

# **Finance Committee Meeting Minutes**

## **City of Manchester**

### **March 17th, 2026**

**Present:** Mayor Hobbs, Vice Mayor Messick, Alderman Crosslin, Alderman Parsley, Finance Director Anthony Burrows, Police Chief Adam Floied, Assistant Police Chief Dale Robertson, Codes Director Brittany Fiske, Sr. Accountant Kelley Weber, Grant Writer Dave Capka and John Coffelt.

The Manchester City Finance Committee held its regularly called meeting on March 17th, at 4:00 p.m. in the board room at Manchester City Hall.

- 1) The meeting was called to order by Alderman Crosslin, Chairman of the Committee.
- 2) On a motion by Vice Mayor Messick, and seconded by Alderman Parsley the agenda was approved as written 3-0.
- 3) On a motion made by Vice Mayor Messick, and seconded by Alderman Parsley the minutes of the February 17th Finance Committee Meeting were approved 3-0.
- 4) There were no public comments.
- 5) The Codes Department placed a funding request for \$34,999 to purchase a truck for the department. After some question and answer regarding the need, a motion was made to approve the purchase by Alderman Parsley, seconded by Vice Mayor Messick. Motion passed 3-0.
- 6) The Water & Sewer Department made a funding request to purchase three insertion valves for \$34,964. The valves are normal maintenance and need to be replaced. On a motion to approve by Vice Mayor Messick, seconded by Alderman Parsley the item was approved 3-0.
- 7) The Finance Department requested to move its main software system Incode 9 from the City's servers to an offsite hosted server (the Cloud) and to move forward with an upgrade to Incode 10. After discussing the need of the upgrade and system security concerns Vice Mayor Messick made a combined motion to approve the move to the Cloud (\$21,000) and to move forward with the purchase of Incode 10 (53,640). Motion passed 3-0.
- 8) The Administration made a request to move forward with an application for a \$300,000 Federal Highway Grant for roads improvement. The Grant is an 80/20 Grant requiring the City commit to a 20% match (\$60,000). A motion was made by Vice Mayor Messick to approve applying for the grant and committing to the \$60,000 match. Alderman Parsley seconded the motion. The motion passed 3-0.

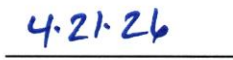
9) The Finance Department made a request of the Committee members for a Special Call Finance Committee meeting on April 6<sup>th</sup> to discuss the proposed 2027 Budget. No formal vote was taken as the Committee agreed to a Special Call on April 6<sup>th</sup>.

10) Items Added: The Finance Department put forth a request to amend the FY 2026 Budget via Ordinance. The amendment is necessary due to the additional late year spending for repairs on buildings and other infrastructure. On a motion to approve the Ordinance by Aldermen Parsley, and seconded by Vice Mayor Messick the motion passed 3-0.

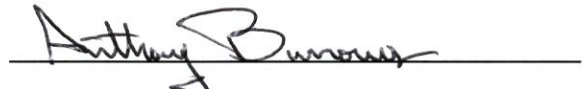
11) The last item was a motion to adjourn by Vice Mayor Messick, which was seconded by Alderman Parsley. Motion passed 3-0. Adjourned at 4:43pm.



Finance Committee Chairperson



Date



Finance Director



Date