



**BOARD OF MAYOR AND ALDERMEN  
AGENDA for June 2, 2025**

**1. Call to Order**

**2. Prayer and Pledge**

**3. Roll Call**

**4. Approval of Agenda**

**5. Presentation**

- A. June Dairy Month representative Gracie Hawkins.

**6. Public Hearing**

- A. Ordinance No. 25-18 - Second Reading - An Ordinance to amend the City of Portland, Tennessee zoning map by rezoning 0 Riggs Avenue, from RS-20 (Residential) to PUD (Residential Planned Unit Development).
- B. Ordinance No. 25-19 – Second Reading – An Ordinance to amend Ordinance Number 387, combined zoning ordinance of the City of Portland, Tennessee and the Portland Planning region, to include regulations for specialty smoke and vape shops and similar materials.
- C. Ordinance No. 25-26 – Second Reading - An Ordinance of the City of Portland, Tennessee, amending budget Ordinance No. 24-32 for the fiscal year beginning July 1, 2024, and ending June 30, 2025.
- D. Ordinance No. 25-27 Second Reading - An Ordinance of the City of Portland, Tennessee adopting the annual budget and tax rate for the fiscal year beginning July 1, 2025, and ending June 30, 2026.
- E. Osaka Sushi, Hibachi, Steakhouse - Libin Zheng - On Premises Beer Permit at 152 West Knight St., Portland, TN.

**7. Public Comment Period**

In accordance with Tennessee Public Chapter No. 300 and City Resolution In accordance with Tennessee Public Chapter No. 300 and 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. Osaka Sushi, Hibachi, Steakhouse - Libin Zheng - On Premises Beer Permit at 152 West Knight St., Portland, TN.

**11. Consent Calendar**

- A. Ordinance No. 25-29 - Second Reading – An Ordinance to authorize acceptance of best bids for various chemicals for the City of Portland for fiscal year 2026.
- B. Ordinance No. 25-30 - Second Reading – An Ordinance authorizing an agreement between the City of Portland, Bar Environmental, Southern Sales, and John Bouchard & Sons Co., for water/wastewater pump/motor maintenance services and appurtenances.

- C. Ordinance No. 25-31 - Second Reading – An Ordinance authorizing the acceptance of the best bids for the purchase of supplies in the Portland Natural Gas Department effective July 1, 2025, through June 30, 2026.
- D. Ordinance No. 25-32 - Second Reading – An Ordinance authorizing the acceptance of the best bids for the purchase of supplies in the Wastewater Collection Department for fiscal year 2025/2026.
- E. Ordinance No. 25-33 - Second Reading - An Ordinance authorizing the acceptance of the best bids for the purchase of supplies in the Water Distribution Department for fiscal year 2025/2026.
- F. Ordinance No. 25-34 - Second Reading – An Ordinance authorizing an agreement between the City of Portland, Tennessee, and OHM Advisors for professional services for Water and Sewer Hydraulic Modeling.
- G. Department Reports
- H. Minutes from May 5, 2025 City Council Meeting

## **12. Community Development – Vice-Mayor Megann Thompson**

### **13. Finance – Alderman Vince Ellis**

- A. Ordinance No. 25-26 - Second Reading - An Ordinance of the City of Portland, Tennessee, amending budget Ordinance No. 24-32 for the fiscal year beginning July 1, 2024, and ending June 30, 2025.
- B. Ordinance No. 25-27 - Second Reading - An Ordinance of the City of Portland, Tennessee adopting the annual budget and tax rate for the fiscal year beginning July 1, 2025, and ending June 30, 2026.
- C. Ordinance No. 25-35 - First Reading – An Ordinance amending the Fund Balance Policy for the City of Portland.
- D. Resolution No. 25-38 - A Resolution to approve the write-off of Outstanding Utility Customers’ Accounts for fiscal year 2025.
- E. Resolution No. 25-39 - A Resolution of The City of Portland, Tennessee, authorizing the issuance of interest-bearing Water and Sewer System revenue and tax capital outlay notes, Series 2025, in an amount not to exceed \$757,000, and providing for the payment of said notes.
- F. Resolution No. 25-40 - A Resolution to create a Restricted Asset Fund within each enterprise budget for future capital improvement plan projects and regulatory compliance.
- G. Resolution No. 25-44 - A Resolution to assign certain fund balance amounts for future expenditures.
- H. Resolution No. 25-45 – A Resolution selecting a Worker’s Compensation Carrier for employees at the City of Portland.

### **14. Fire Department – Alderman Jody McDowell**

- A. Discussion - Safer Grant

### **15. Human Resources – Alderman Vince Ellis**

- A. Discussion - Vehicle take-home policy
- B. Discussion - Hiring Policy

## **16. Legislative – Mayor Mike Callis**

- A.** Resolution No. 25-41 - A Resolution to repeal and replace Resolution No. 24-21 and deferred Resolution No. 25-17 to adopt updated guidelines for Public Comments.
- B.** Resolution No. 25-42 - A Resolution to name the baseball, soccer and football fields at Richland Park the Dan Jenkins Sports Complex.
- C.** Resolution No. 25-43 - A Resolution to appoint three members of the City Council to an Ad-Hoc for the purpose of reviewing and reporting on certain operations and programs as directed by the City Council.

## **17. Municipal Airport – Alderman Mike Hall**

## **18. Parks & Recreation – Alderman Brian Woodall**

## **19. Planning & Codes – Vice-Mayor Megann Thompson**

- A.** Ordinance No. 25-18 - Second Reading - An Ordinance to amend the City of Portland, Tennessee zoning map by rezoning 0 Riggs Avenue, from RS-20 (Residential) to PUD (Residential Planned Unit Development).
- B.** Ordinance No. 25-19 – Second Reading – An Ordinance to amend Ordinance Number 387, combined zoning ordinance of the City of Portland, Tennessee and the Portland Planning region, to include regulations for specialty smoke and vape shops and similar materials.

## **20. Police Department – Alderman Drew Jennings**

## **21. Public Works – Alderman Brian Woodall**

- A.** Discussion - Traffic Study

## **22. Utility Infrastructure – Alderman Charles Cole**

- A.** Ordinance No. 25-36 - First Reading – An Ordinance to enter into an agreement with Perdue Trucking and Excavating for the 2025 Annual Water Service Line Replacement Project.
- B.** Discussion - Replacing at a minimum clay pipe along road frontage when subdividing land.
- C.** Discussion - Removing Fluoride in water.

## **Adjournment**