

**CITY OF MANCHESTER
BOARD OF MAYOR AND ALDERMEN
SPECIAL CALL AGENDA
October 24th, 2024 @ 5:30 P.M.
City Hall Board Room**

Pursuant to a call by Mayor Hobbs there will be a Special Called Board of Mayor and Alderman Board Meeting on Thursday, October 24th, 2024, at 5:30 p.m. for the following:

1. INVOCATION:

2. PLEDGE TO THE FLAG

3. ROLL CALL

4. MINUTES

- August 6th, 2024 Meeting Minutes and BOMA Beer Board Minutes; August 19th, 2024 BOMA Special Call Meeting Minutes; August 27th, 2024 Special Call Meeting Minutes; September 3rd, 2024 BOMA Meeting Minutes; September 10th, 2024 Special Call Meeting Minutes; October 1st, 2024 BOMA Meeting Minutes

5. CORRESPONDENCE

6. COMMENTS FROM CITIZENS

7. ANNOUNCEMENTS FROM MAYOR

- Mayor Hobbs appointment to vacant Alderman seat
- Oath of Office of newly appointed Alderman (2-year term)
- New Promotions

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 Matlock Clements, P.C. as the City'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 Parsley.
- b) A resolution authorizing a contract to purchase four (4) Dodge Durangos at a cost of Forty-Thousand Eight Hundred Fourteen and 00/100 Dollars (40,814.00) each, to be paid from the "General Fund" for use by the Police Department; sponsored by Ryan French.
- c) A resolution to approve Wold Architects and Engineers, to perform consulting services at a cost not to exceed Eighty-Five Thousand and 00/100 (\$85,000.00) Dollars. Sponsored by Vice Mayor Messick.
- d) A resolution authorizing a contract to purchase a Ford transit 350 passenger van at a total cost of Fifty-Three Thousand Seven Hundred Twenty-Three and 00/100 Dollars (\$53,723.00), for use by the Parks and Recreation Department: sponsored by Alderman Anderson.
- e) A resolution approving a Special Refuse Removal and Recycle Service Fee increase pursuant to MMC 17-112; sponsored by Vice Mayor Messick.

- f) A resolution authorizing the purchase of MSA G-1 Breathing Apparatuses at the total price of Two Hundred Thousand Dollars and 00/100 Dollars (\$200,000.00) for use of the Fire Department of the City of Manchester; sponsored by Alderman French.
- g) A resolution adopting a plan of services preliminary to annexation of One and Ninety-Seven/Hundredths (1.97) acres of property owned by Manchester Villas LLC, located on 3180 Murfreesboro Hwy; sponsored by Vice Mayor Messick.
- h) A resolution annexing One and 97/100 (1.97) acres of property owned by Manchester Villas, LLC, located at 3180 Murfreesboro Highway; sponsored by Vice Mayor Messick.
- i) A resolution adopting a Plan of Services preliminary to annexation of Ninety-Nine (99) acres of property owned by Robert and Shonta Gilley, located on Murfreesboro Hwy.; sponsored by Vice Mayor Messick.
- j) A resolution annexing Ninety-Nine and 00/100 (99) acres of property owned by Robert and Shonta Gilley, located on Murfreesboro Hwy; sponsored by Vice Mayor Messick.
- k) A resolution adopting a Plans of Services preliminary to annexation of Ten and Thirty-Seven/Hundredths (10.37) acres of property owned by Donald Parker, located on Sissom Lane; sponsored by Vice Mayor Messick.
- l) A resolution annexing ten and 37/100 (10.37) acres of property owned by Donald Parker, located on Sissom Lane; sponsored by Vice Mayor Messick.

Ordinances:

- a) 2nd reading of an ordinance to amend Manchester Municipal Code 14-707 relative to Absolute Minimum Lot Size; sponsored by Vice Mayor Messick.
- b) 2nd reading of an ordinance to amend Manchester Municipal Code 14-516 relative to Temporary Political Signs; sponsored by Vice Mayor Messick.
- c) 2nd reading of an ordinance rezoning property owned by J.J. Manchester LLC., located on Hospitality Blvd. and recently annexed into the City, from RS-1 to C-2.; sponsored by Vice Mayor Messick.
- d) 1st reading of an ordinance rezoning that property owned by Manchester Villas, LLC, on 3180 Murfreesboro Highway and recently annexed into the City; sponsored by Vice Mayor Messick.
- e) 1st reading rezoning that property owned by Robert and Shonta Gilley, on Murfreesboro Highway and recently annexed into the City; sponsored by Vice Mayor Messick.
- f) 1st reading of an ordinance rezoning that property owned by Donald Parker, on Sissom Lane and recently annexed into the City; sponsored by Vice Mayor Messick.
- g) 1st reading of an ordinance amending provisions to Manchester Municipal Code regarding Citizens Comments: sponsored by Mayor Hobbs.

10. OLD BUSINESS

11. NEW BUSINESS

- Citizen Appointments to Committees and Commissions
- BOMA Appointments to Committees and Commissions

12. ITEMS FROM THE BOARD OF MAYOR AND ALDERMAN

13. ADJOURNMENT:

CITY OF MANCHESTER
BOARD OF MAYOR AND ALDERMEN
Meeting Minutes
August 6, 2024, @ 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, Attorney Johnson, Executive Administrative Assistant Keele, Finance Director Burrows, MWSD Director Perry, Parks/Rec. Director Fox, Asst. Director Parks/Rec. Johnson, I.S. Director Smotherman, MPD Chief Sipe, MPD Assistant Chief Floied, MFD Chief Chambers, Public Works Director Gannon, Community Development & Zoning Director Brittany Fiske, Engineer Adam Carter, and other citizens. Absent was Alderman Parsley, Parks & Rec. Director Fox, and Public Works Director Gannon. Meeting opened with a prayer by Pastor Levengood and the pledge to the flag was spoken in unison. Mayor Howard called the meeting to order.

ROLL CALL:

Finance Director Burrows called the roll.

APPROVAL OF MINUTES:

Alderman French made a motion to approve the July 2nd, 2024 BOMA Meeting Minutes and BOMA Beer Board Minutes; August 2nd, 2024 BOMA Special Call Meeting Minutes. The motion was seconded by Alderman Anderson and the motion carried 5-0.

CORRESPONDENCE: none

COMMENTS FROM CITIZENS:

COMMENTS FROM MAYOR: Mayor Howard thanked everyone for attending the meeting and asked that they keep Alderman Parsley in their prayers.

Safety Committee- Chief Sipe stated next meeting will be Sept. 9th, and discussed uncertified officers would be attending the academy in Sept. Chief Sipe discussed crossing guards and the activity in the school zones. Chief Sipe discussed an active shooter class they conducted

Finance Committee- Finance Director Burrows discussed the FY 2024-2025 Budget, and starting the 2023-2024 audit.

Street Committee- Director Gannon stated their next meeting would be next Thursday at 5:30 pm. Director Gannon discussed several projects.

Water /Sewer Commission- Director Perry discussed the interceptor project and other projects. Director Perry discussed a upcoming meeting with J. R. Wauford at the Water & Sewer Commission meeting.

Recreation Commission- Director Fox discussed Ball Field Lighting progress and the closure of the outdoor pool for repairs. Director Fox discussed several programs in August.

Tourism Development Commission- Alderman Hobbs stated they would meet in Sept.

Planning & Zoning Commission- Director Fiske stated next meeting is Aug. 19th and the agenda is on the website.

Information Systems Committee- Director Smotherman discussed upgrades to the Water/Billing system.

Historic Zoning Commission- Director Fiske stated they did not meet.

RESOLUTIONS & ORDINANCES

Resolutions:

- a) A resolution adopting Plans of Services preliminary to annexation of Thirteen and Sixty-Three/Hundredths (13.63) Acres of property owned by J.J. Manchester, located on Hospitality Blvd.; sponsored by Vice Mayor Messick. Alderman French made a motion to approve and seconded by Vice Mayor Messick. Mayor Howard opened the floor to a public hearing. Mayor Howard asked what recommendation the Planning and zoning commission gave and Director Fiske stated it was a positive recommendation. Coffee County resident Sarah Bradley discussed her concerns. Alderman Anderson asked if this would be for a hotel and discussed she would not be approving. Mayor Howard called for the roll and the resolution passed 4-1 with Alderman Anderson voting nay.
- b) A resolution annexing Thirteen and Sixty-Three/Hundredths (13.63) Acres of property owned by J.J. Manchester LLC., located on Hospitality Blvd.; sponsored by Vice Mayor Messick. Alderman French made a motion to approve and seconded by Vice Mayor Messick. Mayor Howard opened the floor to a public hearing and after no discussion called for the roll. The resolution passed 4-1 with Alderman Anderson voting nay.
- c) A resolution adopting a MWSD Policy for mandatory emergency on-call roster; sponsored by Vice Mayor Messick. 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 resolution passed 5-0.

Ordinances:

- a) 2nd reading of an ordinance rezoning property owned by Mike and Mildred Henley on Oakdale St., from R-3 to R-4; sponsored by Vice Mayor Messick. Alderman French made a motion to approve and seconded by Vice Mayor Messick. Mayor Howard opened the floor to a public hearing and after none called for the roll. The ordinance passed 2nd and final reading 4-1 with Alderman Anderson voting nay.
- b) 2nd reading of an ordinance to amend Manchester Municipal Code 8-215, Hours of Sale for Beer; sponsored by Alderman Hobbs. 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 5-0.
- c) 1st reading of an ordinance rezoning property owned by J.J. Manchester LLC., located on Hospitality Blvd. and recently annexed into the City, from RS-1 to C-2.; 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 1st reading 5-0.
- d) 1st reading of an ordinance to amend Manchester Municipal Code 14-707 relative to Absolute Minimum Lot Size; sponsored by Vice Mayor Messick. Alderman French made a motion to approve and seconded by Vice Mayor Messick. Mayor Howard opened the floor to discussion and Director Fiske discussed the ordinance. Mayor Howard called for the roll. And the ordinance passed 1st reading 4-1 with Alderman Anderson voting nay.
- e) 1st reading of an ordinance to amend Manchester Municipal Code 14-516 relative to Temporary Political Signs; sponsored by Vice Mayor Messick. Vice Mayor Messick 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 1st reading 5-0.
- f) 1st reading of an ordinance of the City of Manchester, Tennessee, adopting a budget for the Fiscal Year beginning July 1, 2024 and ending June 30, 2025; sponsored by Alderman Hobbs. (Passed 1st reading 8-2-24 – 2nd reading 8-19-24 Special Called BOMA Meeting) Attorney Johnson explained that the ordinance was listed in case the ordinance failed the first reading on 8-2-24.

OLD BUSINESS-none

NEW BUSINESS

- MWSD Job Descriptions: Heavy Equip. Operator – Wastewater Operator – Distribution Operator – Foreman. Alderman Hobbs made a motion to approve and seconded Vice Mayor Messick. The four job descriptions passed 5-0.

COMMENTS FROM BOMA: Alderman Bellamy thanked everyone for the way they treated him for the last 8 years. Attorney Johnson announced there would be a reception in honor of Mayor Howard and Alderman Bellamy on 8-19-24. Mayor Howard stated she has enjoyed serving the City and appreciates those that she has worked with.

ADJOURNMENT:

- Being no further business to discuss, Mayor Howard asked for a motion to adjourn and Alderman French made the motion. The motion was seconded by Alderman Hobbs. The motion to adjourn was passed 5-0. The meeting adjourned at 6:59 p.m.

SIGNATURES:

Mayor Joey Hobbs

Executive Administrative Assistant Keele

City of Manchester
Board of Mayor and Alderman
Beer Board Minutes
August 6, 2024

Immediately Following the Mayor and Aldermen Board Meeting.

Mayor Howard called the meeting to order.

Application(s):

1. Name of Business: OTS32 LLC, DBA: Oscars Taco Shop; Business Address: 177 Relco Drive, Manchester, TN 37355; Previous Name of Business: n/a; Name and Address of Property Owner: SES Enterprises Inc., P.O. Box 18153 Huntsville, AL 35804; Name of Applicant: Sandra Ruiz, 6013 Trailwater Ally, Antioch, TN 37013; Application is for on-premises consumption and retail. Assistant Police Chief Floied stated the applicant has met all requirements and is favorable for permit. 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 application passed 6-0
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- **Adjournment:** Being no further business to discuss, Mayor Howard asked for a motion to adjourn and Alderman French made the motion. The motion was seconded by Alderman Hobbs. The motion to adjourn was passed 6-0. The meeting adjourned at 7:04 p.m.

Mayor Joey Hobbs

Exec. Administrative Assistant Keele

CITY OF MANCHESTER
BOARD OF MAYOR AND ALDERMAN
SPECIAL CALL BOARD MEETING Minutes
Manchester City Hall Board Room
August 19, 2024
4:30 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 Monday, August 19th, 2024, at 4:30 p.m. The meeting was called to order by Mayor Howard. Finance Director Burrows read the call sheet and the Agenda. Present for the meeting were Mayor Howard, Alderman French Alderman Bellamy, Vice Mayor Messick, Alderman Anderson, Alderman Parsley, Alderman Hobbs, Finance Director Burrows, Executive Administrative Assistant Keele, Public Works Director Gannon, Fire Chief Chambers, I.S. Director Smotherman, Police Chief Sipe, Parks & Rec. Director Fox, City Engineer St. John and citizens.

Attorney Johnson read the call sheet: Pursuant to a call by Mayor Marilyn Howard, there will be a Special Called Board of Mayor and Alderman Board Meeting on Monday, August 19th, 2024, at 4:30 p.m. for the following:

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

Citizen Comments: none

Ordinance:

- a) 2nd reading of an ordinance of the City of Manchester, Tennessee, adopting a budget for the Fiscal Year beginning July 1, 2024 and ending June 30, 2025; 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 called for the roll. The ordinance passed 2nd and final reading 4-2 with Alderman Anderson and Alderman Parsley voting nay.

Adjournment: Mayor Howard asked for a motion to adjourn. Alderman French made the motion to adjourn and seconded by Alderman Bellamy. Mayor Howard called for the roll and the motion passed 6-0 at 4:35 pm.

Mayor Joey Hobbs

Exec. Administrative Assistant Keele

CITY OF MANCHESTER
BOARD OF MAYOR AND ALDERMAN
SPECIAL CALL BOARD MEETING Minutes
Manchester City Hall Board Room
August 19, 2024
5 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 Monday, August 19th, 2024, at 5 p.m. The meeting was called to order by Mayor Howard. Attorney Johnson read the call sheet and the Agenda. Present for the meeting were Mayor Howard, Alderman French Alderman Bellamy, Vice Mayor Messick, Alderman Anderson, Alderman Parsley, Alderman Hobbs, Finance Director Burrows, Executive Administrative Assistant Keele, Public Works Director Gannon, Fire Chief Chambers, I.S. Director Smotherman, Police Chief Sipe, Parks & Rec. Director Fox, City Engineer St. John and citizens.

Attorney Johnson read the call sheet: Pursuant to a call by Mayor Marilyn Howard, there will be a Special Called Board of Mayor and Alderman Board Meeting on Monday, August 19th, 2024, at 5 p.m. for the following:

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

Citizen Comments: none

New Business:

Newly Elected City of Manchester Board of Mayor and Alderman Oath of Office Ceremony. Attorney Johnson administered the Oath of Office for the following:

- Mayor Joey Hobbs (4-year term)
- Alderman Julie Anderson (4-year term)
- Alderman Ryan French (4-year term)
- Alderman James Threet (4-year term)

Attorney Johnson administered the duties of the Manchester BOMA Beer Board for the following: Mayor Joey Hobbs, Alderman Julie Anderson, Alderman Ryan French, and Alderman James Threet.

Newly Elected City of Manchester School Board Oath of Office Ceremony.

Attorney Johnson administered the Oath of Office for the following:

- School Board Susan Parsley (4-year term)
- School Board Lee Sullivan (4-year term)

Mayor Hobbs asked Finance Director Burrows to call the roll after the new Board of Mayor and Alderman were sworn in.

Adjournment: Mayor Hobbs asked for a motion to adjourn. Alderman French made the motion to adjourn and seconded by Alderman Parsley. Mayor Hobbs called for the roll and the motion passed 6-0 at 5:30 pm.

Mayor Joey Hobbs

Exec. Administrative Assistant Keele

**CITY OF MANCHESTER
BOARD OF MAYOR AND ALDERMEN
SPECIAL CALL MINUTES
August 27, 2024 @ 5:30 P.M.
City Hall Board Room**

TO: Vice Mayor Messick, Alderman French, Alderman Anderson, Alderman Parsley, and Alderman Threet:

Pursuant to a call by Mayor Joey Hobbs, there will be a Special Called Board of Mayor and Alderman Board Meeting on Tuesday, August 27th, 2024, at 5:30 p.m. for the following:

Mayor Joey Hobbs cancelled the meeting prior to 5:30 pm on August 27th, 2024, due to a lack of quorum.

Mayor Joey Hobbs

Executive Administrative Assistant

**CITY OF MANCHESTER
BOARD OF MAYOR AND ALDERMEN
Meeting Minutes
September 3, 2024, @ 6:30 pm
City Hall Board Room**

Due to a lack of quorum, the September 3, 2024, meeting was not held. Present were Alderman Anderson, Alderman Threet, and Alderman Parsley. Absent were Mayor Joey Hobbs, Alderman French, and Vice Mayor Messick.

SIGNATURES:

Mayor Joey Hobbs

Executive Administrative Assistant Keele

**CITY OF MANCHESTER
BOARD OF MAYOR AND ALDERMEN
SPECIAL CALL MINUTES
September 10th, 2024 @ 7 P.M.
City Hall Board Room**

Pursuant to a call by Alderman Parsley, Alderman Threet, and Alderman Anderson, there will be a Special Called Board of Mayor and Alderman Board Meeting on Tuesday, September 10th, 2024, at 7 p.m.

Due to a lack of quorum, the meeting was not held. Present were Alderman Anderson, Alderman Threet, Alderman Parsley. Absent were Mayor Joey Hobbs, Alderman French and Vice Mayor Messick.

Mayor Joey Hobbs

Executive Administrative Assistant Keele

**CITY OF MANCHESTER
BOARD OF MAYOR AND ALDERMEN
Meeting Minutes
October 1, 2024, @ 6:30 pm
City Hall Board Room**

Due to a lack of quorum, the October 1, 2024, meeting was not held. Present for the meeting were Mayor Hobbs, Alderman Anderson, Alderman Threet, and Alderman Parsley. Absent were Vice Mayor Messick, and Alderman French.

SIGNATURES:

Mayor Joey Hobbs

Executive Administrative Assistant Keele

RESOLUTION NO. 00 - 2024

A RESOLUTION TO APPROVE MATLOCK CLEMENTS, P.C. AS THE CITY'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

WHEREAS the City of Manchester, Tennessee is required by statute to have an annual audit; and

WHEREAS the City of Manchester, Tennessee has reviewed the written proposal of Matlock Clements, P.C., dated August 5th, 2024, to perform the city's statutory audit for the period July 1, 2023 through June 30, 2024 and an additional "single audit" of Federal funds expenditures 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 Matlock Clements, P.C., dated August 5th, 2024, in an amount not to exceed Forty-Two Thousand Dollars (\$42,000), for its annual statutory audit and an additional "single audit" of Federal funds expenditures.

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 _____ 2024.

Joey Hobbs, Mayor

Anthony Burrows, Finance Director

CITY OF MANCHESTER

COST PROPOSAL – MUNICIPAL AUDIT SERVICES

FOR FISCAL YEAR ENDING JUNE 30, 2024

Matlock Clements

Certified Public Accountants

Matlock Clements

Certified Public Accountants

www.matlockclements.com

270 Glenis Dr., Suite A
Murfreesboro, TN 37129
Phone: 615-907-1881
Fax: 615-907-0357

August 5, 2024

City of Manchester
Attn: Anthony Burrows, Finance Director
200 W. Fort Street
Manchester, TN 37355

Re: Cost Proposal – Municipal Audit Services

Dear Leaders of the City of Manchester,

On behalf of all employees of Matlock Clements, P.C., I want to thank you for inviting us to make our Proposal for Contract to Audit Accounts of the City of Manchester for the year beginning July 1, 2023 and ending June 30, 2024.

The following is a summary of the cost proposal format:

1. Proposed Fee Schedule
2. Description of invoicing procedures, including proposed method to ensure accuracy.

We propose to have the final reports completed and delivered to the City of Manchester's administrative office by no later than December 31, 2024, and each November 30 of any subsequent year's extension of the contract.

We are pleased to provide this and any other relevant information concerning our interest and proposal.

Sincerely,



Eric Clements, CPA, CFE

1. - PROPOSED FEE SCHEDULE

Our total all-inclusive proposed fee is \$42,000, of which \$10,000 is related to single audit procedures. Our proposed fee includes all costs associated with financial statement preparation.

Our firm is willing to enter into a contract renewable annually for subsequent years if desired. Subsequent year price increases would not exceed 3% from the prior year.

2. - INVOICING PROCEDURE

Invoicing occurs when the final audit report is presented by Matlock Clements, P.C. and is accepted by the City of Manchester. The invoice terms are net 30 days.

Ownership of the audit reports shall belong to the City of Manchester, and it is expressly understood that publication of the audit report (in whole or in part) or reference for such audit report shall be at the sole discretion of the City of Manchester.

RESOLUTION NO. .

A RESOLUTION AUTHORIZING A CONTRACT TO PURCHASE FOUR (4) DODGE DURANGOS AT A COST OF FORTY THOUSAND EIGHT HUNDRED FOURTEEN AND 00/100 DOLLARS (\$40,814.00) EACH, TO BE PAID FROM THE "GENERAL FUND" FOR USE BY THE POLICE DEPARTMENT

WHEREAS the City of Manchester Police Department needs Four (4) new vehicles; and

WHEREAS the Police Department has determined that a Dodge Durango V-6 will best serve the Department's needs; and

WHEREAS the City will have sufficient funds in the General Account (110-42100-943.001) to purchase these vehicles; and

WHEREAS these vehicles are available pursuant to the State of Tennessee Department of General Services contract making the purchase exempt from the City's bidding requirements; and

WHEREAS 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; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that the City of Manchester contract to purchase four (4) Dodge Durangos V-6, at a cost of Forty Thousand and Eight Hundred and Fourteen and 00/100 Dollars (\$40,814.00) each, base price, for a total of One Hundred and Sixty Nine Thousand and Fifty Nine and 00/100 Dollars (\$169,056.00) after the selection of minor options, from TT of Columbia, the State of Tennessee Department of General Services contract vendor.

BE IT FURTHER RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that the purchases be funded from the General fund (110-42100-943.001).

RESOLUTION NO. .

A RESOLUTION TO APPROVE WOLD ARCHITECTS AND ENGINEERS, TO PERFORM CONSULTING SERVICES AT A COST NOT TO EXCEED EIGHTY FIVE THOUSAND AND 00/100 (\$85,000.00) DOLLARS.

WHEREAS the City of Manchester, Tennessee seeks to engage Architectural and Engineering consulting services; and

WHEREAS the Manchester Recreation Committee and the Parks and Recreation Department has reviewed the written proposal submitted and chosen Wold Architects and Engineers (see attached) for professional architectural and engineering consulting services for the Manchester Recreation Center Improvements, Phase 1, not to exceed Eighty Five Thousand and 00/100 (\$85,000.00) Dollars plus reimbursable expenses 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 Wold Architects and Engineers, incorporated by reference (see attached), for architectural and engineering professional services not to exceed Eighty Five Thousand and 00/100 (\$85,000.00) Dollars, plus reimbursable expenses, 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 _____ 2024.

Joey Hobbs, Mayor

BE IT FURTHER RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that the Mayor be authorized to enter into the contract and anyother documents required.

Resolved this _____ day of _____ 2024.

Joey Hobbs, Mayor

Anthony Burrows, Finance Director



August 2, 2024

A.J. Fox, Parks and Recreation Director
Manchester Recreation Center
557 North Woodland Street
Manchester, Tennessee 37355

Re: City of Manchester
Manchester Recreation Center Improvements Phase 1
Commission No. 9999

Dear A.J.:

Wold appreciates the opportunity to continue our partnership with you all and the City of Manchester on improvements to your Recreation Center. We are pleased to present the following scope of work description and proposed design fees and process for the anticipated project budget.

Scope of Work

The base scope of work will include improvements to the exterior slide stair tower, outdoor pool plaster and tile coping, and surrounding exterior lighting. Pool mechanical room improvements and new flooring in the aerobics room are also planned for Phase 1. A detailed list of items from the Improvements Plan is attached.

Recommended Project Budget

Based on the scope of work mentioned above and detailed on the attached exhibit, we propose a fixed fee of \$85,500.00. This includes all consultant fees including the aquatics specialty consultant. Reimbursables are to be billed in addition per our master contract that will be developed upon acceptance of this fee letter to expedite the renovation project's progress.

Proposed Design Process

The design process will include bi-weekly coordination meetings. A design schedule will be established following a project kick-off meeting.

We are excited about the opportunity to continue working with you all. Please feel free to contact me with any questions.

Sincerely,

Wold Architects and Engineers

A handwritten signature in cursive script that reads "Beth Meadows".

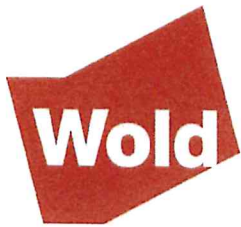
Beth Meadows | AIA, CDT
Associate

cc: Accounting

AM/Admin/TN/Promo/CI_Manchester/crsp/2024.08.02 Letter to A.J. Fox

Wold Architects and Engineers
214 Centerview Drive, Suite 300
Brentwood, TN 37027
woldae.com | 615 370 8500

**PLANNERS
ARCHITECTS
ENGINEERS**



EXHIBIT

Scope for Phase 1 includes the following:

- 1.2 Remove rust and chipping paint from outdoor pool stair tower. Repaint/recoat surface.
- 1.3.1 Remove coping and replace on outdoor pool.
- 1.4.1 Remove plaster and coat exposed rebar and replaster outdoor pool.
- 1.5 Test wiring from building to pool deck boxes and then pool deck boxes to pool light fixtures. Replace existing wiring and pool lighting fixtures that do not function or test properly.
- 1.7 Replace existing light pole head with new LED heads to best illuminate area.
- 1.9 Remove existing wood parquet Aerobics Room floor and replace with new wood floor.
- 2.3.2 Replace handrail anchors as needed.
- 2.6 Replace Pool mechanical room HVAC unit.
- 2.7 Pool mechanical room piping (HVAC and plumbing pipe only).
- 2.8 Pool Mechanical room sprinkler piping.
- 2.9 Corroded pool piping hardware – replace hardware in pool equipment room.
- 2.19 Pool pump strainers – remove all and replace with new strainers.
Pool Filtration Systems – Demo existing and provide three new filtration systems.
Pumps – Remove and replace all recirculation and feature pumps (remove and do not replace the pool drain down pump).
UV Systems – Provide for new bulbs in each UV system and start up.
- 2.20 Corroded Conduit.

RESOLUTION NO. .

A RESOLUTION AUTHORIZING A CONTRACT TO PURCHASE A FORD TRANSIT 350 PASSENGER VAN AT A TOTAL COST OF FIFTY-THREE THOUSAND SEVEN HUNDRED TWENTY THREE AND 00/100 DOLLARS (\$53,723.00), FOR USE BY THE PARKS AND RECREATION DEPARTMENT

WHEREAS the City of Manchester Parks and Recreation Department needs a new means to transport cargo and passengers; and

WHEREAS the Parks and Recreation Department has determined that a Ford Transit - 350 Passenger Van will best serve the Department's needs; and

WHEREAS the Parks and Recreation Department has sufficient funds in its account for the fiscal year 2024/2025 budget to purchase this van; and

WHEREAS this van is available pursuant to the State of Tennessee Department of General Services contract making the purchase exempt from the City's bidding requirements; and

WHEREAS 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; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that the City of Manchester contract to purchase a Ford Transit - 350 Passenger Van at a cost of Fifty Three Thousand Seven Hundred Twenty Three and 00/100 Dollars (\$53,723.00), from Ford of Murfreesboro, the State of Tennessee Department of General Services contract vendor.

BE IT FURTHER RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that the purchases be funded from the appropriate line item in the Parks and Recreation Department's 2024/2025 budget.

BE IT FURTHER RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that the Mayor be authorized to enter into the contract.

Resolved this _____ day of _____ 2024.

Joey Hobbs, Mayor

Anthony Burrows, Finance Director

RESOLUTION NO. _____

A RESOLUTION APPROVING A SPECIAL REFUSE REMOVAL AND RECYCLE SERVICE FEE INCREASE PURSUANT TO MMC 17-112;

WHEREAS the City of Manchester has previously charged a waste removal and recycle fee of Five (\$5.00) dollars; and

WHEREAS the Manchester Street Committee has determined that a rate increase of Eight Dollars (\$8.00) to the customers is in the best interest of the City; and

WHEREAS Manchester Municipal Code 17-112 requires any special waste removal service fee to 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 shall increase its special service fee for waste removal and recycling of refuse from Five Dollars (\$5.00) to the rate of Eight Dollars (\$8.00).

Resolved this _____ day of _____ 2024.

Joey Hobbs, Mayor

Anthony Burrows, Finance Director

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE PURCHASE OF MSA G-1 BREATHING APPARATUSES AT THE TOTAL PRICE OF TWO HUNDRED THOUSAND DOLLARS AND 00/100 DOLLARS (\$200,000.00) FOR USE OF THE FIRE DEPARTMENT OF THE CITY OF MANCHESTER

WHEREAS, the City of Manchester Fire Department needs new self-contained breathing apparatuses; and

WHEREAS, the Fire Department has determined that the MSA G-1 apparatuses from Safe Industries will best serve the department's needs; and

WHEREAS, the city fire department has sufficient funds in its account to purchase this equipment, and

WHEREAS, this equipment is available pursuant to the State of Tennessee Department of General Services contract (HGAC) making the purchase exempt from the City's normal bidding requirements; and

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, that the City of Manchester purchase MSA G-1 self-contained breathing apparatuses from Safe Industries at a cost of TWO HUNDRED THOUSAND DOLLARS AND ZERO CENTS (\$200,000.00) through a State of Tennessee Department of General Services (HGAC) contract vendor.

RESOLVED THIS _____th DAY OF October, 2024.

Joey Hobbs, Mayor

Anthony Burrows, Finance Director

RESOLUTION NO. _____

A RESOLUTION ADOPTING A PLAN OF SERVICES PRELIMINARY TO ANNEXATION OF ONE AND NINETY SEVEN/HUNDREDTHS (1.97) ACRES OF PROPERTY OWNED BY MANCHESTER VILLAS, LLC, LOCATED ON 3180 MURFREESBORO HWY.

WHEREAS Manchester Villas, LLC owns certain property located at 3180 Murfreesboro Highway, which it has requested the City to annex, described as follows:

Map 0, Group __, Parcel 000.00

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 July 15, 2024; Police Department dated July 3, 2024; Manchester Fire-Rescue dated July 3, 2024; City of Manchester Street Department dated July 11, 2024; Finance Office dated July 11, 2024; Health and Codes Department dated July 3, 2024; Manchester City Schools dated July 11, 2024 and the Manchester Parks and Recreation Department dated July 11, 2024; and

WHEREAS the Plan of Services was studied by the Manchester Regional Planning Commission at its meeting July 15, 2024, and it generated its written report dated August 29, 2024, 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 October 24, 2024.

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 Manchester Villas, LLC:

XXXXXXXXXX

Resolved this _____ day of October, 2024.

Joey Hobbs Mayor

Anthony Burrows, Finance Director



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



August 29, 2024

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

Re: 3180 Murfreesboro Hwy. Annexation Request
(Approximately 1.97 acres)

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 proposed plan of services (the "Plan of Services") for the property currently owned by Manchester Villas, LLC described in Warranty Deed Book 425 pages 186-189, 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. The developer will be responsible for providing adequate sewer infrastructure as well as TDEC approval and any easements to the development. The property falls within Hillsville Utility District for water services. Codes and Public Works stated they may require additional staff and equipment upon development. Manchester City Schools stated they are near capacity. The school system has begun a 3 year process to plan for construction of new school buildings by purchasing property for such construction. Parks and recreation state the need for additional park land with the continued addition of residents. While on site hydrants or additional public hydrants may be required, Chief Chambers stated the Fire Department will provide services. All other departments will provide services as well.

Following the aforementioned study at its duly called meeting on July 15, 2024, the Planning Commission voted to recommend approval of the Plan of Services and annexation of the property.

Sincerely,

MARK A. WILLIAMS, CHAIRMAN
MANCHESTER 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



July 3, 2024

Re: Plan of service for the proposed annexation of a portion of property owned by Manchester Villas LLC located at 3180 Murfreesboro Hwy. This property contains approximately 1.97 acre. The owner is requesting the property be zoned R-4 high density residential upon annexation (see attached requirements).

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.

This property is currently not in compliance with both property maintenance codes and current building codes. The property would need to be brought up to city standard before occupancy would be allowed.

Sincerely,

Brittany Fiske

Community Development and Zoning 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"

July 11, 2024

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

**RE: Plan of Service — Proposed Annexation of Property Owned by
Manchester Villas LLC – 3180 Murfreesboro Hwy.**

Ms. Fiske:

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.

Sincerely,

Dr. Joey Vaughn
Director of Schools



WAREHOUSE (931) 728-1273

BILLING OFFICE (931) 728-7171

July 15, 2024

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

Re: Plan of Service for Proposed Annexation of Property, 1.97 Acres, 3180 Murfreesboro Hwy

Ms. Fiske,

Water

There is an 8" PVC water main that runs along Murfreesboro Hwy on the same side of the roadway. Currently there is a 1" water meter on the property that is not being used.

Sewer

As shown on the attached map, sewer is not immediately available for the property. The nearest 8" gravity main is on the opposite side of the Hwy just south/east of the property approximately ¼ miles away.

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.

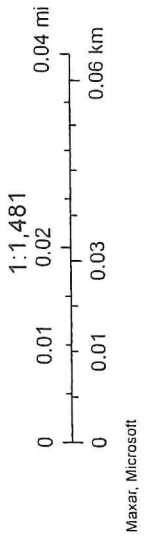
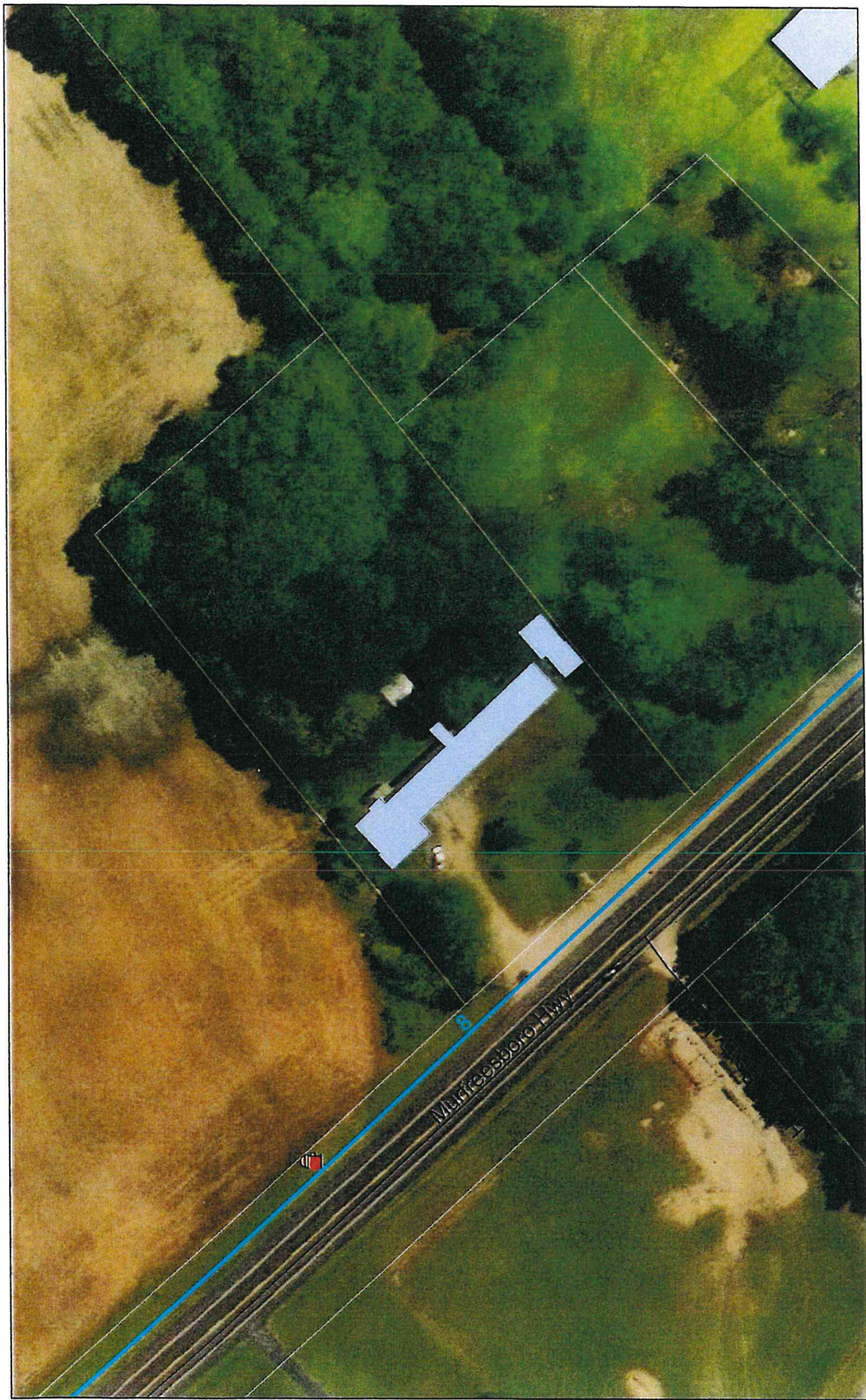
A map of the approximate location of the utilities has been attached for reference.

** 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.

June 11 2024



7/15/2024

June 11 2024



7/15/2024



MANCHESTER FIRE-RESCUE

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

3 July 2024

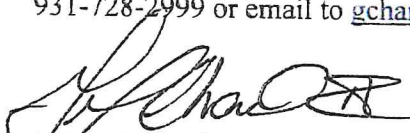
REPLY TO

ATTN OF: Community Development and Zoning Director

SUBJECT: Plan of Service for Proposed Annexation of Property Owned by Manchester Villas LLC, located at 3189 Murfreesboro Hwy, 1.97 acres and existing Structure

Manchester Fire-Rescue would provide automatic fire protection services for this property when annexed into the City of Manchester. This includes fire response, hazardous materials response, preplanning, fire inspection services and fire prevention and safety training. Biggest concern may be adequate water pressure. Not sure of the water pressure for the hydrants on Murfreesboro Hwy, as they are county hydrants and have not been flowed tested. They would need to be flow tested. If plans are to convert the existing facility to an apartment building it would need to meet all current codes and standards that would apply to new construction.

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

FINANCE OFFICE
200 W. FORT STREET
MANCHESTER, TENNESSEE 37355

3-STAR COMMUNITY



Award Recipient for Economic Preparedness

July 11, 2024

To: Brittany Fiske

From: Anthony Burrows

Re: Plan of Service for the annexation of the Manchester Villas property located at 3180 Murfreesboro Hwy.

The Finance Department's Plan of Service will be for the collection of property taxes. The Finance Department will accept payment of these property tax payments through all means available and authorized by the City of Manchester.

If you have any questions or need additional information, please let me know.

Sincerely,

Anthony Burrows
Finance Director



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

July 11, 2024

Re: Plan of Service for Manchester Villas LLC – Located at 3180 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 United States Census Bureau population estimate from July 1, 2022, the population of the city exceeds the amount of current park acreage. We are serving an estimated 13,020 residents with 109 acres of park land.

Sincerely,

A handwritten signature in cursive script that reads "A.J. Fox".

A.J. Fox
Parks and Recreation Director

PLAN OF SERVICE

CITY OF MANCHESTER, STREET DEPARTMENT

**Proposed Annexation of 1.97 acres located at 3180 Murfreesboro Hwy,
owned by Manchester Villas LLC**

July 11, 2024

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. Maintain roadway (once roadway meets city standards).
10. Any entrances or exits would need to be approved by the State
11. More Public Works personnel needed
12. More Public Works equipment needed

These services would be provided as soon as there is a final board approval. It could take up to a week for Republic Services to deliver carts to the Residential and or dumpsters to Commercial Property.

.....

200 West Fort St.
Manchester Tennessee 37355
931-728-2099
931-728-4673
931-723-1591 Fax

Manchester Police Department

July 3rd, 2024

To: Brittany Fiske
From: Adam Floied
Assistant Chief of Police
Ref: Plan of service for 3180 Murfreesboro Hwy.

This is a response to a Plan of Service request for property owned by Manchester Villas LLC, property at 3180 Murfreesboro Hwy. There is a concern with the growing population and neighborhood, commercial, industrial 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. Manchester Police Department is committed to providing police services to all properties within the city limits, including this property, if annexed.

Respectfully,


Adam Floied
Assistant Chief of Police

.....

RESOLUTION NO. _____

A RESOLUTION ANNEXING ONE AND 97/100 (1.97) ACRES OF PROPERTY OWNED BY MANCHESTER VILLAS, LLC, LOCATED AT 3180 MURFREESBORO HIGHWAY

WHEREAS Manchester Villas, LLC, owns certain property located at 3180 Murfreesboro Highway, which he has requested in writing that the City annex, described as follows:

XXXXXXX

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 October 24, 2024.

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, Manchester Villas, LLC, the following property owned by Manchester Villas, LLC, be and is annexed into the City of Manchester:

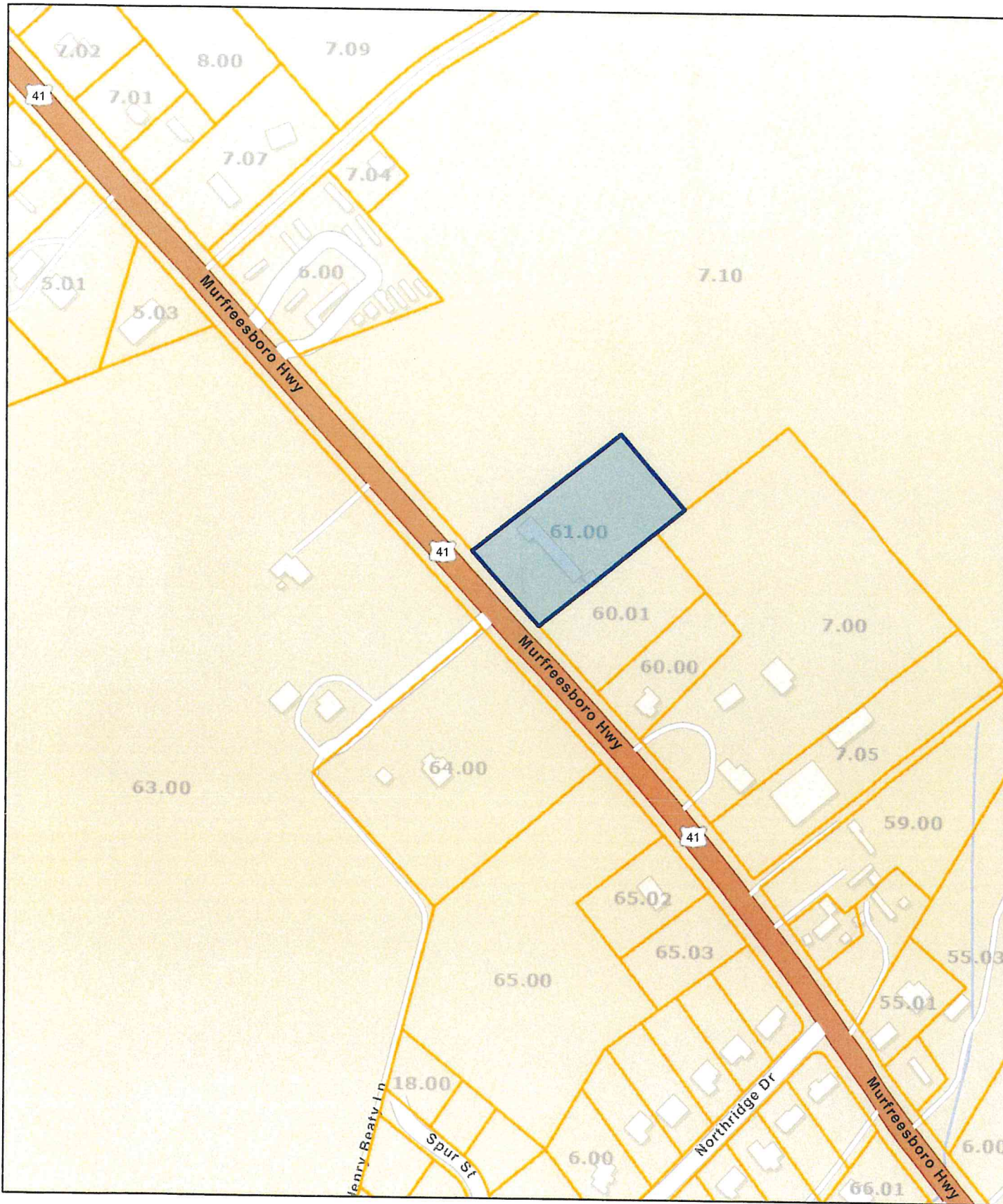
XXXXXXXXXX

Resolved this _____ day of _____ 2024.

Joey Hobbs, Mayor

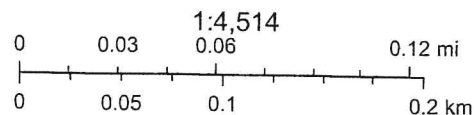
Anthony Burrows, Finance Director

Coffee County - Parcel: 068 061.00



Date: July 3, 2024

County: Coffee
Owner: MANCHESTER VILLAS, LLC
Address: MURFREESBORO HWY 3180
Parcel Number: 068 061.00
Deeded Acreage: 1.97
Calculated Acreage: 0



Esri Community Maps Contributors, Tennessee STS GIS, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/ NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS, State of Tennessee, Comptroller of the Treasury, Division of Property Assessments (DPA)

RESOLUTION NO. _____

A RESOLUTION ADOPTING A PLAN OF SERVICES PRELIMINARY TO ANNEXATION OF NINETY NINE (99) ACRES OF PROPERTY OWNED BY ROBERT AND SHONTA GILLEY, LOCATED ON MURFREESBORO HWY.

WHEREAS Robert and Shonta Gilley owns certain property located on Murfreesboro Highway, which it has requested the City to annex, described as follows:

Map 0, Group __, Parcel 000.00

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 August 2, 2024; Police Department dated August 9, 2024; Manchester Fire-Rescue dated August 2, 2024; City of Manchester Street Department dated August 7, 2024; Finance Office dated August 9, 2024; Health and Codes Department dated August 8, 2024; Manchester City Schools dated August 9, 2024 and the Manchester Parks and Recreation Department dated August, 2024; and

WHEREAS the Plan of Services was studied by the Manchester Regional Planning Commission at its meeting August 19, 2024, and it generated its written report dated August 28, 2024, 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 October 24, 2024.

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 Robert and Shonta Gilley:

XXXXXXXXXX

Resolved this _____ day of October, 2024.

Joey Hobbs Mayor

Anthony Burrows, Finance Director



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



August 28, 2024

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

Re: Robert and Shonta Gilley
(Approximately 99 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 Robert and Shonta Gilley described in Deed Book W408 pages 395-405, 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. The developer will be responsible for providing adequate water and sewer infrastructure as well as TDEC approval and any easements to the development. Police, Codes and Public Works stated they may require additional staff and equipment upon development. Manchester City Schools stated they are near capacity. The school system has begun a 3-year process to plan for construction of new school buildings by purchasing property for such construction. Parks and Recreation state the need for additional park land with the continued addition of residents. While on-site hydrants or additional public hydrants may be required, Chief Chambers stated the Fire Department will provide services. All other departments will provide services as well.

Following the aforementioned study at its duly called meeting on August 19, 2024, the Planning Commission voted to recommend approval of the Plan of Services.

Sincerely,

MARK A. WILLIAMS, CHAIRMAN
MANCHESTER 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



August 8, 2024

Re: Plan of service for the proposed annexation of property owned by Robert and Shante Gilley located on Murfreesboro Hwy. This property contains approximately 99 acres. The owner is requesting the property be zoned R-4 high density residential upon annexation (see attached requirements).

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.

As the City continues to grow, the Planning and Codes department is beginning to see the need for additional staff. This could include filling the position of Assistant Director or adding an additional building inspector.

Sincerely,

Brittany Fiske
Community Development and Zoning Director

.....

200 West Fort St.
Manchester Tennessee 37355
931-728-2099
931-728-4673
931-723-1591 Fax

Manchester Police Department

August 5, 2024

To: Brittany Fiske

From: Bill Sipe,
Chief of Police

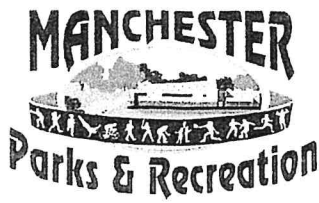
Ref: Plan of service for property owned by Robert & Shonta Gilley

This is a response to a Plan of Service request for property owned by Robert and Shonta Gilley (approx. 99 acres) located on Murfreesboro Highway designated as tax map 068 parcels 007.09 and 007.10. At this time and with the property as is, the Manchester Police Department would be able to provide police services to this area with the resources we currently have. Depending on when and how this property is developed, additional personnel and/or equipment may be required at that time.

Respectfully,

Bill Sipe
Chief of Police

.....



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

August 9, 2024

Re: Plan of Service for Property Owned by Robert and Shonta Gilley – Parcel Identified as Tax Map 068, Parcels 007.09 and 007.10 – Located on Murfreesboro Highway – Approximately 99 Acres

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 this property is developed, it will require additional park land, equipment, and staff to adequately provide recreational services to the citizens of Manchester. The National Parks and Recreation Association recommends a standard of 10 acres of available park land per 1,000 residents. We are currently serving an estimated 13,020 residents with 109 acres of park land, according to the July 1, 2022, United States Census Bureau.

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"

August 9, 2024

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

**RE: Plan of Service - Property Owned by Robert and Shonta Gilley
Murfreesboro Hwy**

Dear Ms. Fiske:

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.

Sincerely,

Dr. Joey Vaughn
Director of Schools

JV:cd



WAREHOUSE (931) 728-1273

736 W. HIGH STREET
MANCHESTER, TN 37355

BILLING OFFICE (931) 728-7171

August 2, 2024

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

Re: Plan of Service for Proposed Annexation of Property, 99 Acres, Murfreesboro Hwy

Ms. Fiske,

Water

There is an 8" PVC water main that runs along Murfreesboro Hwy on the same side of the roadway.

Sewer

As shown on the attached map, sewer is not immediately available for the property. The nearest 8" gravity main is on the opposite side of the Hwy just south/east of the property approximately 0.3 miles away.

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

PLAN OF SERVICE

CITY OF MANCHESTER, STREET DEPARTMENT

Proposed Annexation of 99 acres located on Murfreesboro Hwy, owned by Robert and Shonta Gilley

August 7, 2024

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. Maintain roadway (once roadway meets city standards).
10. Any entrances or exits would need to be approved by TDOT
11. More Public Works personnel needed
12. More Public Works equipment needed

These services would be provided as soon as there is a final board approval. It could take up to a week for Republic Services to deliver carts to the Residential and or dumpsters to Commercial Property.



MANCHESTER FIRE-RESCUE

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

2 Aug 2024

REPLY TO

ATTN OF: Community Development and Zoning Director

SUBJECT: Plan of Service for Proposed Annexation of Property Owned by Robert and Shonta Gilley located on Murfreesboro Highway, approximately 99 Acres.

Manchester Fire-Rescue would provide automatic fire protection services for this property when annexed into the City of Manchester. This includes fire response, hazardous materials response, preplanning, fire inspection services and fire prevention and safety training. Biggest concern may be adequate water pressure. There are currently fire hydrants on Murfreesboro Highway, that are County and City fire hydrants. There is a County fire hydrant in front of this property that is currently damaged. There is a City fire hydrant towards town 565 feet from Lou Ellen Dr towards this property. The pressure in that hydrant is not very good. So I am not sure if there is adequate pressure in the County hydrants to support future fire hydrants in that area if developed R-4 high density residential.

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

FINANCE OFFICE
200 W. FORT STREET
MANCHESTER, TENNESSEE 37355

3-STAR COMMUNITY



Award Recognition for Economic Performance

August 9, 2024

To: Brittany Fiske

From: Anthony Burrows

Re: Plan of Service for the annexation of property on tax map 068, Parcels 007.09 and 007.10 along the Murfreesboro Highway, owned by Robert and Shonta Gilley.

The Finance Department's Plan of Service will be for the collection of property taxes and any other taxes associated with this property. The Finance Department will accept payment of these property tax payments through all means available and authorized by the City of Manchester.

If you have any questions or need additional information, please let me know.

Sincerely,

Anthony Burrows
Finance Director

RESOLUTION NO. _____

A RESOLUTION ANNEXING NINETY NINE AND 00/100 (99) ACRES OF PROPERTY OWNED BY ROBERT AND SHONTA GILLEY, LOCATED ON MURFREESBORO HIGHWAY

WHEREAS Robert and Shonta Gilley, own certain property, being 99 acres located on Murfreesboro Highway, which they have requested in writing that the City annex, described as follows:

XXXXXXX

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 October 24, 2024.

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 owners, Robert and Shonta Gilley, the following property owned by them be and is annexed into the City of Manchester:

XXXXXXXXXX

Resolved this _____ day of _____ 2024.

RESOLUTION NO. _____

A RESOLUTION ADOPTING A PLAN OF SERVICES PRELIMINARY TO ANNEXATION OF TEN AND THIRTY SEVEN/HUNDREDTHS (10.37) ACRES OF PROPERTY OWNED BY DONALD PARKER, LOCATED ON SISSOM LANE.

WHEREAS Donald Parker owns certain property located at Sissom Lane, which he has requested the City to annex, described as follows:

Map 67, Group __, Portion of Parcel 036.05

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 August 8, 2024; Police Department dated August 5, 2024; Manchester Fire-Rescue dated August 2, 2024; City of Manchester Street Department dated August 7, 2024; Finance Office dated August 5, 2024; Health and Codes Department dated August 8, 2024; Manchester City Schools dated August 9, 2024 and the Manchester Parks and Recreation Department dated August 9, 2024; and

WHEREAS the Plan of Services was studied by the Manchester Regional Planning Commission at its meeting August 19, 2024, and it generated its written report dated August 29, 2024, 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 October 24, 2024.

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 Donald Parker:

XXXXXXXXXX

Resolved this _____ day of October, 2024.

Joey Hobbs Mayor

Anthony Burrows, Finance Director



CITY OF MANCHESTER

HEALTH AND CODES DEPARTMENT

200 W. Fort Street

Manchester, Tennessee 37355

931-723-1464

3-STAR COMMUNITY



Award Recipient for Economic Preparedness

August 29, 2024

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

Re: Riddle Rd./Sissom Ln. Annexation Request
(Approximately 10.37 acres)

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 proposed plan of services (the “Plan of Services”) for the property currently owned by Donald Parker described in Warranty Deed Book W443 pages 18-21, 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. The developer will be responsible for providing adequate sewer infrastructure as well as TDEC approval and any easements to the development. The property falls within Hillsville Utility District for water services. Codes and Public Works stated they may require additional staff and equipment upon development. Manchester City Schools stated they are near capacity. The School system has begun a 3 year process to plan for construction of new school buildings by purchasing property for such construction. Parks and recreation state the need for additional park land with the continued addition of residents. While on site hydrants or additional public hydrants may be required, Chief Chambers stated the Department will provide services. All other departments will provide services as well.

Following the aforementioned study at its duly called meeting on August 19th, 2024, the Planning Commission voted to recommend approval of the Plan of Services and annexation of the property.

Sincerely,

MARK A. WILLIAMS, CHAIRMAN
MANCHESTER 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



August 8, 2024

Re: Plan of service for the proposed annexation of property owned by Donald Parker located at the end of Sissom Lane. This property contains approximately 10.37 acres. The owner is requesting the property be zoned R-4 high density residential upon annexation (see attached requirements).

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.

As the City continues to grow, the Planning and Codes department is beginning to see the need for additional staff. This could include filling the position of Assistant Director or adding an additional building inspector.

Sincerely,

Brittany Fiske

Community Development and Zoning Director



CITY OF MANCHESTER

FINANCE OFFICE
200 W. FORT STREET
MANCHESTER, TENNESSEE 37355

3-STAR COMMUNITY



Award Recipient for Economic Preparedness

August 5, 2024

To: Brittany Fiske

From: Anthony Burrows

Re: Plan of Service for the annexation of Map 067 Parcel 036.10 the Parker Property located on Sissom Lane.

The Finance Department's Plan of Service will be for the collection of property taxes. The Finance Department will accept payment of these property tax payments through the City's Tax office located at City Hall by all means available and authorized by the City of Manchester.

If you have any questions or need additional information, please let me know.

Sincerely,

Anthony Burrows
Finance Director



736 W. HIGH STREET
MANCHESTER, TN 37355

WAREHOUSE (931) 728-1273

BILLING OFFICE (931) 728-7171

August 8, 2024

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

Re: Plan of Service for Proposed Annexation of Property, 10.37 Acres, Sissom Ln

Ms. Fiske,

Water

Water is available from Hillsville Utility District which also supplies the residences on Sissom Lane.

Sewer

As shown on the attached map, there is a 10" and 12" sewer main located on 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.

June 11 2024



8/2/2024



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"

August 9, 2024

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

RE: Plan of Service - Property Owned by Donald Parker - Portion at End of Sissom Lane

Dear Ms. Fiske:

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.

Sincerely,

Dr. Joey Vaughn
Director of Schools

JV:cd

PLAN OF SERVICE

CITY OF MANCHESTER, STREET DEPARTMENT

Proposed Annexation of 10.37 acres located at the end of Sissom Lane, owned by Donald Parker

August 7, 2024

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. If access to property is from Sissom Lane, the city will need to accept the Riddle Rd to Sissom Lane right of way. If the property is accessed through Stonehenge Subdivision, all new roadways will be required to meet city standards.
10. Maintain roadway (once roadway meets city standards). This road is tar and chip and would have to be paved
11. Any entrances or exits would need to be approved by TDOT
12. More Public Works personnel needed
13. More Public Works equipment needed

These services would be provided as soon as there is a final board approval. It could take up to a week for Republic Services to deliver carts to the Residential and or dumpsters to Commercial Property.



MANCHESTER FIRE-RESCUE

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

2 Aug 2024

REPLY TO

ATTN OF: Community Development and Zoning Director

SUBJECT: Plan of Service for Proposed Annexation of Property Owned by Donald Parker, located at the end of Sissom Lane, approximately 10.37 Acres

Manchester Fire-Rescue would provide automatic fire protection services for this property when annexed into the City of Manchester. This includes fire response, hazardous materials response, preplanning, fire inspection services and fire prevention and safety training. Biggest concern may be adequate water pressure. There are currently no fire hydrants on Sissom Lane. There is a county fire hydrant on Riddle Rd in the curve just passed this property approximately 2200 feet away. Not sure if there is adequate pressure in the County hydrants to support future fire hydrants in that area if developed R-4 high density residential.

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

.....

200 West Fort St.
Manchester Tennessee 37355
931-728-2099
931-728-4673
931-723-1591 Fax

Manchester Police Department

August 5, 2024

To: Brittany Fiske

From: Bill Sipe,
Chief of Police

Ref: Plan of service for proposed annexation of a portion of property owned by Donald Parker located at the end of Sisson Lane.

In response to a Plan of Service request for property owned by Donald Parker located at the end of Sisson Lane of approximately 10.37 acres. At this time, the Manchester Police Department would be able to provide the necessary police services for this area with the resources we currently have.

Respectfully,

Bill Sipe
Chief of Police

.....



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

August 9, 2024

Re: Plan of Service for Property Owned by Donald Parker – Parcel Identified as Tax Map 067,
Parcel 036.10 – Located at the End of Sissom Lane – Approximately 10.37 Acres

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 this property is developed, it will require additional park land, equipment, and staff to adequately provide recreational services to the citizens of Manchester. The National Parks and Recreation Association recommends a standard of 10 acres of available park land per 1,000 residents. We are currently serving an estimated 13,020 residents with 109 acres of park land, according to the July 1, 2022, United States Census Bureau.

Sincerely,

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

A.J. Fox
Parks and Recreation Director

RESOLUTION NO. _____

A RESOLUTION ANNEXING TEN AND 37/100 (10.37) ACRES OF PROPERTY OWNED BY DONALD PARKER, LOCATED ON SISSOM LANE

WHEREAS Donald Parker, owns certain property located on Sissom Lane, which he has requested in writing that the City annex, described as follows:

XXXXXXX

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 October 24, 2024.

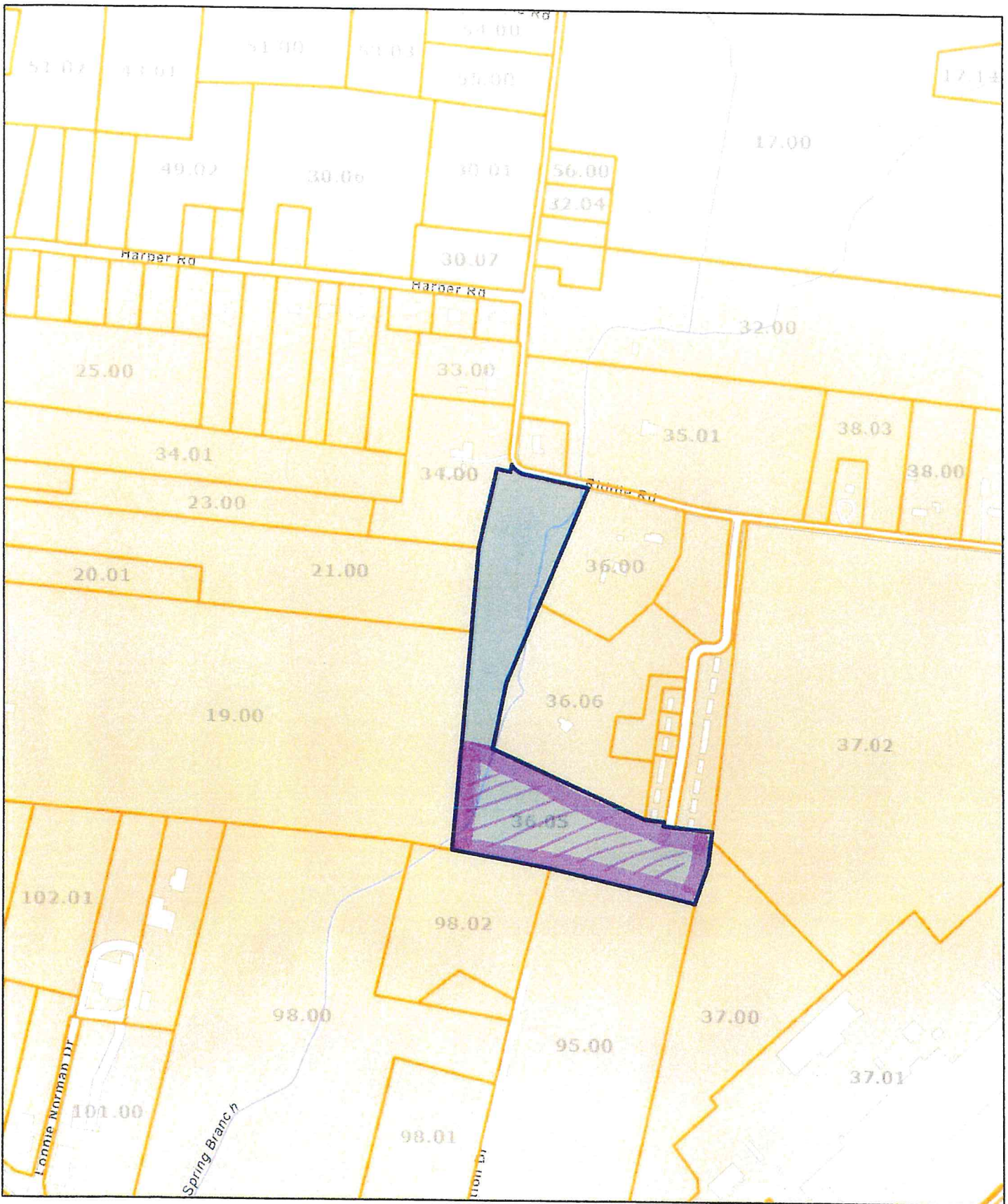
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that, pursuant to the written request of the owner, Donald Parker, the following property owned by him, be and is annexed into the City of Manchester:

XXXXXXXXXX

Resolved this _____ day of _____ 2024.

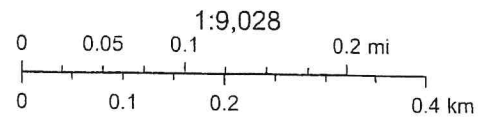
Joey Hobbs, Mayor

Anthony Burrows, Finance Director



Date: August 29, 2024

County: Coffee
 Owner: KIVINIEMI GARY D ETUX VIRGINIA J
 Address: RIDDLE RD
 Parcel Number: 067 036.05
 Deeded Acreage: 18.86
 Calculated Acreage: 0



Esri Community Maps Contributors, Tennessee STS GIS, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/ NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS, State of Tennessee, Comptroller of the Treasury, Division of Property Assessments (DPA)

ORDINANCE NO. _____

AN ORDINANCE TO AMEND MANCHESTER MUNICIPAL CODE 14-707 RELATIVE TO ABSOLUTE MINIMUM LOT SIZE

WHEREAS Manchester Municipal Code 14-707 establishes the absolute minimum lot size in a residential district; and

WHEREAS the Manchester Planning Commission has recommended a change to the absolute minimum lot size by decreasing it to 5000 sq. feet and a width of 50 feet at its narrowest point; and

WHEREAS the Board of Mayor and Alderman believe that it is in the best interest of the City of Manchester to adopt those recommended changes.

BE IT THEREFORE ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that Manchester Municipal Code 14-707 be amended to delete the current wording and to add the following:

“14 -707. Absolute minimum lot size. In no case shall the building inspector or the board of zoning appeals permit any lot in a residential district to be used a building site which, is less than five thousand (5000) square feet in total area and fifty(50) feet in width at its narrowest point, or has a front setback of less than fifteen (15) feet and a side setback of less than five (5) feet, with the exception of officially approved planned developments. (1972 Code, Section 1107)”

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: _____ August 6 _____, 2024

PASSED SECOND AND FINAL READING: _____, 2024

14-707. Absolute minimum lot size. In no case shall the building inspector or the board of zoning appeals permit any zone lot in a residential district to be used as building site which, is less than ~~six-thousand-(6,000)~~ square feet in total area and ~~thirty-(30)-feet~~ in width at its narrowest point, or has a front setback of less than fifteen (15) feet and a side setback of less than five (5) feet, with the exception of officially approved planned developments. (1972 Code, § 11-707)

14-707. Absolute minimum lot size. In no case shall the building inspector or the board of zoning appeals permit any zone lot in a residential district to be used as building site which, is less than five thousand (5,000) square feet in total area and fifty (50) feet in width at its narrowest point, or has a front setback of less than fifteen (15) feet and a side setback of less than five (5) feet, with the exception of officially approved planned developments. (1972 Code, § 11-707)

ORDINANCE NO. _____

AN ORDINANCE TO AMEND MANCHESTER MUNICIPAL CODE 14-516 RELATIVE TO TEMPORARY POLITICAL SIGNS

WHEREAS Manchester Municipal Code 14-516 (3) (xiii) establishes the regulation of temporary political signs; and

WHEREAS the Codes Department has recommended a change to the size and placement of said signs to be more compatible with recent changes in State law; and

WHEREAS the Board of Mayor and Alderman believe that it is in the best interest of the City of Manchester to adopt those recommended changes.

BE IT THEREFORE ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that Manchester Municipal Code 14-516 (3) (xiii) be amended to delete the current wording and to add the following:

“Temporary political signs.” Temporary political or campaign posters or signs may be located on private property that is located more than one hundred feet (100’) from a polling place. These signs cannot be installed more than sixty (60) days before the first day voting begins and shall be removed within seven (7) days after voting ends for such election. The period between a primary and general election is exempt from this time limitation restriction. No temporary political or campaign poster or sign on commercial property may exceed thirty-two square feet (32 sq. ft.) in size. No temporary political or campaign poster or sign on residential property may exceed sixteen square feet (16 sq. ft.) in size. Each property, whether commercial or residential, is limited to two (2) posters or signs on the property per candidate, issue, or subject.”

BE IT THEREFORE ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that Manchester Municipal Code 14-516 be amended to delete the current Table 2 and add the attached Table 2 as its replacement.

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: _____ August 6 _____, 2024

PASSED SECOND AND FINAL READING: _____, 2024

Joey Hobbs, Mayor

Anthony Burrows, Finance Director

Currently

"Temporary political signs." On premises temporary political signs may be located in any residential, commercial, or industrial district. In commercial and industrial districts, these signs cannot be installed more than sixty (60) days before and shall be removed within seven (7) days after the election or political event. The period between a primary and general election is exempt from this time limitation restriction. In commercial and industrial districts, the number of these signs shall not exceed two (2), nor shall any sign exceed six feet (6') in height, and the total area of all such signs shall not exceed sixteen (16) square feet.

MTAS

~~"Temporary political signs." On premises Temporary political or campaign posters or signs may be located on private property that is located more than one hundred feet (100') from a polling place. in any residential, commercial, or industrial district. In commercial and industrial districts, These signs cannot be installed more than sixty (60) days before the first day voting begins and shall be removed within seven (7) days after voting ends for such the election or political event. The period between a primary and general election is exempt from this time limitation restriction. In commercial and industrial districts, the number of these signs shall not exceed two (2), nor shall any sign exceed six feet (6') in height, and the total area of all such signs shall not exceed sixteen (16) square feet.~~ No temporary political or campaign poster or sign on commercial property may exceed thirty-two square feet (32 sq. ft.) in size. No temporary political or campaign poster or sign on residential property may exceed sixteen square feet (16 sq. ft.) in size. Each property, whether commercial or residential, is limited to 2 poster(s) or sign(s) on the property per candidate, issue, or subject.

Proposed

"Temporary political signs." Temporary political or campaign posters or signs may be located on private property that is located more than one hundred feet (100') from a polling place. These signs cannot be installed more than sixty (60) days before the first day voting begins and shall be removed within seven (7) days after voting ends for such election. The period between a primary and general election is exempt from this time limitation restriction. No temporary political or campaign poster or sign on commercial property may exceed thirty-two square feet (32 sq. ft.) in size. No temporary political or campaign poster or sign on residential property may exceed sixteen square feet (16 sq. ft.) in size. Each property, whether commercial or residential, is limited to 2 poster(s) or sign(s) on the property per candidate, issue, or subject.

TABLE 2
TEMPORARY, ON-SITE SIGNS

Type	Number of Signs Permitted	Maximum Total Surface Display Area	Minimum Setback	Height (+)	Max Time Allowed	Permit Required	Zones Allowed	Notes
Political Signs (*)	2 per candidate	16 sf	5 ft	6 ft	60 days	No	All	Shall be removed within 7 days of election
Real Estate (**)	1	See Footnote	5 ft	6 ft	N/A	No	All	Shall be removed within 3 days of the settlement or lease of the property
Auction signs	1	16 sf	5 ft	6 ft	14 days	No	All	Shall be removed within 8 days of the event
Special Event Signs (*)	2	16 sf	5 ft	6 ft	2 times per year for 30 days	Yes	All	Shall be removed immediately following the event
Portable Signs	1	32 sf	8 ft	6 ft	30 days	Yes	All except residential	
Banners (*)	2	32 sf	8 ft	10 ft (+)	3 times per year for 30 days	No	All	
Inflatables	1	N/A	8 ft	25 ft (+)	3 times per year for 30 days	No	All except residential	
Construction Signs	1	32 sf	8 ft	6 ft	N/A	No	All	Shall be removed prior to erection of permanent sign
Yard Sale Signs (*)	1	9 sf	5 ft	6 ft	7 days	No	All	Shall be removed within 3 days of the event
Temporary Farm Products Signs (*)	2	16 sf	5 ft	6 ft	N/A	No	All	Shall be removed immediately following the event
Signs in Residential Districts	3	32 sf	5 ft	6 ft	2 times per year for 30 days	No		

(+) Refer to Table 3 for sign height limitations based on distance to electric lines.

(*) Section only applies to signs in commercial and industrial districts.

(**) Maximum total surface display area is 32 sf in commercial and industrial districts and 16 sf in residential districts.

ORDINANCE NO. _____

AN ORDINANCE REZONING PROPERTY OWNED J. J. MANCHESTER, LLC, ON HOSPITALITY BLVD. AND RECENTLY ANNEXED INTO THE CITY, FROM RS-1 TO C-2

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

WHEREAS the Tennessee General Assembly revised the annexation statutes, which now provide that annexation by written consent be accomplished by resolution; and

WHEREAS the City of Manchester recently annexed certain property owned by J. J. Manchester, LLC; and

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 June 17, 2024, considered the rezoning request that the property owned by J. J. Manchester, LLC, described below, be rezoned from RS-1 to C-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 C-2 to the following described property owned by J. J. Manchester, LLC on Hospitality Blvd.:

Map 085M, Group __, Parcel 020.00

Lying in the 1st Civil District of Coffee County, Tennessee, and being a portion of Map: 75, Parcel: 20, Property Assessor's Office of Coffee County, Tennessee, and being the major remaining portion of the property in WDB 272, page 471, ROCCT, and being generally bounded

to the north by Haines and McConaughty, east by Stroop and Threet, south by the museum lot, Lot 3 (5.00 acres), and west by Goin, and being more particularly described as follows:

BEGINNING at a found iron pin at the northwest corner of the museum lot, in the east margin of Hospitality Blvd., and being 468.6 feet north of the north margin of Campground Road; thence with the east margin of Hospitality Blvd., an undeveloped 60-ft. right-of-way, North 21 deg. 13 min. 00 sec. East, 128.00 feet to a set iron pin; thence with a curve to the left, with a radius of 630 feet, an arc distance of 202.50 feet to a set iron pin; thence North 03 deg. 06 min. 00 sec. East, 631.47 feet to a set iron pin; thence North 86 deg. 54 min. 0 sec. West, 500.02 feet to an iron pin set at the northwest corner of said Lot 35(acres), and being in the east line of Goin; thence North 02 deg. 94 min. 3 sec. East, 593.86 feet to an iron pin found at Goin's northeast corner and being the northwest corner of the property herein described; thence South 85 deg. 5 min. 03 sec. East 772.16 feet to an iron pin found at the northwest corner of Stroop and Threet, and being the northeast corner of the property herein described; thence South 02 deg. 38 min. 49 sec. West, 1532.61 feet to a set iron pin at the northeast corner of said museum lot; thence North 86 deg. 54 min. 00 sec. West, 354.00 feet to the point of beginning, and containing 16.68 acres, more or less, according to that certain survey dated July 21, 2000, of Max Northcutt, TN RLS #1359, 213A North Spring Street, Manchester, TN 37355.

Being the same property conveyed to J.J. Manchester, LLC by Warranty Deed from the Industrial Board of Coffee County, Tennessee, Incorporated of record at Book: W276, Page: 979, Register's Office for Coffee County, Tennessee.

INCLUDED in the above description but excluded from this conveyance are the following:

1. Lot 6 (Map: 085, Parcel: 020.11) see WD Book 325, Page 923 ROCCT for description
2. Lot 7 (Map: 085, Parcel: 020.12) see WD Book 325, Page 923 ROCCT for description

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 C-2, Highway Service District; 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.

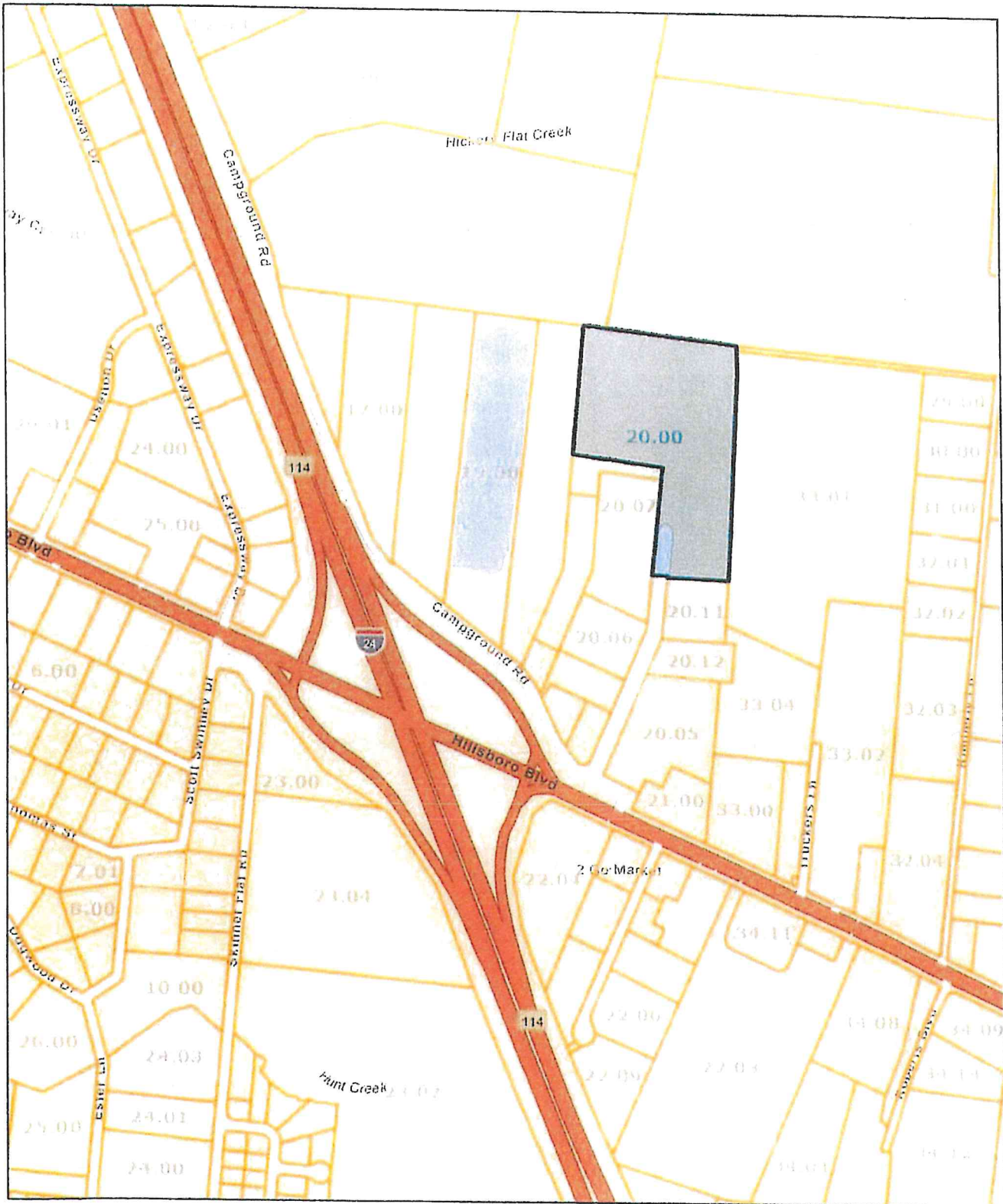
This ordinance is presented and passed with the positive recommendation of the Manchester Planning Commission obtained at its meeting on June 17, 2024.

PASSED FIRST READING: _____ August 6 _____, 2024

PASSED SECOND AND FINAL READING: _____, 2024

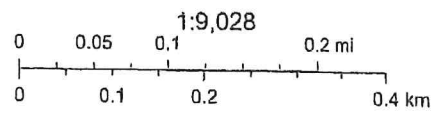
Marilyn Howard, Mayor

Coffee County - Parcel: 085 020.00



Date: May 24, 2024

County: Coffee
Owner: J J MANCHESTER LLC
Address: HOSPITALITY BLVD
Parcel Number: 085 020.00
Deeded Acreage: 13.63
Calculated Acreage: 0



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R-1

C-2

R-4

C-2

C-2

R-3

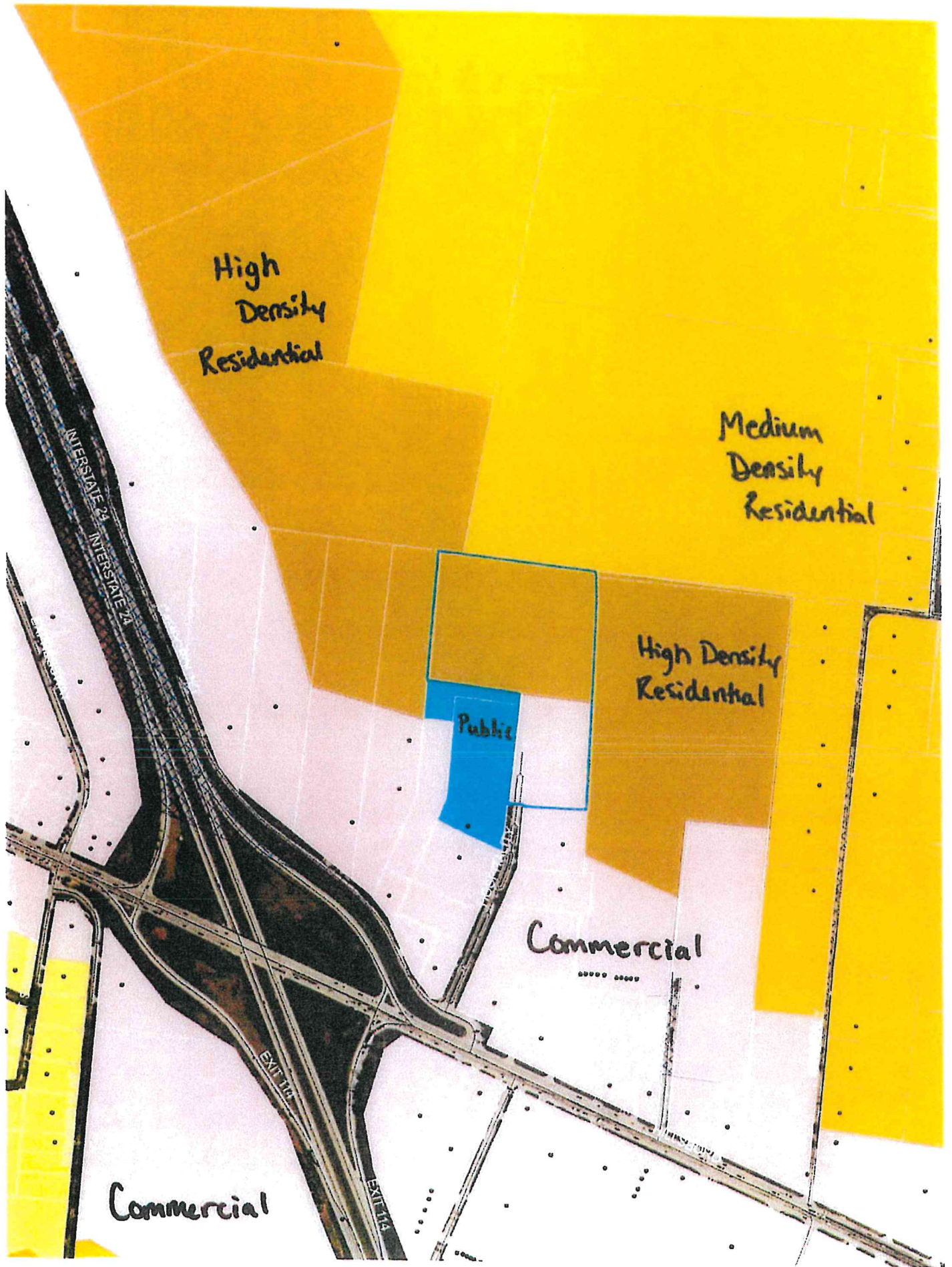
C-2

INTERSTATE 24
CAMPGROUND
INTERSTATE 24

EXIT 134

EXIT 134

GROSCH



High
Density
Residential

Medium
Density
Residential

High Density
Residential

Public

Commercial

Commercial

INTERSTATE 24
INTERSTATE 24

EXIT 114

EXIT 114

Side yard setback of adjacent front yards shall be provided
None, except that when an open area is provided, it shall be at least ten (10) feet wide, and shall be unobstructed

Rear yard setback Twenty (20) feet

(c) Maximum lot coverage. There are no restrictions on the area occupied by all buildings including accessory buildings on a lot or parcel located in the C-1 district.

(d) Height requirement. The maximum height of all buildings located in the C-1 district shall be established as follows, except as provided in § 14-704.

(i) The maximum building height at the street line shall be four (4) stories or fifty (50) feet.

(ii) For each foot the building is setback from the street line, the height of the building may be increased by one and one-half (1 1/2) feet to a maximum height of sixty-five (65) feet.

(e) Parking space requirements. Parking spaces in the central business district are not regulated in § 14-501.

(f) Accessory structures. Accessory structures shall be located at least five (5) feet from any lot line, and any building on the same lot.

(g) Landscaping provisions. Each site shall be developed with a minimum of ten (10) percent of the lot area landscaped to enhance site appearance. Included in the ten (10) percent coverage, there shall be maintained a landscaped strip at least ten (10) feet wide along all street right-of-way lines, exclusive of business driveways and walkways. The provisions of this section may be waived by the board of zoning appeals in cases where the lack of setbacks would make strict application of the provision impossible. (1972 Code, § 11-606.1, as amended by Ord. #1100, June 2005, Ord. #1156, Dec. 2006, and amended and renumbered by Ord. #1577, Aug. 2019 *Ch21_07-05-22*)

14-615. C-2, Highway service district. (1) District description. This district is designed to provide adequate space in appropriate locations for uses which serve the needs of the motoring public. Automobile and other vehicular service establishments, transient sleeping accommodations, and eating and drinking establishments primarily characterize this district. In addition, commercial trade and service uses are permitted if necessary to serve the recurring needs of persons frequenting these districts. Community facilities and utilities necessary to serve these districts, or necessary for the general

community welfare are also permitted. Bulk limitations required of uses in these districts, in part, are designed to maximize compatibility with lesser intense use of land or building in proximate residential districts. Appropriate locations for this district are along major traffic arteries. Such districts should be situated near major transportation interchanges in clustered development patterns, and not patterns of striped commercial development extending in a continuous manner along such major traffic arteries.

(2) Uses permitted. In the C-2, highway service district, the following uses and their accessory uses are permitted.

Community facility activities

Administrative services
 Community assembly
 Community education
 Cultural and recreational services
 Essential services
 Health care facilities
 Intermediate impact facilities
 Personal and group care facilities
 Religious facilities

Commercial activities

Animal care and veterinarian services
 Automotive parking
 Automotive service and repair
 Building materials and farm equipment
 Consumer repair services
 Construction sales and services
 Convenience commercial
 Entertainment and amusement services
 Financial, consulting, and administrative
 Food and beverage service
 Food service - drive-in
 General business and communication services
 General personal service
 General retail trade
 Medical and professional services
 Transient habitation
 Transport and warehousing
 Undertaking services
 Vehicular, craft and related equipment

(3) Accessory uses and structures. The following accessory uses are permitted in the C-2, highway service district.

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

(b) Accessory off-street parking and loading facilities as required in § 14-501.

(c) Accessory structures and uses customarily incidental to the permitted uses, provided that such accessory structures and uses are carried out on the same lot and are not otherwise prohibited.

(4) Uses permitted as special exceptions. In the C-2, highway service district, the following uses and their accessory uses may be permitted as special exceptions, after review and approval in accordance with § 14-810.

Commercial Activities

Wholesale

Manufacturing activities

Limited manufacturing activities

Agricultural, resources production, and extractive activities

Plant and forest nurseries

(5) Uses prohibited. Any uses or structures not allowable as permitted uses, conditional uses, temporary uses, or accessory uses are prohibited within the C-2, highway service district.

(6) Dimensional regulations. All uses permitted in the C-2, highway service district, shall comply with the following requirements in chapter 7.

(a) Minimum lot size.

Minimum lot area 20,000 square feet

Lot width at building setback 100 feet

(b) Minimum yard requirements.

Front yard setback 35 feet

Side yard setback, 15 feet

except where the side yard abuts or is

adjacent to a

residential district,

in which case the

minimum setback for

that yard shall be

forty (40) feet.

Rear yard setback, 20 feet

except where the rear

yard abuts or is

adjacent to a

residential district,

in which case the

minimum setback for

that yard shall be
forty (40) feet.

(c) Maximum lot coverage. On any area or parcel of land, the area occupied by all buildings including accessory buildings, shall not exceed seventy (70) percent of the total area of such lot or parcel.

(d) Height requirements. No building shall exceed sixty (60) feet in height, except as provided in § 14-804.

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

(f) Accessory structures. Accessory structures shall be located at least five (5) feet from any lot line, and any building on the same lot.

(7) Landscaping provisions. Each site shall be developed with a minimum of ten (10) percent of the lot area landscaped to enhance site appearance. Included in the ten (10) percent coverage, there shall be maintained a landscaped strip at least ten (10) feet wide along all street rights-of-way lines exclusive of business driveways and walkways.

(8) Planned commercial development provisions. All developments within the C-2, highway service district, involving two (2) or more buildings on a single tract, site, or lot or any development site involving three (3) or more acres must be submitted as a planned commercial development as provided in § 14-620(1). (1972 code, § 11-606.2, as amended by Ord. #1193, Jan. 2008, and renumbered by Ord. #1577, Aug. 2019 *Ch21_07-05-22*)

~~14-616. C-3, General commercial district. (1) District description. These districts are designed to provide for a wide range of commercial uses concerned with retail trade and consumer services; amusement and entertainment establishments; automotive and vehicular service establishments; transient sleeping accommodations; drive-in stores; eating and drinking places, financial institutions; and offices. The uses in this district service a wide market area and, therefore, ease of automotive access is a requirement. However, it is not intended that this district permit uses which generate large volumes of truck traffic. Appropriate open space between commercial and residential areas is required.~~

~~(2) Uses permitted. In the C-3, general commercial district, the following uses and their accessory uses are permitted.~~

~~Community facility activities~~

~~Administrative services~~

~~Community assembly~~

~~Community education~~

~~Cultural and recreational services~~

~~Essential services~~

~~Health care facilities~~

~~Intermediate impact facilities~~

~~Personal and group care facilities~~

~~Religious facilities~~

ORDINANCE NO. _____

AN ORDINANCE REZONING THAT PROPERTY OWNED BY MANCHESTER VILLAS, LLC, ON 3180 MURFREESBORO HIGHWAY AND RECENTLY ANNEXED INTO THE CITY

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

Whereas the Tennessee General Assembly revised the annexation statutes, which now provide that annexation by written consent be accomplished by resolution; and

Whereas the City of Manchester recently annexed certain property owned by Manchester Villas, LLC; 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 resolution; and

Whereas the Manchester Planning Commission recommended that the property owned by Manchester Villas, LLC be rezoned according to and as described below.

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

XXXXXXXXXX

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 these properties zoned R-4 as described above; 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 Regional Planning Commission obtained at its meeting July 15, 2024.

PASSED FIRST READING: _____, 2024

PASSED SECOND AND FINAL READING: _____, 2024

Joey Hobbs, Mayor

Anthony Burrows, Finance Director

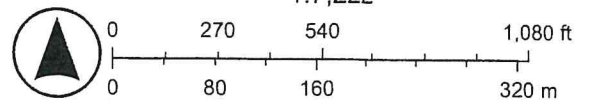
Zoning 3180



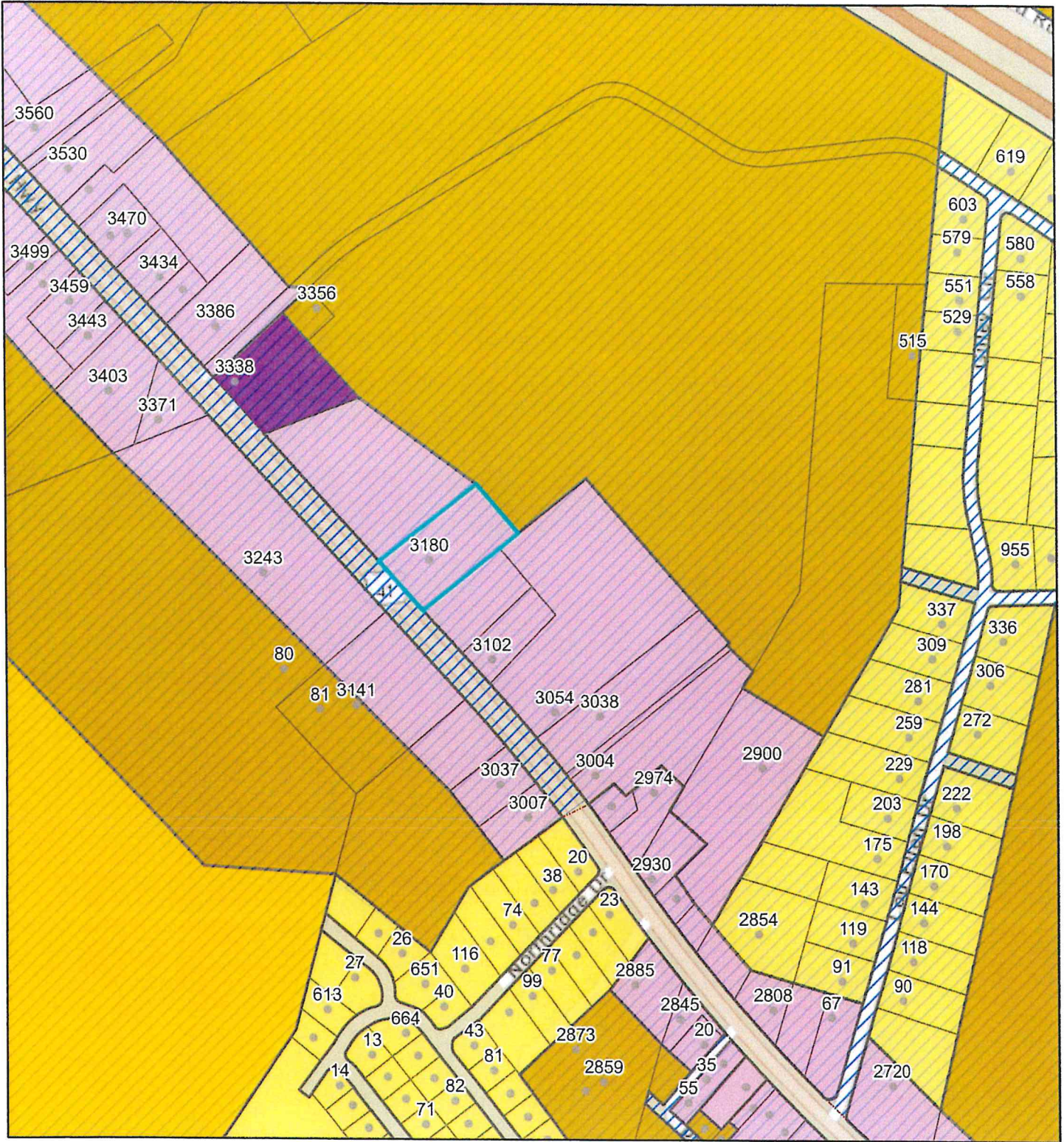
10/16/2024, 2:08:25 PM

1:7,222

- Coffee Parcels
- Coffee Addresses
- R-4
- Manchester City Limit
- R-2
- Coffee UGB

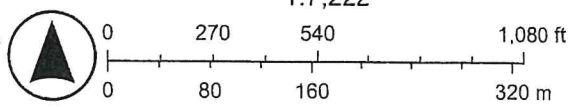


Land use 3180



10/16/2024, 2:03:11 PM

- Coffee Parcels
- Coffee Addresses
- Manchester Landuse**
- Commercial, Central and General Neighborhood
- Residential Low Density / Single Family Duplexes
- Residential High Density Multi-Family
- High Density Mobile Home
- Manchester City Limit
- Coffee UGB



ORDINANCE NO. _____

AN ORDINANCE REZONING THAT PROPERTY OWNED BY ROBERT AND SHONTA GILLEY, ON MURFREESBORO HIGHWAY AND RECENTLY ANNEXED INTO THE CITY

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

Whereas the Tennessee General Assembly revised the annexation statutes, which now provide that annexation by written consent be accomplished by resolution; and

Whereas the City of Manchester recently annexed certain property owned by Robert and Shonta Gilley; 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 resolution; and

Whereas the Manchester Planning Commission recommended that the property owned by Robert and Shonta Gilley be rezoned according to and as described below.

BE IT THEREFORE ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that Title 14, Chapter 6, Section 1 of the Manchester Municipal Code be, and it is, hereby amended to apply the zoning classification of R-4 to the following described properties owned by Robert and Shonta Gilley:

XXXXXXXXXX

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 these properties zoned R-4 as described above; 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 Regional Planning Commission obtained at its meeting August 19, 2024.

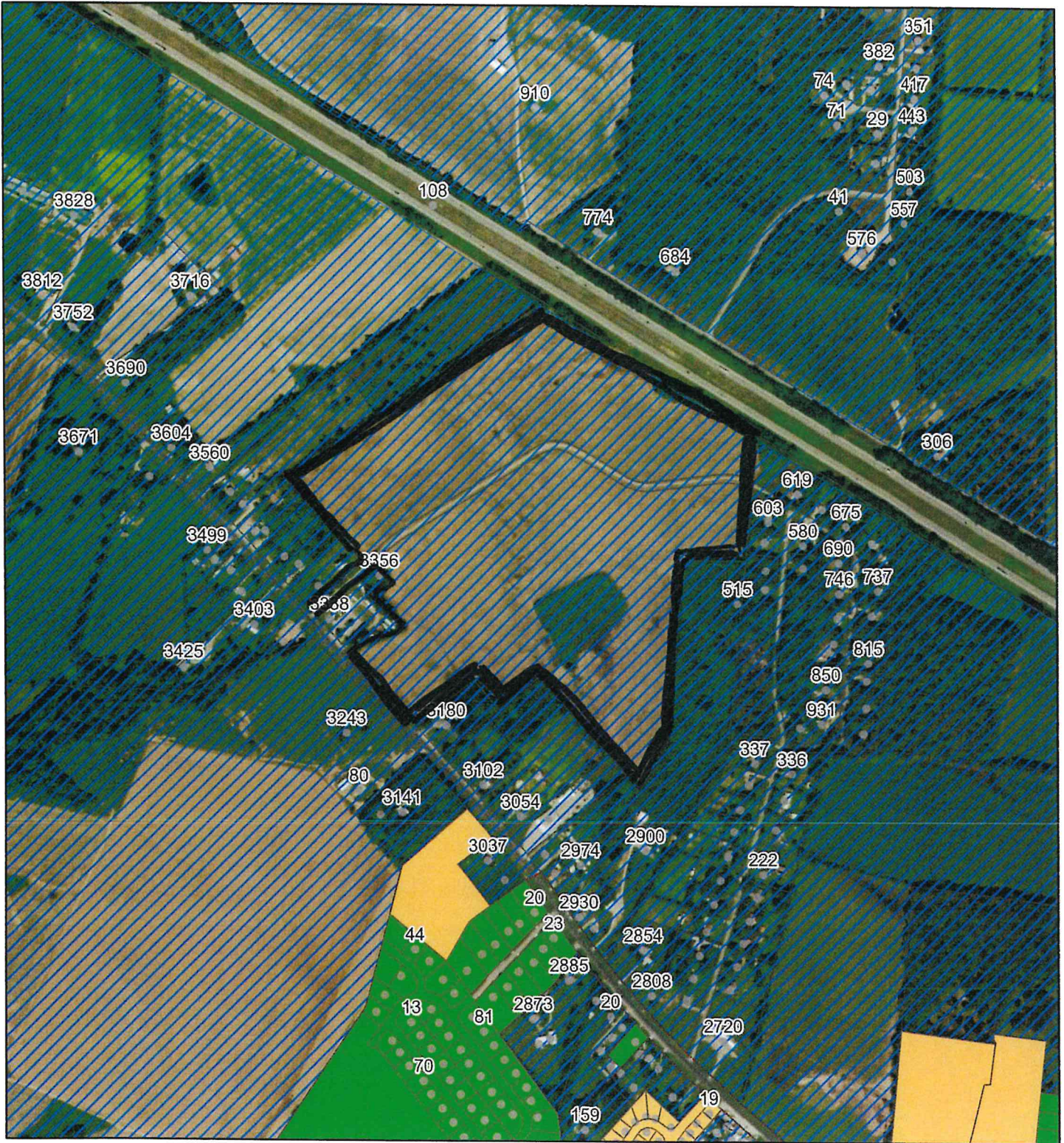
PASSED FIRST READING: _____, 2024

PASSED SECOND AND FINAL READING: _____, 2024

Joey Hobbs, Mayor

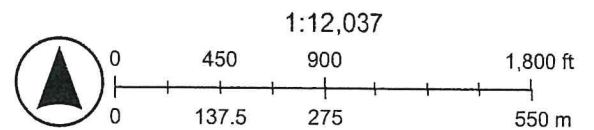
Anthony Burrows, Finance Director

Gilley



10/16/2024, 2:21:41 PM

- Coffee Parcels
- R-4
- Coffee Addresses
- Manchester City Limit
- Manchester Zoning
- Coffee UGB
- R-2



Earthstar Geographics

ORDINANCE NO. _____

**AN ORDINANCE REZONING THAT PROPERTY OWNED BY DONALD PARKER,
ON SISSOM LANE AND RECENTLY ANNEXED INTO THE CITY**

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

Whereas the Tennessee General Assembly revised the annexation statutes, which now provide that annexation by written consent be accomplished by resolution; and

Whereas the City of Manchester recently annexed certain property owned by Donald Parker; 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 resolution; and

Whereas the Manchester Planning Commission recommended that the property owned by Donald Parker be rezoned according to and as described below.

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

XXXXXXXXXX

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 these properties zoned R-4 as described above; 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 Regional Planning Commission obtained at its meeting August 19, 2024.

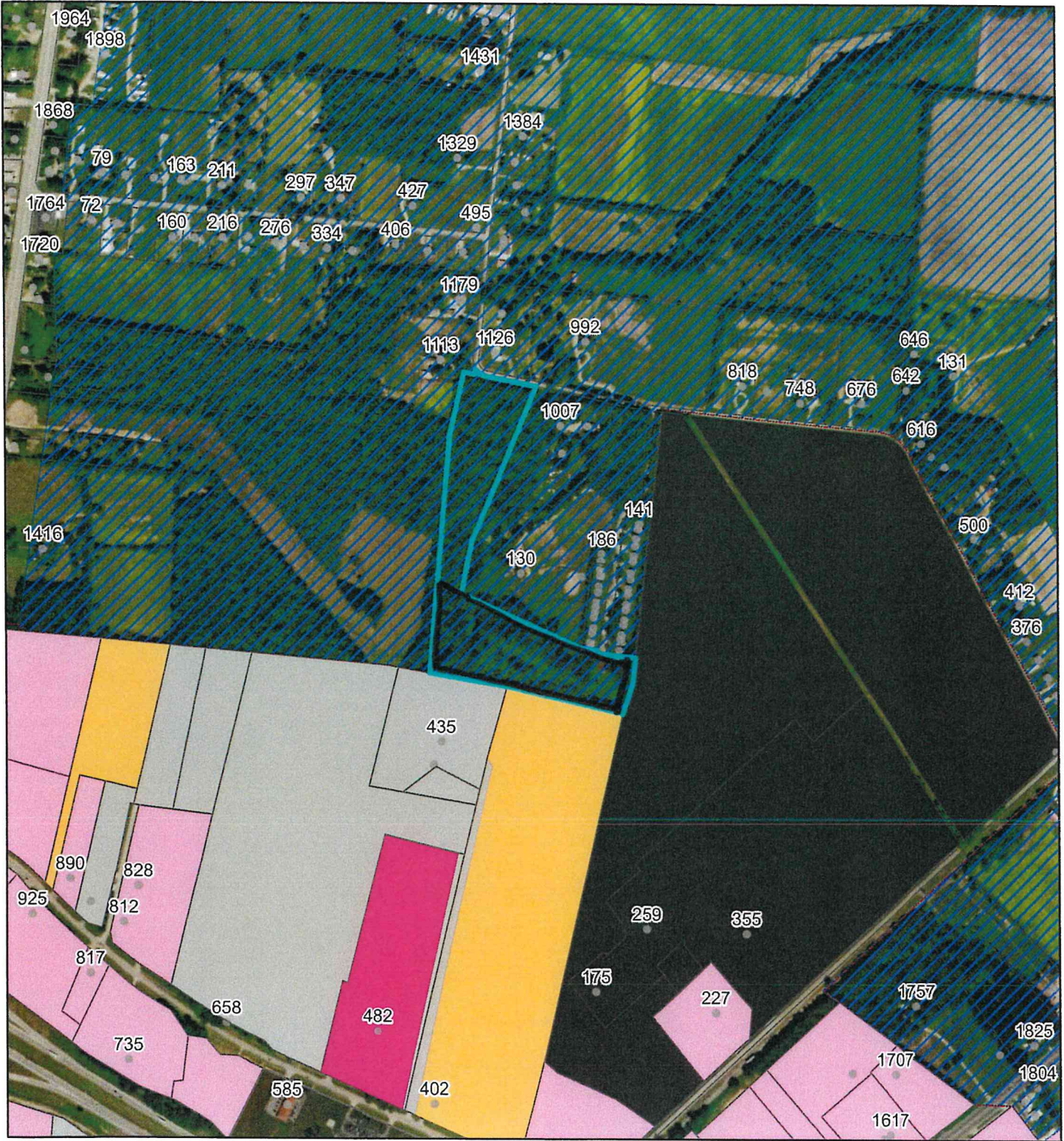
PASSED FIRST READING: _____, 2024

PASSED SECOND AND FINAL READING: _____, 2024

Joey Hobbs, Mayor

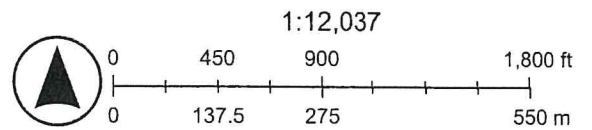
Anthony Burrows, Finance Director

Parker Zoning



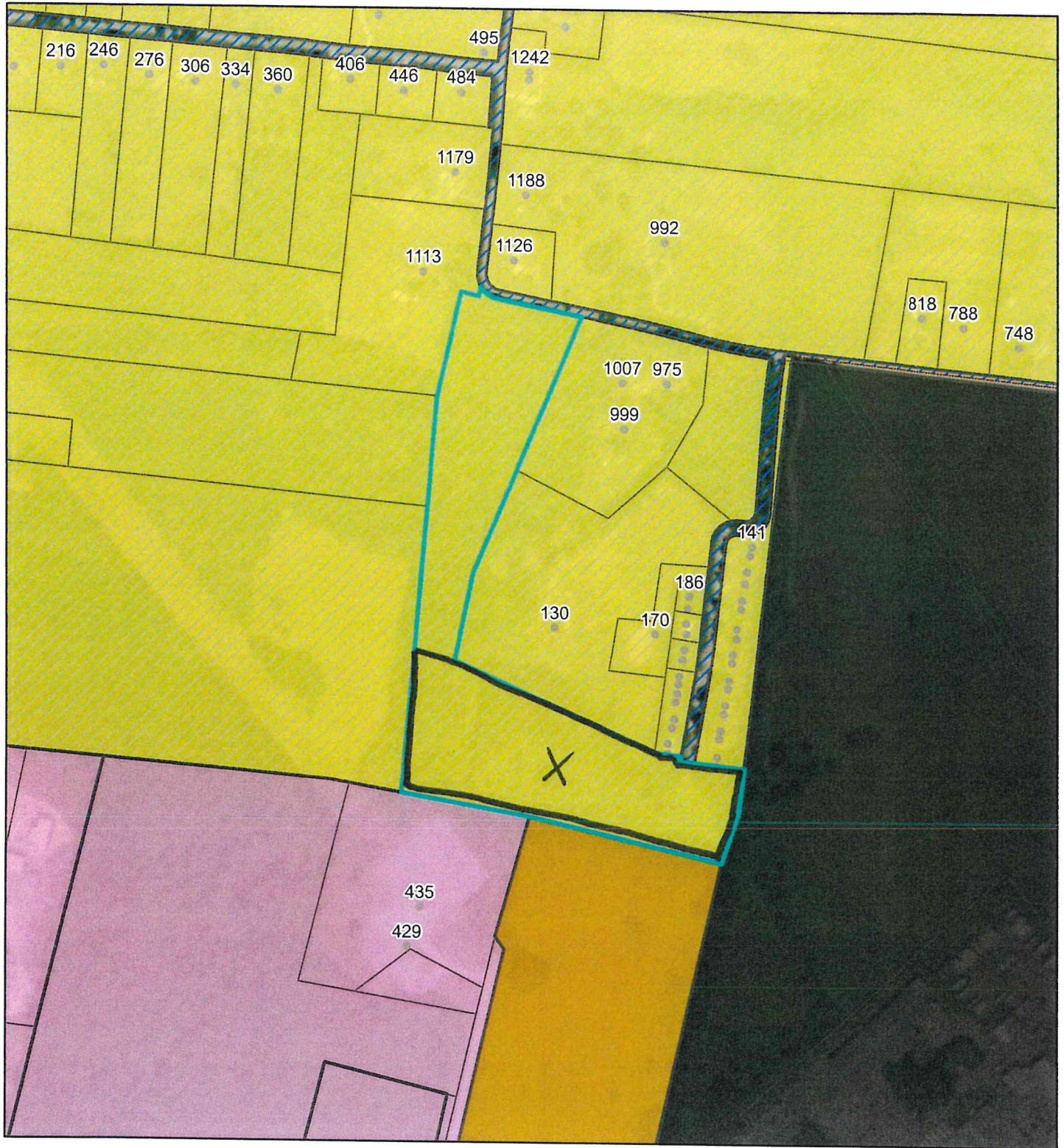
10/16/2024, 2:25:02 PM

-  Coffee Parcels
-  Coffee Addresses
- Manchester Zoning**
-  C-2
-  C-3
-  C-5
-  I-1
-  I-2
-  R-4
-  Manchester City Limit
-  Coffee UGB



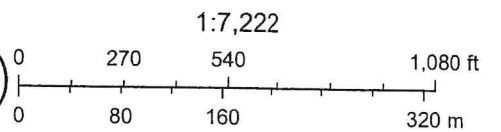
Earthstar Geographics

Land Use Parker



10/16/2024, 2:27:42 PM

- | | |
|--|--|
| Coffee Parcels | Residential Low Density / Single Family Duplexes |
| Coffee Addresses | Residential High Density Multi-Family |
| Manchester Landuse | Manchester City Limit |
| Commercial, Central and General Neighborhood | Coffee UGB |
| Industrial, Heavy | |



Maxar

ORDINANCE NO. _____

**AN ORDINANCE AMENDING PROVISIONS TO MANCHESTER MUNICIPAL CODE
REGARDING CITIZENS COMMENTS**

WHEREAS the Manchester Municipal Code provides for the procedures used during Board, Committee and Commission meetings; and

WHEREAS the Board of Mayor and Aldermen believes it in the best interest of the City of Manchester that certain amendments be made to those procedures in MMC 1-111.

BE IT THEREFORE ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that there be an amendment to MMC 1-111 by adding the following language at the end of the paragraph:

Persons wishing to speak shall register online or via the Mayor's Office 48 hours in advance of the start time of the meeting. Persons duly registered to speak, shall limit their comments to items relevant to the agenda and keep their comments under 3 minutes.

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: _____, 2024

PASSED SECOND AND FINAL READING: _____, 2024

Joey Hobbs, Mayor

Manchester Regional Planning Commission UGB Member

Mayoral Appointment (1 Vacancy)

Cheryl Swan

Loyd Glen Chapman

Recreation Commission Appointed by Mayor (1 Vacancy)

Stan Rogers Reapplied

Tourism Commission BOMA Appointment (1 Vacancies)

Joseph Sherrill Reapplied

**Historic Zoning Commission Mayoral Appointment w/Board Confirmation
(2 Vacancies)**

Norm Vetter Reapplied