

**CITY OF MANCHESTER**  
**BOARD OF MAYOR AND ALDERMEN**  
**Meeting Minutes**  
**December 2<sup>nd</sup>, 2025, @ 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 Hobbs. Present for the meeting were Mayor Hobbs, City Attorney Johnson, Vice Mayor Messick, Alderman Anderson, Alderman French, Alderman Parsley, Alderman Crosslin, Alderman Threet, Executive Administrative Assistant Keele, Finance Director Burrows, MWSD Interim Director Foley, Parks/Rec. Director Fox, I.S. Technician Cody Rogers, MPD Assistant Chief Floied, MFD Chief Chambers, MFD Chief Chambers, City Engineer Adam Carter, and Community Development & Zoning Director Brittany Fiske. Meeting opened with a prayer by Pastor Billy Levengood, and the pledge to the flag was spoken in unison. Vice Mayor Hobbs called the meeting to order.

**ROLL CALL:**

All present

**MOTION TO APPROVE AGENDA:**

**APPROVAL OF MINUTES:**

**CORRESPONDENCE:** none

**COMMENTS FROM CITIZENS:** Pastor Billy Levengood spoke in favor of funding the Manchester

Chamber of Commerce. Cynthia Vanduwe spoke in opposition of the Rose St. rezoning.

**COMMENTS FROM MAYOR:** Mayor Hobbs welcomed everyone to the December meeting. Mayor Hobbs thanked everyone that was involved in the Christmas Parade.

**Safety Committee-** Chief Chambers discussed the MFD November report; Assistant Police Chief Floied discussed the MPD November report; Next meeting will be 12-8-25.

**Finance Committee-** Director Burrows discussed funding approvals from the Nov. Finance Committee meeting. Next meeting will be 12-16-25.

**Street Committee-** Director Gannon absent.

**Water /Sewer Commission-** Interim Director Foley discussed the MWSD November report.

**Recreation Commission-**Director Fox discussed November events and upcoming events.

**Tourism-** Director Fox discussed the Christmas Parade, adding shade structures to the park, and adding additional Christmas lighting next year.

**Planning & Zoning Commission-** Director Fiske discussed new software and next meeting would be 12-15-25

**Historic Zoning Commission-**Director Fiske stated they have one HOA and next meeting would be 12-4-25.

**RESOLUTIONS & ORDINANCES**

**Resolutions:**

- a) A resolution approving a contract with M R Systems, at a total cost of Thirty-Nine Thousand, Eight Hundred and Forty and 00/100 Dollars (\$39,840.00) to provide a SCADA hardware and software upgrade to the Water and Sewer Department; sponsored by Alderman Crosslin. Vice Mayor Messick made a motion to approve and seconded by Alderman Anderson. Mayor Hobbs opened the floor to discussion and called for the roll. The resolution passed 6-0.
- b) A resolution adopting a Cybersecurity Policy and a Policy for Employee Technology Resources usage; sponsored by Alderman Crosslin. Alderman Crosslin made a motion to approve and seconded by Vice Mayor Messick. Mayor Hobbs opened the floor to discussion and called for the roll. The resolution passed 6-0.
- c) A resolution approving contract with Reed and Shows Meters Solutions, at a total cost of Thirty-Seven Thousand, Nine Hundred and Twenty-Five and 00/100 Dollars (\$37,925.00) to provide meters and repairs to the Water and Sewer Department; sponsored by Alderman Crosslin. Vice Mayor Messick made a motion to approve and seconded by Alderman French. Mayor Hobbs opened the floor to discussion and called for the roll. The resolution passed 6-0.
- d) A resolution to authorize the expenditure of up to Sixty-Two Thousand One Hundred and 00/100 Dollars (\$62,100.00) for an employee wellness and assistance program; sponsored by Alderman Crosslin. Alderman French made a motion to approve and seconded by Alderman Anderson. Mayor Hobbs opened the floor to discussion and called for the roll. The resolution passed 6-0.
- e) A resolution authorizing the purchase of MSA G-1 Breathing Apparatuses and miscellaneous equipment at the total price of One Hundred and Three Thousand and Twenty-Five and 00/100 Dollars (\$103,025.00) for use of the Fire Department of the City of Manchester; sponsored by Alderman Parsley. Alderman Anderson made a motion to approve and seconded by Alderman Crosslin. Mayor Hopps opened the floor to discussion and called for the roll. The resolution passed 6-0.

f) A resolution to authorize an application for a Tennessee Department of Agriculture EPA Clean Water Grant; sponsored by Mayor Hobbs. Alderman Anderson made a motion to approve and seconded by Alderman French. Mayor Hobbs opened the floor to discussion and called for the roll. The resolution passed 6-0.

**Ordinances:**

- a) 2<sup>nd</sup> reading of an ordinance to add Manchester Municipal Code 1-110, relative to creation and membership of the Policies and Procedures Committee; sponsored by Alderman Crosslin. Alderman Parsley made a motion to approve and seconded by Alderman Crosslin. Mayor Hobbs opened the floor to a public hearing and after no discussion called for the roll. The ordinance passed 2<sup>nd</sup> and final reading 5-1 with Alderman Anderson voting nay.
- b) 2<sup>nd</sup> reading of an ordinance to amend Manchester Municipal Code 2-502 relative to Water and Sewer Commission membership; sponsored by Mayor Hobbs. Alderman French made a motion to approve and seconded by Alderman Crosslin. Mayor Hobbs opened the floor to a public hearing and called for the roll after no discussion. The ordinance passed 2<sup>nd</sup> and final reading 5-1 with Alderman Anderson voting nay.
- c) 2<sup>nd</sup> reading of an ordinance amending the Budget Ordinance for Fiscal Year 2025-2026, Ordinance No. 1743; sponsored by Alderman Crosslin. Vice Mayor Messick made a motion to approve and seconded by Alderman Crosslin. Mayor Hobbs opened the floor to a public hearing and after none called for the roll. The ordinance passed 2<sup>nd</sup> and final reading 6-0.
- d) 2<sup>nd</sup> reading of an ordinance rezoning property owned by the Charles Porter Walker Family Trust on Woodbury Hwy., from R-3 to C-3; sponsored by Vice Mayor Messick. Alderman Parsley made a motion to approve and seconded by Vice Mayor Messick. Mayor Hobbs opened the floor to a public hearing and called for the roll. The ordinance passed 2<sup>nd</sup> and final reading 6-0.
- e) 2<sup>nd</sup> reading of an ordinance rezoning property owned by Kenneth Swack on 207 Rose St., from R-3 to R-4; sponsored by Vice Mayor Messick. Vice Mayor Messick made a motion to approve and seconded by Alderman Crosslin. Mayor Hobbs opened the floor to a public hearing. After no discussion Mayor Hobbs called for the roll. The ordinance passed 2<sup>nd</sup> and final reading 4-2 with Alderman French and Alderman Anderson voting nay.
- f) 2<sup>nd</sup> reading of an ordinance rezoning property owned by Marcelo Aguilar on 504 S. Spring St., from R-3 to R-4; sponsored by Vice Mayor Messick. Vice Mayor Messick made a motion to approve and seconded by Alderman Crosslin. Mayor Hobbs opened the floor to a public hearing. Mayor Hobbs opened the floor to a public hearing and after no discussion called for the roll. The ordinance passed 5-1 with Alderman Anderson voting nay.
- g) 2<sup>nd</sup> reading of an ordinance rezoning property owned by David Lewis ET. UX. On Hendrixson Dr., from R-3 to C-3; sponsored by Vice Mayor Messick. Vice Mayor Messick made a motion to approve and seconded by Alderman French. Mayor Hobbs opened the floor to a public hearing. After no discussion Mayor Hobbs called for the roll. The ordinance passed 2<sup>nd</sup> and final reading 6-0.
- h) 2<sup>nd</sup> reading of an ordinance amending the Physical Development Plan of the City of Manchester applicable to property on the Old Tullahoma Hwy (Tax Map 086 parcels 026.00 & 027.00); sponsored by Vice Mayor Messick. Vice Mayor Messick made a motion to approve and seconded by Alderman Crosslin. Mayor Hobbs opened the floor to a public hearing. A discussion ensued with Alderman Threet and Director Fiske. Mayor Hobbs called for the roll. The ordinance passed second and final reading 5-1 with Alderman Anderson voting nay.
- i) 1<sup>st</sup> reading of an ordinance amending the Physical Development Plan of the City of Manchester applicable to property on Oakdale Street (Tax Map 086 Parcel 020.00); sponsored by Vice Mayor Messick. Vice Mayor Messick made a motion to approve and seconded by Alderman Crosslin. Mayor Hobbs opened the floor to discussion and a discussion ensued. Director Fiske discussed the Planning Commission sent to the BOMA with a negative recommendation. Attorney Johnson discussed the Land Use Plan map. Mayor Hobbs called for the roll. The ordinance failed 1-5 with Alderman Anderson, Alderman Crosslin, Alderman French, Vice Mayor Messick, and Alderman Parsley voting nay.
- j) 1<sup>st</sup> reading of an ordinance to amend Manchester Municipal Code 2-301 ET. SEQ., to create a Department of Tourism and Advisory Board; sponsored by Mayor Hobbs. Alderman Crosslin made a motion to approve and seconded by Alderman French. Mayor Hobbs opened the floor to discussion and a discussion ensued. Mayor Hobbs called for the roll. The motion passed 5-1 with Alderman Anderson voting nay.

**OLD BUSINESS-** none

**NEW BUSINESS**

- Evidence Custodian Job Description – Alderman Anderson made a motion to approve and seconded by Alderman Crosslin. Mayor Hobbs opened the floor to discussion and called for the roll. The job description passed 6-0.
- MWSD Water Billing Customer Service Coordinator Job Description – Alderman Crosslin made a motion to approve and seconded by Alderman French. Mayor Hobbs opened the floor to discussion and called for the roll. The job description passed 6-0.
- Recreation Administrative Coordinator Job Description – Alderman Crosslin made a motion to approve and seconded by Alderman Anderson. Mayor Hobbs opened the floor to discussion and called for the roll. The job description passed 6-0.

- Parks Ground Keeper Job Description-Alderman Crosslin made a motion to approve and seconded by Vice Mayor Messick. Mayor Hobbs opened the floor to discussion and called for the roll. The job description passed 6-0.

**COMMENTS FROM BOMA:**

Mayor Hobbs asked if anyone had any comments.

- Vice Mayor Messick made a motion to remove the Interim titles of Interim Police Chief Adam Floied MPD and Interim Director Lonnie Foley MWSD and to make them Chief of Police and Director of MWSD. Alderman French seconded the motion. Alderman Anderson discussed the item did not appear on the agenda and would like to place on next months meeting agenda. The motion was seconded by Alderman Threet. A discussion ensued and Mayor Hobbs called for the roll and the roll on the motion to postpone until next BOMA meeting. Mayor Hobbs called for the roll and the motion to postpone passed 4-2 with Vice Mayor Messick and Alderman French voting nay.
- Alderman Anderson stated she thinks the Christmas lights look great and thanked the City staff.
- Alderman Crosslin thanked all of the City employees for a job well done.
- Alderman French made a motion to send back to the Finance Committee to make an allotment to the Chamber of Commerce in the amount of 25,000 and the Chamber would need to make the request. Alderman Anderson seconded the motion. The motion passed 5-1 with Vice Mayor Messick voting nay.
- Vice Mayor Messick and Alderman Parsley wished everyone a Merry Christmas

**ADJOURNMENT:**

- Being no further business to discuss, Mayor Hobbs asked for a motion to adjourn and Alderman Crosslin made the motion. The motion was seconded by Alderman French. The motion to adjourn was passed 6-0. The meeting adjourned at 7:41 p.m.

**SIGNATURES:**



**Executive Administrative Assistant Keele**



**Mayor Joey Hobbs**