



September 5, 2025

Ryan Brooks
263 Huntington Ave
Boston, MA 02115
192160-53963792@requests.muckrock.com

Dear Ryan Brooks,

The City of Manchester received your request for copies of certain public records under the Missouri Sunshine Law on September 2, 2025. Although the City strives to respond to all Sunshine Law requests within three business days, Missouri law provides that the period for production may exceed three days for reasonable cause. Please be advised that due to the size of the request and limited staff, the City will not be able to produce records responsive to your request within those three business days. The earliest date and time the requested records will be available is September 12, 2025, at 4:30 p.m. at City Hall. The City reserves the right to extend this date if it is reasonably necessary to do so.

Should you have any further questions, please do not hesitate to contact me.

Best Regards,

A handwritten signature in black ink, appearing to read "B. Bueckendorf", is placed below the "Best Regards," text.

Brianne Bueckendorf
Deputy City Clerk
14317 Manchester Road
Manchester, MO 63011
636.227.1385 x150