



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

- A. Call To Order
- B. Prayer And Pledge
- C. Roll Call
- D. Approval Of Minutes
January 9, 2023

Documents:

[JANUARY 9 2023 MINUTES.PDF](#)

- E. Approval Of Agenda
- F. City Historian
Nathan Shadowens
- G. Presentation
Jim Irvine – President Portland American Legion
- H. Communications From Council Members
- I. Public Recognition
Up to five minutes per person and comments must pertain to items that are listed on the meeting agenda.
- J. Public Hearings
 - 1. None
- K. Department Reports

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

Documents:

[JANUARY 2023 CITY RECORDER MONTHLY REPORT.PDF](#)
[NEWSLETTER JANUARY 2023.PDF](#)
[FINANCIAL REPORT.PDF](#)
[DECEMBER 2022 FIRE DEPT MONTHLY REPORT.PDF](#)
[PUBLIC WORKS COUNCIL REPORT \(FEB. 2023 MEETING\).PDF](#)
[PDU WORK REPORTS.PDF](#)

L. Alcoholic Beverage Board

Vice Mayor Jody McDowell, Chairman

1. Application From – Rajesh Soni – New Owner KB Mart
5989 Highway 31-W, Portland, TN

M. Mayor's Report

N. Community Development

Alderwomen Magann Thompson

O. Finance

Alderwoman Penny Barnes

1. Ordinance No. 23-01 - Second 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. 23-09

A resolution to authorize the submission of a loan application to the Tennessee Municipal Bond Fund for the purpose of potential upgrades to the Water Treatment Plant and Raw Water Intake System.

Documents:

[RES 23-09 TMBF LOAN FOR WTP EXP.PDF](#)

P. Fire Department

Vice Mayor Jody McDowell; Financed by: General Fund

1. Resolution No. 23-10

A resolution to pursue placement of a Safe Haven Baby Box inside a city fire hall.

Documents:

[RES 23-10 SAFE HAVEN BABY BOX.PDF](#)

Q. Human Resources
Aldерwoman Penny Barnes

R. Legislative
Mayor Mike Callis

1. Resolution No. 23-11
A resolution to accept a 50% match Tourism Grant for Wayfinding Signs within the Community.

Documents:

[RES 23-11 MATCHING GRANT FOR SIGNS.PDF](#)

2. Resolution No. 23-12
A resolution to approve guidelines for records maintenance and retention within the city.

Documents:

[RES 23-12 RECORD RETENTION POLICY.PDF](#)

3. Resolution No. 23-13
A resolution to re-appoint one member, Elizabeth Villalobos to the Portland Historic Preservation Commission.

Documents:

[RES 23-13 RE-APPT E VILLALOBOS HPC.PDF](#)

4. Resolution No. 23-14
A resolution to appoint one member, LaToya Holcomb to the Ad Hoc Committee.

Documents:

[RES 23-14 APPOINT HOLCOMB TO AD HOC COMM.PDF](#)

5. Resolution No. 23-15
A resolution requesting General Assembly to amend the Private Act Charter of the City of Portland, TN.

Documents:

[RES 23-15 PROPOSED CHARTER CHANGES.PDF](#)

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

1. Ordinance No. 23-03 - First Reading
An ordinance approving a contract between the Portland Airport Authority and the

State of Tennessee Department of Transportation Aeronautics Division for contract participation in the Bipartisan Infrastructure Law Grant Program.

Documents:

[ORD 23-03 AIRPORT STATE CONTRACT BIL PROJECTS.PDF](#)

T. Parks & Recreation

Alderman Brian Woodall; Financed by: General Fund/Special Revenue Fund - Golf Course

1. Resolution No. 23-16

A resolution to adopt the 2023 Dogwood Hills Golf Course Annual Membership Fees for the City of Portland.

Documents:

[RES 23-16 GOLF ANNUAL MEMBERSHIP 2023 FEES.PDF](#)
[DOGWOOD HILLS 2023 ANNUAL MEMBERSHIP FEES.PDF](#)

2. Ordinance No. 23-04 - First Reading

An ordinance to enter into an agreement with GreenLid Design to provide engineering services for the City of Portland Parks Department maintenance building.

Documents:

[ORD 23-04 PARKS MAINTENANCE BUILDING.PDF](#)

3. Ordinance No. 23-05 - First Reading

An ordinance to enter into an agreement with Nabholz construction for the renovation/preservation of the Robert Coleman Community Center.

Documents:

[ORD 23-05 BIDS FOR ROBERT COLEMAN COMM CTR.PDF](#)

U. Police Department

Alderman Drew Jennings; Financed by: General Fund

V. Planning & Codes

Alderwoman Megann Thompson; Financed by: General Fund

1. Resolution No. 23-17

A resolution to appoint one member, Hector Graves to the Portland Municipal Zoning Board of Appeals.

Documents:

[RES 23-17 APPOINT HECTOR GRAVES BZA MEMBER.PDF](#)

2. Resolution No. 23-18

A resolution to appoint one member, Tom Driscoll to the Portland Municipal Zoning Board of Appeals.

Documents:

[RES 23-18 APPOINT TOM DRISCOLL BZA MEMBER.PDF](#)

3. Resolution No. 23-19

A resolution to re-appoint three (3) members to the City of Portland Construction Board/Property Maintenance Appeals Board.

Documents:

[RES 23-19 RE-APPT CONST BD AND PROP MAINT MEMBERS.PDF](#)

4. Resolution No. 23-20

A resolution to appoint one member, Denise Hicks to the Portland Municipal Planning Commission.

Documents:

[RES 23-20 APPOINT DENISE HICKS PLANNING COMMISSION MEMBER.PDF](#)

W. Public Works

Alderswoman LoToya Holcomb; Financed by: General Fund - Streets, City Mechanic / Special Revenue Fund - Sanitation, Stormwater

1. Resolution No. 23-21

A resolution authorizing a change of speed limits on various roads throughout the City of Portland.

Documents:

[RES 23-21 SPEED LIMIT CHANGES FOR 2023.PDF](#)
[2023 SPEED LIMIT CHANGES.PDF](#)

2. Ordinance No. 23-06 - First Reading

An ordinance to repeal and replace the original developer's agreement and authorize the mayor to enter into a new developer's agreement with Steve Somerville for the development of Orchard Place Subdivision.

Documents:

[ORD 23-06 AMENDMENT TO ORCHARD PLACE SUBDIVISION DEVELOPERS AGREEMENT.PDF](#)

X. 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. 23-02 - Second 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](#)

2. Resolution No. 23-22

A resolution authorizing the City of Portland to enter into a facility encroachment agreement with CSX Transportation.

Documents:

[RES 23-22 CSX AGREEMENT.PDF](#)
[CSX973911 AGREEMENT.PDF](#)
[CSX973911 EXHIBIT A.PDF](#)
[CSX973911 INVOICE.PDF](#)

3. Discussion

Water moratorium areas and maps of affected locations.

Y. Adjournment