



# Manchester

IOWA

FAMILY. COMMUNITY. OPPORTUNITY.

208 EAST MAIN STREET  
MANCHESTER IOWA  
563.927.3636

JANUARY  
2020

QUARTER  
I

# WWW.MANCHESTER-IA.ORG

## 2020 STREET PROJECT

The 2020 Street Improvement Project is anticipated to begin in April 2020, with a completion date of October; pending any weather delays. The project will be completed in 8 phases in an effort to minimize traffic disruptions. Phases will not be known until spring of 2020. Citizens are encouraged to listen to KMCH 94.7 for project updates.

The 2020 Street Improvement Project area includes street resurfacing of Highway 13 from North 13th Street, east to Franklin Street and then north on Franklin Street to Honey Creek Bridge; and water main along River Street from West Main Street north through West Butler Street. The detailed project plan, plat and schedule is available at City Hall for review.

The project includes milling the pavement and then overlaying the entire surface of the street with new asphalt. This is not a total street reconstruction project. Mill and overlay projects help prolong the life of a street, are less disruptive to residents and cost significantly less than a total street reconstruction. Preventive maintenance to the infrastructure will be performed, and may include:

- Installation of concrete pedestrian ramps, as necessary, in accordance with the Americans with Disabilities Act (ADA).
- Replacement of a minimal amount of concrete curb and gutter, when the concrete is in extremely poor condition.
- Installation of a new traffic signal at the intersection of North Franklin Street and Acers Street.
- Widening of North Franklin Street from Seeley Street through the Acers Street intersection to provide for the addition of left turn lanes at the Acers Street intersection.
- Relocation of utility poles to meet the minimum 3-foot clear zone requirement.

*Individuals are encouraged to call City Manager Tim Vick (563.927.1116) or Project Inspector Perry Peterson (563.920.0628) with any questions regarding the project.*

## WINTER WEATHER REMINDERS

### ALTERNATE SIDE PARKING

When snow is forecasted it's best to plan ahead and have your vehicle off the street before the snow begins to accumulate. Maneuvering snow plows between parked cars is dangerous and cumbersome. On occasion, the City must declare Alternate Side Parking. The declaration restricts parking on streets between the overnight hours of 10:00 p.m. to 7:00 a.m. Vehicles may be parked on the "even" side of streets on even-numbered days and on the "odd" side of streets on odd-numbered days on the date of declaration. If you are uncertain if Alternate Side Parking is in effect, tune in to television channels KGAN, KWVL, KCRG, KMCH 94.7FM, or check the City's website. Residents may also sign up for NIXLE. And remember – once Alternate Side Parking has been declared, it is strictly enforced.

### SIGN UP FOR NIXLE

To avoid having cars buried by snowplows or ticketed and towed, drivers can sign up to be alerted when alternate side parking has been declared. Receive trusted alerts from the Manchester Police Department by texting your zip code to 888777 or sign up at Nixle.com.

### SIDEWALK SNOW REMOVAL

**As a reminder, an occupant or owner has 10 daylight hours after snow has fallen or ice has formed to remove snow from their sidewalks or to treat ice with a suitable product.**

### DRIVEWAYS

Unfortunately, there is no practical way for the snow plow operator to cut off the windrow of snow when crossing a driveway. To avoid having your driveway continually filled with snow from plows, try widening the plowed area of the driveway to help catch the windrows, or wait until the plow has been through. Keep in mind, plows often have to make multiple passes. Plows must also go a minimum speed in order to throw snow off of the road. Unfortunately, this may result in snow being thrown onto your sidewalk. While operators do their best to keep this from happening, it does sometimes occur. When this happens, it remains the responsibility of the property owner to keep the sidewalk clean.



## PARKS & REC

Like our page on Facebook! [Manchester Parks & Rec](#)

### SHELTER & PARK RENTALS

The City Office will begin accepting 2020 Park Shelter reservations on **Thursday, January 2, 2020 at 8:00 a.m.** Reservations are taken on a first-come, first-serve basis. Phone calls are accepted. Payment is expected at the time of reservation.

Fees are **\$10 for Monday-Thursday** reservations and **\$20 for Friday-Sunday** reservations. Once reserved, no refunds will be given. The shelter may be reserved for the upcoming year (2020).

Parks Shelters are available for general public use anytime they are not reserved. Manchester parks and shelters are open from 5:00 a.m. – 10:30 p.m. Alcohol is prohibited.

The following shelters may be reserved:

- Tirrill Park (Large Shelter, Small Shelter and Band Shell)
- Seibert Park (outside park shelter)
- Central Park
- Denton Park
- Baum Park
- Schram Park
- Shelly Park Gazebo

**Seibert Memorial Hall** (inside building) cost \$75 for the day. The hall may be reserved up to a year in advance.

To inquire about reservations, seating capacity, shelter or park amenities call **City Hall at 563.927.1118**.

#### LOOKING FOR GIFT IDEAS?

Consider a 2020 Pool Pass!

## LIBRARY PROGRAMS

Are you on the lookout for some new things to get involved with in 2020? The library has a wide variety of free events for all ages. Here's a preview of some library programs:

### A VERY FROZEN NEW YEARS CELEBRATION:

On **Saturday, January 4**, we'll be having A Very Frozen New Year's Celebration. This party for all ages will involve crafts, snacks, photo props, and more!

**REGULAR WEEKLY STORYTIME:** Storytime will start for the year on **Wednesday, January 22**. It will continue every Wednesday at 10:30 a.m. with rotating themes.

**BOOKIN' IT:** Are you trying to make health and fitness part of your new year? Join us for Bookin' It: 1-Mile Night Run/Walk & Cocoa Bar on **Thursday, January 23**. This is our monthly adult program (check our website for more upcoming adult programs), and registration is required. Bookin' It is a fun and relaxed group fitness event—it's not a race, and being a professional athlete is definitely not required! There's nothing quite like running or walking in the cold to work up an appetite for some piping hot cocoa.

**BETWEEN THE COVERS BOOK CLUB:** On the **last Wednesday of every month**, the Between the Covers Book Club meets at the library to discuss a range of books. New members are always welcome!

## UPCOMING PROGRAMS

### YOUTH BASKETBALL CLINIC

1st, 2nd, & 3rd Grade Boys and Girls  
Jan 4, 11, 25, & Feb 1  
Boys 9:00 a.m. – 10:30 a.m.  
Girls 10:40 a.m. – 12:10 p.m.

### ADULT SPORTS LEAGUE:

Women's Volleyball  
Coed Volleyball  
Men's Basketball

*\*The Leagues have started, call 563.927.1118 if you would like to play or join a team.*

## SUMMER EMPLOYMENT

The City of Manchester will be hiring for the following summer jobs. Please stop into **City Hall**, 208 E. Main Street, to pick up an application, or download a Seasonal Application online from the City's website.

- Aquatic Center Manager
- Assistant Manager
- Learn to Swim Program Director
- Lifeguards
- Swim Lesson Instructors (WSI)
- Front Desk / Cashier
- Pool Concession Manager
- Pool Concession Cashiers
- Park Maintenance
- Sports Complex Concession
- Youth Soccer Instructor
- Youth Tennis Instructor
- Youth Programs Supervisor
- City Hall Office Assistant

Follow us at [facebook.com/manchesterlibraryia](https://www.facebook.com/manchesterlibraryia) and [instagram.com/manchesterlibraryia](https://www.instagram.com/manchesterlibraryia) to keep up with what's going on at the library.

# MANCHESTER CITY COUNCIL

## MEET THE MANCHESTER CITY COUNCIL

Milt L. Kramer	Mayor	Exp. 2021
Dean K. Sherman	1st Ward Council Member	Exp. 2023
Mary Ann Poynor	2nd Ward Council Member	Exp. 2021
Bill Scherbring	3rd Ward Council Member	Exp. 2023
Tania M. Bradley	At-Large Council Member	Exp. 2023
Connie Behnken	At-Large Council Member	Exp. 2021

City Council meetings are held on the second and fourth Mondays of each month at 5:00 p.m. All meetings are open to the public. Agendas and full Council packets are available on the City's website.

## 2020 CENSUS

Information courtesy of [2020census.gov](http://2020census.gov)

### The 2020 Census counts every person living in the United States and the five U.S. territories.

The count is mandated by the Constitution and conducted by the U.S. Census Bureau, a nonpartisan government agency. Each home will receive an invitation to respond to a short questionnaire—online, by phone, or by mail. This will mark the first time that you will be able to respond to the census online.

The census provides critical data that lawmakers, business owners, teachers, and many others use to provide daily services, products, and support for you and your community. Every year, billions of dollars in federal funding go to hospitals, fire departments, schools, roads, and other resources based on census data.

The results of the census also determine the number of seats each state will have in the U.S. House of Representatives, and they are used to draw congressional and state legislative districts.

It's also in the Constitution: Article 1, Section 2, mandates that the country conduct a count of its population once every 10 years. The 2020 Census will mark the 24th time that the country has counted its population since 1790.

**By April 1, 2020, every home will receive an invitation to participate in the 2020 Census. You will have three options for responding:**

**Online | By phone | By mail**

The 2020 Census marks the first time you'll have the option to respond online. You can even respond on your mobile device.

## CREATIVE PLACEMAKING STUDY

In March 2019, the City Council approved a contract with McClure to conduct a Creative Placemaking study. Creative Placemaking is a people-centered approach to building strong communities. The focus of the study is on three key areas: **building a downtown cultural master plan, addressing the community's current and future housing needs, and creating a marketing and branding master plan.** As part of the process, a steering committee was formed and visioning sessions were held with the public in early May.

### Five priority projects were identified through the process:

1. Branding and Marketing Plan
2. Restaurant Consulting Program
3. Development of a Manchester Entrepreneurship Center
4. Creation of housing development tools and policies
5. Enhanced indoor recreation

The plan is nearing completion and McClure will soon launch a website with their findings and an action plan. Watch the City's website ([www.manchester-ia.org](http://www.manchester-ia.org)) for the link!

## LOW INCOME HOME ENERGY ASSISTANCE PROGRAM

If you are in need of energy assistance this winter, there may be help available. LIHEAP (Low Income Home Energy Assistance Program), or fuel assistance, is the biggest help in the winter months to assist with heating costs.

This program helps people with a one time payment toward their winter heating cost. The program is income based. Household income must be at or below a certain level (175% poverty) to become qualified for the program.

LIHEAP funds can be utilized if you heat with natural gas, LP, wood or electricity.

### Examples of income qualifying guidelines for the 2019-2020 season are as follows:

- Gross income for a household of 1 is \$21,858.00
- Gross income for a household of 2 is \$29,593.00
- Gross income for a household of 3 is \$37,328.00
- Gross income for a household of 4 is \$45,063.00
- Gross income for larger households, call Operation New View to inquire

To find out if your household qualifies for energy assistance, or to make an appointment, call Operation New View at 563.927.4629. LIHEAP season continues through April 30, 2020.

## SEASONAL REMINDERS

### *FREEZING WATER LINES & PROPER MAINTENANCE*

It's that time of year when homeowners start to worry about frozen water service lines. The most common cause of frozen water service lines includes prolonged cold weather combined with water service lines not buried deep enough. But with proper maintenance and preventive measures, you can help protect your home.

- Allow cold water to drip through faucets. Running or dripping water can help prevent water lines from freezing; however, even running water can freeze in sub-zero temperatures. Faucets farthest from the street should be the ones left running. Using cold water will save on your gas or electric bill.
- Consider installing water pipe insulation. If you decide to use a heat tape, be sure it has the UL seal of approval.
- Check pipe insulation periodically to make sure that it is dry. Wet insulation can be worse than no insulation.
- Lower your water service line.
- Seal cracks in doors, windows and foundations.
- Open cabinets and closets that contain water lines to allow warm air to circulate around the plumbing.

The City of Manchester does not require these measures to be taken; however, prevention is often most cost effective.

### *E-BILLING & ON-LINE BILL PAY*

Ebills are a convenient, secure, faster and environmentally friendly way of receiving your utility bill. And, they not only reduce waste, but they reduce postage costs too. Enrolling in eBill cancels your paper bill, but the eBill still contains the same information you are used to receiving on your paper bill. Email notifications are sent each month as soon as your new bill is available.

To enroll in eBill, simply contact Manchester City Hall at 563-927-3636.

You can also access your account information and pay your bill online 24/7 with on-line bill pay. View your payment history, consumption history and previous billing history. No more late payments, no check writing and stay up to date with the click of a button.

**To set up, simply go to [mail.manchester-ia.org](mailto:mail.manchester-ia.org).**

Enter a valid email, create a password, and have your account number and location (as it appears on your bill) handy. That's it!

### *NICE NEIGHBOR AWARD*

In 2004 Mayor Milt Kramer and the Manchester City Council launched the "Nice Neighbor Award." The award was established to recognize the spirit of compassion citizens of Manchester have for their neighbors and for other citizens in Manchester. The award offers a public forum to thank neighbors; even for the smallest things. Award winners are invited to a City Council meeting to be recognized and presented with a Nice Neighbor Plaque. Winners are also noted on the City's website.

#### **Send your "NICE NEIGHBOR" letters to:**

Mayor Milt Kramer  
208 East Main Street, Manchester, Iowa 52057.

Be sure to include the name and phone number of the person being nominated, as well as your own.

### *MASTER GARDENERS MONDAYS IN MARCH*

All sessions take place at Our Savior Lutheran Church in Manchester.

#### **MARCH 9**

"Popcorn- A Favorite American Treat"

#### **MARCH 16**

"New Landscape Staples"

#### **MARCH 23**

"Growing Rhubarb- What a Challenge!"

#### **MARCH 30**

"Preserving Garden Produce"



#### **DID YOU KNOW...**

##### *On average*

- 2400** Utility bills mailed each month
- 500** Reminder Notices mailed monthly
- 90** Disconnect Door Notices posted monthly
- 2** Properties Disconnected

**50%** Pay in cash/checks

**30%** Pay via Automatic Withdrawal

**15%** Pay their bill online

**5%** Pay with their card in the office or over the phone

**2,859** Number of Properties within the Corporate Limits

**2,400** Properties receive City Services

- 85% Residential Properties (29% rentals)

- 15% Business/Commercial Properties (3% rentals)

**200** Landlords

**Customers should always have their bill in their hand by the first of each month. Bills are due on the 10th of each month. If you have not receive your bill by the first, simply contact the City Office for a duplicate.**

*STAY UP TO DATE!*

Subscribe to our e-newsletter to receive regular updates in your email inbox! Visit [www.manchester-ia.org](http://www.manchester-ia.org), scroll to the bottom and click "Subscribe to E-Newsletter".