

Minutes

Board of Mayor and Aldermen

City of Portland, Tennessee

September 11, 2023

A. Call to Order – Mayor Callis called the meeting to order at 5:01 P.M. at Portland City Hall.

B. Prayer/Pledge –Chief Sam Thornton offered the Invocation and the Pledge of Allegiance.

C. Roll Call - Present:

Alderman Mike Hall
Alderdwoman LaToya Holcomb
Vice Mayor Jody McDowell
Alderdwoman Megann Thompson
Alderman Brian Woodall
Mayor Mike Callis

Also Present:

Finance Director, City Recorder Rachel Slusser
City Attorney John R. Bradley

Absent:

Alderdwoman Penny Barnes
Alderman Drew Jennings

D. Approval of Minutes from August 21, 2023 Council Meeting. Motion was made by Alderdwoman Thompson, seconded by Alderman Jennings. **Voice vote indicated approval.**

E. Approval of Agenda. Motion to approve by Vice-Mayor McDowell, second by Alderdwoman Thompson. **Voice vote indicated approval.**

F. Presentation of Recognitions

1. Industrial Development Board Retiring Members – Denise Geminden presented service awards to John Wilkinson, Tommy Whitaker, Tobby Ellis, Philip Brown for all serving on the IDB.
2. Department of Veterans Affairs – Caroline Cobba spoke about suicide prevention, building coalition, training community to identify at-risk veterans and save Portland Veterans.
3. Declaration of “Constitution Week” - Cindy Rouch from the Daughters of the American Revolution was presented the proclamation.
4. Declaration of “Holiday Festival” in Sumner County – Members of the committee accepted the proclamation.

G. Communications from Council Members – None

H. Public Comment Period– None

I. Public Comment Period

1. **Ordinance No. 23-38 – No one spoke.**
2. **Ordinance No. 23-39 – No one spoke.**

J. Mayor’s Report – Mayor Callis

- Remember those of 9-11 and those that continue to suffer from the ongoing effects of that day.
- The City was notified that Parks was awarded the Grant.
- In reference to capacity letters and developers paying for city infrastructure, Tennessee state law requires that the City pays depreciation for life of all infrastructure, even if built by a developer. An example is \$1million in infrastructure on 40 year depreciation equals \$25000/year paid for 40 years.

K. Community Development – Alderdwoman Megann Thompson – No items

L. Finance –

1. **Ordinance No. 23-38 – Second Reading** - An Ordinance providing for the levy on all real property, personal property, and ad valorem taxes for the city of Portland, Tennessee for the year 2023. Motion to approve by Vice-Mayor McDowell, seconded by Alderwoman Thompson. **Voice vote indicated approval.**
2. **Ordinance No. 23-46 – Second Reading** - An Ordinance amending Chapter 5, Sections 5-501 to 5-529, of the Municipal Code, Purchasing Policy. Motion to approve by Alderwoman Thompson, second by Alderman Woodall. **Voice vote indicated approval.**

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

Financed by: General Fund – Distribution of documents for Building and Fire Codes.

N. Human Resources – No items

O. Legislative – Mayor Callis – No items

P. Municipal Airport – Alderman Mike Hall

Financed by: Special Revenue Fund

1. **Ordinance No. 23-48** - An Ordinance approving a contract amendment between the Portland Airport Authority and the State of Tennessee Department of Transportation Aeronautics Division for contract 83-555-0736-23, aero-23-215-00. Motion to approve by Alderman Hall, second by Alderwoman Holcomb. **Voice vote indicated approval.**

Q. Parks & Recreation – Alderman Brian Woodall

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

1. **Discussion – \$1.6 Million Grant**– Jamie White distributed packet and turned presentation over to the OHM presenting Splash Pad and Parks Concept plan. Jamie White explained the Golf Course need of a new sprinkler system and distributed Welcome to Portland sign example.

R. Police Department – No items

Financed by: General Fund

S. Planning & Codes – Alderwoman Megann Thompson

Financed by: General Fund

1. **Ordinance 23-39 -Second Reading-** An Ordinance to amend the city of Portland, Tennessee zoning map by rezoning unaddressed West Longview Drive (tax map 039 parcel 47.09 and P/O 047.00) zoned from RM-1 (high density residential) to RS-20 (low density residential). Motion to approve by Alderwoman Thompson, seconded by Alderman Jennings. Alderwoman Thompson advised that no-one spoke against at the Planning & Zoning meeting. **Voice vote indicated approval.**

Alderwoman Thompson reported that Curtis Groves has stepped down from his position on the Planning Commission and thanked him for his service.

The Planning Commission will have a meeting tomorrow with a lengthy agenda. They will discuss PUD Ordinance and implementing the PUD in phases. Alderwoman Thompson will be the liaison between the Planning Commission and City Council.

T. Public Works – Alderwoman LaToya Holcomb – No items

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

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. 23-47 – Second Reading** - An Ordinance to enter an agreement with OHM Advisors to provide engineering services for the City of Portland 2023 Highway 52 Water Main Improvements Project. Move to approve Alderman Woodall, second by Alderwoman Holcomb. **Voice vote indicated approval.**

Mayor reported that OHM will be here in October for Special Call Work Study on water projects. He encouraged all the Council Members to be present.

Adjournment – Motion to adjourn made by Alderwoman Thompson. **Meeting adjourned at 5:46 pm.**



Mike Callis, Mayor



Rachel Slusser, City Recorder