



Agenda for the Regular Meeting of the City Council of the City of Manchester
Monday, September 14, 2026 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

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 August 24, 2026 Regular City Council meeting; the minutes of the August 31, 2026 City Council Work Session; the minutes of the September 8, 2026 Special City Council meeting & Committee of the Whole
- 3.2. R-108-2026 Resolution Approving Payment of Bills
- 3.3. Acknowledge receipt of the following City Reports & Minutes: minutes of the August 13, 2026 Library Board meeting; August 2026 Library Statistical Report; August 2026 Wastewater IDNR Reports
- 3.4. R-109-2026 Resolution Amending Salary Resolution
- 3.5. R-110-2026 Resolution Approving Officer Reimbursement Agreement
- 3.6. Approve the purchase of a Gravely Pro-Turn 560 Mower (\$15,412.80) and dump from seat bagger (\$3,459.12) from Zangerle Repair for a total cost of \$18,871.92
- 3.7. Approve payment of the following Downtown Incentive Grants: Parking Lot Grant in the amount of \$987.50 to Mark Roeder for the property at 119 East Main Street; Interior Grant in the amount of \$7,500.00 to RAMM Properties LLC for the property at 116 South Franklin Street
- 3.8. Approve payment of claims totaling \$20,979.41 to Kirkham Michael for engineering services
- 3.9. Approve payment of claims totaling \$8,510.50 to Burrington Group for engineering services
- 3.10. Approve Pay Estimate #6 in the amount of \$208,915.30 to Eastern Iowa Excavating & Concrete LLC for the Anderson Street Improvement Project
- 3.11. Approve Iowa Department of Transportation Application to Perform Work within

State Highway Right-of-Way for Snow Pioneers Snowmobile Club

- 3.12. Approve payment of Reimbursement Request #2 from S&R Construction in the amount of \$203,700.16 for work completed on the Oakview Estates Subdivision Phase 2 Project
- 3.13. Approve the parade route for the West Delaware Homecoming Parade on September 25, 2026
- 3.14. Approve the request of Devin Brooks to bow hunt deer on properties owned by Steve Palmer at 621 Line Street and Merle Havertape at 832 Tanglewood Drive, both located within City Limits

4. Regular Agenda Items

- 4.1. Presentation on the Foundation for the Future of Delaware County - Amanda Diers, Executive Director
- 4.2. Consider approval of the request of the Manchester Vitality Endowment Fund Committee to place fall decorations at the four intersections with stoplights in town
- 4.3. Consider approval of proposal from Fehr Graham for Civil Engineering Services for the West Main Street Pedestrian Signal Project at an estimated cost of \$3,800
- 4.4. Consider approval of the purchase of a solar crosswalk system from Midwest Patch/Hi-Viz Safety for the West Main Street Pedestrian Crossing Project at a cost of \$9,500.00
- 4.5. Consider waiving the second consideration and proceeding to the third consideration and final adoption of Ordinance 009-2026 Amending the Official Zoning Map of the City of Manchester, Iowa (1001 East Main Street)
- 4.6. Consider waiving the second consideration and proceeding to the third consideration and final adoption of Ordinance 010-2026 Amending the Official Zoning Map of the City of Manchester, Iowa (1110 East Main Street)
- 4.7. Consider approval of the first consideration and adoption of Ordinance 011-2026 Amending Chapter 76 Bicycle and Micromobility Device Regulations; Repealing Chapter 78 Scooters, Skateboards, Roller Skates and In-Line Skates; and Repealing Chapter 79 Electric Personal Assistive and Micromobility Devices of the Code of Ordinances of the City of Manchester, Iowa
- 4.8. Consider approval of the first consideration and adoption of Ordinance 012-2026 Amending the Code of Ordinances of the City of Manchester, Iowa by Amending Provisions Pertaining to Liquor Licenses and Wine and Beer Permits
- 4.9. Consider approval of the first consideration and adoption of Ordinance 013-2026 Amending the Code of Ordinances of the City of Manchester, Iowa by Amending Provisions Pertaining to Cigarette and Tobacco Permits
- 4.10. Consider approval of the first consideration and adoption of Ordinance 014-2026 Amending the Code of Ordinances of the City of Manchester, Iowa by Amending Provisions Pertaining to Conflict of Interest
- 4.11. Consider approval of the first consideration and adoption of Ordinance 015-2026 Amending the Code of Ordinances of the City of Manchester, Iowa by Amending Provisions Pertaining to Public Hearing Requirements
- 4.12. Consider approval of the first consideration and adoption of Ordinance 016-2026

Amending the Code of Ordinances of the City of Manchester, Iowa by Adding a New
Section Prohibiting False Representation of Service Animal

4.13. Consider approval of Resolution R-111-2026 Approving Fifth Amendment to Water
Tower and Ground Space Lease with T-Mobile Central LLC

5. Reports

5.1. Engineering Firms

5.2. City Attorney

5.3. City Manager

5.4. City Clerk

5.5. Police Chief

5.6. City Council Members

5.7. Mayor

6. Adjourn

Minutes of the Regular Meeting of the City Council of the City of Manchester, Iowa
Monday, August 24, 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: Diane Hammell, Bill Scherbring, Joe Dittrick, Mary Ann Poynor. Absent: None.

APPROVAL OF THE AGENDA

City Clerk Learn requested that Resolution 107-2026 be corrected to reference Change Order #2 instead of Change Order #1. Motion by Hammell, seconded by Poynor to approve the agenda as amended. On call of roll: Ayes: Hammell, Poynor, Dittrick, Scherbring. Nays: None. Motion carried.

PUBLIC INPUT

None.

CONSENT AGENDA

3.1 Approval of the minutes of the August 10, 2026 Regular City Council meeting

3.2 R-100-2026 Resolution Approving Payment of Bills

3.3 Acknowledge receipt of the following City Reports & Minutes: minutes of the July 9, 2026 Library Board meeting; July 2026 Library Monthly Statistical Report; minutes of the August 17, 2026 Parks & Recreation Commission meeting; July 2026 Wastewater IDNR Reports

3.4 R-101-2026 Resolution Amending Salary Resolution

3.5 Approve payment of claims totaling \$21,802.00 to Fehr Graham for engineering services

3.6 Approve payment of claims totaling \$8,725.00 to Kirkham Michael for engineering services

3.7 Approve sale of used John Deere Curtis Cab & 47-inch Snowblower with Quick Hitch to Nick Geuther for \$2,505.00

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

Bills approved for payment:

VENDOR	DESCRIPTION	AMOUNT
ALLIANT ENERGY	ELECTRICITY	32,760.23
AMAZON BUSINESS	SUPPLIES	2,892.23
AMERICAN LEGION POST 45	FLAGS	793.00
ANDERSON WELDING	PARTS/SUPPLIES	658.68
APPARATUS TESTING SERVICE	FIRE PUMP CERTIFICATION	1,185.63
ARNOLD MOTOR SUPPLY	VEHICLE MAINT SUPPLIES	2.46
AT&T	PHONE/INTERNET	50.15
BRANDON TAYLOR	RAGBRAI CONTRACT LAW SERVICES	550.00
BURRINGTON GROUP	ENGINEERING FEES	13,825.17
CITY LAUNDERING	BUILDING MAINT	69.78
COAST TO COAST CALIBRATION	TESTING	252.00
COMELEC SERVICES	PHONE/INTERNET	153.00
CONNECTIONS EAP	EMPLOYEE ASSISTANCE PROGRAM	164.67

CONTRACTOR SOLUTIONS	SEWER JET VAC REPAIRS	32,184.79
CORE & MAIN	METERS	22,500.00
DAKOTA SUPPLY GROUP	WATER SUPPLIES	13,356.00
DELAWARE COUNTY AUDITOR	DISPATCH, GIS FEES	60,574.96
DEL-CLAY FARM EQUIPMENT	VEHICLE PARTS	304.76
DELHI LUMBER	BUILDING MAINT	239.50
DEMCO	LIBRARY MATERIALS	2,837.03
DERRICK CHAMBERS	RAGBRAI CONTRACT LAW SERVICES	550.00
DJ REPAIR	FIRE TRUCK REPAIR	163.60
DOG WASTE DEPOT	DOG WASTE BAGS	579.54
DON & WALT	BUILDING MAINT	367.15
EASTERN IA EXCAVATING & CONCRETE	PAY ESTIMATE #5 ANDERSON STREET	131,297.14
ECIA	GRANT MATCHES	4,617.43
FAREWAY STORES	SUPPLIES, CONCESSIONS	2,231.02
FEHR GRAHAM & ASSOCIATES	ENGINEERING FEES	29,800.00
GEORGEN AUTO	POLICE VEHICLE MAINT	5,062.88
GOOD NEIGHBOR SOCIETY	REGISTRATION: WELLNESS FAIR	125.00
HAUSERS WATER SYSTEMS	CHEMICALS, SALT	12,144.00
IMPRINTS LABEL & DECAL	HERO HUSTLE SUPPLIES	320.00
JASMINE WHITE	AIRPORT CLEANING	40.00
JJ DAVIS LAWN SERVICES	FIRE STATION MOWING	309.99
JOHN DEERE FINANCIAL	SUPPLIES	1,411.30
KARI HOYHEIM	RAGBRAI CONTRACT LAW SERVICES	550.00
KIRKHAM MICHAEL	ENGINEERING FEES	14,176.24
KLUESNER SANITATION	JUNK REMOVAL	38.69
KMCH	RADIO ANNOUNCEMENTS	918.00
KWIK TRIP	VEHICLE FUEL	44.04
MICROBAC LABORATORIES	LAB TESTS	695.50
MIDWEST CONCRETE	PAY ESTIMATE #2 GRAND AVE TRAIL	113,130.31
MIDWEST PATCH HI-VIZ SAFETY	STREET SIGNS	360.00
NAPA AUTO PARTS	VEHICLE MAINT SUPPLIES	11.62
ONE STEP PRINT SOLUTIONS	PRINTING	405.00
PALMER HARDWARE	SUPPLIES	1,053.18
PITNEY BOWES	POSTAGE	1,319.25
PIZZA RANCH	CONCESSIONS	180.00
PLAN IT SOFTWARE	CIP SOFTWARE	7,705.00
PMMIC INSURANCE	AIRPORT FUEL TANK INSURANCE	2,283.00
RADIO COMMUNICATIONS	FIRE RADIO MAINTENANCE	35.00
REGIONAL MEDICAL CENTER	FIRE PHYSICAL	68.00
ROOF, GERDES, ERLBACHER, PLC	ANNUAL AUDIT	11,092.50
RUNDE AUTO GROUP	PARK VEHICLE REPAIR	88.86
SCHMITZ JANITORIAL SUPPLY	OPERATING SUPPLIES	75.30
STATE CHEMICAL SOLUTIONS	LIFT STATION MAINT	346.80
STENDER LAWN CARE	LIBRARY MOWING	240.00
THREE RIVERS FS	VEHICLE FUEL	7,877.83
TMOBILE	PHONE/INTERNET	795.18
TRIVIAL DUDES	LIBRARY PROGRAMMING	100.00
TYLER TECHNOLOGIES	CREDIT CARD MACHINES	2,127.00

USA BLUE BOOK	LAB SUPPLIES	781.41
WALMART	SUPPLIES	419.17
WEIKERT CONTRACTING	STREET PAINTING SUPPLIES	1,240.00
WINDSTREAM	PHONE/INTERNET	579.31
WOODWARD COMMUNICATIONS	PUBLICATION EXPENSE	856.27
XL SPECIALIZED TRAILERS	BAUM PARK ARCHES	3,811.26
	TOTAL	547,776.81
	FUND TOTALS	
	GENERAL	124,352.52
	HOTEL/MOTEL TAX	2,031.93
	ROAD USE TAX	8,104.79
	EMPLOYEE BENEFITS	164.67
	PARK IMPROVEMENT	3,811.26
	ACQUISITION/DEMOLITION	2,000.00
	PARK GIFT & TRUST	324.99
	LIBRARY GIFT & TRUST	32.57
	BIKEWAY/WALKWAY PROJECT	126,955.48
	SUBDIVISION PROJECTS	5,652.00
	STREET PROJECTS	165,270.31
	WATER	30,847.64
	WATER CAPITAL IMPROVEMENTS	16,751.50
	SEWER	61,477.15
	TOTAL	547,776.81

PUBLIC HEARING ON PROPOSED PERMANENT NON-ASSIGNABLE EASEMENT WITH RAMM PROPERTIES, LLC

Mayor Behnken opened the Public Hearing at 5:02pm. City Manager Waters reviewed the terms of the proposed easement with the City Council. There being no written comments on file and no comments to be heard, Mayor Behnken closed the Public Hearing at 5:04pm.

Motion by Dittrick, seconded by Hammell to approve Resolution 102-2026 Approving Permanent Non-Assignable Easement with RAMM Properties, LLC related to property located at 116 South Franklin Street. On call of roll: Ayes: Dittrick, Hammell, Scherbring, Poynor. Nays: None. Motion carried.

PUBLIC HEARING ON PROPOSED DEVELOPMENT AGREEMENT WITH WESLEY D. SCHULTE

Mayor Behnken opened the Public Hearing at 5:04pm. City Manager Waters reviewed the proposed development agreement with the City Council, noting it would provide an 85% tax rebate over 12 years for the multifamily construction project at the former Lincoln School site. There being no written comments on file and no comments to be heard, Mayor Behnken closed the Public Hearing at 5:06pm.

Motion by Hammell, seconded by Scherbring to approve Resolution 103-2026 Approving Development Agreement with Wesley D. Schulte, Authorizing Annual Appropriation Tax Increment Payments and Pledging Certain Tax Increment Revenues to the Payment of the Agreement. On call of roll: Ayes: Hammell, Scherbring, Dittrick, Poynor. Nays: None. Motion carried.

PUBLIC HEARING ON PROPOSED DEVELOPMENT AGREEMENT WITH WESTGATE CENTER, LLC

Mayor Behnken opened the Public Hearing at 5:06pm. City Manager Waters reviewed the proposed development agreement with the City Council, noting it would provide an 85% tax rebate over 10 years for the multifamily construction project at the former Days Inn site. There being no written comments on file and no comments to be heard, Mayor Behnken closed the Public Hearing at 5:07pm.

Motion by Poynor, seconded by Hammell to approve Resolution 104-2026 Approving Development Agreement with Westgate Center, LLC, 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.

PUBLIC HEARING ON REZONING REQUEST FOR 1001 EAST MAIN STREET

Mayor Behnken opened the Public Hearing at 5:07pm. The City Council reviewed the proposed rezoning of the former UBC property. City Manager Waters informed the City Council that the Planning & Zoning Commission had reviewed the request and recommended approval. There being no written comments on file and no comments to be heard, Mayor Behnken closed the Public Hearing at 5:09pm.

Motion by Scherbring, seconded by Dittrick to approve the first consideration and adoption of Ordinance 009-2026 Amending the Official Zoning Map of the City of Manchester, Iowa (1001 East Main Street). On call of roll: Ayes: Scherbring, Dittrick, Poynor, Hammell. Nays: None. Motion carried.

PUBLIC HEARING ON REZONING REQUEST FOR 1110 EAST MAIN STREET

Mayor Behnken opened the Public Hearing at 5:10pm. The City Council reviewed the proposed rezoning of the bowling alley property. City Manager Waters informed the City Council that the Planning & Zoning Commission had reviewed the request and recommended approval. There being no written comments on file and no comments to be heard, Mayor Behnken closed the Public Hearing at 5:11pm.

Motion by Poynor, seconded by Hammell to approve the first consideration and adoption of Ordinance 010-2026 Amending the Official Zoning Map of the City of Manchester, Iowa (1110 East Main Street). On call of roll: Ayes: Poynor, Hammell, Scherbring, Dittrick. Nays: None. Motion carried.

RESOLUTION 105-2026 APPROVING FINAL PLAT OF THE KAMMILLER SUBDIVISION

Motion by Scherbring, seconded by Poynor to approve Resolution 105-2026 Approving Final Plat of the Kammiller Subdivision. On call of roll: Ayes: Scherbring, Poynor, Hammell, Dittrick. Nays: None. Motion carried.

EAST HONEY CREEK DRIVE SURFACING

Motion by Hammell, seconded by Dittrick to approve the bid from River City Paving in the amount of \$45,430.00 to surface East Honey Creek Drive. On call of roll: Ayes: Hammell, Dittrick, Scherbring, Poynor. Nays: None. Motion carried.

ECONOMIC DEVELOPMENT GRANT AGREEMENT WITH GATHERING PLACE EVENT CENTER LLC

Motion by Poynor, seconded by Scherbring to approve Resolution 106-2026 Authorizing Economic Development Grant Agreement with Gathering Place Event Center LLC and Authorizing Internal Advance for Funding of Economic Development Grant Thereunder. On call of roll: Ayes: Poynor, Scherbring, Dittrick, Hammell. Nays: None. Motion carried.

AIRPORT RUNWAY REHABILITATION PROJECT CHANGE ORDER #2

City Manager Waters reviewed Change Order #2 with the City Council, noting that the additional expense would be eligible for the FAA funding, with the City responsible for 5% (approximately \$856) of the cost. Motion by Dittrick, seconded by Hammell to approve Resolution 107-2026 Approving Change #2 for the Airport Runway Rehabilitation Project. On call of roll: Ayes: Dittrick, Hammell, Scherbring, Poynor. Nays: None. Motion carried.

REPORTS

Engineering, City Staff and City Council reports were given.

Motion by Dittrick, seconded by Poynor that the meeting adjourn at 5:35pm. Motion carried, all ayes.

Connie Behnken, Mayor

ATTEST:

Erin Learn, City Clerk

Minutes of the Work Session of the City Council of the City of Manchester

Monday, August 31, 2026

Video recordings of City Council meetings are available at:

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

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

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

CITY COUNCIL AT LARGE VACANCY APPLICANT REVIEW

The City Council reviewed the applications received for the At-Large City Council vacancy and discussed the applicant evaluation and appointment process. Following discussion, Council provided direction to staff regarding a preferred applicant to proceed with the appointment process. No formal action was taken.

Motion by Hammell, seconded by Scherbring that the work session adjourn at 5:14pm. Motion carried, all ayes.

Connie Behnken, Mayor

ATTEST:

Erin Learn, City Clerk

Minutes of the Special Meeting & Committee of the Whole of the City Council of the City of Manchester
Tuesday, September 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.

ROLL CALL

Roll call of members present: Joe Dittrick, Mary Ann Poynor, Diane Hammell, Bill Scherbring. Absent: None. Also present: Doug Foley, Sam Ertl, Jason Haight, Tim Heims, Jason Wenger, Mike Putz, Alison Hegland, Joe Hegland, Jean Fisher, Ben Davis, Perry Peterson, Randy Rattenborg.

SPECIAL MEETING AGENDA ITEM

Motion by Poynor, seconded by Hammell to appoint Joe Hegland to fill the At-Large City Council vacancy for a term to expire December 31, 2027. On call of roll: Ayes: Poynor, Hammell, Scherbring, Dittrick. Nays: None. Motion carried.

Mayor Behnken administered the oath of office to newly appointed At Large City Council Member Joe Hegland. Hegland then joined the meeting.

Mayor Behnken thanked everyone who submitted applications for the City Council vacancy.

COMMITTEE OF THE WHOLE AGENDA ITEMS

The City Council discussed the following items with City Staff and those present: draft ordinance regulating e-bikes and e-scooters; traffic control devices; XL Specialized Trailers expansion project; update on urban renewal/tax increment financing; park mower replacement; update on possible new Delaware County Sheriff's Office CAD/Records Software; potential policy and fee for non-resident use of the City's compost site; and Iowa Codification city code updates. Engineering, City Staff and City Council reports were given.

Motion by Hegland, seconded by Hammell that the meeting adjourn at 6:30pm. Motion carried, all ayes.

Connie Behnken, Mayor

ATTEST:

Erin Learn, City Clerk

R-108-2026
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 14th day of September, 2026.

Connie Behnken, Mayor

Erin Learn, City Clerk



Manchester, IA

Expense Approval Report

By Vendor Name

Payment Dates 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
Vendor: 00002 - 5K SPORTS & MORE Fund: 168 - PARK GIFT & TRUST Department: 430 - PARKS & RECREATION 5K SPORTS & MORE	HERO SHIRTS	HERO HUSTLE EXPENSES	2,534.75
		Department 430 - PARKS & RECREATION Total:	2,534.75
		Fund 168 - PARK GIFT & TRUST Total:	2,534.75
		Vendor 00002 - 5K SPORTS & MORE Total:	2,534.75
Vendor: 00008 - ACCENT LASER INC Fund: 001 - GENERAL Department: 110 - POLICE ACCENT LASER INC	PD PRINTER INK	OFFICE SUPPLIES	234.90
		Department 110 - POLICE Total:	234.90
		Fund 001 - GENERAL Total:	234.90
Fund: 171 - LIBRARY GIFT & TRUST Department: 410 - LIBRARY ACCENT LASER INC	LIB PRINTER INK	ENRICH IOWA EXPENDITURES	1,079.90
		Department 410 - LIBRARY Total:	1,079.90
		Fund 171 - LIBRARY GIFT & TRUST Total:	1,079.90
		Vendor 00008 - ACCENT LASER INC Total:	1,314.80
Vendor: 00009 - ACCESS SYSTEMS LEASING INC Fund: 001 - GENERAL Department: 110 - POLICE ACCESS SYSTEMS LEASING INC	RICOH C6010 COPIER	IT/COMPUTER SERVICES	24.47
		Department 110 - POLICE Total:	24.47
Department: 290 - SOLID WASTE ACCESS SYSTEMS LEASING INC	RICOH C6010 COPIER	IT/COMPUTER SERVICES	42.83
		Department 290 - SOLID WASTE Total:	42.83
Department: 410 - LIBRARY ACCESS SYSTEMS LEASING INC	LIB NETWORK SUPPORT	PRINTING/PUBLICATION	1,075.88
		Department 410 - LIBRARY Total:	1,075.88
Department: 430 - PARKS & RECREATION ACCESS SYSTEMS LEASING INC	RICOH C6010 COPIER	IT/COMPUTER SERVICES	24.47
		Department 430 - PARKS & RECREATION Total:	24.47
Department: 530 - BUILDING/HOUSING ACCESS SYSTEMS LEASING INC	RICOH C6010 COPIER	IT/COMPUTER SERVICES	24.47
		Department 530 - BUILDING/HOUSING Total:	24.47
Department: 620 - CITY ADMINISTRATION ACCESS SYSTEMS LEASING INC	RICOH C6010 COPIER	IT/COMPUTER SERVICES	244.76
		Department 620 - CITY ADMINISTRATION Total:	244.76
		Fund 001 - GENERAL Total:	1,436.88
Fund: 110 - ROAD USE TAX Department: 210 - STREETS ACCESS SYSTEMS LEASING INC	RICOH C6010 COPIER	IT/COMPUTER SERVICES	42.83
		Department 210 - STREETS Total:	42.83
		Fund 110 - ROAD USE TAX Total:	42.83

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
Fund: 600 - WATER			
Department: 810 - WATER			
ACCESS SYSTEMS LEASING INC	RICOH C6010 COPIER	IT/COMPUTER SERVICES	42.83
		Department 810 - WATER Total:	42.83
		Fund 600 - WATER Total:	42.83
Fund: 610 - SEWER			
Department: 815 - SEWER			
ACCESS SYSTEMS LEASING INC	RICOH C6010 COPIER	IT/COMPUTER SERVICES	42.83
		Department 815 - SEWER Total:	42.83
		Fund 610 - SEWER Total:	42.83
Vendor 00009 - ACCESS SYSTEMS LEASING INC Total:			1,565.37
Vendor: 01986 - ADP			
Fund: 001 - GENERAL			
ADP	PAYROLL CHECKS	Claim On Cash-General	65,855.04
ADP	2026 PAYROLL TAXES	FEDERAL WITHHOLDING PAY...	4,529.26
ADP	2026 PAYROLL TAXES	FICA/MEDICARE PAYABLE	6,648.36
ADP	2026 PAYROLL TAXES	STATE WITHHOLDING PAYABLE	2,023.00
			79,055.66
Department: 110 - POLICE			
ADP	2026 PAYROLL TAXES	FICA	362.82
ADP	2026 PAYROLL TAXES	FICA	2,432.84
		Department 110 - POLICE Total:	2,795.66
Department: 410 - LIBRARY			
ADP	2026 PAYROLL TAXES	FICA	938.86
		Department 410 - LIBRARY Total:	938.86
Department: 430 - PARKS & RECREATION			
ADP	2026 PAYROLL TAXES	FICA	595.08
		Department 430 - PARKS & RECREATION Total:	595.08
Department: 435 - AQUATIC CENTER			
ADP	2026 PAYROLL TAXES	FICA	942.39
		Department 435 - AQUATIC CENTER Total:	942.39
Department: 530 - BUILDING/HOUSING			
ADP	2026 PAYROLL TAXES	FICA	221.12
		Department 530 - BUILDING/HOUSING Total:	221.12
Department: 610 - ELECTED OFFICIALS			
ADP	2026 PAYROLL TAXES	FICA	5.74
		Department 610 - ELECTED OFFICIALS Total:	5.74
Department: 620 - CITY ADMINISTRATION			
ADP	2026 PAYROLL TAXES	FICA	1,149.56
		Department 620 - CITY ADMINISTRATION Total:	1,149.56
		Fund 001 - GENERAL Total:	85,704.07
Fund: 110 - ROAD USE TAX			
ADP	PAYROLL CHECKS	Claim On Cash-ROAD USE TAX	9,592.66
ADP	2026 PAYROLL TAXES	FEDERAL WITHHOLDING PAY...	1,185.18
ADP	2026 PAYROLL TAXES	FICA/MEDICARE PAYABLE	1,016.84
ADP	2026 PAYROLL TAXES	STATE WITHHOLDING PAYABLE	378.09
			12,172.77
Department: 210 - STREETS			
ADP	2026 PAYROLL TAXES	FICA	1,016.86
		Department 210 - STREETS Total:	1,016.86
		Fund 110 - ROAD USE TAX Total:	13,189.63
Fund: 600 - WATER			
ADP	PAYROLL CHECKS	Claim On Cash-WATER	5,164.01
ADP	ADP COLLECTION SERVICES	GARNISHMENT PAYABLE	111.69
ADP	2026 PAYROLL TAXES	FEDERAL WITHHOLDING PAY...	450.45

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
ADP	2026 PAYROLL TAXES	FICA/MEDICARE PAYABLE	535.10
ADP	2026 PAYROLL TAXES	STATE WITHHOLDING PAYABLE	210.86
			6,472.11
Department: 810 - WATER			
ADP	2026 PAYROLL TAXES	FICA	535.10
		Department 810 - WATER Total:	535.10
		Fund 600 - WATER Total:	7,007.21
Fund: 610 - SEWER			
ADP	PAYROLL CHECKS	Claim On Cash-SEWER	4,949.01
ADP	2026 PAYROLL TAXES	FEDERAL WITHHOLDING PAY...	749.69
ADP	2026 PAYROLL TAXES	FICA/MEDICARE PAYABLE	529.04
ADP	2026 PAYROLL TAXES	STATE WITHHOLDING PAYABLE	233.28
			6,461.02
Department: 815 - SEWER			
ADP	2026 PAYROLL TAXES	FICA	529.03
		Department 815 - SEWER Total:	529.03
		Fund 610 - SEWER Total:	6,990.05
		Vendor 01986 - ADP Total:	112,890.96
Vendor: 00026 - AFLAC			
Fund: 001 - GENERAL			
AFLAC	PAYROLL WITHHOLDINGS	INSURANCE PAYABLE	289.59
			289.59
		Fund 001 - GENERAL Total:	289.59
Fund: 110 - ROAD USE TAX			
AFLAC	PAYROLL WITHHOLDINGS	INSURANCE PAYABLE	179.38
			179.38
		Fund 110 - ROAD USE TAX Total:	179.38
Fund: 600 - WATER			
AFLAC	PAYROLL WITHHOLDINGS	INSURANCE PAYABLE	145.50
			145.50
		Fund 600 - WATER Total:	145.50
Fund: 610 - SEWER			
AFLAC	PAYROLL WITHHOLDINGS	INSURANCE PAYABLE	63.30
			63.30
		Fund 610 - SEWER Total:	63.30
		Vendor 00026 - AFLAC Total:	677.77
Vendor: 00037 - ALLIANT ENERGY			
Fund: 001 - GENERAL			
Department: 230 - STREET LIGHTING			
ALLIANT ENERGY	ELECTRICITY	STREET LIGHTING ELECTRICITY	7.82
ALLIANT ENERGY	ELECTRICITY	STREET LIGHTING ELECTRICITY	62.93
		Department 230 - STREET LIGHTING Total:	70.75
Department: 410 - LIBRARY			
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	1,875.35
		Department 410 - LIBRARY Total:	1,875.35
Department: 430 - PARKS & RECREATION			
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	351.73
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	399.15
		Department 430 - PARKS & RECREATION Total:	750.88
Department: 435 - AQUATIC CENTER			
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	4,077.28
		Department 435 - AQUATIC CENTER Total:	4,077.28

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
Department: 445 - SPORTS COMPLEX			
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	458.32
Department 445 - SPORTS COMPLEX Total:			458.32
Fund 001 - GENERAL Total:			7,232.58
Fund: 110 - ROAD USE TAX			
Department: 240 - TRAFFIC CONTROL/SAFETY			
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	101.01
Department 240 - TRAFFIC CONTROL/SAFETY Total:			101.01
Fund 110 - ROAD USE TAX Total:			101.01
Fund: 600 - WATER			
Department: 810 - WATER			
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	2,266.82
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	1,345.84
Department 810 - WATER Total:			3,612.66
Fund 600 - WATER Total:			3,612.66
Fund: 610 - SEWER			
Department: 815 - SEWER			
ALLIANT ENERGY	ELECTRICITY	ELECTRICITY	435.68
Department 815 - SEWER Total:			435.68
Fund 610 - SEWER Total:			435.68
Vendor 00037 - ALLIANT ENERGY Total:			11,381.93
Vendor: 01876 - AM FOAM WORKS LLC			
Fund: 309 - STREET IMPROVEMENT			
Department: 210 - STREETS			
AM FOAM WORKS LLC	CONCRETE LIFT	STREET MAINT SUPPLIES	3,592.82
Department 210 - STREETS Total:			3,592.82
Fund 309 - STREET IMPROVEMENT Total:			3,592.82
Vendor 01876 - AM FOAM WORKS LLC Total:			3,592.82
Vendor: 00046 - AMAZON BUSINESS			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
AMAZON BUSINESS	PD EXTENSION CORD	BUILDING IMPROVEMENTS	26.99
AMAZON BUSINESS	PD ETHERNET SUPPLIES	BUILDING IMPROVEMENTS	53.19
AMAZON BUSINESS	PD SUPPLIES	BUILDING IMPROVEMENTS	52.28
AMAZON BUSINESS	PD MEDICAL SUPPLIES	OPERATING SUPPLIES	146.78
AMAZON BUSINESS	PD SUPPLIES	OFFICE SUPPLIES	79.95
AMAZON BUSINESS	PD CALENDAR	OFFICE SUPPLIES	24.42
AMAZON BUSINESS	CONF ROOM CABLE	BUILDING IMPROVEMENTS	18.69
AMAZON BUSINESS	PD MED SUPPLIES	OPERATING SUPPLIES	53.99
AMAZON BUSINESS	RETURN OFFICE SUPPLIES	OFFICE SUPPLIES	-15.70
AMAZON BUSINESS	PD MED BAG REPL	EQUIP REPAIR/MAINT	157.11
AMAZON BUSINESS	PD SPLITTER	BUILDING IMPROVEMENTS	16.79
AMAZON BUSINESS	HOLSTER REPAIR	OFFICE EQUIP MAINT	75.18
AMAZON BUSINESS	PD RETURN	BUILDING IMPROVEMENTS	-26.59
Department 110 - POLICE Total:			663.08
Department: 150 - FIRE			
AMAZON BUSINESS	FD CONV WRISTBANDS	REFUNDS/MISC	31.99
AMAZON BUSINESS	FD WATER RESCUE THROW B...	MINOR EQUIPMENT	227.88
AMAZON BUSINESS	FD CONVENTION WRIST BAN...	REFUNDS/MISC	208.90
AMAZON BUSINESS	FD CONVENTION	REFUNDS/MISC	328.00
AMAZON BUSINESS	CONVENTION WRISTBANDS	REFUNDS/MISC	39.98
Department 150 - FIRE Total:			836.75
Department: 410 - LIBRARY			
AMAZON BUSINESS	LIB SUPPLIES	LIBRARY MATERIALS	17.95
AMAZON BUSINESS	LIB BOOK	LIBRARY MATERIALS	11.99
AMAZON BUSINESS	LIB SUPPLIES	LIBRARY MATERIALS	248.36

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
AMAZON BUSINESS	LIB SUPPLIES	OFFICE SUPPLIES	64.26
AMAZON BUSINESS	LIB PROG & REPLACEMENTS	PROGRAMS/EVENTS	190.06
AMAZON BUSINESS	LIB SUPPLIES	LIBRARY MATERIALS	316.37
AMAZON BUSINESS	LIB SUPPLIES	OFFICE SUPPLIES	45.96
AMAZON BUSINESS	LIB RETURN	LIBRARY MATERIALS	-16.97
AMAZON BUSINESS	LIB BOOKS	LIBRARY MATERIALS	18.38
AMAZON BUSINESS	LIB REFUND.PRICE CHANGE	LIBRARY MATERIALS	-8.64
AMAZON BUSINESS	LIB SUPPLIES	LIBRARY MATERIALS	160.01
AMAZON BUSINESS	LIB REFUND. PRICE CHANGE	LIBRARY MATERIALS	-5.54
AMAZON BUSINESS	LIB RETURN	LIBRARY MATERIALS	-11.99
AMAZON BUSINESS	LIB MATERIALS	LIBRARY MATERIALS	29.62
AMAZON BUSINESS	LIB SHREDDER & SUPPLIES	PROGRAMS/EVENTS	214.96
AMAZON BUSINESS	LIB SHREDDER & SUPPLIES	LIBRARY MATERIALS	172.65
AMAZON BUSINESS	LIB SHREDDER & SUPPLIES	FURNITURE/EQUIPMENT	300.01
AMAZON BUSINESS	LIB BOOKS	LIBRARY MATERIALS	246.59
Department 410 - LIBRARY Total:			1,994.03
Department: 430 - PARKS & RECREATION			
AMAZON BUSINESS	PARK SUPPLIES	BUILDING/GROUNDS	39.98
AMAZON BUSINESS	PARK SUPPLIES	OPERATING SUPPLIES	39.96
AMAZON BUSINESS	OFFICE SUPPLIES	OFFICE SUPPLIES	12.99
AMAZON BUSINESS	PR SUPPLIES	OFFICE SUPPLIES	25.64
Department 430 - PARKS & RECREATION Total:			118.57
Department: 435 - AQUATIC CENTER			
AMAZON BUSINESS	POOL SULPLIES	OPERATING SUPPLIES	298.72
Department 435 - AQUATIC CENTER Total:			298.72
Department: 610 - ELECTED OFFICIALS			
AMAZON BUSINESS	NAME PLACARD	OFFICE EQUIPMENT	16.43
AMAZON BUSINESS	COUNCIL LAPTOP	OFFICE EQUIPMENT	447.97
Department 610 - ELECTED OFFICIALS Total:			464.40
Department: 620 - CITY ADMINISTRATION			
AMAZON BUSINESS	SUPPLIES	OFFICE SUPPLIES	25.95
AMAZON BUSINESS	ADMIN SUPPLIES	BUILDING/GROUNDS	121.69
AMAZON BUSINESS	PD SUPPLIES	OFFICE SUPPLIES	184.00
AMAZON BUSINESS	ADMIN SUPPLIES	OFFICE SUPPLIES	54.72
Department 620 - CITY ADMINISTRATION Total:			386.36
Fund 001 - GENERAL Total:			4,761.91
Fund: 003 - HOTEL/MOTEL TAX			
Department: 499 - OTHER CULTURE/RECREATION			
AMAZON BUSINESS	RETRUN RABGRAI WATER HO...	RAGBRAI EXPENSES	-39.22
Department 499 - OTHER CULTURE/RECREATION Total:			-39.22
Fund 003 - HOTEL/MOTEL TAX Total:			-39.22
Fund: 168 - PARK GIFT & TRUST			
Department: 430 - PARKS & RECREATION			
AMAZON BUSINESS	WW LIVE STREAM CAMERAS	WHITEWATER PARK EXPENSES	630.50
AMAZON BUSINESS	WW PARK CAMERAS	WHITEWATER PARK EXPENSES	1,142.66
Department 430 - PARKS & RECREATION Total:			1,773.16
Fund 168 - PARK GIFT & TRUST Total:			1,773.16
Fund: 171 - LIBRARY GIFT & TRUST			
Department: 410 - LIBRARY			
AMAZON BUSINESS	LIB SENIOR WELLNESS	EDUCATIONAL PROGRAMS	64.49
AMAZON BUSINESS	LIB SUPPLIES	LIBRARY MATERIALS	101.71
AMAZON BUSINESS	LIB PROG & REPLACEMENTS	LIBRARY MATERIALS	193.61
AMAZON BUSINESS	LIB SUPPLIES	LIBRARY MATERIALS	122.11
Department 410 - LIBRARY Total:			481.92
Fund 171 - LIBRARY GIFT & TRUST Total:			481.92

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
Fund: 600 - WATER			
Department: 810 - WATER			
AMAZON BUSINESS	SUPPLIES	OFFICE SUPPLIES	18.99
AMAZON BUSINESS	USB FAST CHARGER	OFFICE SUPPLIES	22.99
AMAZON BUSINESS	BATTERIES	OPERATING SUPPLIES	20.89
AMAZON BUSINESS	PR MOUSE	OFFICE SUPPLIES	24.99
Department 810 - WATER Total:			87.86
Fund 600 - WATER Total:			87.86
Fund: 610 - SEWER			
Department: 815 - SEWER			
AMAZON BUSINESS	SUPPLIES	OFFICE SUPPLIES	18.99
AMAZON BUSINESS	USB FAST CHARGER	OFFICE SUPPLIES	22.99
Department 815 - SEWER Total:			41.98
Fund 610 - SEWER Total:			41.98
Vendor 00046 - AMAZON BUSINESS Total:			7,107.61
Vendor: 00113 - ARNOLD MOTOR SUPPLY LLP			
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
ARNOLD MOTOR SUPPLY LLP	SWEEPER WRENCH	VEHICLE REPAIR/MAINT	22.99
Department 210 - STREETS Total:			22.99
Fund 110 - ROAD USE TAX Total:			22.99
Vendor 00113 - ARNOLD MOTOR SUPPLY LLP Total:			22.99
Vendor: 00103 - AXON ENTERPRISE INC			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
AXON ENTERPRISE INC	PD UPGRADE	EQUIPMENT PURCHASE	2,143.61
Department 110 - POLICE Total:			2,143.61
Fund 001 - GENERAL Total:			2,143.61
Vendor 00103 - AXON ENTERPRISE INC Total:			2,143.61
Vendor: 00116 - BASE			
Fund: 112 - EMPLOYEE BENEFITS			
Department: 699 - OTHER GENERAL GOVERNMENT			
BASE	SELF INSURANCE/HRA ADMIN...	SELF INSURANCE/HRA/BENEFI...	134.00
BASE	SELF INSURANCE/HRA ADMIN...	SELF INSURANCE/HRA/BENEFI...	134.00
Department 699 - OTHER GENERAL GOVERNMENT Total:			268.00
Fund 112 - EMPLOYEE BENEFITS Total:			268.00
Vendor 00116 - BASE Total:			268.00
Vendor: 00142 - BLACK HILLS ENERGY			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
BLACK HILLS ENERGY	NATURAL GAS	HEATING FUEL	11.13
Department 110 - POLICE Total:			11.13
Department: 150 - FIRE			
BLACK HILLS ENERGY	NATURAL GAS	HEATING FUEL	53.69
BLACK HILLS ENERGY	NATURAL GAS	NATURAL GAS (GENERATOR)	46.62
Department 150 - FIRE Total:			100.31
Department: 410 - LIBRARY			
BLACK HILLS ENERGY	NATURAL GAS	HEATING FUEL	43.79
Department 410 - LIBRARY Total:			43.79
Department: 430 - PARKS & RECREATION			
BLACK HILLS ENERGY	NATURAL GAS	HEATING FUEL	43.09
Department 430 - PARKS & RECREATION Total:			43.09

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
Department: 435 - AQUATIC CENTER			
BLACK HILLS ENERGY	NATURAL GAS	HEATING FUEL	1,261.81
		Department 435 - AQUATIC CENTER Total:	1,261.81
Department: 620 - CITY ADMINISTRATION			
BLACK HILLS ENERGY	NATURAL GAS	HEATING FUEL	54.22
		Department 620 - CITY ADMINISTRATION Total:	54.22
		Fund 001 - GENERAL Total:	1,514.35
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
BLACK HILLS ENERGY	NATURAL GAS	HEATING FUEL	95.36
		Department 210 - STREETS Total:	95.36
		Fund 110 - ROAD USE TAX Total:	95.36
Fund: 600 - WATER			
Department: 810 - WATER			
BLACK HILLS ENERGY	NATURAL GAS	HEATING FUEL	235.76
		Department 810 - WATER Total:	235.76
		Fund 600 - WATER Total:	235.76
Fund: 610 - SEWER			
Department: 815 - SEWER			
BLACK HILLS ENERGY	NATURAL GAS	HEATING FUEL	189.60
		Department 815 - SEWER Total:	189.60
		Fund 610 - SEWER Total:	189.60
		Vendor 00142 - BLACK HILLS ENERGY Total:	2,035.07
Vendor: 02101 - BLUE TO GOLD			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
BLUE TO GOLD	TRAINING	TRAINING/TRAVEL	225.00
		Department 110 - POLICE Total:	225.00
		Fund 001 - GENERAL Total:	225.00
		Vendor 02101 - BLUE TO GOLD Total:	225.00
Vendor: 00169 - BSN SPORTS			
Fund: 001 - GENERAL			
Department: 430 - PARKS & RECREATION			
BSN SPORTS	FFB SUPPLIES	REC SUPPLIES	261.00
		Department 430 - PARKS & RECREATION Total:	261.00
		Fund 001 - GENERAL Total:	261.00
		Vendor 00169 - BSN SPORTS Total:	261.00
Vendor: 01439 - CENGAGE LEARNING			
Fund: 001 - GENERAL			
Department: 410 - LIBRARY			
CENGAGE LEARNING	LG PRINT BOOKS	LIBRARY MATERIALS	243.10
CENGAGE LEARNING	LIB LARGE BOOKS	LIBRARY MATERIALS	19.80
		Department 410 - LIBRARY Total:	262.90
		Fund 001 - GENERAL Total:	262.90
		Vendor 01439 - CENGAGE LEARNING Total:	262.90
Vendor: 00234 - CITY LAUNDERING INC			
Fund: 001 - GENERAL			
Department: 410 - LIBRARY			
CITY LAUNDERING INC	LIB MAINTENANCE	FURNITURE/EQUIPMENT	76.27
		Department 410 - LIBRARY Total:	76.27

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
Department: 620 - CITY ADMINISTRATION			
CITY LAUNDERING INC	RUG MAINTENANCE	BUILDING/GROUNDS	82.87
		Department 620 - CITY ADMINISTRATION Total:	82.87
		Fund 001 - GENERAL Total:	159.14
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
CITY LAUNDERING INC	SHOP FIRST AID SUPPLIES	OPERATING SUPPLIES	80.83
		Department 210 - STREETS Total:	80.83
		Fund 110 - ROAD USE TAX Total:	80.83
		Vendor 00234 - CITY LAUNDERING INC Total:	239.97
Vendor: 00240 - CITY OF MANCHESTER FLEX			
Fund: 001 - GENERAL			
CITY OF MANCHESTER FLEX	PAYROLL WITHHOLDINGS	INSURANCE PAYABLE	848.49
			848.49
		Fund 001 - GENERAL Total:	848.49
Fund: 610 - SEWER			
CITY OF MANCHESTER FLEX	PAYROLL WITHHOLDINGS	INSURANCE PAYABLE	54.16
			54.16
		Fund 610 - SEWER Total:	54.16
		Vendor 00240 - CITY OF MANCHESTER FLEX Total:	902.65
Vendor: 00239 - CITY OF MANCHESTER			
Fund: 001 - GENERAL			
Department: 445 - SPORTS COMPLEX			
CITY OF MANCHESTER	COMPLEX WATER	WATER/SEWER	1,232.45
		Department 445 - SPORTS COMPLEX Total:	1,232.45
		Fund 001 - GENERAL Total:	1,232.45
		Vendor 00239 - CITY OF MANCHESTER Total:	1,232.45
Vendor: 02102 - COBBLESTONE INN & SUITES.MANCHESTER			
Fund: 001 - GENERAL			
Department: 620 - CITY ADMINISTRATION			
COBBLESTONE INN & SUITES....	CITY MANAGER SEARCH	TRAINING/TRAVEL	418.83
		Department 620 - CITY ADMINISTRATION Total:	418.83
		Fund 001 - GENERAL Total:	418.83
		Vendor 02102 - COBBLESTONE INN & SUITES.MANCHESTER Total:	418.83
Vendor: 00261 - COMELEC SERVICES, INC			
Fund: 001 - GENERAL			
Department: 410 - LIBRARY			
COMELEC SERVICES, INC	LIB INTERNET	TELEPHONE/INTERNET	60.00
		Department 410 - LIBRARY Total:	60.00
		Fund 001 - GENERAL Total:	60.00
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
COMELEC SERVICES, INC	SHOP INTERNET	TELEPHONE/INTERNET	153.00
		Department 210 - STREETS Total:	153.00
		Fund 110 - ROAD USE TAX Total:	153.00
		Vendor 00261 - COMELEC SERVICES, INC Total:	213.00

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
Vendor: 01914 - CONNECTIONS INC EAP			
Fund: 112 - EMPLOYEE BENEFITS			
Department: 699 - OTHER GENERAL GOVERNMENT			
CONNECTIONS INC EAP	EMPLOYEE ASSISTANCE PROG...	REFUNDS/MISC	164.67
Department 699 - OTHER GENERAL GOVERNMENT Total:			164.67
Fund 112 - EMPLOYEE BENEFITS Total:			164.67
Vendor 01914 - CONNECTIONS INC EAP Total:			164.67
Vendor: 00278 - CORCORAN FURNITURE			
Fund: 171 - LIBRARY GIFT & TRUST			
Department: 410 - LIBRARY			
CORCORAN FURNITURE	JOHNSON DONATION FURNIT...	FURNITURE/EQUIPMENT	1,016.00
Department 410 - LIBRARY Total:			1,016.00
Fund 171 - LIBRARY GIFT & TRUST Total:			1,016.00
Vendor 00278 - CORCORAN FURNITURE Total:			1,016.00
Vendor: 00296 - CTK GROUP LLC			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
CTK GROUP LLC	TRAINING	TRAINING/TRAVEL	525.00
Department 110 - POLICE Total:			525.00
Fund 001 - GENERAL Total:			525.00
Vendor 00296 - CTK GROUP LLC Total:			525.00
Vendor: 00165 - DAKOTA SUPPLY GROUP INC			
Fund: 320 - SUBDIVISION PROJECTS			
Department: 750 - CAPITAL PROJECTS			
DAKOTA SUPPLY GROUP INC	WATER PROJECT SUPPLIES	WESTSIDE ESTATES SUBDIVISI...	708.68
Department 750 - CAPITAL PROJECTS Total:			708.68
Fund 320 - SUBDIVISION PROJECTS Total:			708.68
Fund: 602 - WATER CAPITAL IMPROVEMENTS			
Department: 810 - WATER			
DAKOTA SUPPLY GROUP INC	WATER PROJECT SUPPLIES	WATER CAPITAL PROJECTS	354.32
Department 810 - WATER Total:			354.32
Fund 602 - WATER CAPITAL IMPROVEMENTS Total:			354.32
Vendor 00165 - DAKOTA SUPPLY GROUP INC Total:			1,063.00
Vendor: 00355 - DELAWARE COUNTY SOLID WASTE COMMISSION			
Fund: 001 - GENERAL			
Department: 290 - SOLID WASTE			
DELAWARE COUNTY SOLID W...	MONTHLY LANDFILL CHARGES	LANDFILL CHARGE	1,060.30
Department 290 - SOLID WASTE Total:			1,060.30
Fund 001 - GENERAL Total:			1,060.30
Vendor 00355 - DELAWARE COUNTY SOLID WASTE COMMISSION Total:			1,060.30
Vendor: 00357 - DELAWARE COUNTY TREASURER			
Fund: 001 - GENERAL			
Department: 280 - AIRPORT			
DELAWARE COUNTY TREASUR...	AIRPORT	BUILDING/GROUNDS	60.00
DELAWARE COUNTY TREASUR...	AIRPORT FARM GROUND	BUILDING/GROUNDS	298.00
DELAWARE COUNTY TREASUR...	AIRPORT FARM GROUND LAHR	BUILDING/GROUNDS	258.00
DELAWARE COUNTY TREASUR...	AIRPORT FARM GROUND LAHR	BUILDING/GROUNDS	54.00
Department 280 - AIRPORT Total:			670.00
Fund 001 - GENERAL Total:			670.00
Fund: 324 - STREET PROJECTS			
Department: 210 - STREETS			
DELAWARE COUNTY TREASUR...	ME LOT BY COMMERCE CT	PROFESSIONAL/LEGAL FEES	46.00
DELAWARE COUNTY TREASUR...	ME LOT BY COMMERCE CT	PROFESSIONAL/LEGAL FEES	22.00

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
DELAWARE COUNTY TREASUR...	ME LOT BY COMMERCE CT	PROFESSIONAL/LEGAL FEES	10.00
		Department 210 - STREETS Total:	78.00
		Fund 324 - STREET PROJECTS Total:	78.00
		Vendor 00357 - DELAWARE COUNTY TREASURER Total:	748.00
Vendor: 00362 - DELHI LUMBER			
Fund: 001 - GENERAL			
Department: 430 - PARKS & RECREATION			
DELHI LUMBER	SCHRAM TRAIL/PARKING LOT	BUILDING/GROUNDS	90.92
		Department 430 - PARKS & RECREATION Total:	90.92
		Fund 001 - GENERAL Total:	90.92
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
DELHI LUMBER	WASH BAY CEILING	BUILDING/GROUNDS	14.15
		Department 210 - STREETS Total:	14.15
		Fund 110 - ROAD USE TAX Total:	14.15
Fund: 324 - STREET PROJECTS			
Department: 210 - STREETS			
DELHI LUMBER	ANDERSON ST PROJECT	ANDERSON STREET PROJECT	30.72
		Department 210 - STREETS Total:	30.72
		Fund 324 - STREET PROJECTS Total:	30.72
		Vendor 00362 - DELHI LUMBER Total:	135.79
Vendor: 01629 - DISPLAY SALES			
Fund: 047 - HOLIDAY DECORATIONS			
Department: 470 - SPECIAL EVENTS			
DISPLAY SALES	HOLIDAY DECOR	CAPITAL IMPROVEMENTS	3,253.00
		Department 470 - SPECIAL EVENTS Total:	3,253.00
		Fund 047 - HOLIDAY DECORATIONS Total:	3,253.00
		Vendor 01629 - DISPLAY SALES Total:	3,253.00
Vendor: 00393 - DOG WASTE DEPOT			
Fund: 001 - GENERAL			
Department: 430 - PARKS & RECREATION			
DOG WASTE DEPOT	DOG WASTE BAGS	BUILDING/GROUNDS	96.99
		Department 430 - PARKS & RECREATION Total:	96.99
		Fund 001 - GENERAL Total:	96.99
		Vendor 00393 - DOG WASTE DEPOT Total:	96.99
Vendor: 00396 - DOLAN INSURANCE AGENCY			
Fund: 001 - GENERAL			
Department: 430 - PARKS & RECREATION			
DOLAN INSURANCE AGENCY	INSURANCE	GENERAL INSURANCE	272.00
		Department 430 - PARKS & RECREATION Total:	272.00
		Fund 001 - GENERAL Total:	272.00
		Vendor 00396 - DOLAN INSURANCE AGENCY Total:	272.00
Vendor: 00405 - DORSEY & WHITNEY LLP			
Fund: 605 - WATER DEBT SERVICE			
Department: 810 - WATER			
DORSEY & WHITNEY LLP	LEGAL FEES	BOND FEES	5,000.00
		Department 810 - WATER Total:	5,000.00
		Fund 605 - WATER DEBT SERVICE Total:	5,000.00
		Vendor 00405 - DORSEY & WHITNEY LLP Total:	5,000.00
Vendor: 00416 - DUBUQUE FIRE EQUIPMENT INC			
Fund: 001 - GENERAL			
Department: 150 - FIRE			
DUBUQUE FIRE EQUIPMENT I...	FD SERVICE	EQUIP REPAIR/MAINT	465.25

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
DUBUQUE FIRE EQUIPMENT I...	OVERPAY ON 214528	EQUIP REPAIR/MAINT	-225.00
		Department 150 - FIRE Total:	240.25
		Fund 001 - GENERAL Total:	240.25
		Vendor 00416 - DUBUQUE FIRE EQUIPMENT INC Total:	240.25
Vendor: 01961 - DUBUQUE MULCH CO INC			
Fund: 001 - GENERAL			
Department: 510 - COMMUNITY BEAUTIFICATION			
DUBUQUE MULCH CO INC	COMPOST CONTRACT	COMPOST SITE CONTRACT	10,750.00
		Department 510 - COMMUNITY BEAUTIFICATION Total:	10,750.00
		Fund 001 - GENERAL Total:	10,750.00
		Vendor 01961 - DUBUQUE MULCH CO INC Total:	10,750.00
Vendor: 01671 - EASTERN IA ASPHALT MAINTENANCE INC			
Fund: 309 - STREET IMPROVEMENT			
Department: 210 - STREETS			
EASTERN IA ASPHALT MAINT...	MASTIC RAGBRAI ROUTE	CRACK SEALING/SEAL COATING	10,560.00
		Department 210 - STREETS Total:	10,560.00
		Fund 309 - STREET IMPROVEMENT Total:	10,560.00
		Vendor 01671 - EASTERN IA ASPHALT MAINTENANCE INC Total:	10,560.00
Vendor: 00438 - ECIA			
Fund: 001 - GENERAL			
Department: 520 - ECONOMIC DEVELOPMENT			
ECIA	CATALYST GRANT ADMIN	TIF ADMINISTRATIVE EXPENSES	404.00
		Department 520 - ECONOMIC DEVELOPMENT Total:	404.00
		Fund 001 - GENERAL Total:	404.00
		Vendor 00438 - ECIA Total:	404.00
Vendor: 01886 - EMMA DUNKEL WRIGHT			
Fund: 001 - GENERAL			
Department: 435 - AQUATIC CENTER			
EMMA DUNKEL WRIGHT	SWIM TEACH COACH	SALARIES	3,000.00
		Department 435 - AQUATIC CENTER Total:	3,000.00
		Fund 001 - GENERAL Total:	3,000.00
		Vendor 01886 - EMMA DUNKEL WRIGHT Total:	3,000.00
Vendor: 02105 - ERIN REIFF			
Fund: 001 - GENERAL			
Department: 430 - PARKS & RECREATION			
ERIN REIFF	PARK SHELTER REFUND	REFUNDS/MISC	30.00
		Department 430 - PARKS & RECREATION Total:	30.00
		Fund 001 - GENERAL Total:	30.00
		Vendor 02105 - ERIN REIFF Total:	30.00
Vendor: 00490 - FAREWAY STORES INC			
Fund: 001 - GENERAL			
Department: 430 - PARKS & RECREATION			
FAREWAY STORES INC	SUPPLIES	BUILDING/GROUNDS	80.91
		Department 430 - PARKS & RECREATION Total:	80.91
Department: 435 - AQUATIC CENTER			
FAREWAY STORES INC	SUPPLIES	CONCESSION SUPPLIES	26.54
		Department 435 - AQUATIC CENTER Total:	26.54
		Fund 001 - GENERAL Total:	107.45
Fund: 168 - PARK GIFT & TRUST			
Department: 430 - PARKS & RECREATION			
FAREWAY STORES INC	SUPPLIES	HERO HUSTLE EXPENSES	39.09
		Department 430 - PARKS & RECREATION Total:	39.09
		Fund 168 - PARK GIFT & TRUST Total:	39.09

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
Fund: 610 - SEWER			
Department: 815 - SEWER			
FAREWAY STORES INC	SUPPLIES	OPERATING SUPPLIES	34.33
FAREWAY STORES INC	SUPPLIES	OPERATING SUPPLIES	22.45
		Department 815 - SEWER Total:	56.78
		Fund 610 - SEWER Total:	56.78
		Vendor 00490 - FAREWAY STORES INC Total:	203.32
Vendor: 00501 - FEHR GRAHAM & ASSOCIATES LLC			
Fund: 324 - STREET PROJECTS			
Department: 210 - STREETS			
FEHR GRAHAM & ASSOCIATES...	ENGINEERING FEES	ANDERSON STREET PROJECT	12,009.50
FEHR GRAHAM & ASSOCIATES...	ENGINEERING FEES	ANDERSON STREET PROJECT	4,793.75
		Department 210 - STREETS Total:	16,803.25
		Fund 324 - STREET PROJECTS Total:	16,803.25
Fund: 602 - WATER CAPITAL IMPROVEMENTS			
Department: 810 - WATER			
FEHR GRAHAM & ASSOCIATES...	ENGINEERING FEES	BOOSTER PUMP REPLACEME...	4,998.75
		Department 810 - WATER Total:	4,998.75
		Fund 602 - WATER CAPITAL IMPROVEMENTS Total:	4,998.75
		Vendor 00501 - FEHR GRAHAM & ASSOCIATES LLC Total:	21,802.00
Vendor: 02082 - FLEXIBLE BENEFIT SERVICE LLC			
Fund: 112 - EMPLOYEE BENEFITS			
Department: 699 - OTHER GENERAL GOVERNMENT			
FLEXIBLE BENEFIT SERVICE LLC	FLEXIBLE BENEFITS	SELF INSURANCE/HRA/BENEFI...	35.00
		Department 699 - OTHER GENERAL GOVERNMENT Total:	35.00
		Fund 112 - EMPLOYEE BENEFITS Total:	35.00
		Vendor 02082 - FLEXIBLE BENEFIT SERVICE LLC Total:	35.00
Vendor: 00536 - GALLS LLC			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
GALLS LLC	PD UNIFORMS	UNIFORM ALLOWANCE	280.96
GALLS LLC	PD UNIFORMS	UNIFORM ALLOWANCE	242.93
		Department 110 - POLICE Total:	523.89
		Fund 001 - GENERAL Total:	523.89
		Vendor 00536 - GALLS LLC Total:	523.89
Vendor: 00550 - GEORGEN AUTO LLC			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
GEORGEN AUTO LLC	PD VEHICLE MAINTENANCE	VEHICLE REPAIR/MAINT	1,622.52
		Department 110 - POLICE Total:	1,622.52
		Fund 001 - GENERAL Total:	1,622.52
		Vendor 00550 - GEORGEN AUTO LLC Total:	1,622.52
Vendor: 00552 - GIENAPP CONSTRUCTION & OVERHEAD DOORS			
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
GIENAPP CONSTRUCTION & O...	JET-VAC OVERHEAD DOOR	BUILDING/GROUNDS	6,885.00
		Department 210 - STREETS Total:	6,885.00
		Fund 110 - ROAD USE TAX Total:	6,885.00
		Vendor 00552 - GIENAPP CONSTRUCTION & OVERHEAD DOORS Total:	6,885.00
Vendor: 00603 - HAUSERS WATER SYSTEMS INC			
Fund: 600 - WATER			
Department: 810 - WATER			
HAUSERS WATER SYSTEMS INC	WATER TREATMENT SUPPLIES	OPERATING SUPPLIES	20.00

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
HAUSERS WATER SYSTEMS INC	WATER TREATMENT SUPPLIES	OPERATING SUPPLIES	20.00
		Department 810 - WATER Total:	40.00
		Fund 600 - WATER Total:	40.00
		Vendor 00603 - HAUSERS WATER SYSTEMS INC Total:	40.00
Vendor: 00606 - HAWKINS INC			
Fund: 600 - WATER			
Department: 810 - WATER			
HAWKINS INC	CHEMICALS	CHEMICALS/SALT	1,629.12
		Department 810 - WATER Total:	1,629.12
		Fund 600 - WATER Total:	1,629.12
		Vendor 00606 - HAWKINS INC Total:	1,629.12
Vendor: 00845 - HEIMS AWARDS			
Fund: 168 - PARK GIFT & TRUST			
Department: 430 - PARKS & RECREATION			
HEIMS AWARDS	HERO HUSTLE AWARDS	HERO HUSTLE EXPENSES	425.00
		Department 430 - PARKS & RECREATION Total:	425.00
		Fund 168 - PARK GIFT & TRUST Total:	425.00
		Vendor 00845 - HEIMS AWARDS Total:	425.00
Vendor: 00612 - HENDERSON PRODUCTS INC			
Fund: 110 - ROAD USE TAX			
Department: 250 - SNOW REMOVAL			
HENDERSON PRODUCTS INC	SOLENOID SALT TRUCK	EQUIP REPAIR/MAINT	176.98
		Department 250 - SNOW REMOVAL Total:	176.98
		Fund 110 - ROAD USE TAX Total:	176.98
		Vendor 00612 - HENDERSON PRODUCTS INC Total:	176.98
Vendor: 00708 - IA ONE CALL			
Fund: 600 - WATER			
Department: 810 - WATER			
IA ONE CALL	W/S LOCATES	ONE CALL FEES	133.00
		Department 810 - WATER Total:	133.00
		Fund 600 - WATER Total:	133.00
Fund: 610 - SEWER			
Department: 815 - SEWER			
IA ONE CALL	W/S LOCATES	ONE CALL FEES	133.00
		Department 815 - SEWER Total:	133.00
		Fund 610 - SEWER Total:	133.00
		Vendor 00708 - IA ONE CALL Total:	266.00
Vendor: 00661 - IMWCA			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
IMWCA	ANNUAL WC PREMIUM	WORK COMP	17,535.90
		Department 110 - POLICE Total:	17,535.90
Department: 150 - FIRE			
IMWCA	ANNUAL WC PREMIUM	WORK COMP	25,864.00
		Department 150 - FIRE Total:	25,864.00
Department: 190 - ANIMAL CONTROL			
IMWCA	ANNUAL WC PREMIUM	WORK COMP	130.50
		Department 190 - ANIMAL CONTROL Total:	130.50
Department: 280 - AIRPORT			
IMWCA	ANNUAL WC PREMIUM	WORK COMP	130.50
		Department 280 - AIRPORT Total:	130.50

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
Department: 410 - LIBRARY			
IMWCA	ANNUAL WC PREMIUM	WORK COMP	339.63
		Department 410 - LIBRARY Total:	339.63
Department: 430 - PARKS & RECREATION			
IMWCA	ANNUAL WC PREMIUM	WORK COMP	3,634.00
		Department 430 - PARKS & RECREATION Total:	3,634.00
Department: 435 - AQUATIC CENTER			
IMWCA	ANNUAL WC PREMIUM	WORK COMP	2,663.00
		Department 435 - AQUATIC CENTER Total:	2,663.00
Department: 530 - BUILDING/HOUSING			
IMWCA	ANNUAL WC PREMIUM	WORK COMP	261.00
		Department 530 - BUILDING/HOUSING Total:	261.00
Department: 610 - ELECTED OFFICIALS			
IMWCA	ANNUAL WC PREMIUM	WORK COMP	14.00
		Department 610 - ELECTED OFFICIALS Total:	14.00
Department: 620 - CITY ADMINISTRATION			
IMWCA	ANNUAL WC PREMIUM	WORK COMP	776.30
		Department 620 - CITY ADMINISTRATION Total:	776.30
		Fund 001 - GENERAL Total:	51,348.83
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
IMWCA	ANNUAL WC PREMIUM	WORK COMP	16,767.17
		Department 210 - STREETS Total:	16,767.17
		Fund 110 - ROAD USE TAX Total:	16,767.17
Fund: 600 - WATER			
Department: 810 - WATER			
IMWCA	ANNUAL WC PREMIUM	WORK COMP	3,753.50
		Department 810 - WATER Total:	3,753.50
		Fund 600 - WATER Total:	3,753.50
Fund: 610 - SEWER			
Department: 815 - SEWER			
IMWCA	ANNUAL WC PREMIUM	WORK COMP	3,122.50
		Department 815 - SEWER Total:	3,122.50
		Fund 610 - SEWER Total:	3,122.50
		Vendor 00661 - IMWCA Total:	74,992.00
Vendor: 00198 - INFRASTRUCTURE TECHNOLOGY			
Fund: 001 - GENERAL			
Department: 410 - LIBRARY			
INFRASTRUCTURE TECHNOLO...	LIB PHONE REPAIR	EQUIP REPAIR/MAINT	195.00
		Department 410 - LIBRARY Total:	195.00
		Fund 001 - GENERAL Total:	195.00
		Vendor 00198 - INFRASTRUCTURE TECHNOLOGY Total:	195.00
Vendor: 00690 - INGRAM LIBRARY SERVICES INC			
Fund: 001 - GENERAL			
Department: 410 - LIBRARY			
INGRAM LIBRARY SERVICES INC	LIB BOOK	LIBRARY MATERIALS	11.99
		Department 410 - LIBRARY Total:	11.99
		Fund 001 - GENERAL Total:	11.99
		Vendor 00690 - INGRAM LIBRARY SERVICES INC Total:	11.99

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
Vendor: 02103 - INTELLECT LE LLC			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
INTELLECT LE LLC	CYBER TRAINING	TRAINING/TRAVEL	600.00
		Department 110 - POLICE Total:	600.00
		Fund 001 - GENERAL Total:	600.00
		Vendor 02103 - INTELLECT LE LLC Total:	600.00
Vendor: 01408 - IOWA SOLUTIONS (TECHNICOM)			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
IOWA SOLUTIONS (TECHNIC...	IT SERVICES	IT/COMPUTER SERVICES	1,680.00
IOWA SOLUTIONS (TECHNIC...	DISPATCH NEW PHONES	TELEPHONE/INTERNET	170.00
		Department 110 - POLICE Total:	1,850.00
		Fund 001 - GENERAL Total:	1,850.00
		Vendor 01408 - IOWA SOLUTIONS (TECHNICOM) Total:	1,850.00
Vendor: 00714 - IPERS			
Fund: 001 - GENERAL			
IPERS	IPERS	IPERS PAYABLE	5,240.34
			5,240.34
Department: 110 - POLICE			
IPERS	IPERS	IPERS	469.19
IPERS	IPERS	IPERS	2,495.30
		Department 110 - POLICE Total:	2,964.49
Department: 410 - LIBRARY			
IPERS	IPERS	IPERS	1,215.83
		Department 410 - LIBRARY Total:	1,215.83
Department: 430 - PARKS & RECREATION			
IPERS	IPERS	IPERS	777.39
		Department 430 - PARKS & RECREATION Total:	777.39
Department: 435 - AQUATIC CENTER			
IPERS	IPERS	IPERS	47.39
		Department 435 - AQUATIC CENTER Total:	47.39
Department: 530 - BUILDING/HOUSING			
IPERS	IPERS	IPERS	290.00
		Department 530 - BUILDING/HOUSING Total:	290.00
Department: 610 - ELECTED OFFICIALS			
IPERS	IPERS	IPERS	37.37
		Department 610 - ELECTED OFFICIALS Total:	37.37
Department: 620 - CITY ADMINISTRATION			
IPERS	IPERS	IPERS	1,003.52
		Department 620 - CITY ADMINISTRATION Total:	1,003.52
		Fund 001 - GENERAL Total:	11,576.33
Fund: 110 - ROAD USE TAX			
IPERS	IPERS	IPERS PAYABLE	842.55
			842.55
Department: 210 - STREETS			
IPERS	IPERS	IPERS	1,263.56
		Department 210 - STREETS Total:	1,263.56
		Fund 110 - ROAD USE TAX Total:	2,106.11
Fund: 600 - WATER			
IPERS	IPERS	IPERS PAYABLE	446.02
			446.02

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
Department: 810 - WATER			
IPERS	IPERS	IPERS	669.39
		Department 810 - WATER Total:	669.39
		Fund 600 - WATER Total:	1,115.41
Fund: 610 - SEWER			
IPERS	IPERS	IPERS PAYABLE	434.38
			434.38
Department: 815 - SEWER			
IPERS	IPERS	IPERS	651.91
		Department 815 - SEWER Total:	651.91
		Fund 610 - SEWER Total:	1,086.29
		Vendor 00714 - IPERS Total:	15,884.14
Vendor: 00719 - J & R SUPPLY INC			
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
J & R SUPPLY INC	ADA DEANN DR	SIDEWALK MAINT/REPAIR	680.00
J & R SUPPLY INC	LEVEL FOR SIDEWALK/SEWER...	OPERATING SUPPLIES	175.00
J & R SUPPLY INC	NEENAH PAVERS	SIDEWALK MAINT/REPAIR	230.00
		Department 210 - STREETS Total:	1,085.00
		Fund 110 - ROAD USE TAX Total:	1,085.00
Fund: 600 - WATER			
Department: 810 - WATER			
J & R SUPPLY INC	BOAXBOX	DISTRIBUTION MAINT	800.00
J & R SUPPLY INC	COPPERHEAD COBRA FLANGE	DISTRIBUTION MAINT	128.00
		Department 810 - WATER Total:	928.00
		Fund 600 - WATER Total:	928.00
Fund: 610 - SEWER			
Department: 815 - SEWER			
J & R SUPPLY INC	LEVEL FOR SIDEWALK/SEWER...	OPERATING SUPPLIES	175.00
		Department 815 - SEWER Total:	175.00
		Fund 610 - SEWER Total:	175.00
		Vendor 00719 - J & R SUPPLY INC Total:	2,188.00
Vendor: 01901 - JASMINE WHITE			
Fund: 001 - GENERAL			
Department: 280 - AIRPORT			
JASMINE WHITE	AIRPORT MAINTENANCE	BUILDING/GROUNDS	40.00
JASMINE WHITE	AIRPORT MAINTENANCE	BUILDING/GROUNDS	40.00
JASMINE WHITE	AIRPORT MAINTENANCE	BUILDING/GROUNDS	40.00
JASMINE WHITE	AIRPORT MAINTENANCE	BUILDING/GROUNDS	40.00
		Department 280 - AIRPORT Total:	160.00
		Fund 001 - GENERAL Total:	160.00
		Vendor 01901 - JASMINE WHITE Total:	160.00
Vendor: 02104 - JEAN GRISWOLD			
Fund: 171 - LIBRARY GIFT & TRUST			
Department: 410 - LIBRARY			
JEAN GRISWOLD	REFUND FOR ILL BOOK	LIBRARY MATERIALS	9.49
		Department 410 - LIBRARY Total:	9.49
		Fund 171 - LIBRARY GIFT & TRUST Total:	9.49
		Vendor 02104 - JEAN GRISWOLD Total:	9.49
Vendor: 00769 - JOHN DEERE FINANCIAL			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
JOHN DEERE FINANCIAL	SUPPLIES	BUILDING IMPROVEMENTS	33.03
		Department 110 - POLICE Total:	33.03

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
Department: 150 - FIRE			
JOHN DEERE FINANCIAL	SUPPLIES	REFUNDS/MISC	169.90
JOHN DEERE FINANCIAL	SUPPLIES	REFUNDS/MISC	59.30
JOHN DEERE FINANCIAL	SUPPLIES	MINOR EQUIPMENT	149.99
		Department 150 - FIRE Total:	379.19
Department: 430 - PARKS & RECREATION			
JOHN DEERE FINANCIAL	SUPPLIES	BUILDING/GROUNDS	57.75
		Department 430 - PARKS & RECREATION Total:	57.75
Department: 510 - COMMUNITY BEAUTIFICATION			
JOHN DEERE FINANCIAL	SUPPLIES	EQUIP REPAIR/MAINT	33.99
		Department 510 - COMMUNITY BEAUTIFICATION Total:	33.99
		Fund 001 - GENERAL Total:	503.96
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
JOHN DEERE FINANCIAL	SUPPLIES	VEHICLE REPAIR/MAINT	46.74
JOHN DEERE FINANCIAL	SUPPLIES	OPERATING SUPPLIES	27.34
		Department 210 - STREETS Total:	74.08
		Fund 110 - ROAD USE TAX Total:	74.08
		Vendor 00769 - JOHN DEERE FINANCIAL Total:	578.04
Vendor: 01948 - KANOPY, INC			
Fund: 001 - GENERAL			
Department: 410 - LIBRARY			
KANOPY, INC	KANOPY	DUES/SUBSCRIPTIONS	42.00
		Department 410 - LIBRARY Total:	42.00
		Fund 001 - GENERAL Total:	42.00
		Vendor 01948 - KANOPY, INC Total:	42.00
Vendor: 00824 - KIRKHAM MICHAEL INC			
Fund: 001 - GENERAL			
Department: 280 - AIRPORT			
KIRKHAM MICHAEL INC	ENGINEERING FEES	CAPITAL IMPROVEMENTS	2,450.00
		Department 280 - AIRPORT Total:	2,450.00
		Fund 001 - GENERAL Total:	2,450.00
Fund: 324 - STREET PROJECTS			
Department: 210 - STREETS			
KIRKHAM MICHAEL INC	W MARION ST BRIDGE ENGIN...	WEST MARION STREET BRIDGE	1,759.00
KIRKHAM MICHAEL INC	ENGINEERING FEES	PROFESSIONAL/LEGAL FEES	6,275.00
		Department 210 - STREETS Total:	8,034.00
		Fund 324 - STREET PROJECTS Total:	8,034.00
		Vendor 00824 - KIRKHAM MICHAEL INC Total:	10,484.00
Vendor: 00828 - KLUESNER SANITATION LLC			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
KLUESNER SANITATION LLC	PD WASTE	BUILDING IMPROVEMENTS	18.69
		Department 110 - POLICE Total:	18.69
Department: 290 - SOLID WASTE			
KLUESNER SANITATION LLC	MONTHLY GARBAGE/RECYCLI...	GARBAGE CONTRACT	29,187.20
		Department 290 - SOLID WASTE Total:	29,187.20
		Fund 001 - GENERAL Total:	29,205.89
		Vendor 00828 - KLUESNER SANITATION LLC Total:	29,205.89

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
Vendor: 00830 - KMCH INC/DEL CO BROADCASTING INC			
Fund: 001 - GENERAL			
Department: 470 - SPECIAL EVENTS			
KMCH INC/DEL CO BROADCASTAS...	RADIO ANNOUNCEMENTS	PUBLIC RELATIONS/PUBLICAT...	918.00
Department 470 - SPECIAL EVENTS Total:			918.00
Fund 001 - GENERAL Total:			918.00
Vendor 00830 - KMCH INC/DEL CO BROADCASTING INC Total:			918.00
Vendor: 00875 - LIBRARY IDEAS LLC			
Fund: 001 - GENERAL			
Department: 410 - LIBRARY			
LIBRARY IDEAS LLC	LIB VOX ORDER	LIBRARY MATERIALS	538.46
Department 410 - LIBRARY Total:			538.46
Fund 001 - GENERAL Total:			538.46
Vendor 00875 - LIBRARY IDEAS LLC Total:			538.46
Vendor: 01659 - LINN CO PUBLIC HEALTH			
Fund: 001 - GENERAL			
Department: 435 - AQUATIC CENTER			
LINN CO PUBLIC HEALTH	POOL INSPECTION	DUES/SUBSCRIPTIONS	535.50
Department 435 - AQUATIC CENTER Total:			535.50
Fund 001 - GENERAL Total:			535.50
Vendor 01659 - LINN CO PUBLIC HEALTH Total:			535.50
Vendor: 00910 - LYNCH DALLAS PC			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
LYNCH DALLAS PC	LEGAL FEES	PROFESSIONAL/LEGAL FEES	24.00
LYNCH DALLAS PC	LEGAL FEES	PROFESSIONAL/LEGAL FEES	168.00
Department 110 - POLICE Total:			192.00
Department: 150 - FIRE			
LYNCH DALLAS PC	LEGAL FEES	PROFESSIONAL/LEGAL FEES	96.00
Department 150 - FIRE Total:			96.00
Department: 530 - BUILDING/HOUSING			
LYNCH DALLAS PC	LEGAL FEES	NUISANCE ENFORCEMENT	172.00
LYNCH DALLAS PC	LEGAL FEES-NUISANCE	NUISANCE ENFORCEMENT	148.00
Department 530 - BUILDING/HOUSING Total:			320.00
Department: 620 - CITY ADMINISTRATION			
LYNCH DALLAS PC	LEGAL FEES	PROFESSIONAL/LEGAL FEES	120.00
LYNCH DALLAS PC	LEGAL FEES	PROFESSIONAL/LEGAL FEES	1,416.00
LYNCH DALLAS PC	LEGAL FEES	PROFESSIONAL/LEGAL FEES	548.00
LYNCH DALLAS PC	LEGAL FEES	PROFESSIONAL/LEGAL FEES	72.00
Department 620 - CITY ADMINISTRATION Total:			2,156.00
Fund 001 - GENERAL Total:			2,764.00
Vendor 00910 - LYNCH DALLAS PC Total:			2,764.00
Vendor: 01998 - MAGGIE SOMMERS			
Fund: 003 - HOTEL/MOTEL TAX			
Department: 499 - OTHER CULTURE/RECREATION			
MAGGIE SOMMERS	WEBSITE MAINTENANCE	TOURISM/MARKETING	800.00
Department 499 - OTHER CULTURE/RECREATION Total:			800.00
Fund 003 - HOTEL/MOTEL TAX Total:			800.00
Vendor 01998 - MAGGIE SOMMERS Total:			800.00

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
Vendor: 00925 - MAINSTAY SYSTEMS INC			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
MAINSTAY SYSTEMS INC	WATCHGUARD	IT/COMPUTER SERVICES	68.00
		Department 110 - POLICE Total:	68.00
		Fund 001 - GENERAL Total:	68.00
		Vendor 00925 - MAINSTAY SYSTEMS INC Total:	68.00
Vendor: 00942 - MANCHESTER SIGNS LLC			
Fund: 001 - GENERAL			
Department: 430 - PARKS & RECREATION			
MANCHESTER SIGNS LLC	DISC GOLF & DOG PARK SIGNS	BUILDING/GROUNDS	529.50
		Department 430 - PARKS & RECREATION Total:	529.50
		Fund 001 - GENERAL Total:	529.50
Fund: 168 - PARK GIFT & TRUST			
Department: 430 - PARKS & RECREATION			
MANCHESTER SIGNS LLC	DISC GOLF SIGN	DISC GOLF EXPENSES	471.25
		Department 430 - PARKS & RECREATION Total:	471.25
		Fund 168 - PARK GIFT & TRUST Total:	471.25
		Vendor 00942 - MANCHESTER SIGNS LLC Total:	1,000.75
Vendor: 01736 - MAQUOKETA VALLEY ELECTRIC COOPERATIVE			
Fund: 001 - GENERAL			
Department: 230 - STREET LIGHTING			
MAQUOKETA VALLEY ELECTRI...	STREET LIGHTING	STREET LIGHTING ELECTRICITY	96.43
MAQUOKETA VALLEY ELECTRI...	STREET LIGHTING	STREET LIGHTING ELECTRICITY	56.56
MAQUOKETA VALLEY ELECTRI...	STREET LIGHTING	STREET LIGHTING ELECTRICITY	117.92
		Department 230 - STREET LIGHTING Total:	270.91
		Fund 001 - GENERAL Total:	270.91
		Vendor 01736 - MAQUOKETA VALLEY ELECTRIC COOPERATIVE Total:	270.91
Vendor: 00967 - MASTERPIECE CLEANING LLC			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
MASTERPIECE CLEANING LLC	CUSTODIAL	SALARIES	400.00
MASTERPIECE CLEANING LLC	CUSTODIAL	SALARIES	400.00
MASTERPIECE CLEANING LLC	CUSTODIAL	SALARIES	400.00
		Department 110 - POLICE Total:	1,200.00
Department: 620 - CITY ADMINISTRATION			
MASTERPIECE CLEANING LLC	CUSTODIAL	SALARIES	400.00
MASTERPIECE CLEANING LLC	CUSTODIAL	SALARIES	400.00
MASTERPIECE CLEANING LLC	CUSTODIAL	SALARIES	400.00
		Department 620 - CITY ADMINISTRATION Total:	1,200.00
		Fund 001 - GENERAL Total:	2,400.00
		Vendor 00967 - MASTERPIECE CLEANING LLC Total:	2,400.00
Vendor: 00986 - MEDIACOM INC			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
MEDIACOM INC	PD IP RECEIVER	TELEPHONE/INTERNET	11.22
MEDIACOM INC	EDGE BACKUP	TELEPHONE/INTERNET	30.59
		Department 110 - POLICE Total:	41.81
Department: 620 - CITY ADMINISTRATION			
MEDIACOM INC	EDGE BACKUP	TELEPHONE/INTERNET	56.08
		Department 620 - CITY ADMINISTRATION Total:	56.08
		Fund 001 - GENERAL Total:	97.89

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
MEDIACOM INC	EDGE BACKUP	TELEPHONE/INTERNET	56.07
		Department 210 - STREETS Total:	56.07
		Fund 110 - ROAD USE TAX Total:	56.07
Fund: 600 - WATER			
Department: 810 - WATER			
MEDIACOM INC	EDGE BACKUP	TELEPHONE/INTERNET	56.08
		Department 810 - WATER Total:	56.08
		Fund 600 - WATER Total:	56.08
Fund: 610 - SEWER			
Department: 815 - SEWER			
MEDIACOM INC	EDGE BACKUP	TELEPHONE/INTERNET	56.08
		Department 815 - SEWER Total:	56.08
		Fund 610 - SEWER Total:	56.08
		Vendor 00986 - MEDIACOM INC Total:	266.12
Vendor: 00997 - MES SERVICE COMPANY			
Fund: 001 - GENERAL			
Department: 150 - FIRE			
MES SERVICE COMPANY	FD SUPPLIES	EQUIP REPAIR/MAINT	1,551.38
		Department 150 - FIRE Total:	1,551.38
		Fund 001 - GENERAL Total:	1,551.38
		Vendor 00997 - MES SERVICE COMPANY Total:	1,551.38
Vendor: 01723 - MICROBAC LABORATORIES INC			
Fund: 001 - GENERAL			
Department: 435 - AQUATIC CENTER			
MICROBAC LABORATORIES INC	POOL LABS	OPERATING SUPPLIES	23.75
		Department 435 - AQUATIC CENTER Total:	23.75
		Fund 001 - GENERAL Total:	23.75
Fund: 610 - SEWER			
Department: 815 - SEWER			
MICROBAC LABORATORIES INC	WWTP LABS	TESTING	160.00
		Department 815 - SEWER Total:	160.00
		Fund 610 - SEWER Total:	160.00
		Vendor 01723 - MICROBAC LABORATORIES INC Total:	183.75
Vendor: 01019 - MIDWEST PATCH HI-VIZ SAFETY			
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
MIDWEST PATCH HI-VIZ SAFE...	POTHOLE PATCH	ST MAINT SUPPL/OPS	974.50
		Department 210 - STREETS Total:	974.50
		Fund 110 - ROAD USE TAX Total:	974.50
		Vendor 01019 - MIDWEST PATCH HI-VIZ SAFETY Total:	974.50
Vendor: 01021 - MIDWEST TAPE LLC/HOOPLA			
Fund: 001 - GENERAL			
Department: 410 - LIBRARY			
MIDWEST TAPE LLC/HOOPLA	LIB DVD	LIBRARY MATERIALS	59.52
MIDWEST TAPE LLC/HOOPLA	LIB DVD	LIBRARY MATERIALS	21.24
		Department 410 - LIBRARY Total:	80.76
		Fund 001 - GENERAL Total:	80.76
		Vendor 01021 - MIDWEST TAPE LLC/HOOPLA Total:	80.76

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
Vendor: 01050 - MULTI MEDIA CHANNELS			
Fund: 003 - HOTEL/MOTEL TAX			
Department: 499 - OTHER CULTURE/RECREATION			
MULTI MEDIA CHANNELS	WWPARK ADVERTISING	TOURISM/MARKETING	433.91
Department 499 - OTHER CULTURE/RECREATION Total:			433.91
Fund 003 - HOTEL/MOTEL TAX Total:			433.91
Vendor 01050 - MULTI MEDIA CHANNELS Total:			433.91
Vendor: 01083 - NEI3A			
Fund: 171 - LIBRARY GIFT & TRUST			
Department: 410 - LIBRARY			
NEI3A	SENIOR LUNCH PROGRAM	EDUCATIONAL PROGRAMS	120.00
NEI3A	LIB SENIOR PROGRAMMING	EDUCATIONAL PROGRAMS	110.00
Department 410 - LIBRARY Total:			230.00
Fund 171 - LIBRARY GIFT & TRUST Total:			230.00
Vendor 01083 - NEI3A Total:			230.00
Vendor: 01088 - NICC			
Fund: 001 - GENERAL			
Department: 520 - ECONOMIC DEVELOPMENT			
NICC	MANCHESTER CENTER RENT	MANCHESTER CENTER EXPEN...	1,102.50
Department 520 - ECONOMIC DEVELOPMENT Total:			1,102.50
Fund 001 - GENERAL Total:			1,102.50
Vendor 01088 - NICC Total:			1,102.50
Vendor: 01120 - OVERDRIVE			
Fund: 001 - GENERAL			
Department: 410 - LIBRARY			
OVERDRIVE	EBOOKS/AUDIOBOOKS	DUES/SUBSCRIPTIONS	300.37
OVERDRIVE	EBOOKS/AUDIOBOOKS	LIBRARY MATERIALS	400.00
Department 410 - LIBRARY Total:			700.37
Fund 001 - GENERAL Total:			700.37
Vendor 01120 - OVERDRIVE Total:			700.37
Vendor: 01123 - PALMER HARDWARE INC			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
PALMER HARDWARE INC	SUPPLIES	BUILDING IMPROVEMENTS	19.98
Department 110 - POLICE Total:			19.98
Department: 150 - FIRE			
PALMER HARDWARE INC	SUPPLIES	BUILDING/GROUNDS	107.34
Department 150 - FIRE Total:			107.34
Department: 430 - PARKS & RECREATION			
PALMER HARDWARE INC	SUPPLIES	BUILDING/GROUNDS	450.29
PALMER HARDWARE INC	SUPPLIES	VANDALISM REPAIRS	109.99
Department 430 - PARKS & RECREATION Total:			560.28
Department: 435 - AQUATIC CENTER			
PALMER HARDWARE INC	SUPPLIES	BUILDING/GROUNDS	166.17
Department 435 - AQUATIC CENTER Total:			166.17
Department: 620 - CITY ADMINISTRATION			
PALMER HARDWARE INC	SUPPLIES	BUILDING/GROUNDS	9.99
Department 620 - CITY ADMINISTRATION Total:			9.99
Fund 001 - GENERAL Total:			863.76
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
PALMER HARDWARE INC	SUPPLIES	OPERATING SUPPLIES	33.37
Department 210 - STREETS Total:			33.37
Fund 110 - ROAD USE TAX Total:			33.37

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
Fund: 600 - WATER			
Department: 810 - WATER			
PALMER HARDWARE INC	SUPPLIES	OPERATING SUPPLIES	41.94
PALMER HARDWARE INC	SUPPLIES	DISTRIBUTION MAINT	15.78
		Department 810 - WATER Total:	57.72
		Fund 600 - WATER Total:	57.72
		Vendor 01123 - PALMER HARDWARE INC Total:	954.85
Vendor: 01158 - PITNEY BOWES			
Fund: 001 - GENERAL			
Department: 620 - CITY ADMINISTRATION			
PITNEY BOWES	ADMIN LEASE	POSTAGE	216.12
		Department 620 - CITY ADMINISTRATION Total:	216.12
		Fund 001 - GENERAL Total:	216.12
		Vendor 01158 - PITNEY BOWES Total:	216.12
Vendor: 01161 - PIZZA RANCH			
Fund: 001 - GENERAL			
Department: 435 - AQUATIC CENTER			
PIZZA RANCH	POOL CONCESSIONS	OPERATING SUPPLIES	60.00
		Department 435 - AQUATIC CENTER Total:	60.00
		Fund 001 - GENERAL Total:	60.00
		Vendor 01161 - PIZZA RANCH Total:	60.00
Vendor: 01874 - POLICE LEGAL SCIENCES INC			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
POLICE LEGAL SCIENCES INC	OFFICER TRAINING	TRAINING/TRAVEL	2,020.00
		Department 110 - POLICE Total:	2,020.00
		Fund 001 - GENERAL Total:	2,020.00
		Vendor 01874 - POLICE LEGAL SCIENCES INC Total:	2,020.00
Vendor: 01173 - POSY PLACE FLORAL & GIFTS			
Fund: 001 - GENERAL			
Department: 699 - OTHER GENERAL GOVERNMENT			
POSY PLACE FLORAL & GIFTS	MEMORIAL	PROGRAMS/EVENTS	173.00
		Department 699 - OTHER GENERAL GOVERNMENT Total:	173.00
		Fund 001 - GENERAL Total:	173.00
		Vendor 01173 - POSY PLACE FLORAL & GIFTS Total:	173.00
Vendor: 01182 - PRICE ELECTRIC INC			
Fund: 171 - LIBRARY GIFT & TRUST			
Department: 410 - LIBRARY			
PRICE ELECTRIC INC	LIB MAINTENANCE	BUILDING IMPROVEMENTS	994.00
		Department 410 - LIBRARY Total:	994.00
		Fund 171 - LIBRARY GIFT & TRUST Total:	994.00
		Vendor 01182 - PRICE ELECTRIC INC Total:	994.00
Vendor: 01225 - RED RIVER SOFTWARE			
Fund: 001 - GENERAL			
Department: 280 - AIRPORT			
RED RIVER SOFTWARE	SOFTWARE	IT/COMPUTER SERVICES	4,979.25
		Department 280 - AIRPORT Total:	4,979.25
		Fund 001 - GENERAL Total:	4,979.25
		Vendor 01225 - RED RIVER SOFTWARE Total:	4,979.25

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
Vendor: 01242 - RICHARD MCCRABB			
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
RICHARD MCCRABB	MOWING: EAST MAIN SHOP L...	MOWING CONTRACT	280.00
		Department 210 - STREETS Total:	280.00
		Fund 110 - ROAD USE TAX Total:	280.00
		Vendor 01242 - RICHARD MCCRABB Total:	280.00
Vendor: 01253 - RIVER CITY STONE INC			
Fund: 001 - GENERAL			
Department: 430 - PARKS & RECREATION			
RIVER CITY STONE INC	TIRRILL BACKWATER CULVERT	BUILDING/GROUNDS	130.71
		Department 430 - PARKS & RECREATION Total:	130.71
		Fund 001 - GENERAL Total:	130.71
		Vendor 01253 - RIVER CITY STONE INC Total:	130.71
Vendor: 01284 - S & D SUPPLY LLC			
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
S & D SUPPLY LLC	SHOP SUPPLIES	OPERATING SUPPLIES	521.16
		Department 210 - STREETS Total:	521.16
		Fund 110 - ROAD USE TAX Total:	521.16
		Vendor 01284 - S & D SUPPLY LLC Total:	521.16
Vendor: 01796 - SARAH TAYLOR MARKETING LLC			
Fund: 003 - HOTEL/MOTEL TAX			
Department: 499 - OTHER CULTURE/RECREATION			
SARAH TAYLOR MARKETING L...	SOCIAL MEDIA	TOURISM/MARKETING	1,499.00
		Department 499 - OTHER CULTURE/RECREATION Total:	1,499.00
		Fund 003 - HOTEL/MOTEL TAX Total:	1,499.00
		Vendor 01796 - SARAH TAYLOR MARKETING LLC Total:	1,499.00
Vendor: 01313 - SCHUMACHER ELEVATOR INC			
Fund: 001 - GENERAL			
Department: 410 - LIBRARY			
SCHUMACHER ELEVATOR INC	ELEVATOR MAINTENANCE	EQUIP REPAIR/MAINT	202.26
		Department 410 - LIBRARY Total:	202.26
		Fund 001 - GENERAL Total:	202.26
		Vendor 01313 - SCHUMACHER ELEVATOR INC Total:	202.26
Vendor: 00896 - SIMMERING CORY INC			
Fund: 001 - GENERAL			
Department: 620 - CITY ADMINISTRATION			
SIMMERING CORY INC	CITY CODE UPDATE	PROFESSIONAL/LEGAL FEES	778.00
		Department 620 - CITY ADMINISTRATION Total:	778.00
		Fund 001 - GENERAL Total:	778.00
		Vendor 00896 - SIMMERING CORY INC Total:	778.00
Vendor: 01834 - SIMMONS PERRINE PLC			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
SIMMONS PERRINE PLC	LEGAL FEES	PROFESSIONAL/LEGAL FEES	789.00
		Department 110 - POLICE Total:	789.00
		Fund 001 - GENERAL Total:	789.00
		Vendor 01834 - SIMMONS PERRINE PLC Total:	789.00

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
Vendor: 01855 - SLM LAWN MOWING & TRIMMING			
Fund: 001 - GENERAL			
Department: 280 - AIRPORT			
SLM LAWN MOWING & TRIM...	MOWING CONTRACT	MOWING CONTRACT	891.67
		Department 280 - AIRPORT Total:	891.67
Department: 430 - PARKS & RECREATION			
SLM LAWN MOWING & TRIM...	MOWING CONTRACT	MOWING CONTRACT	1,562.50
		Department 430 - PARKS & RECREATION Total:	1,562.50
Department: 510 - COMMUNITY BEAUTIFICATION			
SLM LAWN MOWING & TRIM...	MOWING CONTRACT	MOWING CONTRACT (FEMA ...	796.67
		Department 510 - COMMUNITY BEAUTIFICATION Total:	796.67
Department: 530 - BUILDING/HOUSING			
SLM LAWN MOWING & TRIM...	NUISANCE MOW	NUISANCE ENFORCEMENT	500.00
		Department 530 - BUILDING/HOUSING Total:	500.00
		Fund 001 - GENERAL Total:	3,750.84
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
SLM LAWN MOWING & TRIM...	MOWING CONTRACT	MOWING CONTRACT	708.33
		Department 210 - STREETS Total:	708.33
		Fund 110 - ROAD USE TAX Total:	708.33
Fund: 600 - WATER			
Department: 810 - WATER			
SLM LAWN MOWING & TRIM...	MOWING CONTRACT	MOWING CONTRACT	704.17
		Department 810 - WATER Total:	704.17
		Fund 600 - WATER Total:	704.17
Fund: 610 - SEWER			
Department: 815 - SEWER			
SLM LAWN MOWING & TRIM...	MOWING CONTRACT	MOWING CONTRACT	370.83
		Department 815 - SEWER Total:	370.83
		Fund 610 - SEWER Total:	370.83
		Vendor 01855 - SLM LAWN MOWING & TRIMMING Total:	5,534.17
Vendor: 02007 - SNYDER & ASSOCIATES INC			
Fund: 001 - GENERAL			
Department: 540 - PLANNING/ZONING			
SNYDER & ASSOCIATES INC	COMP PLAN UPDATE	PROFESSIONAL/LEGAL FEES	4,175.00
SNYDER & ASSOCIATES INC	COMP PLAN UPDATE	PROFESSIONAL/LEGAL FEES	6,700.00
SNYDER & ASSOCIATES INC	COMP PLAN UPDATE	PROFESSIONAL/LEGAL FEES	11,500.00
SNYDER & ASSOCIATES INC	COMP PLAN UPDATE	PROFESSIONAL/LEGAL FEES	3,550.00
		Department 540 - PLANNING/ZONING Total:	25,925.00
		Fund 001 - GENERAL Total:	25,925.00
		Vendor 02007 - SNYDER & ASSOCIATES INC Total:	25,925.00
Vendor: 01972 - STENDER LAWN CARE			
Fund: 001 - GENERAL			
Department: 410 - LIBRARY			
STENDER LAWN CARE	LIB MOW CONTRACT	MOWING CONTRACT	240.00
		Department 410 - LIBRARY Total:	240.00
		Fund 001 - GENERAL Total:	240.00
		Vendor 01972 - STENDER LAWN CARE Total:	240.00
Vendor: 01365 - STERICYCLE INC/SHRED-IT			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
STERICYCLE INC/SHRED-IT	SHREDDING	OFFICE SUPPLIES	72.91
		Department 110 - POLICE Total:	72.91

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
Department: 620 - CITY ADMINISTRATION			
STERICYCLE INC/SHRED-IT	SHREDDING	OFFICE SUPPLIES	218.74
		Department 620 - CITY ADMINISTRATION Total:	218.74
		Fund 001 - GENERAL Total:	291.65
		Vendor 01365 - STERICYCLE INC/SHRED-IT Total:	291.65
Vendor: 01915 - THEDE'S COMPUTER REPAIR			
Fund: 001 - GENERAL			
Department: 620 - CITY ADMINISTRATION			
THEDE'S COMPUTER REPAIR	LAPTOP DISPOSAL	IT/COMPUTER SERVICES	10.00
		Department 620 - CITY ADMINISTRATION Total:	10.00
		Fund 001 - GENERAL Total:	10.00
		Vendor 01915 - THEDE'S COMPUTER REPAIR Total:	10.00
Vendor: 01441 - THREE RIVERS FS			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
THREE RIVERS FS	VEHICLE FUEL	VEHICLE FUEL	2,210.84
		Department 110 - POLICE Total:	2,210.84
Department: 150 - FIRE			
THREE RIVERS FS	VEHICLE FUEL	VEHICLE FUEL	130.44
		Department 150 - FIRE Total:	130.44
Department: 430 - PARKS & RECREATION			
THREE RIVERS FS	VEHICLE FUEL	VEHICLE FUEL	547.98
		Department 430 - PARKS & RECREATION Total:	547.98
Department: 530 - BUILDING/HOUSING			
THREE RIVERS FS	VEHICLE FUEL	VEHICLE FUEL	48.54
		Department 530 - BUILDING/HOUSING Total:	48.54
		Fund 001 - GENERAL Total:	2,937.80
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
THREE RIVERS FS	VEHICLE FUEL	VEHICLE FUEL	2,705.15
		Department 210 - STREETS Total:	2,705.15
		Fund 110 - ROAD USE TAX Total:	2,705.15
Fund: 600 - WATER			
Department: 810 - WATER			
THREE RIVERS FS	VEHICLE FUEL	VEHICLE FUEL	322.54
		Department 810 - WATER Total:	322.54
		Fund 600 - WATER Total:	322.54
Fund: 610 - SEWER			
Department: 815 - SEWER			
THREE RIVERS FS	VEHICLE FUEL	VEHICLE FUEL	92.98
		Department 815 - SEWER Total:	92.98
		Fund 610 - SEWER Total:	92.98
		Vendor 01441 - THREE RIVERS FS Total:	6,058.47
Vendor: 01900 - TMOBILE			
Fund: 001 - GENERAL			
Department: 410 - LIBRARY			
TMOBILE	LIB PHONE	TELEPHONE/INTERNET	95.91
		Department 410 - LIBRARY Total:	95.91
		Fund 001 - GENERAL Total:	95.91
		Vendor 01900 - TMOBILE Total:	95.91

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
Vendor: 01699 - TNEMEC			
Fund: 001 - GENERAL			
Department: 430 - PARKS & RECREATION			
TNEMEC	POOL PAINT	BUILDING/GROUNDS	1,802.82
		Department 430 - PARKS & RECREATION Total:	1,802.82
Department: 435 - AQUATIC CENTER			
TNEMEC	POOL PAINT	BUILDING/GROUNDS	2,503.08
		Department 435 - AQUATIC CENTER Total:	2,503.08
		Fund 001 - GENERAL Total:	4,305.90
		Vendor 01699 - TNEMEC Total:	4,305.90
Vendor: 01465 - TRUCK COUNTRY OF IOWA			
Fund: 110 - ROAD USE TAX			
Department: 210 - STREETS			
TRUCK COUNTRY OF IOWA	#23 STEERING SHAFT	VEHICLE REPAIR/MAINT	539.84
		Department 210 - STREETS Total:	539.84
		Fund 110 - ROAD USE TAX Total:	539.84
		Vendor 01465 - TRUCK COUNTRY OF IOWA Total:	539.84
Vendor: 01467 - TRUE TIME RACING SERVICES			
Fund: 168 - PARK GIFT & TRUST			
Department: 430 - PARKS & RECREATION			
TRUE TIME RACING SERVICES	HERO HUSTLE	HERO HUSTLE EXPENSES	1,662.05
		Department 430 - PARKS & RECREATION Total:	1,662.05
		Fund 168 - PARK GIFT & TRUST Total:	1,662.05
		Vendor 01467 - TRUE TIME RACING SERVICES Total:	1,662.05
Vendor: 01172 - USPS			
Fund: 001 - GENERAL			
Department: 290 - SOLID WASTE			
USPS	UTILITY BILLING POSTAGE	POSTAGE	437.35
		Department 290 - SOLID WASTE Total:	437.35
		Fund 001 - GENERAL Total:	437.35
Fund: 600 - WATER			
Department: 810 - WATER			
USPS	UTILITY BILLING POSTAGE	POSTAGE	437.35
		Department 810 - WATER Total:	437.35
		Fund 600 - WATER Total:	437.35
Fund: 610 - SEWER			
Department: 815 - SEWER			
USPS	UTILITY BILLING POSTAGE	POSTAGE	437.48
		Department 815 - SEWER Total:	437.48
		Fund 610 - SEWER Total:	437.48
		Vendor 01172 - USPS Total:	1,312.18
Vendor: 01510 - VISA			
Fund: 001 - GENERAL			
Department: 410 - LIBRARY			
VISA	MONTHLY CREDIT CARD USA...	TELEPHONE/INTERNET	31.64
VISA	MONTHLY CREDIT CARD USA...	LIBRARY MATERIALS	21.98
		Department 410 - LIBRARY Total:	53.62
		Fund 001 - GENERAL Total:	53.62

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
Fund: 171 - LIBRARY GIFT & TRUST			
Department: 410 - LIBRARY			
VISA	MONTHLY CREDIT CARD USA...	LIBRARY MATERIALS	64.99
		Department 410 - LIBRARY Total:	64.99
		Fund 171 - LIBRARY GIFT & TRUST Total:	64.99
		Vendor 01510 - VISA Total:	118.61
Vendor: 01514 - VOYA			
Fund: 001 - GENERAL			
VOYA	PAYROLL WITHHOLDINGS	VOYA	2,862.00
			2,862.00
		Fund 001 - GENERAL Total:	2,862.00
Fund: 110 - ROAD USE TAX			
VOYA	PAYROLL WITHHOLDINGS	VOYA	200.00
			200.00
		Fund 110 - ROAD USE TAX Total:	200.00
Fund: 600 - WATER			
VOYA	PAYROLL WITHHOLDINGS	VOYA	50.00
			50.00
		Fund 600 - WATER Total:	50.00
		Vendor 01514 - VOYA Total:	3,112.00
Vendor: 01520 - WALMART			
Fund: 001 - GENERAL			
Department: 410 - LIBRARY			
WALMART	LIB SUPPLIES	PROGRAMS/EVENTS	53.78
WALMART	LIB SUPPLIES	OFFICE SUPPLIES	9.62
WALMART	LIB SUPPLIES	OFFICE SUPPLIES	23.96
WALMART	LIB SUPPLIES	PROGRAMS/EVENTS	45.04
		Department 410 - LIBRARY Total:	132.40
Department: 435 - AQUATIC CENTER			
WALMART	POOL SUPPLIES	BUILDING/GROUNDS	20.34
		Department 435 - AQUATIC CENTER Total:	20.34
		Fund 001 - GENERAL Total:	152.74
Fund: 168 - PARK GIFT & TRUST			
Department: 430 - PARKS & RECREATION			
WALMART	HERO SUPPLIES	HERO HUSTLE EXPENSES	14.96
WALMART	HERO SUPPLIES	HERO HUSTLE EXPENSES	14.96
WALMART	HERO SUPPLIES	HERO HUSTLE EXPENSES	59.84
		Department 430 - PARKS & RECREATION Total:	89.76
		Fund 168 - PARK GIFT & TRUST Total:	89.76
		Vendor 01520 - WALMART Total:	242.50
Vendor: 01533 - WELLMARK			
Fund: 001 - GENERAL			
WELLMARK	HEALTH/DENTAL WITHHOLDI...	INSURANCE PAYABLE	436.24
WELLMARK	HEALTH/DENTAL WITHHOLDI...	INSURANCE PAYABLE	2,222.04
			2,658.28
		Fund 001 - GENERAL Total:	2,658.28
Fund: 110 - ROAD USE TAX			
WELLMARK	HEALTH/DENTAL WITHHOLDI...	INSURANCE PAYABLE	80.92
WELLMARK	HEALTH/DENTAL WITHHOLDI...	INSURANCE PAYABLE	239.58
			320.50
		Fund 110 - ROAD USE TAX Total:	320.50
Fund: 600 - WATER			
WELLMARK	HEALTH/DENTAL WITHHOLDI...	INSURANCE PAYABLE	84.39

Expense Approval Report

Payment Dates: 8/22/2026 - 9/10/2026

Vendor Name	Description (Payable)	Account Name	Amount
WELLMARK	HEALTH/DENTAL WITHHOLDI...	INSURANCE PAYABLE	12.99
			<u>97.38</u>
		Fund 600 - WATER Total:	97.38
Fund: 610 - SEWER			
WELLMARK	HEALTH/DENTAL WITHHOLDI...	INSURANCE PAYABLE	12.99
			<u>12.99</u>
		Fund 610 - SEWER Total:	12.99
		Vendor 01533 - WELLMARK Total:	3,089.15
Vendor: 01535 - WELTER STORAGE EQUIPMENT INC			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
WELTER STORAGE EQUIPMEN...	PD DESKS	BUILDING IMPROVEMENTS	3,600.00
		Department 110 - POLICE Total:	3,600.00
		Fund 001 - GENERAL Total:	3,600.00
		Vendor 01535 - WELTER STORAGE EQUIPMENT INC Total:	3,600.00
Vendor: 01563 - WIN LLC			
Fund: 001 - GENERAL			
Department: 110 - POLICE			
WIN LLC	PHONE/INTERNET	TELEPHONE/INTERNET	173.40
		Department 110 - POLICE Total:	173.40
Department: 620 - CITY ADMINISTRATION			
WIN LLC	PHONE/INTERNET	TELEPHONE/INTERNET	173.40
		Department 620 - CITY ADMINISTRATION Total:	173.40
		Fund 001 - GENERAL Total:	346.80
		Vendor 01563 - WIN LLC Total:	346.80
Vendor: 01564 - WINDSTREAM			
Fund: 600 - WATER			
Department: 810 - WATER			
WINDSTREAM	WATER PHONE	TELEPHONE/INTERNET	118.57
		Department 810 - WATER Total:	118.57
		Fund 600 - WATER Total:	118.57
Fund: 610 - SEWER			
Department: 815 - SEWER			
WINDSTREAM	WWTP ALARM & INTERNET	TELEPHONE/INTERNET	303.36
		Department 815 - SEWER Total:	303.36
		Fund 610 - SEWER Total:	303.36
		Vendor 01564 - WINDSTREAM Total:	421.93
Vendor: 01567 - WOODWARD COMMUNICATIONS INC			
Fund: 001 - GENERAL			
Department: 620 - CITY ADMINISTRATION			
WOODWARD COMMUNICATI...	LEGAL PUBLICATION	PRINTING/PUBLICATION	641.02
		Department 620 - CITY ADMINISTRATION Total:	641.02
		Fund 001 - GENERAL Total:	641.02
		Vendor 01567 - WOODWARD COMMUNICATIONS INC Total:	641.02
		Grand Total:	443,383.30

Report Summary

Fund Summary

Fund	Expense Amount	Payment Amount
001 - GENERAL	294,225.05	294,225.05
003 - HOTEL/MOTEL TAX	2,693.69	2,693.69
047 - HOLIDAY DECORATIONS	3,253.00	3,253.00
110 - ROAD USE TAX	47,312.44	47,312.44
112 - EMPLOYEE BENEFITS	467.67	467.67
168 - PARK GIFT & TRUST	6,995.06	6,995.06
171 - LIBRARY GIFT & TRUST	3,876.30	3,876.30
309 - STREET IMPROVEMENT	14,152.82	14,152.82
320 - SUBDIVISION PROJECTS	708.68	708.68
324 - STREET PROJECTS	24,945.97	24,945.97
600 - WATER	20,574.66	20,574.66
602 - WATER CAPITAL IMPROVEMENTS	5,353.07	5,353.07
605 - WATER DEBT SERVICE	5,000.00	5,000.00
610 - SEWER	13,824.89	13,824.89
Grand Total:	443,383.30	443,383.30

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
001-110-60100	SALARIES	1,200.00	1,200.00
001-110-61100	FICA	2,795.66	2,795.66
001-110-61300	IPERS	2,964.49	2,964.49
001-110-61600	WORK COMP	17,535.90	17,535.90
001-110-61810	UNIFORM ALLOWANCE	523.89	523.89
001-110-62300	TRAINING/TRAVEL	3,370.00	3,370.00
001-110-63310	VEHICLE FUEL	2,210.84	2,210.84
001-110-63320	VEHICLE REPAIR/MAINT	1,622.52	1,622.52
001-110-63400	OFFICE EQUIP MAINT	75.18	75.18
001-110-63500	EQUIP REPAIR/MAINT	157.11	157.11
001-110-63730	TELEPHONE/INTERNET	385.21	385.21
001-110-63790	HEATING FUEL	11.13	11.13
001-110-64110	PROFESSIONAL/LEGAL F...	981.00	981.00
001-110-64190	IT/COMPUTER SERVICES	1,772.47	1,772.47
001-110-65060	OFFICE SUPPLIES	396.48	396.48
001-110-65070	OPERATING SUPPLIES	200.77	200.77
001-110-67230	EQUIPMENT PURCHASE	2,143.61	2,143.61
001-110-67500	BUILDING IMPROVEME...	3,813.05	3,813.05
001-11101	Claim On Cash-General	65,855.04	65,855.04
001-150-61600	WORK COMP	25,864.00	25,864.00
001-150-63100	BUILDING/GROUNDS	107.34	107.34
001-150-63310	VEHICLE FUEL	130.44	130.44
001-150-63500	EQUIP REPAIR/MAINT	1,791.63	1,791.63
001-150-63790	HEATING FUEL	53.69	53.69
001-150-63800	NATURAL GAS (GENERA...	46.62	46.62
001-150-64110	PROFESSIONAL/LEGAL F...	96.00	96.00
001-150-64970	REFUNDS/MISC	838.07	838.07
001-150-65040	MINOR EQUIPMENT	377.87	377.87
001-190-61600	WORK COMP	130.50	130.50
001-21200	FEDERAL WITHHOLDING...	4,529.26	4,529.26
001-21210	FICA/MEDICARE PAYABLE	6,648.36	6,648.36
001-21220	STATE WITHHOLDING P...	2,023.00	2,023.00
001-21230	IPERS PAYABLE	5,240.34	5,240.34
001-21240	INSURANCE PAYABLE	3,796.36	3,796.36
001-21270	VOYA	2,862.00	2,862.00
001-230-63710	STREET LIGHTING ELECT...	341.66	341.66
001-280-61600	WORK COMP	130.50	130.50
001-280-63100	BUILDING/GROUNDS	830.00	830.00
001-280-64190	IT/COMPUTER SERVICES	4,979.25	4,979.25

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
001-280-64850	MOWING CONTRACT	891.67	891.67
001-280-67900	CAPITAL IMPROVEMENTS	2,450.00	2,450.00
001-290-64190	IT/COMPUTER SERVICES	42.83	42.83
001-290-64980	GARBAGE CONTRACT	29,187.20	29,187.20
001-290-64990	LANDFILL CHARGE	1,060.30	1,060.30
001-290-65080	POSTAGE	437.35	437.35
001-410-61100	FICA	938.86	938.86
001-410-61300	IPERS	1,215.83	1,215.83
001-410-61600	WORK COMP	339.63	339.63
001-410-62100	DUES/SUBSCRIPTIONS	342.37	342.37
001-410-63500	EQUIP REPAIR/MAINT	397.26	397.26
001-410-63710	ELECTRICITY	1,875.35	1,875.35
001-410-63730	TELEPHONE/INTERNET	187.55	187.55
001-410-63790	HEATING FUEL	43.79	43.79
001-410-64140	PRINTING/PUBLICATION	1,075.88	1,075.88
001-410-64850	MOWING CONTRACT	240.00	240.00
001-410-64990	PROGRAMS/EVENTS	503.84	503.84
001-410-65020	LIBRARY MATERIALS	2,494.87	2,494.87
001-410-65060	OFFICE SUPPLIES	143.80	143.80
001-410-67210	FURNITURE/EQUIPMENT	376.28	376.28
001-430-61100	FICA	595.08	595.08
001-430-61300	IPERS	777.39	777.39
001-430-61600	WORK COMP	3,634.00	3,634.00
001-430-63100	BUILDING/GROUNDS	3,279.87	3,279.87
001-430-63120	VANDALISM REPAIRS	109.99	109.99
001-430-63310	VEHICLE FUEL	547.98	547.98
001-430-63710	ELECTRICITY	750.88	750.88
001-430-63790	HEATING FUEL	43.09	43.09
001-430-64080	GENERAL INSURANCE	272.00	272.00
001-430-64190	IT/COMPUTER SERVICES	24.47	24.47
001-430-64850	MOWING CONTRACT	1,562.50	1,562.50
001-430-64970	REFUNDS/MISC	30.00	30.00
001-430-65060	OFFICE SUPPLIES	38.63	38.63
001-430-65070	OPERATING SUPPLIES	39.96	39.96
001-430-65075	REC SUPPLIES	261.00	261.00
001-435-60100	SALARIES	3,000.00	3,000.00
001-435-61100	FICA	942.39	942.39
001-435-61300	IPERS	47.39	47.39
001-435-61600	WORK COMP	2,663.00	2,663.00
001-435-62100	DUES/SUBSCRIPTIONS	535.50	535.50
001-435-63100	BUILDING/GROUNDS	2,689.59	2,689.59
001-435-63710	ELECTRICITY	4,077.28	4,077.28
001-435-63790	HEATING FUEL	1,261.81	1,261.81
001-435-65030	CONCESSION SUPPLIES	26.54	26.54
001-435-65070	OPERATING SUPPLIES	382.47	382.47
001-445-63710	ELECTRICITY	458.32	458.32
001-445-63740	WATER/SEWER	1,232.45	1,232.45
001-470-64140	PUBLIC RELATIONS/PUBL...	918.00	918.00
001-510-63500	EQUIP REPAIR/MAINT	33.99	33.99
001-510-64850	MOWING CONTRACT (F...	796.67	796.67
001-510-64990	COMPOST SITE CONTRA...	10,750.00	10,750.00
001-520-64110	TIF ADMINISTRATIVE EX...	404.00	404.00
001-520-64160	MANCHESTER CENTER E...	1,102.50	1,102.50
001-530-61100	FICA	221.12	221.12
001-530-61300	IPERS	290.00	290.00
001-530-61600	WORK COMP	261.00	261.00
001-530-63310	VEHICLE FUEL	48.54	48.54
001-530-63990	NUISANCE ENFORCEME...	820.00	820.00

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
001-530-64190	IT/COMPUTER SERVICES	24.47	24.47
001-540-64110	PROFESSIONAL/LEGAL F...	25,925.00	25,925.00
001-610-61100	FICA	5.74	5.74
001-610-61300	IPERS	37.37	37.37
001-610-61600	WORK COMP	14.00	14.00
001-610-67250	OFFICE EQUIPMENT	464.40	464.40
001-620-60100	SALARIES	1,200.00	1,200.00
001-620-61100	FICA	1,149.56	1,149.56
001-620-61300	IPERS	1,003.52	1,003.52
001-620-61600	WORK COMP	776.30	776.30
001-620-62300	TRAINING/TRAVEL	418.83	418.83
001-620-63100	BUILDING/GROUNDS	214.55	214.55
001-620-63730	TELEPHONE/INTERNET	229.48	229.48
001-620-63790	HEATING FUEL	54.22	54.22
001-620-64110	PROFESSIONAL/LEGAL F...	2,934.00	2,934.00
001-620-64140	PRINTING/PUBLICATION	641.02	641.02
001-620-64190	IT/COMPUTER SERVICES	254.76	254.76
001-620-65060	OFFICE SUPPLIES	483.41	483.41
001-620-65080	POSTAGE	216.12	216.12
001-699-64990	PROGRAMS/EVENTS	173.00	173.00
003-499-64900	TOURISM/MARKETING	2,732.91	2,732.91
003-499-64980	RAGBRAI EXPENSES	-39.22	-39.22
047-470-67900	CAPITAL IMPROVEMENTS	3,253.00	3,253.00
110-11101	Claim On Cash-ROAD US...	9,592.66	9,592.66
110-210-61100	FICA	1,016.86	1,016.86
110-210-61300	IPERS	1,263.56	1,263.56
110-210-61600	WORK COMP	16,767.17	16,767.17
110-210-63100	BUILDING/GROUNDS	6,899.15	6,899.15
110-210-63200	SIDEWALK MAINT/REPA...	910.00	910.00
110-210-63310	VEHICLE FUEL	2,705.15	2,705.15
110-210-63320	VEHICLE REPAIR/MAINT	609.57	609.57
110-210-63730	TELEPHONE/INTERNET	209.07	209.07
110-210-63790	HEATING FUEL	95.36	95.36
110-210-64170	ST MAINT SUPPL/OPS	974.50	974.50
110-210-64190	IT/COMPUTER SERVICES	42.83	42.83
110-210-64850	MOWING CONTRACT	988.33	988.33
110-210-65070	OPERATING SUPPLIES	837.70	837.70
110-21200	FEDERAL WITHHOLDING...	1,185.18	1,185.18
110-21210	FICA/MEDICARE PAYABLE	1,016.84	1,016.84
110-21220	STATE WITHHOLDING P...	378.09	378.09
110-21230	IPERS PAYABLE	842.55	842.55
110-21240	INSURANCE PAYABLE	499.88	499.88
110-21270	VOYA	200.00	200.00
110-240-63710	ELECTRICITY	101.01	101.01
110-250-63500	EQUIP REPAIR/MAINT	176.98	176.98
112-699-61990	SELF INSURANCE/HRA/B...	303.00	303.00
112-699-64970	REFUNDS/MISC	164.67	164.67
168-430-65700	HERO HUSTLE EXPENSES	4,750.65	4,750.65
168-430-67910	WHITewater PARK EXP...	1,773.16	1,773.16
168-430-67920	DISC GOLF EXPENSES	471.25	471.25
171-410-64900	EDUCATIONAL PROGRA...	294.49	294.49
171-410-65020	LIBRARY MATERIALS	491.91	491.91
171-410-65990	ENRICH IOWA EXPENDI...	1,079.90	1,079.90
171-410-67210	FURNITURE/EQUIPMENT	1,016.00	1,016.00
171-410-67500	BUILDING IMPROVEME...	994.00	994.00
309-210-64170	STREET MAINT SUPPLIES	3,592.82	3,592.82
309-210-67850	CRACK SEALING/SEAL C...	10,560.00	10,560.00
320-750-67720	WESTSIDE ESTATES SUBD..	708.68	708.68

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
324-210-64110	PROFESSIONAL/LEGAL F...	6,353.00	6,353.00
324-210-67715	ANDERSON STREET PRO...	16,833.97	16,833.97
324-210-67760	WEST MARION STREET ...	1,759.00	1,759.00
600-11101	Claim On Cash-WATER	5,164.01	5,164.01
600-21200	FEDERAL WITHHOLDING...	450.45	450.45
600-21210	FICA/MEDICARE PAYABLE	535.10	535.10
600-21220	STATE WITHHOLDING P...	210.86	210.86
600-21230	IPERS PAYABLE	446.02	446.02
600-21240	INSURANCE PAYABLE	242.88	242.88
600-21260	GARNISHMENT PAYABLE	111.69	111.69
600-21270	VOYA	50.00	50.00
600-810-61100	FICA	535.10	535.10
600-810-61300	IPERS	669.39	669.39
600-810-61600	WORK COMP	3,753.50	3,753.50
600-810-63310	VEHICLE FUEL	322.54	322.54
600-810-63710	ELECTRICITY	3,612.66	3,612.66
600-810-63730	TELEPHONE/INTERNET	174.65	174.65
600-810-63790	HEATING FUEL	235.76	235.76
600-810-64190	IT/COMPUTER SERVICES	42.83	42.83
600-810-64220	ONE CALL FEES	133.00	133.00
600-810-64850	MOWING CONTRACT	704.17	704.17
600-810-65010	CHEMICALS/SALT	1,629.12	1,629.12
600-810-65060	OFFICE SUPPLIES	66.97	66.97
600-810-65070	OPERATING SUPPLIES	102.83	102.83
600-810-65080	POSTAGE	437.35	437.35
600-810-67800	DISTRIBUTION MAINT	943.78	943.78
602-810-67710	WATER CAPITAL PROJEC...	354.32	354.32
602-810-67750	BOOSTER PUMP REPLAC...	4,998.75	4,998.75
605-810-68990	BOND FEES	5,000.00	5,000.00
610-11101	Claim On Cash-SEWER	4,949.01	4,949.01
610-21200	FEDERAL WITHHOLDING...	749.69	749.69
610-21210	FICA/MEDICARE PAYABLE	529.04	529.04
610-21220	STATE WITHHOLDING P...	233.28	233.28
610-21230	IPERS PAYABLE	434.38	434.38
610-21240	INSURANCE PAYABLE	130.45	130.45
610-815-61100	FICA	529.03	529.03
610-815-61300	IPERS	651.91	651.91
610-815-61600	WORK COMP	3,122.50	3,122.50
610-815-63310	VEHICLE FUEL	92.98	92.98
610-815-63710	ELECTRICITY	435.68	435.68
610-815-63730	TELEPHONE/INTERNET	359.44	359.44
610-815-63790	HEATING FUEL	189.60	189.60
610-815-64190	IT/COMPUTER SERVICES	42.83	42.83
610-815-64210	TESTING	160.00	160.00
610-815-64220	ONE CALL FEES	133.00	133.00
610-815-64850	MOWING CONTRACT	370.83	370.83
610-815-65060	OFFICE SUPPLIES	41.98	41.98
610-815-65070	OPERATING SUPPLIES	231.78	231.78
610-815-65080	POSTAGE	437.48	437.48
Grand Total:		443,383.30	443,383.30

Project Account Summary

Project Account Key	Expense Amount	Payment Amount
None	443,383.30	443,383.30
Grand Total:	443,383.30	443,383.30

Manchester Public Library Board Minutes

August 13, 2026

The meeting was called to order by President, Allison Hemann, at 7:35 am.

Present:

Ben Engelken, Allison Hemann, Lucas Elsbernd, Anita Palmer, Millie Kehrli, Melanie Cook, Alison Hegland-
Library Director

Absent: Tadd Moorman, Julie Smith, Nathan Lamb

Approval of Agenda:

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

Swear in members with a new term:

Mayor Connie Behnken was in attendance to swear in Melanie Cook to the open position on the library board.

Approval of Minutes:

Minutes of the July 9, 2026 meeting were presented. Lucas Elsbernd made a motion to approve the minutes, Anita Palmer seconded. There was no further discussion, motion carried.

Approval of Bills:

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

Community Input:

N/A

Board of Trustees Officers' Election:

- Millie Kehrli made a motion to elect Allison Hemann as president of the board. Lucas Elsbernd seconded. There was no further discussion, motion carried.
- Allison Hemann made a motion to elect Millie Kehrli as vice president of the board. Lucas Elsbernd seconded. There was no further discussion, motion carried.
- Anita Palmer made a motion to elect Lucas Elsbernd as secretary of the board. Millie Kehrli seconded. There was no further discussion, motion carried.

Administrators Report:

- a. Programs, statistics and donations:
 - The library had 6,072 physical and online materials checked out in July. Of this, 2077 were digital. 155 were from the Delaware County Library Association.
 - The library had 4,345 visits in July. There were 4 storytime events with 94 attending, 5 children's programs with 57 attending, 1 passive children's program with 555 attending, 1 teen program with 14 attending, 4 general interest programs with 131 attending, and 1 RAGBRAI event with 160 attending.
 - The meeting room was used 8 times with 65 attending.
 - There were 3 notary sessions, 5 tech time sessions, 2 book bundles curated, 5 Thursday Morning Coffee Club events with 42 attending, and 2 book club events with 23 attending.
 - Computers had 332 uses, children's iPads had 2 uses, and hotspot checkouts had 10 uses.
 - Public Wi-Fi was used 851 times by 296 devices
 - 28 new library cards were issued

Other items that Alison shared:

- Alison shared an update on the \$8,000 donation from Bud Johnson to put toward the Wall Street Journal subscription. Comfortable seating, end tables, and a fireplace have been ordered with some of the funds as well.
- Jill Hefel's last day for the summer will be on Friday, August 14. Jill will be staying on throughout the year to help with weekends and evenings when needed, and she plans to come back next summer as well.

b. Summer Reading Numbers

- Alison gave a recap of summer reading. There was a total of 513 participants for summer reading. 133 adults, 70 teens, and 310 children participated. 34 programs were held with a total of 1,226 in attendance.

c. Review Manchester Public Library Endowment funding reports

- The library has a donor account and an agency account. Alison shared an update on the balances of both accounts. The agency account grew by \$121.75 and the donor fund grew by \$2,583 in June. In the previous fiscal year, the agency fund grew by \$4,324.17 and the donor fund grew by \$13,332.65. The library can take a 5% payout from each fund each year if there are needs.

d. Circulation report change

- Alison has found an issue with the previous circulation report where some items were being counted twice. This has been corrected and will be more accurate going forward.

Old Business:

a. Bylaws subcommittee

- Alison recommended forming a subcommittee to review the bylaws and recommend changes to the current bylaws to be voted on by the board at a future meeting. Ben Engelken and Melanie Cook volunteered to serve on the subcommittee.

b. Air conditioner update

- Alison gave the board an update on the current air conditioner needs for the library. Alison took the request to the city council for replacement of the southeast air conditioner units because the cost will exceed the library's budget. The council voted to approve the replacement.

c. Telehealth tablet update

- Alison received an email from Marion Public Health that only one library in Delaware County will be receiving a telehealth tablet, and Manchester Public Library was not chosen.

New Business:

a. Old Security Camera Removal

- Alison recommended removing the old security camera equipment since the new cameras are now up and running. The board agreed to move forward with removal.

b. Board education – Collection Development revision review

- Alison reviewed recommended changes to the Collection Development Policy. Most of the recommendations are grammatical in nature, as well as adding some additional services to align with the library's current offerings and processes. The board did not offer any additional recommendations for changes. The board will vote to approve the changes at the next meeting.

Lucas Elsbernd made a motion to adjourn, Anita Palmer seconded. There was no further discussion, motion carried. The meeting was adjourned at 8:09 am. Next meeting is September 10, 2026 at 7:30am.

Respectfully submitted,
Ben Engelken, Board Secretary



Manchester Public Library

304 North Franklin Street, Manchester, IA 52057
Phone: 563-927-3719 Fax: 563-927-3058 Email: alison@manchester.lib.ia.us
Director: Alison Hegland
manchesterlibraryia.org

Monthly Statistical Report August 2026

Circulation Statistics

City of Manchester	1944
Rural Delaware County	1192
Delaware County Library Association	105
Open Access	149
InterLibrary Loan	22
<u>E-Resources (Bridges/Hoopla/Kanopy)</u>	<u>2142</u>
Total	5554

Patron Usage

Storytime	4 events, 64 people
Children's Programs	2 events, 46 people
Children's Passive Programming	2 events, 834 people
Adult Programs	4 events, 27 people
General Interest Programs	1 event, 5 people
Book Clubs	3 events, 30 people
Thursday Morning Coffee Club	4 events, 38 people
Meeting Room Use	11 events, 52 people
Notary	3 notary sessions
Tech time	2 sessions
Book bundles	2 bundles curated
Computer usage	340 uses
Hotspot checkouts	7 uses
Public Wi-Fi usage	714 Wi-Fi visits by 257 devices
Library visits	3633 visits

New Library Cards Issued

City of Manchester	9
Rural Delaware County	6
Delaware County Library Association	3
Open Access	3
Temporary Card	2
<u>Digital access only</u>	<u>3</u>
Total	26

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:	8	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 SYSTEM

Operator Name: Perry Peterson

Certification #: #4511

Phone #: 563-920-0628

Lab Cert. #:	#299
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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
 INFLUENT Data

Outfall #: 001
 Month/Year: 8-2026

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	1.83								
2	1.4								
3	1.31							66	7.4
4	1.12	119	1111.5552	344	3213.2352				
5	1.088	104	943.68768						
6	1.036							66	7.4
7	1.064								
8	1.008								
9	1.033								
10	1.001							67	7.2
11	1.163	152	1474.31184	124	1202.72808				
12	1.11					17.4	161.07876		
13	1.142	82	780.99096						
14	1.094							67	7.4
15	1.062								
16	1.033								
17	1.009							67	7.6
18	0.994	132	1094.27472	140	1160.5944				
19	1.007								
20	0.947	114	900.36972						
21	0.93							67	7.6
22	0.885								
23	0.988								
24	0.805							67	7.5
25	0.79	158	1040.9988	316	2081.9976				
26	0.817								
27	0.781	128	833.73312						
28	0.776							67	7.6
29	0.738								
30	0.75								
31	0.745								
Total	31.456	989	8179.92204	924	7658.55528	17.4	161.07876	534	59.7
Monthly Avg.	1.014709677	123.625	1022.490255	231	1914.63882	17.4	161.07876	66.75	7.4625
Daily Max.	1.83	158	1474.31184	344	3213.2352	17.4	161.07876	67	7.6
Daily Min.	0.738	82	780.99096	124	1160.5944	17.4	161.07876	66	7.2
Max. 7/Avg.	1.264	143	1127.6514	344	3213.2352	17.4	161.07876	67	7.6

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: 8-2026

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	2.3	21.48384	2	18.6816	0.0916	0.85561728			
5	1.8	16.333056			0.0486	0.440992512			
6									
7									
8									
9									
10									
11	2.6	25.218492	2.4	23.278608	0.0583	0.565476186			
12							0.00154	0.014256396	
13	1.9	18.096132			0.0588	0.560027664			
14									
15									
16									
17									
18	2.6	21.553896	2.4	19.895904	0.091	0.75438636			
19									
20	1.2	9.477576			0.0738	0.582870924			
21									
22									
23									
24									
25	2.2	14.49492	1.4	9.22404	0.042	0.2767212			
26									
27	1.7	11.073018			0.046	0.29962284			
28									
29									
30									
31									
Total	16.3	137.73093	8.2	71.080152	0.5101	4.335714966	0.00154	0.014256396	
Monthly Avg.	2.0375	17.21636625	2.05	17.770038	0.0637625	0.541964371	0.00154	0.014256396	
Daily Max.	2.6	25.218492	2.4	23.278608	0.0916	0.85561728	0.00154	0.014256396	
Daily Min.	1.2	9.477576	1.4	9.22404	0.042	0.2767212	0.00154	0.014256396	
Max. 7/Avg.	2.25	21.657312	2.4	23.278608	0.0824	0.668628642	0.00154	0.014256396	

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					06 - NOT REQ / MP
LOQ								
Day: 1								
2								
3				67			7.2	
4								
5								
6				67			7.2	
7								
8								
9								
10				67			7.2	
11								
12					0.0103	0.09535122		
13								
14				67			7.2	
15								
16								
17				68			7.3	
18								
19								
20								
21				68			7.2	
22								
23								
24				68			7.3	
25								
26								
27								
28				68			7.2	
29								
30								
31								
Total	0		0	540	0.0103	0.09535122	57.8	
Monthly Avg.				67.5	0.0103	0.09535122	7.225	
Daily Max.				68	0.0103	0.09535122	7.3	
Daily Min.				67	0.0103	0.09535122	7.2	
Max. 7/Avg.				68	0.0103	0.09535122	7.25	

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: 8-2026

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	0.00039	0.195	0.000634257	<0.00100	<	0.00921	2.99564E-05	<0.0100	<	0.0471
14										
15										
16										
17										
18										
19										
20										
21										
22										
23										
24										
25										
26										
27										
28										
29										
30										
31										
Total	0.00039	0.195	0.000634257	0	0	0.00921	2.99564E-05	0	0	0.0471
Monthly Avg.	0.00039	0.195	0.000634257	0	0	0.00921	2.99564E-05	0	0	0.0471
Daily Max.	0.00039	0.195	0.000634257			0.00921	2.99564E-05			0.0471
Daily Min.	0.00039	0.195	0.000634257			0.00921	2.99564E-05			0.0471
Max. 7/Avg.	0.00039	0.195	0.000634257			0.00921	2.99564E-05			0.0471

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	0.000153197	<0.00100	<		0.791	0.002572807	0.0065	2.11419E-05	6.51
14									
15									
16									
17									
18									
19									
20									
21									
22									
23									
24									
25									
26									
27									
28									
29									
30									
31									
Total	0.000153197	0	0		0.791	0.002572807	0.0065	2.11419E-05	6.51
Monthly Avg.	0.000153197	0	0		0.791	0.002572807	0.0065	2.11419E-05	6.51
Daily Max.	0.000153197				0.791	0.002572807	0.0065	2.11419E-05	6.51
Daily Min.	0.000153197				0.791	0.002572807	0.0065	2.11419E-05	6.51
Max. 7/Avg.	0.000153197				0.791	0.002572807	0.0065	2.11419E-05	6.51

R-109-2026
RESOLUTION AMENDING SALARY RESOLUTION

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

SECTION 1. That the following wage adjustments for employee Christopher Fuller, Police Officer, are hereby approved to reflect the applicable step increases and annual wage adjustment:

Employee	Position	Hourly Rate	Effective Date	Description
Fuller, Christopher	Police Officer	\$33.41	03/22/2026	Six month step increase
Fuller, Christopher	Police Officer	\$34.41	07/01/2026	Annual increase
Fuller, Christopher	Police Officer	\$34.89	09/22/2026	One year step increase

Any retroactive wages resulting from the adjustments above shall be paid accordingly.

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 14th day of September, 2026.

Connie Behnken, Mayor

ATTEST:

Erin Learn, City Clerk

R-110-2026

RESOLUTION APPROVING REIMBURSEMENT AGREEMENT FOR LAW ENFORCEMENT ACADEMY EXPENSES

WHEREAS, the City of Manchester, Iowa has hired Ryan Larsen as a police officer for service with the Manchester Police Department; and,

WHEREAS, Ryan Larsen has completed training through the Iowa Law Enforcement Academy; and,

WHEREAS, the City of Manchester, Iowa has incurred expenses related to the officer's law enforcement training and certification; and,

WHEREAS, the City Council finds it to be in the best interest of the City to enter into a reimbursement agreement requiring repayment of training costs if an officer voluntarily leaves employment with the City before completing four years of service.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Manchester, Iowa that the Reimbursement Agreement between the City of Manchester, Iowa and Ryan Larsen regarding reimbursement of law enforcement training expenses be hereby approved. The Mayor and City Clerk are hereby authorized and directed to execute said agreements on behalf of the City.

PASSED AND APPROVED this 14th day of September, 2026.

Connie Behnken, Mayor

ATTEST:

Erin Learn, City Clerk

REIMBURSEMENT AGREEMENT (New Hire)

This Agreement is entered into by and between The City of Manchester, specifically authorized by the Manchester Police Department (hereinafter referred to as the "Department") and Ryan Larsen (hereinafter referred to as "Employee").

In consideration of the mutual promises set forth herein, the parties agree as follows:

1. The Department and the Employee agree that the Employee has attended or will attend the Iowa Law Enforcement Academy ("the Academy") at the expense of another agency to receive certification as a Law Enforcement Officer in accordance with the Academy's training requirements, or if currently certified to meet the requirements set by the Academy to be a full-time law enforcement officer. The Department shall reimburse the expense of training incurred by the other agency on behalf of the Employee as if the Department was the original agency to provide this training to Employee. The Employee agrees that they will be responsible for reimbursing the Department for expenses incurred for Employee's training as outlined in this Agreement. The reimbursable expenses shall include the Department's costs of tuition, mileage, food, lodging, medical screening, clothing, books, uniform, and equipment while attending the Academy and for any salary paid for work performed for the Department which are above the federal minimum wage at the time of this Agreement. These reimbursable costs are referred to as "total training expenses". The Employee will not be responsible for reimbursing the Department for any time spent by the Employee performing services or other work assigned by the Department. An estimate of the costs of the "total training expenses" set out above is listed on Exhibit "A" which is attached and by this reference incorporated into this Agreement. The final determination of the Employee's "total training expenses" will be based on the actual cost incurred by the Department, as these costs become known.
2. Employee may, at the Department's option, be required to work for the Manchester Police Department while attending the training programs and may be required to perform patrol or perform other duties as assigned by the Department or the Chiefs designee. The hours expended by Employee in attendance at the training course and service to the Department shall be subject to the same limitations, probationary period, and compensatory time policies as apply to all of the Department's law enforcement officers.
3. A certified employee shall have a probationary period of nine (6) months after their employment date. A non-certified officer shall have a probationary period of nine (12) months from the date of certification.

4. Employee shall serve as a full-time Manchester Police Department employee after graduation from the Academy and upon meeting all criteria needed to receive proper certification.
5. In consideration for providing this training, Employee agrees to work for the Department, as a Manchester Police employee for at least four (4) years from the date when the employee graduates from the Academy and has met all criteria needed to receive certification. This Agreement does not alter the Employee's "at will" status of employment. This Agreement is not a guarantee of employment for a certain time period.
6. In the event the Employee voluntarily resigns from employment with the Manchester Police Department without having served as a certified law enforcement officer for at least four (4) years, the Employee shall sign a confession of judgment for the "total training expenses" which include the Employee's contractual duty to reimburse the Department for "total training expenses" incurred based on the following Schedule:
 - (a) If Employee resigns less than one year after completion of the approved training, Employee must reimburse the Department for one hundred percent (100%) of the total training expenses.
 - (b) If Employee resigns after one year but less than two years after completion of the approved training, Employee must reimburse the Department for seventy-five percent (75%) of the total training expenses.
 - (c) If Employee resigns after two years but less than three years after completion of the approved training, Employee must reimburse the Department for fifty percent (50%) of the total training expenses.
 - (d) If Employee resigns after three years but less than four years after completion of the approved training, Employee must reimburse the Department for twenty-five percent (25%) of the total training expenses.
 - (e) At the end of four (4) years of service as a certified law enforcement officer for the Department, the amount owed for training expenses by Employee shall be zero dollars.
7. Payment of any total training expenses owed to the Department by Employee shall be made in consecutive monthly payments in accordance with an amortization schedule which shall be provided promptly after Employee's date of resignation. Interest shall commence with the employee's date of resignation and shall be calculated on the unpaid principal balance to the date of each installment paid, with payment being credited first to accrued interest and then to the reduction of principal. In the event of a default by the Employee in making any of the payments, the Department shall have the right to accelerate and declare the entire remaining balance of principal and interest immediately due and payable.
8. If the Employee is killed or permanently and totally disabled as defined by Iowa law, while in the employ of the Department, Employee shall have no

further obligation for reimbursement of the total training expenses and repayment is waived.

9. Employee shall notify Department of Employee's place of residence while in the employ of the Department and until such time as the debt for total training expenses is satisfied in full.
10. If reimbursement is not made by Employee in accordance with this Agreement, the Employee understands that the Department at its option may seek Employee's decertification as an Iowa Law Enforcement Officer (See Iowa Administrative Code 501-6.2(2)).
11. Failure to comply with the terms of this Agreement shall be considered a breach of this Agreement entitling the employing agency to file a collection action in the District Court in and for Delaware County, Iowa. If the Department is required to file a collection action, the Employee shall be liable for any and all reasonable attorney's fees and expenses incurred by the Department in enforcing its rights under this Agreement.
12. This Agreement is to be governed by the laws of the State of Iowa. The parties agree that any action, suit, or proceeding based upon any matter, claim, or controversy arising under this Agreement shall be brought solely in the state courts located in Delaware County, Iowa. The parties to this Agreement irrevocably waive objection to the venue of the above-mentioned courts, including any claim that such action, suit or proceeding has been brought in an inconvenient forum.
13. The parties agree that any litigation involving an alleged breach or interpretation of this Agreement shall be tried to a judge, not a jury. **Each party waives its right to have a jury trial.**
14. This Agreement is for the purpose of bona fide employment and not for the purposes of achieving certification of the officer by way of "sponsorship" through the academy.
15. If any portion of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such a provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.
16. This Agreement contains the entire agreement of the parties on this subject matter and there are no other promises, conditions, understandings or other agreements, whether oral or written, relating to the subject matter of this Agreement. This agreement may be amended or canceled only upon written agreement of both the Department and the Employee.

17. By signing below, the employee authorizes City of Manchester to withhold the maximum lawful amount towards the first payment of total training expenses from their final paycheck following resignation. The employee's signature below affirms this is a voluntary and valid wage withholding authorization under Iowa Code Chapter 91A.

Executed this ____ day of _____, _____.

Employee:

Manchester Police Department



Name: Ryan Larsen



Benjamin Davis, Chief

Exhibit A
Manchester Police Department

Estimated Expenses for Iowa Law Enforcement Academy Training

Description

Payment to Other Agency:	\$ <u>0</u>
Tuition: Academy at Camp Dodge – Johnston, IA	\$ <u>4800</u>
Taser Certification (optional)	\$ <u>0</u>
P.I.T. Certification (optional)	\$ <u>225</u>
Clothing: Academy Required Clothing	\$ _____
Meals: Academy Meals	\$ <u>2865</u>
Uniforms and Duty Gear:	\$ <u>230</u>
Medical: Pre-Academy Required Medical Examinations	\$ <u>0</u>
Ammo: 250 Rounds of Duty Ammo	\$ <u>0</u>
Mileage:	\$ <u>4,353.28</u>
Additional Expenses owed to Other Agency:	\$ <u>0</u>

Other:

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Estimated Expenses Incurred by the City \$ 12,473.28

Memo

To: Mayor, City Council & City Manager
From: Doug Foley, Director of Parks and Recreation
CC: Parks and Recreation Commission
Date: September 1, 2026
Re: 2026 Mower purchase

The Parks and Recreation Department's main mower was purchased in 2016. While the mower still runs as it should, it is now 10 years old and needs and would no longer be our main lawn mower.

Below are some prices from local dealers (quotes attached). All three mower options are commercial grade mowers. Also listed are bagger options for the mowers (descriptions below). While a bagger is not an absolute must have, the bagger is very valuable for leaf removal as well as bagging grass when needed.

Both companies offer two different style baggers. One is 3 bag/basket option that needs to be manually unloaded. The other, more expensive bagger option is a dump from seat option. The dump from seat option is preferred over the manual unload option.

ZANGERLE REPAIR:

Gravely 992530 Pro-Turn 560 – \$15,412.80

Gravely 992503 Pro-Turn 660 - \$16,022.40

Both above mowers have the same specs. The only difference is the seat.
38.5 HP Kawasaki EFI w 60" 7 Gauge Deck, Parker HTG Transaxles, 13.5 gallon fuel capacity, 26" rear tires, 5yr or 1500 Limited Warranty includes Transaxles, Kawasaki engine has 3yr Warranty.

*The 560 has – Air Ride Seat with isolators.

*The 660 has – Suspension pod system.

Bagger Options:

-Gravely 892055 - \$2557.52 = 3 bucket bagger, 12 bushel capacity and 60" completion kit.

-Gravely 892054 - \$3459.12 = Dump from seat bagger, 14.5 bushel capacity and 60" completion kit.

BURNS INC.:

Hustler Super Z Hyperdrive 60" - \$15,500.00

Bagger Options:

-3 bag bagger + adapter - \$3362.61

-Bac Vac + adapter + mounts - \$4809.35

In discussion with the Parks Department, all the mowers and bagger options would be acceptable. However, the preferred option would be the Gravely Pro-Turn 560 with the dump from seat bagger. There is \$18,000 in this year's budget for a new mower. The remaining amount would come from the Buildings and Grounds line item.

\$15,412.80 - Gravely Pro-Turn 560

\$3,459.12 – Gravely dump from seat bagger

\$18,871.92 = TOTAL

Burns Inc

1608 230th St
Manchester, IA 52057-8502 US
jamesburnsinc@gmail.com

Estimate

ADDRESS

c/o Parks & Recreation
c/o Parks & Rec
208 E Main St
563.927.3636
Manchester, IA 52057

ESTIMATE # 1002**DATE 08/03/2026**

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	Equipment Sales	Hustler Super Z Hyperdrive 60"	1	15,500.00	15,500.00
	606696	Flex Forks (CANNOT BE USED WITH BAGGER SYSTEMS)	1	466.35	466.35
	Non Inv Item	BAC VAC + ADAPTER + MOUNTS	1	4,809.35	4,809.35
	Non Inv Item	3 BAG BAGGER + ADAPTER	1	3,362.61	3,362.61
SUBTOTAL					24,138.31
TAX (0%)					0.00
TOTAL					\$24,138.31

Accepted By

Accepted Date

City Of Manchester Zero Turn Bids

Zangerle Repair

2234 180th Ave

Manchester, la 52057

563-920-5972

Mower Options

- **Gravely 992530 Pro-Turn 560** – 38.5 HP Kawasaki EFI w 60" 7 Gauge Deck, Air Ride Seat and rubber isolators, Parker HTG Transaxles, 13.5 Gallon Fuel Capacity, 26" Rear Tires, 5 Yr or 1500 Hr Limited Warranty includes transaxles. Kawasaki Engine has a 3 Yr Warranty. List Price \$19,266 – **Bid Price to Manchester \$15,412.80**
- **Gravely 992503 Pro-Turn 660** – 38.5 HP Kawasaki EFI w 60" 7 Gauge Deck, Suspension Pod System, Parker HTG Transaxles, 13.5 Gallon Fuel Capacity, 26" Rear Tires, 5 Yr or 1500 Hr Limited Warranty includes transaxles. Kawasaki Engine has a 3 Yr Warranty. List Price \$20,028 – **Bid Price to Manchester \$16,022.40**

Bagger Options

- Gravely 892055 3-Bucket Powered Bagger, 12 Bushel Capacity and 60" Completion Kit - List Price \$3196.90 – **Bid Price to Manchester \$2557.52**
- Gravely 892054 Dump-From-Seat Powered Bagger, 14.5 Bushel Capacity and 60" Completion Kit – List Price \$4323.90 – **Bid Price to Manchester \$3459.12**

Quotes are good until 8/31/26

Thank you for the Opportunity to Bid!



4390 114th Street
Urbandale, IA 50322
Billing Questions: 402-255-3819

INVOICE

Invoice Number: 100857
Date: September 03, 2026
Project Number: 2508615

City of Manchester
208 E Main Street
Manchester, IA 52057
Manchester, Iowa-Bridge Rehabilitation

For Professional Services Rendered Through: August 28, 2026

Fee Services

	Contract Amount	Percent Complete	Fee Earned	Prior Billings	Current Billings
Project Management	\$39,580.00	15.00	\$5,937.00	\$5,937.00	\$0.00
Preliminary Plans	\$37,500.00	25.00	\$9,375.00	\$7,500.00	\$1,875.00
Check Plans	\$141,760.00	0.00	\$0.00	\$0.00	\$0.00
Final Plans	\$11,280.00	0.00	\$0.00	\$0.00	\$0.00
Bidding Services	\$15,240.00	0.00	\$0.00	\$0.00	\$0.00
	\$245,360.00		\$15,312.00	\$13,437.00	\$1,875.00
					\$1,875.00
Invoice Total					\$1,875.00



4390 114th Street
Urbandale, IA 50322
Billing Questions: 402-255-3819

INVOICE

Invoice Number: 100865
Date: September 03, 2026
Project Number: 2604620

City of Manchester
208 E Main Street
Manchester, IA 52057
City of Manchester Traffic Impact Study

For Professional Services Rendered Through: August 28, 2026

Professional Services			
	Hours	Rate	Amount
Bardgett, Anthony - Principal Engineer	6.00	250.00	\$1,500.00
Crowell, Jacob C - Associate Engineer	18.00	170.00	\$3,060.00
Harper, Clarence W - Senior Engineer	9.00	205.00	\$1,845.00
Holtzman, Mitchell L - Associate Engineer	50.50	170.00	\$8,585.00
	83.50		\$14,990.00
Invoice Total			\$14,990.00



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

INVOICE

Invoice Number: 100813
Date: August 21, 2026
Project Number: 2412250

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

For Professional Services Rendered Through: August 14, 2026

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

Items completed this period: Project Administration
- Conduct final walk through
- Coordinate completion of punchlist items.

Closeout Phase
- Sponsor Certificate for Final Acceptance
- Compiling Final Construction Report

003 - Construction Phase

Maximum Allowable	\$58,177.19
Previously Billed	\$39,923.10
Current Invoice Amount	\$3,270.27
Contract Cap Exceeded	\$0.00
Remaining Contract	\$14,983.82

Professional Services

	Hours	Rate	Amount
Gaston, Cory - Senior Engineer	6.0	\$63.46	\$380.77
Marsh, Chad W - Licensed Surveyor	6.0	\$93.75	\$562.50
Wemhoff, Blake - Summer Intern	5.0	\$28.00	\$140.00
Total Labor	17.0		\$1,083.27
Overhead		176.25%	\$1,909.26
Total Labor Costs			\$2,992.53

Reimbursable Expenses

	Quantity	Unit Rate	Amount
Lodging	1	\$127.1800	\$127.18
Lodging	1	\$109.1600	\$109.16
Meals	1	\$11.9700	\$11.97
Meals	1	\$29.4300	\$29.43

Subtotal

\$277.74

003 - Construction Phase Total:

\$3,270.27

Fixed Fee				
	Contract Amount	Previously Billed	% Complete	Amount
003 - Construction Phase	\$6,035.06	\$4,453.27	80.54	\$407.37
004 - Closeout Phase	\$8,735.44	\$0.00	5.00	\$436.77
Invoice Total				\$4,114.41

**Burrington Group, Inc.**

105 West Main Street
Manchester, IA 52057
p 563.927.2434 f 563.927.8824

info@burringtongroup.com
www.burringtongroup.com

INVOICE

BILL TO
City of Manchester 208 East Main Street Manchester, IA 52057

DATE:	9/2/2026
Invoice #:	2990

DESCRIPTION	TERMS		DUE DATE
	Net 30		10/2/2026
DESCRIPTION	QTY	RATE	AMOUNT
24-150 Grand Avenue Trail Extension Project in accordance with the City of Manchester Resolution No. 117-2024 dated November 12, 2024.			
PERIOD OF SERVICES: August 1, 2026 through August 31, 2026			
SERVICES PROVIDED: Contractor coordination, construction observation and testing, staking, manage DOT paperwork, pay application preparation, attend council meetings.			
CONSTRUCTION PHASE ENGINEERING:			
Fixed Fee		\$9,500.00	
Percentage Invoiced		70%	
Previous Invoiced		\$4,750.00	
Previous Payments		\$4,750.00	
Professional Fee		1,900.00	1,900.00
CONSTRUCTION OBSERVATION, STAKING & TESTING (\$30,000.00 Estimate)			
Design Engineer (per hour)	18.5	115.00	2,127.50
Senior Engineering Technician - per hour	43	85.00	3,655.00
Engineering Technician - per hour	11.5	72.00	828.00
Thank you for your business.	Total		\$8,510.50

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

Name of Contractor: Eastern Iowa Excavating & Concrete LLC 121 Nixon Street, PO Box 189 Cascade, Iowa 52033						Name of Owner: City of Manchester 208 East Main Street Manchester, Iowa 52057				
Date of Completion:				Amount of Contract:			Dates of Estimate:			
Original: Complete by September 4, 2026 Revised:				Original: \$ 1,140,231.40 Revised: \$ 1,144,541.40 Through: Change Order 1			From: July 26, 2026 Through: August 29, 2026			
Item	Code	Description	BID Quantity	CO Quantity	Unit	Unit Price	This Period		Total To Date	
							Quantity	Amount	Quantity	Amount
		BID ITEMS								
1	2010-A	CLEARING AND GRUBBING	45		UNIT	\$ 36.00		\$ -	45	\$ 1,620.00
2	2010-D-1	TOPSOIL, ON-SITE	350		CY	\$ 16.50	180	\$ 2,970.00	300	\$ 4,950.00
3	2010-D-3	TOPSOIL, OFF-SITE	180		CY	\$ 48.75		\$ -		\$ -
4	2010-E	EXCAVATION, CLASS 10	2780		CY	\$ 13.50	100	\$ 1,350.00	2780	\$ 37,530.00
5	2010-F	CORE OUT EXCAVATION	100		CY	\$ 38.00		\$ -	102	\$ 3,876.00
6	2010-H	GRANULAR STABILIZATION	2500		TON	\$ 17.25		\$ -	1717.4	\$ 29,625.15
7	2010-K-1	REMOVAL OF STRUCTURE, STONE HEADWALL	1		EA	\$ 1,455.00		\$ -	1	\$ 1,455.00
8	2010-999-A	EXPLORATORY EXCAVATION	20		HR	\$ 215.00		\$ -	24	\$ 5,160.00
9	3010-D	REPLACEMENT OF UNSUITABLE BACKFILL MATERIAL	1000		CY	\$ 37.85		\$ -	201.8	\$ 7,638.13
10	3010-999-B	DEWATERING OPERATIONS	1		LS	\$ 10,000.00		\$ -	1	\$ 10,000.00
11	4010-A-1	SANITARY SEWER GRAVITY MAIN, TRENCHED, PVC SDR-26, 8 IN.	707		LF	\$ 58.50		\$ -	707	\$ 41,359.50
12	4010-A-2	SANITARY SEWER GRAVITY MAIN, TRENCHED, PVC SDR-26, 10 IN.	636		LF	\$ 55.25		\$ -	636	\$ 35,139.00
13	4010-A-3	SANITARY SEWER GRAVITY MAIN, TRENCHED, PVC SDR-26, 12 IN.	10		LF	\$ 230.25		\$ -	10	\$ 2,302.50
14	4010-B-2	SANITARY SEWER GRAVITY MAIN CASING PIPE, TRENCHLESS, STEEL, 20 IN.	20		LF	\$ 1,520.00		\$ -	20	\$ 30,400.00
15	4010-E-1	SANITARY SEWER SERVICE STUB, SDR 23.5, 4 IN.	381		LF	\$ 41.25		\$ -	404	\$ 16,665.00
16	4010-E-2	SANITARY SEWER SERVICE STUB, SDR 23.5, 6 IN.	46		LF	\$ 59.00		\$ -	45	\$ 2,655.00
17	4010-H	REMOVAL OF SANITARY SEWER, 12 IN. OR LESS	400		LF	\$ 9.25		\$ -	400	\$ 3,700.00
18	4010-I	SANITARY SEWER CLEANOUT, 8 IN. PVC	1		EA	\$ 1,900.00		\$ -	0.8	\$ 1,520.00
19	4010-K	SANITARY SEWER ABANDONMENT, PLUG, 4 AND 6 IN. SERVICE	8		EA	\$ 180.00		\$ -	4	\$ 720.00
20	4010-L	SANITARY SEWER ABANDONMENT, FILL AND PLUG, 10 IN. OR LESS	730		LF	\$ 7.00		\$ -	225	\$ 1,575.00

Item	Code	Description	BID Quantity	CO Quantity	Unit	Unit Price	This Period		Total To Date	
							Quantity	Amount	Quantity	Amount
21	4010-999-A-1	SANITARY SEWER SERVICE WYE, 8 IN.	5		EA	\$ 175.50		\$ -	5	\$ 877.50
22	4010-999-A-2	SANITARY SEWER SERVICE WYE, 10 IN.	8		EA	\$ 381.50		\$ -	8	\$ 3,052.00
23	4010-999-B	TEMPORARY SANITARY SEWER PUMPING	1		LS	\$ 2,500.00		\$ -	1	\$ 2,500.00
24	4020-A-1	STORM SEWER, TRENCHED, 15 IN. RCP	327		LF	\$ 61.00		\$ -	327	\$ 19,947.00
25	4020-A-2	STORM SEWER, TRENCHED, 18 IN. RCP	120		LF	\$ 57.00		\$ -	120	\$ 6,840.00
26	4020-A-3	STORM SEWER, TRENCHED, 42 IN. RCP	30		LF	\$ 285.00		\$ -	38	\$ 10,830.00
27	4020-D	REMOVAL OF STORM SEWER, RCP, 24 IN. OR LESS	216		LF	\$ 12.25		\$ -	205	\$ 2,511.25
28	4020-999-A	TEMPORARY STORM SEWER BYPASS PUMPING	1		LS	\$ 1,875.00		\$ -	1	\$ 1,875.00
29	4030-B	PIPE APRON, RCP, 42 IN.	2		EA	\$ 2,435.00		\$ -	2	\$ 4,870.00
30	4030-C	FOOTING FOR CONCRETE PIPE APRON, 42 IN.	2		EA	\$ 1,965.00		\$ -	2	\$ 3,930.00
31	4040-A	SUBDRAIN, PERFORATED HDPE, 8 IN.	1990		LF	\$ 10.80		\$ -	1990	\$ 21,492.00
32	4040-C-1	SUBDRAIN CLEANOUT, PVC, 8 IN.	10		EA	\$ 1,000.00	1	\$ 1,000.00	5	\$ 5,000.00
33	4040-D-1	SUBDRAIN OUTLETS AND CONNECTIONS, 8 IN.	10		EA	\$ 300.00		\$ -	10	\$ 3,000.00
34	4040-999-A	SUMP PUMP, PVC SCH. 40, 2 IN. AND CONNECTION	30		LF	\$ 31.85		\$ -	45	\$ 1,433.25
35	5010-A-1	WATER MAIN, TRENCHED, PVC, 4 IN.	16		LF	\$ 128.15		\$ -	7.5	\$ 961.13
36	5010-A-2	WATER MAIN, TRENCHED, PVC, 6 IN.	80		LF	\$ 69.00		\$ -	127.5	\$ 8,797.50
37	5010-A-2	WATER MAIN, TRENCHED, PVC, 8 IN.	1255		LF	\$ 45.25		\$ -	1255	\$ 56,788.75
38	5010-B-2	WATER MAIN CASING PIPE, TRENCHLESS, STEEL, 16 IN.	20		LF	\$ 1,465.00		\$ -	20	\$ 29,300.00
39	5010-C-2	FITTINGS, DUCTILE IRON	1360		LB	\$ 14.00		\$ -	1162	\$ 16,268.00
40	5010-E-1	WATER SERVICE STUB, POLYETHYLENE CTS, 1 IN.	543		LF	\$ 29.00		\$ -	519	\$ 15,051.00
41	5010-E-2	WATER SERVICE CORPORATION, BRASS, 1 IN., INSTALLATION ONLY	18		EA	\$ 62.00		\$ -	17	\$ 1,054.00
42	5010-E-3	WATER SERVICE CURB STOP AND BOX, 1 IN., INSTALLATION ONLY	17		EA	\$ 103.00		\$ -	16	\$ 1,648.00
43	5010-999-A	CONNECTION TO EXISTING WATER MAIN	6		EA	\$ 1,015.00		\$ -	6	\$ 6,090.00
44	5020-A-1	VALVE, GATE, 6 IN., INSTALLATION ONLY	2		EA	\$ 965.00		\$ -	2	\$ 1,930.00
45	5020-A-2	VALVE, GATE, 8 IN., INSTALLATION ONLY	7		EA	\$ 880.00		\$ -	5	\$ 4,400.00
46	5020-C	FIRE HYDRANT ASSEMBLY, INSTALLATION ONLY	1		EA	\$ 3,455.00		\$ -	1	\$ 3,455.00
47	5020-K	VALVE REMOVAL	2		EA	\$ 410.00	1	\$ 410.00	1	\$ 410.00
48	5020-L	VALVE BOX REMOVAL	3		EA	\$ 135.00		\$ -	4	\$ 540.00
49	6010-A	MANHOLE, SW-301, 48 IN.	4		EA	\$ 5,515.00		\$ -	4	\$ 22,060.00
50	6010-B-1	INTAKE, SW-501	3		EA	\$ 3,325.00		\$ -	2.5	\$ 8,312.50
51	6010-B-2	INTAKE, SW-505	2		EA	\$ 4,700.00		\$ -	1.8	\$ 8,460.00
52	6010-B-3	INTAKE, SW-507	1		EA	\$ 6,375.00		\$ -	1	\$ 6,375.00
53	6010-H-1	REMOVE MANHOLE	6		EA	\$ 935.00		\$ -	6	\$ 5,610.00
54	6010-H-2	REMOVE INTAKE	4		EA	\$ 760.00		\$ -	4	\$ 3,040.00
55	6010-999-A	CONNECTION TO EXISTING PIPE	2		EA	\$ 1,950.00		\$ -	2	\$ 3,900.00

Item	Code	Description	BID Quantity	CO Quantity	Unit	Unit Price	This Period		Total To Date	
							Quantity	Amount	Quantity	Amount
56	7030-A-1	REMOVAL OF SIDEWALK	1035		SY	\$ 8.15	-1035	\$ (8,435.25)	1056	\$ 8,606.40
57	7030-A-3	REMOVAL OF DRIVEWAY	711		SY	\$ 8.50		\$ -	711	\$ 6,043.50
58	7030-E-1	SIDEWALK, PCC, 4 IN. THICK	820		SY	\$ 39.00	525	\$ 20,475.00	800	\$ 31,200.00
59	7030-E-2	SIDEWALK, PCC, 5 IN. THICK	451		SY	\$ 40.00	51	\$ 2,040.00	451	\$ 18,040.00
60	7030-E-3	SIDEWALK, PCC, 6 IN. THICK	344		SY	\$ 72.00	244	\$ 17,568.00	344	\$ 24,768.00
61	7030-G	DETECTABLE WARNING	176		SF	\$ 44.50	145	\$ 6,452.50	165	\$ 7,342.50
62	7030-H-1-a	DRIVEWAY, PAVED, PCC, 6 IN. THICK	897		SY	\$ 47.25	497	\$ 23,483.25	897	\$ 42,383.25
63	7030-H-1-b	DRIVEWAY, PAVED, PCC, 6 IN. THICK REINFORCED	12.5		SY	\$ 102.50		\$ -	12.5	\$ 1,281.25
64	7040-H-1	PAVEMENT REMOVAL HMA	220		SY	\$ 10.00		\$ -	220	\$ 2,200.00
65	7040-H-2	PAVEMENT REMOVAL PCC AND CURB	4887		SY	\$ 6.25	20	\$ 125.00	4907	\$ 30,668.75
66	8020-B	PAINTED PAVEMENT MARKINGS, SOLVENT/WATERBORNE	1		LS	\$ 910.00		\$ -		\$ -
67	8030-A	TEMPORARY TRAFFIC CONTROL	1		LS	\$ 37,675.00		\$ -	0.8	\$ 30,140.00
68	9010-B	HYDRAULIC SEEDING, FERTILIZING, AND MULCHING	0.6		AC	\$ 14,500.00		\$ -	0.25	\$ 3,625.00
69	9010-D	WATERING	12		EA	\$ 135.00	3	\$ 405.00	5	\$ 675.00
70	9040-D-1	FILTER SOCKS, 12 IN.	200		LF	\$ 5.15		\$ -		\$ -
71	9040-D-2	FILTER SOCKS, REMOVAL	200		LF	\$ 1.75		\$ -		\$ -
72	9040-E	TEMPORARY RECP, TYPE 1	200		SY	\$ 3.85		\$ -		\$ -
73	9040-T-1	INLET PROTECTION DEVICE	8		EA	\$ 85.00		\$ -	7	\$ 595.00
74	9040-T-2	INLET PROTECTION DEVICE, MAINTENANCE	8		EA	\$ 40.00		\$ -		\$ -
75	11,030-A	MAINTENANCE OF POSTAL SERVICE	1		LS	\$ 785.00		\$ -	0.8	\$ 628.00
76	11,030-B	MAINTENANCE OF SOLID WASTE COLLECTION	1		LS	\$ 650.00		\$ -	0.8	\$ 520.00
77	11,050-A	CONCRETE WASHOUT	1		LS	\$ 725.00	0.2	\$ 145.00	0.4	\$ 290.00
1.1	2010-J	SUBBASE, MODIFIED, 6 IN. THICK	2900		TON	\$ 18.25	104.93	\$ 1,914.97	3480.06	\$ 63,511.10
1.2	7010-A	PAVEMENT, PCC, 6 IN. THICK	4900		SY	\$ 48.00	2868.9	\$ 137,707.20	4946.9	\$ 237,451.20
1.3	7010-E	CURB AND GUTTER, PCC, 30 IN. 6 IN. THICK	145		LF	\$ 28.00	85	\$ 2,380.00	115	\$ 3,220.00
1.4	7020-A	PAVEMENT, ASPHALT	55		TON	\$ 209.00	25.77	\$ 5,385.93	42.98	\$ 8,982.82
1.5	11,020-A	MOBILIZATION	1		LS	\$ 13,750.00		\$ -	1	\$ 13,750.00
A01*	CCO1	SANITARY SEWER MANHOLE BASE		2	EA	\$ 2,155.00		\$ -	2	\$ 4,310.00
		TOTAL BID ITEMS						\$ 215,376.60		\$ 1,070,730.92
		STOCKPILED SEWER AND WATER MATERIALS	1		LS	\$ 87,000.40	-0.24	\$ (20,880.10)		\$ -

*Modified by Change Order

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

This Period	Retainer 3.00%	Total to Date
\$ 215,376.60	Amount Earned	\$ 1,070,730.92
\$ 6,461.30	Amount Retained	\$ 32,121.93
XXXXXXXXXXXXXXXXXXXX	Previous Payments	\$ 829,693.69
	Stockpiled Materials	\$ -
\$ 208,915.30	Amount Due	\$ 208,915.30

Estimated Percent of Job Completed

93.55%

Is Contractor's Construction Progress on Schedule?

Yes

Submitted By:

Council Approval Date:

Eastern Iowa Excavating and Concrete LLC

City of Manchester

By:

Matt Menster

Date:

9.2.26

Matt Menster, Project Manager

By:

Date:

Connie Behnken, Mayor

Recommended By:

Fehr Graham

By:

Date:

Erin Learn, City Clerk

By:

Samuel R. Ertl

Date: 09/02/2026

Samuel R. Ertl, PE, Project Manager

APPLICATION TO PERFORM WORK WITHIN STATE HIGHWAY RIGHT-OF-WAY

FOR DEPARTMENT USE ONLY

Permit Number	Highway Number IA 3, IA 13, and IA 38	County Delaware
DOT Project Number Snowmobile Trail		Expiration/Completion Date

APPLICANT (INDIVIDUAL OR COMPANY)

(ASSISTANCE FROM DEPARTMENT AVAILABLE UPON REQUEST)

First Name Mitchell	Middle A	Last Name Heims	Phone Number 563-920-2141	Ext.
Company Name Snow Pioneers Snowmobile Club			Phone Number	Ext.
Street Address 917 N 7th St		City/Town Manchester	State IA	ZIP Code 52057

WORK TO BE ACCOMPLISHED

Approval is hereby requested to enter within the state right-of-way and to complete the proposed work as detailed on the attachments and further described as follows:
 Signing and grooming of snowmobile trails along the following state highways:
 1. IA 3 from the Junction of IA 3 and IA 13 to the Junction of IA 3 and IA 38
 2. IA 13 from North of Manchester and South to Linn-Delaware County Line
 3. IA 38 from Delhi to North of Hopkinton

Location are shown on the attached map. Snow Pioneers will carry liability insurance of no less than one million dollars naming IDOT as the additional insured.

and shall be located as shown on the detailed plan attached hereto. **(See current Iowa Department of Transportation Utility Accommodation Policy for submittal of detailed plan requirements.)**

WORK SITE LOCATION

The proposed work as described above is located in Section various, Twp. various, Range various on Highway No. see above generally located na (miles) na (direction) from na (city, county line, or other land line). Work proposed is more specifically located as being from na (Milepost #) and na (Highway Station) to na (Milepost #) and na (Highway Station) on the both side of highway.

Applicant Signature and Agreement

The undersigned have read the stipulations of this permit agreement as stated as well as attachments which may be included and by signing this application agree to abide by all stipulations and to complete the work as proposed in compliance with the stipulations and attachments within one year from the date Department approval is received for said request. Failure on the part of the applicant to abide by the stipulations or to construct the work desired as stipulated and within the time frame stated shall render this agreement and request null and void. The undersigned also agrees to save harmless the State of Iowa and the Iowa Department of Transportation from any damage or losses that may be sustained by any person or persons on account of the conditions and requirements of this agreement.

Applicant Name <i>(First, M.I., Last - Print or Type)</i> Mitchell A Heims	Applicant Signature <i>(Handwritten)</i>	Date
---	--	------

CITY ACTION (IF PROPOSED WORK IS WITHIN AN INCORPORATED CITY, CITY ACTION IS REQUIRED)

"The undersigned city joins in the grants embodied in the above permit executed by the Iowa Department of Transportation on condition that all of the covenants and undertakings therein running to the Iowa Department of Transportation shall inure to the benefit of the undersigned city and recommends action on said permit application as noted below by the delegated city official".

☒ Recommend Approval ☐ Do Not Recommend Approval ☐ None Required

Handwritten Signature	Title	Date
Type or Print Name		Authorized Official for the City of

FEDERAL HIGHWAY ADMINISTRATION ACTION

(DEPARTMENT REPRESENTATIVE WILL REVIEW THE REQUEST AND OBTAIN FHWA ACTION, WHEN NECESSARY)

☐ Recommend Approval ☐ Do Not Recommend Approval ☐ None Required

Authorized FHWA Representative Signature	Date
--	------

(DOT Final Action and Agreements on next page)

DEPARTMENT OF TRANSPORTATION FINAL ACTION

☐ Application Approved		☐ Application Denied		Permit Number:	
Authorized Highway District Representative		Signature		Date	
Notice of intention to commence activities on the highway rights-of-way shall be submitted by the applicant a minimum of 48 hours prior to actually commencing the activities as herein granted by this approved application. Notice is to be given to the following Iowa Department of Transportation representative:					
Local DOT Contact Person (Type or Print Name)				Phone Number	
Street Address		City/Town		State IA	ZIP Code

AGREEMENTS

The applicant agrees that if granted a permit to do said work the following stipulations shall govern.

1. The applicant shall carry on the construction, repair, and maintenance with serious regard to the safety of the traveling public and adjacent property owners and shall save the State and the Iowa Department of Transportation harmless of any damage or losses that may be sustained by the traveling public on account of such construction, repair, or maintenance operations.
2. The applicant shall indemnify and save harmless the State of Iowa, its agencies, and employees, from any and all causes or actions, suits at law or in equity, for losses, damages, claims, or demands, and from any and all liability and expense of whatsoever nature, arising out of or in connection with the applicant's use or occupancy of the public highway.
3. The applicant shall hold the State and the Iowa Department of Transportation harmless of any damage that may result to said highway because of the construction or maintenance of the facility, and shall reimburse the State or the Iowa Department of Transportation for any expenditures that the State of Iowa or the Iowa Department of Transportation may have to make on said highway rights-of-way on account of said applicant's construction or maintenance activity or lack thereof.
4. Traffic protection shall be in accordance with Part VI of the current Manual on Uniform Traffic Control Devices for Streets and Highways. The applicant shall be responsible for correctly using signs as needed while work is in progress. Flagging operations are the responsibility of the applicant.
5. Before beginning any work within the highway rights-of-way, it is the responsibility of the applicant to contact utility companies whose installations may be affected or encountered. Contact should be made at 1-800-292-8989, a minimum of 48 hours in advance of starting construction. If the work requested in this application should cause a need to relocate or modify an existing utility, any cost associated shall be as negotiated between the applicant and the utility owner.
6. A copy of the approved application shall be available on the job site at all times for examination by Department of Transportation officials.
7. The applicant shall seed and mulch all disturbed areas within the highway right-of-way and shall be responsible for the vegetative cover until it becomes well established. Any surfaced areas such as driveways or shoulders and sodded waterways and plantings which are disturbed shall be restored to their original condition.
8. If the proposed work results in a pool of water on the applicant's property, this pool of water will be exclusively owned, controlled, and maintained by the applicant. That part of the modification located on highway right-of-way will be maintained by the Iowa Department of Transportation for road purposes only.
9. The applicant shall maintain any drainage structure built within the right-of-way that is built for the benefit of the applicant and not necessary for highway use.
10. This permit is subject to any laws now in effect as well as any new laws which may be hereafter enacted and all applicable rules and regulations of local, state, and federal agencies.
11. This permit is subject to all the rules and regulations of the Iowa Department of Transportation, and to revocation by the Iowa Department of Transportation at any time and at no cost to the Department, when in the judgment of the Department it is necessary in the improvement or maintenance of the highway or for other reasonable cause.
12. The applicant agrees to give the Iowa Department of Transportation 48 hours notice of intention to start construction or perform maintenance on the highway right-of-way. Any modification to the proposed work shall be approved by the Department prior to making the change.
13. Unless specifically noted in item #16, all work performed within the right-of-way shall be restricted to a time frame of 30 minutes after sunrise to 30 minutes before sunset.
14. After November 24, 2008, all personnel in the highway right-of-way shall wear ANSI 107 Class 2 apparel at all times when exposed to traffic or construction equipment.

15. All proposed work covered by this permit shall be at the applicant's expense. The applicant shall reimburse the Iowa Department of Transportation for any materials removed from the highway right-of-way described as follows:

16. The following special requirements shall apply to this permit:

Disclosure Statement: The information furnished on this form will be used by the Department of Transportation to determine approval or denial of the application. Failure to provide all information will result in denial of the application. Information furnished is public information and copies may be provided to the public upon request.



No ATVs
on
Snowmobile
Trails

Join the Snow Pioneers

The Snow Pioneers is a non-profit snowmobile organization that promotes snowmobile activities in Delaware County to stimulate and advance the general welfare of snowmobiling in the Delaware County area; to serve the interests of the snowmobile owners in the area by development, maintenance and marking of snowmobile trails, sponsorship of events and activities and public promotion of the sport of snowmobiling in Delaware County.

\$25/Family

Included with your membership are the following benefits:

- One year subscription to the Iowa Snowmobiler magazine
- Complimentary accidental death and dismemberment insurance policy
- Membership to the Iowa State Snowmobile Association

www.snowpioneers.com



- 100% ISSA
- Respect Private Property
- Get Involved, Stay Involved
- Ride Safe!
- Stay Sober!

To Drift
Skippers

To WSA
Trails

Map Legend

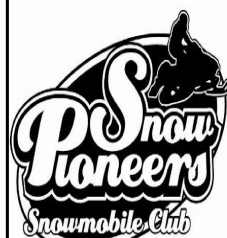
- Snow Pioneer Primary Trail
- Snow Pioneers Secondary Trail
- Trail Maintained By Neighboring Club
- Backbone Park Trail
- Trail Number

Groomed Regularly

Groomed Occasionally

To Frozen
Few

To Snow
Punchers



Association Since 1983

Trail Map



Developed and Maintained
By the Snow Pioneers



FOLLOW US ON FACEBOOK FOR
CLUB AND TRAIL UPDATES!

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/15/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER V & V Insurance Agency Inc Po Box 159 Cresco IA 52136	CONTACT NAME: Kelly O'Donnell PHONE (A/C, No, Ext): 563-547-2161 FAX (A/C, No): 563-547-2046 E-MAIL ADDRESS: insurance@vandvins.com <table style="width: 100%;"> <tr> <th style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> <tr> <td>INSURER A: West Bend Mutual Insurance Co.</td> <td>15350</td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: West Bend Mutual Insurance Co.	15350	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A: West Bend Mutual Insurance Co.	15350														
INSURER B:															
INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															
INSURED SNOW PIONEERS 917 N 7th St MANCHESTER IA 52057															

COVERAGES**CERTIFICATE NUMBER:** 20260515110558501**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. *LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. LIMITS SHOWN ARE INCLUSIVE OF AMOUNTS REQUESTED BY THE CERTIFICATE HOLDER AND MAY NOT REFLECT POLICY LIMIT AMOUNTS IN EXCESS OF THOSE REQUESTED. ***Not Applicable in WY**

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS					
A	☒ COMMERCIAL GENERAL LIABILITY	Y	N	A922437	05/01/2026	05/01/2027	EACH OCCURRENCE					
	☐ CLAIMS-MADE ☐ OCCUR						\$ 1,000,000					
							DAMAGE TO RENTED PREMISES (Ea occurrence)					
							\$ 100,000					
							MED EXP (Any one person)					
						\$ 0						
						PERSONAL & ADV INJURY	\$ 1,000,000					
						GENERAL AGGREGATE	\$ 1,000,000					
						PRODUCTS - COMP/OP AGG	\$ 1,000,000					
							\$					
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)					
	☐ ANY AUTO						\$					
	☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS						BODILY INJURY (Per person)					
	☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						\$					
							BODILY INJURY (Per accident)					
							\$					
							PROPERTY DAMAGE (Per accident)					
							\$					
							\$					
	UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE					
	EXCESS LIAB ☐ CLAIMS-MADE						\$					
	☐ DED ☐ RETENTION \$						AGGREGATE					
							\$					
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						☐ PER STATUTE ☐ OTH-ER					
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y / N					E.L. EACH ACCIDENT					
	If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					\$					
							E.L. DISEASE - EA EMPLOYEE					
							\$					
							E.L. DISEASE - POLICY LIMIT					
							\$					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Snowmobile Club and Trail Liability Insurance, including Liability coverage for (1) Groomer.

Endorsement Form WB 1890 - Additional Insured - Automatic Status When Required By Written Contract With You - extends liability to all landowners.

This policy has a \$250.00 deductible per claim, not to exceed \$2500.00 deductible per occurrence.

CERTIFICATE HOLDER**CANCELLATION**

	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Kelly O'Donnell</i>

EXHIBIT D
FORM OF DISBURSEMENT REQUEST

Date submitted: 9/8//2026

Submitted by: S&R Construction, Inc.

Contact information: Jason Wenger, jwenger@burringtongroup.com

Amount Requested \$ 203,700.16

Index of Invoices/Statements Attached to substantive request:

Pay Application No. 2 – Oakview Estates Phase 2

I, the undersigned hereby certify that the costs shown on the documents referred in the index above are (i) legitimate costs reasonably incurred in the undertaking of the Public Infrastructure Project (as defined in that certain Amended Development Agreement between the City and the Developer dated November 10, 2025); and (ii) distinct from and additional to all other costs previously associated with a prior disbursement request.


S & R CONSTRUCTION INC.

Reviewed and accepted by the City of Manchester, Iowa this _____ day of _____, 20__.

By:
City Manager



Account Number: 421917
Capture Date: August 20, 2026
Item Number: 5250183612805
Posted Date: August 20, 2026
Posted Item Number: 232000818
Serial Number: 7298
Amount: 203,700.16

S & R CONSTRUCTION, INC.
1155 275TH ST
MASONVILLE IA 50654-8806

S & R CONSTRUCTION, INC.		17298
STEVE PETTLON		72-2119/738
1155 275TH ST PH (319)361-0638		04
MASONVILLE IA 50654-8806		CHECK GUARANTEE
Pay to the Order of <u>Dave Schmitt</u>	<u>8-16-2026</u> Date	\$203,700.16
<u>Two hundred three thousand seven hundred & 16/100</u> Dollars		Photo Safe Deposit
 CITIZENS STATE BANK Masonville, Iowa 50654 www.citizensstatebank.com		
For _____	<u>Betty Pettlon</u> RP	
⑆073921190⑆ 421 917⑈		7298

20260819900580230000100502

For Remote Deposit Only
Cedar Rapids Bank & Trust
DAVE SCHMITT CONS

APPLICATION FOR PAYMENT NO. 2

Name of Contractor: Dave Schmitt Construction					Dated: <u>August 12, 2026</u>			
Name of Owner <u>S&R Construction, Inc.</u>								
Contract For: <u>Oakview Estates</u> <u>Manchester, IA</u>					Engineer's Project No. <u>24-128</u>			

Date of Completion:		Amount of Contract:			Dates of Estimate:		
Original		Original	\$	768,154.75	From	June 1, 2026	
Revised		Revised			To	August 7, 2026	
Item No.	Item Description	Quant.	Unit	Unit Price	Quantity	Amount	Total to Date
							Quantity Amount
Base Bid							
1	Clearing & Grubbing	1.00	L.S.	1,766.00	0.0	-	1 1,766.00
2	Topsoil Strip to Stockpile	3,500	C.Y.	2.45	0	-	3500 8,575.00
3	Excavation, CL 10 (onsite cut to fill)	2,500	C.Y.	4.40	2435	10,714.00	3435 15,114.00
4	6" PCC Concrete Pavement	4,443	S.Y.	46.00	0	-	0 -
5	Subbase, special backfill (4")	1,500	Ton	19.35	0	-	0 -
6	Macadam stone subbase (12")	3,500	Ton	24.60	2289.3	56,316.78	2289.3 56,316.78
7	Granular Trench Backfill	3,000	Ton	16.25	0	-	125.26 2,035.48
8	Core-out Excavation	150	C.Y.	13.55	0	-	0 -
9	Core-out Backfill	300	Ton	21.80	0	-	0 -
10	Erosion Stone	10	Ton	64.85	5.11	331.38	5 331.38
11	6" PCC Sidewalk	65	S.Y.	129.00	0	-	0 -
12	Detectable Warnings	80	S.F.	50.00	0	-	0.00 -
13	SW-501 Intake	7	Each	4,711.00	7	32,977.00	7.00 32,977.00
14	SW-503 Intake w/ Manhole	3	Each	6,590.00	3	19,770.00	3.00 19,770.00
15	8" PVC Storm Sewer	75	L.F.	40.00	0	-	75 3,000.00
16	12" RCP Storm Sewer	24	L.F.	49.80	24	1,195.20	24 1,195.20
17	15" RCP Storm Sewer	389	L.F.	52.65	389	20,480.85	389 20,480.85
18	18" RCP Storm Sewer	335	L.F.	53.25	335	17,838.75	335 17,838.75
19	12" RCP Apron w/ Grate	1	Each	2,077.00	1	2,077.00	1 2,077.00
20	Detention Outlet Control Structure	1	Each	5,219.00	0	-	1 5,219.00
21	6" Dual Wall HDPE Subdrain	2,060	LF	15.45	2060	31,827.00	2060 31,827.00
22	Sanitary Manhole (SW-301, 48")	5	Each	4,910.00	0	-	5 24,550.00
23	8" PVC SDR-26 Sanitary Sewer	1,270	LF	40.65	0	-	1260 51,219.00
24	4" PVC SDR-23.5 Sewer Service	630	L.F.	29.30	0	-	665.0 19,484.50
25	8" PVC Plug	1	Each	62.55	0	-	1.0 62.55
26	8"x4" Wye	18	Each	270.80	0	-	18 4,874.40
27	6" C900 Water Main	870	L.F.	22.55	0	-	855 19,280.25
28	8" C900 Water Main	620	L.F.	29.70	0	-	620 18,414.00
29	6" Valve & Box, install	6	Each	369.50	0	-	6 2,217.00
30	8" Valve & Box, install	4	Each	395.15	0	-	2 790.30
31	12" Valve & Box, install	2	Each	602.75	0	-	0 -
32	12"x8" Tee	1	Each	1,521.00	0	-	1 1,521.00
33	12" Macro	2	Each	1,285.00	0	-	0 -
34	6"x6" Tee	2	Each	934.45	0	-	2 1,868.90
35	8"x6" Tee	1	Each	1,066.00	0	-	1 1,066.00
36	8"x8" Tee	2	Each	1,161.00	0	-	2 2,322.00
37	8"x6" Reducer	2	Each	639.15	0	-	2 1,278.30
38	Fire Hydrant, install	2	Each	1,126.00	0	-	2 2,252.00
39	Fire Hydrant Assembly, install	2	Each	1,663.00	0	-	2 3,326.00
40	Connect to Existing Water	3	Each	1,046.00	0	-	3 3,138.00
41	12" Macro	1	Each	1,285.00	0	-	0 -
42	Water Service, 1"	440	L.F.	16.00	440	7,040.00	440 7,040.00
43	Corporation Stop, Install	18	Each	213.15	18	3,836.70	18 3,836.70
44	Curb Stop & Box, Install	18	Each	101.00	18	1,818.00	18 1,818.00
45	Topsoil Respread	2,500	C.Y.	6.25	0	-	0 -
46	Seeding, fertilizing & mulching	3	Acre	1,800.00	0	-	0 -
47	Silt Fence	1,500	L.F.	1.85	150	277.50	1650 3,052.50
48	Erosion Control Sock, 12"	300	L.F.	3.50	0	-	0 -
49	Stabilized Construction Exit	1	L.S.	1,843.00	0	-	1 921.50

APPLICATION FOR PAYMENT NO. 2

50	Traffic Control		1	L.S.	500.00	0	-	1	250.00
51	Mobilization		1	L.S.	20,348.00	0	-	1	10,174.00
52	Water Main Connection Live Tap (materials & labor)		1	L.S.	3,500.00	1	3,500.00	1	3,500.00
TOTAL AMOUNT						\$ 210,000.16		\$ 406,780.34	
AMOUNT						THIS PERIOD		TOTAL TO DATE	
Amount Earned						\$ 210,000.16		\$ 406,780.34	
Amount Retained 3%						6,300.00		12,203.41	
Previous Payments								190,876.77	
AMOUNT DUE						\$ 203,700.16		\$ 203,700.16	
Estimated Percentage Job Completion								53.0%	
Is Construction Progress on Schedule						_X_ YES		____ NO	

APPLICATION FOR PAYMENT NO. 2

CONTRACTOR CERTIFICATION:

The undersigned CONTRACTOR certifies that (1) all previous progress payments received from the owner on account of Work done under the Contract Referred to above have been applied to discharge in full the obligations of CONTRACTOR incurred in connection with Work covered by prior Applications for Payment; and (2) title to all materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all liens, claims, security interests and encumbrances (except such as covered by Bond acceptable to the OWNER).

CONTRACTOR

Dave Schmitt Construction

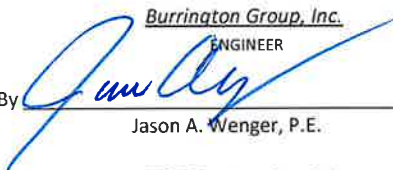
Dated 8/14/2026

By Lincoln Taylor

ENGINEER'S RECOMMENDATION

This Application (with accompanying documentation) meets the requirements of the Contract Documents and payment of the above AMOUNT DUE this application is recommended.

Dated 8/14/2020

By 
Burrington Group, Inc.
ENGINEER
Jason A. Wenger, P.E.

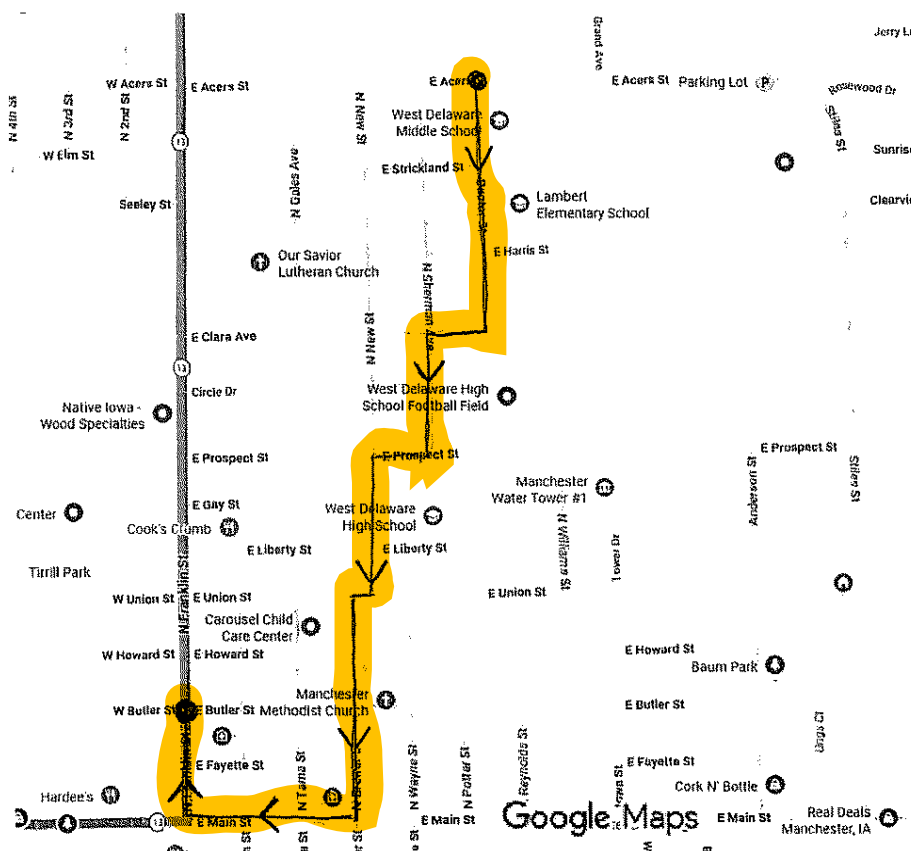
OWNER'S APPROVAL

Dated _____

By _____
S&R Construction, Inc.
OWNER

2026 West Delaware Homecoming Parade, Friday, September 25, beginning at 2:00 PM

Lineup for the Parade begins at 1:30 PM on Sherman Avenue, between the High School and the Fairgrounds, with participants facing north. At the far north end of Sherman Avenue will be those entries that will be first in the Parade lineup - Grand Marshal, Homecoming Court, etc. Usually other entries fall in line after that. A nice easy street to use to access Sherman Avenue is Clara Avenue, which intersects with Sherman Avenue at Sill Softball Field.



At 2:00 PM the Parade will start, turning right onto Acers Street and officially beginning as it turns on Doctor Street to head passed the Middle School and Lambert. **You can throw candy if you want, but for safety reasons Middle School and Lambert have asked that you do not throw candy in front of the Middle School and Lambert to avoid all of the students running out into the street. :) But candy can be thrown elsewhere when you see children (or adults) along the route.** At the south end of Doctor Street, the route winds its way west on Clara Avenue and south on Sherman Avenue passed the Sill Softball Field. The Parade then turns west onto Prospect Street and south onto New Street to go passed the High School. The Parade continues through the jog from New Street to South Brewer Street, heading south to Main Street where it turns west to head to Franklin Street. The Parade turns north on Franklin Street and ends at the Manchester Public Library.

City of Manchester, Iowa Annual Bow Hunting Application

(all items on this form must be completed)

NAME: Devlin Brooks

ADDRESS: 804 Tanglewood Dr. Manchester, IA 52057

PHONE: _____

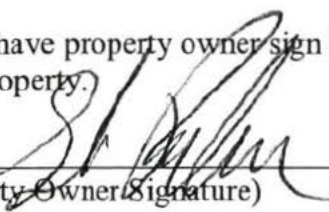
EMERGENCY CONTACT: Rebecca Brooks
(name & phone number)

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

621 Line St. Manchester, IA 52057

This property is owned by: Steve Palmer

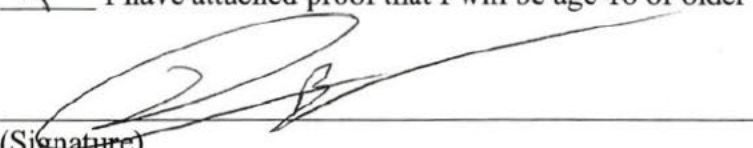
Please have property owner sign below giving permission for the person named above to hunt on their property.


(Property Owner Signature)

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

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

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


(Signature)

Devlin Brooks
(Printed Name)

(Date)

Date approved by the Manchester City Council: _____

City of Manchester, Iowa Annual Bow Hunting Application

(all items on this form must be completed)

NAME: Devin Brooks

ADDRESS: 804 Tanglewood Dr. Manchester, IA 52057

PHONE: _____

EMERGENCY CONTACT: Rebecca Brooks
(name & phone number)

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

832 Tanglewood Dr. Manchester, IA 52057

This property is owned by: Merlyn Havertape / Marlean Havertape

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

Merlyn Havertape
(Property Owner Signature)

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

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

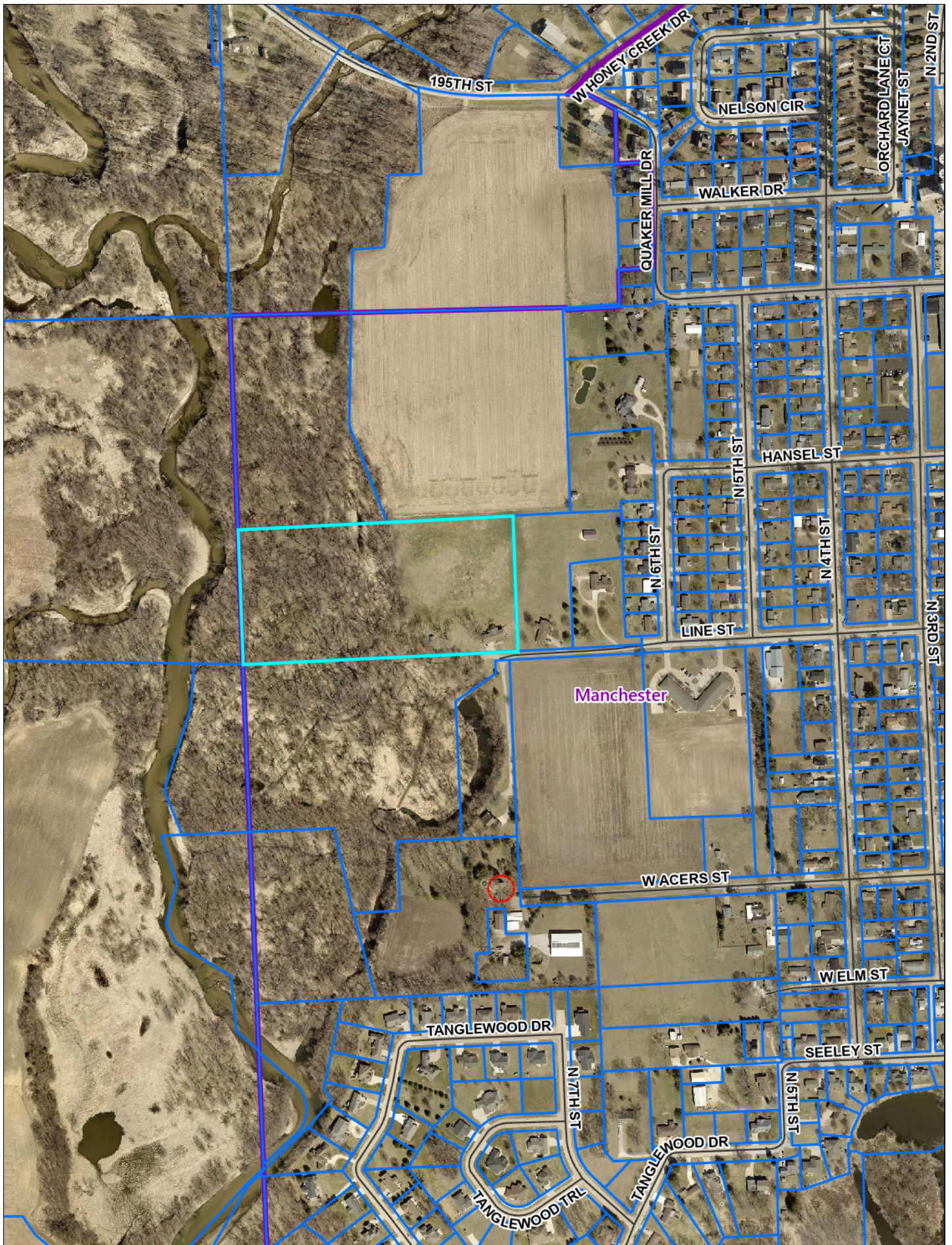
☒ I have attached proof that I will be age 16 or older on the day of the hunt.

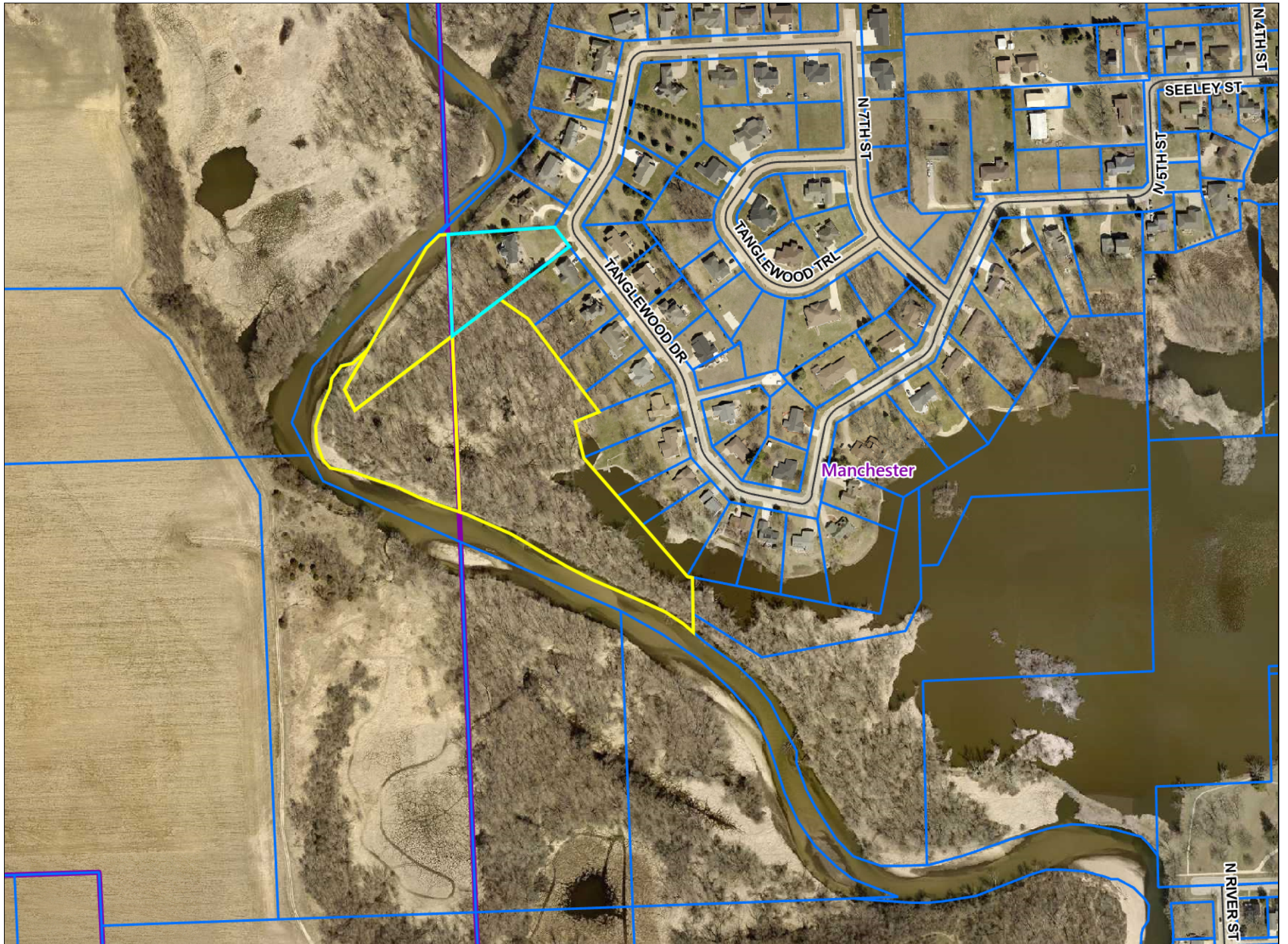
[Signature]
(Signature)

Devin Brooks
(Printed Name)

(Date)

Date approved by the Manchester City Council: _____





September 3, 2026

Brock Waters
City Manager
City of Manchester
208 East Main Street
Manchester, Iowa 52057

**RE: Proposal for Civil Engineering Services
West Main Street Pedestrian Signals, Manchester, Iowa**

Dear Brock,

Fehr Graham will provide professional services to preliminarily review the sidewalk ramps at the intersections of Legion, 7th and 8th Streets along West Main Street and coordinate with the City to prepare the required documents for the installation of rectangular rapid flash beacons (RRFBs). The following is the scope of services Fehr Graham will provide in support of this project. This scope assumes the RRFBs will be installed at the intersection of 7th Street and West Main Street, where the existing sidewalk landings and ramps are compliant.

SCOPE OF SERVICES

- » Preliminary sidewalk ramp review.
- » Prepare plans for the City to submit to the Iowa Department of Transportation (Iowa DOT) for review and approval to install two RRFBs. Plan sheets are expected to consist of a site map showing the general project location and a grading detail showing existing sidewalk slopes, proposed locations of the RRFBs, additional pavement paint markings, and “yield here to pedestrians” signs. References to the Iowa DOT standard road plans for traffic control along a state highway will be referenced in the plans.
- » Assist the City with preparing and submitting the required Traffic Control Device Application to the Iowa DOT.
- » Answer any questions City staff may have during the installation of the RRFBs.

EXCLUSIONS

- » Completion of a full topographic or boundary survey.
- » Full Americans with Disabilities Act (ADA) sidewalk design; sidewalks at the intersection of 7th Street and West Main Street are currently compliant.
- » Preparation of contract documents to submit a request for proposal to contractors or administration of a bid letting.
- » Exploration of underground utilities and utility design.
- » Construction survey.

Any of the above services can be performed at an additional cost to the project upon request.

FEES

You will be billed on a time and materials basis as per the annually established fee schedule.

The fee for performing the above services is estimated to be **\$3,800**.

**Reimbursables are not to exceed a 15% markup. Payment for the services rendered will be requested via a monthly invoice. Fehr Graham does not accept credit and/or debit card payments.*

**All plan reproduction and distribution costs along with publication and permit fees will be paid directly by Client and are not included in the above fees.*

SCHEDULE

Fehr Graham will begin the services authorized herein after receipt of the signed Agreement and any information reasonably needed to start the work.

AUTHORIZATION

We appreciate the opportunity to present this proposal and trust that the information provided meets your expectations. Please sign and return the attached Agreement for Professional Services, which will serve as your official authorization for us to proceed with the proposed scope of work.

Sincerely,



Samuel R. Ertl, PE
Project Manager

SRE:rfg

Enclosure

F:\BD\Proposals\2026\Samuel Ertl\Manchester\W Main RRFBS\Manchester W Main RRFBS Proposal.docx

**AGREEMENT
FOR PROFESSIONAL SERVICES**

Client Brock Waters
 City Manager
 City of Manchester
 208 East Main Street
 Manchester, Iowa 52057

Description of Services:

West Main Street Pedestrian Signals, Manchester, Iowa

Fehr Graham will complete the scope of services as outlined in the proposal dated September 3, 2026, included herein.

COST:

The fee for performing the above services is estimated to be \$3,800. You will be billed on a time and materials basis as per the annually established fee.

**Reimbursables are not to exceed a 15% markup. Payment for the services rendered will be requested via a monthly invoice.*

Fehr Graham does not accept credit and/or debit card payments.

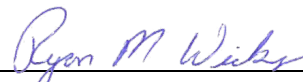
**All plan reproduction and distribution costs along with publication and permit fees will be paid direct by Client and are not included in the above fees.*

The attached General Conditions are incorporated into and made a part of this Agreement.

ACCEPTED AND AGREED TO:

I/we, the undersigned, authorize Fehr Graham to provide services as outlined above, and also agree that I/we are familiar with and **ACCEPT THE TERMS OF THE ATTACHED GENERAL CONDITIONS.**

Signature: _____
Client: City of Manchester
Name: Brock Waters
Title: City Manager
Date Accepted: _____

Signature: 
Consultant: Fehr Graham & Associates
Name: Ryan M. Wicks, PE
Title: Principal
Date Proposed: September 3, 2026

405.2600707.000

GENERAL CONDITIONS TO AGREEMENT FOR PROFESSIONAL SERVICES

1. The Client requests the professional services of Fehr Graham hereinafter called "The Consultant" as described herein.
2. The Consultant agrees to furnish and perform the professional service described in this Agreement in accordance with accepted professional standards. Consultant agrees to provide said services in a timely manner, provided, however, that Consultant shall not be responsible for delays in completing said services that cannot reasonably be foreseen on date hereof or for delays which are caused by factors beyond his control or delays resulting from the actions or inaction of any governmental agency. Consultant makes no warranty, expressed or implied, as to his findings, recommendations, plans and specifications or professional advice except that they were made or prepared in accordance with the generally accepted engineering practices.
3. It is agreed that the professional services described in the Agreement shall be performed for Client's account and that Client will be billed monthly for said services. A 1½% per month service charge will be incurred by Client for any payment due herein and not paid within 30 days of such billing which is equal to an ANNUAL PERCENTAGE RATE OF 18%. Partial payments will be first credited to the accrued service charges and then to the principal.
4. The Client and the Consultant each binds himself, his partners, successors, executors, and assigns to the other party to this Agreement and to the partners, successor, executors, and assigns of such other party in respect to this Agreement.
5. The Client shall be responsible for payment of all costs and expenses incurred by the Consultant for his account, including any such monies that the Consultant may advance for Client's account for purposes consistent with this Agreement.
6. The Consultant reserves the right to withdraw this Agreement if not accepted within 30 days.
7. A claim for lien will be filed within 75 days of the date of an invoice for services (last day of services rendered) unless the account is paid in full or other prior arrangements have been made. All attorney fees incurred by the Consultant due to the filing of said lien or the foreclosure thereof shall be borne by the Client.

In the event suit must be filed by Consultant for the collection of fees for services rendered, Client will pay all reasonable attorney's fees and court costs.

If Client defaults in payment of fees or costs due under the terms of this Agreement and Consultant incurs legal expenses as a result of such failure, Client shall be responsible for payment for Consultant's reasonable attorney fees and costs so incurred.
8. The Consultant shall present, for the consideration of the Client, engineering and technical alternatives, based upon its knowledge and experience in accordance with accepted professional standards, with selection of alternatives and final decisions as requested by the client to be the sole responsibility of the Client.
9. Construction Phase Activities (When applicable) - In connection with observations of the work of the Contractor(s) while it is in progress the Consultant shall make visits to the site at intervals appropriate to the various stages of construction as the Consultant deems necessary in Agreement to observe as an experienced and qualified design professional the progress and quality of the various aspects of the Contractor(s)'s work. Based on information obtained during such visits and on such observation, the Consultant shall endeavor to determine in general if such work is proceeding in accordance with the Contract Documents and the Consultant shall keep the Client informed of the progress of the work.

The purpose of the Consultant's visits to the site will be to enable the Consultant to better carry out the duties and responsibilities assigned to and undertaken by the Consultant during the Construction Phase, and, in addition, by exercise of the Consultant's efforts as an experienced and qualified design professional, to provide for the Client a greater degree of confidence that the completed work of the Contractor(s) will conform generally to the Contract Documents and that the integrity of the design concept as reflected in the Contract Documents has been implemented and preserved by the Contractor(s). The Consultant shall not, during such visits or as a result of such observations of Contractor(s)' work in progress, supervise, direct or have control over Contractor(s)' work nor shall the Consultant have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected by Contractor(s), for safety precautions and programs incident to the work of Contractor(s) or for any failure of Contractor(s) to comply with laws, rules, regulations, ordinances, codes, or orders applicable to Contractors(s) furnishing and performing their work. Accordingly, the Consultant can neither guarantee the performance of the construction contracts by Contractor(s) nor assume responsibility for Contractor(s)' failure to furnish and perform their work in accordance with the Contract Documents.
10. Estimates of Fees – When fees are on a time and material basis the estimated costs required to complete the services to be performed are made on the basis of the Consultant's experience, qualifications, and professional judgment, but are not guaranteed. If the costs appear likely to exceed the estimate in excess of 10%, the Consultant will notify the Client before proceeding. If the Client does not object to the additional costs within seven (7) days of notification, the increased costs shall be deemed approved by the Client.
11. The Consultant is responsible for the safety on site of his own employees. This provision shall not be construed to relieve the Client or the Contractor(s) from their responsibility for maintaining a safe work site. Neither the professional services of the Consultant, nor the presence of his employees or subcontractors shall be construed to imply that the Consultant has any responsibility for any activities on site performed by personnel other than the Consultant's employees or subcontractors.
12. Original survey data, field notes, maps, computations, studies, reports, drawings, specifications and other documents generated by the Consultant are instruments of service and shall remain the property of the Consultant. The Consultant shall provide copies to the Client of all documents specified in the Description of Services.

Any documents generated by the Consultant are for the exclusive use of the Client and any use by third parties or use beyond the intended purpose of the document shall be at the sole risk of the Client. To the fullest extent permitted by law, the Client shall indemnify, defend and hold harmless the Consultant for any loss or damage arising out of the unauthorized use of such documents.

13. No claim may be asserted by either party against the other party unless an action on the claim is commenced within two (2) years after the date of the Consultant's final invoice to the Client.
14. If a Client's Purchase Order form or acknowledgment or similar form is issued to identify the agreement, authorize work, open accounts for invoicing, provide notices, or document change orders, the preprinted terms and condition of said Purchase Order shall be superseded by the terms hereof.
15. Standard of Care – Services performed by Consultant under this agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions. No other representation expressed or implied, and no warranty or guarantee is included or intended in any report, opinion or document under this agreement.
16. Liability Insurance – Consultant will maintain such liability insurance as is appropriate for the professional services rendered as described in this Agreement. Consultant shall provide Certificates of Insurance to Client, upon Client's request, in writing.
17. Indemnification and Limitation of Liability – Client and Consultant each agree to indemnify and hold the other harmless, including their respective officers, employees, agents, members, and representatives, from and against liability for all claims, costs, losses, damages and expense, including reasonable attorney's fees, to the extent such claims, losses, damages or expenses are caused by the indemnifying party's acts, errors or omissions.

The Client understands that for the compensation herein provided Consultant cannot expose itself to liabilities disproportionate to the nature and scope hereunder. Therefore, the Client agrees to limit Consultant's liability to the Client arising from Consultant's professional acts, errors or omissions, such that the total aggregate liability of Consultant shall not exceed Consultant's total fee for services rendered on this Project.
18. Allocation of Risk – Consultant and Client acknowledge that, prior to the start of this Agreement, Consultant has not generated, handled, stored, treated, transported, disposed of, or in any way whatsoever taken responsibility for any toxic substance or other material found, identified, or as yet unknown at the Project premises. Consultant and Client further acknowledge and understand that the evaluation, management, and other actions involving toxic or hazardous substances that may be undertaken as part of the Services to be performed by Consultant, including subsurface excavation or sampling, entails uncertainty and risk of injury or damage. Consultant and Client further acknowledge and understand that Consultant has not been retained to serve as an insurer of the safety of the Project to the Client, third parties, or the public.

Client acknowledges that the discovery of certain conditions and/or taking of preventative measures relative to these conditions may result in a reduction of the property's value. Accordingly, Client waives any claim against Consultant and agrees to indemnify, defend, and hold harmless Consultant and its subcontractors, consultants, agents, officers, directors, and employees from any claim or liability for injury or loss allegedly arising from procedures associated with environmental site assessment (ESA) activities or the discovery of actual or suspected hazardous materials or conditions. Client releases Consultant from any claim for damages resulting from or arising out of any pre-existing environmental conditions at the site where the work is being performed which was not directly or indirectly caused by and did not result from, in whole or in part, any act or omission of Consultant or subcontractor, their representatives, agents, employees, and invitees.

If, while performing the Services set forth in any Scope of Services, pollutants are discovered that pose unanticipated or extraordinary risks, it is hereby agreed that the Scope of Services, schedule, and costs will be reconsidered and that this Agreement shall immediately become subject to renegotiation or termination. Client further agrees that such discovery of unanticipated hazardous risks may require Consultant to take immediate measures to protect health and safety or report such discovery as may be required by law or regulation. Consultant shall promptly notify Client upon discovery of such risks. Client, however, hereby authorizes Consultant to take all measures Consultant believes necessary to protect Consultant and Client personnel and the public. Furthermore, Client agrees to compensate Consultant for any additional costs associated with such measures.
19. In the event of legal action to construe or enforce the provisions of this agreement, the prevailing party shall be entitled to collect reasonable attorney fees, court costs and related expenses from the losing party and the court having jurisdiction of the dispute shall be authorized to determine the amount of such fees, costs and expenses and enter judgment thereof.
20. Assignment - Neither party to this Agreement shall, without the prior written consent of the other party, which shall not be unreasonably withheld, assign the benefit or in any way transfer its obligations under this Agreement or any part hereof; provided, however, either Party may freely assign this Agreement to a parent, subsidiary or affiliate without the other party's consent. This Agreement shall inure to the benefit of and be binding upon the parties hereto, and except as otherwise provided herein, upon their executors, administrators, successors, and assigns.
21. Termination – The obligation to provide further services under this Agreement may be terminated by either party upon seven (7) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. In the event of any termination, Consultant will be paid for all services rendered to the date of receipt of written notice of termination, at Consultant's established chargeout rates, plus for all Reimbursable Expenses including a 15% markup.
22. Provision Severable – The unenforceability or invalidity of any provisions hereof shall not render any other provisions herein contained unenforceable or invalid.
23. Governing Law and Choice of Venue – Client and Consultant agree that this Agreement will be governed by, construed, and enforced in accordance with the laws of the State of Illinois. If there is a lawsuit, Client and Consultant agree that the dispute shall be submitted to the jurisdiction of the Illinois District Court in and for Winnebago County, Illinois.

ORDINANCE 009-2026
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 **I-1 (General Industrial District)** described as follows:

*The West four hundred (400) feet of that part of the Northwest Quarter (NW ¼) of the Northeast Quarter (NE ¼) of Section Thirty Three (33), Township Eighty Nine (89) North, Range Five (5), West of the Fifth Principal Meridian, lying North of the Illinois Central Railroad right of way, except the North two hundred thirty three (233) feet of the East one hundred (100) feet thereof.
(Also known as 1001 East Main Street)*

and is hereby amended and hereafter designated as **C-2 (Community Commercial 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 Learn, City Clerk

Connie Behnken, Mayor

ORDINANCE 010-2026
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 **R-4 (Multi-Family Residential Medium Density District)** described as follows:

That part of the SW¼ of the SE¼ of Section 28, Township 89 North, Range 5, West of the 5th P.M. described as commencing at a point 363 feet East of the SW corner of said SW¼ of SE¼ and running thence North 280 feet, thence East 175 feet, thence South 280 feet, thence West 175 feet to the point of beginning. (Also known as 1110 East Main Street)

and is hereby amended and hereafter designated as **C-2 (Community Commercial 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 Learn, City Clerk

Connie Behnken, Mayor

ORDINANCE NO. 011-2026

AN ORDINANCE AMENDING CHAPTER 76 BICYCLE AND MICROMOBILITY DEVICE REGULATIONS; REPEALING CHAPTER 78 SCOOTERS, SKATEBOARDS, ROLLER SKATES AND IN-LINE SKATES; AND REPEALING CHAPTER 79 ELECTRIC PERSONAL ASSISTIVE AND MICROMOBILITY DEVICES OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER, IOWA

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

SECTION 1. PURPOSE. The purpose of this ordinance is to consolidate the City's regulations governing bicycles, scooters, skateboards, roller skates, in-line skates, electric personal assistive mobility devices, and micromobility devices into a single chapter; to update the title and definitions in Chapter 76; to incorporate the operational, safety, roadway, sidewalk, parking, equipment, towing, authorized police use, and penalty provisions formerly addressed in Chapters 78 and 79; and to repeal Chapters 78 and 79 in their entirety.

SECTION 2. CHAPTER 76 AMENDED. Chapter 76 of the Code of Ordinances of the City of Manchester, Iowa, is hereby repealed in its entirety, to be hereafter titled: **CHAPTER 76 "Micromobility and Nonmotorized Device Regulations"**, and replaced with the following:

76.01 DEFINITIONS. For purposes of this chapter, the following terms are defined:

1. **Bicycle** means a device having two or three wheels and at least one saddle or seat for the use of a rider and that is propelled by human power, or a low-speed electric bicycle as defined by Iowa law.
2. **Electric personal assistive mobility device** has the same meaning as set forth in Iowa Code Section 321.1 and shall be operated in accordance with Iowa Code Section 321.235A and this chapter.
3. **Micromobility device** means any device designed or used to carry one rider or operator, not otherwise required to be licensed or registered by the State of Iowa and equipped with an electric motor of less than 750 watts or otherwise propelled by human power, electric power, or a combination thereof. Micromobility devices include, but are not limited to, electric unicycles, electric tricycles, electric stand-up scooters, electric sit-down scooters, Segways, motorized skateboards, hoverboards, and similar devices, but do not include bicycles, electric personal assistive mobility devices, wheelchairs, or devices used as other power-driven mobility devices by persons with mobility disabilities.
4. **Roller skates and in-line skates** mean skates equipped with wheels instead of a runner, including skates arranged in either paired or in-line wheel configurations.
5. **Scooter** means a device having two wheels and a low footboard that is steered by a handlebar and is propelled by pushing one foot against the ground while resting the other on the footboard.
6. **Skateboard** means a device consisting of a short oblong piece of wood, plastic, aluminum, fiberglass, or similar material mounted on wheels and used for riding while standing.

76.02 SCOPE OF REGULATIONS. This chapter applies whenever a bicycle, scooter, skateboard, roller skates, in-line skates, electric personal assistive mobility device, or

micromobility device is operated upon any street, sidewalk, bikeway, public path, or publicly owned property within the City, subject to the exceptions stated herein. This chapter does not apply to any law enforcement officer operating such a device while on duty and acting within the officer's official duties, nor does it prohibit the reasonable use of a wheelchair or other power-driven mobility device by an individual with a mobility disability.

76.03 TRAFFIC CODE APPLIES: OPERATION ON STREETS. Every person operating a bicycle, scooter, skateboard, roller skates, in-line skates, electric personal assistive mobility device, or micromobility device upon a roadway shall observe all traffic control devices and shall be subject to all duties applicable to the driver of a vehicle by State law and the City Traffic Code, except as to provisions that by their nature can have no application. Operators shall stay as near to the right-hand side of the roadway as practicable, exercising due care when passing a standing vehicle or one proceeding in the same direction. A person operating a micromobility device on a roadway must obey the rules of the road and shall not operate such device upon any roadway with a posted speed limit greater than 25 miles per hour, unless crossing the roadway at an intersection or marked pedestrian crossing.

76.04 SIDEWALK AND BIKEWAY OPERATION. Electric personal assistive mobility devices may be operated on sidewalks and bikeways in accordance with Iowa Code Section 321.235A and this chapter. Micromobility devices may be operated on sidewalks and bikeways in accordance with this chapter.

76.05 PROHIBITED AREAS AND RESTRICTED USE. No person shall operate a scooter, skateboard, roller skates, in-line skates, bicycle, electric personal assistive mobility device, or micromobility device where signs are erected prohibiting such operation. No person shall operate any such device on any planter, flower or tree box, playground equipment, public stairway, access ramp built for use by persons with disabilities or other people, parking lot, tennis court, band shell, swimming pool, or other public improvement not intended for such use. All operation in places not prohibited shall be conducted in a careful and prudent manner and not in a manner causing or likely to cause danger or injury to any person or property.

76.06 SPEED; NIGHTTIME OPERATION; EQUIPMENT. No person shall operate a device regulated by this chapter at a speed greater than is reasonable and prudent under the conditions then existing, and no person shall operate an electric personal assistive mobility device or micromobility device upon publicly owned property at a speed greater than 20 miles per hour. Every bicycle, electric personal assistive mobility device, and micromobility device used from sunset to sunrise shall display, or the operator shall wear, a lamp emitting a white light visible from at least 300 feet to the front and shall display a red light or red reflector visible from at least 300 feet to the rear. Every bicycle and micromobility device shall be equipped with a brake adequate to enable the operator to stop safely under normal operating conditions. The use of scooters, skateboards, roller skates, in-line skates, coasters, or similar devices is prohibited from sunset to sunrise and at other times when fog, snow, sleet, rain, or other conditions provide insufficient light to render persons clearly discernible on the street at a distance of 500 feet ahead.

76.07 DOUBLE RIDING; TWO ABREAST; CARRYING ARTICLES. A person propelling a bicycle shall not ride other than astride a permanent and regular seat attached thereto. No device

regulated by this chapter shall be used to carry more persons at one time than the number for which it is designed and equipped. Persons riding bicycles or micromobility devices upon a roadway shall not ride more than two abreast except on paths or portions of roadways set aside for the exclusive use of bicycles or micromobility devices. No operator shall carry any package, bundle, or article that prevents the operator from keeping at least one hand upon the handlebars or other steering mechanism, if any.

76.08 EMERGING FROM ALLEY OR DRIVEWAY; SIGNALS. The operator of a bicycle, scooter, skateboard, roller skates, in-line skates, electric personal assistive mobility device, or micromobility device emerging from an alley, driveway, or building shall, upon approaching a sidewalk or sidewalk area extending across any alleyway, yield the right-of-way to all pedestrians approaching on said sidewalk or sidewalk area, and upon entering the roadway shall yield the right-of-way to all vehicles approaching on said roadway. Operators shall signal turns and stops when practicable in the manner required by law for bicycles or vehicles, except where the nature of the device makes such signal impracticable and provided that the operator otherwise exercises due care.

76.09 TOWING; IMPROPER RIDING. It is unlawful for any person operating or riding a device regulated by this chapter to be towed by any vehicle upon the streets of the City, or to tow any other vehicle or device upon the streets of the City, unless the device or vehicle is manufactured and lawfully equipped for such use. No person shall operate any device regulated by this chapter in an irregular, reckless, willful, or wanton manner, including zigzagging, stunting, speeding, or otherwise disregarding the safety of the operator, pedestrians, motorists, or other persons.

76.10 PARKING. No person shall park a bicycle, scooter, skateboard, electric personal assistive mobility device, or micromobility device upon a street other than upon the roadway against the curb or in another lawful parking location. No person shall park any such device upon a sidewalk except in a rack or against a building or at the curb in a manner that affords the least obstruction to pedestrian traffic and does not obstruct any accessible route, access ramp, doorway, fire hydrant, or traffic control device.

76.11 AUTHORIZED POLICE DEVICES. The provisions of this chapter shall not prohibit the City, the Police Department, or any authorized law enforcement officer from owning, operating, or using electric personal assistive mobility devices, bicycles, micromobility devices, or similar devices for patrol, emergency response, enforcement, training, or other official purposes, provided such use is conducted in a lawful and reasonably safe manner.

76.12 PENALTY; IMPOUNDMENT. Any person violating this chapter shall be subject to the scheduled fine or standard penalty provided for violations of this Code of Ordinances, unless a specific penalty is otherwise provided by State law. In lieu of the scheduled fine or standard penalty, an offender may voluntarily allow the device involved in the violation to be impounded by the City for not less than five days for a first offense, 10 days for a second offense, and 30 days for a third offense. Punishment for fourth and subsequent offenses, or for any offense where voluntary impoundment is refused, shall be handled as a municipal infraction or other applicable enforcement action as provided by this Code of Ordinances and State law.

If the person whose device is subject to impoundment is under the age of 18 and refuses to voluntarily relinquish the device, the City may seek consent for impoundment from the minor's parent or legal guardian. The parent or guardian's voluntary agreement shall be deemed sufficient authorization for the City to take possession of the device in accordance with this chapter. If the City is unable to obtain consent from the minor and the minor's parent or legal guardian, the City may issue notice that future violations will be treated as municipal infractions and that the parent or legal guardian may be liable for any municipal infraction arising from the minor's subsequent offenses to the extent permitted by law.

A notice of special penalty or impoundment option may include a summary of the offense, an explanation of the special penalty, an explanation that impoundment is voluntary, an explanation that refusal may result in municipal infraction treatment for future violations, an explanation concerning parent or guardian responsibility for minors where applicable, and the location from which the impounded device may be recovered.

SECTION 3. CHAPTERS 78 AND 79 REPEALED. Chapter 78, Scooters, Skateboards, Roller Skates and In-Line Skates, and Chapter 79, Electric Personal Assistive and Micromobility Devices, of the Code of Ordinances of the City of Manchester, Iowa, are hereby repealed in their entirety.

SECTION 4. REPEALER. All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

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

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.

Connie Behnken, Mayor

ATTEST:

Erin Learn, City Clerk

First Reading:

Second Reading:

Third Reading:

Final Approval Given:

I certify that the foregoing was published as Ordinance No. _____ on _____,
2026.

_____, City Clerk

ORDINANCE NO. 012-2026

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER, IOWA, BY AMENDING PROVISIONS PERTAINING TO LIQUOR LICENSES AND WINE AND BEER PERMITS

Be It Enacted by the City Council of the City of Manchester, Iowa:

SECTION 1. SUBSECTION MODIFIED. Subsection 8 of Section 120.05 of the Code of Ordinances of the City of Manchester, Iowa, is repealed and the following adopted in lieu thereof:

8. Keep on premises covered by a retail alcohol license any alcoholic liquor in any container except the original package purchased from the State Department of Revenue and except mixed drinks or cocktails mixed on the premises for immediate consumption. However, mixed drinks or cocktails that are mixed on the premises and are not for immediate consumption may be consumed on the licensed premises, subject to Section 123.49, Subsection 2, Paragraph D, Subparagraphs (2), (3), and (4) of the *Code of Iowa*.

(Code of Iowa, Sec. 123.49(2)(d)(2), (3), and (4))

SECTION 2. 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 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

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

Connie Behnken, Mayor

ATTEST:

Erin Learn, City Clerk

First Reading: _____

Second Reading: _____

Third Reading: _____

I certify that the foregoing was published as Ordinance No. 012-2026 on the _____ day of _____, _____.

Erin Learn, City Clerk

ORDINANCE NO. 013-2026

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER, IOWA, BY AMENDING PROVISIONS PERTAINING TO CIGARETTE AND TOBACCO PERMITS

Be It Enacted by the City Council of the City of Manchester, Iowa:

SECTION 1. CHAPTER MODIFIED. Chapter 121 of the Code of Ordinances of the City of Manchester, Iowa, is repealed and the following adopted in lieu thereof:

CHAPTER 121

CIGARETTE AND TOBACCO PERMITS

121.01 Definitions

121.02 Permit Required

121.03 Application

121.04 City Approval

121.05 Fees

121.06 Issuance

121.07 Expiration

121.08 Refunds

121.09 Persons Under Legal Age

121.10 Self-Service Sales Prohibited

121.11 Permit Revocation

121.01 DEFINITIONS. For use in this chapter the following terms are defined:
(*Code of Iowa, Sec. 453A.1*)

1. “Alternative nicotine product” means a product, not consisting of or containing tobacco, that provides for the ingestion into the body of nicotine, whether by chewing, absorbing, dissolving, inhaling, snorting, or sniffing, or by any other means. “Alternative nicotine product” does not include cigarettes, tobacco products, or vapor products, or a product that is regulated as a drug or device by the United States Food and Drug Administration under Chapter V of the Federal Food, Drug, and Cosmetic Act.
2. “Cigarette” means any roll for smoking made wholly or in part of tobacco, or any substitute for tobacco, irrespective of size or shape and irrespective of tobacco or any substitute for tobacco being flavored, adulterated, or mixed with any other ingredient, where such roll has a wrapper or cover made of paper or any other material. However, cigarettes shall not be construed to include cigars.
3. “Department” means the State Department of Revenue.
4. “Place of business” means any place where cigarettes, tobacco products, alternative nicotine products, or vapor products are sold, stored, or kept for the purpose of sale or consumption by a retailer.
5. “Retailer” means every person who sells, distributes, or offers for sale for consumption, or possesses for the purpose of sale for consumption, cigarettes, alternative nicotine products, or vapor products, irrespective of the quantity or amount or the number of sales, or who engages in the business of selling tobacco, tobacco products, alternative nicotine products, or vapor products to ultimate consumers.
6. “Self-service display” means any manner of product display, placement, or storage from which a person purchasing the product may take possession of the product, prior to purchase, without assistance from the retailer or employee of the retailer, in removing the product from a restricted access location.

7. “Tobacco products” means the following: cigars; little cigars; cheroots; stogies; periques; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; snuff; cavendish; plug and twist tobacco; fine-cut and other chewing tobaccos; shorts or refuse scraps, clippings, cuttings, and sweepings of tobacco; and other kinds and forms of tobacco prepared in such manner as to be suitable for chewing or smoking in a pipe or otherwise, or for both chewing and smoking, but does not mean cigarettes.

8. “Vapor product” means any noncombustible product, which may or may not contain nicotine, that employs a heating element, power source, electronic circuit, or other electronic, chemical, or mechanical means, regardless of shape or size, that can be used to produce vapor from a solution or other substance. “Vapor product” includes an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, or similar product or device, and any cartridge or other container of a solution or other substance, which may or may not contain nicotine, that is intended to be used with or in an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, or similar product or device. “Vapor product” does not include a product regulated as a drug or device by the United States Food and Drug Administration under Chapter V of the Federal Food, Drug, and Cosmetic Act.

121.02 PERMIT REQUIRED.

1. Retail Cigarette Permits. It is unlawful for any person, other than a holder of a retail permit, to sell cigarettes, alternative nicotine products, or vapor products at retail and no retailer shall distribute, sell, or solicit the sale of any cigarettes, alternative nicotine products, or vapor products within the City without a valid permit for each place of business. The permit shall, at all times, be publicly displayed at the place of business so as to be easily seen by the public and the persons authorized to inspect the place of business.

(Code of Iowa, Sec. 453A.13(1))

2. Retail Tobacco Permits. It is unlawful for any person to engage in the business of a retailer of tobacco, tobacco products, alternative nicotine products, or vapor products at any place of business without first having received a permit as a retailer for each place of business owned or operated by the retailer.

(Code of Iowa, Sec. 453A.47A(1))

A retailer who holds a retail cigarette permit is not required to also obtain a retail tobacco permit. However, if a retailer only holds a retail cigarette permit and that permit is suspended, revoked, or expired, the retailer shall not sell any tobacco, tobacco products, alternative nicotine products, or vapor products, during such time.

(Code of Iowa, Sec. 453A.47A(4))

121.03 APPLICATION. A retailer shall submit to the department an application on forms furnished by the department, accompanied by the required fees and adequate bond as provided in Section 453A.14, of the *Code of Iowa*. Applications, any supporting documentation, and the associated fees shall be submitted electronically to the department.

(Code of Iowa, Sec. 453A.13(5))

121.04 CITY APPROVAL. The City may approve retail permit applications for applicants with a place of business within the City limits. The City shall use the electronic portal of the department to process retail permit applications. Upon approval of a retail permit application by the City the department shall issue the permit to the applicant on behalf of the City.

(Code of Iowa, Sec. 453A.13(2))

121.05 FEES. The fee for a retail cigarette or tobacco permit shall be as follows:

(Code of Iowa, Sec. 453A.13(3)(b) and 453A.47A(7))

FOR PERMITS GRANTED DURING:	FEE:
July, August, or September	\$ 75.00
October, November, or December	\$ 56.25
January, February, or March	\$ 37.50
April, May, or June	\$ 18.75

121.06 ISSUANCE. Each permit issued shall describe clearly the place of business for which it is issued and shall be nonassignable.

(Code of Iowa, Sec. 453A.13(9))

121.07 EXPIRATION. All permits shall expire on June 30 of each year. A permit shall not be granted or issued until the applicant has paid the fees to the department for the next period ending on June 30.

(Code of Iowa, Sec. 453A.13(3)(a))

121.08 REFUNDS. A retailer may surrender an unrevoked permit and receive a refund from the City, except during April, May, or June, in accordance with the schedule of refunds as provided in Section 453A.13 or 453A.47A of the *Code of Iowa*.

(Code of Iowa, 453A.13(4) and 453A.47A(8))

121.09 PERSONS UNDER LEGAL AGE. A person shall not sell, give, or otherwise supply any tobacco, tobacco products, alternative nicotine products, vapor products, or cigarettes to any person under 21 years of age. The provision of this section includes prohibiting a person under 21 years of age from purchasing tobacco, tobacco products, alternative nicotine products, vapor products, and cigarettes from a vending machine. If a retailer or employee of a retailer violates the provisions of this section, the Council shall, after written notice and hearing, and in addition to the other penalties fixed for such violation, assess the following:

1. For a first violation, the retailer shall be assessed a civil penalty in the amount of \$300.00. Failure to pay the civil penalty as ordered under this subsection shall result in automatic suspension of the permit for a period of 14 days.
2. For a second violation within a period of two years, the retailer shall be assessed a civil penalty in the amount of \$1,500.00 or the retailer's permit shall be suspended for a period of 30 days. The retailer may select its preference in the penalty to be applied under this subsection.
3. For a third violation within a period of three years, the retailer shall be assessed a civil penalty in the amount of \$1,500.00 and the retailer's permit shall be suspended for a period of 30 days.
4. For a fourth violation within a period of three years, the retailer shall be assessed a civil penalty in the amount of \$1,500.00 and the retailer's permit shall be suspended for a period of 60 days.
5. For a fifth violation within a period of four years, the retailer's permit shall be revoked.

The Clerk shall give 10 days' written notice to the retailer by mailing a copy of the notice to the place of business as it appears on the application for a permit. The notice shall state the reason for the contemplated action and the time and place at which the retailer may appear and be heard.

(Code of Iowa, Sec. 453A.2, 453A.22, and 453A.36(6))

121.10 SELF-SERVICE SALES PROHIBITED. Except for the sale of cigarettes through a cigarette vending machine as provided in Section 453A.36(6) of the *Code of Iowa*, a retailer shall not sell or offer for sale tobacco, tobacco products, alternative nicotine products, vapor products, or cigarettes through the use of a self-service display.
(*Code of Iowa, Sec. 453A.36A*)

121.11 PERMIT REVOCATION. Following a written notice and an opportunity for a hearing, as provided by the *Code of Iowa*, the Council may also revoke a permit issued pursuant to this chapter for a violation of Division I of Chapter 453A of the *Code of Iowa* or any rule adopted thereunder. If a permit is revoked, a new permit shall not be issued to the permit holder for any place of business, or to any other person for the place of business at which the violation occurred, until one year has expired from the date of revocation, unless good cause to the contrary is shown to the Council. The Clerk shall report the revocation or suspension of a retail permit to the department within 30 days of the revocation or suspension.
(*Code of Iowa, Sec. 453A.22*)

SECTION 2. 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 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

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

Connie Behnken, Mayor

ATTEST:

Erin Learn, City Clerk

First Reading: _____

Second Reading: _____

Third Reading: _____

I certify that the foregoing was published as Ordinance No. 013-2026 on the _____ day of _____, _____.

Erin Learn, City Clerk

ORDINANCE NO. 014-2026

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER, IOWA, BY AMENDING PROVISIONS PERTAINING TO CONFLICT OF INTEREST

Be It Enacted by the City Council of the City of Manchester, Iowa:

SECTION 1. SUBSECTION MODIFIED. Subsection 1 of Section 5.07 of the Code of Ordinances of the City of Manchester, Iowa, is repealed and the following adopted in lieu thereof:

1. Compensation of Officers. The payment of lawful compensation of a City officer, volunteer firefighter as defined in Section 85.61 of the *Code of Iowa*, emergency medical care provider as defined in Section 147A.1 of the *Code of Iowa*, or employee holding more than one City office or position, the holding of which is not incompatible with another public office or is not prohibited by law. This subsection shall not be construed to prohibit nominal stipends, compensation, incentives, or benefits for volunteer firefighters or emergency medical care providers.

(Code of Iowa, Sec. 362.5(3)(a))

SECTION 2. 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 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

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

Connie Behnken, Mayor

ATTEST:

Erin Learn, City Clerk

First Reading: _____

Second Reading: _____

Third Reading: _____

I certify that the foregoing was published as Ordinance No. 014-2026 on the _____ day of _____, _____.

Erin Learn, City Clerk

ORDINANCE NO. 015-2026

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER, IOWA, BY AMENDING PROVISIONS PERTAINING TO PUBLIC HEARING REQUIREMENTS

Be It Enacted by the City Council of the City of Manchester, Iowa:

SECTION 1. SUBPARAGRAPH MODIFIED. Subparagraph (1) of Paragraph D of Subsection 4 of Section 7.05 of the Code of Ordinances of the City of Manchester, Iowa, is repealed and the following is adopted in lieu thereof:

(1) Notice of the public hearing shall be published not less than four or more than 20 days in a newspaper published at least once weekly and having general circulation in the City. However, if the City has a population of 200 or less, publication may be made by posting in three public places in the City.

(Code of Iowa, Sec. 24.2A(4)(b)(2))

SECTION 2. SUBSECTION MODIFIED. Subsection 6 of Section 7.05 of the Code of Ordinances of the City of Manchester, Iowa, is repealed and the following is adopted in lieu thereof:

6. Notice of Hearing. Following, and not until completion of requirements, of Subsection 4 of this section, the Council shall set a time and place for public hearing on the budget to be held before April 30 and shall publish notice of the hearing not less than four or more than 20 days before the hearing. A summary of the proposed budget and a description of the procedure for protesting the City budget under Section 384.19 of the *Code of Iowa*, in the form prescribed by the Director of the Department of Management, shall be included in the notice. Proof of publication of the notice under this subsection must be filed with the County Auditor.

(Code of Iowa, Sec. 384.16(3))

SECTION 3. 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 4. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

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

Connie Behnken, Mayor

ATTEST:

Erin Learn, City Clerk

ORDINANCE NO. 016-2026

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER, IOWA, BY ADDING A NEW SECTION PROHIBITING FALSE REPRESENTATION OF SERVICE ANIMAL

Be It Enacted by the City Council of the City of Manchester, Iowa:

SECTION 1. NEW SECTION. The Code of Ordinances of the City of Manchester, Iowa, is amended by adding a new Section 55.21, entitled FALSE REPRESENTATION OF SERVICE ANIMAL, which is hereby adopted to read as follows:

55.21 FALSE REPRESENTATION OF SERVICE ANIMAL. A person commits the offense of intentional misrepresentation of an animal as a service animal or a service-animal-in-training if, for the purpose of obtaining any of the rights or privileges set forth in State or federal law, the person intentionally misrepresents an animal in one's possession as one's service animal or service-animal-in-training or a person with a disability's service animal or service-animal-in-training whom the person is assisting by controlling.
(Code of Iowa, Section 216C.11(3)(B))

SECTION 2. 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 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

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

Connie Behnken, Mayor

ATTEST:

Erin Learn, City Clerk

First Reading: _____

Second Reading: _____

Third Reading: _____

I certify that the foregoing was published as Ordinance No. 016-2026 on the _____ day of _____, _____.

Erin Learn, City Clerk

RESOLUTION R-111-2026
RESOLUTION APPROVING FIFTH AMENDMENT TO WATER TOWER AND GROUND SPACE LEASE WITH T-
MOBILE CENTRAL LLC

WHEREAS, the City of Manchester, Iowa and T-Mobile Central LLC, a Delaware limited liability company, as a successor-in-interest to Iowa RSA No. 12 Limited Partnership ("Tenant") are parties to a Water Tower and Ground Space Lease for telecommunications facilities located at 533 Williams Street; and,

WHEREAS, the parties desire to amend the Lease through a Fifth Amendment to Water Tower and Ground Space Lease, including modifications to the leased premises, additional renewal terms, and revised rental terms.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MANCHESTER, IOWA, that the Fifth Amendment to Water Tower and Ground Space Lease with T-Mobile Central LLC is hereby approved, and the Mayor and City Clerk are authorized to execute the amendment on behalf of the City.

Passed and approved the 14th day of September, 2026.

Connie Behnken, Mayor

ATTEST:

Erin Learn, City Clerk

FIFTH AMENDMENT TO WATER TOWER AND GROUND SPACE LEASE

This Fifth Amendment to Water Tower and Ground Space Lease (“**Fifth Amendment**”) is made effective as of the latter signature date below, by and between the City of Manchester (“**Landlord**”), and T-Mobile Central LLC, a Delaware limited liability company, as successor-in-interest to Iowa RSA No. 12 Limited Partnership (“**Tenant**”). Landlord and Tenant are collectively referred to herein as the “**Parties**.”

RECITALS

WHEREAS, Landlord and Tenant’s predecessor in interest entered into that certain Water Tower and Ground Space Lease effective June 5, 2006, as amended (collectively, the “**Lease**”), pursuant to which Tenant is leasing space for a telecommunications facility at 533 Williams Street, Manchester, Iowa (as more fully described in the Lease, the “**Premises**”). Tenant and Landlord now wish to further amend the Lease as set forth below.

AGREEMENT

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. The foregoing Recitals are expressly made a part of this Fifth Amendment and are incorporated herein by this reference. All capitalized terms used but not defined herein shall have the same meaning as in the Lease.
2. Effective as of the date last signed by both parties (the “Effective Date”), Tenant will have the right to modify its Leasehold Parcel as described and depicted on Exhibit A-5, which is attached hereto and by this reference incorporated herein, and Landlord hereby consents to and approves of the modifications described and depicted on Exhibit A-5 in all respects.
3. Landlord and Tenant hereby agree to add five (5) additional five (5) year terms to this Lease (the “Extended Renewal Terms”). The Extended Renewal Terms shall begin once the final renewal term pursuant to the Lease expires and shall be on the same terms and conditions as set forth in the Lease except as amended. The Lease shall automatically renew for each Extended Renewal Term unless Tenant notifies Landlord, in writing, of Tenant's intention not to renew the Lease at least thirty (30) days prior to the expiration of the immediately preceding current term or renewal term, or Extended Renewal Term. If Tenant shall remain in possession of the Premises at the expiration of this Lease without a written agreement, such tenancy shall be deemed a month-to-month tenancy under the same terms and conditions of the Lease, as amended. Landlord and Tenant hereby agree that Landlord may terminate this Lease for any reason with written notice to Tenant at least eighteen (18) months prior to the end of any Extended Renewal Term.
4. In consideration of Landlord executing this Fifth Amendment, Tenant shall pay to Landlord, within forty-five (45) days after the Effective Date, all reasonable, out-of-pocket legal

fees Landlord incurs in connection the preparing and executing of this Fifth Amendment. Landlord shall provide Tenant sufficient written evidence of said legal fees, provided, however, Tenant's reimbursement obligation shall not exceed an aggregate one-time payment of Two Thousand Five Hundred and 00/100 Dollars (\$2,500.00). Landlord and Tenant also agree that Tenant shall pay to Landlord, within forty-five (45) days after the Effective Date, all reasonable, out-of-pocket technical review fees Landlord incurs in connection with the review and approval of all design and engineering documents provided by Tenant relating to the modifications as set forth on Exhibit A-5. Landlord shall provide Tenant written evidence of said technical review fees, provided, however, Tenant's reimbursement obligation shall not exceed an aggregate one-time payment of Ten Thousand and 00/100 Dollars (\$10,000.00).

5. Tenant shall pay Base Rent to Landlord in the amount of Two Thousand Five Hundred Dollars (\$2,500.00) per month, commencing on the first day of the month following execution of this Fifth Amendment. Beginning on the first anniversary of the Commencement Date, and on each anniversary thereafter, the Base Rent shall increase by three percent (3.0%) over the immediately preceding year's Base Rent.

6. Tenant's address for notice purposes of the Lease is hereby replaced with the following:

T-Mobile USA, Inc.
12920 SE 38th Street
Bellevue, WA 98006
Attn: Lease Compliance / Site No. DM05484A

7. Each person signing this Fifth Amendment on behalf of Landlord or Tenant represents that he or she is duly authorized to sign this Fifth Amendment and to bind the Party on behalf of which such person is signing. If there is a conflict between the Lease and this Fifth Amendment, this Fifth Amendment shall prevail.

8. Landlord warrants and represents that the consent or approval of no third party, including, without limitation, a lender, is required with respect to Landlord's execution of this Fifth Amendment, or if any such third-party consent or approval is required, Landlord has obtained any and all such consents or approvals.

9. The Lease remains in full force and effect as amended by this Fifth Amendment and is hereby ratified and confirmed by the Parties.

10. This Fifth Amendment may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute a single instrument. Signed facsimile and electronic copies of this Fifth Amendment shall legally bind the parties to the same extent as original documents.

[Signatures to follow]

IN WITNESS WHEREOF, the Parties hereto have caused this Fifth Amendment to be executed by their duly authorized representatives as of the date last written below.

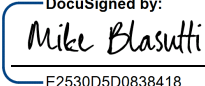
LANDLORD

TENANT

CITY OF MANCHESTER

T-MOBILE CENTRAL LLC

By: _____

By:  _____

Name: _____

Name: Mike Blasutti

Title: _____

Title: Director

Date: _____

Date: 8/27/2026



Exhibit A-5



APPROXIMATE TRAVEL: 2 HR 52 MIN; 180 MILES

I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.

(SIGNATURE) _____ (DATE) 5/12/26

NAME:

LICENSE NUMBER:

MY LICENSE RENEWAL DATE IS: 12/31/2026

PAGES OR SHEETS COVERED BY THIS SEAL: T-1, AE-1.0, AE-1.1.

AE-2.0, AE-3.0, AE-4.0, AE-4.1, AE-5.0, AE-5.1, E-0.0

E-1.0, G-1.0, N-1, N-2, N-3, N-4, N-5

CONTRACTOR SHALL VERIFY PLANS AND EXISTING DIMENSIONS AND CONDITIONS ON THE JOB SITE AND SHALL IMMEDIATELY NOTIFY THE DESIGN FIRM IN WRITING OF DISCREPANCIES BEFORE PROCEEDING WITH THE WORK OR BE RESPONSIBLE FOR SAME.



NOTES:

- 1. G.C. SHALL NOTIFY T-MOBILE FOPS MANAGER OF CONSTRUCTION START DATE, MINIMUM (1) WEEK PRIOR TO START OF CONSTRUCTION.
- 2. G.C. SHALL THOROUGHLY INVENTORY EQUIPMENT BEFORE SIGNING FOR & REMOVING FROM WAREHOUSE. G.C. SHALL IMMEDIATELY NOTIFY T-MOBILE CM OF ANY MISSING OR INCORRECT ITEMS.
- 3. LEASE AREA & ACCESS/UTILITY EASEMENT SHOWN FOR DEMONSTRATION/REFERENCE PURPOSES ONLY. NOT TO BE USED FOR CONSTRUCTION. LEASE AREA & EASEMENTS ARE BASED ON INFORMATION PROVIDED BY OTHERS. PBM WIRELESS SERVICES HAS NOT PERFORMED A SURVEY ON THIS PROJECT LOCATION.

PROPOSED T-MOBILE 15' WIDE
UTILITY EASEMENT

PROPOSED T-MOBILE
LEASE AREA

EXISTING U.S. CELLULAR
EQUIPMENT ROOM INSIDE BUILDING
TO BE UTILIZED BY T-MOBILE,
PROTECT DURING CONSTRUCTION

PROPOSED T-MOBILE 20' WIDE
ACCESS/UTILITY EASEMENT

PROPOSED T-MOBILE 10' WIDE
UTILITY EASEMENT

EXISTING UTILITY POLE (TYP.),
PROTECT DURING CONSTRUCTION

EXISTING PUBLIC
RIGHT-OF-WAY

E PROSPECT ST

EXISTING UTILITY POLE w/POLE
MOUNTED TRANSFORMER,
PROTECT DURING CONSTRUCTION

EXISTING WATER TOWER TO BE
UTILIZED BY T-MOBILE,
PROTECT DURING CONSTRUCTION

EXISTING SHELTER (TYP.),
PROTECT DURING CONSTRUCTION

EXISTING BUILDING (TYP.),
PROTECT DURING CONSTRUCTION

T-Mobile®
990 S BROADWAY, STE 300
DENVER, CO 80219



A	11/06/25	INTERNAL REVIEW	JCS
B	12/11/25	90% CLIENT REVIEW	JCS
C	12/31/25	LL REVIEW	LAB
D	04/09/26	MA/SA COORD	CCM
O	05/11/26	BID/PERMIT	LAB

DM05484A - 0002526242 - USC 394342
533 WILLIAMS ST. MANCHESTER, IA 52057
DELAWARE COUNTY
USC KEEP - EXISTING WATER TOWER

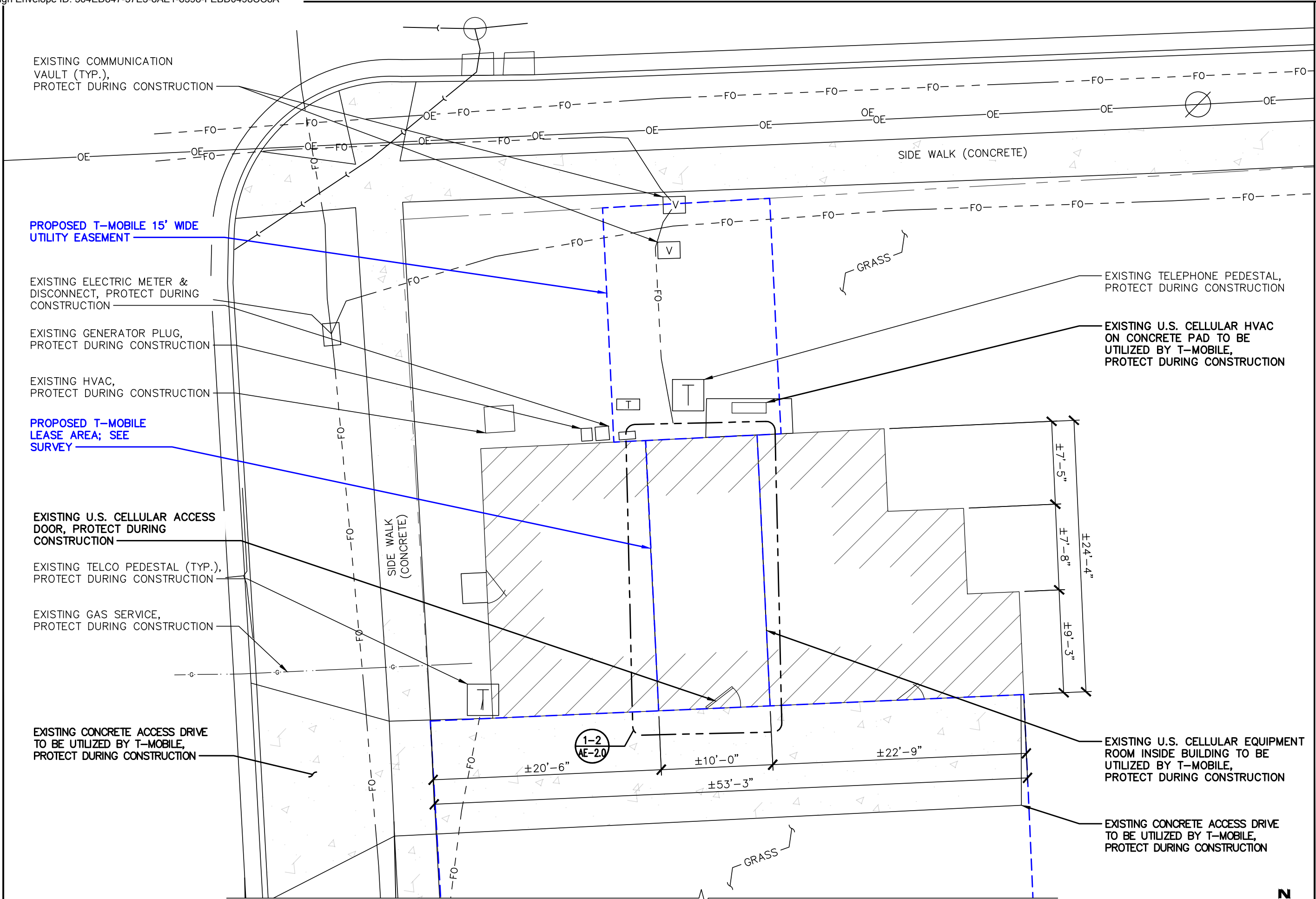
PROJ # 25-10-40-60 DWG BY:JCS CHKD BY:MJM

SHEET TITLE
PARTIAL
SITE PLAN

SHEET NUMBER
AE-1.0

1 PARTIAL SITE PLAN
SCALE: 1"=30'





1 ENLARGED SITE PLAN
SCALE: 1/8" = 1'-0"



T-Mobile
990 S BROADWAY, STE 300
DENVER, CO 80219



A	11/06/25	INTERNAL REVIEW	JCS
B	12/11/25	90% CLIENT REVIEW	JCS
C	12/31/25	LL REVIEW	LAB
D	04/09/26	MA/SA COORD	CCM
O	05/11/26	BID/PERMIT	LAB

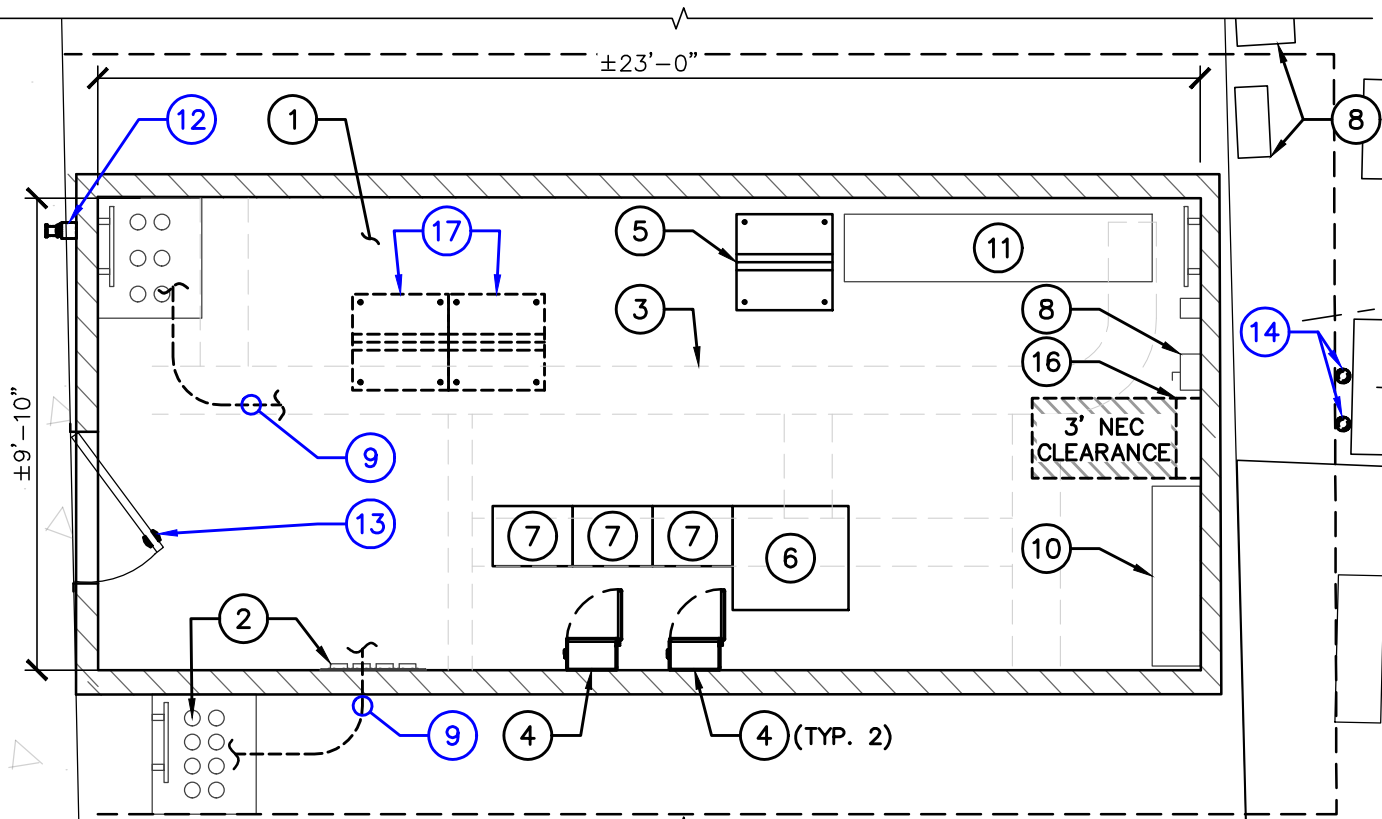
DM05484A - 0002526242 - USC 394342
533 WILLIAMS ST. MANCHESTER, IA 52057
DELAWARE COUNTY
USC KEEP - EXISTING WATER TOWER
PROJ # 25-10-40-60
DWG BY: JCS
CHKD BY: MJM

SHEET TITLE
ENLARGED SITE PLAN

SHEET NUMBER
AE-1.1

KEY NOTES:

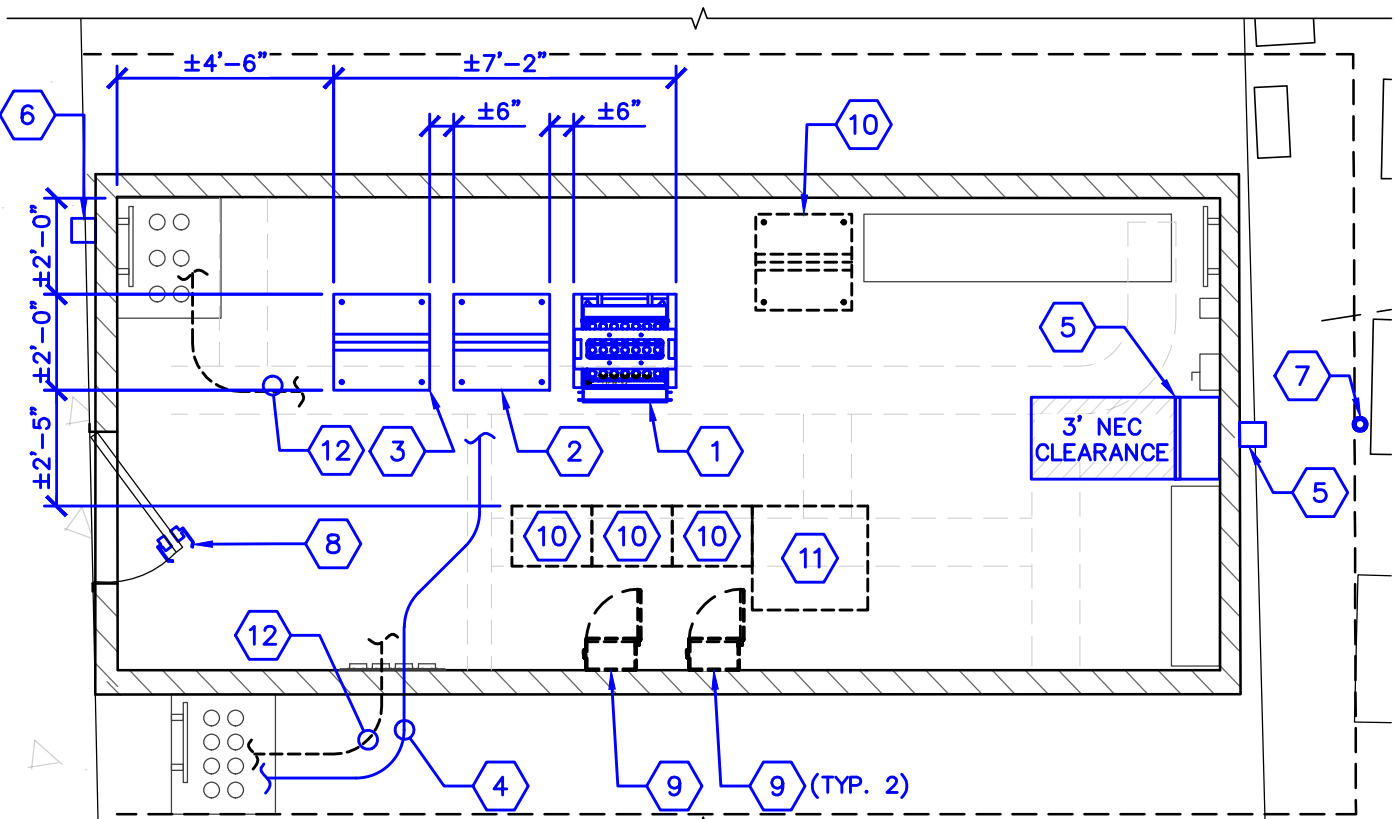
- 1
- EXISTING U.S. CELLULAR EQUIPMENT ROOM TO REMAIN & BE UTILIZED BY T-MOBILE, PROTECT DURING CONSTRUCTION
- 2
- EXISTING CABLE PORT TO REMAIN, PROTECT DURING CONSTRUCTION; G.C. SHALL FURNISH AND INSTALL PORT COVERS FOR UNUSED PORTS
- 3
- EXISTING CABLE TRAY/LADDER (TYP.) TO REMAIN, PROTECT DURING CONSTRUCTION
- 4
- EXISTING U.S. CELLULAR LOWER COVP, PROTECT DURING CONSTRUCTION
- 5
- EXISTING VACANT U.S. CELLULAR EQUIPMENT RACK, PROTECT DURING CONSTRUCTION
- 6
- EXISTING U.S. CELLULAR BATTERY RACK TO REMAIN, PROTECT DURING CONSTRUCTION
- 7
- EXISTING U.S. CELLULAR LTE/MW RACK TO REMAIN, PROTECT DURING CONSTRUCTION
- 8
- EXISTING U.S. CELLULAR 200A METER AND 200A DISCONNECT TO REMAIN & TO BE UTILIZED BY T-MOBILE, PROTECT DURING CONSTRUCTION
- 9
- EXISTING U.S. CELLULAR HYBRID TRUNK CABLES (TYP. 3) & COAX CABLES (TYP. 6) TO BE REMOVED
- 10
- EXISTING HVAC TO REMAIN, PROTECT DURING CONSTRUCTION
- 11
- EXISTING SHELF UNIT TO REMAIN, PROTECT DURING CONSTRUCTION
- 12
- EXISTING U.S. CELLULAR GEN PLUG TO BE REMOVED
- 13
- EXISTING U.S. CELLULAR DOOR LOCK TO BE REMOVED
- 14
- EXISTING U.S. CELLULAR GPS ANTENNA TO BE REMOVED
- 15
- NOT USED
- 16
- EXISTING U.S. CELLULAR ELECTRICAL PANEL/EQUIPMENT TO REMAIN, PROTECT DURING CONSTRUCTION
- 17
- EXISTING U.S. CELLULAR CDMA EQUIPMENT RACK (TYP.) TO BE REMOVED



1 EXISTING EQUIPMENT PLAN
SCALE: 1/4" = 1'-0"

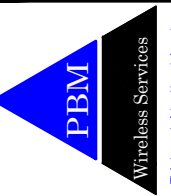
KEY NOTES:

- 1
- PROPOSED T-MOBILE POWER BAY/ BATTERY RACK:
 - PROPOSED DELTA DC POWER SYSTEM
 - G.C. SHALL INSTALL 10A BREAKER TO ENERGIZE PROPOSED ROUTER; T-MOBILE SHALL FURNISH BREAKERSG.C. SHALL COORDINATE w/T-MOBILE CM PRIOR TO START OF CONSTRUCTION
- 2
- PROPOSED T-MOBILE AAV EQUIPMENT RACK SHALL CONTAIN THE FOLLOWING:
 - G.C. SHALL INSTALL CSR ROUTER WITHIN RACK; G.C. SHALL GROUND THE ROUTER TO THE FRAME/BUSS BAR
 - EXISTING FIBER DEMARCATION SHALL BE RELOCATED TO T-MOBILE'S EQUIPMENT RACK PRIOR TO U.S. CELLULAR RACK REMOVAL
- 3
- PROPOSED T-MOBILE MODULE EQUIPMENT RACK SHALL CONTAIN THE FOLLOWING:
 - LOWER UMTS MODULES
 - G.C. SHALL INSTALL (2) PROPOSED AIRSCALES AT TOP OF PROPOSED EQUIPMENT RACK PER MFGR SPECIFICATIONS; SEPARATION BETWEEN THE AIRSCALES SHALL BE 8" MIN.
 - G.C. SHALL INSTALL MODULE(S) BELOW THE PROPOSED AIRSCALES, AS REQUIREDG.C. SHALL COORDINATE w/T-MOBILE CM PRIOR TO START OF CONSTRUCTION
- 4
- PROPOSED T-MOBILE HYBRID TRUNK CABLE (TYP. 3) ROUTED FROM EQUIPMENT RACK, ALONG CABLE TRAYS, THROUGH CABLE PORT, ALONG UNDERGROUND CONDUITS, TO TOWER LEGS AND UP TOWER
- 5
- PROPOSED T-MOBILE ELECTRICAL PANEL/EQUIPMENT UPGRADE
- 6
- PROPOSED T-MOBILE 200A RATED GEN PLUG; G.C. TO COORDINATE w/T-MOBILE CM/PM DURING PRE-CON WALK.
- 7
- PROPOSED T-MOBILE GPS ANTENNA
- 8
- PROPOSED T-MOBILE DOOR LOCK
- 9
- EXISTING U.S. CELLULAR LOWER COVP TO BE REMOVED
- 10
- EXISTING U.S. CELLULAR LTE/MW EQUIPMENT RACK TO BE REMOVED ONCE T-MOBILE HAS BEEN INSTALLED AND INTEGRATED
- 11
- EXISTING U.S. CELLULAR BATTERY RACK TO BE REMOVED
- 12
- EXISTING U.S. CELLULAR HYBRID & COAX CABLES (TYP. 9) TO BE REMOVED. G.C. SHALL FURNISH AND INSTALL CABLE PORT COVERS AS REQUIRED AND SEAL WEATHER TIGHT



2 PROPOSED EQUIPMENT PLAN
SCALE: 1/4" = 1'-0"

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990 S BROADWAY, STE 300
DENVER, CO 80219



A	11/06/25	INTERNAL REVIEW	JCS
B	12/11/25	90% CLIENT REVIEW	JCS
C	12/31/25	LL REVIEW	LAB
D	04/09/26	MA/SA COORD	CCM
O	05/11/26	BID/PERMIT	LAB

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DELAWARE COUNTY
USC KEEP - EXISTING WATER TOWER
PROJ # 25-10-40-60
DWG BY: JCS
CHKD BY: MJM

SHEET TITLE
EQUIPMENT
PLANS

SHEET NUMBER
AE-2.0

KEY NOTES:

- 1

EXISTING U.S. CELLULAR ROOM, TO REMAIN AND TO BE UTILIZED BY T-MOBILE
- 2

EXISTING SHELTER FLOOR, PROTECT DURING CONSTRUCTION
- 3

EXISTING CABLE LADDER, PROTECT DURING CONSTRUCTION
- 4

EXISTING SHELF UNIT, PROTECT DURING CONSTRUCTION
- 5

EXISTING SHELF MOUNTED TO WALL, PROTECT DURING CONSTRUCTION
- 6

EXISTING GROUND BAR, PROTECT DURING CONSTRUCTION
- 7

EXISTING T-MOBILE UN-USED CONDUITS (TYP. 6), G.C. SHALL FURNISH AND INSTALL CABLE PORT COVERS AS REQUIRED AND SEAL WEATHER TIGHT, PROTECT DURING CONSTRUCTION
- 8

PROPOSED T-MOBILE MODULE EQUIPMENT RACK w/ PROPOSED SYSTEM MODULES AND RADIO MODULES
- 9

G.C. SHALL INSTALL PROPOSED RECTIFIERS IN POWER RACK AS REQUIRED
- 10

PROPOSED T-MOBILE (2) AIRSCALES TO BE INSTALLED AT TOP OF PROPOSED EQUIPMENT RACK (SEPARATION SHALL BE 8" MINIMUM) AND MODULE(S) BELOW PROPOSED AIRSCALES TO BE INSTALLED IN PROPOSED EQUIPMENT RACK, AS REQUIRED.
- 11

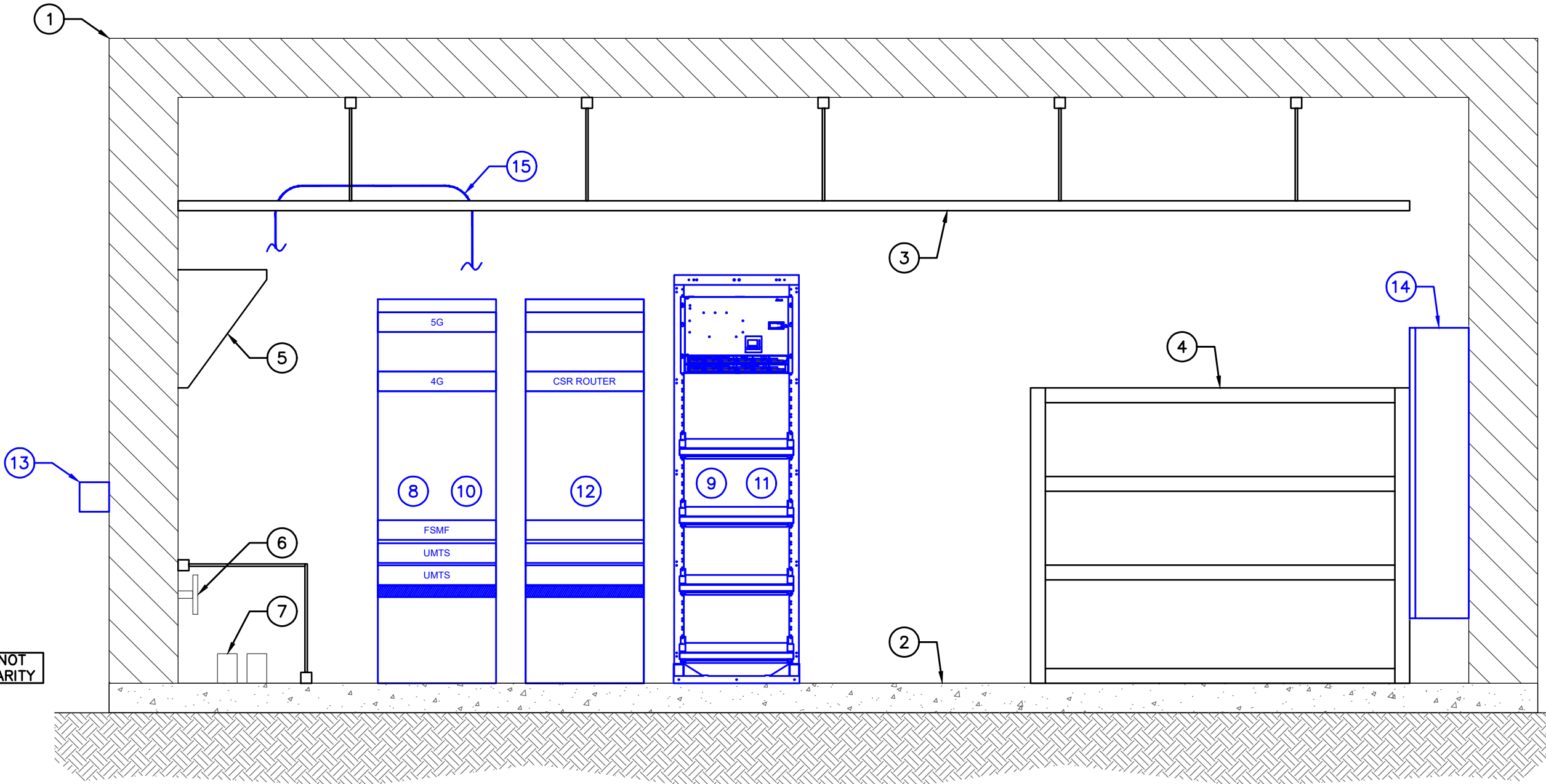
PROPOSED T-MOBILE EQUIPMENT RACK w/PROPOSED DELTA DC POWER PLANT
- 12

PROPOSED CSR ROUTER INSTALLED WITHIN RACK; G.C. SHALL GROUND THE ROUTER TO THE FRAME/BUSS BAR
- 13

PROPOSED T-MOBILE 200A GEN PLUG
- 14

PROPOSED T-MOBILE ELECTRICAL PANEL/EQUIPMENT UPGRADE
- 15

PROPOSED T-MOBILE HYBRID TRUNK CABLE (TYP. 3) ROUTED FROM EQUIPMENT RACK, ALONG CABLE TRAYS, THROUGH CABLE PORT, ALONG UNDERGROUND CONDUITS, TO TOWER LEGS AND UP TOWER



1 PROPOSED EQUIPMENT ELEVATION
SCALE: 1/2" = 1'-0"

T-Mobile

990 S BROADWAY, STE 300
DENVER, CO 80219

PBM

Wireless Services
Think outside the triangle.

A	11/06/25	INTERNAL REVIEW	JCS
B	12/11/25	90% CLIENT REVIEW	JCS
C	12/31/25	LL REVIEW	LAB
D	04/09/26	MA/SA COORD	CCM
O	05/11/26	BID/PERMIT	LAB

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533 WILLIAMS ST. MANCHESTER, IA 52057
DELAWARE COUNTY
USC KEEP - EXISTING WATER TOWER

PROJ # 25-10-40-60
DWG BY: JCS
CHKD BY: MJM

SHEET TITLE
EQUIPMENT
ELEVATION

SHEET NUMBER
AE-3.0

REFERENCE
ONLY



A EXIST. TOWER ELEVATION
SCALE: NONE



B SITE ACCESS
SCALE: NONE



C EQUIPMENT BUILDING
SCALE: NONE



D EX. SHELTER ACCESS
SCALE: NONE



E EX. BATTERY RACK
SCALE: NONE

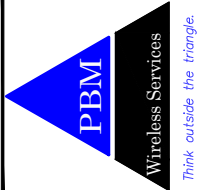


F EX. EQUIPMENT RACKS
SCALE: NONE



G EX. SHELF UNIT
SCALE: NONE

T-Mobile
990 S BROADWAY, STE 300
DENVER, CO 80219



A	11/06/25	INTERNAL REVIEW	JCS
B	12/11/25	90% CLIENT REVIEW	JCS
C	12/31/25	LL REVIEW	LAB
D	04/09/26	MA/SA COORD	CCM
O	05/11/26	BID/PERMIT	LAB

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DELAWARE COUNTY
USC KEEP - EXISTING WATER TOWER

PROJ # 25-10-40-60 DWG BY: JCS CHKD BY: MJM

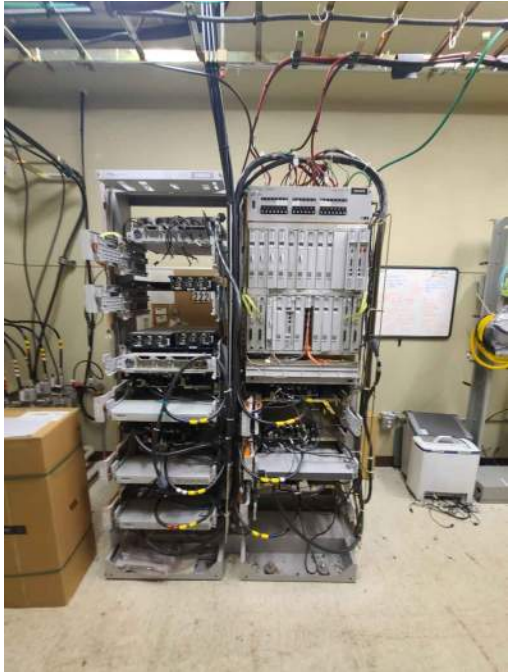
SHEET TITLE
SITE
PHOTOS

SHEET NUMBER
AE-3.1

REFERENCE ONLY



A EX. AC PANEL & DISCONNECT
SCALE: NONE



B EX. EQUIPMENT RACKS
SCALE: NONE



C EX. RAYCAPS
SCALE: NONE



D EX. CABLE PORT
SCALE: NONE



E EX. CABLE ROUTE
SCALE: NONE



F EX. CABLE ROUTE
SCALE: NONE



G EX. CLIMB LADDER
SCALE: NONE

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O	05/11/26	BID/PERMIT	LAB

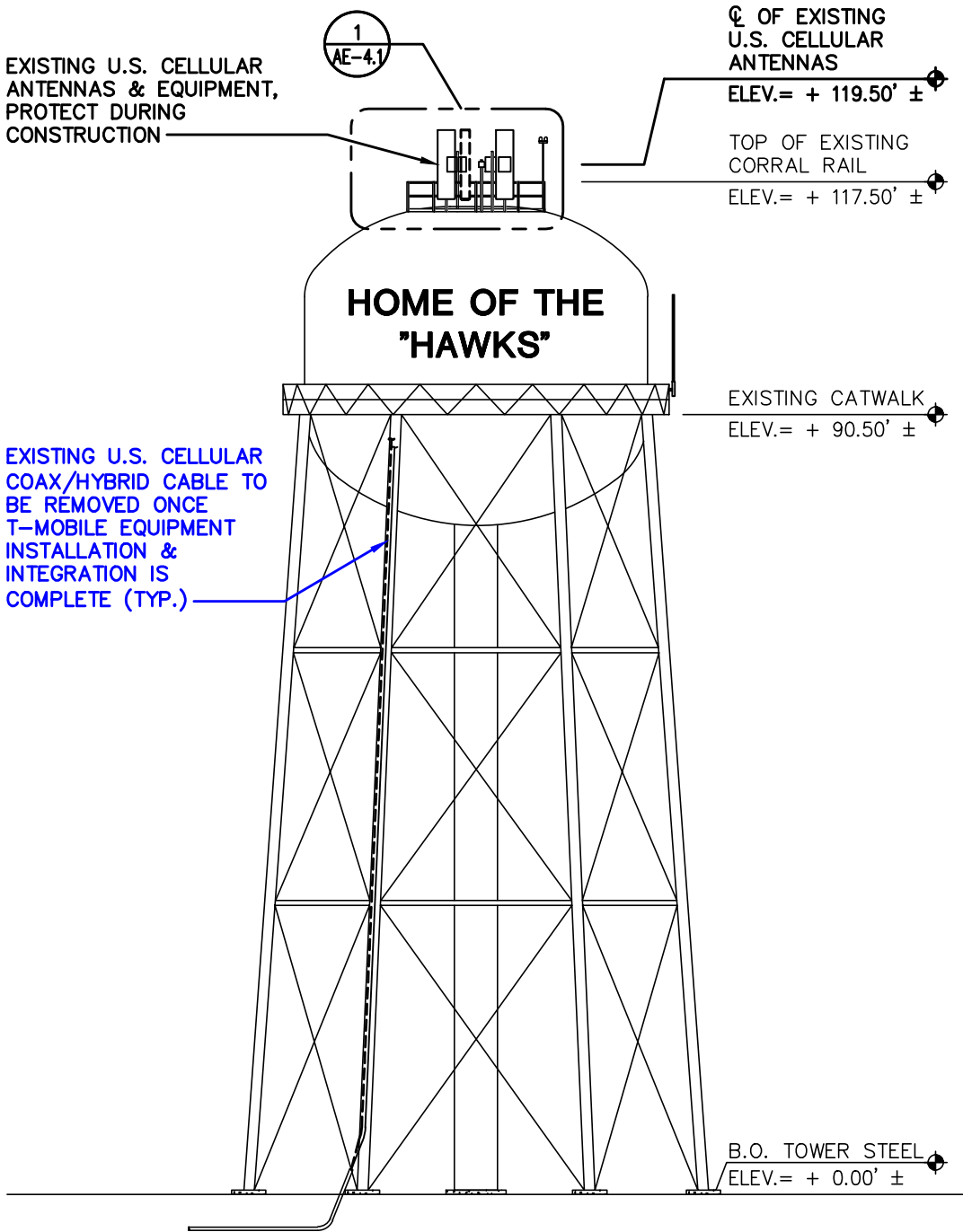
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DELAWARE COUNTY
USC KEEP - EXISTING WATER TOWER
PROJ # 25-10-40-60
DWG BY: JCS
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SHEET TITLE
SITE
PHOTOS

SHEET NUMBER
AE-3.2

FINAL RF CONFIGURATION:

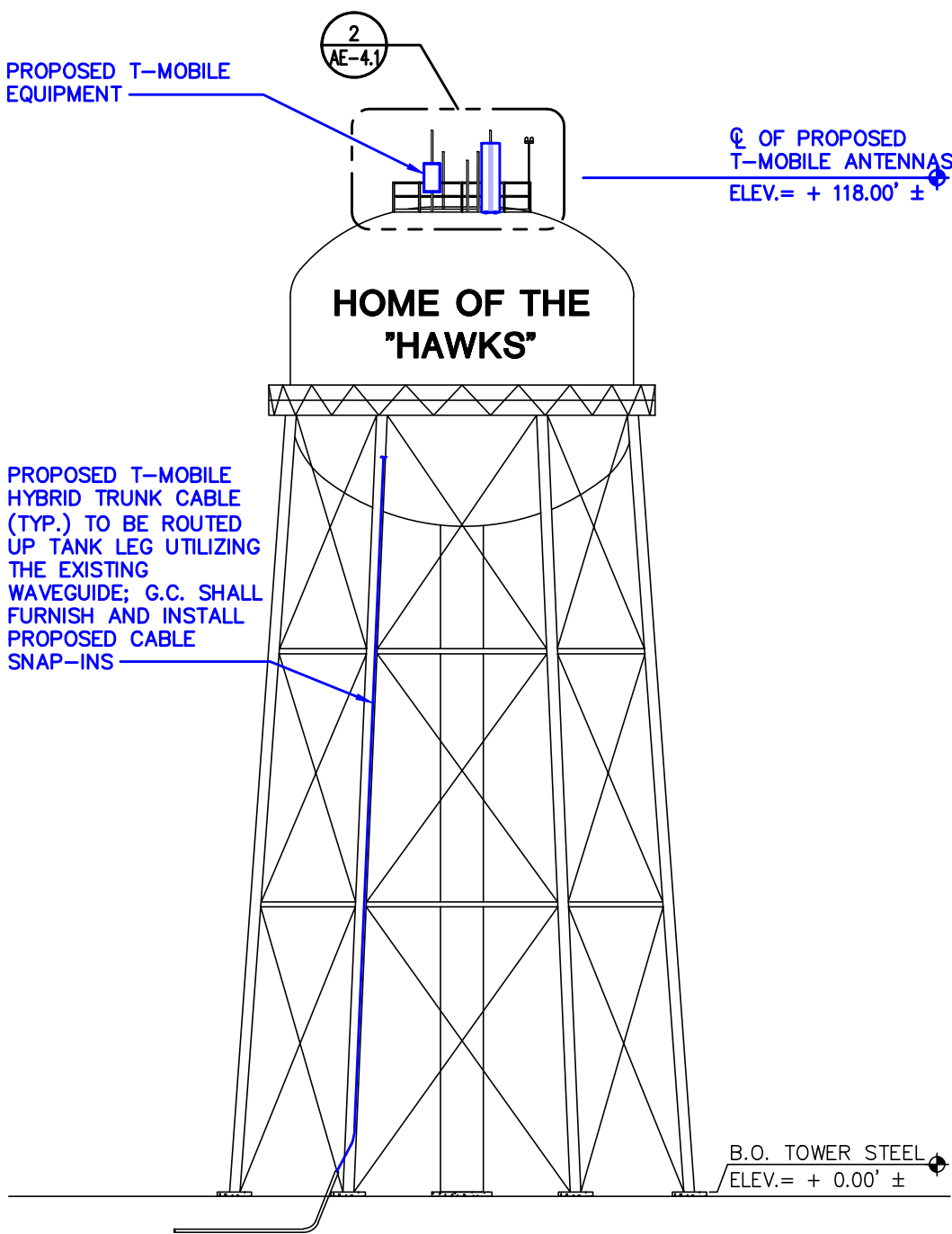
- (3) PROPOSED COMMSCOPE ANTENNAS
- (3) PROPOSED AVHA ANTENNAS
- (3) PROPOSED AHLOB RRUs
- (3) PROPOSED AHFII RRUs
- (3) PROPOSED HYBRID TRUNK CABLES



1

EXISTING ELEVATION

SCALE: 1" = 40'



2

PROPOSED ELEVATION

SCALE: 1" = 40'

NOTES:

- ELEVATION IS FOR REFERENCE PURPOSE ONLY.
- OTHER CARRIER LOADING NOT SHOWN FOR CLARITY.
- CONTRACTOR SHALL PERFORM WORK DONE TO OR ON STRUCTURE IN ACCORDANCE WITH PROVIDED STRUCTURAL ANALYSIS SEPARATE FROM PBM WIRELESS DRAWINGS. SEE MOUNT AND STRUCTURAL ANALYSIS REPORTS BY KRECK OJARD & ASSOCIATES. PROJECT NUMBER: 262008-05, DATED 03/13/26.
- ONLY (1) T-MOBILE SECTOR SHOWN FOR CLARITY.
- FINAL RF CONFIGURATION SHALL BE CONFIRMED w/ T-MOBILE RF/CM PRIOR TO START OF CONSTRUCTION.
- GROUND LEVEL EQUIPMENT NOT SHOWN FOR CLARITY.
- TOP OF PROPOSED T-MOBILE ANTENNA/ANTENNA PIPE SHALL NOT BE ABOVE THE BASE OF EXISTING BEACON.
- PROPOSED T-MOBILE ANTENNA PIPES, MOUNTING HARDWARE & CABLING SHALL BE PAINTED TO MATCH WATER TANK COLOR; G.C. SHALL COORDINATE w/T-MOBILE CM AND LL PRIOR TO START OF CONSTRUCTION. WATER DEPARTMENT SHALL PROVIDE SPECIFIC PAINT COLOR CODE PRIOR TO START OF CONSTRUCTION.
 - SURFACE PREPARATION (EXTERIOR):
 - ABRASIVE BLAST CLEAN NEW STEEL COMPONENTS TO AN SSPC-SP6 ☐ COMMERCIAL BLAST CLEANING ☐ CONDITION PRIOR TO APPLICATION OF PRIMER COAT.
 - CLEAN DAMAGED SURFACES IN ACCORDANCE WITH SSPC-SP3 ☐ POWER TOOL CLEANING ☐ CONDITION PRIOR TO APPLICATION OF PRIME COAT.
 - COATING (EXTERIOR):
 - THE EXTERIOR PAINT REPAIR SYSTEM WILL BE ONE PRIME COAT OF TNEMEC SERIES V69, ONE INTERMEDIATE COAT OF TNEMEC SERIES 73, AND ONE TOPCOAT OF TNEMEC SERIES 700. PAINT THE EXTERIOR TO MATCH THE EXISTING TOPCOAT COLOR.
 - THE THREE-COAT SYSTEM WILL BE APPLIED AT 3.0 - 4.0 MILS PER COAT, TO A THICKNESS OF 9.0 - 12.0 MILS.
 - NOTES:
 - FOLLOW PAINT MANUFACTURERS' RECOMMENDATIONS WHEN USING THEIR PRODUCTS.
- EXISTING U.S. CELLULAR ANTENNAS & EQUIPMENT SHALL BE REMOVED & PROPOSED T-MOBILE ANTENNAS & EQUIPMENT SHALL BE INSTALLED & INTEGRATED 1 SECTOR AT A TIME

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Wireless Services
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C	12/31/25	LL REVIEW	LAB
D	04/09/26	MA/SA COORD	CCM
O	05/11/26	BID/PERMIT	LAB

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DELAWARE COUNTY

USC KEEP - EXISTING WATER TOWER

PROJ # 25-10-40-60
DWG BY:JCS
CHKD BY:MJM

SHEET TITLE
TOWER
ELEVATIONS

SHEET NUMBER
AE-4.0

EXISTING U.S. CELLULAR EQUIPMENT
(1) COVP
(3) RRUs
(TYP. PER SECTOR); TO BE REMOVED
TO ACCOMODATE T-MOBILE EQUIPMENT
INSTALLATION & INTEGRATION (1)
SECTOR AT A TIME

EXISTING STEEL CORRAL &
FRAMING (TYP.),
PROTECT DURING CONSTRUCTION

EXISTING BEACON,
PROTECT DURING CONSTRUCTION

EXISTING U.S. CELLULAR ANTENNAS
(2) LTE ANTENNAS
(1) CDMA ANTENNA
(1) LAA ANTENNA
(TYP. PER SECTOR); TO BE REMOVED
TO ACCOMODATE T-MOBILE
EQUIPMENT INSTALLATION &
INTEGRATION (1) SECTOR AT A TIME

☐ OF EXISTING
U.S. CELLULAR ANTENNAS
ELEV.= + 119'-6" ±

TOP OF EXISTING CORRAL RAIL
ELEV.= + 117'-6" ±

1 ENLARGED EXISTING ELEVATION
SCALE: 3/8" = 1'-0"

PROPOSED T-MOBILE AHLOB & AHFII
RRU MOUNTED TO EXISTING PIPE
MOUNT (TYP.); RRUs SHALL BE
MOUNTED BEHIND THE OCTO ANTENNA
AND SHALL BE COMPLETELY SHIELDED
BY THE OCTO ANTENNA

PROPOSED T-MOBILE AVHA
ANTENNA
(TYP. (1) PER SECTOR)

NOTES:

TOP OF T-MOBILE ANTENNA SHALL NOT BE
ABOVE THE BASE OF EXISTING BEACON.

PROPOSED T-MOBILE (1) COMMSCOPE
ANTENNA MOUNTED TO EXISTING
MOUNT PIPE (TYP. PER SECTOR); TO
BE INSTALLED PER MANUFACTURER
SPECIFICATIONS

☐ OF PROPOSED
T-MOBILE ANTENNAS
ELEV.= + 118'-0" ±

2 ENLARGED PROPOSED ELEVATION
SCALE: 3/8" = 1'-0"

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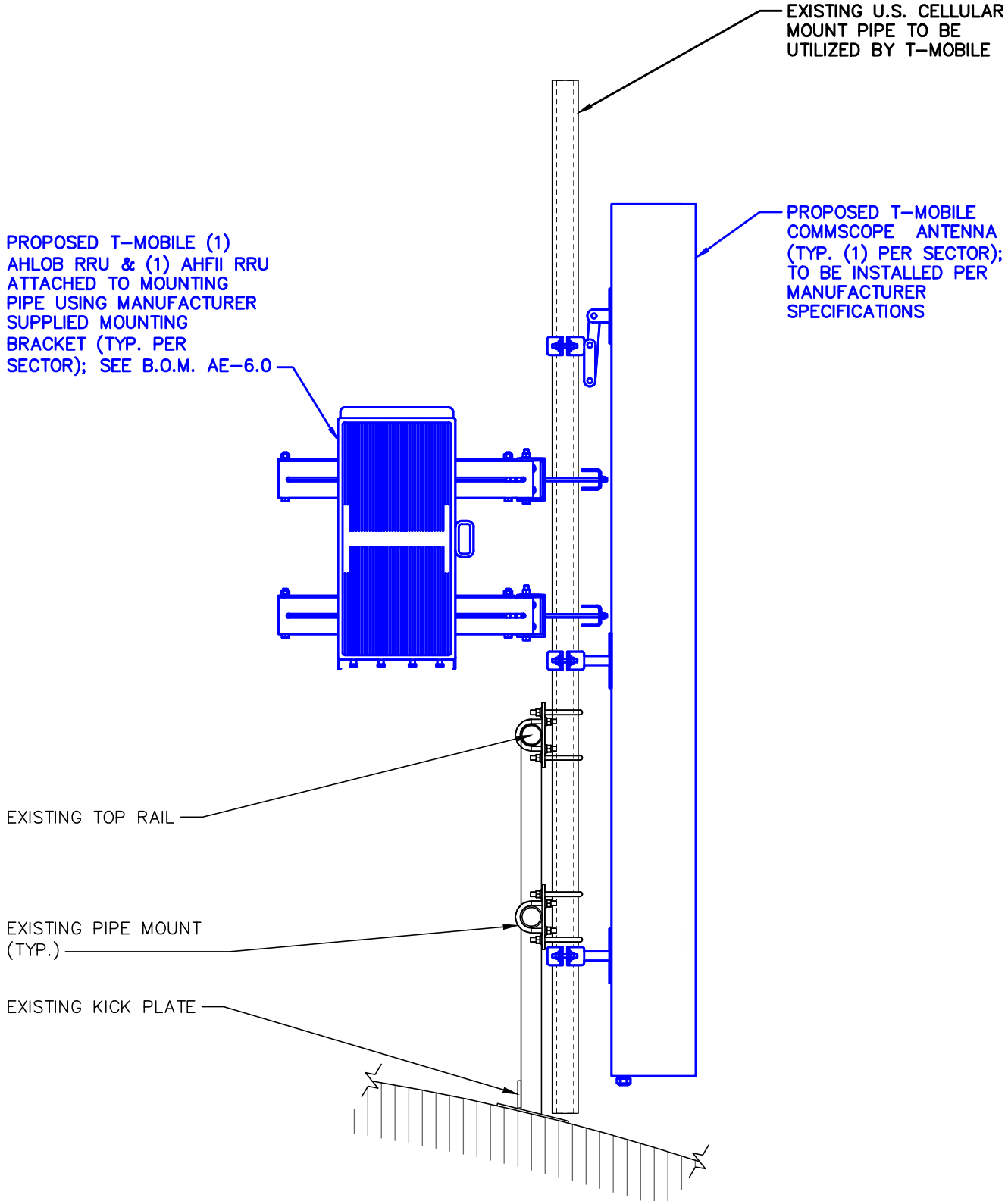


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B	12/11/25	90% CLIENT REVIEW	JCS
C	12/31/25	LL REVIEW	LAB
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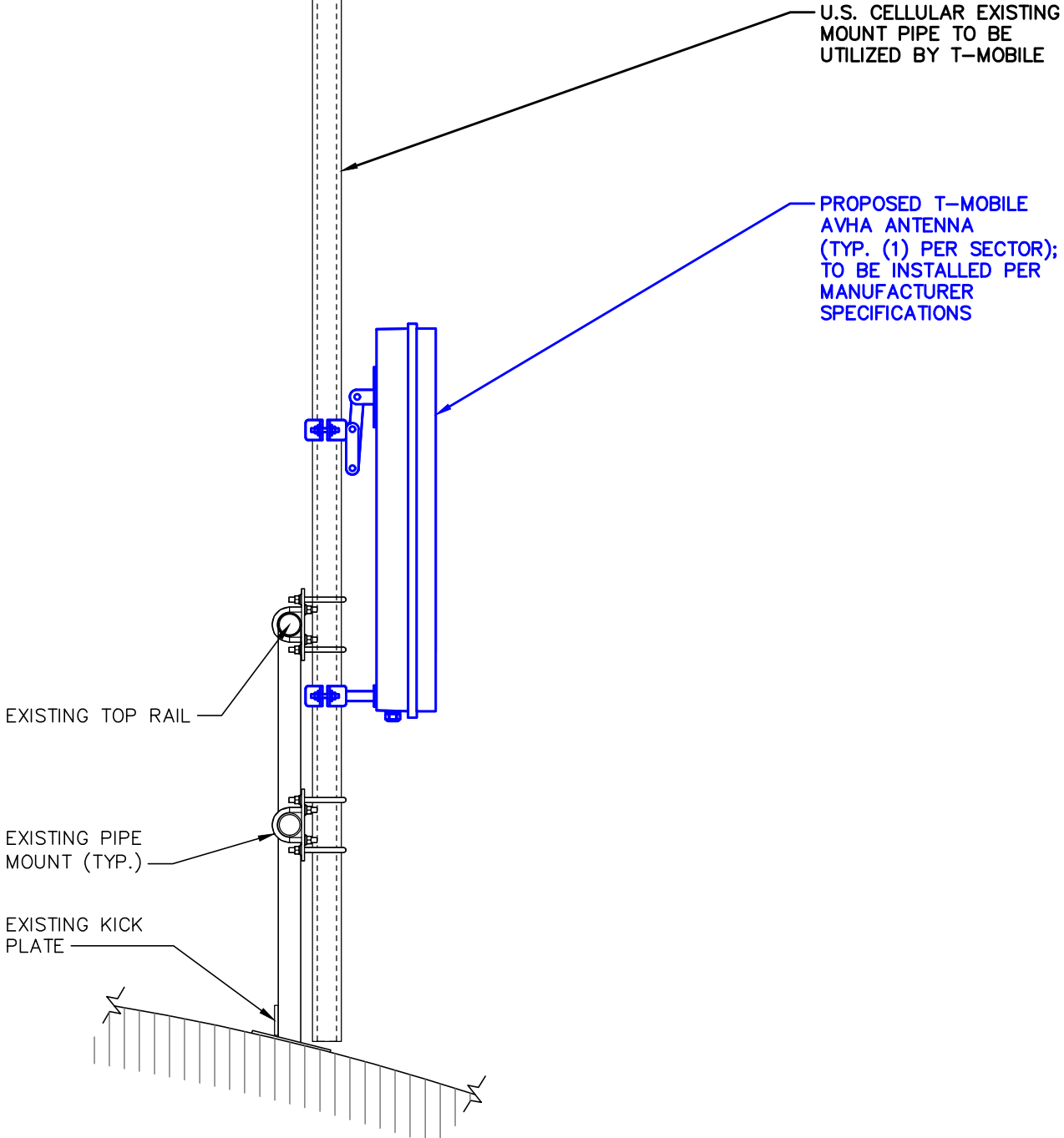
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USC KEEP - EXISTING WATER TOWER	PROJ #:25-10-40-60

SHEET TITLE
ENLARGED
ANTENNA
ELEVATIONS

SHEET NUMBER
AE-4.1

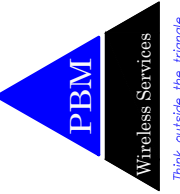


1 ANTENNA MOUNTING DETAIL - COMMScope (TYP.)
SCALE: 3/4" = 1'-0"



2 ANTENNA MOUNTING DETAIL - AVHA (TYP.)
SCALE: 3/4" = 1'-0"

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CHKD BY: MJM

SHEET TITLE
**MOUNT
DETAILS**

SHEET NUMBER
AE-5.1

COMMSCOPE FFVV-65C-R2-CM

MECHANICAL SPECIFICATIONS		
WIND LOAD (AT RATED WIND SPEED: 150km/h)	N/lb	FRONTAL: 987 N/ 221.9 lbf MAXIMUM: 1,257 N/ 282.6 lbf
MAX. WIND VELOCITY	km/h mph	291 150
HEIGHT / WIDTH / DEPTH	mm inches	2438 / 640 / 235 96.0 / 25.2 / 9.3
NET WEIGHT, WITHOUT MOUNTING KIT	kg lb	56 123.5

NOTE:
FINAL RF CONFIGURATION SHALL BE CONFIRMED
w/ T-MOBILE RF/CM PRIOR TO START OF
CONSTRUCTION.

REFERENCE
ONLY

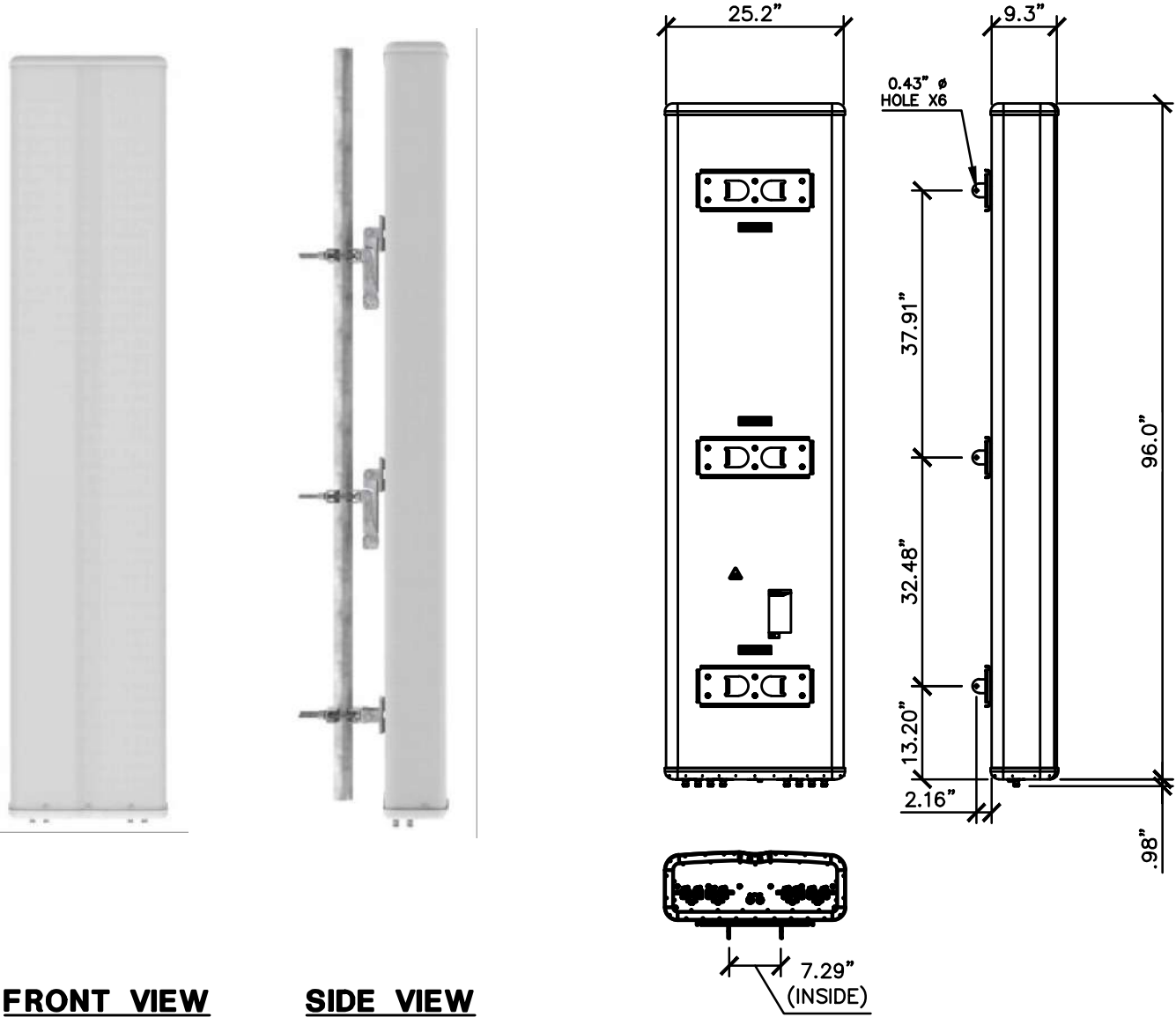
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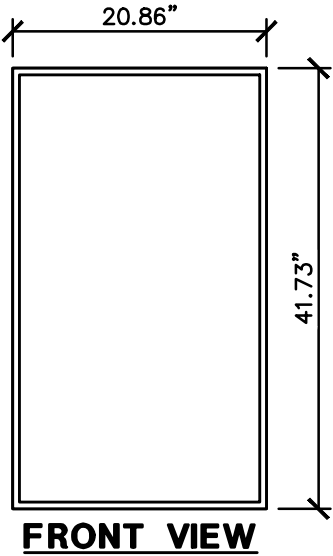
A	11/06/25	INTERNAL REVIEW	JCS
B	12/11/25	90% CLIENT REVIEW	JCS
C	12/31/25	LL REVIEW	LAB
D	04/09/26	MA/SA COORD	CCM
O	05/11/26	BID/PERMIT	LAB

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USC KEEP - EXISTING WATER TOWER	PROJ # 25-10-40-60

SHEET TITLE DETAILS
SHEET NUMBER AE-5.2



FRONT VIEW SIDE VIEW



FRONT VIEW



TOP VIEW



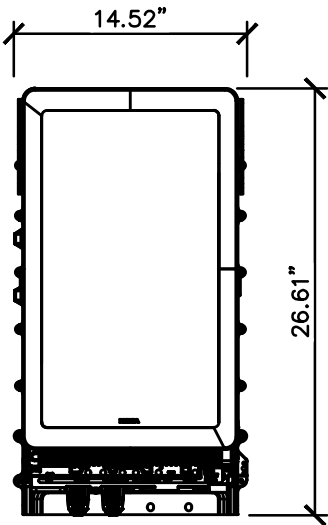
ISOMETRIC VIEW

NOKIA - AVHA AIRSCALE MAA	
DIMENSIONS (HxWxD)	39.25" x 20.67" x 6.89"
ENVELOPE DIMENSIONS (HxWxD)	41.73" x 20.86" x 7.55"
WEIGHT:	79.4 lbs.
VOLUME	3.80 CUBIC FT

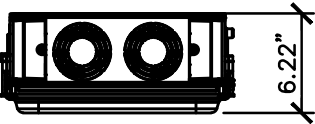
NOTE:

FINAL RF CONFIGURATION SHALL BE CONFIRMED
w/ T-MOBILE RF/CM PRIOR TO START OF
CONSTRUCTION.

REFERENCE
ONLY



FRONT VIEW



TOP VIEW



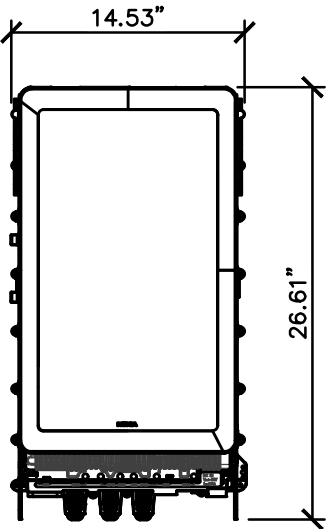
ISOMETRIC VIEW

NOTE:

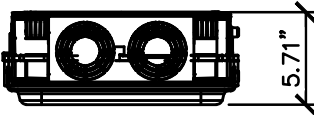
1. RRU SHALL BE INSTALLED PER MANUFACTURER SPECIFICATIONS.
2. DO NOT COVER THE WATERPROOF VENT VALVE: THE UNIT IS VENTILATED THROUGH THE WATERPROOF VENT VALVE. THE VALVE MUST NOT BE CLOGGED.
3. THE RRU CAN BE PAINTED IF THE WATERPROOF VALVE IS NOT CLOGGED AND THE CONNECTORS ARE NOT PAINTED.
4. MOUNT THE RRU IN AN UPRIGHT POSITION WITH THE CONNECTORS POINTING DOWNWARDS.

NOKIA - AHLOB RRU	
DIMENSIONS:	13.5"W x 25.2"H x 5.0"D
RRU WEIGHT:	78.00 LBS

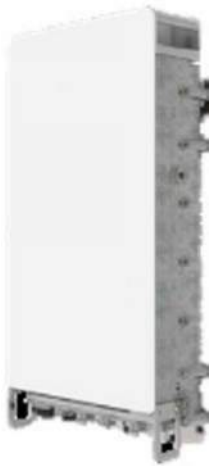
* TOTAL WEIGHT INCLUDES MOUNTING BRACKETS



FRONT VIEW



TOP VIEW



ISOMETRIC VIEW

NOTE:

1. RRU SHALL BE INSTALLED PER MANUFACTURER SPECIFICATIONS.
2. DO NOT COVER THE WATERPROOF VENT VALVE: THE UNIT IS VENTILATED THROUGH THE WATERPROOF VENT VALVE. THE VALVE MUST NOT BE CLOGGED.
3. THE RRU CAN BE PAINTED IF THE WATERPROOF VALVE IS NOT CLOGGED AND THE CONNECTORS ARE NOT PAINTED.
4. MOUNT THE RRU IN AN UPRIGHT POSITION WITH THE CONNECTORS POINTING DOWNWARDS.

NOKIA - AHFII RRU	
DIMENSIONS:	14.53"W x 26.61"H x 5.71"D
RRU WEIGHT:	70.55 LBS

1 NOKIA AHLOB
SCALE: NONE

2 NOKIA AHFII
SCALE: NONE

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C	12/31/25	LL REVIEW	LAB
D	04/09/26	MA/SA COORD	CCM
O	05/11/26	BID/PERMIT	LAB

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SHEET TITLE
DETAILS
SHEET NUMBER
AE-5.3

NOTE:
FINAL RF CONFIGURATION SHALL BE CONFIRMED
w/ T-MOBILE RF/CM PRIOR TO START OF
CONSTRUCTION.

REFERENCE
ONLY

FDH1204-48SE2

HELIAX® Direct-connect 6 x 24 hybrid trunk assembly: 6 pairs of 4AWG
DC conductors x 24 pairs of single mode fibers.

Product Classification

Regional Availability	Asia Australia/New Zealand EMEA Latin America North America
Portfolio	CommScope®
Product Type	Hybrid cable assembly
Product Brand	HELIAX®
Product Series	FDH

General Specifications

Conductors, quantity	12
Construction Type	Direct breakout trunk
Interface, Connector A	ODC-LC
Interface Feature, connector A	Outdoor
Interface Body Style, connector A	Straight
Interface, Connector B	DLC
Interface Feature, connector B	Standard
Interface Body Style, connector B	Straight
Jacket Color	Black
Total Fibers, quantity	48

Dimensions

Cable Assembly Length Range (m)	10 – 130
Diameter Over Jacket	44.78 mm 1.763 in
Center Conductor Gauge	4 AWG

Mechanical Specifications

Minimum Bend Radius	523.2 mm 20.598 in
Minimum Bend Radius, furcation	30 mm 1.181 in

Optical Specifications

Fiber Type	G.657.A2/B2
Insertion Loss, typical note	Insertion loss is measured at 1310 and 1550 nm
Insertion Loss, typical	0.75

Environmental Specifications

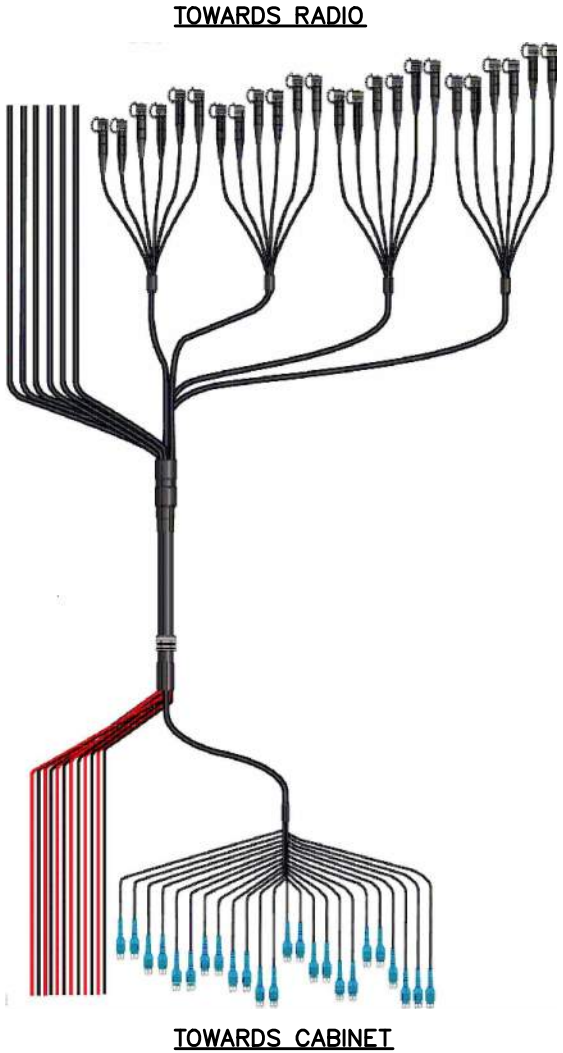
Operating Temperature	-40 °C to +75 °C (-40 °F to +167 °F)
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Packaging and Weights

Cable weight	3.4 kg/m 2.285 lb/ft
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* Footnotes

Insertion Loss, typical note Insertion loss is measured at a room temp of +20°C (+68°F)



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D	04/09/26	MA/SA COORD	CCM
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USC KEEP – EXISTING WATER TOWER

PROJ #: 25-10-40-60

DWG BY: JCS

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SHEET TITLE
HYBRID CABLE
SPECIFICATIONS

SHEET NUMBER
AE-5.4

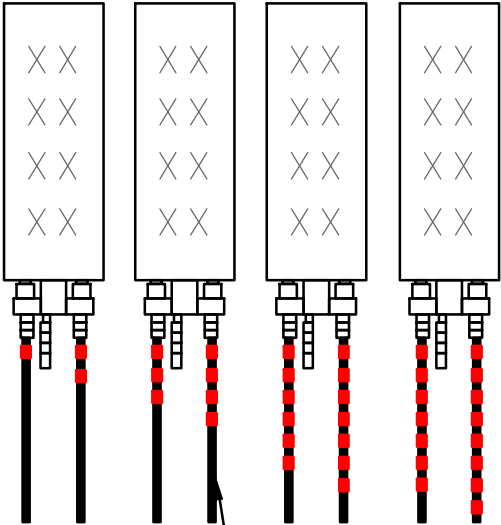
REFERENCE ONLY

BILL OF MATERIALS

BTS LEVEL			
DESCRIPTION	MFGR	PART #	QTY.
COAX ENTRY PANEL CAP	SITEPRO 1	CAP4	6
ANTENNA LEVEL			
DESCRIPTION	MFGR	PART #	QTY.
DUAL RRU SWIVEL MOUNT KIT	SITE PRO 1	RRUDSM	3
*OR CLIENT APPROVED EQUIVALENT			
PLEASE NOTE: G.C. SHALL COORDINATE W/T-MOBILE CM FOR FINAL B.O.M. LIST PRIOR TO START OF CONSTRUCTION			

NOTE:

FINAL RF CONFIGURATION SHALL BE CONFIRMED w/ T-MOBILE RF/CM PRIOR TO START OF CONSTRUCTION.



EXAMPLE: COAX WITH FOUR BANDS OF RED TAPE WILL REPRESENT ALPHA SECTOR AND THE 4TH PORT OF ANTENNA

SECTOR A	RED
SECTOR B	GREEN
SECTOR C	BLUE
SECTOR D	YELLOW
SECTOR E	WHITE
SECTOR F	PURPLE
LMU	BROWN – SECTOR COLOR BANDS (1,2)
FIBER ID	GRAY
UNUSED COAX	PINK
MICROWAVE	ORANGE
PWE T-1'S & GPS DOWNLINK CABLE	ID/LABEL MAKER

Color Coding per technology:

U2100–GREEN

U1900–PURPLE

L2100–ORANGE

L1900–YELLOW

L700–GRAY

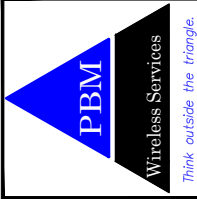
L600–BROWN

GSM– just the sector color coding

1 COAX COLOR CODING

SCALE: NONE

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C	12/31/25	LL REVIEW	LAB
D	04/09/26	MA/SA COORD	CCM
O	05/11/26	BID/PERMIT	LAB

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DELAWARE COUNTY
USC KEEP – EXISTING WATER TOWER

PROJ #: 25-10-40-60
DWG BY: JCS
CHKD BY: MJM

SHEET TITLE
COAX COLOR CODING/B.O.M.

SHEET NUMBER
AE-6.0

ELECTRICAL INSTALLATION NOTES:

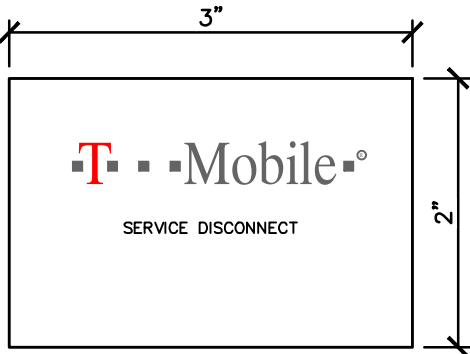
1. ELECTRICAL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE PROJECT SPECIFICATIONS, NEC AND APPLICABLE LOCAL CODES.
2. CONDUIT ROUTINGS ARE SCHEMATIC. SUBCONTRACTOR SHALL INSTALL CONDUITS SO THAT ACCESS TO EQUIPMENT IS NOT BLOCKED.
3. WIRING, RACEWAY AND SUPPORT METHODS AND MATERIALS SHALL COMPLY WITH THE REQUIREMENTS OF THE NEC.
4. CIRCUITS SHALL BE SEGREGATED AND MAINTAIN MINIMUM CABLE SEPARATION AS REQUIRED BY THE NEC.
5. CABLES SHALL NOT BE ROUTED THROUGH LADDER-STYLE CABLE TRAY RUNGS.
6. EACH END OF EVERY POWER, POWER PHASE CONDUCTOR (I.E., HOTS), GROUNDING AND T1 CONDUCTOR AND CABLE SHALL BE LABELED WITH COLOR-CODED INSULATION OR ELECTRICAL TAPE (3M BRAND, 1/2" PLASTIC ELECTRICAL TAPE WITH UV PROTECTION, OR EQUAL). THE FACILITY SHALL BE LABELED IN ACCORDANCE WITH OSHA 1910.335(b)(1) AND SAFETY AND ACCIDENT PREVENTION TAGS SHALL BE USED WHERE NECESSARY TO WARN EMPLOYEES OF ELECTRICAL HAZARDS PER OSHA 1910.145.
7. ELECTRICAL COMPONENTS SHALL BE CLEARLY LABELED WITH PLASTIC TAPE PER COLOR SCHEDULE. EQUIPMENT SHALL BE LABELED WITH THEIR VOLTAGE RATING, PHASE CONFIGURATION, WIRE CONFIGURATION, POWER OR AMPACITY RATING AND BRANCH CIRCUIT ID NUMBERS (I.E. PANEL BOARD AND CIRCUIT ID'S).
8. PANEL BOARDS (ID NUMBERS) AND INTERNAL CIRCUIT BREAKERS (CIRCUIT ID NUMBERS) SHALL BE CLEARLY LABELED WITH PLASTIC LABELS.
9. TIE WRAPS SHALL BE CUT FLUSH WITH APPROVED CUTTING TOOL TO REMOVE SHARP EDGES.

10. POWER, CONTROL AND EQUIPMENT GROUND WIRING IN TUBING OR CONDUIT SHALL BE SINGLE CONDUCTOR (14 AWG OR LARGER), 600 V, OIL RESISTANT THWN-2, CLASS B STRANDED COPPER CABLE RATED FOR 90° C (WET & DRY) OPERATION LISTED OR LABELED FOR THE LOCATION AND RACEWAY SYSTEM USED UNLESS OTHERWISE SPECIFIED.
11. SUPPLEMENTAL EQUIPMENT GROUND WIRING LOCATED INDOORS SHALL BE SINGLE CONDUCTOR (6 AWG OR LARGER), 600V, OIL RESISTANT THWN-2 GREEN INSULATION CLASS B STRANDED COPPER CABLE RATED FOR 90° C (WET AND DRY) OPERATION LISTED OR LABELED FOR THE LOCATION AND RACEWAY SYSTEM USED UNLESS OTHERWISE SPECIFIED.
12. POWER AND CONTROL WIRING, NOT IN TUBING OR CONDUIT, SHALL BE MULTI-CONDUCTOR, TYPE TC CABLE (14 AWG OR LARGER), 600 V, OIL RESISTANT THWN-2, CLASS B STRANDED COPPER CABLE RATED FOR 90° C (WET AND DRY) OPERATION WITH OUTER JACKET LISTED OR LABELED FOR THE LOCATION USED UNLESS OTHERWISE SPECIFIED.
13. POWER AND GROUNDING CONNECTIONS SHALL BE CRIMP-STYLE, COMPRESSION WIRE LUGS AND WIRE NUTS BY THOMAS AND BETTS (OR APPROVED EQUIVALENT). LUGS AND WIRE NUTS SHALL BE RATED FOR OPERATION AT NO LESS THAN 75° C (90° C IF AVAILABLE).
14. RACEWAY AND CABLE TRAY SHALL BE LISTED OR LABELED FOR ELECTRICAL USE IN ACCORDANCE WITH NEMA, UL, ANSI/IEEE AND NEC.
15. ELECTRICAL METALLIC TUBING (EMT) OR RIGID METALLIC CONDUIT FOR LOCATIONS SUBJECT TO PHYSICAL DAMAGE) SHALL BE USED FOR EXPOSED INDOOR LOCATIONS.
16. ELECTRICAL METALLIC TUBING (EMT), SHALL BE USED FOR CONCEALED INDOOR LOCATIONS WHERE PERMITTED BY NEC.
17. GALVANIZED STEEL RIGID METAL CONDUIT (RMC) SHALL BE USED FOR OUTDOOR LOCATIONS ABOVE GRADE.

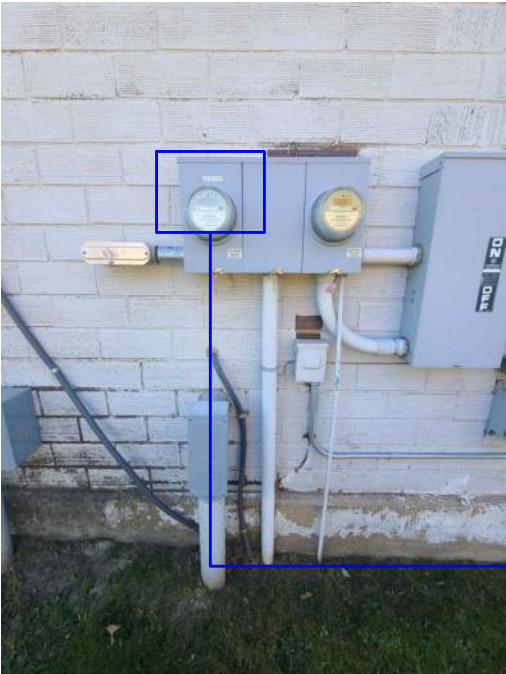
18. RIGID NONMETALLIC CONDUIT (I.E. RIGID PVC SCHEDULE 40 OR RIGID PVC SCHEDULE 80) SHALL BE USED UNDERGROUND; DIRECT BURIED, IN AREAS OF OCCASIONAL LIGHT VEHICLE TRAFFIC OR ENCASED IN REINFORCED CONCRETE IN AREAS OF HEAVY VEHICLE TRAFFIC.
19. LIQUID-TIGHT FLEXIBLE METALLIC CONDUIT (LIQUID-TITE FLEX) SHALL BE USED INDOORS AND OUTDOORS, WHERE VIBRATION OCCURS OR FLEXIBILITY IS NEEDED.
20. CONDUIT AND TUBING FITTINGS SHALL BE THREADED OR COMPRESSION-TYPE AND APPROVED FOR THE LOCATION USED. SET SCREW FITTINGS ARE NOT ACCEPTABLE.
21. CABINETS, BOXES AND WIRE WAYS SHALL BE LABELED FOR ELECTRICAL USE IN ACCORDANCE WITH NEMA, UL, ANSI/IEEE AND NEC.
22. WIREWAYS SHALL BE EPOXY-COATED (GRAY) AND INCLUDE A HINGED COVER, DESIGNED TO SWING OPEN DOWNWARDS; SHALL BE PANDUIT TYPE E (OR EQUIVALENT); AND RATED NEMA 1 INTERIOR, NEMA 3R EXTERIOR (OR BETTER).
23. EQUIPMENT CABINETS, TERMINAL BOXES, JUNCTION BOXES AND PULL BOXES SHALL BE GALVANIZED OR EPOXY-COATED SHEET METAL. SHALL MEET OR EXCEED UL 50 AND RATED NEMA 1 (OR BETTER) INDOORS OR NEMA 3R (OR BETTER) OUTDOORS.
24. METAL RECEPTACLE, SWITCH AND OUTDOOR OUTLETS/DEVICE BOXES SHALL BE GALVANIZED, EPOXY-COATED OR NON-CORRODING; SHALL MEET OR EXCEED UL 514A AND NEMA OS 1; AND RATED NEMA 3R EXTERIOR (OR BETTER)
25. THE SUBCONTRACTOR SHALL NOTIFY AND OBTAIN NECESSARY AUTHORIZATION FROM THE CONTRACTOR BEFORE COMMENCING WORK ON THE AC POWER DISTRIBUTION PANELS.
26. THE SUBCONTRACTOR SHALL PROVIDE NECESSARY TAGGING ON THE BREAKERS, CABLES AND DISTRIBUTION PANELS IN ACCORDANCE WITH THE APPLICABLE CODES AND STANDARDS TO SAFEGUARD AGAINST LIFE AND PROPERTY.

66 BLOCK		DESCRIPTION	ALARM BOX
1A	WHITE/BLUE	GEN RUNNING	12
1B	BLUE/WHITE	GEN RUNNING	12 GROUND
2A	WHITE/ORANGE	ATS IN EMERGENCY POSITION	11
2B	ORANGE/WHITE	ATS IN EMERGENCY POSITION	11 GROUND
3A	WHITE/GREEN	GEN FAIL TO START	6
3B	GREEN/WHITE	GEN FAIL TO START	6 GROUND
13A	WHITE/BROWN	LOSS OF SURGE	2
13B	BROWN/WHITE	LOSS OF SURGE	2 GROUND

SSC		ALARM
1	WHITE/BLUE	3
2	BLUE/WHITE	3 GROUND
4	WHITE/BROWN	7
5	BROWN/WHITE	7 GROUND
10	WHITE/ORANGE	4
11	ORANGE/WHITE	4 GROUND
13	WHITE/GREEN	5
14	GREEN/WHITE	5 GROUND
16	WHITE/BLUE 2	10
17	BLUE/WHITE 2	10 GROUND



SERVICE DISCONNECT LABEL



EXISTING METER
MOUNTED TO BUILDING
WALL (OUTSIDE)



EXISTING DISCONNECT
& AC PANEL (INSIDE)

1 ALARM CABLING

SCALE: NONE

A EXISTING ELECTRICAL EQUIPMENT

SCALE: NONE



A	11/06/25	INTERNAL REVIEW	JCS
B	12/11/25	90% CLIENT REVIEW	JCS
C	12/31/25	LL REVIEW	LAB
D	04/09/26	MA/SA COORD	CCM
O	05/11/26	BID/PERMIT	LAB

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533 WILLIAMS ST. MANCHESTER, IA 52057
DELAWARE COUNTY

USC KEEP - EXISTING WATER TOWER

PROJ # 25-10-40-60

DWG BY:JCS

CHKD BY:MJM

SHEET TITLE
ELECTRICAL
NOTES
& DETAILS

SHEET NUMBER
E-0.0

KEY NOTES:

- 1

PROPOSED T-MOBILE ELECTRICAL SERVICE:
(3) 3/0 AWG CU, (1) 2 AWG CU GND, 2" C; APPROX. LENGTH = ±40'
- 2

EXISTING FIBER COMMUNICATION LINES INCOMING TO EXISTING SHELTER
- 3

EXISTING U.S. CELLULAR EQUIPMENT ROOM TO REMAIN & TO BE UTILIZED BY T-MOBILE
- 4

PROPOSED T-MOBILE RECTIFIERS & PROPOSED DELTA POWER SYSTEM TO BE INSTALLED WITHIN PROPOSED RACK; G.C. SHALL INSTALL PROPOSED RECTIFIERS PER MANUFACTURER SPECIFICATIONS
- 5

PROPOSED T-MOBILE CSR ROUTER SHALL BE INSTALLED WITHIN PROPOSED RACK; G.C. SHALL COORDINATE w/T-MOBILE CM PRIOR TO START OF CONSTRUCTION FOR MODEL & TYPE
- 6

PROPOSED T-MOBILE EQUIPMENT RACK SHALL BE USED TO INSTALL (2) AIRSCALES (⊙ TOP (8" MIN. SEPARATION BETWEEN AIRSCALES)), UMTS MODULES (⊙ BOTTOM OF RACK), & MODULE(S) BELOW THE AIRSCALES
- 7

G.C. SHALL GROUND THE ROUTER
- 8

PROPOSED T-MOBILE GEN PLUG
- 9

PROPOSED T-MOBILE FIBER JUMPERS & DC POWER CABLES (PART OF PROPOSED HYBRID CABLE)
- 10

PROPOSED T-MOBILE OUTDOOR RATED FIBER & DC JUMPERS ROUTED FROM RACK TO MODULES (TYP. (1) PER MODULE).

- 11

PROPOSED EQUIPMENT GROUNDED TO RACK, RACK TO BUSS BAR, AND BUSS BAR TO GND SYSTEM
- 12

PROPOSED T-MOBILE 2 AWG STRANDED, GREEN INSULATED COPPER WIRE TO GND SYSTEM
- 13

EXISTING U.S. CELLULAR 200A METER TO REMAIN & TO BE UTILIZED BY T-MOBILE, PROTECT DURING CONSTRUCTION; (SEE NOTES THIS SHEET)
- 14

EXISTING INCOMING ELECTRICAL SERVICE; (SEE NOTES THIS SHEET)
- 15

PROPOSED T-MOBILE ELECTRICAL PANEL/EQUIPMENT UPGRADE

UTILITIES COORDINATED-PROVIDER INFORMATION:
ELECTRICAL: ALLIANT ENERGY (800) 255-4268
CONTACT: T.B.D.
FIBER: BLUEBIRD FIBER (877) 766-2662
CONTACT: T.B.D.

CONTRACTOR NOTES:

1. G.C. SHALL INSTALL PROPOSED EQUIPMENT PER MANUFACTURER SPECIFICATIONS.
2. PROPOSED T-MOBILE CONDUITS SHALL HAVE PULL CORDS.
3. G.C. SHALL NOTIFY LANDLORD MINIMUM 30 DAYS PRIOR TO START OF CONSTRUCTION.
4. CONDUITS AT GRADE TO INCLUDE A PVC EXPANSION COUPLING (TYPICAL).
5. SEE PLAN FOR EQUIPMENT LOCATIONS AND APPROXIMATE CONDUIT/CABLE LENGTHS.
6. G.C. SHALL LABEL THE EXISTING & PROPOSED T-MOBILE UTILITY CABINETS WITH AN OUTDOOR RATED LABEL. LABEL SHALL BE PER T-MOBILE STANDARDS.
7. G.C. MUST HAVE PASSED STATE ELECTRICAL INSPECTION TO REQUEST ELECTRICAL SERVICE &/OR EQUIPMENT FROM UTILITY PROVIDER.

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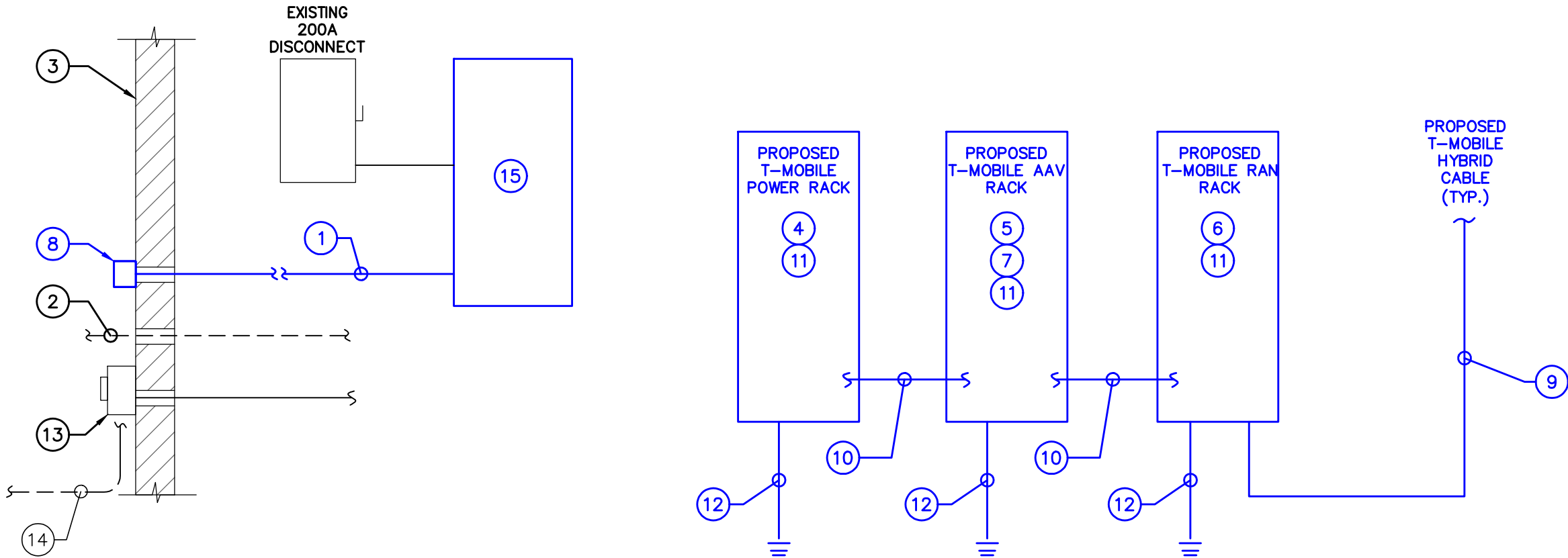
CHKD BY:MJM

SHEET TITLE
UTILITY SCHEMATIC

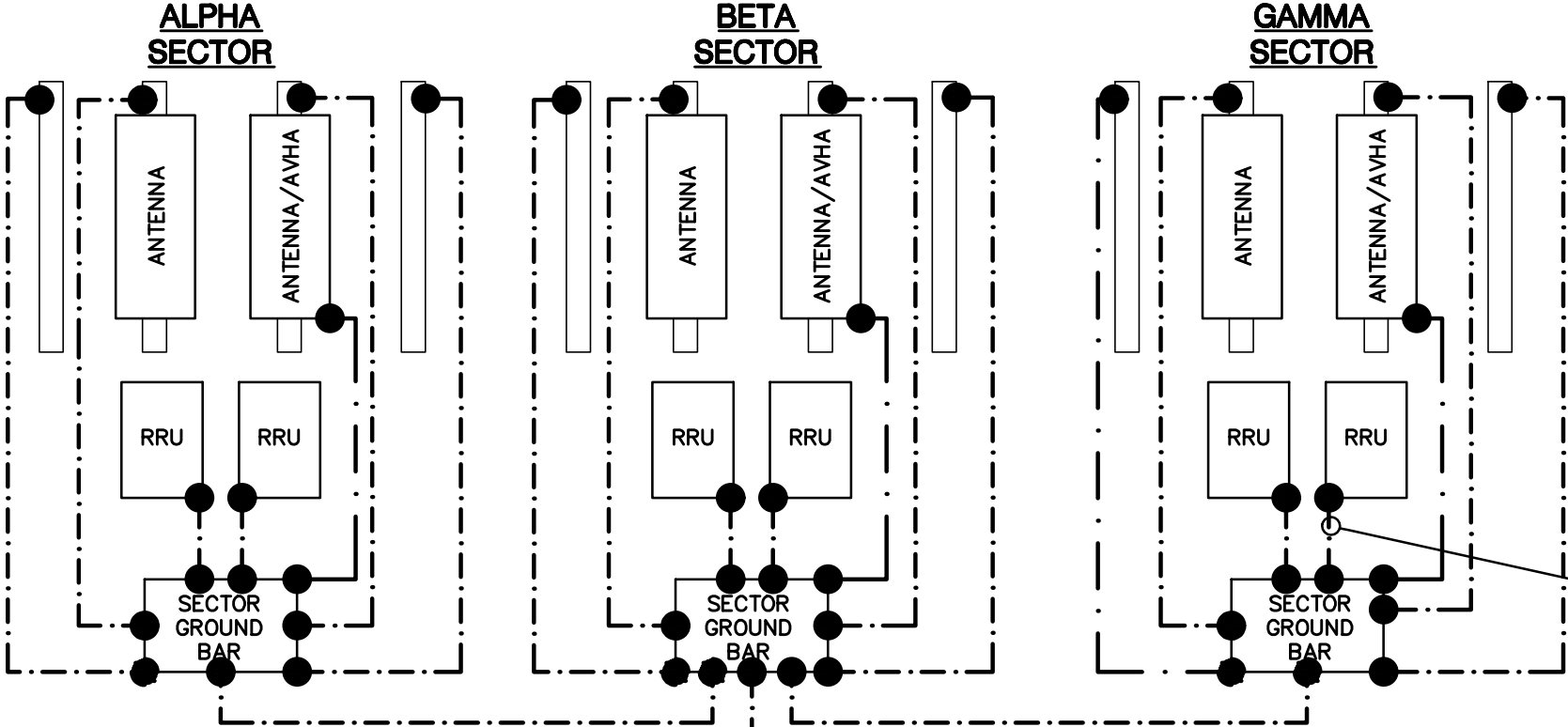
SHEET NUMBER
E-1.0

SERVICE NOTES:

1. SERVICE POWER SHALL BE (120/240VAC, 200A, 1ø, 3W) OR (208/120VAC, 200A, 3ø, 4W) CONTRACTOR SHALL ADJUST FEEDER AND CIRCUIT ACCORDINGLY AS PLANS ARE NOTED FOR (120/240VAC, 200A, 1ø, 3W).
2. CABLE SIZES SHALL BE ADJUSTED TO COMPENSATE FOR VOLTAGE DROP IF LONGER THAN 180FT. ADJUST CONDUIT SIZE WHEN CHANGING CABLE SIZE.
3. FOR COMPLETE INTERNAL WIRING AND ARRANGEMENT REFER TO VENDOR PRINTS PROVIDED BY MANUFACTURER.
4. CONDUITS ROUTED BELOW GRADE NEAR ACCESS DRIVE OR WITH/IN COMPOUND SHALL BE SCHEDULE 80 PVC (U.N.O.).



1 UTILITY SCHEMATIC
SCALE: NONE

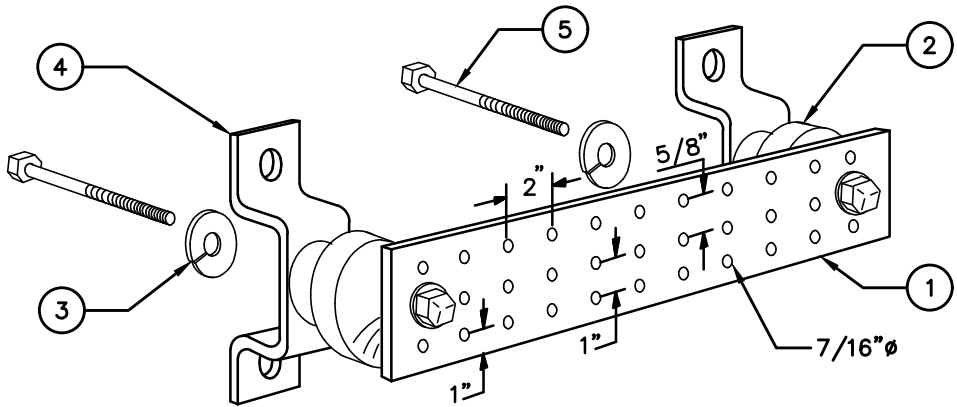


- ANTENNA MAST GROUNDING:**
1. T-MOBILE PROPOSED/EXISTING AND UNUSED ANTENNA MAST PIPES TO BE GROUNDED WITHIN 2" OF THE TOP OF THE ANTENNA MAST PIPE.
 2. CONTRACTOR TO PROVIDE 6 AWG STRANDED, GREEN INSULATED COPPER GROUND WIRE FROM MOUNTING PIPES TO GROUNDING SYSTEM.

- NOTES:**
1. PROPOSED T-MOBILE CONDUITS SHALL HAVE PULL CORDS.
 2. GROUND LEADS TO BE INSTALLED ON REAR SIDE OF EQUIPMENT.
 3. SEE COMPOUND PLAN FOR CORRECT CABINET ORIENTATION (TYP.).
 4. SEE GROUNDING NOTES FOR ADDITIONAL INFORMATION.

LEGEND

- EXOTHERMIC CONNECTION
● MECHANICAL CONNECTION



LEGEND

- 1 TINNED COPPER GROUND BAR, 1/4"x 4"x 20", HOLE CENTERS
- 2 INSULATORS (NOT USED ON TOWER @ SECTOR LEVELS)
- 3 3/8" LOCK WASHERS
- 4 WALL MOUNTING BRACKET
- 5 3/8"-11 x 2" H.H.C.S. BOLTS

1 GROUNDING SCHEMATIC
SCALE: NONE

2 MASTER GROUND BAR DETAIL
SCALE: NONE

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CHKD BY: MJM

SHEET TITLE
GROUNDING SCHEMATIC

SHEET NUMBER
G-1.0

DIVISION 1 GENERAL REQUIREMENTS:

1.

WORK, MATERIAL, AND EQUIPMENT SHALL COMPLY WITH T–MOBILE WIRELESS STANDARD CONSTRUCTION SPECIFICATIONS, REQUIREMENTS OF THE LATEST EDITIONS AND INTERIM AMENDMENTS OF THE NATIONAL ELECTRICAL CODE (N.E.C.), NATIONAL ELECTRICAL SAFETY CODE, OSHA, AND APPLICABLE FEDERAL, STATE, AND LOCAL LAWS AND ORDINANCES. ELECTRICAL EQUIPMENT PROVIDED UNDER THIS CONTRACT SHALL BE NEW (EXCEPT WHERE OTHERWISE NOTED) AND SHALL COMPLY WITH THE REQUIREMENTS OF THE UNDERWRITERS’ LABORATORIES (U.L.) AND BEAR THE U.L. LABEL.
2.

THE CONTRACTOR SHALL BE PROPERLY LICENSED AND PROPERLY REGISTERED TO PERFORM THIS WORK IN PROJECT STATE AND JURISDICTION. FOR JURISDICTIONS THAT LICENSE INDIVIDUAL TRADES, SAID TRADESMAN OR SUBCONTRACTOR PERFORMING THOSE TRADES SHALL ALSO BE LICENSED.
3.

THE CONTRACTOR SHALL VISIT THE JOB SITE (PRE–CONSTRUCTION WALK), VERIFY DIMENSIONS AND BECOME FAMILIAR WITH THE PROJECT/FIELD CONDITIONS. DISCREPANCIES SHALL BE IMMEDIATELY BE BROUGHT TO THE ATTENTION OF THE PROJECT MANAGER.
4.

THE CONTRACTOR SHALL NOT PROCEED WITH WORK NOT CLEARLY IDENTIFIED ON THE DRAWINGS WITHOUT PRIOR WRITTEN APPROVAL OF THE PROJECT MANAGER.
5.

IN CASE OF CONFLICT BETWEEN THESE DRAWINGS OR MANUFACTURER SPEC, CONTRACTOR SHALL NOTIFY ENGINEER OR T–MOBILE REPRESENTATIVE.
6.

CONTRACTOR SHALL FURNISH AND INSTALL ENGRAVED PLASTIC LABELS ”T–MOBILE” ON THE FACE OF EACH PIECE OF EQUIPMENT AND ABOVE THE ELECTRICAL METER.
7.

THE OWNER OR HIS ARCHITECT/ENGINEER RESERVES THE RIGHT TO REJECT EQUIPMENT OR MATERIALS WHICH, IN HIS/HER OPINION, ARE NOT IN COMPLIANCE WITH THE CONTRACT DOCUMENTS, EITHER BEFORE OR AFTER INSTALLATION AND THE EQUIPMENT SHALL BE REPLACED WITH EQUIPMENT CONFORMING TO THE REQUIREMENTS OF THE CONTRACT DOCUMENTS BY THE CONTRACTOR AT NO COST TO THE OWNER OR HIS ARCHITECT/ENGINEER.
8.

THE CONTRACTOR SHALL SUPPORT, BRACE AND SECURE EXISTING STRUCTURES AS REQUIRED. CONTRACTOR IS SOLELY RESPONSIBLE FOR THE PROTECTION OF EXISTING STRUCTURES DURING CONSTRUCTION. FIELD VERIFY EXISTING DIMENSIONS WHICH AFFECT THE NEW CONSTRUCTION.
9.

THE CONTRACTOR SHALL NOT ALLOW OR CAUSE THE WORK TO BE COVERED UP OR ENCLOSED UNTIL IT HAS BEEN INSPECTED BY THE GOVERNING AUTHORITIES. WORK THAT IS ENCLOSED OR COVERED UP BEFORE SUCH INSPECTION AND TEST SHALL BE UNCOVERED AT THE CONTRACTOR'S EXPENSE; AFTER IT HAS BEEN INSPECTED, THE CONTRACTOR SHALL RESTORE THE WORK TO ITS ORIGINAL CONDITION AT HIS OWN EXPENSE.
10.

EXISTING UTILITIES, FACILITIES, CONDITIONS, AND THEIR DIMENSIONS SHOWN ON PLANS HAVE BEEN PLOTTED FROM AVAILABLE RECORDS. THE ARCHITECT/ENGINEER AND OWNER ASSUME NO RESPONSIBILITY WHATSOEVER AS TO THE SUFFICIENCY OR ACCURACY OF THE INFORMATION SHOWN ON THE PLANS OR THE MANNER OF THEIR REMOVAL OR ADJUSTMENT. CONTRACTOR SHALL BE RESPONSIBLE FOR DETERMINING EXACT LOCATION OF SAID UTILITIES AND FACILITIES PRIOR TO START OF CONSTRUCTION. CONTRACTOR SHALL ALSO OBTAIN FROM EACH UTILITY COMPANY DETAILED INFORMATION RELATIVE TO WORKING SCHEDULES AND METHODS OF REMOVING OR ADJUSTING AFFECTED UTILITIES.
11.

CONTRACTOR SHALL FIELD VERIFY EXISTING UTILITIES BOTH HORIZONTALLY AND VERTICALLY PRIOR TO START OF CONSTRUCTION. DISCREPANCIES OR DOUBTS AS TO THE INTERPRETATION OF PLANS SHOULD BE IMMEDIATELY REPORTED TO THE PROJECT MANAGER FOR RESOLUTION AND INSTRUCTION, AND NO FURTHER WORK SHALL BE PERFORMED UNTIL DISCREPANCY IS CHECKED AND CORRECTED BY THE ARCHITECT/ENGINEER. FAILURE TO SECURE SUCH INSTRUCTION MEANS CONTRACTOR WILL HAVE WORKED AT HIS OWN RISK AND EXPENSE. CONTRACTOR SHALL CALL UTILITY LOCATES 48 HOURS PRIOR TO START OF CONSTRUCTION TO HAVE UNDERGROUND UTILITIES LOCATED AND MARKED.
12.

CONTRACTORS SHALL CLEAN ENTIRE SITE AFTER CONSTRUCTION SUCH THAT NO PAPERS, TRASH, DEBRIS, WEEDS, BUSH OR ANY OTHER DEPOSITS REMAIN. MATERIALS COLLECTED DURING CLEANING OPERATIONS SHALL BE PROPERLY DISPOSED OF OFF–SITE BY THE CONTRACTOR IN A LEGAL MANNER.
13.

SITE WORK SHALL BE CAREFULLY COORDINATED BY THE CONTRACTOR WITH LOCAL GAS, ELECTRIC, TELEPHONE, AND OTHER UTILITY COMPANIES HAVING JURISDICTION OVER THIS LOCATION.
14.

DURING CONSTRUCTION, THE CONTRACTOR SHALL MAINTAIN THE UTILITIES OF THE BUILDING/SITE WITHOUT INTERRUPTION. SHOULD IT BE NECESSARY TO INTERRUPT A SERVICE OR UTILITY, THE CONTRACTOR SHALL SECURE PERMISSION IN WRITING FROM THE BUILDING/PROPERTY OWNER FOR SUCH INTERRUPTION, AT LEAST 72 HOURS IN ADVANCE. INTERRUPTIONS SHALL BE MADE WITH A MINIMUM AMOUNT OF INCONVENIENCE TO THE BUILDING/PROPERTY OWNER AND SUCH SHUTDOWN TIME SHALL BE COORDINATED WITH THE BUILDING/PROPERTY OWNER.
15.

CONTRACTOR SHALL SUBMIT AT THE END OF THE PROJECT A COMPLETE SET OF AS–BUILT DRAWINGS TO THE OWNER AND/OR PROJECT MANAGER.

DIVISION 2 SITE WORK:

1.

THE CONTRACTOR SHALL LOCATE UTILITIES PRIOR TO THE START OF CONSTRUCTION. EXISTING ACTIVE SEWER, WATER, GAS, ELECTRIC, AND OTHER UTILITIES (WHERE ENCOUNTERED IN THE WORK) SHALL BE PROTECTED AT ALL TIMES, AND WHERE REQUIRED FOR THE PROPER EXECUTION OF THE WORK, SHALL BE RELOCATED AS DIRECTED BY THE PROJECT MANAGER. EXTREME CAUTION SHOULD BE USED BY THE CONTRACTOR WHEN EXCAVATING OR PIER DRILLING AROUND OR NEAR UTILITIES. CONTRACTOR SHALL PROVIDE SAFETY TRAINING FOR THE WORKING CREW. THIS WILL INCLUDE BUT NOT BE LIMITED TO:

A.

FALL PROTECTION

B.

CONFINED SPACE

C.

ELECTRICAL SAFETY

D.

TRENCHING AND EXCAVATION
2.

REMOVE FROM SITE/OWNER’S PROPERTY WASTE MATERIALS, UNUSED EXCAVATED MATERIAL INCLUDING MATERIAL CLASSIFIED UNSATISFACTORY, CONTAMINATED OR DANGEROUS TO HUMANS AND DEBRIS, AND DISPOSE OF IN A LEGAL MANNER.
3.

EXISTING INACTIVE SEWER, WATER, GAS, ELECTRIC AND OTHER UTILITIES, WHICH INTERFERE WITH THE EXECUTION OF THE WORK, SHALL BE REMOVED AND/OR CAPPED, PLUGGED OR OTHERWISE DISCONTINUED AT POINTS WHICH WILL NOT INTERFERE WITH THE EXECUTION OF THE WORK, SUBJECT TO THE APPROVAL OF ENGINEERING AND DOCUMENTED ON THE AS–BUILT DRAWINGS.
4.

THE AREAS OF THE OWNERS PROPERTY DISTURBED BY THE WORK AND NOT COVERED BY THE BUILDING OR DRIVEWAY, SHALL BE CONFORMED TO A UNIFORM SLOPE, FERTILIZED, SEEDED, AND COVERED WITH MULCH AS SPECIFIED IN THE SPECIFICATION LANDSCAPE WORK.
5.

CONTRACTOR SHALL MINIMIZE DISTURBANCE TO EXISTING SITE DURING CONSTRUCTION. EROSION CONTROL MEASURES, IF REQUIRED DURING CONSTRUCTION, SHALL BE IN CONFORMANCE WITH THE STATE STANDARD GUIDELINES FOR EROSION AND SEDIMENT CONTROL.
6.

CONTRACTOR IS RESPONSIBLE FOR LAYOUT AND CONSTRUCTION STAKING. CONTRACTOR SHALL ESTABLISH GRADE AND LINE STAKES PRIOR TO CONSTRUCTION, IF REQUIRED.
7.

THE CONTRACTOR SHALL COORDINATE WITH PROJECT MANAGER TO ESTABLISH INSPECTION AND APPROVAL PROCESS FOR SITE WORK.

DIVISION 3 CONCRETE:

1.

CONCRETE WORK SHALL BE IN ACCORDANCE WITH THE ACI 301, ACI 318 AND THE SPECIFICATION FOR CAST–IN–PLACE CONCRETE.
2.

CONCRETE SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH OF 4000 PSI AT 28 DAYS. STRUCTURE MAY BE INSTALLED ON FOUNDATION AT A TIME EARLIER THAN 28 DAYS WITH CONFIRMING CONCRETE CYLINDER TEST RESULTS. AT CONTRACTOR’S OPTION, A HIGH EARLY STRENGTH (TYPE III) CEMENT OR A STRENGTH ACCELERATING ADMIXTURE MAY BE USED. NO CALCIUM CHLORIDE ALLOWED. SUBMIT DESIGN MIX FOR APPROVAL.
3.

REINFORCING STEEL SHALL CONFORM TO ASTM A615, GRADE 60, DEFORMED UNLESS NOTED OTHERWISE. WELDED WIRE FABRIC SHALL CONFORM TO ASTM A185 WELDED STEEL WIRE FABRIC, U.N.O. SPLICES SHALL BE CLASS ”B” AND HOOKS SHALL BE STANDARD, U.N.O.
4.

REINFORCING STEEL SHALL BE DETAILED IN ACCORDANCE WITH THE ACI ”MANUAL OF STANDARD PRACTICE FOR DETAILING REINFORCED CONCRETE STRUCTURES”, LATEST EDITION.
5.

THE FOLLOWING MINIMUM CONCRETE COVER SHALL BE PROVIDED FOR REINFORCING STEEL UNLESS SHOWN OTHERWISE ON DRAWINGS:

CONCRETE CAST AGAINST EARTH.....3 IN.

CONCRETE EXPOSED TO EARTH OR WEATHER:

#6 AND LARGER.....2 IN.

#5 AND SMALLER & WWF...1 1/2 IN.
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SHEET TITLE

GENERAL NOTES

SHEET NUMBER

N-1

Page 131 of 135

DIVISION 3 CONCRETE (CONTINUED)

6.

A 3/4” CHAMFER SHALL BE PROVIDED AT EXPOSED EDGES OF CONCRETE, U.N.O., IN ACCORDANCE WITH ACI 301 SECTION 4.2.4.
7.

SAMPLES FOR STRENGTH TESTS SHALL BE TAKEN IN ACCORDANCE WITH ASTM C172.
8.

CYLINDERS FOR STRENGTH TESTS SHALL BE IN ACCORDANCE WITH ASTM C31 AND TESTED IN ACCORDANCE WITH ASTM C39.
9.

SAMPLES FOR STRENGTH TESTS SHALL BE IN ACCORDANCE WITH ACI 318 WITH A MINIMUM OF (4) CYLINDERS. (1) 7 DAY, (1) 14 DAY AND (2) 28 DAY.
10.

SCOPE/SUBMITTALS:
CONCRETE FOR SHELTER FOUNDATION AND FENCE POST SETTING.
–SUBMIT PROPOSED MODIFICATIONS TO THESE DRAWINGS AND SPECIFICATIONS FOR APPROVAL BY TOWER OWNER.
11.

QUALITY STANDARDS
QUALITY STANDARDS COMPLY WITH THE STANDARDS OF THE AMERICAN CONCRETE INSTITUTE, THE CONCRETE REINFORCING STEEL INSTITUTE, AND APPLICABLE ASTM REQUIREMENTS.
12.

FORMWORK MATERIALS
CONCRETE HAS GENERALLY BEEN DESIGNED FOR PLACEMENT AGAINST EARTH OR FILL MATERIALS, HOWEVER, THE TOP 4–FOOT MINIMUM OF SHELTER AND TOWER FOUNDATIONS SHALL BE PLACED USING FORMS. CONSTRUCT FORMWORK TO PROVIDE FINISHED CONCRETE ACCURATE TO LINES AND LEVELS SHOWN ON THE DRAWINGS. CONSTRUCT FORMWORK WITH TIGHT JOINTS TO MINIMIZE LEAKAGE. INCLUDE ACCESSORIES NECESSARY TO SUPPORT EMBEDDED ITEMS DURING PLACEMENT OF CONCRETE.
13.

PLACEMENT AND FINISHING
INSTALL FORMWORK AND REINFORCING AS REQUIRED FOR CONFIGURATION OF CONCRETE SHOWN ON THE DRAWINGS. PLACE CONCRETE CONTINUOUSLY IN EACH LOCATION. CONSOLIDATE CONCRETE USING EQUIPMENT APPROPRIATE TO EACH CONDITION, LIMITING THE DURATION TO PREVENT BRINGING AN EXCESS OF FINE AGGREGATE TO THE SURFACE. BRING SURFACES TO CORRECT LEVEL WITH STRAIGHT EDGE, FLOAT SMOOTH AND TROWEL TO A HARD, DENSE FINISH HAVING A TOLERANCE OF 1/8” IN 10’–0”. EXTERIOR WALKING SURFACES SHALL BE GIVEN A BROOMED FINISH PERPENDICULAR TO DIRECTION OF TRAVEL. HOT AND COLD WEATHER PLACEMENT SHALL BE IN ACCORDANCE WITH THE REQUIREMENTS OF ACI 305 AND 306.

DIVISION 5 STRUCTURAL STEEL:

1.

DETAIL, FABRICATE, AND ERECT STRUCTURAL STEEL IN ACCORDANCE WITH THE CURRENT EDITION AISC "MANUAL OF STEEL CONSTRUCTION"(ASD), AWS D1.1 AND IBC LATEST EDITION. STRUCTURAL STEEL SHALL COMPLY WITH THE FOLLOWING:

A.

ASTM A992, GRADE 50, W SECTIONS.

B.

ASTM A36, GRADE 36, CHANNELS, ANGLES, PLATES, RODS, U–BOLTS AND ANCHOR BOLTS.

C.

STRUCTURAL BOLTED CONNECTION SHALL BE MADE WITH ASTM A325 STAINLESS STEEL BOLTS IN BEARING TYPE CONNECTIONS.
2.

THE CONTRACTOR SHALL PROVIDE ADEQUATE SHORING AND/OR BRACING WHERE REQUIRED DURING CONSTRUCTION UNTIL CONNECTIONS ARE COMPLETE.
3.

FIELD CHANGES OR SUBSTITUTIONS SHALL HAVE PRIOR APPROVAL FROM THE CONSTRUCTION MANAGER.
4.

TIGHTEN HIGH STRENGTH BOLTS TO A SNUG TIGHT CONDITION WHERE PILES IN A JOINT ARE IN FIRM CONTACT BY EITHER:

A.

A FEW IMPACTS OF AN IMPACT WRENCH

B.

THE FULL EFFORT OF A PERSON USING A SPUD WRENCH
5.

WELDING

A.

WELDING SHALL BE DONE BY CERTIFIED WELDERS. CERTIFICATION DOCUMENTS SHALL BE MADE AVAILABLE FOR ENGINEER'S AND/OR OWNER'S REVIEW IF REQUESTED.

B.

WELDING ELECTRODES FOR MANUAL SHIELDED METAL ARC WELDING SHALL CONFORM TO ASTM A–233, E70 SERIES, BARE ELECTRODES AND GRANULAR FLUX USED IN THE SUBMERGED ARC PROCESS SHALL CONFORM TO AISC SPECIFICATIONS.

C.

FIELD WELDING SHALL BE DONE AS PER AWS D1.1 REQUIREMENTS. VISUAL INSPECTION IS ACCEPTABLE.
6.

PROTECTION

A.

UPON COMPLETION OF ERECTION, INSPECT GALVANIZED STEEL AND PAINT FIELD CUTS, WELDS OR GALVANIZED BREAKS WITH ZINC BASED PAINT. COLOR TO MATCH THE GALVANIZING PROCESS.

DIVISION 16 ELECTRICAL:

QUALITY ASSURANCE:

1.

CONTRACTOR FURNISHED MATERIALS AND EQUIPMENT SPECIFIED ON THE DRAWINGS SHALL BE NEW AND UNUSED, OF CURRENT MANUFACTURE AND OF THE HIGHEST GRADE.
2.

EQUIPMENT, MATERIALS AND INSTALLATION METHODS SPECIFIED ON THE PROJECT DRAWINGS SHALL BE DESIGNED AND FABRICATED IN COMPLIANCE WITH APPLICABLE FEDERAL, STATE AND LOCAL CODES AND REGULATIONS, AND APPROPRIATE INDUSTRIAL CONSENSUS STANDARDS AND CODES INCLUDING ANSI, IEEE, NEMA, NFPA AND AS REVISED AS OF THE DATE OF THIS WORK PACKAGE.
3.

ELECTRICAL ITEMS BOTH CONTRACTOR AND OWNER FURNISHED SHALL BE CHECKED FOR AGREEMENT WITH THE PROJECT DRAWINGS AND SPECIFICATION AND SHALL BE VISUALLY INSPECTED TO ENSURE THAT EQUIPMENT IS UNDAMAGED AND IS IN PROPER ALIGNMENT, INSTALLED PER MANUFACTURER'S INSTRUCTIONS, ELECTRICAL CONNECTIONS ARE TIGHT AND PROPERLY INSULATED WHERE REQUIRED, FUSES ARE OF THE PROPER TYPE AND SIZE, AND ELECTRICAL ENCLOSURES ARE OF THE PROPER NEMA TYPE.
4.

NOTIFY OWNER IN WRITING OF DISCREPANCIES BETWEEN DRAWING/SPECIFICATIONS AND FIELD INSTALLATIONS, OR IF THE VISUAL INSPECTIONS SHOW DAMAGE OR IMPROPER INSTALLATION.

ELECTRICAL DIVISION:

1.

THE EQUIPMENT AND MATERIAL SHALL BE FURNISHED AND INSTALLED TO OPERATE SAFELY AND CONTINUOUSLY OUTDOORS WITH NO PROTECTION FROM THE WEATHER.
2.

ELECTRICAL WORK REPRESENTED ON THE PROJECT DRAWINGS IS SHOWN DIAGRAMMATICALLY. EXACT LOCATIONS AND ELEVATIONS OF ELECTRICAL EQUIPMENT SHALL BE DETERMINED IN THE FIELD AND VERIFIED WITH THE OWNER'S REPRESENTATIVE.
3.

CONTRACTOR SHALL COORDINATE THE INSTALLATION OF TEMPORARY, IF REQUIRED, AND PERMANENT POWER WITH THE LOCAL UTILITY COMPANY. THE TEMPORARY POWER AND HOOKUP COSTS ARE TO BE PAID BY THE CONTRACTOR.
4.

PROVIDE MOLDED CASE, BOLT–ON, THERMAL MAGNETIC TRIP, SINGLE, TWO OR THREE POLE CIRCUIT BREAKERS. MULTIPLE POLE CIRCUIT BREAKERS SHALL BE SINGLE HANDLE COMMON TRIP. SHORT CIRCUIT INTERRUPTING RATING SHALL BE AS REQUIRED FOR AVAILABLE FAULT CURRENTS. CIRCUIT BREAKERS, FUSES AND ELECTRICAL EQUIPMENT SHALL HAVE A SHORT CIRCUIT INTERRUPTING RATING EQUAL TO OR GREATER THAN THAT SHOWN ON PROJECT DRAWINGS.
5.

CONTRACTOR SHALL PERFORM EXCAVATION, TRENCHING, BACKFILLING, AND REMOVAL OF DEBRIS IN CONNECTION WITH THE ELECTRICAL WORK IN ACCORDANCE WITH THE PROJECT DRAWINGS.
6.

CONTRACTOR SHALL PROVIDE NECESSARY SUPPORTS FOR EQUIPMENT INSTALLED AS PART OF THIS PROJECT. SUPPORT SHALL CONSIST OF GALVANIZED STEEL FRAMES, PLATES, BRACKETS, RACKS AND OTHER SHAPES OF ADEQUATE SIZE AND FASTENED WITH BOLTS, SCREWS, OR BY WELDING TO PROVIDE RIGID SUPPORT.
7.

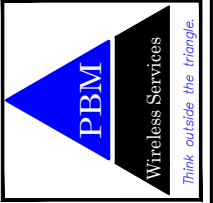
CONTRACTOR SHALL LOCATE THE APPROPRIATE UTILITIES BEFORE UNDERGROUND WORK IS PERFORMED, SUCH AS TRENCHING, EXCAVATING, AND DRIVING GROUND RODS. EXCAVATION WITHIN THE COMPOUND SHALL BE HAND DUG.
8.

CONTRACTOR SHALL SEAL AROUND ELECTRICAL PENETRATIONS THROUGH FIRE–RATED WALLS/FLOORS USING APPROVED FIRE STOP MATERIALS TO MAINTAIN THE FIRE RESISTANCE RATING.
9.

ELECTRICAL EQUIPMENT SHALL BE LABELED WITH PERMANENTLY ENGRAVED LAMINATED PHENOLIC NAMEPLATES WITH WHITE ON BLUE BACKGROUND (MINIMUM LETTER HEIGHT SHALL BE ½ – INCH). NAMEPLATES SHALL BE FASTENED WITH STAINLESS STEEL SCREWS

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USC KEEP – EXISTING WATER TOWER

PROJ # 25–10–40–60

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SHEET TITLE
GENERAL
NOTES

SHEET NUMBER
N-2

RACEWAYS:

1.

CONDUIT AND CONDUIT FITTINGS SHALL MEET ANSI AND NEC STANDARDS FOR MATERIAL AND WORKMANSHIP AND SHALL BE UL LISTED.
- A.

RIGID STEEL CONDUIT (FOR ABOVE GRADE WORK) SHALL CONFORM TO ANSI C80.1 AND THE REQUIREMENTS OF NEC, PARAGRAPH 344 AND BE STANDARD WEIGHT, MILD RIGID STEEL, HOT DIP GALVANIZED WITH INSIDE AND OUTSIDE FINISHED WITH A PROTECTIVE ZINC COATING, COUPLING, ELBOWS AND BENDS SHALL MEET THESE SAME REQUIREMENTS. FITTINGS SHALL BE OF THE GALVANIZED IRON OR STEEL THREADED TYPE.
- B.

PVC CONDUIT (FOR ABOVE GROUND OR UNDERGROUND WORK) SHALL CONFORM TO UL STANDARD 651 AND THE REQUIREMENTS OF NEC, PARAGRAPH 352. CONDUIT SHALL BE HEAVY WALL TYPE, SCHEDULE 40 OR 80, AND SUNLIGHT RESISTANT. FITTINGS SHALL BE OF THE UNTHREADED SOLVENT CEMENT TYPE.
- C.

EMT CONDUIT (FOR EXPOSED AND CONCEALED WORK): ELECTRIC METALLIC TUBING SHALL CONFORM TO ANSI C80.3 AND THE REQUIREMENTS OF NEC, PARAGRAPH 358 AND BE PROTECTED FROM CORROSION SUITABLE FOR THE ENVIRONMENT IN WHICH THEY ARE TO BE INSTALLED. COUPLINGS AND CONNECTORS SHALL BE MADE UP TIGHT AND WHERE INSTALLED IN WET LOCATIONS SHALL COMPLY WITH NEC PARAGRAPH 314.15.
2.

MINIMUM CONDUIT SIZE SHALL BE 3/4-INCH, SIZES NOT SHOWN ON DRAWINGS SHALL BE PER THE LATEST EDITION OF NEC.
3.

SPARE CONDUITS SHALL HAVE A METALLIC PULL WIRE.
4.

CONDUIT SUPPORTS SHALL BE FURNISHED AND INSTALLED BY THE ELECTRICAL CONTRACTOR AND IN ACCORDANCE WITH THE LATEST EDITION OF THE NEC.
5.

UNDERGROUND CONDUITS:

A.

INSTALL WARNING TAPE 12" ABOVE EACH CONDUIT OR SET OF CONDUITS.

B.

IDENTIFY EACH CONDUIT AT BOTH ENDS.

C.

INSTALL A MINIMUM OF 36" BELOW FINISHED GRADE, OR DEEPER IF NOTED ON DRAWINGS.

D.

SLOPE A MINIMUM OF 4" PER 100' TO DRAIN AWAY FROM BUILDINGS AND EQUIPMENT.

E.

USE MANUFACTURED ELECTRICAL PVC ELBOWS AND FITTINGS FOR BELOW GRADE BENDS.

F.

MAKE JOINTS AND FITTING WATERTIGHT ACCORDING TO MANUFACTURER'S INSTRUCTIONS.

G.

INSTALL A COUPLING BEFORE EACH WALL PENETRATION. – N/A

H.

RESTORE SURFACE FEATURES DISTURBED BY EXCAVATION (AND TRENCHING) IN AFFECTED AREAS

CONDUCTORS:

1.

POWER, CONTROL AND COMMUNICATION WIRING SHALL MEET NEMA WC, ASTM, UL, AND NEC STANDARDS FOR MATERIAL AND WORKMANSHIP UNLESS OTHERWISE SPECIFIED.

A.

SERVICE ENTRANCE CONDUCTORS SHALL BE COPPER, 600 VOLT, SUNLIGHT RESISTANT, SUITABLE FOR WET LOCATIONS, TYPE USE–2. THE GROUNDED NEUTRAL CONDUCTOR SHALL BE IDENTIFIED WITH A WHITE MARKING AT EACH TERMINATION.

B.

CONDUCTORS FOR FEEDER AND BRANCH CIRCUITS SHALL BE COPPER, 600 VOLT, TYPE THHN/THWN WITH A MINIMUM SIZE OF 12AWG.
2.

CONDUCTOR ACCESSORIES INCLUDING CONNECTORS, TERMINATIONS, INSULATING MATERIALS, SUPPORT GRIPS, MARKER AND CABLE TIES SHALL BE FURNISHED AND INSTALLED. SUPPLIER'S INSTALLATION INSTRUCTIONS SHALL BE OBTAINED FOR CABLE ACCESSORIES; THESE INSTRUCTIONS SHALL BE IN THE POSSESSION OF THE CRAFTSMAN WHILE INSTALLING THE ACCESSORIES AND SHALL BE AVAILABLE TO THE COMPANY FOR REFERENCE.
3.

WHERE POSSIBLE, 6 AWG AND SMALLER WIRE SHALL BE COLOR CODED BY THE COLOR OF THE INSULATION COVERING. COLOR CODING OF WIRE LARGER THAN 6 AWG MAY BE BY MEANS OF SELF–ADHESIVE WRAP–AROUND TYPE MARKERS, PER NEC.
4.

TERMINAL CONNECTORS FOR CONDUCTORS SMALLER THAN 8 AWG SHALL BE COMPRESSION TYPE CONNECTORS SIZED FOR THE CONDUCTOR AND THE TERMINAL. THE CONNECTORS SHALL BE CONSTRUCTED OF FINE GRADE HIGH CONDUCTIVITY COPPER IN ACCORDANCE WITH FEDERAL SPECIFICATION QQ–C–576 AND SHALL BE TIN–PLATED IN ACCORDANCE WITH MILITARY PLATING SPECIFICATION MIL–T–10727. THE INTERIOR SURFACE OF THE CONNECTOR WIRE BARREL SHALL BE SERRATED AND THE EXTERIOR SURFACE OF THE CONNECTOR WIRE BARREL SHALL BE PROVIDED WITH CRIMP GUIDES.
5.

TERMINAL CONNECTORS FOR CONDUCTORS 8 AWG AND LARGER SHALL BE PRESSURE OR BOLTED CLAMP, TYPE BURNDY, QUICKLUG, VARILUG, OR ACCEPTABLE EQUAL, OR COMPRESSION, TYPE BURNDY TYPE YAV OR YA (LONG BARREL), PANDUIT TYPE LCA OR LCC, OR ACCEPTABLE EQUAL. ACCEPTABLE CONNECTORS INCLUDED WITH COMPANY FURNISHED EQUIPMENT MAY BE USED.
6.

TERMINATION PROVISIONS OF EQUIPMENT FOR CIRCUITS RATED 100 AMPERES OR LESS, OR MARKED FOR NOS. 14 THROUGH 1 CONDUCTORS, SHALL BE USED ONLY FOR CONDUCTORS RATED 60°C (140°F). CONDUCTORS WITH HIGHER TEMPERATURE RATINGS SHALL BE PERMITTED PROVIDED THE AMPACITY OF EACH CONDUCTOR IS DETERMINED BASED ON THE 60°C (140°F) AMPACITY OF THE CONDUCTOR SIZE USED.

7.

TERMINATION PROVISIONS OF EQUIPMENT FOR CIRCUITS RATED OVER 100 AMPERES, OR MARKED FOR CONDUCTORS LARGER THAN NO. 1 SHALL BE USED ONLY FOR CONDUCTORS RATED 75°C (167°F). CONDUCTORS WITH HIGHER TEMPERATURE RATINGS SHALL BE PERMITTED, PROVIDED THE AMPACITY OF EACH CONDUCTOR IS DETERMINED BASED ON THE 75°C (167°F) AMPACITY OF THE CONDUCTOR SIZE USED.
8.

600 VOLT OR LESS WIRING, WHERE COMPRESSION TYPE CONNECTORS ARE USED, SHALL BE INSULATED WITH AT LEAST ONE TURN OF "SCOTCHFILL" ELECTRICAL INSULATING PUTTY AND THEN COVERED WITH TWO HALF TURNS OF TAPE SIMILAR TO 3M COMPANY'S "33 PLUS"(33+) PLASTIC TAPE OR 88 OUTDOOR.

GROUNDING:

1.

BASE TRANSCEIVER SITE EQUIPMENT SHALL BE GROUNDED IN ACCORDANCE WITH THE LATEST EDITION OF THE NATIONAL ELECTRICAL CODE (NEC), THE LATEST EDITION OF LIGHTNING PROTECTION CODE NFPA 780 AND MANUFACTURER SPECIFICATIONS.
2.

THE ELECTRICAL SERVICE TO THE SITE SHALL BE GROUNDED AT THE SERVICE DISCONNECTING MEANS REQUIRED IN ARTICLE 250 OF THE NATIONAL ELECTRICAL CODE, AND IN ACCORDANCE WITH LOCAL CODE.
3.

UNDERGROUND (BELOW GRADE) GROUNDING CONNECTIONS SHALL BE MADE BY THE CADWELD PROCESS (MECHANICAL LUG ATTACHMENTS BELOW GRADE ARE NOT ACCEPTABLE). CONNECTIONS SHALL INCLUDE CABLE TO CABLE SPLICES (TEES, XS, ETC..), CABLE CONNECTIONS TO GROUND RODS, GROUND ROD SPLICES, AND LIGHTNING PROTECTION SYSTEM AS INDICATED. MATERIALS USED (MOLDS, WELDING METAL, TOOLS, ETC..) SHALL BE BY CADWELD AND INSTALLED PER MANUFACTURER'S RECOMMENDATIONS AND PROCEDURES.
4.

GROUNDED AND BONDING CONDUCTORS THAT ARE CONNECTED ABOVE GRADE OR INTERIOR TO A BUILDING SHALL BE CONNECTED USING TWO HOLED CRIMP TYPE (COMPRESSION) CONNECTIONS FOR 2 & 6 AWG INSULATED COPPER CONDUCTORS.
5.

GROUNDED CONNECTIONS, INTERIOR AND EXTERIOR, MADE THROUGHOUT THIS DOCUMENT SHALL BE MADE USING AN ANTI–OXIDATION COMPOUND. THE ANTI–OXIDATION COMPOUND SHALL BE THOMAS AND ETTS KOPR–SHIELD (TMOF JET LUBE INC.), OR BURNDY PENTROX–E, NO SUBSTITUTIONS. COAT WIRES BEFORE LUGGING. COAT SURFACES BEFORE CONNECTING.
6.

CONNECTIONS SHALL BE MADE TO BARE METAL. PAINTED SURFACES SHALL BE FIELD INSPECTED AND MODIFIED TO ENSURE PROPER CONTACT. PRIOR TO CADWELD, GALVANIZING SHALL BE REMOVED BY GRINDING SURFACE TO BARE METAL. "SLAG" FROM CADWELD MUST BE REMOVED AND WELD SHALL BE SPRAYED WITH COLD GALVANIZE AFTER COMPLETION.
7.

FERROUS METAL CLIPS WHICH COMPLETELY SURROUND THE GROUNDING CONDUCTOR SHALL NOT BE USED. CLIPS OF THE FOLLOWING MATERIALS AND TYPES MAY BE USED TO SUPPORT GROUNDING CONDUCTORS:
–PLASTIC CLIPS
–STAINLESS STEEL CLIPS WHICH DO NOT COMPLETELY SURROUND THE GROUNDING CONDUCTOR.
–FERROUS METAL CLIPS WHICH DO NOT COMPLETELY SURROUND THE GROUNDING CONDUCTOR.
8.

BELOW GRADE GROUNDING CONDUCTORS SHALL BE BARE TINNED SOLID COOPER WIRE. ABOVE–GRADE GROUNDING CONDUCTORS MAY BE EITHER:
–BARE TINNED SOLID COPPER WIRE
–THWN–INSULATED, CONTINUOUS GREEN COLOR, SOLID COPPER WIRE.
–THWN–INSULATED, CONTINUOUS GREEN COLOR, STRANDED COPPER WIRE AS SPECIFIED ON THE GROUNDING DRAWINGS.

- A.

UNDERGROUND GROUND RING SHALL BE A 2 AWG BARE TINNED SOLID COPPER WIRE.
- B.

2 AWG WIRE SHALL BE STRANDED COPPER WITH GREEN THWN INSULATION SUITABLE FOR WET INSTALLATION (SOME ABOVE GROUND APPLICATIONS, I.E. INDOOR GROUND RING).
- C.

4/0 AWG WIRE SHALL BE STRANDED COPPER WITH GREEN THWN INSULATION SUITABLE FOR WET LOCATIONS (I.E. TO MAIN GROUND, BUILDING STEEL, BETWEEN GROUND BARS, LIGHTNING PROTECTION, MAIN WATER LINE OF THE BUILDING OR EXISTING GROUND ROD).

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SHEET TITLE
GENERAL
NOTES

SHEET NUMBER
N-3

GROUNDING: (CONTINUED)

- D. 2 AWG WIRE SHALL BE BARE TINNED SOLID COPPER. BURIED WIRE SHALL MEET THIS CRITERIA, INCLUDING CABLE TRAY GROUNDING WIRES AND OTHER WIRES AS INDICATED ON THE DRAWINGS.
- E. THE MINIMUM BEND RADIUS IS 8” FOR 6 AWG AND SMALLER; 12” FOR WIRE LARGER THAN 6 AWG.
9. HARDWARE, BOLTS, NUTS, WASHERS AND LOCK WASHERS SHALL BE 18–8 STAINLESS STEEL. CONNECTIONS SHALL BE BOLT–FLAT WASHER–BUSS–LUG–FLAT WASHER–LOCK WASHER–NUT IN THAT EXACT ORDER, WITH NUT FACING OUTWARD. BACK–TO–BACK LUGGING, BOLT–FLAT WASHER–LUG–FLAT WASHER–BUSS–LUG–LOCK WASHER–NUT, IN THAT EXACT ORDER IS ACCEPTED WHERE NECESSARY TO CONNECT MANY LUGS TO A BUSS BAR. STACKING OF LUGS, BUSS–LUG–LUG, IS NOT ACCEPTABLE.
10. COMPRESSION GROUND LUGS FOR GROUNDING CONDUCTORS SHALL BE BURNDY TYPE YAXX–2TC38 OR APPROVED EQUAL.
11. THE DEPTH OF THE GROUND RING, WHEN SPECIFIED, SHALL BE EITHER 3’–6” BELOW FINAL GRADE OR IT SHALL BE INSTALLED TO THE MINIMUM DEPTH REQUIRED BY LOCALLY ENFORCED CODES, REGULATIONS AND ORDINANCES, WHICHEVER IS DEEPER.
12. THE GROUND RING, WHEN SPECIFIED, SHALL BE A MINIMUM OF 24” FROM THE EQUIPMENT SHELTER FOUNDATIONS, PLATFORM OR CONCRETE PAD.
13. GROUND RODS, WHEN SPECIFIED SHALL BE 5/8 INCH STEEL CLAD WITH A PURE COPPER JACKET OF NOT LESS THAN 0.0012 INCHES THICK, 8 FEET LONG (MIN.). GROUND RODS SHALL BE DRIVEN TO THE FULL VERTICAL LENGTH IN UNDISTURBED EARTH.
14. SPACING BETWEEN GROUND RODS, WHEN SPECIFIED, SHALL BE A MINIMUM OF 6’ PER THE NATIONAL ELECTRICAL CODE.
15. XIT RODS, WHEN SPECIFIED, SHALL BE MIN. 2”ID TYPE “K”COPPER TUBE WITH A MINIMUM WALL THICKNESS OF 0.083”AND SHALL BE A MINIMUM OF 8 FEET IN LENGTH. THE XIT COPPER PIPE/ROD SHALL BE FILLED WITH NON–HAZARDOUS METALLIC SALTS. THE BACKFILL MATERIAL SHALL BE NATURAL CLAY LYNCONITE II. THE COVER SHALL BE FIBERLYTE CAST IRON, LYNCOLE MODEL XB–12F, FOR LIGHT TRAFFIC AREAS, XB–12 FOR MEDIUM TRAFFIC AREAS AND XB–22, FOR HEAVY TRAFFIC OR PAVED AREAS.
16. THE ANTENNA CABLES SHALL BE GROUNDED AT THE TOP AND BOTTOM OF THE VERTICAL RUN. THE ANTENNA CABLE SHIELD SHALL BE BONDED TO A COPPER GROUND BUS AT THE LOWEST POINT OF THE VERTICAL RUN, THE ANTENNA CABLE SHIELD SHALL BE GROUNDED JUST BEFORE ENTERING THE BTS CABINET. GROUNDING KITS ON COAX CABLE SHALL HAVE A MINIMUM BEND OF 6”AND SHALL BE KEPT AS CLOSE TO VERTICAL AS POSSIBLE. FLAT WASHER SENT WITH GROUND KITS MUST BE REPLACED WITH SMALLER STAINLESS FLAT WASHERS. WASHERS MUST REMAIN FLAT AGAINST GROUND BAR. FASTENERS MUST BE STAINLESS STEEL AND KOPR–SHIELD MUST BE USED ON BOTH SIDES OF GROUND BAR.

LIGHTNING PROTECTION:

1. LIGHTING PROTECTION MATERIALS SHALL BE FURNISHED BY THE OWNER AND INSTALLED BY THE CONTRACTOR.

GROUND SYSTEM TESTING:

1. A RESISTANCE–TO–GROUND OF 5 OHMS OR LESS IS THE OBJECTIVE OF THE EXTERNAL GROUND SYSTEM. THE CONTRACTOR SHALL PERFORM TESTS AS SPECIFIED IN THE OWNERS STANDARDS –SITE RESISTANCE TO EARTH TESTING TO DETERMINE RESISTANCE–TO–GROUND OF THE COMPLETED EXTERNAL GROUND SYSTEM. TEST SHALL BE PERFORMED PRIOR TO BACKFILLING TRENCHES. THE CONTRACTOR SHALL EMPLOY THE SERVICES OF AN EXPERIENCED TESTING LABORATORY OR ENGINEERING FIRM FAMILIAR WITH THE SPECIFIED TEST METHOD. IF RESISTANCE OF THE ENTIRE SYSTEM EXCEEDS 10 OHMS, NOTIFY THE OWNER’S REPRESENTATIVE FOR FURTHER DIRECTION.
2. GROUND RESISTANCE SHALL BE MEASURED FOR EACH PIECE OF EQUIPMENT TO THE GROUND ELECTRODE.
3. GROUNDING RESISTANCE TEST REPORT:
A GROUNDING RESISTANCE TEST REPORT SHALL BE PREPARED UPON COMPLETION OF THE TESTING FOR EACH SITE. THE TEST REPORT SHALL CONTAIN THE COMPLETED OWNERS FORMS AND SHOW THE RESISTANCE IN OHMS AT 62% SPACING AND WITH AUXILIARY POTENTIAL ELECTRODES AND READINGS AT 10% INTERVALS WITH A TOTAL DISTANCE OF AT LEAST 500 FEET OR UNTIL THE AVERAGE RESISTANCE STARTS INCREASING. IT SHALL CONTAIN 10 TO 15 PHOTOGRAPHS TAKEN DURING CONSTRUCTION TO PROVIDE PROOF THAT THE EXTERNAL GROUND RING SYSTEM WAS COMPLETE BEFORE BACKFILLING. THE CONTRACTOR SHALL ALSO NOTIFY THE OWNER NO LESS THAN 48 HOURS IN ADVANCE OF BACKFILL. TESTING SHALL BE COMPLETED BY THE CONTRACTOR AND TWO (2) COPIES OF THE GROUNDING RESISTANCE TEST REPORT ARE TO BE BOUND AND SUBMITTED WITHIN 2 DAYS OF TEST COMPLETION FOR EACH SITE.

GROUNDING NOTES:

1. REFER TO GROUNDING NOTES FOR TERMINATION, CONDUCTOR, GROUND ROD AND TESTING REQUIREMENTS.
2. CONTRACTOR SHALL INSTALL GROUNDING AS SHOWN AND PER T–MOBILE WIRELESS STANDARDS AND APPLICABLE CODES, BUT SHALL NOT DUPLICATE EXISTING GROUNDING (I.E. FENCE GROUNDING, TOWER GROUND RING ON CO–LOCATE SITES) WHICH IS PROPER AND ADEQUATE.
3. GROUND WIRES SHALL PROVIDE A STRAIGHT, DOWNWARD PATH TO GROUND WITH GRADUAL BENDS TO CHANGE DIRECTION IF NECESSARY. GROUND WIRES SHALL NOT BE LOOPED OR SHARPLY BENT.
4. TRENCHES SHALL NOT BE BACKFILLED UNTIL SPECIFIED TESTS HAVE BEEN PERFORMED AND UNTIL THE GROUNDING SYSTEM CONFORMS TO THE REQUIREMENTS OF THE DRAWINGS AND SPECIFICATIONS.
5. IF FENCE IS WITHIN 6’ OF EQUIPMENT GROUND RING, EXTEND 2 AWG SOLID BARE TINNED COPPER WIRE FROM BURIED GROUND RING TO FENCE POSTS AND EXOTHERMICALLY WELD. BOND INTERMEDIATE POST IF REQUIRED TO MAINTAIN 25’ MAX SPACING.
6. GROUND WIRES THAT TRANSITION FROM ABOVE GRADE TO BELOW GRADE SHALL BE ROUTED IN A 3/4” PVC CONDUIT FROM THE CONNECTION TO A MINIMUM OF 18” BELOW GRADE. BOTH ENDS OF THE PVC CONDUIT SHALL BE SEALED WITH SILICONE CAULK.
7. TAMPER PROOF HARDWARE SHALL BE USED FOR EXPOSED GROUND BARS INSTALLED AT COMPOUND LEVEL.

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SHEET TITLE
GENERAL
NOTES

SHEET NUMBER
N-4

ANTENNA NOTES:

1.

ANTENNA CONTRACTOR SHALL ENSURE THAT EACH ANTENNA MOUNTING PIPE IS PLUMB.
2.

COAXIAL FEEDER & FIBER LENGTHS INDICATED ARE APPROXIMATE.
3.

ANTENNA COAXIAL FEEDERS & ANTENNA JUMPERS SHALL BE COLOR CODED PER T–MOBILE REQUIREMENTS AND LATEST STANDARDS.
4.

LMU COAXIAL FEEDERS & JUMPERS SHALL BE COLOR CODED PER T–MOBILE REQUIREMENTS AND LATEST STANDARDS.
5.

MULTI–PORT ANTENNAS: TERMINATE UNUSED ANTENNA PORTS WITH CONNECTOR CAP & WEATHER PROOF THOROUGHLY. JUMPERS FROM TMA5 MUST TERMINATE TO OPPOSITE POLARIZATIONS IN EACH SECTOR.
6.

CONTRACTOR MUST FOLLOW MANUFACTURERS’ RECOMMENDATIONS REGARDING THE INSTALLATION OF COAXIAL CABLES, CONNECTORS & ANTENNAS.
7.

MINIMUM BEND RADIUS:

LDF4–50A

(1/2” HARD LINE) = 5”

FSJ4–50B

(1/2” SUPER FLEX) = 1 1/4”

AVA5–50A

(7/8” HARD LINE) = 10”

AVA7–50A

(1 5/8” HARD LINE) = 15”

LDF7–50A

(1 5/8” HARD LINE) = 20”
8.

CONTRACTOR SHALL RECORD THE SERIAL, SECTOR & POSITION OF EACH ACTUATOR INSTALLED AT THE ANTENNAS AND FURNISH THE INFORMATION TO T–MOBILE.
9.

WEATHERPROOF ANTENNA CONNECTORS WITH SELF–AMALGAMATING TAPE.
10.

ANTENNA CONTRACTOR SHALL PERFORM A ”TAPE DROP” MEASUREMENT TO CONFIRM/VALIDATE ANTENNA CENTERLINE (A.C.L.) HEIGHT. CONTRACTOR SHALL SUBMIT A COMPLETED HEIGHT VERIFICATION FORM TO THE CONSTRUCTION MANAGER.
11.

FIBER RUNS CONTAINED IN ONE HYBRID DC–FIBER CABLE FROM LOWER COVP TO UPPER COVP SHALL BE COLOR CODED PER T–MOBILE REQUIREMENTS. (CONTRACTOR SHALL VERIFY REQUIRED LENGTH WITH T–MOBILE OPERATIONS).

ANTENNA ALIGNMENT NOTES:

1.

CONTRACTOR TO PROVIDE AND INSTALL PATH BOXES OR OTHER INDUSTRY APPROVED PATHING EQUIPMENT THAT WILL ENABLE ALIGNMENT OF ANTENNAS IN HOPS, PER THE DESIGN.
2.

TO ENSURE THAT THE ALIGNMENT REMAINS PERMANENT, TORQUE MARKS WILL BE ADDED TO ALL ALIGNMENT SCREWS AND BOLTS AFTER THEY ARE TIGHTENED AND PICTURES OF THEM WILL BE TAKEN FOR THE CLOSEOUTS. TORQUE MARKS WILL BE MADE WITH INDELIBLE MARKING PAINT OR NAIL POLISH (SHARPIES OR SIMILAR MARKER WILL NOT BE ALLOWED). IF ANTENNA IS TO BE MOUNTED TO AN EXISTING SECTOR FRAME AND THE FRAME DOES NOT HAVE (2) TIEBACKS INSTALLED, CONTRACTOR WILL NOTIFY T–MOBILE FIELD REPRESENTATIVE ASAP.

COMMISSIONING AND INTEGRATION BY CONTRACTOR

1.

T–MOBILE WILL PROVIDE PROVISIONING DATA TO THE CONTRACTOR PRIOR TO OR DURING HARDWARE INSTALLATION. THE CONTRACTOR WILL BE RESPONSIBLE FOR PATH ALIGNMENT, INTEGRATION, AND COMMISSIONING FROM END TO END ON EACH HOP.

CONTRACTOR SUPPLIED MATERIAL

1.

THE CONTRACTOR WILL SUPPLY ALL PIPE MOUNTS AND RELATED ATTACHMENT HARDWARE, TRAPEZE, PORT/BOOT ASSEMBLY FOR ENTRANCE TO CABINET OR SHELTER, SMALL GROUNDING BARS, ROUND MEMBER ADAPTERS, ANGLE ADAPTERS, SNAP–IN HANGERS, POWER CABLE TO IDU AND ICE SHIELD(S) WITH ALL REQUIRED MATERIAL AND HARDWARE WHEN REQUIRED.

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