

CITY OF MANCHESTER
BOARD OF MAYOR AND ALDERMEN AGENDA
June 6, 2023 @ 6:30 P.M.
City Hall Board Room
6 PM Executive Session

1. INVOCATION

2. PLEDGE TO THE FLAG

3. ROLL CALL

4. MINUTES

- . May 2, 2023 BOMA Meeting Minutes; May 10, 2023 BOMA Special Called Meeting Minutes;
May 18, 2023 BOMA Special Called Meeting Minutes.

5. CORRESPONDENCE

6. COMMENTS FROM CITIZENS

7. COMMENTS FROM MAYOR

8. COMMITTEE AND COMMISSION REPORTS

*Safety *Finance *Street *Water & Sewer *Recreation *Tourism *Planning & Zoning
*Information Systems *Historic Zoning

9. RESOLUTIONS AND ORDINANCES

Resolutions:

- a. A resolution to approve Burris, Thompson, and Associates to perform a Salary Study at a cost not to exceed Twenty-Seven Thousand, Six Hundred and Forty (\$27,640.00) Dollars for professional services and not to exceed Eleven Thousand, Seven Hundred (\$11,700.00) Dollars for optional services; sponsored by Alderman Hobbs.
- b. A resolution to approve an agreement between the City of Manchester, Tennessee and Coffee County, Tennessee, for the City of Manchester provide services at the County Industrial Park for an annual payment of One Hundred and Fifty Thousand (\$150,000.00) Dollars, Attachment "A" Agreement; sponsored by Alderman Hobbs.
- c. A resolution adopting a Plan of Services preliminary to Annexation of Six and Twenty-Two/Hundredths (6.22) acres of property owned by Pam Riddle, located at 2324 Murfreesboro Hwy.; sponsored by Vice Mayor Messick.
- d. A resolution annexing Six and Twenty-Two/Hundredths (6.22) acres of property owned by Pam Riddle, located at 2324 Murfreesboro Hwy.; Sponsored by Vice Mayor Messick.
- e. A resolution to approve a contract, with an alternative, in the amount of Two Million, Three Hundred Ninety-Four Thousand, Five Hundred Sixty-Five Dollars (\$2,394,565.00) with Norris Brothers Excavating, LLC for Hwy. 55 Water Main Relocation, Project #102-171; sponsored by Vice Mayor Messick.

Ordinances:

- a. 2nd reading of an ordinance amending the Budget Ordinance for Fiscal Year 2022-23, Ordinance No. 1654; sponsored by Alderman Hobbs. (Budget Amendment #2)
- b. 2nd reading of an ordinance amending the Budget Ordinance for Fiscal Year 2022-23, Ordinance No. 1654; sponsored by Alderman Hobbs (Budget Amendment #3)
- c. 2nd reading of an ordinance amending the Budget Ordinance for Fiscal Year 2022-23, Ordinance No. 1654; sponsored by Alderman Hobbs (Budget Amendment #4)
- d. 2nd reading of the 2023-2024 Fiscal Year Budget; sponsored by Alderman Hobbs.

- e. 2nd reading of an ordinance adding provisions to Manchester Municipal Code regarding Police vehicle "Take Home" policy; sponsored by Alderman Hobbs.
- f. 2nd reading of an ordinance to add a provision to Title 4 Chapter 2 of the Manchester Municipal Code to adopt an Information Security Policy; sponsored by Alderman Parsley.
- g. 1st reading of an ordinance rezoning property owned by Pam Riddle at 2324 Murfreesboro Hwy. from RS-1 to R-4; sponsored by Vice Mayor Messick.
- h. 1st reading of an ordinance to amend Manchester Municipal Code 18-205 relative to water rates; sponsored by Vice Mayor Messick.
- i. 1st reading of an ordinance rezoning property owned by 2415 Construction LLC on Shelton Road, from R-1 to R-3; sponsored by Vice Mayor Messick.
- j. 1st reading of an ordinance rezoning property owned by 2415 Construction LLC on Shelton Road, from R-1 to R-2; sponsored by Vice Mayor Messick.

10. OLD BUSINESS

11. NEW BUSINESS

- Westfield Litigation
- Inspector Hwy.55/McArthur Drive MWSD Project
- Duck River Utility Commission (re)appointment

12. ITEMS FROM THE BOARD OF MAYOR AND ALDERMAN

13. ADJOURNMENT:

Next BOMA MEETING 7-11-23
www.cityofmanchestertn.com

CITY OF MANCHESTER
BOARD OF MAYOR AND ALDERMEN
Meeting Minutes
May 2, 2023, @ 6:30 pm
City Hall Board Room

The Board of Mayor and Aldermen met in regular session at 6:30 p.m. in the Board Room at Manchester City Hall. The meeting was presided over by Mayor Howard. Present for the meeting were Mayor Howard, Alderman French, Alderman Anderson, Alderman Bellamy, Alderman Hobbs, Vice Mayor Messick, Alderman Parsley, Attorney Johnson, Finance Director Myers, Executive Administrative Assistant Keele, Police Chief Sipe, Assistant Police Chief Floied, Fire Chief Chambers, Community Development & Zoning Director Brittany Fiske, Public Works Director George Gannon, MWSD Director Phillip Miller, Parks/Rec Director Fox, Asst. Parks/Rec. Director Johnson, I.S. Director Smotherman, Engineer Scot St. John, and other citizens. The meeting opened with a prayer by Pastor David Petty, and the pledge to the flag was spoken in unison. Mayor Howard called the meeting to order.

ROLL CALL:

Director Myers called the roll.

APPROVAL OF MINUTES:

Alderman Anderson made a motion to approve the April 4, 2023, Minutes and BOMA Beer Board minutes; seconded by Alderman Parsley. The minutes passed 6-0

CORRESPONDENCE: none

COMMENTS FROM CITIZENS: none

COMMENTS FROM MAYOR: Mayor Howard presented the Coffee County Rescue Squad with a proclamation honoring their 60th Anniversary.

Safety Committee- Alderman Hobbs stated no meeting in May.

Finance Committee- Alderman Hobbs announced a Special Called Finance Committee meeting 5-4-23.

Street Committee- Director Gannon announced the next Street Dept. meeting 5-11-23.

Water /Sewer Commission- Vice Mayor Messick announced the next meeting 5-4-23 at City Hall.

Recreation Commission- Director Fox announced the next meeting Thursday @ noon and summer activities.

Tourism Development Commission- Alderman Hobbs stated next meeting 5-8-23.

Planning & Zoning Commission- Director Fiske stated next meeting 5-15-23.

Information Systems Committee- Alderman Parsley nothing to report.

Historic Zoning Commission- Alderman Bellamy no meeting in May.

RESOLUTIONS & ORDINANCES

Resolutions:

- a. A resolution to approve Matlock Clements, P.C. as the City of Manchester's auditor for Fiscal Year 2023-2024 at a cost not to exceed Forty-Two Thousand Dollars (\$42,000) for the Standard and an additional "Single Audit" of Federal Funds expenditures: sponsored by Alderman Hobbs. Alderman French made a motion to approve and seconded by Alderman Parsley. Mayor Howard opened the floor to discussion. A discussion ensued and Mayor Howard called for the roll. The resolution passed 6-0.
- b. A resolution to approve the City of Manchester to receive State of Tennessee Environment and Conservation Water Infrastructure Investment Program (American Rescue Finds); sponsored by Vice Mayor Messick. Alderman French made a motion to approve and seconded by Alderman Hobbs. Mayor Howard opened the floor to discussion and called for the roll. The resolution passed 6-0.
- c. A resolution to authorize the expenditure of up to Fifty Thousand Dollars (\$50,000) for an engineering study for flood analysis for Coffee and street over Grindstone Hollow Creek; sponsored by Vice Mayor Messick. Alderman Hobbs made a motion to approve and seconded by

Alderman French. Mayor Howard opened the floor to discussion. A discussion ensued and Mayor Howard called for the roll. The resolution passed 6-0.

Ordinances:

- a. 2nd reading of an ordinance to add a provision of Title 14 Chapter 4 of Manchester Municipal Code to regulate permitted travel trailers; sponsored by Vice Mayor Messick. Alderman French made a motion to approve and seconded by Alderman Hobbs. Mayor Howard opened the floor to discussion and after none called for the roll. The ordinance passed 2nd and final reading 6-0.
- b. 1st reading of an ordinance amending the Budget Ordinance for Fiscal Year 2022-23, Ordinance No. 1654; sponsored by Alderman Hobbs. Alderman Anderson made a motion to approve and seconded by Alderman French. Mayor Howard opened the floor to discussion. After a discussion ensued Mayor Howard called for the roll. The ordinance passed 1st reading 6-0.
- c. 1st reading of an ordinance adding provisions to Manchester Municipal Code regarding Police vehicle "Take Home" policy; sponsored by Alderman Hobbs. Alderman French made a motion to approve and seconded by Alderman Bellamy. Mayor Howard opened the floor to discussion. A discussion ensued and Mayor Howard called for the roll. The ordinance passed 1st reading 6-0.
- d. 1st reading of an ordinance to add a provision to Title 4 Chapter 2 of the Manchester Municipal Code to adopt an Information Security Policy; sponsored by Alderman Parsley. Alderman Anderson made a motion to approve and seconded by Alderman Hobbs. Mayor Howard opened the floor to discussion and called for the roll. The ordinance passed 1st reading 6-0.

OLD BUSINESS: none

NEW BUSINESS

- Monies from rec center roof project. Alderman Anderson made a motion to move 67,000.00 to Aquatic repairs from the Rec Center Roof Project. Alderman French seconded the motion. A discussion ensued between Director Fox and the BOMA regarding the change order and decrease in cost of the roof project. Mayor Howard called for the roll and the motion passed 6-0.
- Annual Evaluations for Directors a discussion ensued with the BOMA.
- 7-4-23 BOMA Meeting move to 7-11-23. Alderman French made a motion to move the 7-4-23 BOMA Meeting to 7-11-23, due to the Holiday. Alderman Hobbs seconded the motion and Mayor Howard called for the roll. The motion passed 6-0.
- A resolution was introduced to purchase 3 dodge Durango SUV's for the MPD by Alderman Hobbs. Alderman French seconded the motion. Mayor Howard opened the floor to discussion and called for the roll. The resolution passed 6-0.

COMMENTS FROM BOMA: Alderman French discussed the Budget being "fact based". Alderman Anderson discussed upcoming event at Common John's. Alderman Hobbs thanked Director Myers.

ADJOURNMENT:

- Being no further business to discuss, Mayor Howard asked for a motion to adjourn and Vice Mayor Messick made the motion. The motion was seconded by Alderman Hobbs. The motion to adjourn was passed 6-0. The meeting adjourned at 7:09 p.m.

SIGNATURES:

Mayor Marilyn Howard

Executive Administrative Assistant Keele

CITY OF MANCHESTER
BOARD OF MAYOR AND ALDERMAN
SPECIAL CALL BOARD MEETING Minutes
Manchester City Hall Board Room
May 10, 2023
5:30 P.M.

CALL THE MEETING TO ORDER:

Pursuant to a call by Mayor Howard, there will be a Special Called Board of Mayor and Alderman Board Meeting on Wednesday, May 10, 2023, at 5:30 p.m. The meeting was called to order by Mayor Howard. City Attorney Johnson read the call sheet and the Agenda. Present for the meeting were Mayor Howard, City Attorney Johnson, Finance Director Myers, Alderman Bellamy, Alderman Parsley, Vice Mayor Messick, Alderman Anderson, Alderman French, Alderman Hobbs, Executive Administrative Assistant Keele, Assistant Police Chief Floied, Public Works Director Gannon, Parks & Rec. Director Fox, Asst. Director Parks & Rec. Johnson, Water and Sewer Director Miller, Fire Chief Chambers, I.S. Director Smotherman, Police Chief Sipe, Community Development and Zoning Director Fiske, and other guest.

Pursuant to a call by Mayor Marilyn Howard, there will be a Special Called Board of Mayor and Alderman Board Meeting on Wednesday, May 10th, at 5:30 p.m. for the following:

Call to Order: Mayor Howard called for the roll, Finance Director Lisa Myers called the roll.

Resolution:

- a. A resolution authorizing contracting with the State of Tennessee for reimbursement of the cost of maintenance of State Routes which pass over City Streets for the Fiscal Year 2023-2024 in an amount not to exceed Ninety-Two Thousand Six Hundred Sixty-Five and 24/100 Dollars (\$92,665.24); sponsored by vice Mayor Messick. Alderman French made a motion to approve and seconded by Alderman Hobbs. Mayor Howard opened the floor to discussion and after none called for the roll. The motion to approve the resolution passed 6-0.

Ordinance:

- a. 1st reading of an ordinance amending the fiscal year 2022-2023 Budget (3rd Amendment); sponsored by Alderman Hobbs. Alderman French made a motion to approve and seconded by Vice Mayor Messick. Mayor Howard opened the floor to discussion and after none called for the roll. The motion to approve the ordinance passed on first reading 6-0.
- b. 1st reading of an ordinance of the City of Manchester, Tennessee, adopting a budget for the fiscal year July 1, 2023 through June 30, 2024; sponsored by Alderman Hobbs. Alderman French made a motion to approve and seconded by Vice Mayor Messick. Mayor Howard opened the floor to discussion. Alderman Anderson asked Attorney Johnson the procedure of amending the budget. Alderman French asked Attorney Johnson to discuss Direct and Indirect conflicts of the BOMA regarding voting. Alderman French stated he has an indirect conflict. A discussion ensued with the BOMA. Alderman Anderson made a motion to amend the budget with the contribution to the MCCCC be zero. Alderman Parsley seconded the amended motion by Alderman Anderson. Mayor Howard called for the roll

on the amended motion and the motion vote was a tie 3-3 with Alderman French, Alderman Hobbs, and Vice Mayor Messick voting nay. Mayor Howard broke the tie with a nay vote on the amended motion 3-4. Vice Mayor Messick made a motion to amend the MCCCC contribution to 400,000.00 and no second the motion failed. Mayor Howard called for the original motion to approve the budget and the motion tied 3-3 with Alderman Anderson, Alderman Bellamy, and Alderman Parsley voting nay. Mayor Howard broke the tie vote with a nay vote 3-4. Alderman French made a motion to adjourn no one seconded the motion. Attorney Johnson discussed the Budget timeline. Vice Mayor Messick made a motion to have a Special Called meeting on 5-17-23 and seconded by Alderman Hobbs. The motion passed 5-1 with Alderman French voting nay. A discussion ensued with the need of a Work Session for the BOMA. Vice Mayor Messick made a motion to send the budget to the Finance Committee on 5-17-23. A discussion ensued with the BOMA. Vice Mayor Messick recalled his motion to have a BOMA Special Called meeting on 5-17-23.

Adjournment: Mayor Howard asked for a motion to adjourn. Vice Mayor Messick made the motion to adjourn and seconded by Alderman French. Mayor Howard called for the roll and the motion passed 6-0 at 6:12 pm.

Mayor Marilyn Howard

Exec. Administrative Assistant Keele

CITY OF MANCHESTER
BOARD OF MAYOR AND ALDERMAN
SPECIAL CALL BOARD MEETING Minutes
Manchester City Hall Board Room
May 18, 2023
5:30 P.M.

CALL THE MEETING TO ORDER:

Pursuant to a call by Mayor Howard, there will be a Special Called Board of Mayor and Alderman Board Meeting on Thursday, May 18th, 2023, at 5:30 p.m. The meeting was called to order by Mayor Howard. City Attorney Johnson read the call sheet and the Agenda. Present for the meeting were Mayor Howard, City Attorney Johnson, Finance Director Myers, Alderman Bellamy, Alderman Parsley, Vice Mayor Messick, Alderman Anderson, Alderman French, Alderman Hobbs, Executive Administrative Assistant Keele, Assistant Police Chief Floied, Public Works Director Gannon, Parks & Rec. Director Fox, Asst. Parks & Rec. Director Johnson, Water and Sewer Director Miller, Fire Chief Chambers, I.S. Director Smotherman, Police Chief Sipe, and other guest. Absent was Director Fiske.

Pursuant to a call by Mayor Marilyn Howard, there will be a Special Called Board of Mayor and Alderman Board Meeting on Thursday, May 18th, 2023, at 5:30 p.m. for the following:

Call to Order: Mayor Howard called for the roll, Finance Director Myers called the roll

Ordinances:

- a. 1st reading of an ordinance amending the Budget Ordinance for Fiscal Year 2022-23, Ordinance No. 1654; (4th amendment) sponsored by Alderman Hobbs. Alderman French made a motion to approve and seconded by Alderman Parsley. Mayor Howard opened the floor to discussion and after none called for the roll. The ordinance passed 1st reading 6-0.
- b. 1st reading of an ordinance of the City of Manchester, Tennessee, adopting a budget for the fiscal year July 1, 2023 through June 30, 2024; sponsored by Alderman Hobbs. Alderman French made a motion to approve the ordinance and seconded by Alderman Hobbs. Mayor Howard opened the floor to discussion and after none called for the roll. The motion failed 2-4 with Alderman Anderson, Alderman Bellamy, Vice Mayor Messick, and Alderman Parsley voting nay. Alderman French made a motion to adjourn and seconded by Vice Mayor Messick. A discussion ensued with Attorney Johnson on reconsidering the motion. Mayor Howard called for a vote on adjournment and the motion to adjourn failed 1-5 with Alderman Anderson, Alderman Bellamy, Alderman Hobbs, Vice Mayor Messick, and Alderman Parsley voted nay. Alderman Anderson made a motion to reconsider the budget and seconded by Alderman Hobbs. Mayor Howard called for the roll. The motion passed 5-1 with Alderman French voting nay. Alderman Anderson made a motion to approve the budget as presented with the amendment of the contribution to the Conference Center being zero. Alderman Parsley seconded the motion to amend the budget. Mayor Howard opened the floor to discussion and a discussion ensued. Mayor Howard called for the roll the motion failed 2-4 with Alderman French, Alderman Bellamy, Alderman Hobbs, Vice Mayor Messick voting nay. Alderman Hobbs made a motion to approve the presented budget with the amendment of the Conference Center contribution to 350,000.00 and seconded by Vice Mayor Messick. Mayor

Howard opened the floor to discussion and after none called for the roll. The motion to approve the budget with the amended contribution to the MCCCC of 350,000.00 passed 4-2 with Alderman Anderson and Alderman Parsley voting nay.

Adjournment: Mayor Howard asked for a motion to adjourn. Alderman Hobbs made the motion to adjourn and seconded by Alderman French. Mayor Howard called for the roll and the motion passed 6-0 at 5:58 pm.

Mayor Marilyn Howard

Exec. Administrative Assistant Keele

RESOLUTION NO. _____

A RESOLUTION TO APPROVE BURRIS, THOMPSON, AND ASSOCIATES TO PERFORM A SALARY STUDY AT A COST NOT TO EXCEED TWENTY-SEVEN THOUSAND, SIX HUNDRED AND FORTY (\$27,640.00) DOLLARS FOR PROFESSIONAL SERVICES AND NOT TO EXCEED ELEVEN THOUSAND, SEVEN HUNDRED (\$11,700.00) DOLLARS FOR OPTIONAL SERVICES

WHEREAS the City of Manchester, Tennessee sent out a request for proposal for a comprehensive salary study; and

WHEREAS the City of Manchester, Tennessee has reviewed the written proposal submitted and chosen Burris, Thompson, and Associates (see attached) for professional services not to exceed Twenty-Seven Thousand, Six Hundred and Forty (\$27,640.00) Dollars and optional services not to exceed Eleven Thousand, Seven Hundred (\$11,700.00) Dollars and found said proposal to be advantageous to the City.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that the City of Manchester, Tennessee accepts the written proposal of Burris, Thompson, and Associates incorporated by reference, (see attached) for professional services not to exceed Twenty-Seven Thousand, Six Hundred and Forty (\$27,640.00) Dollars and optional services not to exceed Eleven Thousand, Seven Hundred (\$11,700.00) Dollars and approves same.

BE IT FURTHER RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that the Mayor and Finance Director are authorized to execute a contract on behalf of the City of Manchester.

Resolved this _____ day of _____ 2023.

Marilyn Howard, Mayor

Lisa Myers, Finance Director

RESOLUTION NO. _____

A RESOLUTION TO APPROVE AN AGREEMENT BETWEEN THE CITY OF MANCHESTER, TENNESSEE AND COFFEE COUNTY, TENNESSEE FOR THE CITY TO PROVIDE SERVICES AT THE COUNTY INDUSTRIAL PARK FOR AN ANNUAL PAYMENT OF ONE HUNDRED AND FIFTY THOUSAND (\$150,000,00) DOLLARS.

WHEREAS the Coffee County, Tennessee owns land at the Coffee County Industrial Park for the development of business and industry, and

WHEREAS the City of Manchester, Tennessee and Coffee County Tennessee, wish to enter into an Agreement for the City of Manchester to provide Fire Protection and other services at the County Industrial Park, pursuant to the contract attached hereto as Exhibit "A;" and

WHEREAS Manchester Municipal Code Section 5-703(4) requires any contract of the City in the amount of Thirty-Five Thousand Dollars (\$35,000) or more be approved by resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that the City of Manchester, Tennessee enter into the attached agreement with Coffee County, Tennessee,

BE IT FURTHER RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that the Mayor and Finance Director are authorized to execute this contract.

Resolved this 6th day of June, 2023.

Marilyn Howard, Mayor

Lisa Myers, Finance Director

AGREEMENT

This agreement was made and entered into by and between the CITY OF MANCHESTER, TENNESSEE, and COFFEE COUNTY, TENNESSEE, and ratified by its respective governing bodies on following days and dates.

WITNESSETH:

WHEREAS, Coffee County, Tennessee, through the Industrial Board of Coffee County, has developed and still owns parts of the Coffee County Interstate Industrial Park located east of the City of Manchester, Tennessee, but outside its corporate limits, and

WHEREAS, Tennessee Code Annotated § 6-58-101 et seq provides for the adoption of a County Wide Growth Policy Plan, and this Agreement is made in furtherance of a Plan adopted by the Coffee County Coordinating Committee dated December, 1999, and specifically Tennessee Code Annotated § 6-58-112 (13) (a) (2), and

WHEREAS, the Industrial Board of Coffee County has future plans to expand the Coffee County Interstate Industrial Park to areas outside the present Park boundaries, and within an area designated as County Planned Growth Area No. 4 as delineated in the County-Wide Growth Policy Plan for Coffee County, Tennessee developed by the Coffee County Coordinating Committee, dated December, 1999, and

WHEREAS all of the water and sewer services, cardboard pickup, first response fire protection and mutual aid police services for the Coffee County Interstate Industrial Park are provided by the City of Manchester, Tennessee, and

WHEREAS, the City of Manchester received in the past, and for the future has requested compensation for those services offered outside its corporate limits,

NOW THEREFORE, it is agreed by and between the parties that Coffee County, Tennessee will compensate the City of Manchester, Tennessee for those services to the present Coffee County Interstate Industrial Park, and to any future Industrial Park expansions in the areas described above, continuing in the fiscal year 2023-2024, and in the following manner:

1. In the fiscal year 2023-2024 through fiscal year 2027-2028, by the annual payment of one hundred and fifty thousand (\$150,000,00) Dollars, to be paid on or before December 1 of each calendar year, beginning in 2023.
2. In 2028, the annual payments will be reviewed and an adjustment may be made in the annual payment for the fiscal year 2028-2029 through fiscal year 2032-2033, if necessary, in order to compensate for the actual costs of the services provided. The difference between the actual costs of supplying and the services and the revenues received will be used to determine the annual payment.
3. After 2033, the compensation paid by Coffee County, Tennessee to the City of Manchester, Tennessee will be determined by the mutual agreement of the parties.
4. During the term of this contract, the City of Manchester, Tennessee will be responsible for the maintenance of existing water and sewer infrastructures. The construction of new infrastructure will be the responsibility of Coffee County, Tennessee, but it will be maintained, after construction, by the City of Manchester, Tennessee.
5. If new industry locates within the area designated as County Planned Growth Area No. 4 as delineated in the County-Wide Growth Policy Plan for Coffee County, Tennessee, developed by the Coffee County Coordinating Committee, dated December 1999, but outside the Coffee County Interstate Industrial Park, the parties agree to renegotiate for the contracted services on a project by project basis, prior to extending services to those areas.

RATIFIED by the City of Manchester, Tennessee by resolution of its Board of Mayor and Alderman and executed by its Mayor and Finance Director on the ___ day of _____, 2023.

Mayor

Finance Director

RATIFIED by Coffee County, Tennessee by resolution of its County Commission and executed by its County Executive and Clerk on this the ___ day of _____, 2023.

County Executive

Teresa McFadden, County Clerk

RESOLUTION NO. _____

A RESOLUTION ADOPTING A PLAN OF SERVICES PRELIMINARY TO ANNEXATION OF SIX AND TWENTY TWO/HUNDREDTHS (6.22) ACRES OF PROPERTY OWNED BY PAM RIDDLE, LOCATED AT 2324 MURFREESBORO HWY

WHEREAS Pam Riddle owns certain property located at 2324 Murfreesboro Highway, which she has requested the City to annex, described as follows:

Being a portion of Map 068, Parcel 051.00 and the property owned by Pam Riddle, of record in Deed Book 244, page 728 in the Register's Office of Coffee County, Tennessee, more particularly described as follows:

BEGINNING at a wooden corner post being Allen Howard's Northeast corner (DB 423, P. 514; ROCCT); thence leaving Howard and along an existing fence in Mason's boundary North 16 degrees 17 minutes 02 seconds West 47.75 feet to a wooden post; thence North 19 degrees 19 minutes 08 seconds east 14.64 feet to a wooden corner post; thence South 82 degrees 36 minutes 06 seconds East 314.87 feet to a wooden corner post; thence South 06 degrees 58 minutes 04 seconds West 792.71 feet to a new iron pin set; thence with a new division line of Riddle North 81 degrees 21 minutes 39 seconds West 398.47 feet to a new iron pin set; thence North 14 degrees 03 minutes 57 seconds east 500.72 feet to a point; thence South 74 degrees 20 minutes 38 seconds East 16.64 feet to a wooden post; thence South 76 degrees 33 minutes 03 seconds East 20.64 feet to a wooden corner post; thence North 07 degrees 03 minutes 00 seconds East 233.24 feet to the POINT OF BEGINNING, and containing 6.22 acres, according to a survey prepared by Chris Bateman, R.L.S. # 1851, 521 Woosley Road, Tullahoma, TN 37388, on February 7, 2023.

and

WHEREAS, prior to annexation, the City of Manchester is obligated by T.C.A. 6-51-102 to formulate a Plan of Services to this area; and

WHEREAS the Plan of Services is set forth in the attached documents generated by the Water and Sewer Department dated April 4, 2023; Police Department dated March 28, 2023; Manchester Fire-Rescue dated April 4, 2023; City of Manchester Street Department dated April 10, 2023; Finance Office dated March 28, 2023; Health and Codes Department dated March 27, 2023; Manchester City Schools dated April 5, 2023 and the Manchester Parks and Recreation Department dated November 10, 2022; and

WHEREAS the Plan of Services was studied by the Manchester Regional Planning Commission at its meeting April 17, 2023, and it generated its written report dated April 18, 2022, as required by T.C.A. 6-51-102, a copy of which is attached hereto; and

WHEREAS the Board of Mayor and Aldermen of the City of Manchester conducted a public hearing on both the Plan of Services and annexation on June 6, 2023.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that the Plan of Services attached hereto be adopted in conjunction with the annexation of the following described property owned by Pam Riddle:

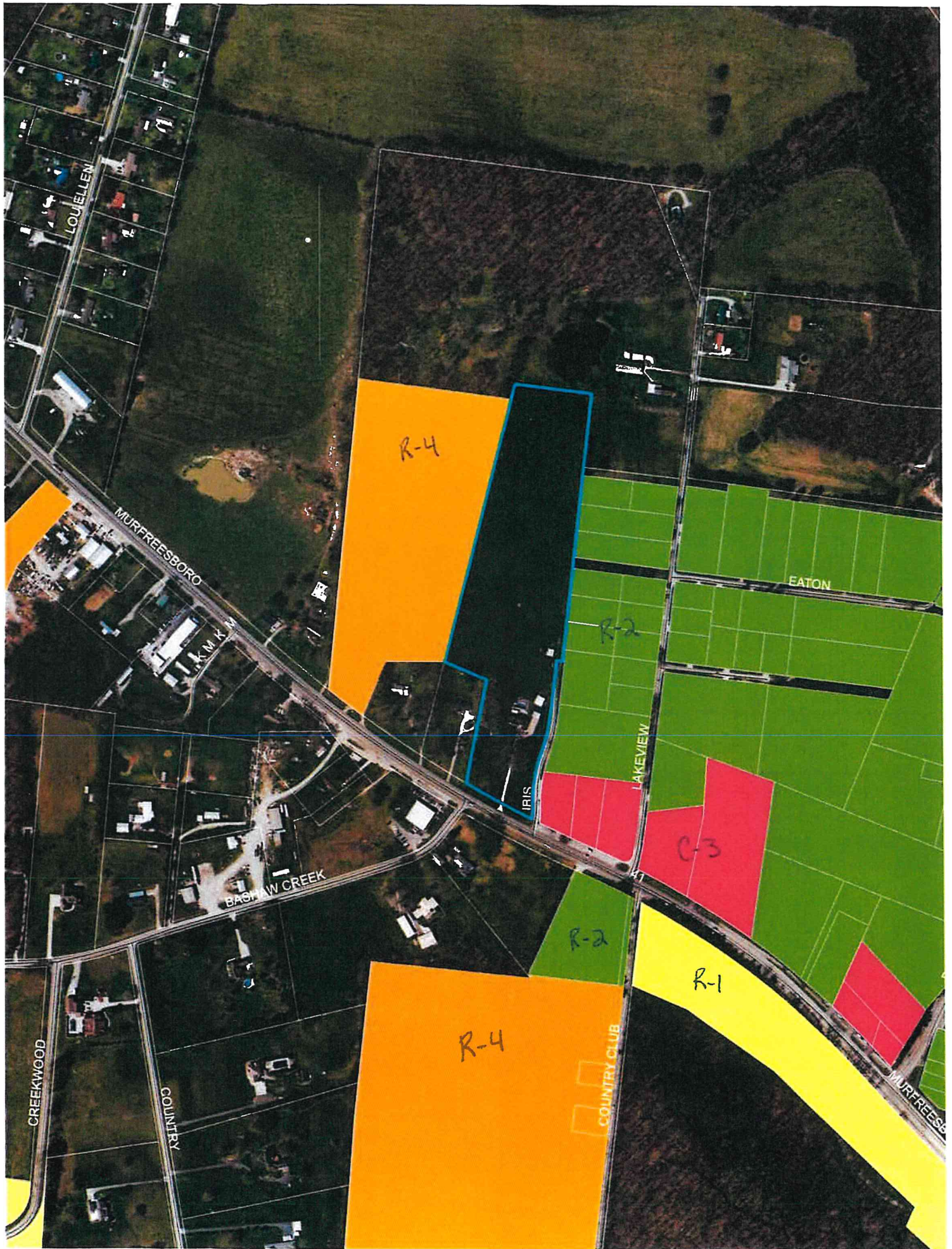
Being a portion of Map 068, Parcel 051.00 and the property owned by Pam Riddle, of record in Deed Book 244, page 728 in the Register's Office of Coffee County, Tennessee, more particularly described as follows:

BEGINNING at a wooden corner post being Allen Howard's Northeast corner (DB 423, P. 514; ROCCT); thence leaving Howard and along an existing fence in Mason's boundary North 16 degrees 17 minutes 02 seconds West 47.75 feet to a wooden post; thence North 19 degrees 19 minutes 08 seconds east 14.64 feet to a wooden corner post; thence South 82 degrees 36 minutes 06 seconds East 314.87 feet to a wooden corner post; thence South 06 degrees 58 minutes 04 seconds West 792.71 feet to a new iron pin set; thence with a new division line of Riddle North 81 degrees 21 minutes 39 seconds West 398.47 feet to a new iron pin set; thence North 14 degrees 03 minutes 57 seconds east 500.72 feet to a point; thence South 74 degrees 20 minutes 38 seconds East 16.64 feet to a wooden post; thence South 76 degrees 33 minutes 03 seconds East 20.64 feet to a wooden corner post; thence North 07 degrees 03 minutes 00 seconds East 233.24 feet to the POINT OF BEGINNING, and containing 6.22 acres, according to a survey prepared by Chris Bateman, R.L.S. # 1851, 521 Woosley Road, Tullahoma, TN 37388, on February 7, 2023.

Resolved this _____ day of June, 2023.

Marilyn Howard Mayor

Lisa Myers, Finance Director



LEGAL DESCRIPTION

OWNERS: PAMELA RIDDLE AS RECORDED IN DEED BOOK 244, PAGE 728; ROCCT.

LYING IN THE FIRST CIVIL DISTRICT

COFFEE COUNTY, TENNESSEE

BEING A PORTION OF MAP 068, PARCEL 051.00

BEGINNING AT A WOODEN CORNER POST BEING ALLEN HOWARD'S NORTHEAST CORNER (DB 423, P. 514; ROCCT); THENCE LEAVING HOWARD AND ALONG AN EXISTING FENCE IN MASON'S BOUNDARY NORTH 16 DEGREES 17 MINUTES 02 SECONDS WEST 47.75 FEET TO A WOODEN POST; THENCE NORTH 19 DEGREES 19 MINUTES 08 SECONDS EAST 14.64 FEET TO A WOODEN CORNER POST; THENCE SOUTH 82 DEGREES 36 MINUTES 06 SECONDS EAST 314.87 FEET TO A WOODEN CORNER POST; THENCE SOUTH 06 DEGREES 58 MINUTES 04 SECONDS WEST 792.71 FEET TO A NEW IRON PIN SET; THENCE WITH A NEW DIVISION LINE OF RIDDLE NORTH 81 DEGREES 21 MINUTES 39 SECONDS WEST 398.47 FEET TO A NEW IRON PIN SET; THENCE NORTH 14 DEGREES 03 MINUTES 57 SECONDS EAST 500.72 FEET TO A POINT; THENCE SOUTH 74 DEGREES 20 MINUTES 38 SECONDS EAST 16.64 FEET TO A WOODEN POST; THENCE SOUTH 76 DEGREES 33 MINUTES 03 SECONDS EAST 20.64 FEET TO A WOODEN CORNER POST; THENCE NORTH 07 DEGREES 03 MINUTES 00 SECONDS EAST 233.24 FEET TO THE POINT OF BEGINNING, AND CONTAINING **6.22 ACRES**, ACCORDING TO A SURVEY PREPARED BY CHRIS BATEMAN, R.L.S. # 1851, 521 WOOSLEY ROAD, TULLAHOMA, TN 37388, ON FEBRUARY 7, 2023.



CITY OF MANCHESTER
HEALTH AND CODES DEPARTMENT
200 W. Fort Street
Manchester, Tennessee 37355
931-723-1464



April 18, 2023

Board of Mayor and Aldermen
City of Manchester
200 West Fort St.
Manchester, TN 37355

Re: Pamela Riddle Property
(Approximately 6.22 acres on Murfreesboro Hwy)

Ladies and Gentlemen:

Pursuant to T.C.A. 6-51-102(b)(4), the Manchester Regional Planning Commission (the "Planning Commission") issues this written report after study of the plan of services (the "Plan of Services") for the property currently owned by Pamela Riddle described in Deed Book 244, page 728, in the Register's Office of Coffee County, Tennessee. The Planning Commission believes that the Plan of Services adequately addresses the scope of services identified in T.C.A. 6-51-102 as well as the timing of the services. Manchester City Schools stated they are near capacity and will begin a 3 year process to plan for construction of new school buildings. The developer will be responsible for providing adequate infrastructure as well as any easements to the development.

Following the aforementioned study at its duly called meeting on April 17, 2023, the Planning Commission voted to recommend approval of the Plan of Services.

Sincerely,

MARK A. WILLIAMS, CHAIRMAN
MANCHESTER REGIONAL PLANNING
COMMISSION

MAW/mt

Cc: Brittany Fiske, Community Development and Zoning Director



CITY OF MANCHESTER
HEALTH AND CODES DEPARTMENT
200 W. Fort Street
Manchester, Tennessee 37355
931-723-1464



March 24, 2023

To: All Department Heads

Re: Plans of Service

Plans of service are requested for the proposed annexation by Friday, April 7th at 12:00 P.M.
The proposed annexation is as follows:

Proposed annexation of a portion of property owned by Pamela Riddle located at 2324 Murfreesboro Highway. The portion requested for annexation is the rear 6.22 acres of the parcel. I have attached maps for reference. It is requested that the property be zoned to R-4 high density residential upon annexation (see attached requirements).

If this time frame is not feasible, please contact me at your earliest convenience. Your cooperation in this matter is greatly appreciated.

Sincerely,

A handwritten signature in blue ink that reads "Brittany Fiske".

Brittany Fiske

Community Development and Zoning Director

PLAN OF SERVICE

CITY OF MANCHESTER, STREET DEPARTMENT

Proposed Annexation of a portion of property at 2324 Murfreesboro Hwy (6.22 acres) owned by Pamela Riddle

April 10, 2023

1. Provide Sanitation Service (Contracted presently through Republic Services)
2. Provide pickup service of Brush and Junk (old appliances, furniture etc...)
3. Provide Leaf Service to the annexed property
4. Provide signs for street names, stop signs, speed limit etc. (If Applicable)
5. Provide clearing of storm drains as necessary. (If located on City Property)
6. Provide animal control in this area.
7. Remove litter and debris from road shoulders as needed. (If on City Property)
8. Mow road shoulders as needed. (If on City Property)
9. Approved City Street access is required
10. Any city street improvements will be at the developer's expense
11. Maintain roadway (once roadway meets city standards).

THESE SERVICES WOULD BE PROVIDED AS SOON AS THERE IS FINAL BOARD APPROVAL. IT COULD TAKE UP TO ONE WEEK FOR REPUBLIC SERVICES TO GET CARTS DELIVERED TO RESIDENTIAL CUSTOMERS.



Manchester Police Department
200 W. Fort St.
Manchester, TN 37355
(931) 728-2099

03/28/2023

To: Brittany Fiske / Codes Director

Re: Plan of Service

From: Assistant Chief Adam Floied

This is a response to a Plan of Service request for property (6.22 acres) owned by Pamela Riddle, located at 2324 Murfreesboro Hwy., Manchester, TN. Manchester Police Department is capable of providing police services to this location with our current staff / equipment. There is a concern with the growing population, of both neighborhood developments and apartment complex developments that we will need to increase our patrol staff and fleet to be able to provide adequate police services to the increasing population. The addition of this property could impact our patrol staff call volume and responsibilities.

Assistant Chief of Police

A handwritten signature in black ink that reads "Adam Floied". The signature is written in a cursive, flowing style.

Adam Floied

**Lisa Rigsby Myers
Finance Director**

**200 West Fort Street
Manchester, TN 37355**



MEMORANDUM

March 28, 2023

To: Brittany Fiske, Community Development and Zoning Director

From: Lisa Myers, Finance Director

Regarding: Plan of Service-Pamela Riddle 2324 Murfreesboro Highway

The Finance Department's Plan of Service will be for the property taxes. The Finance Department will accept payment of these property tax payments as the property owners come in to pay.

If you need additional information, please don't hesitate to contact me.



557 N. Woodland St.
Manchester, TN 37355
Office: (931) 728-0273
Cell: (931) 952-9043

Email: ajfox@cityofmanchestertn.com

Brittany Fiske
Community Development and Zoning Director
200 W. Fort St.
Manchester, TN 37355

November 10, 2022

Re: Plan of Service for Property Owned by Pamela Riddle Located at 2324 Murfreesboro Hwy.

Dear Community Development and Zoning Director Fiske,

The Parks and Recreation Department will provide the same level of service to the owner of this property. We provide services to both city residents and rural residents. Any citizen who lives on the property would receive a discounted city resident rate for the recreation center.

As the City of Manchester continues to grow, I would like to bring to your attention that the recommended standard of available park land to residents by the National Parks and Recreation Association is 10 acres per 1,000 residents. Considering the population estimate from the 2020 Census, the population of the city exceeds the amount of current park acreage. We are serving an estimated 12,212 residents with 109 acres of park land.

Sincerely,

A handwritten signature in black ink that reads "A.J. Fox".

A.J. Fox
Parks and Recreation Director



Manchester City Schools

Dr. Joey Vaughn, Director

215 E Fort Street

Manchester, TN 37355

Office: (931)728-2316

Fax (931)728-7075

"Every Child Matters"

April 5, 2023

Ms. Brittany Fiske
Codes/Safety Department
200 W. Fort Street
Manchester, TN 37355

RE: Plan of Service – Proposed Annexation of Property Owned by Pamela Riddle

Ms. Fiske:

Manchester City School District's Plan of Service for:

Proposed annexation of a portion of property owned by Pamela Riddle located at 2324 Murfreesboro Highway. The portion request for annexation is the rear 6.22 acres of the parcel.

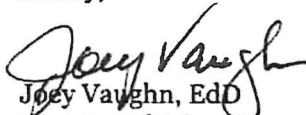
Manchester City Schools are near capacity.

If the property being annexed is developed residential, below are the needs to support the Plan of Service.

- Until plans for potential development are submitted, it will be impossible to predict the number of schools needed.
- Manchester City Schools will need to construct new school buildings.
- We will need three (3) years to plan for such growth in order to construct a new school.

We will do our best to serve and accommodate these new families with the assistance of the Mayor and Aldermen in the future.

Kindly,


Joey Vaughn, EdD
Director of Schools



MANCHESTER FIRE-RESCUE

1509 Hillsboro Blvd
Manchester, TN 37355
Phone 931-728-2999
George J. Chambers III, Fire Chief
gchambers@cityofmanchestertn.com

4 Apr 2023

REPLY TO
ATTN OF: Community Development and Zoning Director

SUBJECT: Plan of Service for Proposed Annexation of 6.22 acres located at 2324 Murfreesboro Highway.

Manchester Fire-Rescue would provide automatic fire protection services for this property when annexed into the City of Manchester when access is provided to the property. The current property layout has a home in front of the property that doesn't allow easy access to the rear property where the 6.22 acres is located. When further developed hopefully there will be access to this property from another access road. Service when access is available will include fire response, hazardous materials response, preplanning, fire inspection services and fire prevention/safety training of employees if needed and any other assistance that Manchester Fire-Rescue can provide.

For any questions concerning this please feel free to contact Manchester Fire-Rescue at 931-728-2999 or email to gchambers@cityofmanchestertn.com.

GEORGE J. CHAMBERS III
Chief, Manchester Fire-Rescue



CITY OF MANCHESTER
WATER AND SEWER DEPARTMENT
736 W. HIGH STREET
MANCHESTER, TENNESSEE 37355

WAREHOUSE (931) 728-1273
BILLING OFFICE (931) 728-7171

FAX (931) 728-1563
FAX (931) 728-8244

April 4, 2023

Brittany Fiske
Director of Health & Codes
200 W. Fort Street
Manchester, TN 37355

Re: Plan of Service for Proposed Annexation of Property, 6.22 Acres, 2324 Murfreesboro Hwy

Ms. Fiske,

Water

There is an 8" water main that runs along Murfreesboro Hwy on the same side of the road as the property.

Sewer

As shown on the attached map, sewer is available for the property. The nearest 8" gravity main is at the beginning of Ibis Ln., just east of the property.

Any easements needed for a project would be the developer's responsibility. Prior to acceptance of any infrastructure, those easements would need to be conveyed to the City of Manchester Water & Sewer Department.

A map of the approximate location of the utilities has been attached for reference.

**** Note: 1)** No demand numbers were indicated for this annexation. It would be necessary for any developers to generate the demand for any proposed project and with the concurrence of the City Engineer, make the determination if the infrastructure is adequate. Any necessary upgrades to the infrastructure would be at the cost of the developer.

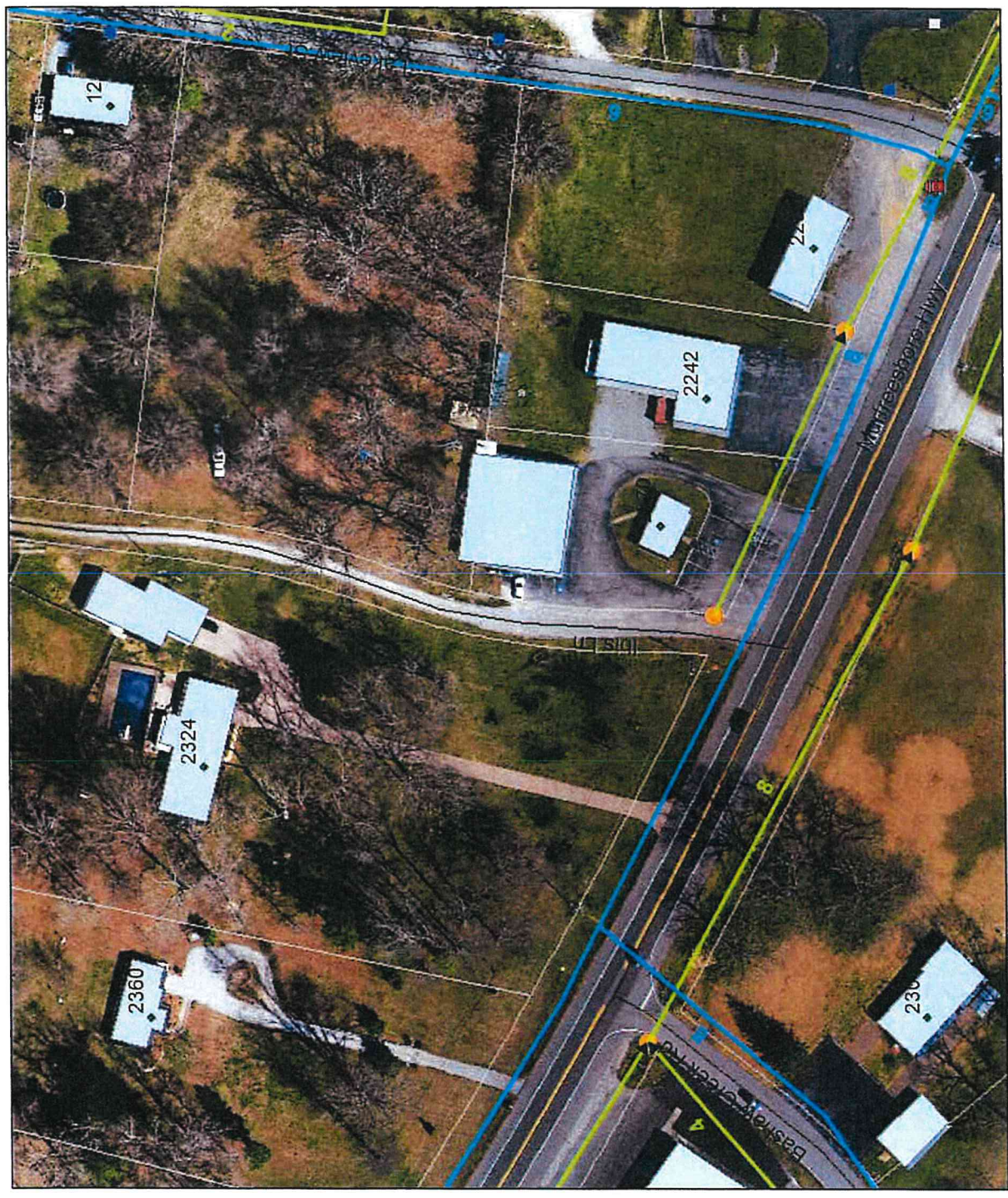
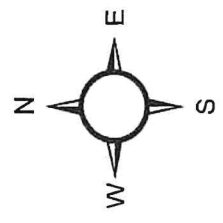
**** Note: 2)** Every new connection to the sewer system requires state approval. Recently the response time from the State has been increased. Based on recent experience; it is not possible for the City to predict when the State may act on an approval request. The City is under and Agreed Order with the Tennessee Department of Environment and Conservation (TDEC) due to the existing condition of some portions of the system. There is an area of concern directly downstream of this proposed property annexation; therefore, TDEC will be reviewing closely the design plans as well as the proposed sewer volume submitted for approval to TDEC by your firm. MWSD will provide any requested information to RDEC as they review your design plan including recent sewer rehabilitation efforts in the area to help support your submittal; however, MWSD cannot give a commitment that TDEC will approve connection of the proposed development.



City of Manchester
 Water & Sewer Department
 736 West High Street
 Manchester, TN 37355
 Office: (931) 728-1273
 Fax: (931) 728-1563

NOTE:

- Legend**
- Water_Fire_Hydrants
 - Water Meters
 - Water_Lines
 - Sewer_Pump_Stations
 - <all other values>
 - 71
 - Sewer_Manholes
 - T911Addresses
 - COFFEE_ROADS_2012
 - bldg_2012
 - PARCELS





CITY OF MANCHESTER
HEALTH AND CODES DEPARTMENT
200 W. Fort Street
Manchester, Tennessee 37355
931-723-1464



March 27, 2023

Re: Plan of service for the proposed annexation of a portion of property owned by Pamela Riddle located at 2324 Murfreesboro Hwy. The portion requested for annexation is approximately 6.22 acres of the parcel.

Planning, Zoning and Inspection Services:

The Planning and Zoning jurisdiction of the city will extend to the annexed area on the effective date of annexation. City Planning will thereafter encompass the annexed area.

Any inspection services now provided by the City (Building, mechanical, plumbing, gas, housing, etc.) will begin in the annexed area on the effective date of annexation.

Sincerely,

A handwritten signature in blue ink that reads "Brittany Fiske".

Brittany Fiske
Community Development and Zoning Director

RESOLUTION NO. _____

**A RESOLUTION ANNEXING SIX AND TWENTY TWO/HUNDREDTHS (6.22) ACRES
OF PROPERTY OWNED BY PAM RIDDLE, LOCATED AT 2324 MURFREESBORO
HWY.**

WHEREAS Pam Riddle owns certain property located at 2324 Murfreesboro Highway,
which she has requested in writing that the City annex, described as follows:

Being a portion of Map 068, Parcel 051.00 and the property owned by Pam Riddle, of record in Deed Book 244, page 728 in the Register's Office of Coffee County, Tennessee, more particularly described as follows:

BEGINNING at a wooden corner post being Allen Howard's Northeast corner (DB 423, P. 514; ROCCT); thence leaving Howard and along an existing fence in Mason's boundary North 16 degrees 17 minutes 02 seconds West 47.75 feet to a wooden post; thence North 19 degrees 19 minutes 08 seconds east 14.64 feet to a wooden corner post; thence South 82 degrees 36 minutes 06 seconds East 314.87 feet to a wooden corner post; thence South 06 degrees 58 minutes 04 seconds West 792.71 feet to a new iron pin set; thence with a new division line of Riddle North 81 degrees 21 minutes 39 seconds West 398.47 feet to a new iron pin set; thence North 14 degrees 03 minutes 57 seconds east 500.72 feet to a point; thence South 74 degrees 20 minutes 38 seconds East 16.64 feet to a wooden post; thence South 76 degrees 33 minutes 03 seconds East 20.64 feet to a wooden corner post; thence North 07 degrees 03 minutes 00 seconds East 233.24 feet to the POINT OF BEGINNING, and containing 6.22 acres, according to a survey prepared by Chris Bateman, R.L.S. # 1851, 521 Woosley Road, Tullahoma, TN 37388, on February 7, 2023.

and

WHEREAS, as a condition of annexation, the City of Manchester is obligated by T.C.A. 6-51-102 to formulate a Plan of Services to this area; and

WHEREAS, by separate Resolution, the Board of Mayor and Aldermen adopted a Plan of Services preliminary to annexation of the hereafter described property; and

WHEREAS the Board of Mayor and Aldermen of the City of Manchester conducted a public hearing on the annexation on June 6, 2023.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that, pursuant to the written

request of the owner, Pam Riddle, the following property owned by Pam Riddle, be and is annexed into the City of Manchester:

Being a portion of Map 068, Parcel 051.00 and the property owned by Pam Riddle, of record in Deed Book 244, page 728 in the Register's Office of Coffee County, Tennessee, more particularly described as follows:

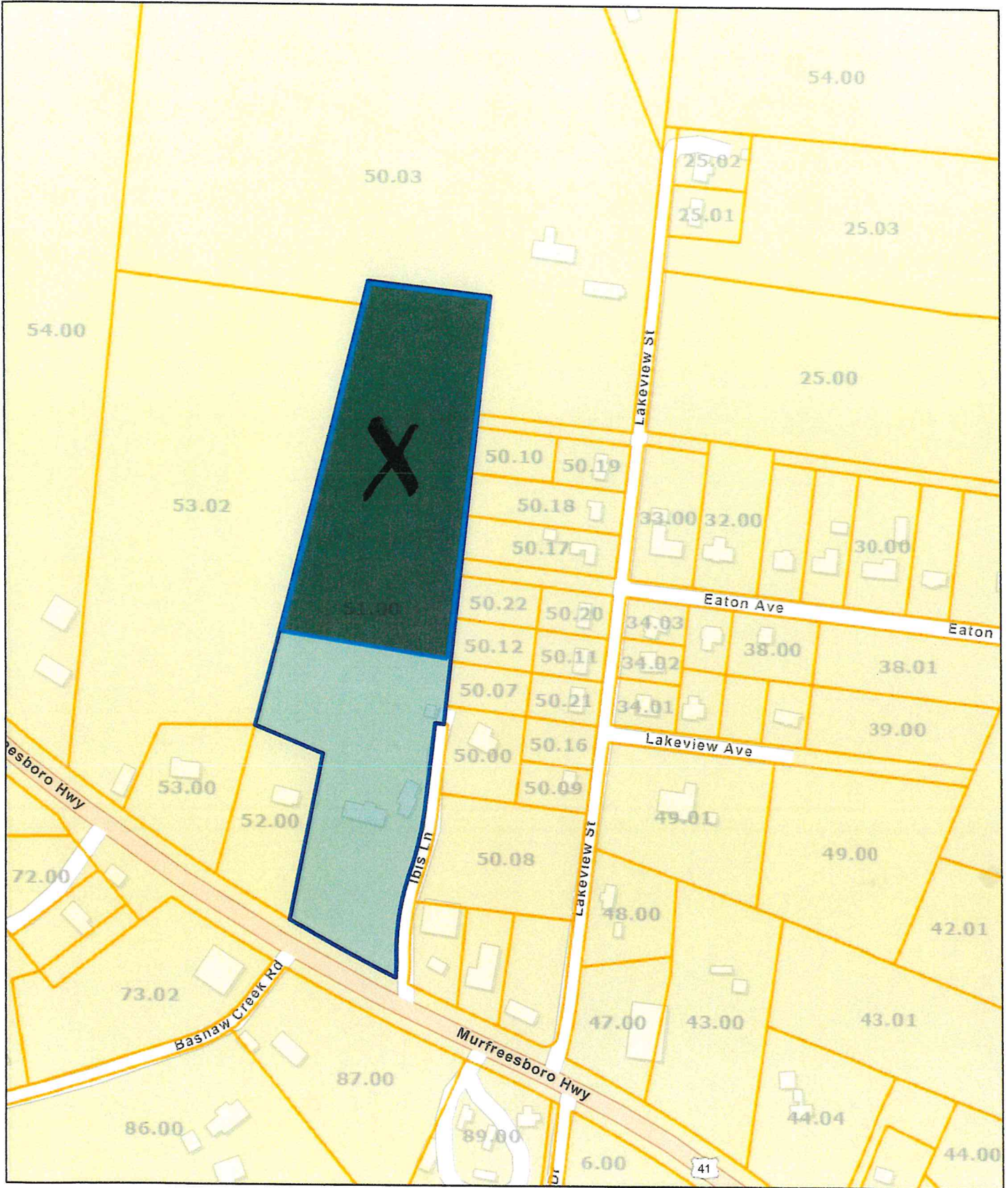
BEGINNING at a wooden corner post being Allen Howard's Northeast corner (DB 423, P. 514; ROCCT); thence leaving Howard and along an existing fence in Mason's boundary North 16 degrees 17 minutes 02 seconds West 47.75 feet to a wooden post; thence North 19 degrees 19 minutes 08 seconds east 14.64 feet to a wooden corner post; thence South 82 degrees 36 minutes 06 seconds East 314.87 feet to a wooden corner post; thence South 06 degrees 58 minutes 04 seconds West 792.71 feet to a new iron pin set; thence with a new division line of Riddle North 81 degrees 21 minutes 39 seconds West 398.47 feet to a new iron pin set; thence North 14 degrees 03 minutes 57 seconds east 500.72 feet to a point; thence South 74 degrees 20 minutes 38 seconds East 16.64 feet to a wooden post; thence South 76 degrees 33 minutes 03 seconds East 20.64 feet to a wooden corner post; thence North 07 degrees 03 minutes 00 seconds East 233.24 feet to the POINT OF BEGINNING, and containing 6.22 acres, according to a survey prepared by Chris Bateman, R.L.S. # 1851, 521 Woosley Road, Tullahoma, TN 37388, on February 7, 2023.

Resolved this _____ day of _____ 2023.

Mayor Marilyn Howard

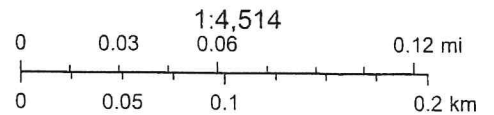
Lisa Myers, Finance Director

Coffee County - Parcel: 068 051.00



Date: April 21, 2023

County: Coffee
Owner: RIDDLE PAMELA
Address: MURFREESBORO HWY 2324
Parcel Number: 068 051.00
Deeded Acreage: 0
Calculated Acreage: 10.6



Esri Community Maps Contributors, Tennessee STS GIS, © OpenStreetMap, Microsoft, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/ NASA, USGS, EPA, NPS, US Census Bureau, USDA, State of Tennessee, Comptroller of the Treasury, Office of Local Government (OLG)

LEGAL DESCRIPTION

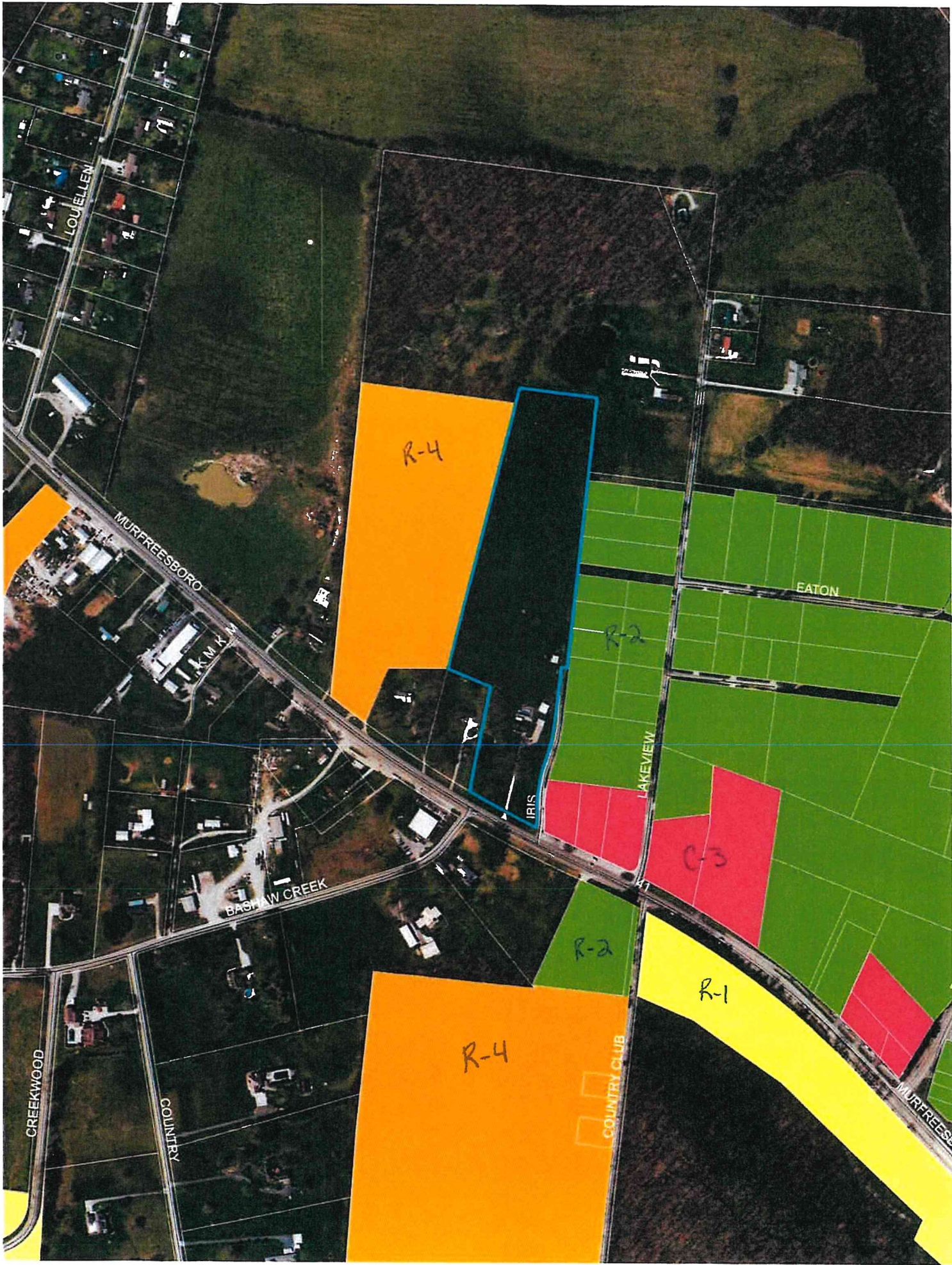
OWNERS: PAMELA RIDDLE AS RECORDED IN DEED BOOK 244, PAGE 728; ROCCT.

LYING IN THE FIRST CIVIL DISTRICT

COFFEE COUNTY, TENNESSEE

BEING A PORTION OF MAP 068, PARCEL 051.00

BEGINNING AT A WOODEN CORNER POST BEING ALLEN HOWARD'S NORTHEAST CORNER (DB 423, P. 514; ROCCT); THENCE LEAVING HOWARD AND ALONG AN EXISTING FENCE IN MASON'S BOUNDARY NORTH 16 DEGREES 17 MINUTES 02 SECONDS WEST 47.75 FEET TO A WOODEN POST; THENCE NORTH 19 DEGREES 19 MINUTES 08 SECONDS EAST 14.64 FEET TO A WOODEN CORNER POST; THENCE SOUTH 82 DEGREES 36 MINUTES 06 SECONDS EAST 314.87 FEET TO A WOODEN CORNER POST; THENCE SOUTH 06 DEGREES 58 MINUTES 04 SECONDS WEST 792.71 FEET TO A NEW IRON PIN SET; THENCE WITH A NEW DIVISION LINE OF RIDDLE NORTH 81 DEGREES 21 MINUTES 39 SECONDS WEST 398.47 FEET TO A NEW IRON PIN SET; THENCE NORTH 14 DEGREES 03 MINUTES 57 SECONDS EAST 500.72 FEET TO A POINT; THENCE SOUTH 74 DEGREES 20 MINUTES 38 SECONDS EAST 16.64 FEET TO A WOODEN POST; THENCE SOUTH 76 DEGREES 33 MINUTES 03 SECONDS EAST 20.64 FEET TO A WOODEN CORNER POST; THENCE NORTH 07 DEGREES 03 MINUTES 00 SECONDS EAST 233.24 FEET TO THE POINT OF BEGINNING, AND CONTAINING **6.22 ACRES**, ACCORDING TO A SURVEY PREPARED BY CHRIS BATEMAN, R.L.S. # 1851, 521 WOOSLEY ROAD, TULLAHOMA, TN 37388, ON FEBRUARY 7, 2023.



LOUELLEN

MURFREESBORO

K.M.K.

R-4

EATON

R-2

IRIS

LAKEVIEW

C-3

BASHAW CREEK

R-2

R-1

CREEKWOOD

COUNTRY

R-4

COUNTRY CLUB

MURFREESBORO



CITY OF MANCHESTER
HEALTH AND CODES DEPARTMENT
200 W. Fort Street
Manchester, Tennessee 37355
931-723-1464



March 27, 2023

Re: Plan of service for the proposed annexation of a portion of property owned by Pamela Riddle located at 2324 Murfreesboro Hwy. The portion requested for annexation is approximately 6.22 acres of the parcel.

Planning, Zoning and Inspection Services:

The Planning and Zoning jurisdiction of the city will extend to the annexed area on the effective date of annexation. City Planning will thereafter encompass the annexed area.

Any inspection services now provided by the City (Building, mechanical, plumbing, gas, housing, etc.) will begin in the annexed area on the effective date of annexation.

Sincerely,

A handwritten signature in blue ink that reads "Brittany Fiske".

Brittany Fiske
Community Development and Zoning Director

RESOLUTION NO. _____

A RESOLUTION TO APPROVE A CONTRACT, WITH AN ALTERNATIVE, IN THE AMOUNT OF TWO MILLION, THREE HUNDRED NINETY FOUR THOUSAND, FIVE HUNDRED SIXTY FIVE DOLLARS (\$2,394,565.00) WITH NORRIS BROTHERS EXCAVATING, LLC FOR HWY 55 WATER MAIN RELOCATION, PROJECT #102-171

WHEREAS the City of Manchester solicited bids for the provision of certain specified water main improvements to Hwy 55 Water Main Relocation, Project #102-171; and

WHEREAS the bids were reviewed by the Bid Committee and after said review, they recommended acceptance of the base bid, including Alternative #1, of Norris Brothers Excavating, LLC, for a water main relocation on Hwy 55; and

WHEREAS Manchester Municipal Code Section 5-703(4) of the City of Manchester requires any obligation of the City on any contract in excess of \$35,000 be approved by resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that the City of Manchester enter into a contract with Norris Brothers Excavating, LLC for water main relocation on Hwy 55, Project # 102-171; for the base bid, including Alternative # 1, of Two Million, Three Hundred Ninety Four Thousand, Five Hundred Sixty Five Dollars (\$2,394,565.00).

Resolved this _____ day of June 2023.

Marilyn Howard, Mayor

Lisa Myers, Finance Director

ORDINANCE NO. _____
 AN ORDINANCE AMENDING THE BUDGET ORDINANCE
 FOR FISCAL YEAR 2022-23, ORDINANCE NO. 1654

Be it ordained by the Board of Mayor and Aldermen of the City of Manchester, Tennessee, that the Budget Ordinance for Fiscal Year 2022-2023, Ordinance No. 1654, be amended as follows:

SECTION 1. The available funds for said budget are changed as follows:

	Original	New
<u>General Fund</u>		
Local Taxes	12,331,000	12,881,000
Licenses and Permits	195,000	345,000
Intergovernmental	2,497,928	2,693,027
 <u>Recreation</u>		
Intergovernmental	750,000	16,500
Charges for Current Services	932,600	1,024,300
Other Sources	1,400,000	2,036,450
 <u>General Purpose School Fund</u>		
Other Local Revenues	29,500	64,857
State Education Funds	8,916,940	10,395,902
Other Sources	2,542,491	4,430,294
 <u>Central Cafeteria Fund</u>		
Other Local Revenues	1,305	8,305
Federal Government	1,126,897	1,234,431
Other Sources	0	100,000

SECTION 2. The appropriation(s) for the department(s) in the fund(s) is (are) changed as follows:

Appropriation	Original	New
<u>General Fund</u>		
Police	3,139,593	3,195,579
Fire	2,463,966	2,507,925
Other Uses	5,539,917	6,176,367
 <u>Recreation</u>		
Center	1,427,672	3,072,231
Park	1,976,990	524,733

<u>Capital Equipment Fund</u>		
Expenditures	483,900	595,571
<u>Water and Sewer</u>		
Purification	1,930,000	2,250,000
Shop and Maintenance	2,288,954	2,700,888
Customer Accounts & Collections	372,309	455,710
Sewer Treatment and Disposal	1,976,990	2,004,916
<u>General Purpose School Fund</u>		
<u>Instruction</u>		
Regular Instruction Program	8,128,010	8,837,062
Alternative Instruction Program	27,950	40,650
Special Education Program	1,623,717	1,640,717
<u>Support Services</u>		
Attendance	134,618	161,307
Health Services	266,107	277,207
Other Student Support	468,608	474,618
Regular Instruction Support	371,012	438,184
Special Education Support	291,167	295,167
Technology	634,732	641,732
Board of Education	314,886	320,886
Office of the Superintendent	277,056	299,356
Office of the Principal	783,138	845,703
Fiscal Services	369,467	382,487
Operation of Plant	1,039,400	1,039,730
Maintenance of Plant	527,456	533,416
Transportation	49,353	66,763
Community Services	80,580	1,175,274
Regular Capital Outlay	0	1,300,800
Regular Indirect Cost	0	18,320
<u>Central Cafeteria Fund</u>		
Expenditures	1,346,299	1,560,833

SECTION 3. Unless indicated in Section 1 above, to the extent required by the new appropriation, funds shall be drawn from the Fund Balance(s) of the Fund(s) as of June 30, 2023.

SECTION 4. A detailed, line-item financial plan shall be prepared in support of this amendment. The financial plan shall be used as guidance and generally followed in the implementation of this amendment.

SECTION 5. This Ordinance shall take effect from and after its publication, passage and public hearing.

Passed 1st Reading 5-2-23.
Passed 2nd Reading.

Marilyn Howard, Mayor

Attest:

Lisa Myers, Finance Director

ORDINANCE NO. _____
AN ORDINANCE AMENDING THE BUDGET ORDINANCE
FOR FISCAL YEAR 2022-23, ORDINANCE NO. 1654

Be it ordained by the Board of Mayor and Aldermen of the City of Manchester, Tennessee, that the Budget Ordinance for Fiscal Year 2022-2023, Ordinance No. 1654, be amended as follows:

SECTION 1. The available funds for said budget are changed as follows:

	Original	New
<u>Capital Equipment Fund</u>		
Revenue	483,900	603,886

SECTION 2. The appropriation(s) for the department(s) in the fund(s) is (are) changed as follows:

Appropriation	Original	New
<u>General Fund</u>		
Other Uses	6,176,367	6,296,353
<u>Capital Equipment Fund</u>		
Expenditures	595,571	715,557

SECTION 3. Unless indicated in Section 1 above, to the extent required by the new appropriation, funds shall be drawn from the Fund Balance(s) of the Fund(s) as of June 30, 2023.

SECTION 4. A detailed, line-item financial plan shall be prepared in support of this amendment. The financial plan shall be used as guidance and generally followed in the implementation of this amendment.

SECTION 5. This Ordinance shall take effect from and after its publication, passage and public hearing.

Passed 1st Reading 5-10-23.
Passed 2nd Reading.

Marilyn Howard, Mayor

Attest:

Lisa Myers, Finance Director

Amended Budget
Ordinance # 4

ORDINANCE NO. _____
AN ORDINANCE AMENDING THE BUDGET ORDINANCE
FOR FISCAL YEAR 2022-23, ORDINANCE NO. 1654

Be it ordained by the Board of Mayor and Aldermen of the City of Manchester, Tennessee, that the Budget Ordinance for Fiscal Year 2022-2023, Ordinance No. 1654, be amended as follows:

SECTION 2. The appropriation(s) for the department(s) in the fund(s) is (are) changed as follows:

Appropriation	Original	New
<u>Recreation</u>		
Center	3,072,231	3,112,179
Park	524,733	479,558

SECTION 3. Unless indicated in Section 1 above, to the extent required by the new appropriation, funds shall be drawn from the Fund Balance(s) of the Fund(s) as of June 30, 2023.

SECTION 4. A detailed, line-item financial plan shall be prepared in support of this amendment. The financial plan shall be used as guidance and generally followed in the implementation of this amendment.

SECTION 5. This Ordinance shall take effect from and after its publication, passage and public hearing.

Passed 1st Reading 5-18-23.

Passed 2nd Reading.

Marilyn Howard, Mayor

Attest:

Lisa Myers, Finance Director

ORDINANCE NO: ___
AN ORDINANCE OF THE CITY OF MANCHESTER, TENNESSEE,
ADOPTING A BUDGET FOR THE FISCAL YEAR JULY 1, 2023 THROUGH
JUNE 30, 2024.

- WHEREAS, Tennessee Code Annotated Title 9 Chapter 1 Section 116 requires that all funds of the State of Tennessee and all its political subdivisions shall first be appropriated before being expended and that only funds that are available shall be appropriated; and
- WHEREAS, the Municipal Budget Law of 1982 requires that the governing body of each municipality adopt and operate under an annual budget ordinance presenting a financial plan with at least the information required by that state statute, that no municipality may expend any moneys regardless of the source except in accordance with a budget ordinance and that the governing body shall not make any appropriation in excess of estimated available funds; and
- WHEREAS, the governing body has published the annual operating budget and budgetary comparisons of the proposed budget with the prior year (actual) and the current year (estimated) in a newspaper of general circulation not less than ten (10) days prior to the meeting where the governing body will consider final passage of the budget.

NOW THEREFORE BE IT ORDAINED BY THE CITY OF MANCHESTER, TENNESSEE AS FOLLOWS:

SECTION 1: That the governing body estimates anticipated revenues of the municipality from all sources to be as follows:

GENERAL FUND	FY2022 Actual	FY2023 Estimated	FY2024 Proposed
Local Taxes	\$ 13,051,995	\$ 13,184,551	\$ 13,257,600
License and Fees	216,645	349,854	245,000
Intergovernmental	2,567,225	2,726,372	3,006,230
Charges for Services	67,455	49,689	36,000
Fines and Forfeitures	154,523	150,585	151,600
Miscellaneous Revenues	184,797	255,552	249,632
Nonspendable Fund Balance	98,484	98,484	98,484
Assigned Fund Balance	-	-	-
Unassigned Fund Balance	10,801,394	10,848,579	9,849,259
Total Available Funds	\$ 27,142,518	\$ 27,663,665	\$ 26,893,805
SANITATION			
Charges for Current Services	\$ 1,321,717	\$ 1,309,907	\$ 1,304,000
Transfer from Other Funds	50,000	100,000	-
Unassigned Fund Balance	702,943	714,201	371,170
Total Available Funds	\$ 2,074,660	\$ 2,124,108	\$ 1,675,170
RECREATION FUND			
Local Taxes	\$ 269,610	\$ 254,702	\$ 262,000
Intergovernmental	201,107	16,500	750,000
Charges for Current Services	1,000,578	994,602	983,300
Other Revenues	657,195	57,394	10,000
Transfer from Other Funds	831,000	2,036,450	1,000,000
Unassigned Fund Balance	1,199,766	917,030	10,538
Total Available Funds	\$ 4,159,256	\$ 4,276,678	\$ 3,015,838

DRUG CONTROL FUND

Fines and Forfeitures	\$	21,725	\$	21,591	\$	21,000
Other Revenues		142,366		5,186		105,000
Unassigned Fund Balance		433,233		335,400		254,805
Total Available Funds	\$	597,323	\$	362,177	\$	380,805

TOURISM FUND

Local Taxes	\$	134,805	\$	127,350	\$	131,000
Grant Revenue		3,400		-		-
Unassigned Fund Balance		367,782		416,718		437,718
Total Available Funds	\$	505,988	\$	544,068	\$	568,718

CAPITAL EQUIPMENT FUND

Total Revenues	\$	8,050	\$	-	\$	-
Transfer from Other Funds		871,215		603,886		2,447,000
Unassigned Fund Balance		315,172		292,199		1,292,199
Total Available Funds	\$	1,194,437	\$	896,085	\$	3,739,199

GENERAL DEBT SERVICE FUND

Other Revenues	\$	17,367	\$	73,570	\$	43,500
Transfer from Other Funds		1,733,543		1,757,550		240,052
Unassigned Fund Balance		2,889,756		3,057,235		1,697,385
Total Available Funds	\$	4,640,666	\$	4,888,355	\$	1,980,937

GENERAL PURPOSE SCHOOL FUND

Local Taxes	\$	5,628,178	\$	4,216,710	\$	4,216,710
Licenses and Permits		721		650		650
Charges for Current Services		42,107		38,857		51,229
Other Local Revenues		70,186		29,500		29,500
State Education Funds		9,681,421		10,395,902		10,388,691
Other State Revenues		34,083		1,000		1,000
Federal Funds Received Thru State		29,348		-		-
Transfer from Other Funds		1,728,437		1,858,467		1,858,467
Unassigned Fund Balance		7,186,695		4,854,730		4,093,250
Total Available Funds	\$	24,401,176	\$	21,395,816	\$	20,639,497

CAFETERIA FOOD SERVICE FUND

Charges for Current Services	\$	28,311	\$	208,281	\$	208,280
Other Local Revenues		(8,808)		8,305		1,300
State Education Funds		-		9,816		9,815
Federal Funds Received Thru State		1,483,240		1,234,431		1,153,640
Other Sources		-		-		-
Unassigned Fund Balance		969,151		869,151		869,151
Total Available Funds	\$	2,471,894	\$	2,329,984	\$	2,242,186

SECTION 2. That the governing body appropriates from these anticipated revenues and unexpended and unencumbered funds as follows:

GENERAL FUND

General Government	\$	9,148,060	\$	8,816,557	\$	8,503,817
Public Safety		5,164,276		5,586,650		6,044,574
Public Works		2,057,174		2,266,210		3,396,991
Total Appropriations	\$	16,369,510	\$	16,669,417	\$	17,945,382

SANITATION FUND

Sanitation Fund	\$	1,324,889	\$	1,398,648	\$	1,647,031
Total Appropriations	\$	1,324,889	\$	1,398,648	\$	1,647,031

PARKS AND RECREATION FUND

Administration	\$	236,530	\$	245,627	\$	274,461
Center		1,467,847		2,981,947		1,674,200
Park Area		470,062		414,810		1,963,131
Total Appropriations	\$	2,174,439	\$	3,642,383	\$	3,911,791

DRUG CONTROL FUND

Drug Fund	\$	219,288	\$	124,610	\$	206,595
Total Appropriations	\$	219,288	\$	124,610	\$	206,595

TOURISM FUND

Tourism Fund	\$	67,502	\$	78,415	\$	110,000
Total Appropriations	\$	67,502	\$	78,415	\$	110,000

CAPITAL EQUIPMENT FUND

Capital Equipment Program	\$	808,359	\$	626,859	\$	1,447,000
Total Appropriations	\$	808,359	\$	626,859	\$	1,447,000

GENERAL DEBT SERVICE FUND

General Debt Service Fund	\$	1,623,514	\$	1,663,640	\$	1,643,402
Total Appropriations	\$	1,623,514	\$	1,663,640	\$	1,643,402

GENERAL PURPOSE SCHOOL FUND

Instruction

Regular Instruction Program	\$	7,789,316	\$	8,837,062	\$	9,026,055
Alternative Instruction Program		36,342		40,650		43,224
Special Education Program		1,482,889		1,640,717		1,695,226
Student Body Education Program		-		2,000		2,000

Support Services

Attendance		218,052		161,307		148,016
Health Services		257,067		277,207		274,747
Other Student Support		161,323		474,618		507,396
Regular Instruction Program		323,997		438,184		427,153
Special Education Program		295,162		295,167		305,350
Technology		515,970		641,732		647,915
Board of Education		254,489		320,886		332,279
Office of Superintendent		272,865		299,356		307,881
Office of Principal		714,715		845,703		870,635
Fiscal Services		348,606		382,484		415,402
Operation of Plant		884,963		1,039,730		1,185,824
Maintenance of Plant		463,887		533,416		559,247
Transportation		38,577		66,763		71,112

Operation of Non-Instructional Services

Community Services	672,055	1,139,916	96,885
Early Childhood Education	291,005	306,491	300,980
Regular Capital Outlay	1,489,039	1,060,942	40,000
Debt Payments	50,400	50,400	50,400
Indirect Cost	17,567	18,320	-
Total Appropriations	\$ 16,578,286	\$ 18,873,051	\$ 17,307,727

CAFETERIA FOOD SERVICE FUND

Food Service	\$ 1,159,410	\$ 1,560,833	\$ 1,373,035
Total Appropriations	\$ 1,159,410	\$ 1,560,833	\$ 1,373,035

SECTION 3: At the end of the current fiscal year the governing body estimates balances/(deficits) as follows:

General Fund	\$ 10,848,579
Sanitation Fund	\$ 714,201
Recreation Fund	\$ 917,030
Drug Fund	\$ 335,400
Tourism Fund	\$ 416,718
Capital Equipment Replacement Fund	\$ 292,199
General Debt Service Fund	\$ 3,057,235
General Purpose School Fund	\$ 4,854,730
Central Cafeteria Fund	\$ 869,151

SECTION 4: That the governing body recognizes that the municipality has bonded and other indebtedness as follows:

Bonded or Other Indebtedness	Debt Redemption	Interest Requirements	Debt Authorized and Unissued	Condition of Sinking Fund
Bonds	920,000	480,850		
Notes	-	-		
Capital Leases	20,052			
Other Debt				

SECTION 5: During the coming fiscal year the governing body has planned capital projects and proposed funding as follows:

Proposed Capital Projects	Proposed Amount Financed by Appropriations	Proposed Amount Financed by Debt
---------------------------	--	----------------------------------

Sidewalk Project	\$ 661,219
Multi-Modal Sidewalk Grant	45,750
ARC Downtown Grant	100,000
TDEC/LPRF Ballfield Light Grant	749,345
Total Appropriations	\$ 1,556,314

SECTION 6: No appropriation listed above may be exceeded without an amendment of the budget ordinance as required by the Municipal Budget Law of 1982 T.C.A. Section 6-56-208. In addition, no appropriation may be made in excess of available funds except to provide for an actual emergency threatening the health, property or lives of the inhabitants of the municipality and declared by a two-thirds (2/3) vote of at least a quorum of the governing body in accord with Section 6-56-205 of the Tennessee Code Annotated.

SECTION 7: Money may be transferred from one appropriation to another in the same fund only by appropriate ordinance by the governing body, subject to such limitations and procedures as it may prescribe as allowed by Section 6-56-209 of the Tennessee Code Annotated. Any resulting transfers shall be reported to the governing body at its next regular meeting and entered into the minutes.

SECTION 8: A detailed financial plan will be attached to this budget and become part of this budget ordinance. In addition, the published operating budget and budgetary comparisons shown by fund with beginning and ending fund balances and the number of full time equivalent employees required by Section 6-56-206, Tennessee Code Annotated will be attached.

SECTION 9: If for any reason a budget ordinance is not adopted prior to the beginning of the next fiscal year, the appropriations in this budget ordinance shall become the appropriations for the next fiscal year until the adoption of the new budget ordinance in accordance with Section 6-56-210, Tennessee Code Annotated provided sufficient revenues are being collected to support the continuing appropriations. Approval of the Director of the Division of Local Finance in the Comptroller of the Treasury for a continuation budget will be requested if any indebtedness is outstanding.

SECTION 10: There is hereby levied a property tax of \$1.5221 per \$100 of assessed value on all real and personal property.

SECTION 11: All unencumbered balances of appropriations remaining at the end of the fiscal year shall lapse and revert to the respective fund balances.

SECTION 12: This ordinance shall take effect upon passage, the public welfare requiring it.

PASSED FIRST READING: 5/18/23

PASSED FINAL READING:

Signature on file

Marilyn Howard, Mayor

ATTEST:

Signature on file

Lisa Myers, Finance Director

ORDINANCE NO. _____

**AN ORDINANCE ADDING PROVISIONS TO MANCHESTER MUNICIPAL CODE
REGARDING POLICE VEHICLE "TAKE HOME" POLICY**

WHEREAS Manchester Municipal Code provides restrictions on city employees taking their vehicles home and outside the city limits; and

WHEREAS the Board of Mayor and Aldermen believes it in the best interest of the City of Manchester that certain regulation should be enacted to allow police officers a reasonable vehicle "take home" policy.

BE IT THEREFORE ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that there be an amendment to Title 4-601, after (6) to add the following:

"(7) Notwithstanding any other provision of this Title, a police officer may take his/her assigned vehicle (whether marked or unmarked) to his/her residence when on or off duty, as long as it is no farther than 15 miles from the closest city limits boundary by roadway.

BE IT FURTHER ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that this ordinance shall take effect on and after its publication and passage, the public welfare of the City of Manchester, Tennessee requiring it.

PASSED FIRST READING: _____ May 2 _____, 2023

PASSED SECOND AND FINAL READING: _____, 2023

Marilyn Howard, Mayor

ORDINANCE NO. _____

**AN ORDINANCE TO ADD A PROVISION TO TITLE 4 CHAPTER 2 OF
MANCHESTER MUNICIPAL CODE TO ADOPT AN INFORMATION SECURITY
POLICY**

WHEREAS the City of Manchester maintains well established personnel rules, policies, and regulations, which includes information and computer use policies in separate chapters as set forth in Title 4 of Manchester Municipal Code; and

WHEREAS the Information Systems Committee recommends and the Board of Mayor and Aldermen of the City of Manchester believes it to be in the best interest of the City to adopt an additional “stand-alone” information security policy as directed by Federal and State law.

BE IT THEREFORE ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that the Manchester Information Security Policy attached to this ordinance as Exhibit “A” shall become part of the Manchester Code by reference.

BE IT FURTHER ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that there be added to Title 4 Chapter 2 of Manchester Municipal Code the following provision:

“4-451. Information Security Policy. An information security policy is hereby adopted for the City of Manchester as contained in an Information Security Program Manuel in the office of the Records Custodian of the City of Manchester, Tennessee, which is hereby adopted and incorporated by reference as part of this code and hereafter referred to as the Manchester Information Security Policy. The provisions of this policy shall govern if another portion of this code is in contradiction of the terms herein.”

BE IT FURTHER ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that this ordinance shall take effect on and after its publication and passage, the public welfare of the City of Manchester, Tennessee requiring it.

PASSED FIRST READING: _____ May 2nd _____, 2023

PASSED SECOND AND FINAL READING: _____, 2023

Marilyn Howard, Mayor

Lisa Myers, Finance Director

ORDINANCE NO. _____

**AN ORDINANCE REZONING PROPERTY OWNED BY PAM RIDDLE AT 2324
MURFREESBORO HIGHWAY FROM RS-1 TO R-4**

WHEREAS, prior to 2012, cities were empowered to annex territory by ordinance; and

WHEREAS the City of Manchester has a currently enacted Zoning Ordinance and Zoning Map; and

WHEREAS, pursuant to Tennessee Law, since the zoning of real estate is accomplished by ordinance: it must be amended by ordinance rather than by resolution; and

WHEREAS the Manchester Planning Commission, at its meeting April 17, 2022, considered the rezoning request that the property owned by Pam Riddle, described below, be rezoned from RS-1 to R-4 Residential, and voted to send that request to the Board with a positive recommendation; and

BE IT THEREFORE ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that Title 14, Chapter 6, Section 6, Section 1 of the Manchester Municipal Code be, and it is hereby amended to apply the zoning classification of R-4 Residential to the following described property owned by Pam Riddle at 2324 Murfreesboro Highway:

BEGINNING at a wooden corner post being Allen Howard's Northeast corner (DB 423, P. 514; ROCCT); thence leaving Howard and along an existing fence in Mason's boundary North 16 degrees 17 minutes 02 seconds West 47.75 feet to a wooden post; thence North 19 degrees 19 minutes 08 seconds east 14.64 feet to a wooden corner post; thence South 82 degrees 36 minutes 06 seconds East 314.87 feet to a wooden corner post; thence South 06 degrees 58 minutes 04 seconds West 792.71 feet to a new iron pin set; thence with a new division line of Riddle North 81 degrees 21 minutes 39 seconds West 398.47 feet to a new iron pin set; thence North 14 degrees 03 minutes 57 seconds east 500.72 feet to a point; thence South 74 degrees 20 minutes 38 seconds East 16.64 feet to a wooden post; thence South 76 degrees 33 minutes 03 seconds East 20.64 feet to a wooden corner post; thence North 07 degrees 03 minutes 00 seconds East 233.24 feet to the POINT OF BEGINNING, and containing 6.22 acres, according to a survey prepared by Chris Bateman, R.L.S. # 1851, 521 Woosley Road, Tullahoma, TN 37388, on

February 7, 2023. Being a portion of the property on Map 068, Parcel 051.00 and recorded at Deed Book 244, Page 728; ROCCT.

BE IT FURTHER ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that Title 14, Chapter 6, Section 2 of the Manchester Municipal Code entitled Zoning Map be amended to show this property as R-4 Residential; and

BE IT FURTHER ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that this ordinance shall take effect on and after its publication and passage and public hearing, the public welfare of the City of Manchester, Tennessee requiring it and that all ordinances in conflict be repealed to the extent of this conflict.

This ordinance is presented and passed with the positive recommendation of the Manchester Planning Commission obtained at its meeting on April 17, 2023.

PASSED FIRST READING: _____, 2023

PASSED SECOND AND FINAL READING: _____, 2023

Marilyn Howard, Mayor

LEGAL DESCRIPTION

OWNERS: PAMELA RIDDLE AS RECORDED IN DEED BOOK 244, PAGE 728; ROCCT.

LYING IN THE FIRST CIVIL DISTRICT

COFFEE COUNTY, TENNESSEE

BEING A PORTION OF MAP 068, PARCEL 051.00

BEGINNING AT A WOODEN CORNER POST BEING ALLEN HOWARD'S NORTHEAST CORNER (DB 423, P. 514; ROCCT); THENCE LEAVING HOWARD AND ALONG AN EXISTING FENCE IN MASON'S BOUNDARY NORTH 16 DEGREES 17 MINUTES 02 SECONDS WEST 47.75 FEET TO A WOODEN POST; THENCE NORTH 19 DEGREES 19 MINUTES 08 SECONDS EAST 14.64 FEET TO A WOODEN CORNER POST; THENCE SOUTH 82 DEGREES 36 MINUTES 06 SECONDS EAST 314.87 FEET TO A WOODEN CORNER POST; THENCE SOUTH 06 DEGREES 58 MINUTES 04 SECONDS WEST 792.71 FEET TO A NEW IRON PIN SET; THENCE WITH A NEW DIVISION LINE OF RIDDLE NORTH 81 DEGREES 21 MINUTES 39 SECONDS WEST 398.47 FEET TO A NEW IRON PIN SET; THENCE NORTH 14 DEGREES 03 MINUTES 57 SECONDS EAST 500.72 FEET TO A POINT; THENCE SOUTH 74 DEGREES 20 MINUTES 38 SECONDS EAST 16.64 FEET TO A WOODEN POST; THENCE SOUTH 76 DEGREES 33 MINUTES 03 SECONDS EAST 20.64 FEET TO A WOODEN CORNER POST; THENCE NORTH 07 DEGREES 03 MINUTES 00 SECONDS EAST 233.24 FEET TO THE POINT OF BEGINNING, AND CONTAINING **6.22 ACRES**, ACCORDING TO A SURVEY PREPARED BY CHRIS BATEMAN, R.L.S. # 1851, 521 WOOSLEY ROAD, TULLAHOMA, TN 37388, ON FEBRUARY 7, 2023.

FEE: 200.00

MEETING DATE: 4/17/23
TIME OF MEETING: 5:30 P.M.
LOCATION: City Hall Meeting Room

DATE 2/27/23

CASE#:
 APPROVAL
 DISAPPROVAL
 NO ACTION TAKEN

MANCHESTER PLANNING COMMISSION

NAME OF PROPERTY OWNER: Pam Riddle

ADDRESS OF OWNER: _____

PHONE: _____ (Work) _____

I hereby request to the Manchester Planning Commission:

Rezoning RS-1460 to R-4

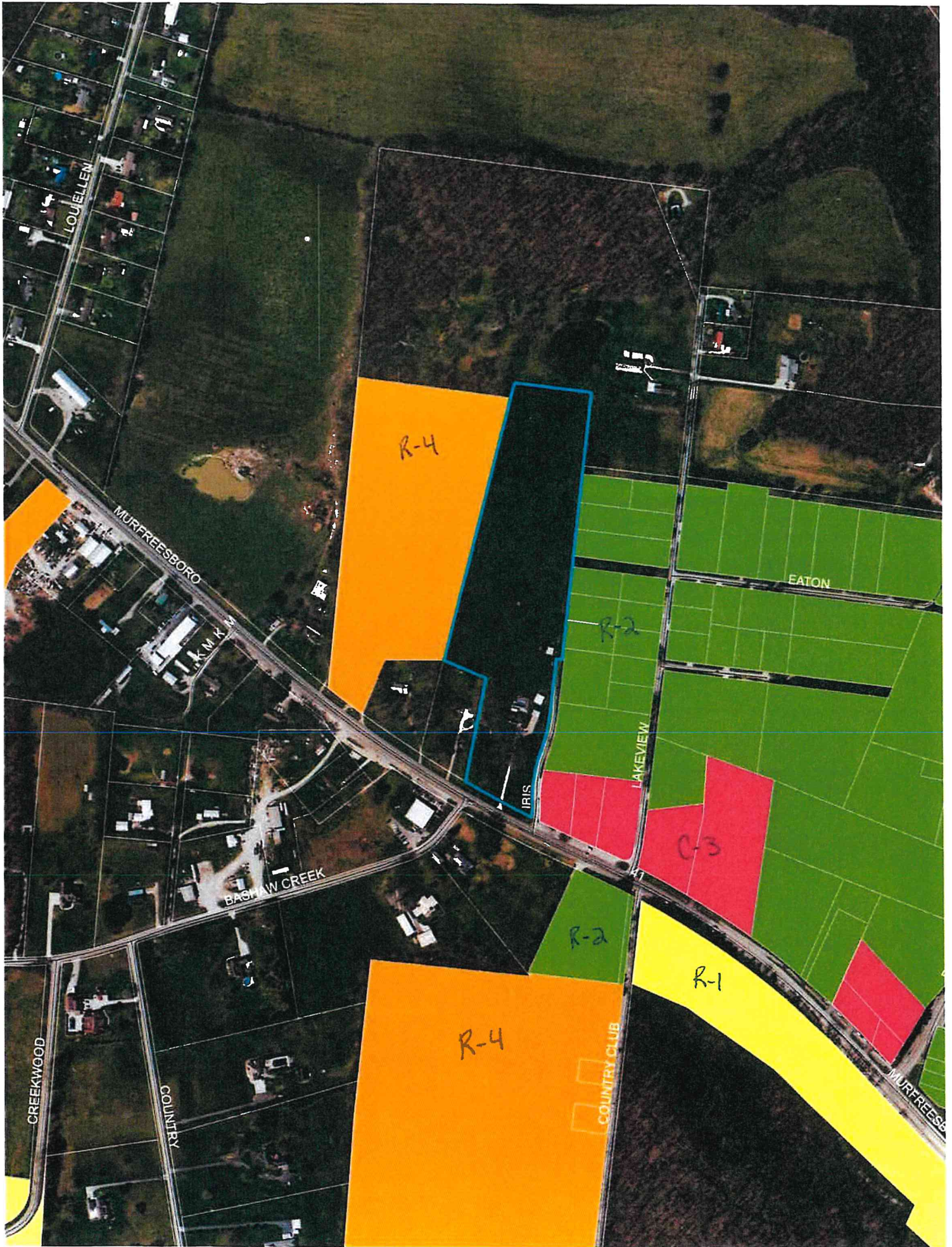
Intended use: _____

ADDRESS OF PROPERTY: Same as above

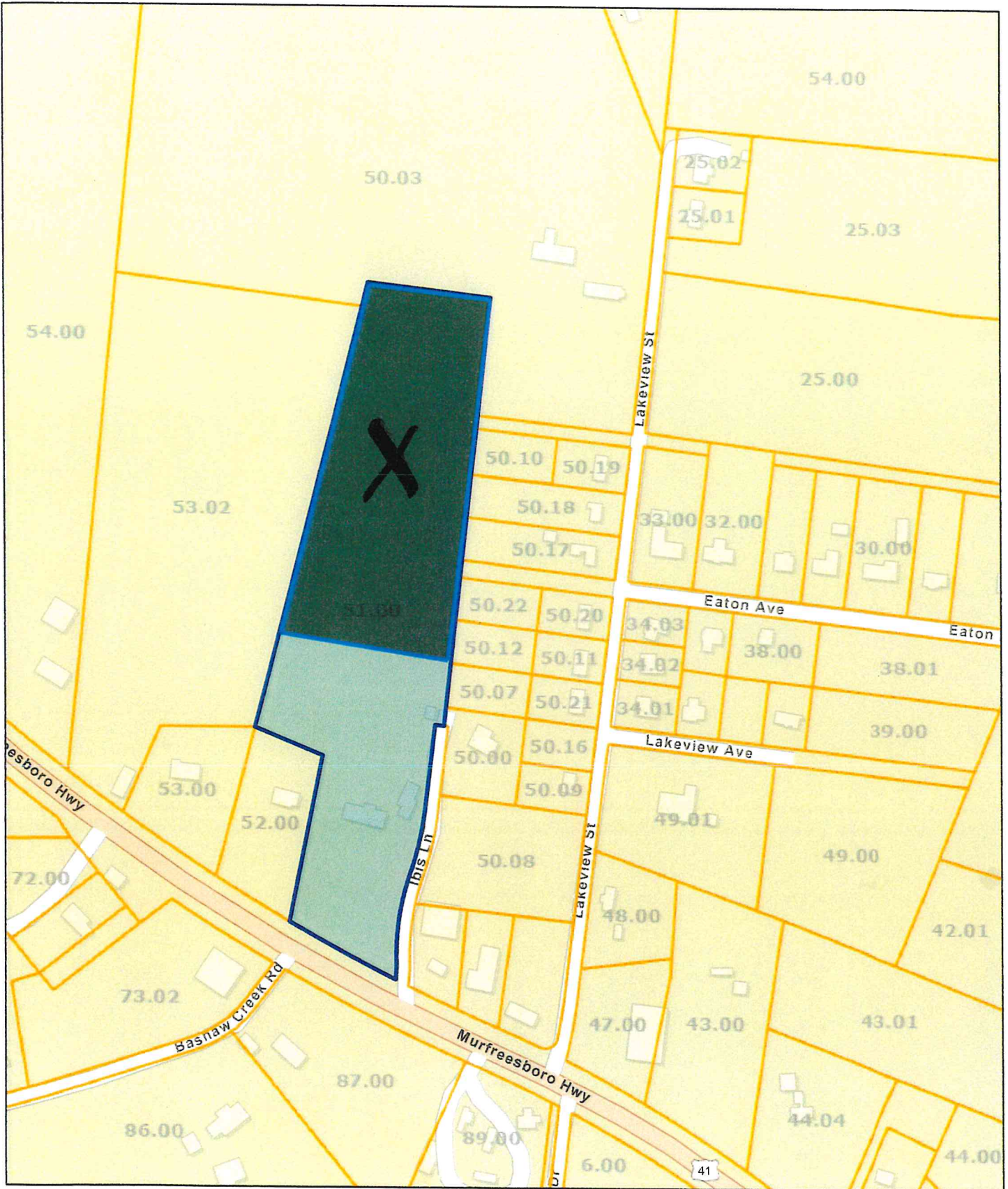
Property Tax Map No. 068 Group _____ Control Map _____ Parcel No. 051, 00

Is this property in a Flood Hazard Area per FIRM Map No. 47031C0-
Map Revised: August 4, 2008.

NOTE: positive recommendation

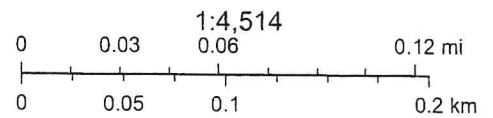


Coffee County - Parcel: 068 051.00



Date: April 21, 2023

County: Coffee
Owner: RIDDLE PAMELA
Address: MURFREESBORO HWY 2324
Parcel Number: 068 051.00
Deeded Acreage: 0
Calculated Acreage: 10.6



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Side	10 feet
Rear	15 feet

*The front yard setback will be required to meet the average setback of existing residential structures along the same street in the one hundred fifty feet (150') adjoining the lot. In no case shall this required front yard setback be more than thirty-five feet (35'). When abutting a collector or arterial roadway, as shown on the current Manchester Major Thoroughfare Plan, the front yard setback shall be a minimum of thirty-five feet (35').

(c) Maximum lot coverage. On any lot, the area occupied by all structures, including accessory structures, shall not exceed thirty-five (35) percent of the total area.

(d) Height requirements. No principal building shall exceed three (3) stories or thirty-five (35) feet in height, and no accessory structure shall exceed two (2) stories in height, except as provided in § 14-704.

(e) Parking space requirements. As regulated in § 14-501.

(f) Landscaping. The front yard, excluding necessary driveways, shall be landscaped.

(g) Accessory structures. (i) With the exception of signs and fences, accessory structures shall not be erected in any required front yard.

(ii) Accessory structures shall be located at least five (5) feet from any side lot line, from the rear lot line, and from any building on the same lot. (1972 Code, § 11-605.3, as amended by Ord. #817, May 1998, and renumbered by Ord. #1577, Aug. 2019 *Ch21_07-05-22*)

14-612. R-4, High-density residential district. (1) Purpose and intent of district. This class of district is designed to provide suitable areas for high-density residential development where sufficient urban services and facilities are available or where such facilities will be available prior to development. All types of residential activities are permitted, if they are in a planned unit development. It is the intent of this district to not restrict in number the dwelling units contained in a building provided there is sufficient area of zone lot and open space on such lot relative to the number of dwelling units thereon. This class of district is intended also to permit community facility and public utility installations which are necessary to serve and do serve specifically the residents of these districts, or which installations are benefitted by and compatible with a residential environment. Commercial activities may be permitted where included as a part of a planned development.

(2) Uses permitted. In the R-4, high-density residential district, the following uses are permitted.

Residential activities

(a) Permanent activities.

Dwelling, single detached

Dwelling, duplex

~~Dwelling, mobile home~~

Dwelling, multi-family (apartment, townhouse)

upto 90 families

(b) Semi-permanent residential.

Boarding house

Rooming house

(3) Accessory uses and structures. (a) Private garages and sheds.

(b) Outdoor recreational facilities exclusively for the use of the residents.

(c) Signs in compliance with the regulations set forth in § 14-516.

(d) Home occupations as defined by and subject to the provisions of § 14-509.

(e) Other accessory structures and uses customarily incidental to the permitted uses.

(4) Uses permitted as special exceptions. In the R-4, high-density residential district, the following uses may be permitted as special exceptions after review and approval by the board of zoning appeals in accordance with § 14-810.

Community facility activities

Administrative services

Community assembly

Community education

Cultural and recreational services

Health care facilities

Intermediate impact facilities

Personal and group care facilities

Religious facilities

Residential activities

Boarding house

Bed and breakfast inns

~~Mobile home park (Subject to the provisions of § 14-517)~~

(5) Uses prohibited. In the R-4, high-density residential district, any use not permitted by right, by accessory use, or as a special exception as defined above is strictly prohibited.

(6) Dimensional requirements. All uses permitted in the R-4, high-density residential district, shall comply with the following requirements.

- | | | |
|-----|---|----------------------|
| (a) | Minimum lot size | 5,000 square feet |
| | Area per family | 3,000 square feet |
| | Lot width at building setback | 75 feet |
| | | |
| (b) | <u>Minimum yard requirements.</u> | 20 |
| | Font yard setback for residential structures* | 25 feet |
| | Front yard setback for all other uses | 35 feet |
| | Side | 5 10 feet |
| | Rear | 15 feet |

*The front yard setback will be required to meet the average setback of existing residential structures along the same street in the one hundred fifty feet (150') adjoining the lot. In no case shall this required front yard setback be more than thirty-five feet (35'). When abutting a collector or arterial roadway, as shown on the current Manchester Major Thoroughfare Plan, the front yard setback shall be a minimum of thirty-five feet (35').

(c) Maximum lot coverage. On any lot, the area occupied by all structures, including accessory structures, shall not exceed fifty (50) percent of the total area.

(d) Height requirements. No principal building shall exceed three (3) stories or thirty-five (35) feet in height, and no accessory structure shall exceed two (2) stories in height, except as provided in § 14-704.

(e) Parking space requirements. As regulated in § 14-501.

(f) Landscaping. The front yard, excluding necessary driveways, shall be landscaped.

(g) Accessory structures. (i) With the exception of signs and fences, accessory structures shall not be erected in any required front yard.

(ii) Accessory structures shall be located at least five (5) feet from any side lot line, from the rear lot line, and from any building on the same lot. (1972 Code, § 11-605.4, as amended by Ord. #817, May 1998, and renumbered and amended by Ord. #1577, Aug. 2019 *Ch21_07-05-22*)

14-613. Commercial district regulations. The commercial districts established by this zoning ordinance are designed to promote and protect public health, safety, comfort, convenience, prosperity, and other aspects of the general welfare. These goals include, among others, the following specific purposes:



CITY OF MANCHESTER
HEALTH AND CODES DEPARTMENT
200 W. Fort Street
Manchester, Tennessee 37355
931-723-1464



March 27, 2023

Re: Plan of service for the proposed annexation of a portion of property owned by Pamela Riddle located at 2324 Murfreesboro Hwy. The portion requested for annexation is approximately 6.22 acres of the parcel.

Planning, Zoning and Inspection Services:

The Planning and Zoning jurisdiction of the city will extend to the annexed area on the effective date of annexation. City Planning will thereafter encompass the annexed area.

Any inspection services now provided by the City (Building, mechanical, plumbing, gas, housing, etc.) will begin in the annexed area on the effective date of annexation.

Sincerely,

A handwritten signature in blue ink that reads "Brittany Fiske".

Brittany Fiske
Community Development and Zoning Director

ORDINANCE NO. _____

AN ORDINANCE TO AMEND MANCHESTER MUNICIPAL CODE 18-205 RELATIVE TO WATER RATES

WHEREAS Manchester Municipal Code 18-205 currently sets rates for water and sewer services within the City limits; and

WHEREAS, at the recommendation of the Manchester Water and Sewer Commission, the Board of Mayor and Aldermen of the City of Manchester believes it to be in the best interest of the City to revise those rates.

BE IT THEREFORE ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that Manchester Municipal Code 18-205 be amended to delete the current rate schedules and to add the following:

18-205. Rates for water and sewerage service. Effective July 31, 2023, water and sewer rates within the corporate limits shall be:

	<u>Water</u>	<u>Sewer</u>
Up to and including 2,000 gallons	\$10.97 minimum	\$13.78 minimum
For the next 98,000 gallons	\$5.49/1,000 gal.	\$6.89/1,000 gal.
All over the next 100,000 gallons	\$4.36/1,000 gal.	\$5.49/1,000 gal.
Unmetered residential customers		\$32.81/minimum

BE IT FURTHER ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that the text after the rate schedules setting forth the multipliers and ready-to-serve charge remain as part of Code 18-205 and continue in full force and effect.

BE IT FURTHER ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that this ordinance shall take effect on and after its publication, passage and public hearing, the public welfare of the City of Manchester, Tennessee requiring it and that all ordinances in conflict be repealed to the extent of this conflict.

PASSED FIRST READING: _____, 2023

PASSED SECOND AND FINAL READING: _____, 2023

Marilyn Howard, Mayor

Lisa Myers, Finance Director

ORDINANCE NO. _____

**AN ORDINANCE REZONING PROPERTY OWNED BY 2415 CONSTRUCTION LLC
ON SHELTON ROAD, FROM R-1 TO R-3**

WHEREAS the City of Manchester has a currently enacted a Zoning Ordinance and a Zoning Map; and

WHEREAS, pursuant to Tennessee Law, since the zoning of real estate is accomplished by ordinance: it must be amended by ordinance rather than by resolution; and

WHEREAS the Manchester Planning Commission, at its meeting May 15, 2023, considered the rezoning request that the property owned by 2415 Construction LLC, described below, be rezoned from R-1 to R-3, and voted to send that request to the Board with a negative recommendation; and

BE IT THEREFORE ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that Title 14, Chapter 6, Section 6, Section 1 of the Manchester Municipal Code be, and it is hereby amended to apply the zoning classification of R-3 to the following described property owned by 2415 Construction LLC on Shelton Road:

TRACT NO. 1: BEGINNING at a point in Huckleberry Creek: thence north 48 deg. 18.5 min, west 224.65 feet to a point; thence north 01 deg. 07 min west 250.15 feet to a point; thence north 34 deg. 09 min. west 125.77 feet to a point; thence north 21 deg. 29 min east 130.53 feet to a point; thence north 45 deg. 10 min. east 208.7 feet to a point; thence north 79 deg. 53.5 min. east 212.84 feet to a point thence north 12 deg. 49 min. west 512.20 feet to a point; thence south 39 deg. 9.5 min. west 379.23 feet to the point of beginning, and containing 5.622 acres, more or less.

TRACT NO. 2: BEGINNING at an iron pin, corner of Tracts 1 and 2 herein; thence north 12 deg. 49 min. west 512.20 feet to a point; thence north 12 deg. 49 min. west 512.20 feet to a point; thence north 62 deg. 22.5 min. east 207.75 feet to a point thence south 63 deg. 11.54 min. east 227.01 feet to a point; thence north 15 deg. 53 min. west 455.38 feet to a point; thence north 71 deg. 10.5 min. west 250 feet to a point thence south 18 deg. 48 min. west 200.51 feet to a point; thence north 71 deg. 46 min. west 147.15 feet to the beginning. And containing 5.011 acres more or less.

However, there is included within the boundaries of Tract No. 2 above, but excluded from this conveyance, the following described parcel of land: Beginning at a stake in the north margin of Shelton Road at the southeast corner of Tract No. 2 above; thence in a westerly direction along the north margin of said road 25 feet to a stake; thence in a northerly direction 200.51 feet to a stake thence in an easterly direction 25 feet to a stake in the northwest corner of a lot owned by Tommy Shelton; thence in a southerly direction along the west line of Tommy Shelton's lot 200.51 feet to the place of beginning.

Being the same property conveyed to Larry W. Shelton and wife, Reeda Shelton, an undivided one-half interest and unto Charles M. Shelton, an undivided one half interest, their heirs and assigns, by Warranty Deed from Tommy H. Shelton, a widower, dated September 24, 1993, and recorded on September 27, 1993, of record in Book W235, Page 371, in the Register's Office of Coffee County, Tennessee.

BEING all of Tracts 3 and 4 of an unrecorded plat drawn by W. H. Aldred April 11, 1979, and being more particularly described as follows, to-wit:

BEGINNING at an iron pin in the west margin of Shelton Road (50 feet right-of-way), the same point being the southeast corner of the aforesaid Tract 3; thence from said point of beginning North 80 deg. 00 min. West 124.90 feet to a stake; thence south 10 deg. 34 min. West 10.02 feet to a stake; thence North 81 deg. 55. Min. West 150.03 feet to a stake; thence North 74 deg. 12 min. West 96.11 feet to an iron pin; thence North 71 deg. 10.5 min. West 150.12 feet to a stake; thence North 15 deg. 53 min. West 455.38 feet to a stake; thence North 53 deg. 15 min. East 192.33 feet to a stake; thence North 25 deg. 38 min. East 242.27 feet to a stake; thence North 25 deg. 58 min. East 83.37 feet to a stake; thence North 80 deg. 09 min. East 352.52 feet to a stake in the West margin of Shelton Road; thence along the west margin of Shelton Road 1014.34 feet to the point of beginning and containing 11.071 acres.

Being the same property conveyed to Larry W. Shelton and wife, Reeda Shelton, an undivided one half interest and unto Charles M. Shelton, an undivided one half interest, their heirs and assigns, by Warranty Deed from Katie Pearl Welch, Maggie Ruth Shelton, Tammy H. Shelton, Jesse P. Shelton, Rena Shores, Wayne Shelton, James Shelton, Kendall Shelton, Billy Shelton, Armond Novello, Jackie M. Novello and Dera O Novello, dated November 13, 1979 of record in Book W171, Page 684, in the Register's Office of Coffee County, Tennessee.

BE IT FURTHER ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that Title 14, Chapter 6, Section 2 of the Manchester Municipal Code entitled Zoning Map be amended to show this property as R-3; and

BE IT FURTHER ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that this ordinance shall take effect on and after its publication and passage and public hearing, the public welfare of the City of Manchester, Tennessee requiring it and that all ordinances in conflict be repealed to the extent of this conflict.

This ordinance is presented and passed with the positive recommendation of the Manchester Planning Commission obtained at its meeting on May 15, 2023.

PASSED FIRST READING: _____, 2023

PASSED SECOND AND FINAL READING: _____, 2023

Marilyn Howard, Mayor

FEE: 200.00

DATE: 4/13/23

MEETING DATE: 5/15/23

CASE#: 09-2023

TIME OF MEETING: 5:30 P.M.

APPROVAL Positive to Bormz R-1 to R2
 DISAPPROVAL
 NO ACTION TAKEN

LOCATION: City Hall Meeting Room

MANCHESTER PLANNING COMMISSION

NAME OF PROPERTY OWNER: 2415 Construction Inc

ADDRESS OF OWNER: 114 W Fort St Manchester TN 37355

PHONE: (Home) _____ (Work) _____

I hereby request to the Manchester Planning Commission:

Ø Rezoning R1 to R3 Negative
Intended use: R1 to R2 Positive

ADDRESS OF PROPERTY: 0 Shelton Rd Manchester TN 37355

Property Tax Map No. 076 Group _____ Control Map _____ Parcel No. 132.04

Is this property in a Flood Hazard Area per FIRM Map No. 47031C0- _____
Map Revised: August 4, 2008.

NOTE: _____

I do hereby certify that the information given above is accurate/correct to the best of my knowledge.



Signature of Owner / Authorized Agent

Ø Rezoning instruction sheet received _____

Ø Site Plan checklist received _____



**CITY OF MANCHESTER, TENNESSEE
BUILDING PERMIT
VAR,SPEC EXC,REZONING, ORD AMD**

PERMIT #: 116706

DATE ISSUED: 4/20/2023

DESCRIPTION:	VAR,SPEC EXC,REZONING, ORD AMD	DEBRIS
LOCATION:	SHELTON RD	AFFADAVIT W/C TILE PERMIT
SUBDIVISION: LOT#		
OWNER NAME:	2415 CONSTRUCTION INC.	CONTRACTOR:
ADDRESS	114 W. FORT ST	2415 CONSTRUCTION INC.
CITY	MANCHESTER	ADDRESS:
STATE	TN	114 W. FORT ST
ZIP:	37355	CITY:
PHONE:		MANCHESTER
		ST:
		TN
		ZIP:
		37355
		PHONE:

LICENSE:

ELEC CONTRACTOR VALUATION:	\$ 0.00	PLB CONTRACTR SITE PLN ON FILE
NO OF ELEVATORS:		HEIGHT:
NO OF FLOORS:		BLDG LxW
NO OF FAMILIES:		NUMBER ROOMS
USE ZONE:R-1 TO R-3		NUM KITCHENS:
ROOF:		FOUNDATION:
EXTERIOR WALLS:		INTERIOR WALLS:
SPRINKLERS:		NUMBER BATHS:
STANDPIPES:		HEAT SOURCE:
FIREPLACES:		

FRONT SETBACK:	REAR SETBACK:
LEFT SETBACK:	RIGHT SETBACK:

TOTAL BLDG FEES \$ 200.00

Remarks _____

If not approved, give reason: _____

Board of Zoning Appeals in case number _____ adopted _____

Application approved by _____

NOTICE

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 6 MONTHS AT ANY TIME AFTER WORK IS STARTED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS DOCUMENT AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISION OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

[Signature] _____ 4-20-23
(SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT) DATE

[Signature] _____
(ZONING/BLDG CODE EXAMINER) DATE (BLDG INSPECTOR) DATE





ORDINANCE NO. _____

**AN ORDINANCE REZONING PROPERTY OWNED BY 2415 CONSTRUCTION
LLC ON SHELTON ROAD, FROM R-1 TO R-2**

WHEREAS the City of Manchester has a currently enacted a Zoning Ordinance and a Zoning Map; and

WHEREAS, pursuant to Tennessee Law, since the zoning of real estate is accomplished by ordinance: it must be amended by ordinance rather than by resolution; and

WHEREAS the Manchester Planning Commission, at its meeting May 15, 2023, considered the amended rezoning request that the property owned by 2415 Construction LLC, described below, be rezoned from R-1 to R-2, and voted to send that request to the Board with a positive recommendation; and

BE IT THEREFORE ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that Title 14, Chapter 6, Section 6, Section 1 of the Manchester Municipal Code be, and it is hereby amended to apply the zoning classification of R-2 to the following described property owned by 2415 Construction LLC on Shelton Road:

TRACT NO. 1: BEGINNING at a point in Huckleberry Creek: thence north 48 deg. 18.5 min, west 224.65 feet to a point; thence north 01 deg. 07 min west 250.15 feet to a point; thence north 34 deg. 09 min. west 125.77 feet to a point; thence north 21 deg. 29 min east 130.53 feet to a point; thence north 45 deg. 10 min. east 208.7 feet to a point; thence north 79 deg. 53.5 min. east 212.84 feet to a point thence north 12 deg. 49 min. west 512.20 feet to a point; thence south 39 deg. 9.5 min. west 379.23 feet to the point of beginning, and containing 5.622 acres, more or less.

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BE IT FURTHER ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that Title 14, Chapter 6,

Section 2 of the Manchester Municipal Code entitled Zoning Map be amended to show this property as R-2; and

BE IT FURTHER ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that this ordinance shall take effect on and after its publication and passage and public hearing, the public welfare of the City of Manchester, Tennessee requiring it and that all ordinances in conflict be repealed to the extent of this conflict.

This ordinance is presented and passed with the positive recommendation of the Manchester Planning Commission obtained at its meeting on May 15, 2023.

PASSED FIRST READING: _____, 2023

PASSED SECOND AND FINAL READING: _____, 2023

Marilyn Howard, Mayor

FEE: 200.00

DATE: 4/13/23

MEETING DATE: 5/15/23

CASE#: 09-2023

TIME OF MEETING: 5:30 P.M.
LOCATION: City Hall Meeting Room

APPROVAL Positive to Bormz R1 to R2
 DISAPPROVAL
 NO ACTION TAKEN

MANCHESTER PLANNING COMMISSION

NAME OF PROPERTY OWNER: 2415 Construction Inc

ADDRESS OF OWNER: 114 W Fort St Manchester TN 37355

PHONE: (Home) _____ (Work) _____

I hereby request to the Manchester Planning Commission:

Ø Rezoning R1 to R3 Negative

Intended use: R1 to R2 Positive

ADDRESS OF PROPERTY: 0 Shelton Rd Manchester TN 37355

Property Tax Map No. 076 Group _____ Control Map _____ Parcel No. 132.04

Is this property in a Flood Hazard Area per FIRM Map No. 47031C0- _____
Map Revised: August 4, 2008.

NOTE: _____

I do hereby certify that the information given above is accurate/correct to the best of my knowledge.



Signature of Owner / Authorized Agent

Ø Rezoning instruction sheet received _____

Ø Site Plan checklist received _____



CITY OF MANCHESTER, TENNESSEE
BUILDING PERMIT
VAR,SPEC EXC,REZONING, ORD AMD

PERMIT #: 116706

DATE ISSUED: 4/20/2023

DESCRIPTION:	VAR,SPEC EXC,REZONING, ORD AMD	DEBRIS
LOCATION: SUBDIVISION: LOT#	SHELTON RD	AFFADAVIT W/C TILE PERMIT
OWNER NAME: ADDRESS CITY STATE ZIP: PHONE:	2415 CONSTRUCTION INC. 114 W. FORT ST MANCHESTER TN 37355	CONTRACTOR: ADDRESS: CITY: ST: ZIP: PHONE:
		2415 CONSTRUCTION INC. 114 W. FORT ST MANCHESTER TN 37355

ELEC CONTRACTOR
 VALUATION: \$ 0.00
 NO OF ELEVATORS:
 NO OF FLOORS:
 NO OF FAMILIES:
 USE ZONE:R-1 TO R-3
 ROOF:
 EXTERIOR WALLS:
 SPRINKLERS:
 STANDPIPES:
 FIREPLACES:

LICENSE:

 PLB CONTRACTR
 SITE PLN ON FILE
 HEIGHT:
 BLDG LxW
 NUMBER ROOMS
 NUM KITCHENS:
 FOUNDATION:
 INTERIOR WALLS:
 NUMBER BATHS:
 HEAT SOURCE:

FRONT SETBACK:
 LEFT SETBACK:

REAR SETBACK:
 RIGHT SETBACK:

TOTAL BLDG FEES \$ 200.00

Remarks _____

If not approved, give reason: _____

Board of Zoning Appeals in case number _____ adopted _____

Application approved by _____

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[Signature] _____ *4-20-23*
 (SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT) DATE

[Signature] _____
 (ZONING/BLDG CODE EXAMINER) DATE (BLDG INSPECTOR) DATE





R-2

R-1

R-1

R-3

R-2

BOB WHITE

GRACE

SYCAMORE

ADAMS

WINDY

JAYCEE
ST. LOUIS

DUCK RIVER



DUCK RIVER UTILITY COMMISSION

Post Office Box 1237 270 Water Lane Tullahoma, Tennessee 37388
Telephone: (931) 455-6458 Fax: (931) 455-6488 www.druc.org

May 15, 2023

The Honorable Marilyn Howard, Mayor
City of Manchester
200 W. Fort Street
Manchester, TN 37355

RE: Appointment of a DRUC member

Dear Mayor Howard:

Please note that the three-year term of Mr. Nelson Watson as a member of the Commission expires June 30, 2023. Mr. Watson represents the City of Manchester on the DRUC board per the City of Manchester's selection criteria.

Mr. Watson has been a productive and valuable member of the Commission and an asset to the DRUC during his tenure. He is eligible for reappointment under policies established by the DRUC and the City of Manchester. He has also met the utility board member educational requirements as established by the State of Tennessee.

Please initiate action regarding this matter as soon as possible so that the DRUC will be able to continue to conduct business with a full complement of board members.

Thank you for your assistance in this matter. If you require additional information, please contact me at your convenience. Also, thank you for your steadfast support of our mission to serve the people of Manchester with high quality and plentiful drinking water at an affordable cost.

Sincerely,

Randal J. Braker, P.E.
General Manager

RJB/hdh

cc: Director, MWSD
Mr. Nelson Watson