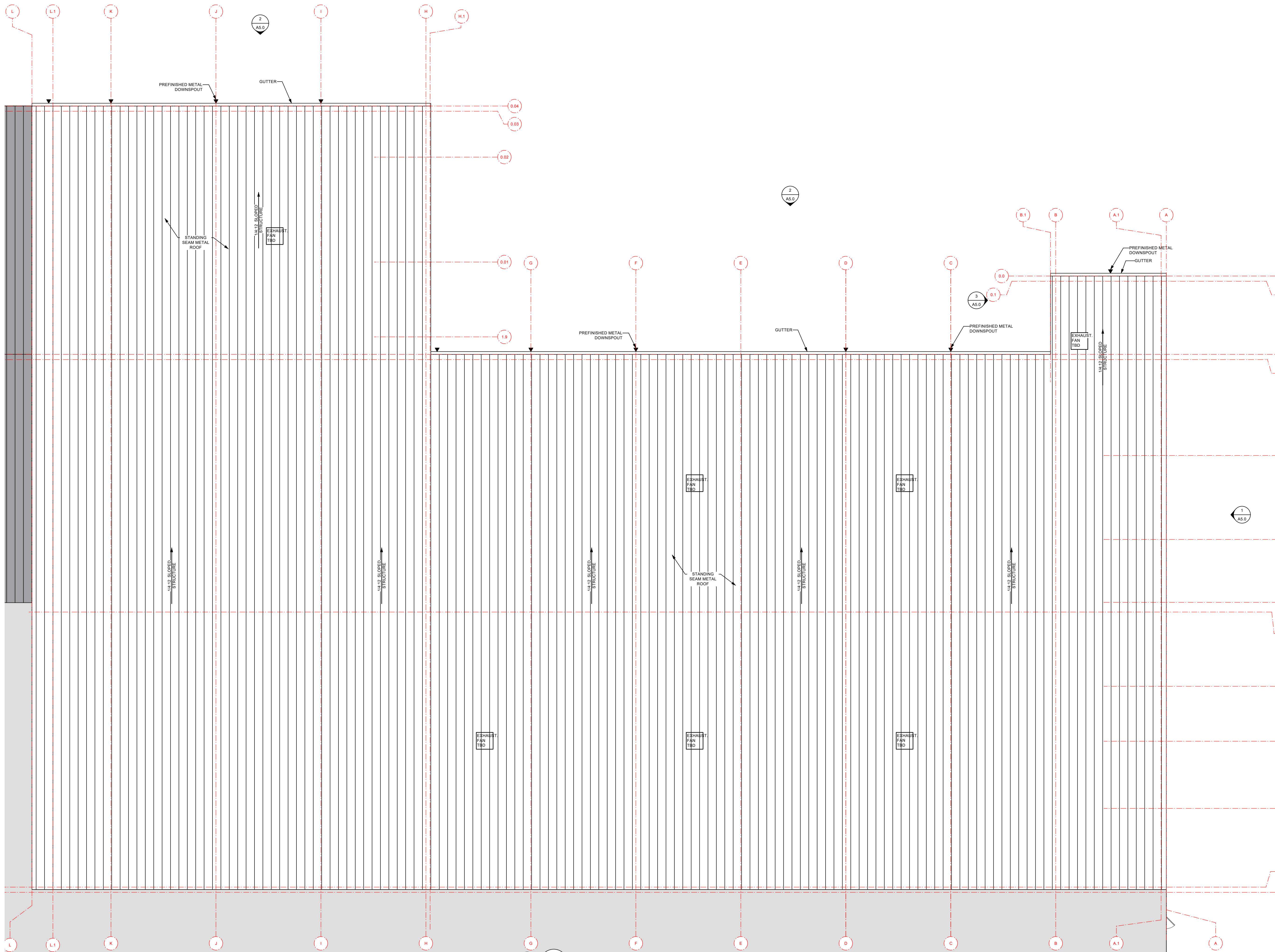
SHEET NO.

A2.5

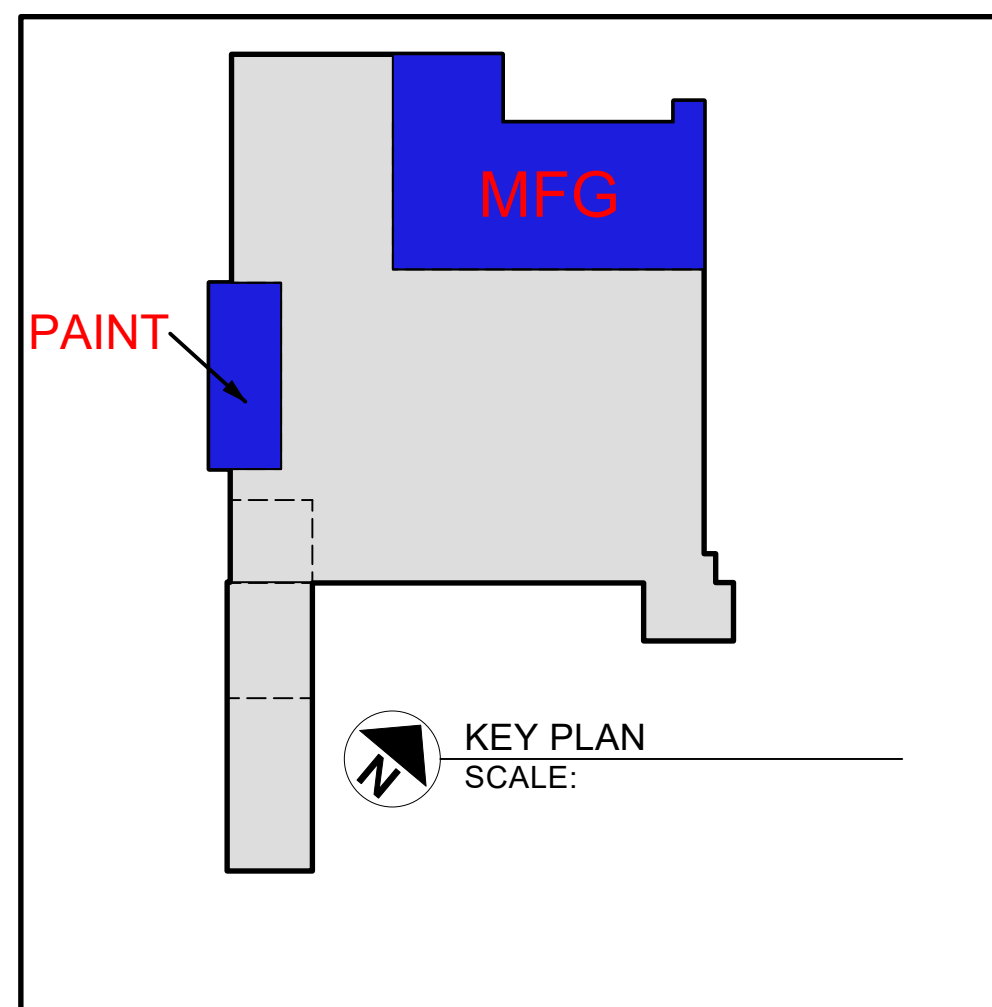
- ROOF NOTES:**
1. CONTRACTOR TO VERIFY SIZE & QUANTITY OF ROOF VENTS TO MEET LOCAL CODE REQUIREMENTS & INCLUDE IN BID.
 2. CONTRACTOR TO VERIFY NUMBER & LOCATIONS OF DOWNSPOUTS & INCLUDE IN BID.
 3. ROOFING UNDERLAYMENT TO BE TITANIUM UDL25 OR EQUAL. DOUBLE LAYER AS REQ'D. BY SINGLE MANUF. FOR LOW SLOPE ROOFING
 4. GUTTERS - 6K
 5. DOWNSPOUTS - 4"x5"
 6. SHINGLES - SEE EXTERIOR ELEVATIONS
 7. SEE EXTERIOR ELEVATIONS FOR COLOR SELECTIONS



2 PAINT ROOF PLAN
Scale: 3/32" = 1'-0"



1 MANUFACTURING ROOF PLAN
Scale: 3/32" = 1'-0"



KEY PLAN
SCALE:

BID SET
NOT FOR CONSTRUCTION



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319.887.2911



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MANCHESTER, IOWA
52057

DRAWING ISSUE INFORMATION

ISSUE:
BID SET
DATE:
3/8/26

MARK DATE DESCRIPTION

JOB NO: D617-24
DRAWN BY: NKL
CHECKED BY: DLH
PROJECT ARCHITECT: RJS
PRINCIPAL IN CHARGE: RJS

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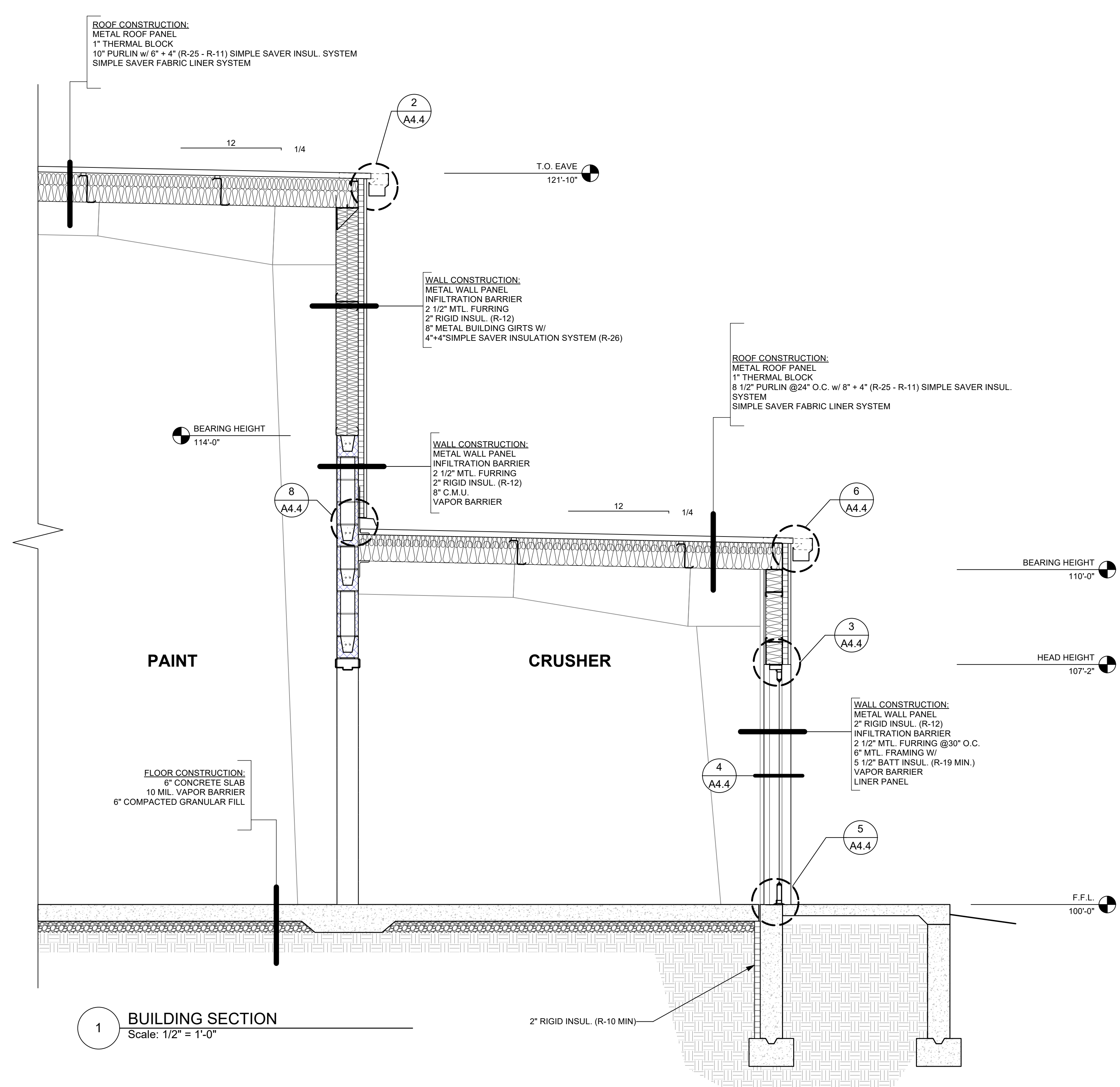
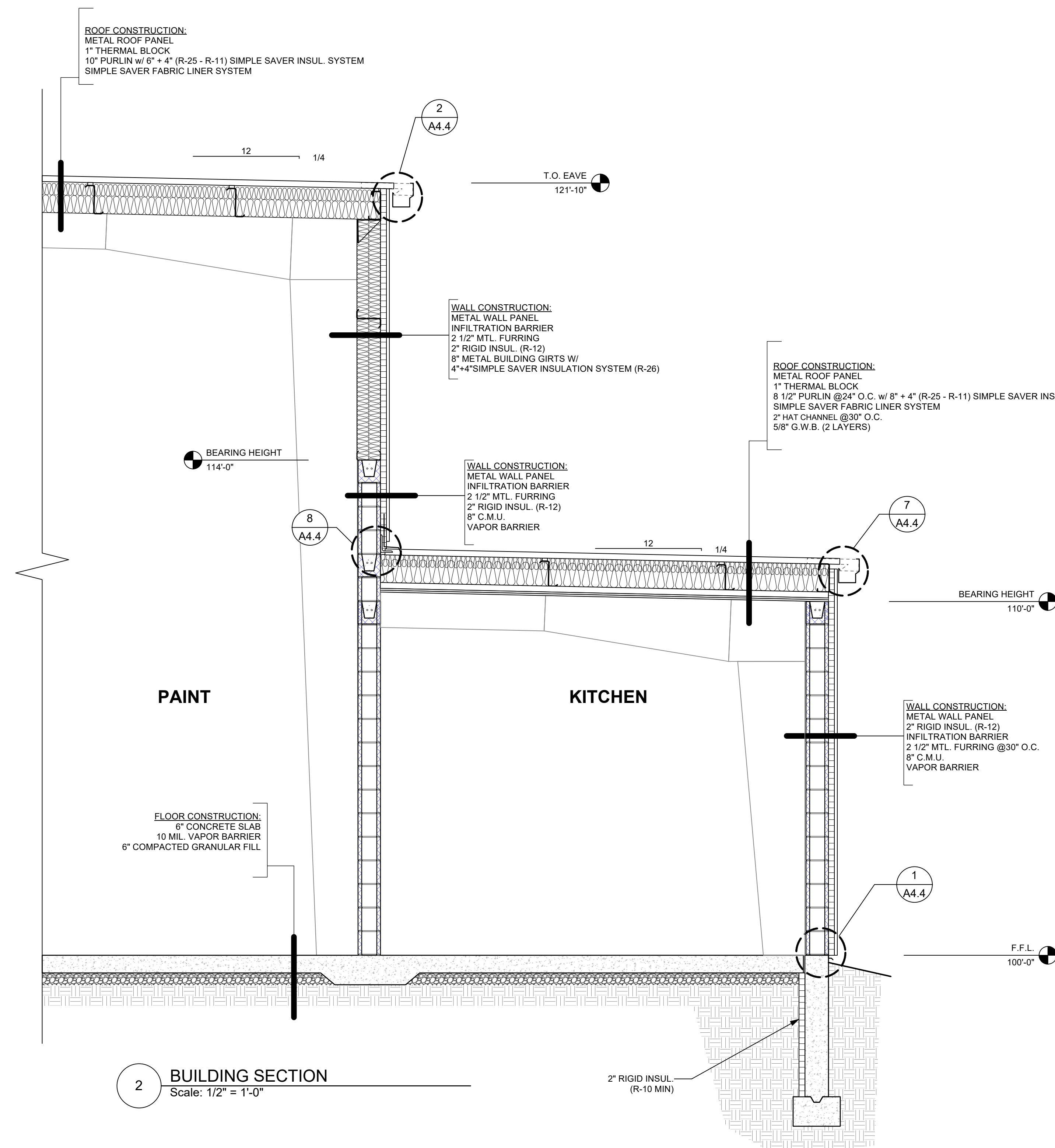
**MANUFACTURING
& PAINT
ROOF PLAN**

SHEET NO.

A2.6

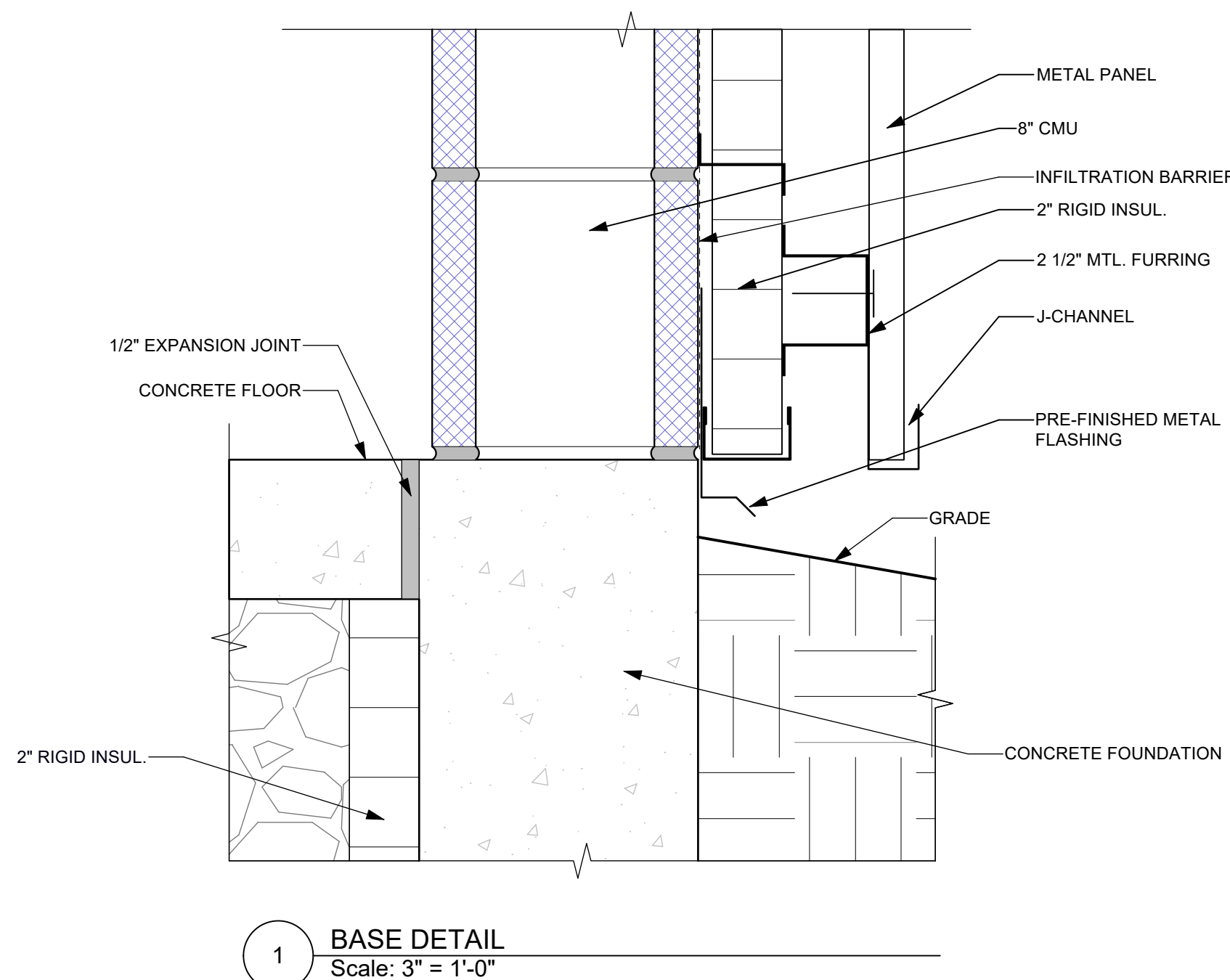
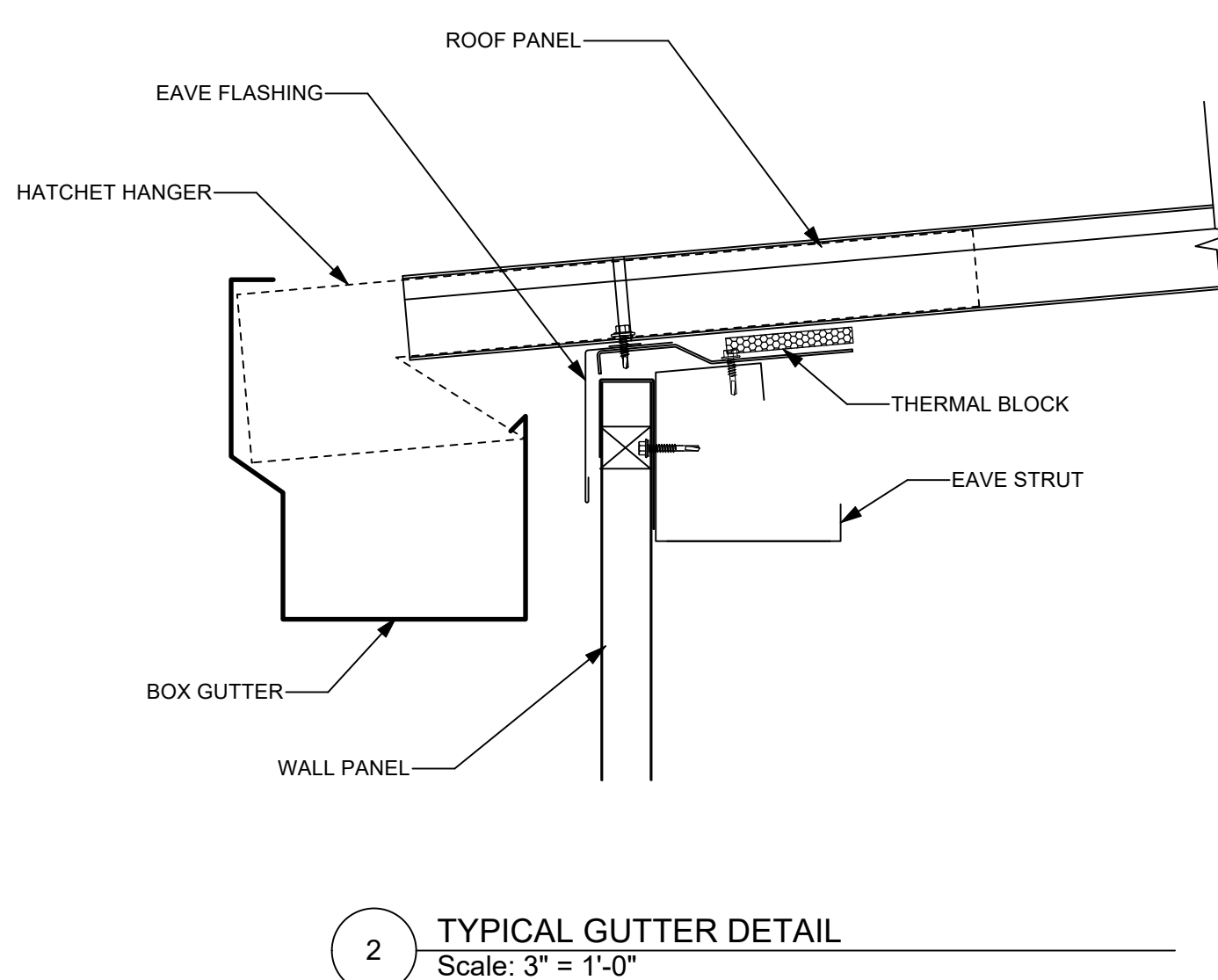
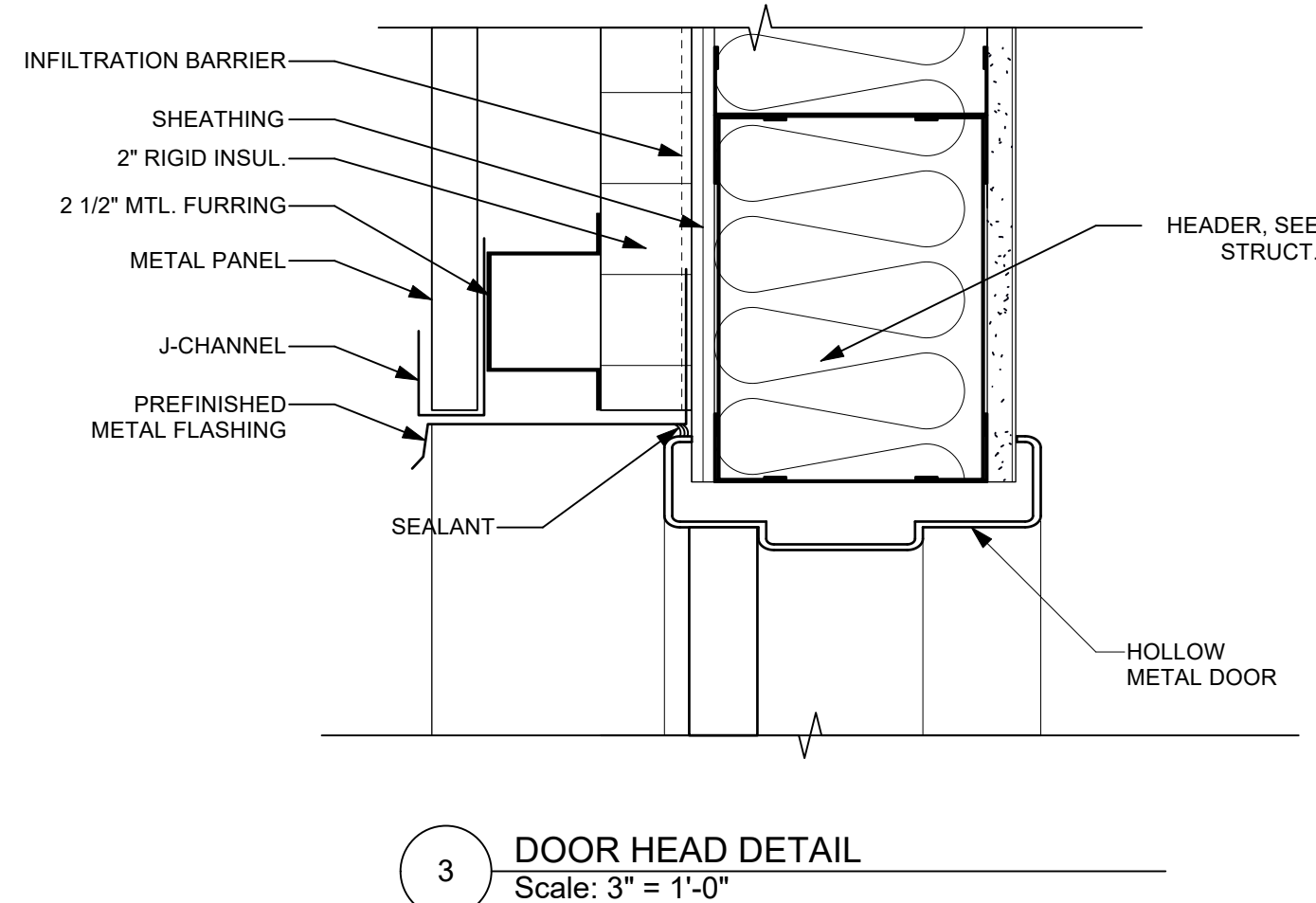
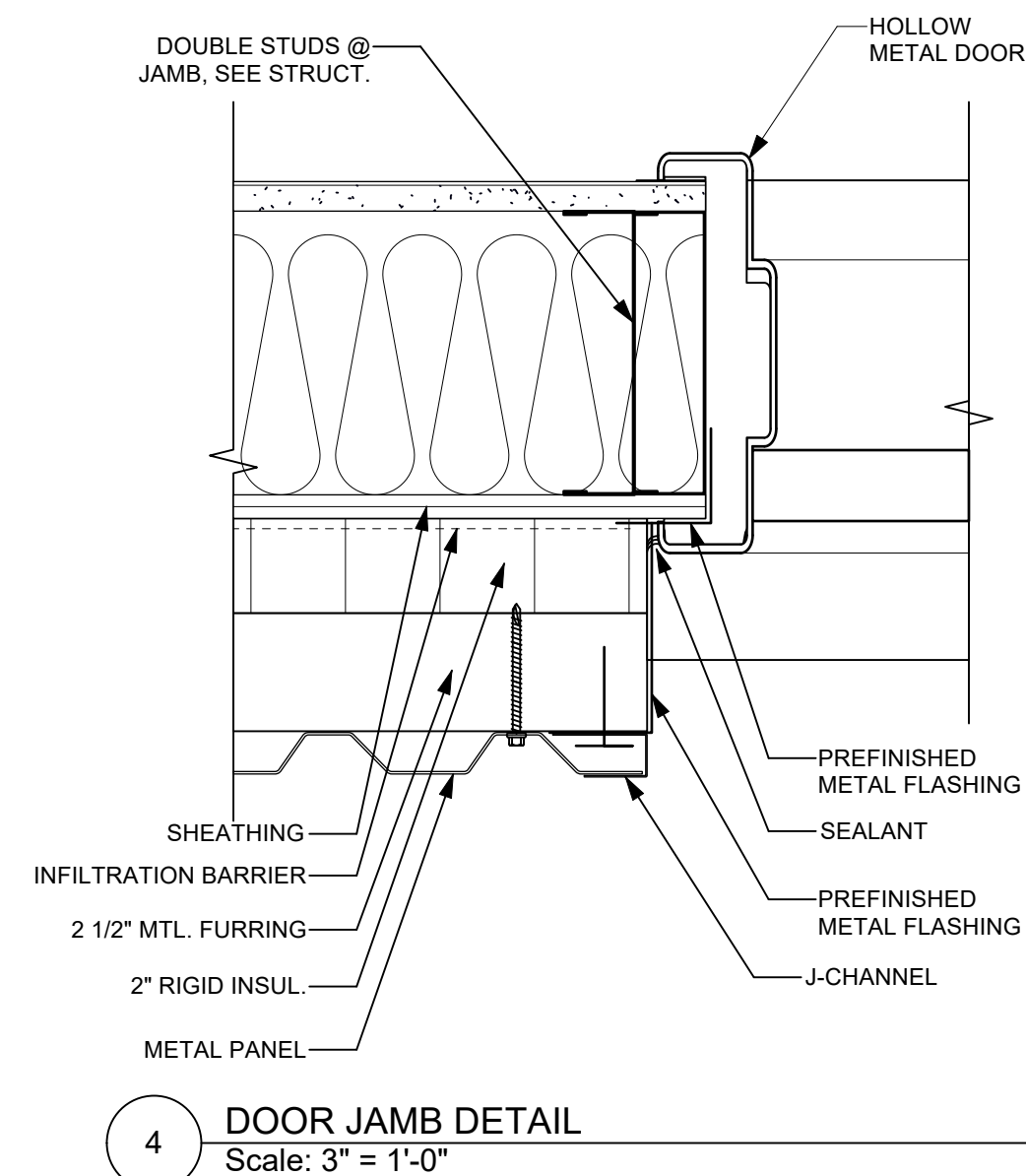
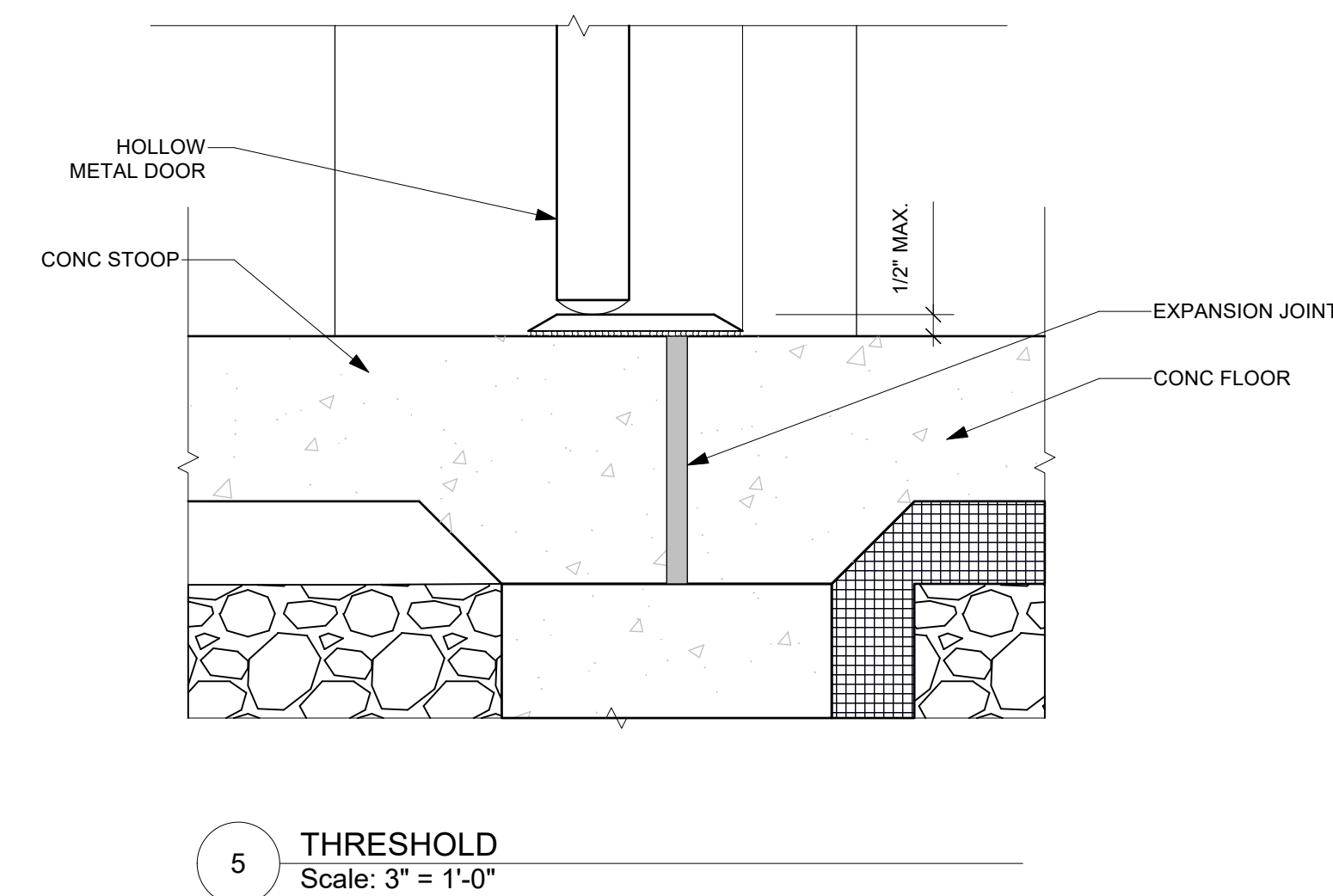
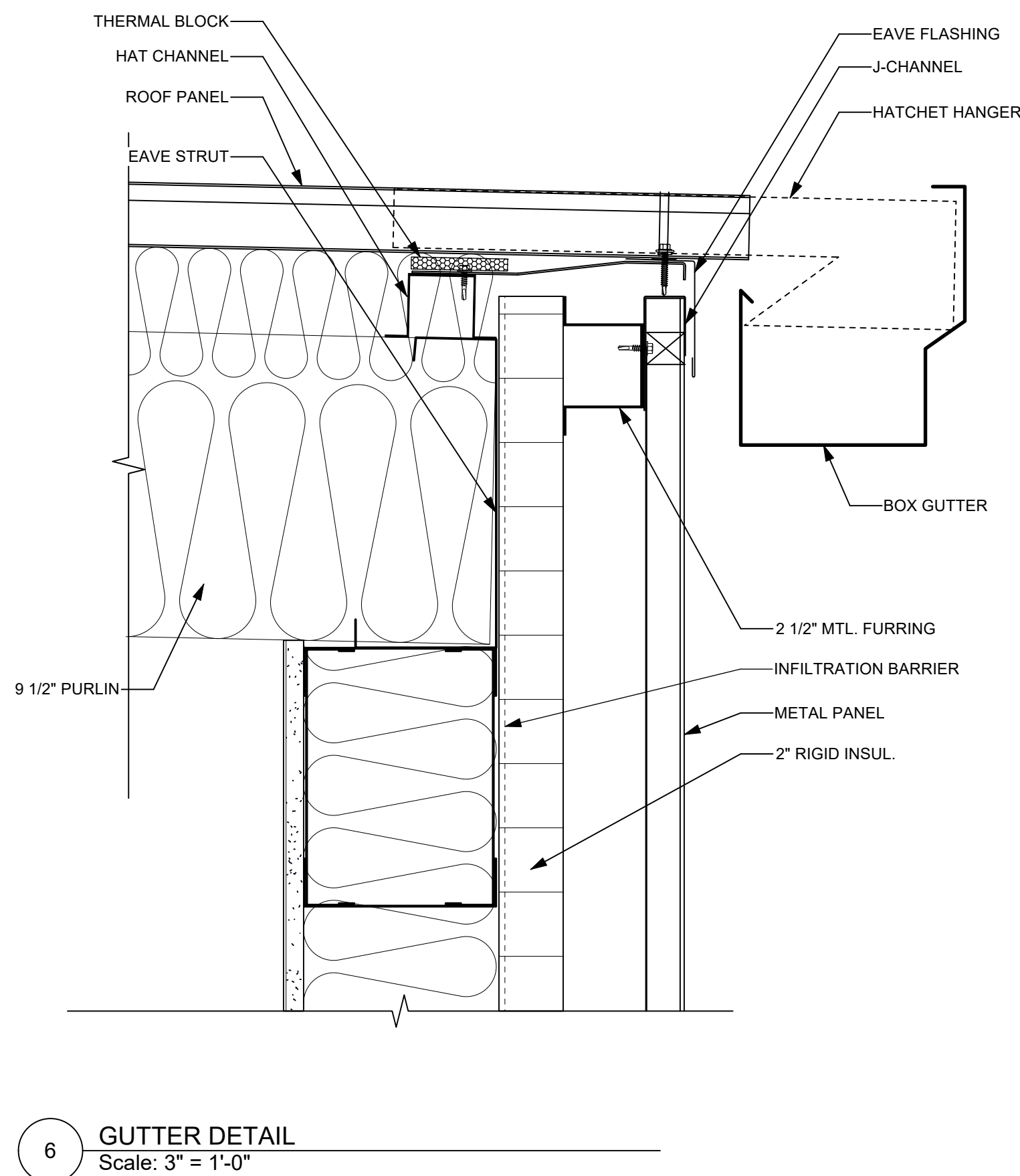
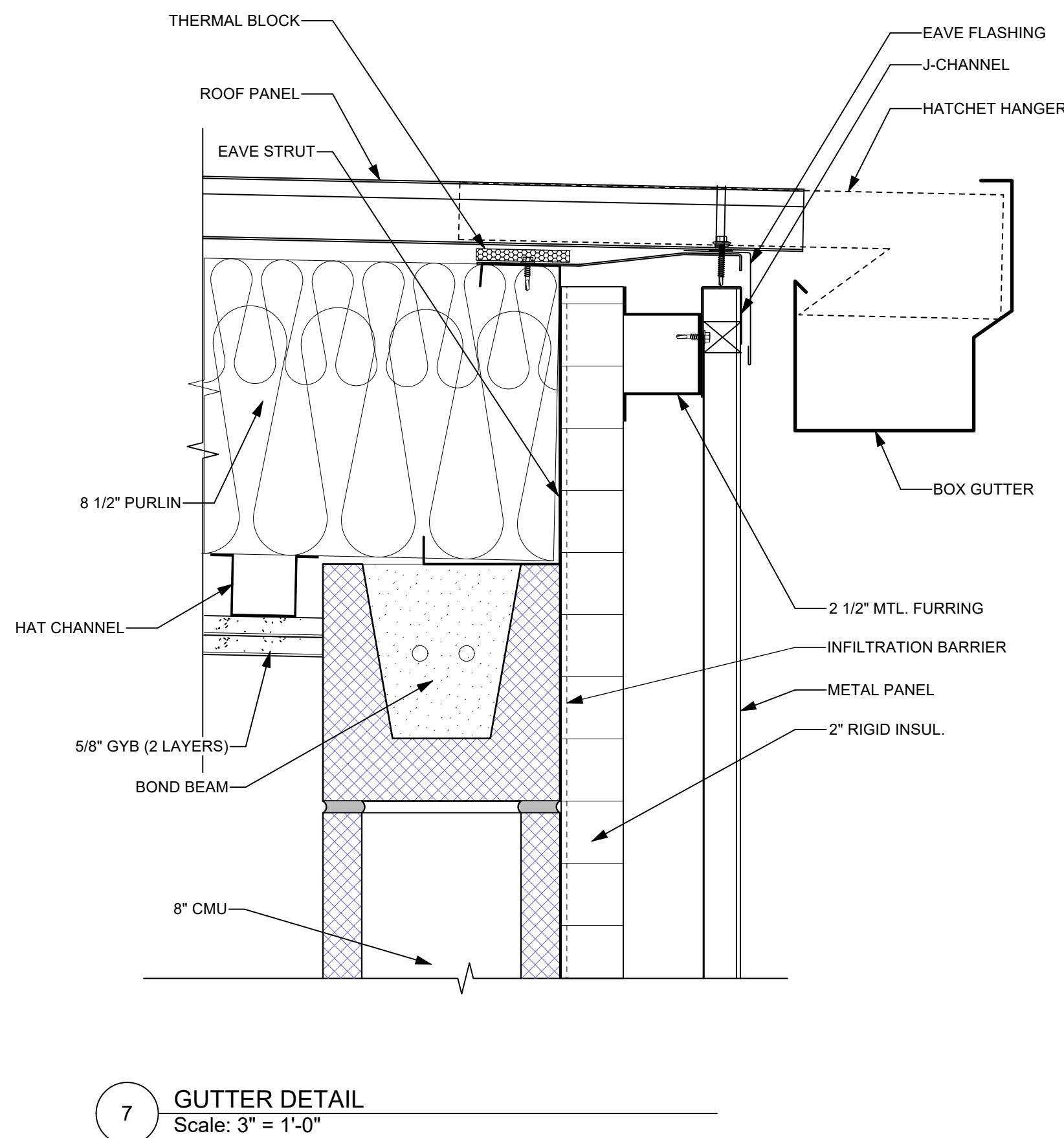
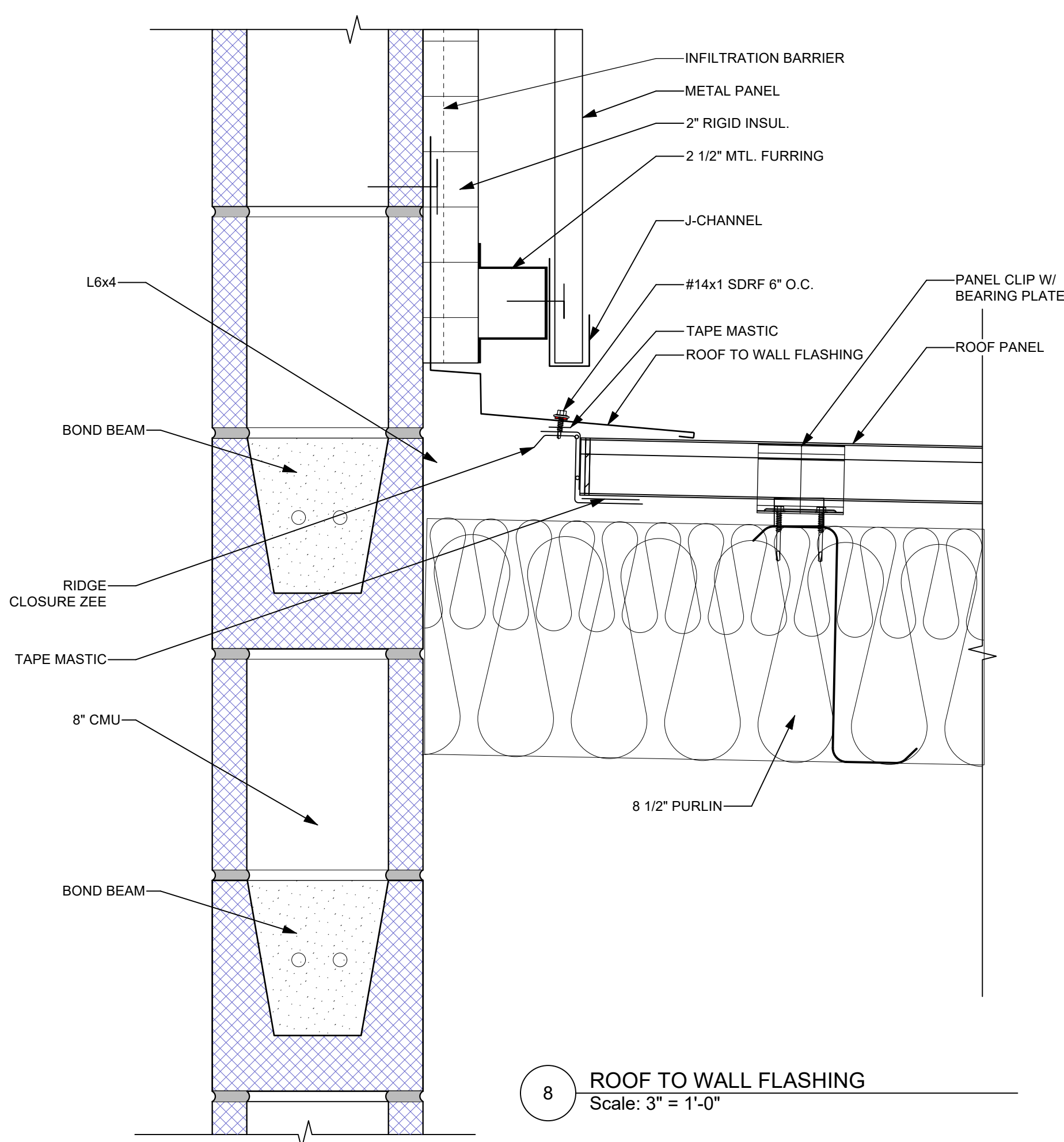
MARK	DATE	DESCRIPTION

BID SET NOT FOR CONSTRUCTION



BID SET

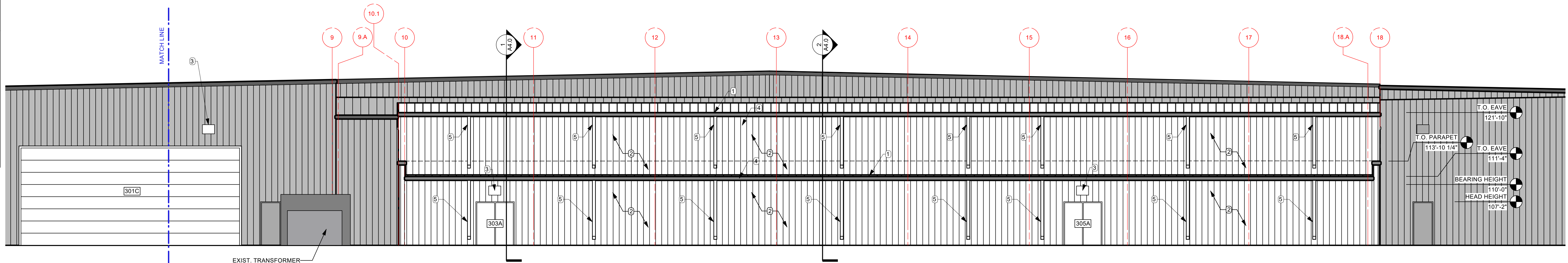
NOT FOR CONSTRUCTION



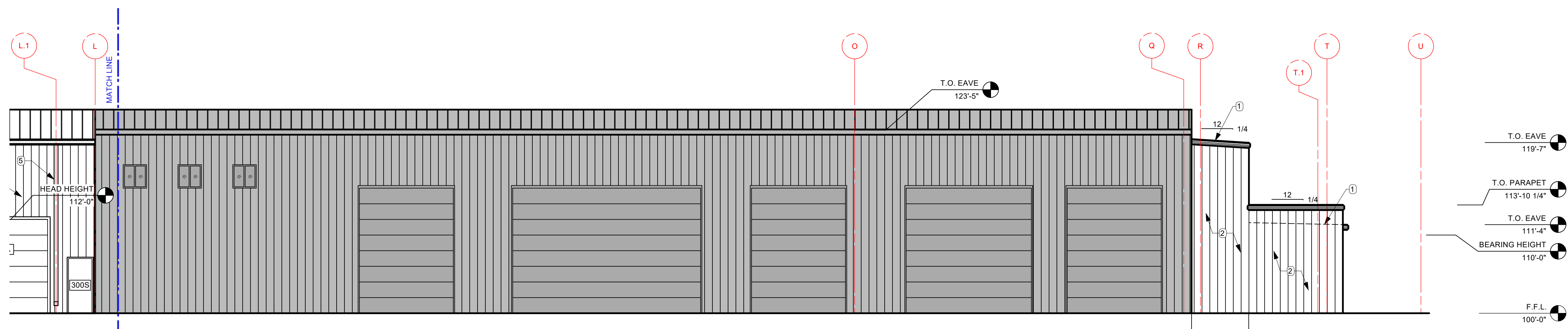
- KEY NOTES**
1. STANDING SEAM ROOF - WHITE - MATCH EXISTING
 2. WALL PANEL - WHITE - MATCH EXISTING
 3. WALL SCONCE - SEE ELECTRICAL
 4. PREFINISHED METAL CUTTER - WHITE - MATCH EXISTING
 5. PREFINISHED METAL DOWNSPOUT - WHITE - MATCH EXISTING
 6. TRAILER DECK, BY OWNER
 7. METAL WALL PANEL (TRD)

- WINDOW NOTES:**
- * WINDOW DIMENSIONS & DETAILS ARE ON OPENING SCHEDULE SHEET
 - * FIELD VERIFY ALL DIMENSIONS BEFORE ORDERING
 - * ALL WINDOWS IN BLOCK SHALL FIT TO BLOCK INCREMENTS
 - * NOTE ALL WINDOWS TO BE TEMPERED AS PER THE FOLLOWING GLAZING W/IN 24" OF DOOR OPENINGS
 - * GLAZING W/IN 18" OF GROUND OR F.F.L.
 - * GLASS IS TO BE 1" THERMALLY BROKEN LOW E CLEAR GLASS

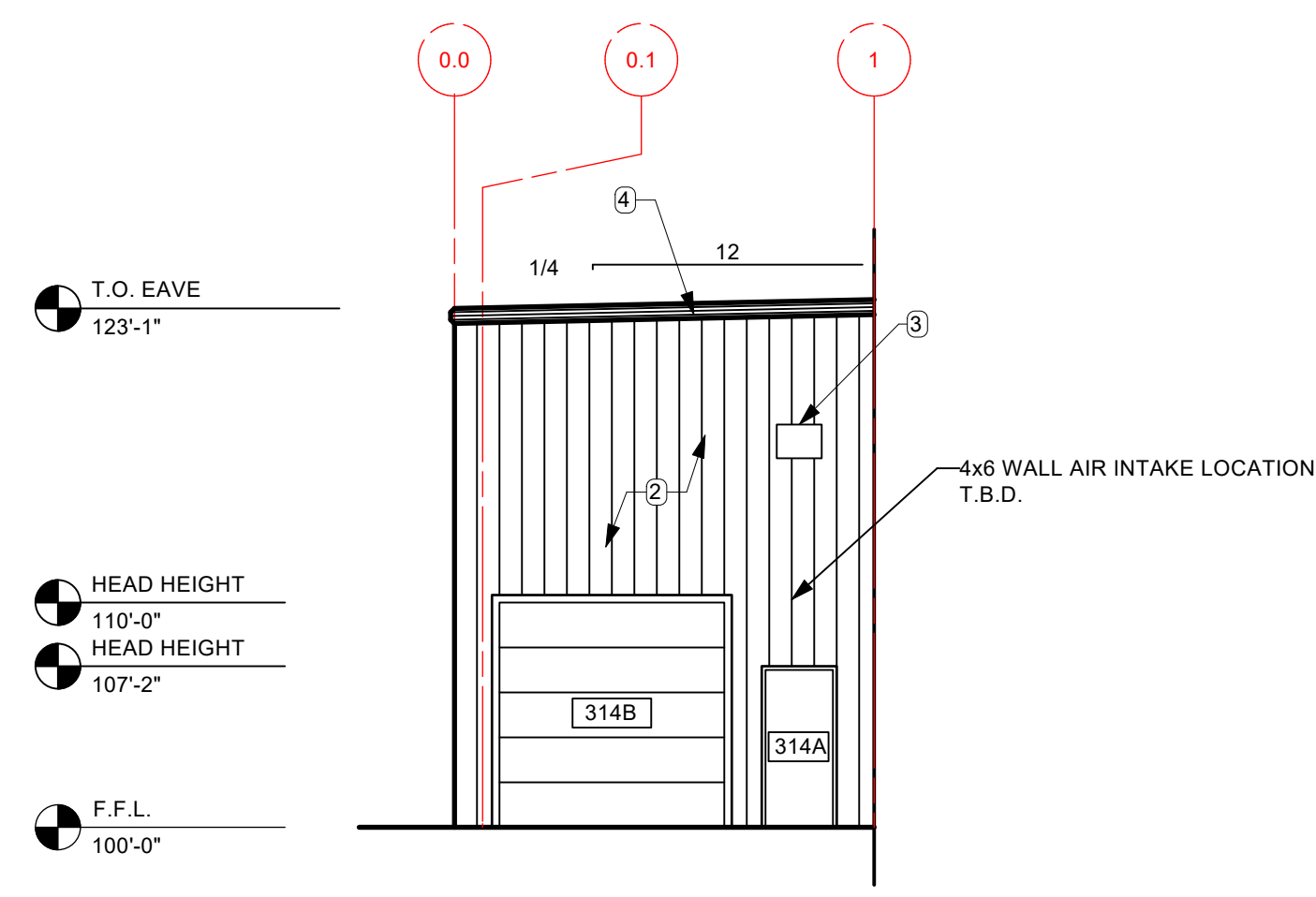
- SIGNAGE NOTE:**
- * ALL EXTERIOR SIGNAGE TO BE ON DEDICATED CIRCUIT, COORDINATE W/ SIGNAGE PROVIDER
 - * SIGNAGE NOT IN CONTRACT



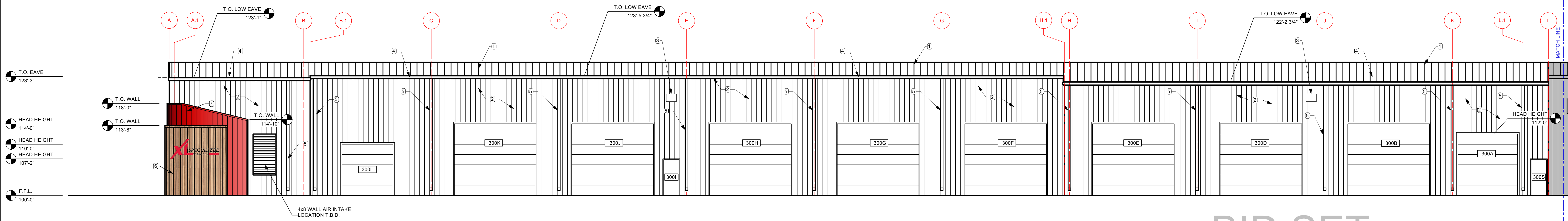
3 WEST ELEVATION
Scale: 1/8" = 1'-0"



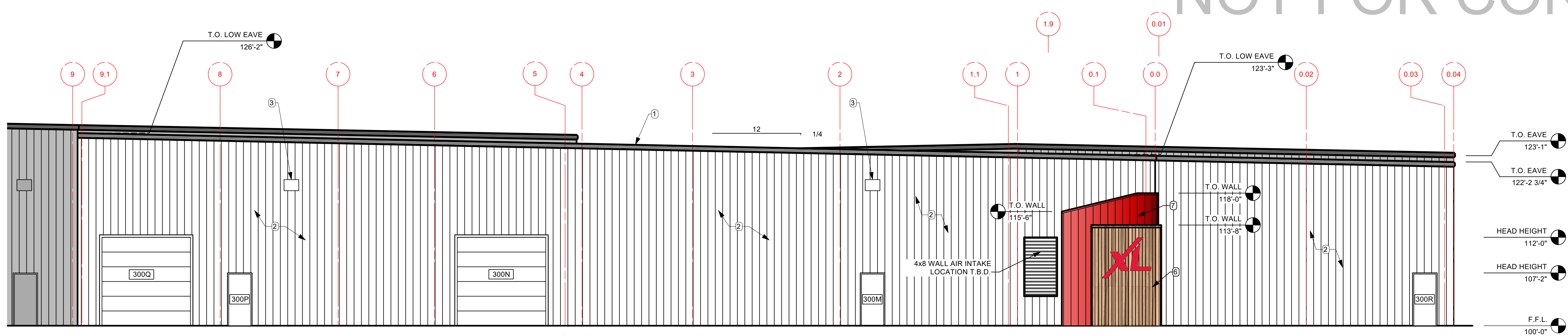
2 NORTH ELEVATION
Scale: 1/8" = 1'-0"



3 WEST ELEVATION
Scale: 1/8" = 1'-0"



2 NORTH ELEVATION
Scale: 1/8" = 1'-0"



1 EAST ELEVATION
Scale: 1/8" = 1'-0"

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JANESVILLE, IA 50647
319-987-2911



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TRAILERS

1086 S 3rd. ST
MANCHESTER, IOWA
52057

DRAWING ISSUE INFORMATION

ISSUE:
BIO SET
DATE:
3/8/26

MARK DATE DESCRIPTION

JOB NO: D617-24
DRAWN BY: NKL
CHECKED BY: DLH
PROJECT ARCHITECT: RJS
PRINCIPAL IN CHARGE: RJS

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SHEET TITLE

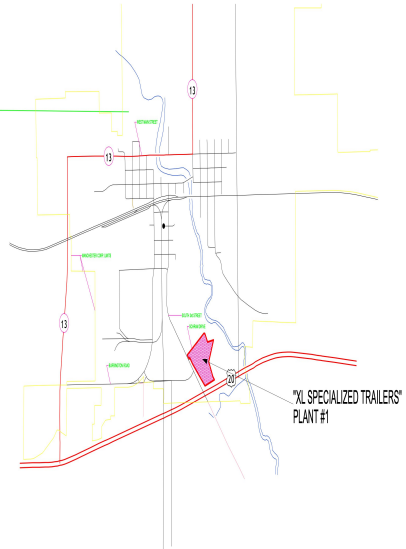
BUILDING
ELEVATIONS

SHEET NO.

A5.0

- ST — STORM SEWER MAN
- S — SANITARY SEWER MAN
- W — WATER MAN
- G — GAS MAN
- E — ELECTRIC (UNDERGROUND)
- — — — — OVERHEAD UTILITIES
- FREE HYDRANT
- ⊗ WATER VALVE
- ⊗ GAS VALVE
- MANHOLE COVER
- INTAKE COVER
- BOLLARD
- ⊕ DOWNSPOUT
- ⊕ LIGHT POLE
- ⊕ FLAG POLE
- ⊕ UTILITY POLE
- — — — — UTILITY POLE W/ WIRE
- ▨ A.C.C. PAVEMENT
- ▨ P.C.C. PAVEMENT
- ▨ ROCK/GRAVEL
- — — — — EXISTING CONTOUR
- — — — — EXTERIOR BUILDING FOOTPRINT

0 KEY PLAN
SCALE: 1" = 100'-0"



1 SITE PLAN
SCALE: 1" = 50'-0"

Proposed Increase of 7% for Water Service

Monthly Base Rate will increase from \$7.77 to \$8.31

Consumption Rate will go from \$4.12/1,000 gallons to \$4.43/1,000 gallons

	NO USAGE/MONTH		3,000 GALLONS/MONTH		6,000 GALLONS PER MONTH		10,000 GALLONS PER MONTH	
	CURRENT	PROPOSAL	CURRENT	PROPOSAL	CURRENT	PROPOSAL	CURRENT	PROPOSAL
FY 2025-26	\$7.77	\$8.31	\$20.13	\$21.60	\$32.49	\$34.88	\$48.97	\$52.60
Difference		\$0.54		\$1.47		\$2.39		\$3.63

Proposed Increase of 7% for Sewer Service

Monthly Base Rate will increase from \$13.46 to \$14.40

Consumption Rate will go from \$7.46/1,000 gallons to \$8.02/1,000 gallons

	NO USAGE/MONTH		3,000 GALLONS/MONTH		6,000 GALLONS PER MONTH		10,000 GALLONS PER MONTH	
	CURRENT	PROPOSAL	CURRENT	PROPOSAL	CURRENT	PROPOSAL	CURRENT	PROPOSAL
FY 2025-26	\$13.46	\$14.40	\$35.84	\$38.46	\$58.22	\$62.52	\$88.06	\$94.60
Difference		\$0.94		\$2.62		\$4.30		\$6.54

Combined Impact of Proposed Water/Sewer Rate Increase

Combined Impact on Utility Bill

	NO USAGE/MONTH		3,000 GALLONS/MONTH		6,000 GALLONS PER MONTH		10,000 GALLONS PER MONTH	
	CURRENT	PROPOSAL	CURRENT	PROPOSAL	CURRENT	PROPOSAL	CURRENT	PROPOSAL
FY 2025-26	\$21.23	\$22.71	\$55.97	\$60.06	\$90.71	\$97.40	\$137.03	\$147.20
Difference		\$1.48		\$4.09		\$6.69		\$10.17

ORDINANCE NO. 008-2026
AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER, IOWA, BY
AMENDING PROVISIONS PERTAINING TO UTILITY RATES

BE IT ENACTED by the City Council of the City of Manchester, Iowa:

SECTION 1. SECTION MODIFIED. Chapter 92, Section 2, RATES FOR SERVICE, of the Code of Ordinances of the City of Manchester, Iowa, is repealed and the following in lieu thereof:

92.02 RATES FOR SERVICE.

Water service shall be furnished at the following monthly rates within the City:

1. Each customer shall pay a monthly access charge, based upon the size of the customer's meter, as follows:

Meter Size	Basic Service Charge	Meter Size	Basic Service Charge
3/4 – inch meter	\$8.31	3 – inch meter	\$60.11
1 – inch meter	\$26.61	4 – inch meter	\$66.53
1 ½ - inch meter	\$44.33	6 – inch meter	\$88.71
2 – inch meter	\$53.22	8 – inch meter	\$127.72

Where a customer required the installation of a water meter larger than a standard three-quarter-inch water meter, the customer shall buy the special meter as approved by the Superintendent. However, the meter shall then become the property of the City and shall be maintained by the City.

2. Water Rates. Each customer shall pay a rate of \$4.43 per thousand gallons of water consumption.

SECTION 2. SECTION MODIFIED. Chapter 92, Section 6, SPRINKLER SYSTEMS; PRIVATE HYDRANTS AND WATER USED DURING NEW CONSTRUCTION, of the Code of Ordinances of the City of Manchester, Iowa, is repealed and the following adopted in lieu thereof:

92.06 SPRINKLER SYSTEMS AND PRIVATE HYDRANTS.

1. There shall be a charge for fire protection sprinkler systems connected directly to City water mains; which charge shall be \$0.07 per month for each wet head and \$0.04 per month for each dry head. Regardless of the number of heads, the charge per month shall not be less than \$3.00.
2. There shall be a charge of \$28.63 per hydrant per year for the flushing and maintaining by the City of private fire hydrants located on private property.

SECTION 3. SECTION MODIFIED. Chapter 92, Section 8, RATES FOR USERS OF WATER NOT RETURNING TO SANITARY SEWER SYSTEM, of the Code of Ordinances of the City of Manchester, Iowa, is repealed and the following adopted in lieu thereof:

92.08 RATES FOR USERS OF WATER NOT RETURNING TO SANITARY SEWER SYSTEM.

All water that flows through a special meter, where the water does not pass through or cycle into the City's sanitary system shall be billed on a monthly basis. The rate schedules for water consumption shall be as follows:

Monthly Basic Service Charge of \$1.05 plus \$4.84 per thousand gallons of water consumption.

SECTION 4. SECTION MODIFIED. Chapter 99, Section 4, RATES WITHIN THE CITY, of the Code of Ordinances of the City of Manchester, Iowa, is repealed and the following adopted in lieu thereof:

99.04 RATES WITHIN THE CITY.

Each user shall pay a monthly service charge to the City, based upon water consumption, in accordance with the following schedule:

Basic Service Charge of \$14.40 plus \$8.02 per thousand gallons of water consumption.

SECTION 5. SECTION MODIFIED. Chapter 99, Section 7, MINIMUM CHARGE, of the Code of Ordinances of the City of Manchester, Iowa, is repealed and the following adopted in lieu thereof:

99.07 MINIMUM CHARGE.

1. The minimum sewerage service charges shall be \$14.40 per month for each water meter installed on a lot, parcel or real estate, building or premises situated within the City, if all or part of the water measured by the meter discharges into the sanitary sewer system of the City.
2. Multiple dwelling units, including mobile home courts and businesses, may be serviced from a single meter. The minimum charge for such service shall be \$14.40 per month multiplied by the number of dwelling units or other units serviced from the meter. Rates for sewage are based on water consumption, and all in excess of the minimum shall be billed in accordance with Section 99.04 of this chapter.
3. It shall be the responsibility of the property owner to notify the Clerk of any vacancies in multiple dwelling and/or business units and until such notification is received, the City will charge according to the total number of dwelling or other units serviced by one meter.
4. A dwelling unit is defined as a self-contained living facility (i.e. including kitchen and bath), such as an apartment or a mobile home space, including those dwelling units being served by one meter which also serves one or several businesses.
5. A business unit is defined as any room or multiple of rooms engaged in a single commercial or mercantile activity as a means of a livelihood and has sewer accessible within the confines of the area operated by the business. In the event the owner of a building rents out office spaces in the building, each office space that has sewer accessible in that office space shall be considered as one business unit and in the case where there are common restrooms to serve the entire building, the owner or a designated manager shall be billed for one unit. (For example, if there are four businesses and one common restroom, there shall be billed to the owner a bill based on one unit; if there are four businesses and two of the businesses have sewer accessible within the businesses and the other two do not and there are common restrooms, the owner shall be billed for three units).
6. The minimum sewer service charge for any person discharging wastewater or other liquid into the sanitary sewer system of the City when said person has no water meter installed upon his or her premises, shall be \$16.55 for each one-month period or fraction thereof.

SECTION 6. SECTION MODIFIED. Chapter 99, Section 8 SPECIAL RATES, Paragraph 3 of the Code of Ordinances of the City of Manchester, Iowa, is repealed and the following adopted in lieu thereof:

99.08 (3.) Exide Battery Corporation shall be charged a monthly industrial waste rate of \$0.59 per thousand gallons of water consumption.

SECTION 7. SECTION MODIFIED. Chapter 106 Section 8, COLLECTION FEES, Paragraph 1. Collection Fees, of the Code of Ordinances of the City of Manchester, Iowa, is repealed and the following paragraph adopted in lieu thereof:

106.08 (1.) Collection Fees. The fee for solid waste and recyclable collection shall be \$14.75 per month for each dwelling unit. This fee shall cover a 65 gallon container of solid waste per week and a 65 gallon container of recyclables bi-weekly. Any solid waste or recyclables exceeding this limitation will be billed separately by the hauler.

SECTION 8. 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 the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 9. WHEN EFFECTIVE. This ordinance shall be in effect with the July 31st utility billing cycle, after its final passage, approval and publication as provided by law.

Passed by the Council the ____ day of _____ 2026, and approved this ____ day of _____ 2026.

Connie Behnken, Mayor

ATTEST:

Erin Learn, City Clerk

1st Consideration & Adoption: _____ day of _____ 2026

2nd Consideration & Adoption: _____ day of _____ 2026

3rd Consideration & Final Adoption: _____ day of _____ 2026

I, Erin Learn, City Clerk of the City of Manchester, Iowa, do hereby certify that Ordinance 003-2025 was duly published on July 23, 2025 in The Manchester Press, as provided by law, a copy of said being hereby attached and by this reference incorporated herein.

Erin Learn, City Clerk