

Minutes

Board of Mayor and Aldermen

City of Portland, Tennessee

May 1, 2023

A. Call to Order - Mayor Callis called the meeting to order at 5:03 P.M. at Portland City Hall.

B. Prayer/Pledge –Mayor Mike Callis offered the Invocation and the Pledge of Allegiance.

C. Roll Call -

Present:

Aldерwoman Penny Barnes
Alderman Mike Hall
Alderwoman LaToya Holcomb
Alderman Drew Jennings
Vice Mayor Jody McDowell
Alderwoman Megann Thompson
Alderman Brian Woodall
Mayor Mike Callis

Also Present:

Finance Director, City Recorder Rachel Slusser
Assistant City Recorder Tracy Kizer

Absent

City Attorney John R. Bradley

D. Approval of Minutes from April 17, 2023, Council Meeting. Motion was made by Vice Mayor McDowell, seconded by Alderwoman Thompson to approve the minutes as presented. **Voice vote indicated approval.**

E. Approval of Agenda. Motion was made by Alderman Woodall to amend the Agenda by deferring Ordinance 23-22, second by Alderman Jennings to approve agenda. **Voice vote indicated approval.**

F. Communications from Council Members – Alderwoman Thompson announced GNRC will have a kickoff event for the comprehensive plan on May 23, 2023, from 5 pm to 7 pm at Richland Gym. The public is invited and encouraged to attend. Farmers Market will be starting on May 11th, Strawberry Festival week, at Richland Park.

G. Presentation of Recognitions - Police Chief Williams had presentations to Police Officers for Exemplary Service Awards. Many Officers received recognition for their performance from 2022 and a total of sixteen Life Saver Awards.

Sherry Ferguson from the Chamber of Commerce talked about the upcoming events related to the Strawberry Festival.

H. Public Recognition – No one spoke.

I. Public Hearing – No items

J. Mayor's Report –

1. Mayor invited everyone to attend the National Day of Prayer at First Baptist Church on May 4th at 7 am. Grab & go breakfast will be served. On Saturday there will be the High School Senior rolling parade through town, starting at 10am. Mayor gave an update on Comprehensive TDEC

Grant. Mayor reviewed the handout showing the Water Conservation efforts the City has achieved by repairs to leaks and other water saving efforts.

K. Community Development – Alderwoman Megann Thompson – No items

L. Finance – Alderwoman Penny Barnes

1. **Ordinance No. 23-23 - First Reading** - An Ordinance of the City of Portland, Tennessee, amending Budget Ordinance No. 22-40 for the Fiscal Year beginning July 1, 2022, and ending June 30, 2023. Motion by Alderwoman Barnes, seconded by Alderman Woodall. **Voice vote indicated approval.**
2. **Ordinance No. 23-25 - First Reading** – An Ordinance of the City of Portland, Tennessee adopting the Annual Budget and Tax Rate for the Fiscal Year beginning July 1, 2023, and ending June 30, 2024. Motion by Alderwoman Barnes, seconded by Alderman Woodall. Discussion of handout from Mayor Callis. After discussion, Alderman Jennings made motion to amend the budget by changing the COLA to 3% and 80% pay of dependent insurance and hire 3 full time firefighters on January 1, 2024, if the Safer Grant is not awarded to Portland Fire, Alderwoman Barnes second the amendment. **Voice vote indicated approval of the amendment in the budget. Voice vote indicated approval of Ordinance No. 23-25.**
3. **Resolution No. 23-47** - A Resolution pursuant to authority granted by Section 6-54-111 of the Tennessee Code Annotated and in accordance with Section 0380-3-7-02 of the Official Compilation Rules and Regulations of the State of Tennessee which authorizes appropriations for financial aid for Nonprofit Charitable Organizations whose services benefit the general welfare of the residents of this municipality. Motion to approve by Alderwoman Barnes, second by Alderman Woodall. **Voice vote indicated approval.**

M. Fire Department – Vice Mayor Jody McDowell – No items

Financed by: General Fund

N. Human Resources – Alderwoman Penny Barnes – No items

O. Legislative – Mayor Mike Callis

1. **Ordinance No. 23-18 - Second Reading** - An Ordinance authorizing the City of Portland to enact a Sensitive Data and Intrusion Policy. Motion made by Vice Mayor McDowell, second by Alderman Jennings. **Voice vote indicated approval.**
2. **Resolution No. 23-49** – A Resolution to re-appoint two members (Kim Delaney and Drew Jennings) to the City of Portland’s Audit Committee. Motion was made by Alderman Woodall, second by Alderwoman Thompson. **Voice vote indicated approval.**

P. Municipal Airport – Alderman Mike Hall - No items

Financed by: Special Revenue Fund

Q. Parks & Recreation – Alderman Brian Woodall – No items

Financed by: General Fund / Special Revenue Fund – Golf Course

R. Police Department – Alderman Drew Jennings - No items

Financed by: General Fund

S. Planning & Codes – Alderwoman Megann Thompson

Financed by: General Fund

1. **Ordinance No. 23-24 - First Reading** - An Ordinance to amend the City of Portland, Tennessee zoning map by rezoning 30.85 acres at (780, 782, 784 College Street) (map 034, parcels 072.07, 072.09, 072.10) from RS-40 (residential) & R-15 (residential) to Plan Unit Development District (Residential PUD w/base zone R-15 residential) with a Preliminary Master Development Plan for Ruby Springs. Motion made by Alderwoman Thompson, second by Vice-Mayor McDowell. Discussion of notification of the public about zone changes. Mayor requested that when signs are posted, a photo be made of the sign and a copy of every letter sent to residents to be included in the Ordinance packet. After discussion, Alderman Hall made motion to defer first reading of Ordinance to May 15th meeting, second by Alderman Woodall. **Roll Call vote** (In favor: Alderwoman Barnes, Alderwoman Holcomb, Alderman Hall/Against: Alderman Jennings, Vice-Mayor McDowell, Alderwoman Thompson, Alderman Woodall) – **3/4. Motion failed.** Motion made to suspend Roberts Rule of Order by Alderwoman Thompson and second by Vice-Mayor McDowell, all in favor. Discussion with Zack Wilkinson about the development. The Mayor asked for roll call vote on the original motion of Ordinance 23-24 – first reading. **Roll call vote** (In favor: Alderwoman Barnes, Alderwoman Holcomb, Alderman Jennings, Vice-Mayor McDowell, Alderwoman Thompson, Alderman Woodall /Against: Alderman Hall) - **6/1. Motion passed.**
2. **Resolution No. 23-46** - A Resolution to re-appoint one existing member, Jessica Hunter, to the Portland Municipal Planning Commission. Motion to approve by Alderwoman Thompson, second by Vice-Mayor McDowell. **Voice vote indicated approval.**

T. Public Works – Alderwoman LaToya Holcomb

Financed by: General Fund – Streets, City Mechanic / Special Revenue Fund – Sanitation, Stormwater

1. **Ordinance No. 23-19 – Second Reading** - An ordinance to repeal and replace Ordinance No. 22-57 with the following rate structures for Stormwater Land Disturbance Permits and Stormwater Engineering Plan Review Fees. Motion by Alderwoman Holcomb, seconded by Alderwoman Thompson. **Voice vote indicated approval.**

U. Utility Infrastructure – Alderman Brian Woodall

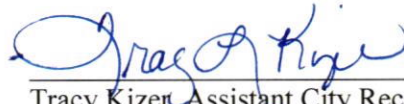
Financed by: Enterprise Fund – Water Distribution, Water Plant, Wastewater Collections, Wastewater Plant, Natural Gas Distribution, GIS, Engineering

1. **Ordinance No. 23-15 – Second Reading** – An Ordinance to rescind in its entirety Ordinance 22-68 and replace with this Ordinance for water, sewer, and natural gas fee structure. Motion made by Alderman Woodall, second by Alderwoman Thompson. **Voice vote indicated approval.**
2. **Ordinance 23-20 – Second Reading** - An Ordinance to enter a new/existing contract with Aramark/Martinrea for uniforms and Allied (mats/mops towels) services for the city of Portland. Motion to accept Alderman Woodall, second by Alderwoman Thompson. **Voice vote indicated approval.**
3. **Ordinance 23-21 – Second Reading** - An Ordinance to rescind in its entirety Resolution 21-105 and incorporate into this ordinance and to extend the contract with the City of Mitchellville to accept the discharge of sewer from Mitchellville's collection system. Motion to accept Alderman Woodall, second by Alderwoman Barnes. **Voice vote indicated approval.**
4. **Resolution No. 23- 48** - A Resolution authorizing the release of a sewer tap for Sudden Service to connect to the City of Portland's Sewer Collections System due to the hardship of a failing septic system. Move to approve by Alderman Woodall, second by Alderwoman Thompson. **Voice Vote indicated approval.**

V. Adjournment – Motion to adjourn made by Alderwoman Thompson, second by Alderwoman Holcomb. **Meeting adjourned at 6:20 pm.**



Mike Callis, Mayor



Tracy Kizer, Assistant City Recorder