Monday, March 18, 2019
City of Portland Council Meeting Agenda

Portland City Hall
100 South Russell Street
Portland, TN 37148
5:30 PM

1. Call meeting to order

2. Prayer and Pledge

3. Roll Call

4. Approval of Minutes

A. March 4, 2019

5. Approval of Agenda

6. Communications from Mayor and City Council

7. Public Recognition - Five minutes per person pertaining to an item on the agenda.

8. Public Hearings

A. Ordinance No. 19-10 - An ordinance to amend Ordinance No. 387, Combined Zoning Ordinance and the City of Portland, TN and the Portland Planning Region, Article IV, Chapter 1 Accessory Off-Street Parking and Loading Requirements, Section 4-109.5 Special Provisions for Handicapped Parking to Repeal and Replace with Regulations Compliant with the 2010 ADA Standards for Accessible Design.

B. Ordinance No. 19-18 - An ordinance to amend Ordinance No. 387, Combined Zoning Ordinance and the City of Portland, TN and the Portland Planning Region, Article XIII Administration and Enforcement, Chapter 1 General Provisions, Section 13-101, 13-102, 13-103 and 13-104 to specify the duties of the Zoning Administrator and name the City Planner as the Zoning Administrator.

C. Ordinance No. 19-21 - An ordinance authorizing and creating a Construction Board/Property Maintenance Board of Appeals and establishing a set of bylaws and code of ethics for said board.

9. Reports

A. Building and Codes Department

B. Community Development

C. Fire Department

D. Parks Department

E. Police Department

F. Public Works

G. Stormwater Department

H. Department of Utilities

10. Human Resources - Mayor Mike Callis

A. Ordinance No. 19-30 - First Reading - An ordinance to amend the City of Portland's Municipal Code and Comprehensive Personnel Policy regarding continuation of employee health insurance upon retirement by rescinding a portion of Ordinance No. 15-35.

B. Discussion

11. Planning & Codes - Mike Hall

A. Ordinance No. 19-10 - Second Reading - An ordinance to amend Ordinance No. 387, Combined Zoning Ordinance and the City of Portland, TN and the Portland Planning Region, Article IV, Chapter 1 Accessory Off-Street Parking and Loading Requirements, Section 4-109.5 Special Provisions for Handicapped Parking to Repeal and Replace with Regulations Compliant with the 2010 ADA Standards for Accessible Design.

B. Ordinance No. 19-18 - Second Reading - An ordinance to amend Ordinance No. 387, Combined Zoning Ordinance and the City of Portland, TN and the Portland Planning Region, Article XIII Administration and Enforcement, Chapter 1 General Provisions, Section 13-101, 13-102, 13-103 and 13-104 to specify the duties of the Zoning Administrator and name the City Planner as the Zoning Administrator.

C. Ordinance No. 19-21 - Second Reading - An ordinance authorizing and creating a Construction Board/Property Maintenance Board of Appeals and establishing a set of bylaws and code of ethics for said board.

D. Resolution No. 19-37 - A resolution to appoint new members to the City of Portland Construction Board/ Property Maintenance Appeals Board.

E. Ordinance No. 19-31 - First Reading - An ordinance to amend Title 14 Zoning and Land Use Control, Chapter 6 Design Review Committee of the Portland Municipal Code to add Section 14-610 Planning Commission acting as DRC.

F. Discussion

12. Parks & Recreation - Thomas Dillard

A. Discussion

13. Public Works & Utilities - Jody McDowell

A. Resolution No. 19-38 - A resolution authorizing the City of Portland to enter an engineering agreement with Goodwyn Mills Cawood for sewer system repairs.

B. Discussion

14. Police Department - Drew Jennings

A. Ordinance No. 19-26 - Second Reading - An ordinance to amend Title 15, Chapter 6, Section 15-601 entitled "Illegal Parking", of Municipal Code of the City of Portland.

B. Discussion

15. Fire Department - Brian Harbin

A. Discussion

16. Finance - Megann Thompson

A. Discussion

17. Legislative - Mayor Mike Callis

A. Ordinance No. 19-17 - Second Reading - An ordinance approving a contract between the City of Portland and Kimley Horn and Associates, Inc. to provide professional services for the ADA Self- Evaluation and Transition Plan.

B. Ordinance No. 19-27 - Second Reading - An ordinance authorizing adoption of a job description for the position for an Animal Control/ Certified Police Officer for the City of Portland, Tennessee.

C. Resolution No. 19-39 - A resolution authorizing an application be submitted to the State of Tennessee Department of Economic & Community Development for a downtown broadband matching grant.

D. Resolution No. 19-40 - A resolution authorizing approval to enter into a contract with Klober Engineering in the amount of $33,500 for civil engineering services for the proposed city hall renovation and expansion.

E. Resolution No. 19-41 - A resolution authorizing approval of membership in the purchasing cooperative of the National Association of State Procurement Officials (NASPO) value point under TCA 12-3-1205 (Cooperative Purchasing Agreement).

F. Ordinance No. 19-32 - First Reading - An ordinance authorizing revenue from the Natural Gas Utility System to be appropriated to the Portland Chamber of Commerce for economic development purposes.

G. Resolution No. 19-42 - A resolution authorizing approval of a delegation to attend the annual International Council of Shopping Centers (ICSC) Conference in Las Vegas.

H. Discussion

18. Airport Authority - Vice Mayor John Kerley

A. Ordinance No. 19-28 - Second Reading - An ordinance approving an amendment to the contract between the Portland Airport Authority and the State of Tennessee Department of Transportation Aeronautics Division for obstacle removal to provide optimal clearance in the seven to one and twenty to one approach areas at the Portland Municipal Airport. This amendment provides for an additional 7,695.00 (New Total Contract Amount $58,100.00) and for the completion date to be March 22, 2020.

B. Ordinance No. 19-29 - Second Reading - An ordinance approving an amendment to the contract between the Portland Airport Authority and the State of Tennessee Department of Transportation Aeronautics Division for removal of electrical lines, telephone lines and light poles in the runway protection zone of runway 01 at the Portland Municipal Airport. This amendment increases the total contract $10,209.00 (New Contract Total $85,746.00) and extends the date of the contract completion to March 22. 2020.

C. Discussion

19. Technology - Mayor Mike Callis

20. Preservation Beautification - Vice Mayor John Kerley

A. Resolution No. 19-43 - A resolution to establish a Portland Museum Committee.

B. Discussion

21. Adjournment