



Fees Ad Hoc Minutes
Tuesday, October 7, 2025 at 9:00 AM

1. Call to Order

Chair Brian Woodall called the meeting to order at 9:02 AM.

2. Roll Call

Present: Chair Woodall, Vice-Mayor Thompson

Also, Present: City Recorder Tracy Kizer, Finance Director Rachel Slusser, Director Bryan Price, Director Kristi Gibbs

Absent: Alderman McDowell

3. Approval of Agenda

Agenda passed with Vice-Mayor Thompson motion to approve and Chair Woodall in agreement.

4. Public Comment Period

Toni Bonelli from 126 Old Hwy 52E

After speaking, Vice-Mayor Thompson requested for Ms. Bonelli to wait and speak with the Utilities Director, Bryan Price.

5. Approval of Minutes

6. Discussion

- A.** City Funded Utility Main Projects - Pay-in-Lieu of Fee Director Bryan Price presented information related to the in-lou of calculations and reviewed the fire code with appendix B requirements.

- Director Price explained that currently the in-lou of calculation uses the size pipe that is in the ground at the property location.
- Director Price explained that some locations have a 16-inch pipe, but the fire code requirement may only require an 8-inch main.
- Director Price requested that the calculation be changed to use the fire code minimum requirement to calculate the pay in-lou of fees.
- Director Price used the example of the Hwy 52E pipeline. The change in calculation would not affect any developments that have already made the pay in-lou of because the requirements would remain the same. It would affect residential buildings, helping out those that want to build individual homes.
- Chair Woodall questioned if this would affect the budget.
- Director Price advised he did not think this would affect the budget.
- Director Price advised this would only affect where the City has completed water upgrades.

Director Price also wants the sewer pay in-lou of fees reviewed.

- The difference between sewer and water requirements is that the sewer is a State minimum standard.
- Director Price explained that you would use the state minimum standard to calculate the pay in-lou of.
- Chair Woodall questioned how it affects the budget.
- Director Price thinks it will not affect the budget and may help the developers.

Vice-Mayor Thompson suggested taking it to Council for further discussion.

Director Price advised he would use the water calculation the fire code appendix B requirements and, for sewer, use the option 2 - State minimum standard.

- B.** Contributions/Donations List Director Rachel Slusser distributed a list containing organizations that had requested this year's and last year's requests, including amounts requested.

The committee reviewed each organization's request, making the following recommendations:

- Library leave at \$27,500
- Chamber of Commerce — \$22,500
- Portland CARES — same as last year — \$6,000.

- Sr. Citizens — same as last year — \$8,000
- Mid Cumberland - \$5,900
- Homesafe - \$3,000
- CASA - \$1,000
- Temple Theater — same as last year — \$2,500
- Salvus Center - \$1,000
- Sumner Spay Neuter - \$1,000
- Ashley Place — \$2,500
- Hands of hope — \$1,000
- American Legion - \$1,000
- Hope Center — new request — Director Slusser reported they are a long-term drug and alcohol center for women - \$500
- Recovery Court - new request — Director Slusser reported that they are a rehab training for non-violent offenders of drugs and alcohol. The donation would be for training staff.
- FCA on the ridge is with Portland High school — provides services to athletic teams and services. — \$500
- Portland Little League — Parks Department does work for the field and park.
- HATS did not ask for anything.
- That leaves \$1,100 for the mayor to spend.

Discussion was held about the amount that should be budgeted for next year. Director Slusser will contact other municipalities to get their donations policy.

Director Slusser reported that only six organizations submitted paperwork by the deadline. Her department reached out to those that had not submitted, but received funds last year and received additional request.

Director Slusser advised that, since there is a contract with Sumner County for the library, that funding can be moved from donations to contracts.

Director Slusser said she will prepare the resolution for either the October or November meeting.

Adjournment

Motion to Adjourn by None; Second by None;

Motion passed by voice vote to **adjourn at 9:52 AM.**



Brian Woodall, Chair



Tracy Kizer, City Recorder