

Minutes

Board of Mayor and Aldermen

City of Portland, Tennessee

March 15, 2021

Pursuant to Governor Lee's Executive Order No. 71 the City Council meeting was held by electronic means.

1. **Call to Order** - Mayor Callis called the meeting to order at 5:15 P.M. via electronically.
2. **Prayer/Pledge** – Mayor Callis offered the Invocation and the Pledge of Allegiance.
3. **Roll Call** - The Portland Board of Mayor and Aldermen met via electronic means as allowed by the State of TN Executive Order No. 71, on March 15, 2021 with the following members in attendance: Alderwoman Penny Barnes, Alderman Mike Hall, Vice Mayor Drew Jennings, Alderman Jody McDowell, Alderwoman Megann Thompson and Alderman Brian Woodall. Alderman Thomas Dillard was absent. City Attorney John R. Bradley and City Recorder Patricia Keen were present.
4. **Approval of Minutes from March 1, 2021 Council Meeting**
A motion was made by Alderwoman Thompson, seconded by Vice Mayor Jennings to approve the minutes as presented. A unanimous roll call vote indicated approval.
The minutes were approved.
5. **Approval of Agenda** A motion was made by Alderwoman Thompson, seconded by Alderman Hall to approve the agenda. A unanimous roll call vote indicated approval of the agenda.
The agenda was approved.
6. **Communications from Mayor/Aldermen**
Mayor Callis announced the city hall parking lot will be striped on Tuesday and hopes to be moving the business office on March 26. If all goes as planned, the business office and city hall will be closed to the public to be able to finish the move. The April 5 council meeting is planned to be in-person in the new council chambers at city hall. The City of Portland will be receiving more stimulus money but don't know the requirements at this time.
7. **Public Recognition** – No one spoke.
8. **Departmental Reports** - Motion was made by Alderwoman Barnes, seconded by Alderman McDowell to approve the reports. A roll call vote indicated approval of the monthly reports as presented.
9. **Human Resources – Penny Barnes**
 - A. **Resolution No. 21-35** – A resolution authorizing the City of Portland to enter into an agreement with Management Advisory Group International, Inc. (MAG) for a compensation study.

Motion was made by Alderwoman Barnes, seconded by Vice Mayor Jennings to approve Resolution No. 21-35. A unanimous roll call vote indicated approval.

Resolution No. 21-35 Approved

10. Planning & Codes – Megann Thompson

A. Discussion – 1) Portland Urban Growth Boundary – City Planner Kealan Millies-Lucke presented to the council an update on City of Portland Urban Growth Boundary. The City of Portland's initially defined UGB by 76.5 square miles that surrounds the existing municipality. In 2019 the County and Municipalities began to reexamine those boundaries and set them for the next twenty years. As of January 1, 2020, the City of Portland encompassed 14.91 square miles. Portland's most recent population figure is 12,729 as of 2019 and is expected to increase to 17,807 by 2040. Based on current housing density and average household size the estimated residential needs the City of Portland will require 12,825 totals acres of residential space to accommodate the housing needs of the estimated population in 2040 with the assumption that the housing density will remain the same. The current UGB includes 41,426 acres of vacant land which is more than enough to accommodate all possible population growth within the next 20 years. For this reason, staff proposes that we do not change the current UGB. Gallatin, Hendersonville and Goodlettsville are all making minor changes to their UGB but White House, Millersville, Westmoreland and Mitchellville are all keeping their UGB the same.

2) Alley way on William Mack Lane – Mayor Callis said when the William Mack Lane was developed, there was always a question as to who owns the ally way. Property owners near by have contacted the city regarding maintenance. Public Works has looked at it and could maintain the drive maybe twice a year with gravel. City Planner said project is 20 years old and does not mention any alley way. Mayor said if no objection, the city will gravel as needed.

11. Parks & Recreation – Thomas Dillard

A. Resolution No. 21-32 – A resolution to authorize the construction of a nine-hole disc golf course at Richland Park not to exceed \$15,000.

Motion was made by Alderman McDowell, seconded by Alderwoman Thompson to approve Resolution No. 21-32. A unanimous roll call vote indicated approval.

Resolution No. 21-32 Approved

B. Resolution No. 21-33 – A resolution to authorize the construction of two sand volleyball courts at Meadowbrook Park not to exceed \$60,000.

Motion was made by Alderwoman Thompson, seconded by Alderman McDowell to approve Resolution No. 21-33. A unanimous roll call vote indicated approval.

Resolution No. 21-33 Approved

C. Discussion – Action Plan for future Parks Department

Alderman Woodall presented an action plan of future projects within the city parks as follows: new parks maintenance shop, splashpad in Richland Park, OEO outside bathroom rehab, Richland Park paving, Meadowbrook parking lot, double tennis court. Each item was discussed and explained the need or necessity to the city parks. Mayor Callis reported he gets a lot of calls for a splashpad. The city will be getting new stimulus money but at this time don't know the regulation on its use.

12. Public Works & Utilities – Brian Woodall

- A. Ordinance No. 21-10 - Second Reading** – An ordinance to enter an agreement with OHM Advisors to provide engineering services for the City of Portland Hwy 52 East and Kala Circle Sewer Improvements Project.

Motion was made by Alderman Woodall, seconded by Alderman McDowell to approve Ordinance No. 21-10 on second reading. A unanimous roll call vote indicated approval.

Ordinance No. 21-10 Approved on Second Reading

- B. Discussion – 1)** Sanitation fees – Mayor Callis reported tipping fees for sanitation may be going up and this increase may be going to homeowners. This increase is due to closing of some land fields and having to haul further. Also looking at re-designing the Sanitation Department. The side arm trucks have made a difference.

2) Water tap fees – Bryan Price, Utility Direct spoke on possible making changes to water tap fees. He stated other utility district charge by usage. The sewer was changed and works well.

14. Police Department – Drew Jennings

- A. Discussion** – Lot restrictions for Ordinance No. 19-87 – Domesticated Fowl Regulations
Mayor Callis stated citizens have questioned the area size to have chickens, saying it is too small. Mayor asking council if they want to change the ordinance to increase the size.

14. Fire Department – Jody McDowell

- A. Discussion** – Chief Thornton announced he would be applying for a \$2.1 million dollars Safer Grant that would pay for the salary of 12 new hires. Notification of awarding would be in

15. Finance – Penny Barnes – No items

16. Legislative – Mayor Mike Callis

- A. Ordinance No. 21-12 - First Reading** – An ordinance to amend Title 9 of the Portland Municipal Code by adding a provision for Mobile Food Vendors.

Motion was made by Alderman Woodall, seconded by Alderman Hall to approve Ordinance No. 21-12 on first reading. A unanimous roll call vote indicated approval.

Ordinance No. 21-12 Approved on First Reading

- B. Resolution No. 21-34** - A resolution in support of amendment #4 for a time extension to the agreement between the City of Portland and the Tennessee Department of Transportation for a Safe Routes to School project to serve Portland West Middle School.

Motion was made by Alderman McDowell, seconded by Alderwoman Thompson to approve Resolution No. 21-34. A unanimous roll call vote indicated approval.

Resolution No. 21-34 Approved

17. Airport – Mike Hall - No items

18. Preservation – Beautification

A. Discussion – Trash and litter

Mayor Callis stated if any community groups or organizations would like to pick up litter, the city will supply trash bags and pick-up when needed.

Adjournment

Motion was made to adjourned the meeting at 7:51 PM.

Mike Callis, Mayor

Patricia Keen, City Recorder