



September 12, 2025

Ryan Brooks  
263 Huntington Ave  
Boston, MA 02115  
[192160-53963792@requests.muckrock.com](mailto: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 more time needed for further research and unavailability of staff needed to access certain records, 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 26, 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 blue ink, which appears to read "Brianne Bueckendorf", is placed above the typed name and title.

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