



**BOARD OF MAYOR AND ALDERMEN
AGENDA for March 17, 2025**

1. Call to Order

2. Prayer and Pledge

3. Roll Call

4. Approval of Agenda

5. Presentation

6. Public Hearing

A. Certificate of compliance for Dhruv Patel of Portland Wine and Spirits located at 144 West Knight Street, Portland, TN.

B. Los Potrillos - On-premises Beer Permit for Sebastian Alonzo Castaneda at 105 N. Broadway, Portland, TN.

7. Public Comment Period

In accordance with Tennessee Public Chapter No. 300 & City Resolution # 24-21, public comments are allowed when those comments are germane to agenda items, except where otherwise prohibited; and the number of individuals speaking may be limited to ensure opposing viewpoints are fairly represented. Comments are limited to 5 minutes per individual.

8. Communications from Council Members

9. Mayor's Report

10. Alcohol Beverage Board

A. Certificate of compliance for Dhruv Patel of Portland Wine and Spirits located at 144 West Knight Street, Portland, TN.

B. Los Potrillos - On-premises Beer Permit for Sebastian Alonzo Castaneda at 105 N. Broadway, Portland TN.

11. Consent Calendar

A. Resolution No. 25-25 – A Resolution to appoint certain members to the Industrial Development Board.

B. Minutes - March 3, 2025

12. Community Development – Vice-Mayor Megann Thompson

13. Finance – Alderman Vince Ellis

14. Fire Department – Alderman Jody McDowell

15. Human Resources – Alderman Vince Ellis

- A. Discussion - Personnel Policy Manual

16. Legislative – Mayor Mike Callis

- A. Ordinance No. 25-09 – First Reading - An Ordinance to repeal and replace Title 8 Chapter 1 Intoxicating Liquors of the Municipal Code of the City of Portland.
- B. Ordinance No. 25-10 – First Reading - An Ordinance to repeal and replace Title 7 Fire Protection and Fireworks Chapter 6 Fireworks of the Municipal Code of the City of Portland.
- C. Resolution No. 25-20 - A Resolution authorizing a certificate of compliance for Dhruv Patel of Portland Wine and Spirits located at 144 West Knight Street, Portland, TN.

17. Municipal Airport – Alderman Mike Hall

18. Parks & Recreation – Alderman Brian Woodall

19. Planning & Codes – Vice-Mayor Megann Thompson

- A. Ordinance No. 25-11 – First Reading - An Ordinance to authorize the Mayor to enter into a Developer’s Agreement with Steven Staggs for the water improvements, including the installation of a new 8-inch water main through the development, a new 8-inch water main along College Street and a new 8-inch sewer main throughout the development, for the Ruby Springs Development, located at 780 College Street, Portland, Tennessee.
- B. Resolution No. 25-21 - A Resolution to approve the Order of Presentations for Planned Unit Developments.
- C. Discussion - Jetton Farms PUD Conceptional Presentation

20. Police Department – Alderman Drew Jennings

- A. Resolution No. 25-22 – A Resolution authorizing five (5) change orders in the net amount of \$38,922.11 for a contract with MDI Construction, Inc. for the purchase and installation of a steel main door and frame, a brick facade, (10) ten circuits for temporary office space, new bathroom and shower, and flooring change.
- B. Resolution No. 25-23 - A Resolution to purchase certain identified patrol items needed to enhance security and department readiness.

21. Public Works – Alderman Brian Woodall

- A. Resolution No. 25-24 - A Resolution authorizing the City of Portland to participate in the “Safety Partners” matching grant program.
- B. Discussion - Property and delinquent Property Tax

22. Utility Infrastructure – Alderman Charles Cole

- A. Discussion - Water Meters

Adjournment