



Board of Mayor and Aldermen
City Council Meeting
Portland City Hall
100 South Russell Street
Portland, TN 37148
October 2, 2023
5:00 PM

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

Documents:

[MINUTES AUGUST 21 2023.PDF](#)

- E. Approval Of Agenda
- F. Communications From Council Members
- G. Public Comment Period

In accordance with Tennessee Public Chapter No. 300, public comments are allowed when those comments are germane to actionable agenda items, except where otherwise prohibited; and the number of individuals speaking may be limited to ensure opposing viewpoints are fairly represented. Individuals wishing to comment on an actionable agenda item must sign up before the start of the meeting and are allotted 5 minutes to speak.

H. Public Hearings

1. Resolution No. 23-90

A Resolution authorizing a Certificate of Compliance to be issued to Circle K located at 404 South Broadway, Portland, TN to sell wine for off premises consumption.

Documents:

[RES 23-90 - CIRCLE K CERTIFICATE OF COMPLIANCE - WINE.PDF](#)

2. Resolution NO. 23-91

A Resolution authorizing a certificate of compliance for Malak Salama of Captain

Liquors and Spirits, LLC located at 210 South Broadway, Portland, TN, 37148.

Documents:

[RES 23-91 CAPTAIN LIQUORS CERTIFICATE OF COMPLIANCE.PDF](#)

I. Alcoholic Beverage Board

Vice Mayor Jody McDowell, Chairman

1. Discussion - Circle K

Discuss an off-premises permit for Circle-K,

2. Resolution No. 23-90

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3. Resolution NO. 23-91

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[RES 23-91 CAPTAIN LIQUORS CERTIFICATE OF COMPLIANCE.PDF](#)

J. Department Reports - August

Documents:

[BUSINESS DEVELOPMENT - AUGUST 2023.PDF](#)
[CITY RECORDER AUGUST 2023 REPORT.PDF](#)
[CODES REPORT - AUGUST 2023.PDF](#)
[FINANCE REPORT - AUGUST 2023.PDF](#)
[FIRE DEPARTMENT - AUGUST 2023.PDF](#)
[PARKS REPORT - AUGUST 2023.PDF](#)
[POLICE REPORT - AUGUST 2023.PDF](#)
[PUBLIC WORKS REPORT - AUGUST 2023.PDF](#)
[UTILITIES REPORT - AUGUST 2023.PDF](#)

K. Mayor's Report

L. Community Development

Alderwoman Megann Thompson

M. Finance

Alderwoman Penny Barnes

1. Resolution No. 23-87

A Resolution to establish a Capital Asset and Depreciation Policy for the City of Portland.

Documents:

[RES 23-87 - CAPITAL ASSET POLICY 2023.PDF](#)

2. Resolution No. 23-88

A Resolution to begin the City of Portland's Hometown Heroes Program.

Documents:

[RES 23-88 - HOMETOWN HEROES.PDF](#)

[RES 23-88 A1 PACKET.PDF](#)

N. Fire Department

Vice Mayor Jody McDowell; Financed by: General Fund

O. Human Resources

Alderwoman Penny Barnes

P. Legislative

Mayor Mike Callis

Q. Municipal Airport

Alderman Mike Hall; Financed by: Special Revenue Fund

1. Ordinance No. 23-48 - Second Reading

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.

Documents:

[ORD 23-48-AIRPORT STATE CONTRACT AMENDMENT FOR ENVIRONMENTAL AND APPRAISAL OF PROPERTY.PDF](#)

2. Ordinance No. 23-49 - First Reading

An Ordinance approving a contract between the Portland Airport Authority and the State of Tennessee Department of Transportation Aeronautics Division for maintenance costs for the fiscal year 7-1-2023 through 6-30-2024.

Documents:

[ORD 23-49 - AIRPORT MAINTENANCE_ STATE OF TN FOR 2024.PDF](#)

[ORD 23-49 ATTACHMENT - AIRPORT MAINT CONTRACT.PDF](#)

R. Parks & Recreation

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

1. Resolution No. 23-89

A Resolution to authorize the removal of excess fill dirt at Richland Park.

Documents:

S. Police Department

Alderman Drew Jennings; Financed by: General Fund

T. Planning & Codes

Alderwoman Megann Thompson; Financed by: General Fund

1. Resolution No. 23-86

A Resolution to appoint one member, to the Portland Municipal Planning Commission.

Documents:

[RES 23-86 - VINCE ELLIS PLANNING COMMISSION MEMBER RESOLUTION.PDF](#)

2. Ordinance No. 23-50 - First Reading

An Ordinance to amend the City of Portland, Tennessee zoning map by rezoning 42.72 acres at (108 Tennessee Gas Pumping Station Road) (map 019m, e, parcels 022.00) from RS-15 (residential) to Plan Unit Development District (residential PUD w/ base zone R-10 residential) with a preliminary master development plan for The Village Green.

Documents:

[ORD 23-50 - VILLAGE GREEN PUD WITH MAPS.PDF](#)

U. Public Works

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

V. 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. 23-51 - First Reading

An Ordinance to amend Ordinance 22-58, the contract agreement between the City of Portland and the Tennessee Department of Transportation (TDOT), for the relocation of gas utilities within the proposed State Industrial Access Project Commodore (Dorman products).

Documents:

[ORD 23-51 - TO AMEND ORD 22-58 TDOT SIA \(GAS\) COMMODORE.PDF](#)
[ORD 23-51 A1 - GAS CU9244 SUP 1 PACKET.PDF](#)

2. Ordinance No. 23-52 - First Reading

An Ordinance to amend Ordinance 22-59, the contract agreement between the City of Portland and the Tennessee Department of Transportation (TDOT), for the

relocation of sewer utilities within the Proposed State Industrial Access Project
Commodore (Dorman products).

Documents:

[ORD 23-52 - TO AMEND ORD 22-59 TDOT SIA \(SEWER\).PDF](#)
[ORD 23-52 A1 - SEWER CU9243 SUP 1 PACKET.PDF](#)

W. Adjournment