



**Board of Mayor and Aldermen  
City Council Meeting  
Portland City Hall  
100 South Russell Street  
Portland, TN 37148  
5:00 PM**

- A. Roll Call
- B. Prayer And Pledge
- C. Approval Of Minutes  
December 5, 2022

Documents:

[DECEMBER 5 2022 MINUTES.PDF](#)

- D. Approval Of Agenda
- E. Communications From Council Members
- F. Public Recognition  
*Five minutes per person and comment must pertain to an item on the agenda.*

G. Public Hearings

1. Ordinance No. 22-79

An ordinance to amend the City of Portland, TN zoning map by rezoning 301 Victor Reiter Parkway, Sumner County Tax Map 033A, Parcel 039.00 and Sumner County Tax Map 019, Parcel 033.01 from R-15 (Residential) to IG (Industrial General).

Documents:

[ORD 22-79 REZONE 301 VICTOR REITER PARKWAY.PDF](#)

H. Department Reports

Building and Codes Department	Human Resources
City Recorder Report	Parks Department
Community Development	Police Department
Finance Department	Public Works
Fire Department	Department of Utilities

Documents:

[CODES DEPT DECEMBER 2022 MONTHLY REPORT.PDF](#)  
[CITY RECORDER MONTHLY REPORT DECEMBER 2022.PDF](#)  
[FINANCE REPORT NOV 2022 MONTHLY REPORT.PDF](#)  
[FIRE DEPT NOVEMBER 2022 MONTHLY REPORT.PDF](#)  
[PARKS DEPT NOVEMBER 2022 MONTHLY REPORT.PDF](#)  
[POLICE DEPT NOV REPORT.PDF](#)  
[POLICE DEPT DEC MONTHLY REPORT.PDF](#)  
[PDU WORK NOV REPORTS.PDF](#)  
[NEWSLETTER DECEMBER 2022\\_.PDF](#)

I. Mayor's Report

J. Community Development

*Alderwoman Megann Thompson*

K. Finance

*Alderwoman Penny Barnes*

1. Ordinance No. 23-01 - First Reading

An ordinance of the City of Portland, TN amending budget Ordinance No. 22-40 for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Documents:

[ORD 23-01 BUDGET AMENDMENT FOR FY22 23.PDF](#)

2. Resolution No. 23-01

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.

Documents:

[RES 23-01 DONATIONS FY 2023.PDF](#)

3. Resolution No. 23-02

A resolution designating the position of Finance Director as that of the Chief Financial Officer for the City of Portland, TN in compliance with the State Contract and Report System.

Documents:

[RES 23-02 CFO DESIGNATION CMFO.PDF](#)

L. Fire Department

*Vice Mayor Jody McDowell; Financed by: General Fund*

M. Human Resources  
*Alderwoman Penny Barnes*

N. Legislative  
*Mayor Mike Callis*

1. Resolution No. 23-03  
A resolution to re-appoint one member to the Portland Housing Authority Board.

Documents:

[RES 23-03 RE-APPT WHITSON TO PHA.PDF](#)

O. Municipal Airport  
*Alderman Mike Hall; Financed by: Special Revenue Fund*

P. Parks & Recreation  
*Alderman Brian Woodall; Financed by: General Fund/Special Revenue Fund - Golf Course*

1. Resolution No. 23-04  
A resolution to adopt the Park Master Plan for the City of Portland, TN.

Documents:

[RES 23-04 PARK MASTER PLAN.PDF](#)  
[PORTLAND PARKS AND RECREATION MASTER PLAN\\_.PDF](#)

Q. Police Department  
*Alderman Drew Jennings; Financed by: General Fund*

R. Planning & Codes  
*Alderwoman Megann Thompson; Financed by: General Fund*

1. Ordinance No. 22-79 – Second Reading  
An ordinance to amend the City of Portland, TN zoning map by rezoning 301 Victor Reiter Parkway, Sumner County Tax Map 033A, Parcel 039.00 and Sumner County Tax Map 019, Parcel 033.01 from R-15 (Residential) to IG (Industrial General).

Documents:

[ORD 22-79 REZONE 301 VICTOR REITER PARKWAY.PDF](#)  
[301 VICTOR REITER STAFF REPORT.PDF](#)

S. Public Works  
*Alderwoman LoToya Holcomb; Financed by: General Fund - Streets, City Mechanic / Special Revenue Fund - Sanitation, Stormwater*

T. 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. 22-81 - Second Reading

An ordinance to enter into an agreement with Cumberland Valley Constructors for the Phase II Wastewater Treatment Plant Expansion Project.

Documents:

[ORD 22-81 BIDS FOR CUMBERLAND VALLEY PHASE II WWTP.PDF](#)

2. Resolution No. 23-05

A resolution to approve change order #1 in the decreased amount \$75,310 for the contract with Cumberland Valley Constructors for the Phase II Wastewater Treatment Plant Expansion.

Documents:

[RES 23-05 CHG ORDER 1 FOR CUMBERLAND VALLEY - WWTP PHASE II.PDF](#)

3. Resolution No. 23-06

A resolution to approve change order #2 in the decreased amount of \$8,611.75 for reconciling quantities installed to date as per the unit price per the contract.

Documents:

[RES 23-06 CHG ORDER 2 FOR CUMBERLAND PIPE LLC 2021 GRAVITY SEWER INTERCEPTOR.PDF](#)  
[CUMBERLAND PIPE CHG ORDER NO. TWO.PDF](#)

4. Resolution No. 23-07

A resolution requiring developers to pay the cost of all utility hydraulic modeling (gas, water & sewer) for major subdivisions and large commercial and industrial developments.

Documents:

[RES 23-07 REQUIRING DEVELOPERS TO PAY HYDRAULIC MODELING.PDF](#)

5. Ordinance No. 23-02 - First Reading

An ordinance authorizing an agreement between the City of Portland and OHM Advisors for professional services for water and sewer hydraulic modeling.

Documents:

[ORD 23-02 OHM FOR WATER SEWER MODELING.PDF](#)

6. Resolution No. 23-08

A resolution to deny low-pressure sewer systems with Septic Tank Effluent Pumping (STEP) or Grinder Pumps with the City of Portland Sewer Collection System.

Documents:

[RES 23-08 TO DENY LOW-PRESSURE SEWER SYSTEMS WITH STEP OR GRINDER PUMPS.PDF](#)

7. Discussion – Natural Gas Pilot Lighting

U. Adjournment