



**BOARD OF MAYOR AND ALDERMEN
Minutes for February 2, 2026 at 5:00 PM**

1. Call to Order

Mayor Mike Callis called the meeting to order at 05:03 PM.

2. Prayer and Pledge

Mayor Callis led the prayer and pledge.

3. Roll Call

Present: Alderman Cole, Alderman Ellis, Vice-Mayor Thompson, Alderman Woodall

Also, Present: Mayor Mike Callis, City Attorney John Bradley, City Recorder Tracy Kizer

Absent: Alderman Hall, Alderman Jennings, Alderman McDowell

4. Approval of Agenda

Motion to: Amend by adding discussion of the utility director position under Utility Infrastructure as Item 21.D

By: Alderman Cole

Second: Alderman Woodall

Yes: Alderman Cole, Alderman Ellis, Vice-Mayor Thompson, Alderman Woodall

Absent: Alderman Hall, Alderman Jennings, Alderman McDowell

Motion Passed (voice vote)

5. Presentation

A. Shoals presentation of Police car funding - Brandon Moss and James Hart.

Mayor Callis thanked Brandon Moss and James Hart of Shoals Technologies Group for their donation to purchase a police car. Chief Arnold also thanked them and advised the patrol car would be used by the traffic unit.

6. Public Comment Period

- No one spoke

7. Public Hearing

A. Ordinance No. 26-01 – Second Reading — An Ordinance of the City of Portland, Tennessee, amending Budget Ordinance no. 25-27 for the fiscal year beginning July 1, 2025, and ending June 30, 2026.

- No one spoke

B. Ordinance No. 25-61 –Second Reading - An Ordinance to amend the City of Portland Zoning Ordinance Section 4-103 accessory off-street parking requirements for residential activities.

- No one spoke

8. Communications from Council Members

- Alderman Woodall advised this Saturday, February 7, 2026, is the Daddy/Daughter Dance at Richland Gym. Tickets can be picked up at the park.

- Alderman Cole thanked the city workers for their hard work during the winter storm. Everyone did a good job and their work is greatly appreciated.

9. Mayor's Report- Mayor Callis discussed the following:

- Alderman McDowell returned home and was welcomed by several people gathering at the downtown mini park.
- During and after Winter Storm Fern 2026, City employees worked 450 hours plowing 225 miles of road. The city will explore using calcium at lower temperatures and adding equipment for future snow/ice events.
- Citizens that had damage during Winter Storm Fern are encouraged to go to the TEMA website (www.tn.gov/tema.html) and complete the damage assessment form. The more residents that complete the form will help Sumner County's response time and assistance to residents.
- Brush/limb pickup started today and will take time to complete. Citizens are encouraged not to mix brush/limb with bulk or trash items and to cut trees into 8' or less sections.
- The Convenience Center will have extended hours of operation for city residents to drop off their brush/limbs, this Wed(2/4/26) - Sat (2/7/26) from 8am-4pm.

- Portland Chamber of Commerce will organize cleanup efforts for the elderly and disabled in our community and work with volunteers to assist. Please contact them for more information.
- Council members are encouraged to review Public Chapter 411, allowing a council member to join a Council Meeting by zoom. Mayor Callis has requested Attorney Bradley review and advise if it would be beneficial for Portland to consider.
- At the Hwy 31W & Hwy 109 intersection, the turning lane from Vaughn Dr. to Hwy 31W, was removed. After review, the City has requested the turning lane be added back. The radius of the intersection will be adjusted, and the City will be working with the State to get it reinstalled.

10. Consent Calendar

Motion to: Approve
By: Vice-Mayor Thompson
Second: Alderman Ellis
Yes: Alderman Cole, Alderman Ellis, Vice-Mayor Thompson, Alderman Woodall
Absent: Alderman Hall, Alderman Jennings, Alderman McDowell
Motion Passed (voice vote)

- A. Resolution No. 26-03 - A Resolution to re-appoint Ted Jernigan to the Portland Municipal Planning Commission.
- B. Resolution No. 26-11 - A resolution to appoint Chraig Patel to the Portland Municipal Planning Commission.
- C. Department Reports
- D. Minutes from January 5, 2026 Meeting

11. Community Development – Vice-Mayor Megann Thompson

- A. Resolution No. 26-04 - A Resolution of the city of Portland, Tennessee, to repeal and replace Resolution 24-89, guidelines for Economic Incentives and to authorize the Industrial Development Board of The City of Portland to negotiate tax incentives.
Motion to: Approve
By: Vice-Mayor Thompson
Second: Alderman Woodall
Discussion: Director Sherry Ferguson reviewed the guidelines and advised that if there is a request that would go over ten years, it will be brought before Council for approval.
Yes: Alderman Cole, Alderman Ellis, Vice-Mayor Thompson, Alderman Woodall
Absent: Alderman Hall, Alderman Jennings, Alderman McDowell
Motion Passed (voice vote)

12. Finance – Alderman Vince Ellis

- A. Ordinance No. 26-01 – Second Reading — An Ordinance of the City of Portland, Tennessee, amending Budget Ordinance no. 25-27 for the fiscal year beginning July 1, 2025, and ending June 30, 2026.
Motion to: Approve
By: Alderman Ellis
Second: Alderman Woodall
Yes: Alderman Cole, Alderman Ellis, Vice-Mayor Thompson, Alderman Woodall
Absent: Alderman Hall, Alderman Jennings, Alderman McDowell
Motion Passed (voice vote)
- B. Resolution No. 26-05 - A Resolution accepting the best proposal for General Contractor Consulting Services for The City of Portland, Tennessee.
Motion to: Approve
By: Alderman Ellis
Second: Alderman Cole
Yes: Alderman Cole, Alderman Ellis, Vice-Mayor Thompson, Alderman Woodall
Absent: Alderman Hall, Alderman Jennings, Alderman McDowell

Motion Passed (voice vote)

- C. Resolution No. 26-06 - A Resolution accepting the best proposal for Electrical Consultant Services for the City of Portland, Tennessee.

Motion to: Approve

By: Alderman Ellis

Second: Vice-Mayor Thompson

Discussion: Alderman Woodall advised he did not see a cost. Mayor Callis advised it is project-based and would give cost based on the service request. Alderman Woodall questioned if it was a new company that did not have any prior jobs to review. Linda Rogers advised Director Slusser checked references. Alderman Woodall advised he was the prior Gallatin Codes Official and thought the General Contractor could cover this.

No: Alderman Cole, Alderman Ellis, Vice-Mayor Thompson, Alderman Woodall

Absent: Alderman Hall, Alderman Jennings, Alderman McDowell

Motion Failed (voice vote)

13. Fire Department – Alderman Jody McDowell

- A. Resolution No. 26-07 - A Resolution to request proposals for an Emergency Warning System within parts of the city

Motion to: Approve

By: Alderman Cole

Second: Alderman Ellis

Discussion: Mayor Callis advised that this is for the RPF to obtain costs. Alderman Woodall questioned if this is the same system that the EMA Director advised was outdated in April 2025. Alderman Woodall asked Attorney Bradley if the City would be responsible if the system failed. Attorney Bradley advised they would be liable if they were responsible for the failure. Alderman Woodall questioned what department would be responsible. Mayor Callis advised it would possibly be the Fire Department if the equipment was placed at the Fire Hall. Alderman Cole advised that the technology would make it possible to make announcements such as Amber Alerts. Alderman Ellis feels individuals have cell phones and it is a good tool. Vice-Mayor Thompson said she was OK with getting RPF but feels it will be too costly.

Yes: Alderman Cole, Alderman Ellis, Vice-Mayor Thompson

No: Alderman Woodall

Absent: Alderman Hall, Alderman Jennings, Alderman McDowell

Motion Passed (voice vote)

- B. Resolution No. 26-08 - A Resolution to select the best fireworks display proposal for the 2026 and 2027 Middle Tennessee Strawberry Festival.

Motion to: Approve

By: Alderman Woodall

Second: Alderman Cole

Discussion: Fire Chief Thornton advised three bids were submitted. All bids were close in cost. Discussion was held about length of time for the show, number of booms, and prior shows.

Motion to: Amend by awarding to Impact Piro

By: Alderman Woodall

Second: Alderman Cole

Yes: Alderman Cole, Alderman Ellis, Vice-Mayor Thompson, Alderman Woodall

Absent: Alderman Hall, Alderman Jennings, Alderman McDowell

Amendment Passed (voice vote)

Vote: As Amended

Yes: Alderman Cole, Alderman Ellis, Vice-Mayor Thompson, Alderman Woodall

Absent: Alderman Hall, Alderman Jennings, Alderman McDowell

Motion Passed as amended (voice vote)

14. Human Resources – Alderman Vince Ellis

- No Items

15. Legislative – Mayor Mike Callis

- A.** Resolution No. 26-09 - A Resolution for February 2026 to honor the principles and ideals that makes America the greatest nation on Earth as we celebrate the 250th Anniversary of these United States
Motion to: Approve
 By: Alderman Woodall
 Second: Alderman Cole
Discussion: Mayor Callis advised it honors being created equal.
 Yes: Alderman Cole, Alderman Ellis, Vice-Mayor Thompson, Alderman Woodall
 Absent: Alderman Hall, Alderman Jennings, Alderman McDowell
Motion Passed (voice vote)
- B.** Ordinance No. 26-02 – First Reading — An Ordinance to repeal and replace Ordinance no. 20-19 and to surplus and sell at public auction a residential lot on Strawberry Street.
Motion to: Approve
 By: Alderman Woodall
 Second: Alderman Ellis
Discussion: Mayor Callis advised that the parcel of land was approved to be donated to Habitat to Humanity, and they declined the use of the lot. Proceeds will go to the Richland Gym bathroom renovation.
 Yes: Alderman Cole, Alderman Ellis, Vice-Mayor Thompson, Alderman Woodall
 Absent: Alderman Hall, Alderman Jennings, Alderman McDowell
Motion Passed (voice vote)
- C.** Ordinance No. 26-03 - First Reading — An Ordinance to surplus and sell at auction approximately 127 acres in multiple parcels with the proceeds to be used for the Wastewater Consent Order.
Motion to: Approve
 By: Alderman Woodall
 Second: Alderman Cole
Discussion: Mayor Callis advised the auctioneer of record will be working with a surveyor and a soil scientist to determine the division of the parcels. Vice-mayor Thompson questioned if it should be considered listing as a 125 acre farm. Discussion was held about appraisals and surveys of the whole farm and dividing.
Motion to: Amend to appraise the 127 +/- acres in totality and input from the auctioneer.
 By: Alderman Ellis
 Second: Vice-Mayor Thompson
 Yes: Alderman Cole, Alderman Ellis, Vice-Mayor Thompson, Alderman Woodall
 Absent: Alderman Hall, Alderman Jennings, Alderman McDowell
Motion to: Defer until additional information is obtained.
 By: Vice-Mayor Thompson
 Second: Alderman Ellis
 Yes: Alderman Cole, Alderman Ellis, Vice-Mayor Thompson, Alderman Woodall
 Absent: Alderman Hall, Alderman Jennings, Alderman McDowell
Motion (voice vote)

16. Municipal Airport – Alderman Mike Hall

- A.** Ordinance No. 26-04 - First Reading — An Ordinance authorizing the acceptance of the best bid for Portland Municipal Airport Roof Project.
Motion to: Approve
 By: Alderman Cole
 Second: Alderman Woodall
Discussion: Airport Director Hunter reviewed the bids and recommended Accurline Building Systems with low bid of \$91,723.81.
 Yes: Alderman Cole, Alderman Ellis, Vice-Mayor Thompson, Alderman Woodall
 Absent: Alderman Hall, Alderman Jennings, Alderman McDowell
Motion Passed (voice vote)

17. Parks & Recreation – Alderman Brian Woodall

- A.** Discussion - Park Grant
 - Director Jamie White advised a letter of intent was submitted for a 50/50 Park grant because there was a deadline for the intent letter. Mayor Callis and Director White reviewed what was included in the intent letter and that could be changed when the grant application is submitted.
 - Discussion was held about including the bathroom renovation and Alderman Woodall advised not to include the bathroom renovation in the grant.
 - Mayor Callis advised the filing deadline for the grant was the end of March and information about the filing process could be brought to the next meeting.
 - Mayor Callis needs to know tonight if the council is willing to move forward with the other projects and continue with the grant process.

**Mayor Callis called recess at 6:05 PM due to computer connectivity issues.
 Mayor Mike Callis called the meeting to order at 06:11 PM.**

- Discussion continued about Richland Gym Restroom remodel and ADA accessibility requirements. Mayor Callis advised that we could reduce the scope before we apply, but not sure about removing if awarded. It was determined that more information about the grant would be brought to the next meeting.
- Director White presented the partial plans for the current men's and women's restrooms for the Richland Gym. Director White explained the recommendations and meeting the ADA requirements.

18. Planning & Codes – Vice-Mayor Megann Thompson

- A.** Ordinance No. 25-61 –Second Reading - An Ordinance to amend the City of Portland Zoning Ordinance Section 4-103 accessory off-street parking requirements for residential activities.

Motion to: Approve
 By: Vice-Mayor Thompson
 Second: Alderman Woodall
 Yes: Alderman Cole, Alderman Ellis, Vice-Mayor Thompson, Alderman Woodall
 Absent: Alderman Hall, Alderman Jennings, Alderman McDowell
Motion Passed (voice vote)

19. Police Department – Alderman Drew Jennings

- A.** Ordinance No. 26-06 – First Reading – An Ordinance to purchase 0.08+/- acres adjacent to the City of Portland Police Department.

Motion to: Approve
 By: Vice-Mayor Thompson
 Second: Alderman Ellis
Discussion: Mayor Callis advised the land appraised for over \$16,000, and it was agreed to purchase for \$15,000 and a fence.
 Yes: Alderman Cole, Alderman Ellis, Vice-Mayor Thompson, Alderman Woodall
 Absent: Alderman Hall, Alderman Jennings, Alderman McDowell
Motion Passed (voice vote)

20. Public Works – Alderman Brian Woodall

- A.** Resolution No. 26-10 - A Resolution to rescind Resolution 25-51 and replace with this Resolution authorizing the Mayor to enter into an agreement with a qualified contractor for the construction of a Regional Detention Basin on Airport Road.

Motion to: Approve
 By: Alderman Woodall
 Second: Alderman Ellis
Discussion: Director Cobb explained the requested changes. Discussion was held about what needed to be included in a developer's agreement, if a bond would be included or a letter of credit. After discussion, Attorney Bradley advised that a bid needed to be completed before a change could be made. It was determined that Attorney Bradley would meet with Director Cobb to review what needed to be included in the bid.
Motion to: Defer
 By: Alderman Cole
 Second: Alderman Ellis
 Yes: Alderman Cole, Alderman Ellis, Vice-Mayor Thompson, Alderman Woodall
 Absent: Alderman Hall, Alderman Jennings, Alderman McDowell

Motion to Defer passed (voice vote)

- B.** Resolution No. 26-12 - A Resolution to install traffic calming measures on Strawberry Street based on the recommendation of the traffic study.

Motion to: Approve

By: Alderman Woodall

Second: Alderman Cole

Discussion: Mayor Callis advised this was presented in the traffic study and the estimate of cost is less than \$7,000.

Yes: Alderman Cole, Alderman Ellis, Vice-Mayor Thompson, Alderman Woodall

Absent: Alderman Hall, Alderman Jennings, Alderman McDowell

Motion Passed (voice vote)

Mayor Callis advised that they are going to see if the traffic signal for Jackson Rd and Hwy 52E can be added to the S-MAK Grant.

- C.** Ordinance No. 26-07 - First Reading – An Ordinance to repeal and replace in its entirety ordinance number 18-19 title 17 of the city of Portland Municipal Code.

Motion to: Discuss

By: Alderman Woodall

Second: Vice-Mayor Thompson

Discussion: Mayor Callis advised that this updates Title 17. Director Cobb advised that specific areas were defined, and the policies were removed and will be in a different document.

Yes: Alderman Cole, Alderman Ellis, Vice-Mayor Thompson, Alderman Woodall

Absent: Alderman Hall, Alderman Jennings, Alderman McDowell

Motion Passed (voice vote)

21. Utility Infrastructure – Alderman Charles Cole

- A.** Ordinance No. 26-05 - First Reading – An Ordinance to authorize the mayor to enter into a Developer’s Agreement with Joey Rollins for the water improvements to install a new six (6) inch water main throughout the Harper Road Subdivision, located at 0 Harper Road, in Portland, Tennessee.

Motion to: Approve

By: Alderman Cole

Second: Alderman Woodall

Discussion: Director Bryan Price advised a revision needed to be made in the first section, changing from a 20-lot subdivision to an 8-lot subdivision.

Motion to: Amend by changing from 20-lots to 8-lots in section one.

By: Alderman Woodall

Second: Vice-Mayor Thompson

Yes: Alderman Cole, Alderman Ellis, Vice-Mayor Thompson, Alderman Woodall

Absent: Alderman Hall, Alderman Jennings, Alderman McDowell

Amendment Passed (voice vote)

Vote to: Approve as amended

Yes: Alderman Cole, Alderman Ellis, Vice-Mayor Thompson, Alderman Woodall

Absent: Alderman Hall, Alderman Jennings, Alderman McDowell

Motion Passed (voice vote)

- B.** Resolution No. 26-13- A Resolution authorizing Barge Design Solutions Inc. to perform professional on-call services for engineering and certain task orders as needed.

Motion to: Approve

By: Alderman Cole

Second: Alderman Woodall

Discussion: Mayor Callis advised this was bringing on an additional firm to assist with on-call engineering. This would be a fourth on-call firm and may be needed for EPA assistance. Mayor Callis also advised that after Bryan Price leaves, the city will no longer have an engineer on staff. Further discussion was held about utilizing outside companies vs. the city hiring engineers. It was determined that hiring engineers and the engineering department would be discussed in the budget process.

Yes: Alderman Cole, Alderman Ellis, Vice-Mayor Thompson, Alderman Woodall

Absent: Alderman Hall, Alderman Jennings, Alderman McDowell

Motion Passed (voice vote)

- C.** Resolution No. 26-14 — A Resolution authorizing professional engineering services for the EPA Administrative Order on consent to meet required deadlines for the Sanitary Sewer Evaluation Survey.

Motion to: Approve

By: Alderman Cole

Second: Alderman Ellis

Discussion: Mayor Callis advised that OHM needs to be the lead on the EPA issues and to ensure that deadlines are being met because of their experience working with the City. Discussion was held about what would need to happen to meet the consent order. Discussion was held about the EPA order and process of getting to the point of the EPA letter. Director Bryan Price explained the timeline and what TDEC and EPA have submitted.

Yes: Alderman Cole, Alderman Ellis, Vice-Mayor Thompson, Alderman Woodall

Absent: Alderman Hall, Alderman Jennings, Alderman McDowell

Motion Passed (voice vote)

- D.** Discussion - Utility Director

- Alderman Cole suggested that with all the changes happening in Utilities, and the director leaving, it may be time to make some changes in the position.

- Vice-Mayor Thompson suggested that this be discussed during a budget work study session.

- Mayor Callis advised that the engineer position has been posted for hire.

- Discussion was held about needing a director that could focus on the sewer part.

- Mayor Callis has been looking for someone that has worked with the EPA issue we are currently dealing with and has not been able to find many.

Adjournment

- Mayor Callis advised that the Sumner County Commission is currently at a meeting that will have a vote on if Portland will be paid the funding issued by the State through the county. Depending on the outcome of the vote, there may need to be a special call meeting prior to the next scheduled meeting.

- Mayor Callis reminded every one of the deadlines from TDEC and federal deadlines that must be met to fulfill the grant stipulations.

Motion to Adjourn by Alderman Cole; Second by Alderman Ellis;

Motion passed by voice vote to **adjourn at 7:31 PM.**

RESOLUTION

City of Portland, Tennessee

No. 26 – 04

A RESOLUTION OF THE CITY OF PORTLAND, TENNESSEE, TO REPEAL AND REPLACE RESOLUTION 24-89, GUIDELINES FOR ECONOMIC INCENTIVES AND TO AUTHORIZE THE INDUSTRIAL DEVELOPMENT BOARD OF THE CITY OF PORTLAND TO NEGOTIATE TAX INCENTIVES

WHEREAS, the Industrial Development Board of the City of Portland, Tennessee (the “IDB”), has adopted a Standard PILOT Incentive Schedule, attached hereto as Exhibit A and Exhibit B; and

WHEREAS, the Board of Mayor and Aldermen of the City of Portland desires to repeal and replace any prior economic incentive guidelines and to authorize the IDB to negotiate tax incentives in furtherance of economic development, job creation, and capital investment within the City; and

WHEREAS, the Board of Mayor and Aldermen further desires to approve Exhibits A for Industrial and B for Commercial as publicly issued guidelines to be used by the IDB as a general framework when considering and negotiating tax incentives; and

WHEREAS, the Board of Mayor and Aldermen recognizes that flexibility in the negotiation of tax incentives may be necessary to address project-specific circumstances and to remain competitive, while still complying with applicable provisions of Tennessee Code Annotated.

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen of the City of Portland, Tennessee, as follows:

1. Repeal and Replacement of Guidelines

Any prior resolutions relating to economic PILOT incentives guidelines are hereby repealed and replaced by this Resolution.

2. Approval of Guidelines

Exhibit A and Exhibit B, the Standard PILOT Incentive Schedule, are hereby approved and adopted as guidelines to be used by the Industrial Development Board of the City of Portland.

3. Authority to Negotiate Tax Incentives

The Industrial Development Board of the City of Portland is hereby authorized to negotiate Payment In Lieu Of Taxes (PILOT) agreements and other tax incentives, as permitted under Tennessee State law, for eligible economic development projects.

4. Term and Flexibility

The IDB is authorized to negotiate PILOT agreements with a term of up to ten (10) years. The guidelines set forth in Exhibit A and Exhibit B shall serve as a general rule and framework, but the IDB is expressly granted authority to negotiate alternative incentive schedules, structures, or terms, up to ten (10) years, as deemed appropriate based on the merits of a project, provided such incentives are consistent with Tennessee law and subject to any required approvals. Agreements extending more than 10 years would require approval from the City Council.

BE IT FURTHER RESOLVED that this Resolution shall become effective upon its passage, the public welfare requiring it.

Mike Callis, Mayor

Attest: Tracy Kizer, City Recorder

Approved this day of

EXHIBIT A Industrial
City of Portland, TN Industrial PILOT Incentive Guidelines

All Projects Are Reviewed on A Case-by-Case Basis
 All Projects Are Reviewed for Community Compatibility

Level 1	
Eligibility: <ul style="list-style-type: none"> • Minimum capital investment of \$1 million • Creation of at least 25 new FT jobs • <i>Average wages must exceed 110% of the State average wage rate</i> 	
Real Property Abatement: <ul style="list-style-type: none"> • Year 1: 100% abatement • Year 2: 50% abatement • Year 3: 25% abatement 	Personal Property Abatement: <ul style="list-style-type: none"> • Year 1: 100% abatement • Year 2: 50% abatement
Level 2	
Eligibility: <ul style="list-style-type: none"> • Capital investment \$5 million • Creation of at least 25 new FT jobs • <i>Average wages must exceed 110% of the State average wage rate</i> 	
Real Property Abatement: <ul style="list-style-type: none"> • Year 1: 100% abatement • Year 2: 100% abatement • Year 3: 50% abatement • Year 4: 25% abatement • Year 5: 25% abatement 	Personal Property Abatement: <ul style="list-style-type: none"> • Year 1: 100% abatement • Year 2: 100% abatement • Year 3: 50% abatement
Level 3	
Eligibility: <ul style="list-style-type: none"> • Minimum capital investment \$20 million • Creation of at least 50 new FT jobs • <i>Average wages must exceed 110% of the State average wage rate</i> 	
Real Property Abatement: <ul style="list-style-type: none"> • Year 1: 100% abatement • Year 2: 100% abatement • Year 3: 100% abatement • Year 4: 50% abatement • Year 5: 25% abatement • Year 6: 25% abatement • Year 7: 25% abatement 	Personal Property Abatement: <ul style="list-style-type: none"> • Year 1: 100% abatement • Year 2: 100% abatement • Year 3: 100% abatement

EXHIBIT B Commercial
City of Portland, TN Commercial PILOT Incentive Guidelines

All Projects Are Reviewed on A Case-by-Case Basis
 All Projects Are Reviewed for Community Compatibility

Level 1	
<p>Eligibility:</p> <ul style="list-style-type: none"> • Minimum capital investment of \$2 million • Demonstrate measurable public benefit • Creation of 5+ new jobs • Minimum projected sales \$1.5 million 	
<p>Real Property Abatement:</p> <ul style="list-style-type: none"> • Year 1: 100% abatement • Year 2: 50% abatement • Year 3: 25% abatement • Year 4: 0% Full Tax Role 	<p>Personal Property Abatement:</p> <ul style="list-style-type: none"> • Year 1: 100% abatement • Year 2: 50% abatement
Level 2	
<p>Eligibility:</p> <ul style="list-style-type: none"> • Minimum capital investment of \$4 million • Demonstrate measurable public benefit • Creation of 10+ new jobs • Minimum projected sales \$2.5 million 	
<p>Real Property Abatement:</p> <ul style="list-style-type: none"> • Year 1: 100% abatement • Year 2: 100% abatement • Year 3: 75% abatement • Year 4: 75% abatement • Year 5: 50% abatement • Year 6: 25% abatement • Year 7: 0% Full Tax Role 	<p>Personal Property Abatement:</p> <ul style="list-style-type: none"> • Year 1: 100% abatement • Year 2: 100% abatement • Year 3: 100% abatement
Level 3	
<p>Eligibility:</p> <ul style="list-style-type: none"> • Minimum capital investment \$6 million • Demonstrate measurable public benefit • Creation of 15+ new jobs • Minimum projected sales \$6 million 	
<p>Real Property Abatement:</p> <ul style="list-style-type: none"> • Year 1: 100% abatement • Year 2: 100% abatement • Year 3: 100% abatement • Year 4: 75% abatement • Year 5: 75% abatement • Year 6: 50% abatement • Year 7: 50% abatement • Year 8: 25% abatement • Year 9: 0% Full Tax Role 	<p>Personal Property Abatement:</p> <ul style="list-style-type: none"> • Year 1: 100% abatement • Year 2: 100% abatement • Year 3: 100% abatement

Level 4

Eligibility:

- Minimum capital investment \$10 million
- Demonstrate measurable public benefit
- Creation of 20+ new jobs
- Minimum projected sales \$12 million

Real Property Abatement:

- **Year 1:** 100% abatement
- **Year 2:** 100% abatement
- **Year 3:** 100% abatement
- **Year 4:** 75% abatement
- **Year 5:** 75% abatement
- **Year 6:** 50% abatement
- **Year 7:** 50% abatement
- **Year 8:** 50% abatement
- **Year 9:** 25% abatement
- **Year 10:** 0% Full Tax Role

Personal Property Abatement:

- **Year 1:** 100% abatement
- **Year 2:** 100% abatement
- **Year 3:** 100% abatement



City of Portland

Public Works Department
 100 South Russell Street Portland,
 Tennessee 37148
 Phone: (615)-323-9293
 Email: blewis@cityofportlandtn.gov
www.cityofportlandtn.gov

Sanitation Department Overview of Solid Waste Disposal (SDOSWD Document)

The Sanitation Department is responsible for all residential solid waste disposal within the Portland City limits including Garbage Pick-Up, Brush Pick-Up, and Bulk Item Pick-Up.

**See Title 17 of the City of Portland Municipal Code for more detailed information on Solid Waste operations.*

Sanitation Rates

Residential	Number of Carts	Monthly Rate	Cost to Purchase Cart	Cart Return Date
	1 or 2 Trash Carts	\$25.00	\$70	Customer Owns the Cart
	3 or 4 Trash Carts	\$50.00		
Commercial	Number of Carts	Monthly Rate	Cost to Purchase Cart	Cart Return Date
	1 or 2 Trash Carts	\$31.00	Included with service	Upon Termination of Service
	3 Trash Carts	\$45.50		
	4 Trash Carts	\$60.00		

Setting up Service

Trash service must be set up at the Portland Business Office. Setting up trash service does not include the price of the trash cart. **Carts are sold separately.** Trash carts have life spans determined by the manufactured date. If you inherit a cart from the previous owner, the warranty begins on the manufacture day. New ownership does not retro date the warranty period.

Garbage Collection Schedule

The City provides residential garbage pick-up service once per week per residence. Contact the Sanitation Department to determine what day your address is serviced or visit our website.

Garbage Containers / Warranty Period

Garbage containers must be purchased from the Business Office (100 South Russell Street Portland Tn 37148). Containers purchased from the City, come with a 10-year manufacture warranty. The warranty begins once the customer purchases the cart from the City. The City will keep records of the warranty years and expiration date.

Homes with Existing Carts: If you move into a home with an existing container, the warranty on the cart began when the can was manufactured, not when you took possession of the cart. Warranty periods do not restart with new homeowners / renters.

Trash Cart Rules and Regulations:

- *Garbage containers are the responsibility of each customer.* In the event damage or wear occurs to a container purchased from the city and is still covered under the 10-year warranty, the city will work to make the necessary repairs. The city is not responsible for any damage if the can was not purchased from the city.
- The City of Portland sells and uses specific carts for their customers.
- If the resident insists on using a non-City of Portland issued trash cart, the following applies:
 - The City of Portland does not recommend using carts not purchased from the City of Portland.
 - Non-City of Portland trash carts that are used for trash pickup are solely at the risk of the homeowner.
 - Any private carts that may be damaged during the disposal of trash shall be the owner's responsibility to replace with a City of Portland issued cart at owners' expense.
 - The City will not reimburse or replace non-City of Portland issued carts that have been damaged by the trash truck. This includes crushing or breaking the cart.
- Please be aware containers that are repeatedly over filled, subjected continuously to the elements, or left dirty will have much shorter life spans, than those that are properly cared for.
- Once containers are worn to the point that trucks have trouble servicing them, drivers will leave written notice that the container needs replacing, or the container will not be emptied.
- Again, the proper care of the container is the *responsibility of the customer.*

Garbage Can Placement Instructions

Portland predominantly utilizes fully automated (side load) garbage trucks to service garbage containers. We request your cooperation to provide safe and efficient garbage pick-up services. The following guidelines have been established for trash service customers:

- Container(s) must be placed at the curb/street no later than 6 AM on the day of service and must be returned to the back of the property within 24 hours.
- Container(s) must be placed in upright position at the curb, with handles facing away from the street.
- Container(s) must be placed a minimum of 3' in all directions from any other object (i.e. mailbox, power pole, second can).
- Container(s) must have a functioning lid that is closed completely.
- Container(s) must be in serviceable condition (i.e. bars intact, container free from cracks, both wheels present, etc.)
- Brush, grass, leaves, dirt, bricks, rocks, tires, construction materials or other hazardous materials (paint, gasoline, needles, etc.) shall not be placed in the garbage container.

Trash Pickup Instructions

All trash must be confined within the container, and any loose or lightweight items must be bagged to prevent litter from spreading.

- Our trucks only dump content inside the containers.
- All trash inside of the cart needs to be bagged.
- Loose bags and items placed outside the cart will not be picked up.
- Trash shall not be placed on top of the lid.
- Cart lids should be closed, and the lid opening shall face the road for pickup.

Special Pickup Services

The following policies are in place to provide efficient and accommodating garbage pick-up service for all our customers:

- Two “Courtesy Services” are provided per calendar year. A Courtesy Service is when a container is not placed out on time or in proper position, and a driver back tracks their route to service the can. *Additional courtesy services shall incur a fee.*
- “Backdoor Service” is available for disabled persons who have no able-bodied person living in the home. A doctor’s statement shall be provided to the Public Works Director for approval. Once the doctor’s statement and release allowing a City employee to access the property to retrieve the can are submitted, Backdoor Service may be provided.

Curbside Brush Pick Up:

Residents are allotted up to one (1) 10 cubic yard trailer pile per route cycle.

- Brush including limbs/logs must be no longer than 8’
- 10 cubic yards is approximately 12 feet long, 8 feet wide, and 4 feet high.
- A route cycle is defined as one pickup every two weeks.
- Excessive piles shall incur an additional pickup fee.
- Brush including limbs/logs must be no longer than 8’
- Brush must be placed within 4’ of the edge of roadway/sidewalk/curb, with limbs/logs facing the same direction.
- Brush should be free of any other debris (i.e. paper, furniture, treated or painted wood).
- Place brush away from driveways or intersections in a manner that does not reduce visibility.
- Brush shall not be placed in the sidewalk or roadway travel paths.
- Brush can only be picked up from a residence with sanitation service.
- Anything generated from a site other than the property for which service is provided will not be picked up.
- Any items that are deemed too large or long for City equipment to remove
- Brush can also be taken to the city’s convenience center on Wednesday or Saturday from 8am – 4pm.

What is brush?

Brush includes limbs, branches, logs, and shrubbery.

Curbside Leaf Pick-Up

Leaves, lawn clippings, and mulch shall be placed in brown recyclable bags, available at local retail/hardware stores, and must be placed at the curb/street.

Leaf bags will be picked up at the city’s earliest convenience. Do not mix any non-organic materials in these bags.

Curbside Bulk Item Pick-Up

The City provides bulk-item pick-up for items too large to be disposed of in garbage containers. Residents are allotted up to one (1) 5 cubic yard trailer pile per route cycle and does not require scheduling for pickup.

- 5 cubic yards is approximately 10 – 12 feet long, 4 - 6 feet wide, and 2 - 3 feet high.
- A route cycle is defined as one pickup every two weeks.
- Excessive piles shall incur an additional pickup fee.
- Bulk can also be taken to the city's convenience center on Wednesday or Saturday from 8am – 4pm.
- Bulk must be contained, bagged, boxed, and free of any loose debris.
- Anything generated from a site other than the property for which service is provided will not be picked up.
- Any items that are deemed too large or long for City equipment to remove
- Bulk shall not be mixed with brush, trees, leaves, or any other yard waste.

Items eligible for bulk curbside pickup include:

Furniture, appliances, and scrap metal.

If you have an item that will not fit in the container and is not listed, please contact our office for clarification and disposal instructions.

THIS LIST IS NOT ALL-INCLUSIVE, SO PLEASE CALL 615-323-9293 TO SEE IF YOUR ITEM IS ELIGIBLE FOR PICK-UP.

Items not eligible for bulk furniture, appliances, and scrap metal curbside pickup:

Miscellaneous items that are small enough to fit inside the trash container (excess trash, clothes, toys, small kitchen appliances, etc. shall not be placed outside of the trash cart for bulk pickup.

- The City does not pick up bulk items that were generated by commercial or hired individuals.
- Non-broken-down cardboard boxes (break down all boxes)
- Tires (Your local tire dealer or transfer station will take tires for a cost)
- Dead animals
- Dirt, rock, concrete, bricks, etc.
- Gas tanks and other hazardous waste.
- Building materials (tile, drywall, paneling, shingles, carpet, cabinetry, etc.)
- Fencing – Pool decking, wood panels, chain link, etc.
- Excessive piles are larger than 5 cubic yards.
- 5 cubic yards is approximately 10 – 12 feet long, 4 - 6 feet wide, and 2 - 3 feet high.
- Any excessive piles *shall incur a fee.*

Yard Sales, Estate Sales, Residential / Commercial Cleanouts, Evictions, Move outs, Clean outs

Items accumulated from a move out / cleanout of any residential, commercial, or external structural cleanout shall be disposed of at the owner's expense. Prohibited actions include:

- Landlord Evictions
- Tenant moveouts
- Garage, shed, barn cleanouts exceeding 5 cubic yards
- Excessive bags outside of the trash carts (in moderation)
- Estate / Yard Sales
- Any additional accumulation deemed excessive by the Public Works Director

Codes enforcement will be notified, and all items must be removed at the property owner's expense.

Convenience Center

Open only to residents within the Portland City Limits.

No Commercial or Contracted Haulers Allowed

Our convenience center provides a convenient way for City of Portland residents to dispose household items, excess residential brush, and properly dispose of other residential items that are not accepted in curbside trash carts.

- Location: 1137 Parker's Chapel Road, Portland TN
- Facility is open Wednesday and Saturday from 8:00am – 4:00pm
- The City of Portland accepts brush, steel, aluminum, metal, cardboard, appliances and furniture
- We strongly encourage city limit residents to utilize this facility.
- When dropping off items, please make sure to properly sort your items, and place them in the appropriate bins. When bins are contaminated with non- compatible items, they are no longer able to be accepted.

Convenience Center Dumping Limits

Brush, Trees, and Yard Waste Dumping Limits

- Residents can dispose of approximately 20 cubic yards of brush, trees, and yard waste per day, per residence; however, no commercial or hired individuals can utilize the City of Portland convenience center.
- If a resident hires someone to cut down trees or brush, the hired person must dispose of it on their own. This cannot be accepted at the City's convenience center.
- 20 cubic yards is approximately 22 – 23 feet long, 8 feet wide, and 4 feet high.
- A maximum of two (2) 12' trailers is allowed per day.

Bulk Items Dumping Limits

- Residents can dispose of approximately 10 cubic yards of bulk per day, per residence.
- 10 cubic yards is approximately 12 feet long, 8 feet wide, and 4 feet high.
- If a resident hires someone to clean out, renovate, or demo a home or external structure, they must dispose of it on their own. These items will not be allowed to be disposed of at the convenience center.

Recycling

- Portland currently does not offer recycling.
- Recyclable items may be carried to the Sumner County Resource Authority by the resident and/or business.

Feel free to contact the Sanitation Department (615)323-9293 with any questions, including billing, service days, holiday schedules, etc. or visit our website.

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