



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

Minutes

Board of Mayor and Aldermen

City of Portland, Tennessee

December 5, 2022

1. **Call to Order** - Mayor Callis called the meeting to order at 5:01 P.M.
2. **Prayer/Pledge** – Chief Williams offered the Invocation and the Pledge of Allegiance.
3. **Roll Call** - The Portland Board of Mayor and Aldermen met on December 5, 2022, with the following members in attendance: Alderwoman Penny Barnes, Alderwoman LaToya Holcomb, Alderman Mike Hall, Alderman Drew Jennings, Alderwoman Megann Thompson, Alderman Brian Woodall, and Alderman Jody McDowell. City Attorney John R. Bradley and City Recorder Patricia Keen were present.
4. **Approval of Minutes from November 7, 2022, Council Meeting**
A motion was made by Alderwoman Thompson seconded by Alderman Woodall to approve the minutes as presented. A unanimous voice vote indicated approval.
The minutes were approved.
5. **Approval of Agenda** A motion was made by Alderman McDowell, seconded by Alderman Hall to approve the agenda. Mayor Callis asked to add Resolution No. 22-131. A unanimous voice vote indicated approval of the amended agenda.
The agenda was approved as amended.
6. **Resolution No. 22-126** – A resolution providing for the appointment of a Vice-Mayor for the City of Portland, TN.

Nominations were taken as follows: Alderman Hall nominated Alderman Jody McDowell, Alderwoman Holcomb nominated Alderwoman LaToya Holcomb, Alderwoman Thompson nominated Alderwoman Megann Thompson.
A roll call vote indicated Alderman Jody McDowell voted as Vice Mayor.

Resolution No. 22-126 Approved with Alderman Jody McDowell as Vice Mayor
7. **Communications from Council Members**
Alderwoman Thompson wished to welcome Alderwoman Holcomb and all re-elected council members and mayor.
8. **Public Recognition**
Leona Rhodes – 106 Old Westmoreland Road, spoke on Ordinance No. 22-77. She is concern of everything going up and on a fixed income.

James Chaney – 332 Airport Road, spoke on Ordinance No. 22-77. He was concerned not all council members were not at the first reading. Questioned the percentage vs amount of increase. On a fixed income. Thinks more study needs to be done.

9. Public Hearing

- A. Ordinance No. 22-69** - An ordinance to amend the City of Portland, TN zoning map by rezoning 800 South Russell Street, Tax Map 033J, E, Parcel 019.01 from OPS (Office Professional Services) to RM-1 (High Density Residential).

No one spoke.

- B. Ordinance No. 22-76** - An ordinance to amend the City of Portland, TN zoning map by rezoning unaddressed Coo Dove Drive, Robertson County Tax Map 25, Parcel 20.01 from RR (Rural Residential) to IG (Industrial General).

No one spoke.

- C. Resolution No. 22-125** – A resolution annexing property at unaddressed Coo Dove Drive, also identified as Robertson County Tax Map 025, Parcel 20.01 containing 16.93 +/- acres upon written consent of the owner and the adopt a plan of services.

No one spoke.

10. Alcoholic Beverage Board – Alderman Jody McDowell, Chairman

Application from – Eric Brody
Portland Pizza and Pub
819 North Broadway, Portland, TN

Vice Mayor McDowell presented the application for a beer permit from Eric Brody, Portland Pizza and Pub. Motion was made by Alderman Hall, seconded by Alderwoman Thompson to approve the requested beer permit. A unanimous voice vote indicated approval.

Beer Permit Approved

- 11. Departmental Reports** - Motion was made by Alderwoman Thompson, seconded by Alderwoman Barnes to approve the reports. A unanimous voice vote indicated approval of the monthly reports as presented. Reports accepted as presented.

12. Mayor's Report

Mayor Callis reminded everyone of the Comprehensive Land Use Work Study Tuesday, Dec. 6 at 5:00. He wanted to thank everyone who helped with and had a float in the Christmas Parade. Was a big turnout. City Offices will be closing to the public Friday at 12:00 for employee Christmas lunch. Merry Christmas to all. Next Council Meeting will be January 9, 2023.

13. Community Development – Alderwoman Megann Thompson – No items

14. Finance – Alderwoman Penny Barnes – No items

15. Fire Department – Alderman Jody McDowell - No items

16. Human Resources – Alderwoman Penny Barnes – No items

17. Legislative – Mayor Mike Callis

- A. Resolution No. 22-127** - A resolution approving the 2023 meeting schedule for the City of Portland.

Motion was made by Alderwoman Thompson, seconded by Alderman Woodall to approve Resolution No. 22-127 with an amendment to change July only having a meeting on the second Monday. A unanimous voice vote indicated approval.

Resolution No. 22-127 Approved as Amended

- B. Add-On - Resolution No. 22-131** – A resolution to accept a survey by Anthony T. Bollinger, R. L. S., as the official boundary between certain property owned by the City of Portland and property owned by the late Hayden and Maxine Searcy.

Motion was made by Alderman Jennings, seconded by Alderwoman Barnes to approve Resolution No. 22-131. A unanimous voice vote indicated approval.

Resolution No. 22-131 Approved

18. Municipal Airport – Alderman Mike Hall – No items

19. Parks & Recreation – Alderman Megann Thompson – No items

20. Police Department – Alderman Drew Jennings – No items

21. Planning & Codes – Alderwoman Megann Thompson

- A. Ordinance No. 22-69 - Second Reading** - An ordinance to amend the City of Portland, TN zoning map by rezoning 800 South Russell Street, Tax Map 033J, E, Parcel 019.01 from OPS (Office Professional Services) to RM-1 (High Density Residential).

Motion was made by Alderwoman Thompson, seconded by Vice Mayor McDowell to approve Ordinance No. 22-69 on second reading. After a lengthy discussion and the requestor explaining the size of the lot, a voice vote indicated approval with Alderman Hall voting nay.

Ordinance No. 22-69 Approved on Second Reading

- B. Ordinance No. 22-76 - Second Reading** – An ordinance to amend the City of Portland, TN zoning map by rezoning unaddressed Coo Dove Drive, Robertson County Tax Map 25, Parcel 20.01 from RR (Rural Residential) to IG (Industrial General).

Motion was made by Alderwoman Thompson, seconded by Alderman Woodall to approve Ordinance No. 22-76 on second reading. A voice vote indicated approval.

Ordinance No. 22-76 Approved on Second Reading

- C. Resolution No. 22-125** – A resolution annexing property at unaddressed Coe Dove Drive, also identified as Robertson County Tax Map 025, Parcel 20.01 containing 16.93 +/- acres upon written consent of the owner and the adopt a plan of services.

Motion was made by Alderwoman Thompson, seconded by Alderwoman Barnes to approve Resolution No. 22-125. A unanimous voice vote indicated approval.

Resolution No. 22-127 Approved

- D. Ordinance No. 22-79 - First 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).

Motion was made by Alderwoman Thompson, seconded by Alderman Woodall to approve Ordinance No. 22-79 on first reading. There was a lengthy discussion with the City Planner explaining the difference from IG, Industrial General and IR, Industrial Restrictive and the requestor explaining his intentions with the property. A voice vote indicated approval with Alderman Woodall voting nay.

Ordinance No. 22-79 Approved on First Reading

- E. Ordinance No. 22-80 - First Reading** – An ordinance to dissolve an alleyway between Glendale Drive and Gibson Street.

Motion was made by Alderwoman Thompson, seconded by Alderwoman Barnes to approve Ordinance No. 22-80 on first reading. City Attorney requested this be deferred. Motion was made by Alderwoman Thompson, seconded by Alderman Hall to defer Ordinance No. 22-80 on first reading. A unanimous voice vote indicated to defer.

Ordinance No. 22-80 Deferred on First Reading

- F. Resolution No. 22-128** - A resolution to re-appoint one member, Ty Crowder to the Portland Municipal Planning Commission as the Mayor's delegate.

Motion was made by Alderwoman Thompson, seconded by Alderwoman Barnes to approve Resolution No. 22-128. A unanimous voice vote indicated approval.

Resolution No. 22-128 Approved

- G. Resolution No. 22-129** - A resolution to re-appoint one member, Alderwoman Megann Thompson of the City Council to the Portland Municipal Planning Commission.

Motion was made by Alderwoman Thompson, seconded by Alderman Jennings to approve Resolution No. 22-129. A unanimous voice vote indicated approval.

Resolution No. 22-129 Approved

22. Public Works Department – Alderman Brian Woodall

A. Discussion

- **109 By-pass options**

Mayor Callis explained the concerns for Hwy 109 and Vanatta Road intersection with the new by-pass. He discussed a new light being needed at this location due to heavy traffic in this area as well as the North Fire Station. The mayor described a “hawk system” (signal system) that would help with the fire station. Will need to discuss this issue with the State.

- **Scattersville Road – status**

Carlton Cobb, Public Works Director reported the status on the paving of Scattersville Road. When the milling of the road is complete then paving can start depending on the weather. Final contract ends January 20, 2023.

- **Status on tearing down the Dan Jenkins building**

Carlton Cobb reported on the bidding of the tearing down the Dan Jenkins building. Due to the asbestos in the building, new bids will be needed.

23. Department of Utilities – Alderman Brian Woodall

A. Ordinance No. 22-77 - Second Reading – An ordinance authorizing a rate increase for water and sewer rates for usages beginning January 1, 2023.

Motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve Ordinance No. 22-77 on second reading. After a lengthy discussion, Alderman Woodall made a motion, second by Alderwoman Barnes on January 1, 2023, a 10% increase for outside city residential sewer rates and 20% increase for outside city commercial and industrial sewer rates. Alderman Woodall made a motion, second by Alderwoman Holcomb after July 1, 2026, for a period of 5 years, a 2.5% increase water and sewer across all rate structures. A unanimous voice vote indicated approval with both amendments.

Ordinance No. 22-77 Approved on Second Reading as Amended

B. Ordinance No. 22-78 - Second Reading – An ordinance to rescind and replace in its entirety Ordinance No. 11-33 & 12-43 and adopt the most recent approved Tennessee Department of Environment and Conservation (TDEC) Drought Management Plan for the City of Portland.

Motion was made by Alderman Woodall, seconded by Alderwoman Thompson to approve Ordinance No. 22-78 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 22-78 Approved on Second Reading

C. Ordinance No. 22-81 - First Reading – An ordinance to enter into an agreement with Cumberland Valley Constructors for the Phase II Wastewater Treatment Plant Expansion Project.

Motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve Ordinance No. 22-81 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-81 Approved on First Reading

D. Resolution No. 22-130 - A resolution authorizing the City to apply for the TDEC Competitive ARPA Grant and to seek a long-term solution for adequate drinking water and drought mitigation.

Motion was made by Alderman Woodall, seconded by Alderman Jennings to approve Resolution No. 22-130. A unanimous voice vote indicated approval.

Resolution No. 22-130 Approved

Adjournment

Motion was made to adjourn the meeting at 7:14 pm.

Mike Callis, Mayor

Patricia Keen, City Recorder

ORDINANCE

City of Portland, Tennessee

No. 22 - 79

SECOND READING

AN ORDINANCE TO AMEND THE CITY OF PORTLAND, TENNESSEE 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)

WHEREAS, the City of Portland desires to amend the official zoning atlas of the City; and

WHEREAS, the City of Portland believes that such amendment will promote, protect, and facilitate the public health, safety, and welfare of the community through coordinated and practical land use and land development for the betterment of Portland's population; and

WHEREAS, the Portland Municipal Planning Commission recommended approval of the rezoning to IG (Industrial General) by a vote of 8-0 at their November 15, 2022 meeting.

NOW, THEREFORE, BE IT ORDAINED by the City of Portland, Tennessee, as follows:

Section 1. That the property described herein be, and the same is hereby, rezoned from R-15 (Residential) to IG (Industrial General).

Approximately 34 +/- acres more or less, located at 301 Victor Reiter Parkway, as shown on the attached map.

For reference, see Record Book 3988, Pages 645-652 in the Register's Office of Sumner County, Tennessee, and being shown as Tax Map 033A, Parcel 039.00 & Tax Map 019, Parcel 033.01 in the Register's Office of Sumner County, Tennessee.

Section 2. That all Ordinances in conflict herewith are repealed to the extent of said conflict, and that this Ordinance shall become effect upon the passage on final reading, the public welfare requiring it.

Notice of the Public Hearing was published in the Portland Sun on December 13 and Portland Leader on December 14, 2023.

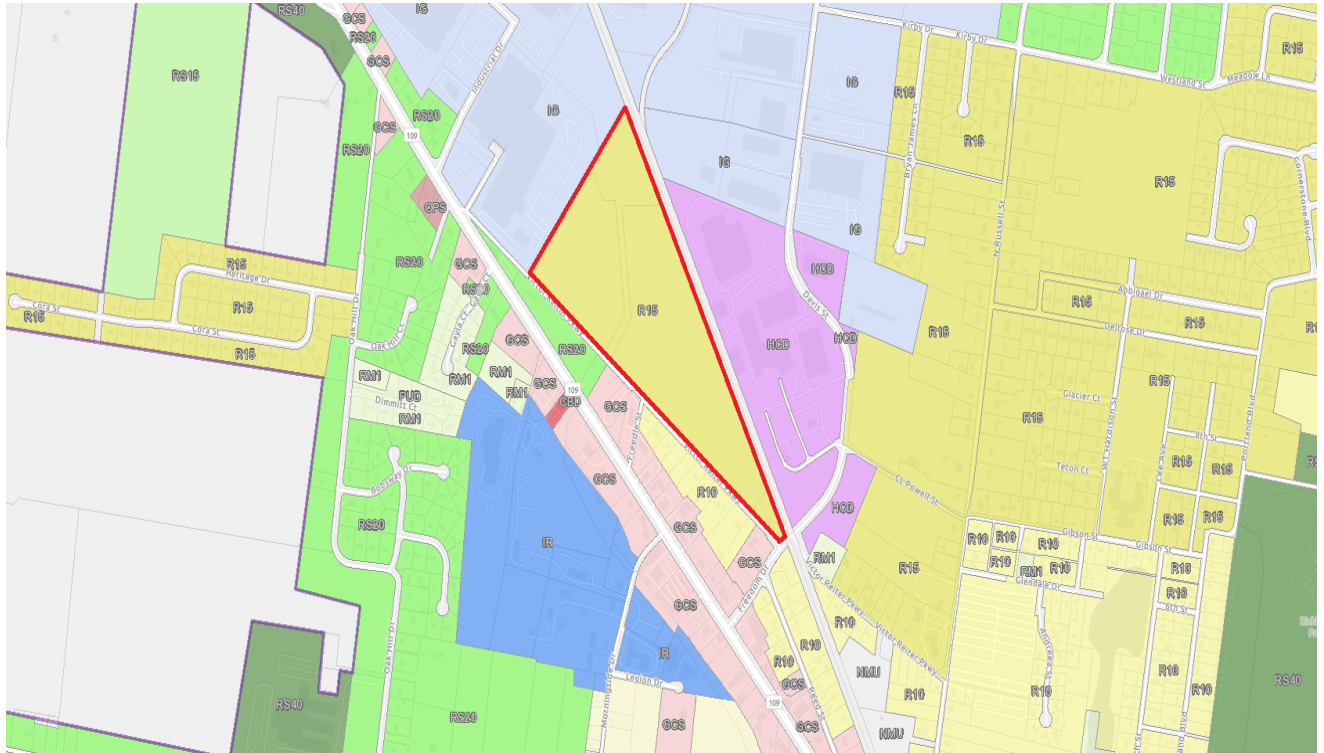
The Public Hearing was held on January 9, 2023, at 5:00 PM at the City Council Meeting.

Mike Callis, Mayor

Patricia Keen, City Recorder

Passed First Reading: December 5, 2022

Passed Second Reading: January 9, 2023



Portland Building Codes Department
December 2022 Monthly Report

<u>PERMIT TYPE</u>	<u>No. of Permits</u>	<u>Amount</u>
Use & Occupancy Permits	-NA-	\$ -NA-
Swimming Pool	-NA-	\$ -NA-
Plumbing	2	\$ 165.00
Mechanical	4	\$ 313.20
Stand Alone Building	3	\$ 1,529.47
Residential Building	2	\$ 2,097.70
Fire Alarm / Fire Suppression	1	\$ 1,411.65
Commercial/Industrial	-NA-	\$ -NA-
Plan Review	3	\$ 803.53
Demolition	-NA-	\$ -NA-
Fire Works	-NA-	\$ -NA-
Moving	-NA-	\$ -NA-
TOTAL ALL PERMIT FEES	15	\$ 6,320.55
PORTLAND IMPACT FEE – PARKS		\$ 1,088.00
PORTLAND IMPACT FEE – POLICE		\$ 572.00
PORTLAND IMPACT FEE – FIRE		\$ 1,312.00
TOTAL – PORTLAND IMPACT FEES		\$ 2,972.00
SUMNER COUNTY IMPACT FEE		\$ 2,570.40
GRAND TOTAL		\$ 11,862.95

**City of Portland
Office of Recorder
100 South Russell Street
Portland, Tennessee 37148**

**Phone 615/325-6776 Ext. 261
Fax 615/325-7075**

December 2022 Monthly Report

Number of Council Meetings	1	December 5
		7 Council Members present
		0 Council Members absent

Number of Work Studies	0
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Number of Records Requested	10
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Office of the Finance Director
100 S. Russell Street Portland, TN 37148
615-325-6776

As of November 30, 2022
Fiscal Year has elapsed - 42%

	Amount	Unspent Committed Funds
GO Bond 2020	\$3,921,537	\$2,568,453
W/S Bond 2020	\$18,238,174	\$14,891,042

		Board Passed	
		As of 11/30/2022	% of Budget
GENERAL FUND			
Revenue			
Taxes & Licenses	1,359,727	8,675,000	15.7%
Planning & Codes	1,245,509	1,241,450	100.3%
Intergovernmental	727,266	2,176,000	33.4%
Miscellaneous	24,806	46,850	52.9%
Court	82,781	234,500	35.3%
Other Revenues	104,942	311,500	33.7%
Loan Proceeds - Other Fin Source	0	0	0.0%
Grants & Special Projects	171,825	277,500	61.9%
TOTAL	3,716,857	12,962,800	28.7%
Expense			
General Government	1,579,161	2,428,195	65.0%
Administrative & Mayor	129,597	332,350	39.0%
Human Resources	48,545	108,222	44.9%
Planning & Zoning	96,875	279,911	34.6%
Codes	46,708	151,518	30.8%
Court	34,890	71,327	48.9%
Police	1,760,229	3,945,249	44.6%
Fire	1,010,017	3,394,415	29.8%
Streets & Highways	401,821	1,282,826	31.3%
City Garage	48,720	100,128	48.7%
State Street Aid	91,533	650,000	14.1%
Animal Control	36,774	73,898	49.8%
Grants & Special Projects	36,906	1,765,000	2.1%
Swimming Pool	37,289	51,704	72.1%
Parks & Recreation	438,090	1,051,529	41.7%
Community Development	46,917	119,333	39.3%
TOTAL	\$5,844,074	\$15,805,605	37.0%

WATER & SEWER		Board Passed		
		As of 11/30/22	Budget	% of Budget
Revenue				
	Revenue	4,909,639	9,521,000	51.6%
	TOTAL	4,909,639	9,521,000	51.6%
Expense				
	Water Plant	589,608	1,741,922	33.8%
	Water Distribution System	852,349	2,722,277	31.3%
	Grants & Projects	1,327,334	8,434,000	15.7%
	Sewer Collection	606,862	2,027,554	29.9%
	Sewer Plant	799,735	2,690,327	29.7%
	Business Office	120,066	440,428	27.3%
	Utility Administration	236,792	740,635	32.0%
	TOTAL w/ Bond	4,532,747	18,797,143	24.1%

		Board Passed		
		As of 11/30/2022	Budget	% of Budget
AIRPORT FUND				
Revenue		\$5,115,085	\$5,372,000	95.2%
Expense		\$5,038,389	\$5,374,615	93.7%

DRUG FUND				
Revenue		\$2,958	\$4,000	73.9%
Expense		\$0	\$28,000	0.0%

STORMWATER				
Revenue		\$424,668	\$795,000	53.4%
Expense		\$565,660	\$1,377,094	41.1%

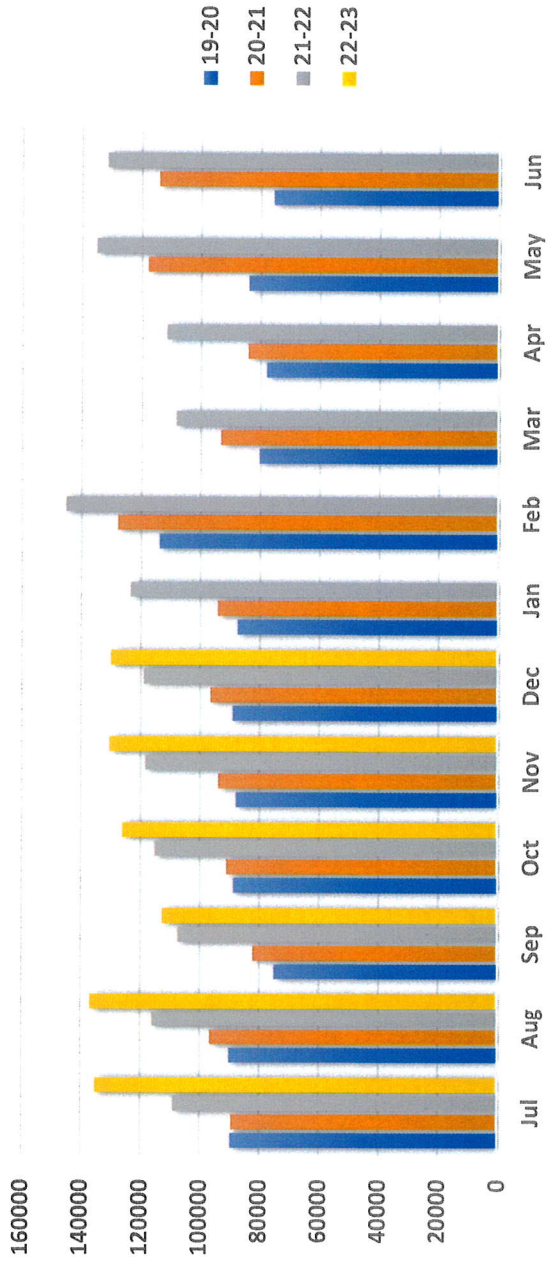
SOLID WASTE				
Revenue		\$606,028	\$1,318,032	46.0%
Expense		\$530,859	\$1,271,555	41.7%

GOLF COURSE				
Revenue		\$256,268	\$487,600	52.6%
Expense		\$230,561	\$486,733	47.4%

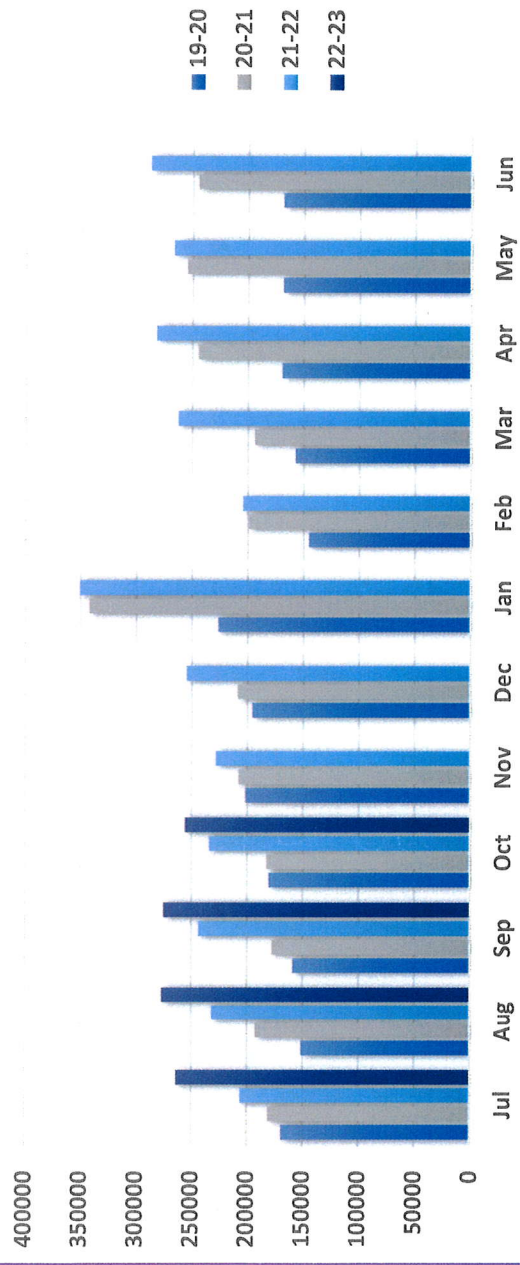
		Board Passed		
		As of 11/30/2022	Budget	% of Budget
IMPACT FEES				
Revenue				
	Parks	7,264	20,000	36.3%
	Police	118,237	90,000	131.4%
	Fire	400,555	210,000	190.7%
	TOTAL	\$526,056	\$320,000	164.4%
Expense				
	Parks	2,400	140,000	1.7%
	Police	0	96,000	0.0%
	Fire	0	38,000	0.0%
	TOTAL	\$2,400	\$274,000	0.9%
DEBT SERVICE - GENERAL FUND				
Revenue	Transfer from General Fund	\$1,007,751	\$1,174,266	85.8%
Expense		\$342,005	\$1,174,266	29.1%
DEBT SERVICE - SPECIAL REVENUE				
Revenue	Transfer from Sanitation	\$98,308	\$98,342	100.0%
Expense		\$65,640	\$98,342	66.7%
GAS				
Revenue		1,858,018	5,432,000	34.2%
Expense		1,711,437	7,885,509	21.7%

Rachel Slusser
 Rachel Slusser, CMFO

STATE SALES TAX



LOCAL OPTION SALES TAX



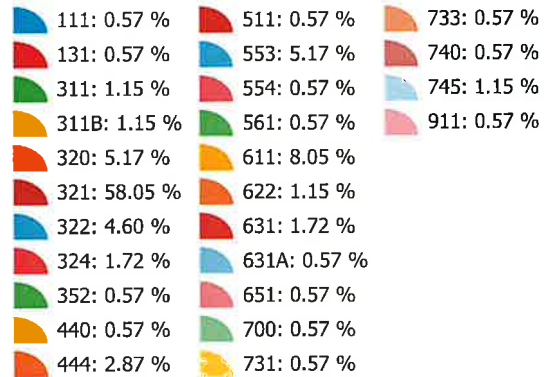
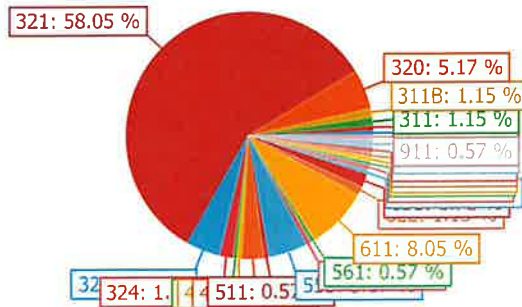


Portland Fire Department

111 Woods Road
Portland, Tennessee 37148
(615) 325-5649



Incident Reports By Incident Type, Summary



Incident Type	Total Incidents	Percent
111 - Building fire	1	0.57%
131 - Passenger vehicle fire	1	0.57%
311 - Medical assist, assist EMS crew	2	1.15%
311B - Public Assist	2	1.15%
320 - Emergency medical service incident, other	9	5.17%
321 - EMS call, excluding vehicle accident with injury	101	58.05%
322 - Motor vehicle accident with injuries	8	4.60%
324 - Motor vehicle accident with no injuries.	3	1.72%
352 - Extrication of victim(s) from vehicle	1	0.57%
440 - Electrical wiring/equipment problem, other	1	0.57%
444 - Power line down	5	2.87%
511 - Lock-out	1	0.57%
553 - Public service	9	5.17%
554 - Assist invalid	1	0.57%
561 - Unauthorized burning	1	0.57%
611 - Dispatched & canceled en route	14	8.05%
622 - No incident found on arrival at dispatch address	2	1.15%

Incident Type	Total Incidents	Percent
631 - Authorized controlled burning	3	1.72%
631A - Unauthorized controlled burning	1	0.57%
651 - Smoke scare, odor of smoke	1	0.57%
700 - False alarm or false call, other	1	0.57%
731 - Sprinkler activation due to malfunction	1	0.57%
733 - Smoke detector activation due to malfunction	1	0.57%
740 - Unintentional transmission of alarm, other	1	0.57%
745 - Alarm system activation, no fire - unintentional	2	1.15%
911 - Citizen complaint	1	0.57%

Total Number of Incidents: 174

Total Number of Incident Types: 26



Monthly Report / November 2022

Jamie White, Parks Director

Tammy Groves, Assistant Parks Director

Trent Stephens, Park Maintenance Supervisor

Marty Bullington, Golf Course Manager

Civic Clubs

Portland Youth Football League	Off Season
Portland Soccer Club	Off Season
Dixie Youth Baseball	Off Season

Parks and Recreation Programs and Events

Trick in the Park was held on Monday October 31st, 2022, at Richland Park from **5pm to 7pm**. We had 30 booths set up this year. Turnout was a little down due to a couple of rain showers that moved in.

The 49th Annual Harvest Craft Show was held on Saturday November 12th at Richland Gym from 9am to 4pm. Turnout was strong, even with the terrible weather.

Visit with Santa is set for Saturday December 10th at Richland Gym from 10 am to 12 noon.

Christmas for Kids Wrestling Event is set for Saturday December 17th at Richland Gym.

Staff has winterized all outdoor plumbing.



January 2022 – November 2022

<u>Category</u>	<u>Items Sold</u>	<u>Total Sales</u>
Annual Memberships	47	\$43,300.00
Cart Rentals	839	\$5,465.00
Concessions	7,172	\$10,933.75
Daily Rounds	8,449	\$195,650.00
Pro Shop	1,295	\$25,637.19
Shed Rentals	8	\$1,575.00
Total:		\$282,560.94

January 2021 – November 2021

<u>Category</u>	<u>Items Sold</u>	<u>Total Sales</u>
Annual Memberships	48	\$44,350.00
Cart Rentals	952	\$5,615.00
Concessions	6,176	\$9,378.25
Daily Rounds	7,267	\$149,980.00
Pro Shop	2,465	\$6,852.75
Shed Rentals	6	\$1,800.00
Totals:		\$217,976.00

PORTLAND POLICE DEPARTMENT MONTHLY REPORT

11/01/2022 to 11/28/2022

CID ACTIVITY					
Cases Assigned	16	Interviews Conducted	48	Asset Forfeitures	3
Cases Closed	5	Monitored Interviews	3	DCS/AOA	27
Cases Cleared	15	Search Warrants	7	Knock and Talk	1
Call outs	0	Judicial Subpoenas	5	Assist Patrol Units	6
Grand Jury Cases	1	General Sessions Cases	1	Forensic Interviews	0
Grand Jury Hours	4	General Sessions Hours	6	Fire Investigations	0
Juv Court Cases	0	Criminal Court Cases	2		
Juv Court Hours	0	Criminal Court Hours	7		

Records Activity			
Copies Distributed		Background Checks	
Walk-ins	23	Government	1
E-mails	64	Public Housing	0
Grand Jury & DA Copies	3	Local	10
Arrest Reports	60	Incident Reports	86
Written Warnings	188	City Citations	89

ANIMAL CONTROL ACTIVITY					
CALLS ANSWERED	84	WILDLIFE	0	DECLARED VICIOUS	0
ANIMALS PICKED UP	34	RETURNED TO OWNER OR RESCUE	24	BARKING COMPLAINT	2
SENT TO S.C.S.C.	3	TRAPPED ANIMALS	0	CRUELTY & WELFARE COMPLAINTS	3
DOGS	21	ANIMAL BITE ON ANIMAL	1	WILDLIFE/LIVESTOCK COMPLAINTS	2
CATS	13	ANIMAL BITE ON HUMANS	4	TICKETS	6
LIVESTOCK	1	EUTHANASIA	0	WARNINGS	4
WARRANTS		ADOPTIONS	5	REPORTS	8
SPECIAL ASSIGNMENTS	0				

PROPERTY MAINTENANCE / CODES			
CASE NUMBERS	3	RESOLVED BY CONTACT/PHONE	3
NON-COMPLIANCE LETTERS	3	CITY COURTS DATES	1
NEW GRASS/RUBISH COMP	4	CITY HALL BANK ESCORTS	17
RE-INSPECTIONS	0	MAIL DELIVERY	17
PARKING COMPLAINTS	0	ASSIST ANIMAL CONTROL	1
FOLLOW-UP PARKING COMP	0	ARRESTS	0
VEHICLES (NON-COMP)	0	REPORTS	0
WORK ORDERS	0	CITATIONS	1
PROPERTY LIENS	1	WRITTEN WARNINGS	0
RELEASE OF LIENS	0		

CALLS FOR SERVICE					
911 HANG UP	21	EVADING	0	SCHOOL ZONE	22
911 MISDIAL	15	EXPARTE SERVICE	0	SEX OFFENDER REGISTRY	0
911 MISDIRECT	1	EXTRA PATROL	286	SEXUAL ASSAULT	0
911 OPEN LINE	19	FIELD INTERVIEW	0	SHOOTING	0
ABANDONED VEH	3	FIGHT	0	SHOPLIFTING	0
ABUSE INVESTIGATION	0	FIREARM DENIAL	0	SHOTS FIRED/HEARD	5
ACCIDENT INJURY	6	FIREWORKS	0	SOLICITOR	0
ACC. INJURY HIT/RUN	0	FOLLOW UP	27	SPECIAL ASSIGNMENT	1
ACCIDENT PROPERTY	30	FORGERY	0	SPC. ASSIGNMENT-COMMUNITY	2
ACC. PROPERTY HIT/RUN	2	FRAUD	0	STABBING	0
ACC. SERIOUS INJURY	1	GANG ACTIVITY	0	STALKING	0
ACTIVE SHOOTER	0	GAS DRIVE OFF	0	STOLEN VEHICLE	1
ADMIN INVESTIGATION	0	HANGING	0	SUBDIVISION CHECK	7
AIRCRAFT EMERGENCY	0	HARASSMENT	3	SUBJECT CHECK	7
ALARM	44	HOSTAGE SITUATION	0	SUICIDAL SUBJECT	4
ALARM HOLD UP/PANIC	1	HOTEL CHECK	0	SUS. INCIDENT	36
ALARM TEST	0	ILLEAGAL DUMPING	1	SUS. PERSON	8
ANIMAL CALL	48	INDECENT EXPOSURE	0	SUS. VEHICLE	7
APARTMENT CHECK	9	INVESTIGATION	0	TALK TO OFFICER	186
ARMED SUBJECT	0	JUVENILE	10	THEFT	6
ARSON	0	JUVENILE TRANSPORT	0	THREATS	2
ASSAULT	6	KIDNAPPING	0	TRAFFIC ENFORCEMENT	13
ASSIST CITIZEN	21	KNOCK AND TALK	0	TRAFFIC HAZARD	9
ASSIST EMS	20	LAKE CHECK	0	TRAFFIC STOP	443
ASSIST FIRE	4	LOCKOUT	3	TRESPASS	2
ASSIST OTHER AGENCY	19	LOCKOUT URGENT	2	UNAUTHORIZED USE OF VEH	1
ATTEMPT TO LOCATE	13	LOST/FOUND PROPERTY	2	UNK SITUATION	1
BARRICADED SUBJECT	0	LPR HIT	0	VANDALISM	0
BOLO	9	MENTAL TRANSPORT	0	VEH. BURGLARY	0
BOMB THREAT	0	MISC/MATTER OF RECORD	6	VEHICLE CHECK	19
BURGLARY	3	MISSING ADULT	1	VIOLATION CORRECTION VERIFY	4
BUSINESS CHECK	399	MISSING JUVENILE	0	VIO. ORDER OF PROTECTION	0
CAR SEAT CHECK	0	NOISE COMPLAINT	8	WARRANT	1
CHECKPOINT	0	OPEN DOOR	3	WEATHER RELATED ISSUES	0
CITY CALL OUT	0	OVERDOSE	0	WELFARE CHECK	7
CIVIL MATTER	4	PARK CHECK	35		
CODE 99	0	PARKING COMPLAINT	2		
CODES	4	PROSTITUTION	0		
DAMAGE TO PROPERTY	7	PROWLER	0		
DEATH INVESTIGATION	3	PUBLIC INTOX	0		
DELIVER MESSAGE	2	RECKLESS DRIVER	29		
DISORDERLY CONDUCT	1	REFERRAL	6		
DISTURBANCE	10	REPO	8		
DOMESTIC	21	RIOT	0		
DRILL	0	ROBBERY	0		
DUI	4	RUNAWAY	1		
DRUG INVESTIGATION	1	SCAM	2		
ESCORT	12	SCHOOL CHECK	43		
PHONE MESSAGE	0	TEST CALL	1		
PRIVATE PROPERTY TOW	0				

Total Calls for Service	2036
Total Written Warnings	188
Total Speeding Citations	63
Total all other city citations	89
Commercial vehicle enforcements	6
Total Arrest	60

PORTLAND POLICE DEPARTMENT MONTHLY REPORT

12/01/2022 to 12/31/2022

CID ACTIVITY					
Cases Assigned	19	Interviews Conducted	58	Asset Forfeitures	0
Cases Closed	8	Monitored Interviews	1	DCS/AOA	35
Cases Cleared	23	Search Warrants	3	Knock and Talk	7
Call outs	2	Judicial Subpoenas	5	Assist Patrol Units	9
Grand Jury Cases	1	General Sessions Cases	2	Forensic Interviews	3
Grand Jury Hours	2	General Sessions Hours	9.5	Fire Investigations	1
Juv Court Cases	0	Criminal Court Cases	1		
Juv Court Hours	0	Criminal Court Hours	6		

Records Activity			
Copies Distributed		Background Checks	
Walk-ins	17	Government	4
E-mails	52	Public Housing	0
Grand Jury & DA Copies	4	Local	0
Arrest Reports	92	Incident Reports	89
Written Warnings	217	City Citations	233

ANIMAL CONTROL ACTIVITY					
CALLS ANSWERED	70	WILDLIFE	0	DECLARED VICIOUS	0
ANIMALS PICKED UP	14	RETURNED TO OWNER OR RESCUE	3	BARKING COMPLAINT	2
SENT TO S.C.S.C.	0	TRAPPED ANIMALS	1	CRUELTY & WELFARE COMPLAINTS	2
DOGS	11	ANIMAL BITE ON ANIMAL	1	WILDLIFE/LIVESTOCK COMPLAINTS	3
CATS	3	ANIMAL BITE ON HUMANS	2	TICKETS	2
LIVESTOCK	0	EUTHANASIA	0	WARNINGS	3
WARRANTS		ADOTPTIONS	4	REPORTS	2
SPECIAL ASSIGNMENTS	1				

PROPERTY MAINTENANCE / CODES			
CASE NUMBERS	0	RESOLVED BY CONTACT/PHONE	2
NON-COMPLIANCE LETTERS	0	CITY COURTS DATES	2
NEW GRASS/RUBISH COMP	1	CITY HALL BANK ESCORTS	13
RE-INSPECTIONS	7	MAIL DELIVERY	13
PARKING COMPLAINTS	0	ASSIST ANIMAL CONTROL	8
FOLLOW-UP PARKING COMP	0	ARRESTS	0
VEHICLES (NON-COMP)	0	REPORTS	0
WORK ORDERS	0	CITATIONS	0
PROPERTY LIENS	1	WRITTEN WARNINGS	0
RELEASE OF LIENS	0		

CALLS FOR SERVICE					
911 HANG UP	21	EVADING	0	SCHOOL ZONE	25
911 MISDIAL	25	EXPARTE SERVICE	0	SEX OFFENDER REGISTRY	0
911 MISDIRECT	4	EXTRA PATROL	446	SEXUAL ASSAULT	0
911 OPEN LINE	30	FIELD INTERVIEW	0	SHOOTING	0
ABANDONED VEH	2	FIGHT	1	SHOPLIFTING	1
ABUSE INVESTIGATION	0	FIREARM DENIAL	0	SHOTS FIRED/HEARD	3
ACCIDENT INJURY	13	FIREWORKS	0	SOLICITOR	0
ACC. INJURY HIT/RUN	0	FOLLOW UP	21	SPECIAL ASSIGNMENT	0
ACCIDENT PROPERTY	46	FORGERY	0	SPC. ASSIGNMENT-COMMUNITY	0
ACC. PROPERTY HIT/RUN	2	FRAUD	4	STABBING	0
ACC. SERIOUS INJURY	1	GANG ACTIVITY	0	STALKING	0
ACTIVE SHOOTER	0	GAS DRIVE OFF	0	STOLEN VEHICLE	1
ADMIN INVESTIGATION	0	HANGING	0	SUBDIVISION CHECK	4
AIRCRAFT EMERGENCY	0	HARASSMENT	2	SUBJECT CHECK	10
ALARM	37	HOSTAGE SITUATION	0	SUICIDAL SUBJECT	3
ALARM HOLD UP/PANIC	0	HOTEL CHECK	0	SUS. INCIDENT	26
ALARM TEST	0	ILLEGAL DUMPING	0	SUS. PERSON	12
ANIMAL CALL	41	INDECENT EXPOSURE	0	SUS. VEHICLE	6
APARTMENT CHECK	3	INVESTIGATION	0	TALK TO OFFICER	182
ARMED SUBJECT	0	JUVENILE	5	THEFT	3
ARSON	0	JUVENILE TRANSPORT	0	THREATS	5
ASSAULT	3	KIDNAPPING	0	TRAFFIC ENFORCEMENT	3
ASSIST CITIZEN	35	KNOCK AND TALK	1	TRAFFIC HAZARD	11
ASSIST EMS	19	LAKE CHECK	0	TRAFFIC STOP	715
ASSIST FIRE	11	LOCKOUT	0	TRESPASS	3
ASSIST OTHER AGENCY	22	LOCKOUT URGENT	0	UNAUTHORIZED USE OF VEH	0
ATTEMPT TO LOCATE	5	LOST/FOUND PROPERTY	5	UNK SITUATION	1
BARRICADED SUBJECT	0	LPR HIT	2	VANDALISM	0
BOLO	0	MENTAL TRANSPORT	0	VEH. BURGARLY	0
BOMB THREAT	0	MISC/MATTER OF RECORD	10	VEHICLE CHECK	31
BURGLARY	3	MISSING ADULT	0	VIOLATION CORRECTION VERIFY	10
BUSINESS CHECK	697	MISSING JUVENILE	2	VIO. ORDER OF PROTECTION	1
CAR SEAT CHECK	0	NOISE COMPLAINT	8	WARRANT	2
CHECKPOINT	0	OPEN DOOR	4	WEATHER RELATED ISSUES	0
CITY CALL OUT	2	OVERDOSE	2	WELFARE CHECK	15
CIVIL MATTER	6	PARK CHECK	73		
CODE 99	0	PARKING COMPLAINT	3		
CODES	0	PROSTITUTION	0		
DAMAGE TO PROPERTY	6	PROWLER	0		
DEATH INVESTIGATION	3	PUBLIC INTOX	0		
DELIVER MESSAGE	1	RECKLESS DRIVER	26		
DISORDERLY CONDUCT	1	REFERRAL	3		
DISTURBANCE	11	REPO	8		
DOMESTIC	28	RIOT	0		
DRILL	0	ROBBERY	0		
DUI	4	RUNAWAY	0		
DRUG INVESTIGATION	2	SCAM	2		
ESCORT	16	SCHOOL CHECK	53		
PHONE MESSAGE	0	TEST CALL	8		
PRIVATE PROPERTY TOW	0				

Total Calls for Service	2869
Total Written Warnings	217
Total Speeding Citations	97
Total all other city citations	136
Commercial vehicle enforcements	16
Total Arrest	92



CITY OF PORTLAND

PORTLAND NATURAL GAS

LUCAS BAKER – GAS SUPERVISOR

124 B MORNINGSIDE DR.

PORTLAND, TENNESSEE 37148

Office: (615) 325-6776, ext. 187

Mobile: (615) 561- 5002

Email Address: lbaker@cityofportlandtn.gov

Gas Dept Monthly Report – November 2022

- 8 Gas Services installed consisting of 5,285 ft of ¾" & 1" service line pipe
- Repaired cathodic protection coating on 4" main at Hwy 52/Jackson Rd
- Repair ¾" service line damage at 1143 Maxwell Branch and 3543 Hwy 76
- Repaired leak on 4" HDPE at N Corinth Rd/Meadow Ln
- Repaired leak on 1" steel main on McDowell Blvd (Mitchellville)
- Repaired leak on 3" HDPE at N Harris Ln
- Began installing new 2" gas main on Claude Hardin Rd (approx. 750ft installed in Nov)
- 1" Valve lubrication (leak repair) and new concrete box installed at McDowell St/S Russell St
- Verified abandoned 3" and 4" steel main for interceptor project at intersection of Jackson/Hwy 52 (welded steel tap on main to purge and cut out abandoned pipe in conflict with manhole)
- TGT Rd 12" Relocation Project under way – Moss Welding
- Robertson Co Station gravel matting and rip rock spread over ditch line
- Fabricated a rear bumper for Gas Dept Service Truck
- Torch cut/destroyed evidence for Police Dept
- Gathered GIS data to assist in updating the Natural Gas System
- Gas Leak Investigations
- Various gas pressure checks
- Air Test Inspections
- Daily monitoring of Gate Stations and odorant injection
- Daily work orders and Tennessee One Calls
- Monthly Odorant Sniff Test – TPUC requirement



CITY OF PORTLAND

PDU MAINTENANCE REPAIRS

WARREN GARRETT – HEAD UTILITIES INSPECTOR

124 MORNINGSIDE DR.

PORTLAND, TENNESSEE 37148

Office: (615) 323-1437, ext. 622

Mobile: (615) 892- 0798

Email Address: wgarrett@cityofportlandtn.gov

PDU Maintenance Monthly Report – November 2022

Inclement weather and Holidays impacted crew production this month.

- 11 Water Department Yard Repairs
- 0 Sewer Department Yard Repairs
- 0 Gas Department Yard Repairs
- 0 Water Tank Real Estate Maintenance
- 28 Sewer Lift Station Maintenance



DEPARTMENT OF UTILITIES

SEWER COLLECTION DEPARTMENT

122 D MORNINGSIDE DR.

PORTLAND, TENNESSEE 37148

Telephone 615-323-1437

Email Address: jharrison@cityofportlandtn.gov

Monthly Report for November 2022.

During the Month of November, the department checks daily the 86 pump stations that are in the Collection System, this is required by TEDEC and takes up a good portion of each day. We also locate TN 1 Calls that come in daily, and their number can vary from 0 to any number per day. Some TN 1 calls are Emergency Locates that require a 2hr response time, we had 2 of these this month and 2 short notice locates.

We had 8 "Service Calls" which resulted in rodding 2 service lines. Some calls were issues, the homeowner had with their service line. At 200 Lynn Wood, we were called their multiple times, to CCTV service and to show the homeowner that we didn't have the problem on our side of the service line. Other calls were questions about plumbing repairs or odor complaints. We met with Contractors that were installing lines or repairing service lines. We had 6 new sewer inspections, and we inspected 1 repair. We also had 2 Telemetry Call outs, and 3 total after hours calls, some of which were the homeowners' problems.

While checking the pump stations this month we found several problems. We pulled 13 clogged pumps and worked on 13 others. We removed debris from Air release valves and replaced an air release valve, we changed several capacitors, a contactor, several fuses. We also had to replace a controller, 4 heaters, discharge piping off the pump, and 3 separate float switches. We had issues with challenger pumpstation, having to get the pullies changed to slow down the pumping rate of the new pumpstation.

We had other non-pumpstation related work such as repairing some of the 2022 Point Repair Points, found by Pipe Check this month replacing 8 broken c/o's and installed boxes and 13 c/o caps. We also had 1 point repair that was part of the 2022 Point Repair Project. We also replaced 1 broken plastic c/o boxes that were found by our department. We did some draw-down tests and got all the CEMC meter #'s for each pumpstation. We installed paving rings for paving on High St and P BLVD. We reset a manhole that was hit by bush hogging. We also continued with our monthly grease removal at pumpstations.

We CCTV 6 different services and 3 main lines for tap locations and inspecting the condition of the service lines. We have got the Vac truck back and used it to clean 2 driveway tiles for Storm Water, cleaned a 6" service line to CCTV, Jet the mains at CDJ Farms in order to CCTV them, and Hydro excavate holes for the Gas Dept.

We had some meetings with the contractor's and developers this month. We continued to test lines and do inspections at CDJ Farms, and at Field Haven Apartments. 2 employees went to class and tested and Passed there Grade 2 Collections receiving a State License. This month the Collection System had a total of 9 Overflows and 4 Releases. Each overflow or release involves filling out a report and submitting it to TEDEC and inputting it on Survey 123 for the state report. We also go back to each overflow and clean up the debris on the ground and spread lime to the affected area and multiple times checking on the status of the overflow event. Our monthly safety meeting this month, was over The City's Disaster Management Plan.

Jon Harrison
Supervisor of Collections.



CITY OF PORTLAND
WATER DEPT SUPERVISOR THOMAS O'LOUGHLIN
100 SOUTH RUSSELL STREET
PORTLAND, TENNESSEE 37148
Telephone 615-670-3977
Email Address: toloughlin@cityofportlandtn.gov

November 2022 MONTHLY REPORT

WATER DISTRIBUTION DEPARTMENT

(15) Service Leaks – All services leaking were renewed.

(4) Main Break repairs

(26) New services installed

(1) Renewed service @ 515 Nubia Rd

Inspect Main installation for Phase II Deer Run Subdivision (Three Brothers Way) – Fill main, pressure test and flush for BACT sample. Main is in service

Inspect the installation of water main extension on Bill Anderson Rd, Fill main, pressure test and BACT sample main. Main is now in service

Replace water meters per work orders that were no longer working.

Traffic

Back Flow Device Checks

Cut Off Lists

Flushing

Locates



CITY OF PORTLAND

298 PORTLAND LAKE ROAD

PORTLAND, TENNESSEE 37148

Telephone 615-325-6776 ext. 192

Mobile 615-566-7074

Email Address: PortWTP@cityofportlandtn.gov

Portland WTP Report for Month of November 2022

- Submitted October 2022 DMR via the EPA CDX online portal. (11/1/22)
- Submitted September 2022 MOR to TDEC via certified mail. (11/3/22)
- Eric Pedigo w/john Bouchard and Sons onsite to address electrical issues with outside lighting, breaker panel LA2. (11/3/22)
- CEMC replaced one of the security lights at the WTP. (11/3/22)
- TDEC onsite to inspect UST (underground storage tank), verify the UST was no longer in use. (11/29/22)
- Collected quarterly DBP, TOC and fluoride samples and delivered to Pace Analytical in Mt. Juliet. (11/10/22)
- Processed bac-t samples for CSBUD and the City of Westmoreland water system.
- Verified genset weekly exercises @ WTP and both booster sites.
- Checked monitoring wells at City Lake.
- Collected and processed 25 bac-t compliance samples.
- Routine maintenance was performed on schedule.
- Produced 64,173,000 gallons of potable water for distribution to customers.

December, 2022



CITY OF PORTLAND, TENNESSEE

OFFICE OF ECONOMIC & COMMUNITY DEVELOPMENT

DENISE GEMINDEN, DIRECTOR

DECEMBER 2022



Nathan Garrett, President of the Portland TCAT provides an update at a December Campus Legislative Meeting at Vol State College.



TCAT Portland now provides day and night classes for Welding, Nursing, Cosmetology and Construction Classes have also been added to IT, Advanced Manufacturing and Tool and Die Classes.

For More Information Call: 615/325-5575.

- ❖ Attended Vol State College's Legislative Breakfast in December. Received updates regarding the TCAT Hartsville, Vol State Community College, and TCAT Portland/Springfield.
- ❖ Securing information needed for the submittal of an application to Rural Development requesting financial assistance with the OEO Rehabilitation.
- ❖ Received the 2023 Farmers Market Grant application. Reached out for updates to the management prior to submittal.
- ❖ Attended meetings as needed this month.
- ❖ Sent appreciation e-mails to investors and supporters of projects beneficial to the Portland community.
- ❖ Provided the TDOT Eubanks Road State Industrial Access Road Improvement Right-of-Way Plans to an affected property owner.
- ❖ Directed Finance to the TN Comptroller's reporting website directory of the abatements provided by the Industrial Development Boards.
- ❖ Instructed a representative of Shoals to provide amended debt documents to the attorneys for the Industrial Development Board.



100 South Russell Street
Portland, Tennessee 37148
Phone 615.325.6776 Cell 615.881.3404
Fax 615.325.7075
geminden@cityofportlandtn.gov



December, 2022

**Commemorative Engraved Bricks are available from
the Preservation Foundation.**

Please help us pave the Way!

**For more information visit our website
templetheatretn.com**



**For Facility Rental Reservations Please
call:
Drew Jennings 615/957-5702
Perfect area available for Industry
Training.**



Sweet Charleigh Jennings is in the balcony
patiently waiting on the ballerinas. Makes
us realize our true objective in bringing
back the theatre reaches beyond the
present to generations who follow us.



The spotlight was installed this month. Martin
Kickliter is shown making some focusing
adjustments.

DOWNTOWN, DOWNTOWN, DOWNTOWN



**The Portland Preservation
Foundation and the Certified
Downtown Committee met on
December 8, 2022.**



Help Pave the Way



**Thank you to the Portland Community for
supporting the Temple Theatre Restoration
Efforts.**

- Commemorative Bricks ordered through early December were engraved and put in place. Purchasers were notified they were ready for viewing.
- SurfKoat provided the materials and labor for the sealing & painting of the concrete floor in the downstairs auditorium in the seating section. We are grateful for this donation.
- Great progress has been made at the theatre this month, lots of visits and very generous donations received. Thanks to all who continue to believe in this project.
- Updated the Downtown Owner inventory & sent Christmas Cards to business and industry thanking them for their Portland investments.
- Advertised the Portland High School Festive Fine Arts Showcase to those in my database.
- Provided a copy of the contract with TDOT for the Portland West Middle School Safe Routes to School Sidewalk grant for Public Works.
- Thank you to everyone who donated time and door prizes to the city's Christmas Party this month. This event provided good food and great fellowship.



***Education = Workforce Development & the Creation of a Skilled
Workforce = Re-investment of Community Wealth***



Matriarchs of the Portland Library were on hand for the 75th Anniversary Celebration this month.



Codes Director Johnny Morris presented Billy Geminden an Honorary Membership Award to the Middle TN Building Officials Association in December.

***SUSTAINING EXISTING ECONOMIC
DEVELOPMENT***

- *Exchanged information with the new representatives for Robertson County Economic Development, Vonda Gates & Sarah Warren.*
- *Reached out to the new owners of the Food Warming Equipment business, HATCO.*
- *Provided a copy of the minutes of the Portland IDB's granting of abatement to Project Titan to the Robertson County Board & the attorney representing Project Titan.*
- *Distributed the 2023 Wage/Benefit Survey to the industries in December and began the compilation of data as the companies respond.*
- *Confirmed area property pricing for TN Economic Development on available acreage.*
- *Met with an investment group interested in a potential Portland investment.*
- *Researched potential warehouse for a local industry gathering information about a possible Portland expansion.*
- *Distributed Marketing Flyer for Days Gone By (previously Davis Cabinet Company) warehouse space leasing opportunity to local industries. Researched the average lease rates for Portland.*
- *Provided maps and data for a consultant researching a potential commercial investment in Portland.*
- *Provided the charter of the Industrial Development Board for the finance and mayor's offices.*
- *Received the County-Wide industrial directory from MTIDA.*
- *Referred a local industry labor question to Workforce Essentials.*
- *Directed a "Citizen Service Request" received through the website to Sumner County Highway Department.*



**Spending money in Portland, Tennessee brings my money back to me ~
Half of our sales tax dollars support our Sumner County Schools.**

City of Portland Office of Economic & Community Development Portland Municipal Airport

December, 2022

Portland Municipal Airport

- Working with TDOT to provide information for their audit of the Runway Resurfacing Project.
- Worked with finance to clarify reimbursements on the Runway Project
- Provided finance current ground lease contracts for the auditor.
- Submitted Close-out letters for the engineering services on the Runway Rehabilitation Project.
- Typed the minutes of the December Airport Authority meeting from the Chairman's notes.
- Typed updated Ground Lease Agreements for review & adoption by the Authority.
- Provided check routing for Pay Request #6 following ACH notification of payment 6 & submitted invoice Packet #7.



City Welcomes Leadership Portland Class in December



The Portland Municipal Airport has been awarded over thirteen million dollars in grant funds for projects providing improvements to the airport



www.cityofportlandtn.gov

Ordinance

City of Portland, Tennessee

No. 23 - 01

First Reading

AN ORDINANCE OF THE CITY OF PORTLAND, TENNESSEE, AMENDING BUDGET ORDINANCE NO. 22-40 FOR THE FISCAL YEAR BEGINNING JULY 1, 2022, AND ENDING JUNE 30, 2023

WHEREAS, the Board of Mayor and Aldermen of Portland, Tennessee, assembled in regular session on the _____ day of _____, _____, that the amounts hereafter set out are hereby appropriated for the purpose of meeting the expenses of the various funds, departments, institutions, offices and agencies of Portland, Tennessee, during the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Section 1. The budget amendment is as follows:

General Fund

Expenses

General Administration	\$ 30,000 (Budget Software 110-41000-255)
General Administration	\$ 6,000 (Transfer to Airport)
Police	\$ 46,000 (Car replacement 110-42100-940)
Police	\$ 18,000 (Data Processing 110-42100-255)
Parks	\$ 22,000 (Professional Service 110-44700-259)
TOTAL	\$122,000

Revenue

Plan Review Fees	\$ 79,000
Insurance Proceeds	\$ 15,000 (Police Car)
Transfer in from Impact Fee (Police)	<u>\$ 28,000</u>

TOTAL \$122,000

Airport

Expense

Auditing	\$ 6,000 (119-52500-253)
Runway Rehab	<u>\$ 74,407 (119-52500-962)</u>

TOTAL \$ 80,407

Revenue

Transfer from General	\$ 6,000
Grant – Runway Rehab	<u>\$ 74,407</u>

TOTAL \$ 80,407

Impact Fees

Expense

Police – Transfer to General Fund	\$ 28,000
-----------------------------------	-----------

Revenue

Police – Impact Fee	\$ 28,000
---------------------	-----------

Water Distribution

Expense

Auditing	\$ 15,000
----------	-----------

Revenue

Misc. Water Revenue	\$ 15,000
---------------------	-----------

BE IT ENACTED by the Board of Mayor and Alderman of Portland, Tennessee that this ordinance shall take effect from and after its passage, the welfare of the city requiring it.

Mike Callis, Mayor

Patricia Keen, City Recorder

Passed First Reading: January 9, 2023

Passed Second Reading:

Resolution
City of Portland, Tennessee

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

WHEREAS, the following are nonprofit charitable organizations whose year-round services benefit the general welfare of the residents of this municipality; and

WHEREAS, section 6-54-111 of the Tennessee Code Annotated authorizes appropriation of funds for financial aid of such nonprofit charitable organizations; and

WHEREAS, section 0380-3-7-02 of the Official Compilation Rules and Regulations of the State of Tennessee requires that a special resolution be adopted for each such nonprofit organization which is to receive such funds; and

WHEREAS, such funds appropriated by the municipality the following organizations shall spend such funds to promote the general welfare of the residents of this municipality; and

WHEREAS, the following organizations shall comply with all requirements of section 6-54-111 of the Tennessee Code Annotated and chapter 0380-3-7 of the Official Compilation Rules and Regulations of the State of Tennessee, particularly with regard to submission of an annual report of its business affairs and transactions and the proposed use of the appropriated funds; and

NOW, THEREFORE BE IT RESOLVED by the Mayor and Board of Aldermen of the City of Portland that the following organizations will receive the amounts indicated for the fiscal year ended June 30, 2023:

<u>ORGANIZATION</u>	<u>AMOUNT</u>	
Portland C.A.R.E.S.	\$ 6,000.00	
Portland Senior Center	\$ 8,000.00	
SC Vietnam Veterans Chapter 240	\$ 925.00	
Mid-Cumberland Agency	\$ 6,000.00	
Portland Chamber of Commerce	\$20,000.00	
Portland Library	\$27,500.00	
Sumner County CASA	\$ 1,000.00	
Highland Rim Historical Society	\$ 500.00	
Maple Hill Cemetery Restoration	\$ 2,000.00	
Salvus Center	\$ 1,500.00	
Sumner Spay Neuter Alliance	\$ 1,000.00	
Ashley's Place	\$ 1,500.00	
Home Safe	\$ 3,000.00	
Portland Pay It Forward	\$ 1,000.00	
Hands of Hope	\$ 1,000.00	
Portland East Robotics Program	\$ 250.00	
Gateview Elementary – PGE Music Dept	\$ 250.00	
Total		\$81,425.00

BE IT FURTHER RESOLVED this resolution shall take effect upon its passage, the public welfare requiring it.

Mike Callis, Mayor

Patricia Keen, City Recorder

Approved this 9th day of January, 2023

Resolution
City of Portland, Tennessee

No. 23 - 02

A RESOLUTION DESIGNATING THE POSITION OF FINANCE DIRECTOR AS THAT OF THE CHIEF FINANCIAL OFFICER FOR THE CITY OF PORTLAND, TENNESSEE IN COMPLIANCE WITH THE STATE CONTRACT AND REPORT SYSTEM

WHEREAS, the Municipal Finance Officer Certification and Education Act of 2007, as passed by the Tennessee General Assembly, requires most municipalities to have in its employ a chief financial officer who is either a Certified Municipal Finance Officer (CMFO) or an individual who is exempt from the educational requirements leading to the CMFO designation; and

WHEREAS, a municipality must designate a Chief Financial Officer (CFO). This is the employee with financial oversight over municipal operations. The CFO designation should be recognized by the governing body and documented in the official minutes. The mayor, city manager, city administrator or the city recorder must verify the designation of the CFO in the state Contract and Report System (CARS). A municipality has the responsibility to report any changes in the designated CFO to the Comptroller's Office; and

WHEREAS, the position of Finance Director within the City of Portland serves in the same capacity as that of a Chief Financial Officer and the Finance Director is required to hold the certification of a Municipal Finance Officer; and

NOW, THEREFORE BE IT RESOLVED by the Mayor and Board of Aldermen of the City of Portland, Tennessee that the position of Finance Director is hereby adopted as being synonymous with the title of Chief Financial Officer for reporting purposes; and

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

Mike Callis, Mayor

Patricia Keen, City Recorder

Approved this 9th day of January, 2023

RESOLUTION

City of Portland, Tennessee

No. 23 - 03

A RESOLUTION TO RE-APPOINT ONE MEMBER TO THE PORTLAND HOUSING AUTHORITY BOARD

WHEREAS, Tennessee Code Annotated (TCA) allows for the Mayor's appointment of members to the Portland Housing Authority; and

WHEREAS, Jamie Whitson has served as a member of the Portland Housing Authority Board whose five-year term expired on December 13, 2022; and

WHEREAS, Mr. Whitson has consented to serve another five-year term; and

NOW, THEREFORE BE IT RESOLVED, By the Mayor and City Council of the City of Portland that Jamie Whitson is hereby re-appointed as a member of the Portland Housing Authority for another term, to December 13, 2027; and

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

Mike Callis, Mayor

Patricia Keen, City Recorder

Approved on this 9th day of January, 2023

Resolution
City of Portland, Tennessee
No. 23 - 04

**A RESOLUTION TO ADOPT THE PARK MASTER PLAN FOR THE CITY OF
PORTLAND, TENNESSEE**

WHEREAS, the City of Portland has developed the Park Master Plan to seek for park grants through various agencies; and

WHEREAS, the City of Portland Parks and Recreation Department's goals and objectives were developed in response to needs and deficiencies identified by public input from a survey, work sessions and public meetings; and

WHEREAS, the plan was recommended for Council's adoption by the City of Portland Parks Steering Committee; and

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Board of Alderman of the City of Portland do hereby adopt the 2022 Park Master Plan; and

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

Mike Callis, Mayor

Patricia Keen, City Recorder

Approved this 9th day of January, 2023

2022



Meadowbrook

CITY OF PORTLAND

PARKS & RECREATION MASTER PLAN

Portland, Tennessee

ACKNOWLEDGMENTS

Thank you to the steering committee members, locally invested community members, City staff, and City officials who volunteered their time and expertise in the creation of this Plan for the future of Portland Parks and Recreation.

STEERING COMMITTEE MEMBERS:

Sherri Ferguson
Daniel Greer
Tammy Groves
Chris Mullican
Brandon Murphy
Jamie White
Mike Callis
Megan Thompson
Brandi Parish
Rachel Slusser
Trent Stephens
Brian Woodall

Prepared for:



Prepared by:



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01

Project Purpose

01

Project Purpose

OVERVIEW

As Middle Tennessee continues to expand as one of the fastest growing metropolitan regions in the country, parks and recreation departments in the region continue to feel the growth and expansion pressures from current and new residents. The City of Portland, Robertson County, Sumner County, and other counties neighboring Nashville have experienced the effect of this growth and ever increasing energy as well. Cities like Portland are in an optimal position to address the needs of current residents and visitors, while planning for future growth. As Portland continues to build off this momentum and improve the quality of life for its residents, the City recognized an important need to define a vision for its parks. In 2022, the City of Portland initiated a process to prepare a system-wide parks master plan for its park system and develop an implementation strategy to achieve the community's vision for Portland.

Plan Goals & Objectives

- Establish a uniform vision for parks and recreation in Portland.
- Identify the opportunity for new programming that will generate excitement while enhancing the character of the community.
- Define design parameters and programs for new park space and amenities.
- Outline opinions of cost to help guide budget and grant opportunities.



Right: The Plan calls for improvements and new connections, such as for the pedestrian bridge in Meadowbrook Park.

PLAN ELEMENTS

Many elements come together within the plan to create a holistic and informed blueprint for future growth and development in Portland's parks. These elements were established from quantitative and qualitative analyses alongside public input.



Above: Playground at Richland Park was cataloged in the site inventory.

Site Inventory and Assessments

The site inventory and assessments of the study area were examined by analyzing the current inventory of facilities and programs. The site assessments also determined the condition of each park as it related to design, usage, access, visibility, amenities, structures, furnishings, landscaping, pavement, and general condition. With an understanding of the existing conditions, the planning team and steering committee were able to make properly informed decisions and goals for future recommendations in the parks and recreation system.

Public Engagement

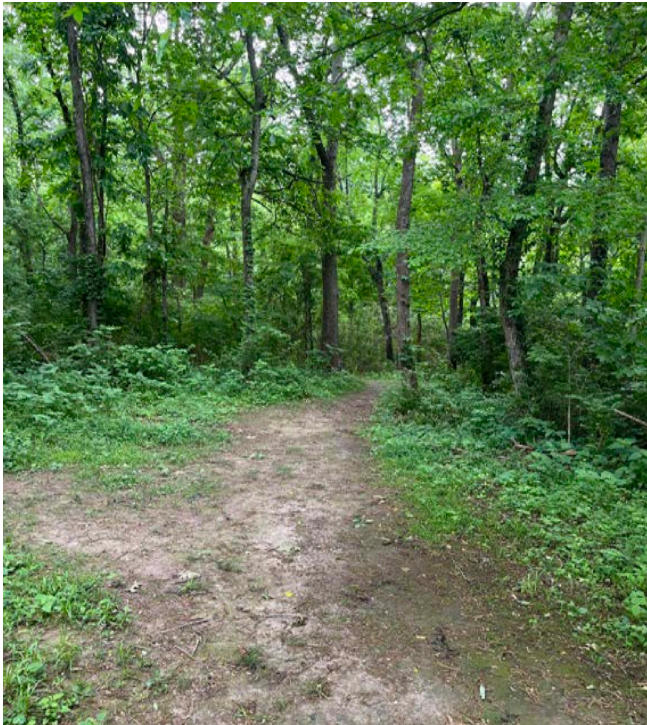
Throughout the planning process, the planning team facilitated discussions among community members to delineate the common direction and goals for the parks and recreation system in Portland. Community issues and opportunities made apparent through a public survey were used to form draft recommendations and further the conversation with local leaders. Additionally, a public open house was held towards the end of the planning process to review and vet plan recommendations and design ideas.

Steering Committee Guidance

The planning team also facilitated important discussions during steering committee meetings. Issues and opportunities made apparent during discussions were used to validate findings from analysis and community engagement. These dedicated community members helped create the project framework, confirmed design directions and recommendations, and championed the plan on behalf of their community.

Park Recommendations

The plan includes design concepts and opinions of probable cost for key initiatives in each of Portland's existing parks. These recommendations are based on regional best practices, various public engagement sessions, and steering committee visioning exercises which occurred during the planning process. These concepts outline the future development of existing parks, as well as other future recommendations to consider.



Above: Hiking trail in Richland Park



Above: Golfing green at Dogwood Hills Municipal Golf Course

NATIONAL CONTEXT

To provide greater context to the condition and scope of Portland's park system, national park criteria was evaluated. By understanding national benchmarks, the team could compare Portland to the average park and recreation system of 20,000 residents or less across the country.

According to the National Recreation and Park Association (NRPA) Agency Performance Review of 2021, the typical park and recreation agency with a city population less than 20,000 residents in the United States has:

12.3 ACRES

of park land per 1,000 residents

1,235 RESIDENTS

served per park

3 MILES

of trails

8 FULL-TIME STAFF

per 10,000 residents

\$1,075,780

in annual operating expenditures

\$713,000

projected in five-year capital budget spending

HOW DOES PORTLAND COMPARE?

Number of Parks: **3**

2020 Estimated Population: **13,156**

Residents per Park: **4,385**

Park Acres per 1,000 Residents: **21.7**

Miles of Trails: **1.86**

CONCLUSION

While the Portland parks and recreation system offers many unique features and amenities, when compared to communities of similar sizes, there are some differences and gaps that come to light. Portland is over the NRPA benchmark for park acres per 1,000 residents. However, not including the unused or under-programmed space within the total acreage of the system, residents in Portland are close to being under served in programmed acreage. Another important benchmark to note is that while communities of similar size do not boast large trail networks in general, Portland is under served compared to the NRPA average benchmark for miles of trails within their parks.

Other national benchmarks to note when comparing communities of similar size are:

- 88% have basketball courts
- 44% have dog parks
- 70% have outdoor swimming pools
- 50% have community centers
- 53% have recreation centers/gyms

In conclusion, Portland has many offerings that make a great parks system, but are in a position to address new and future needs through this plan. The remainder of the plan includes sections on how park space is currently utilized, listening to the community about desired programming and amenities, and creating concepts for the future of Portland's parks.



Above: Barn mural in Meadowbrook Park

PURPOSE OF THE PLAN

GUIDE...

...the City in evaluating parks and recreation services and amenities.

INFORM...

...current and prospective park programming through design concepts and opinions of cost.

DEVELOP...

...a unique vision for each park based on its own set of challenges and opportunities.

MEASURE...

...progress and effectiveness of recommendations in Portland to ensure they strengthen the community as a whole.



OKING



Community Engagement

02

02

Community Engagement

OVERVIEW

The success of a parks master plan is built in large part on the inclusion of the public's ideas into the overall plan vision. During the planning process, a robust public engagement effort solicited hundreds of ideas and comments to help solidify the vision for the future of Portland's parks. These ideas provided the foundation of this plan's recommendations.

The following section encompasses insights from the Steering Committee, local stakeholders, and community members. Insights are organized into community perspectives, existing park perspectives, online survey results, and public open house findings.

10

Steering Committee members and 4 Steering Committee meetings

726

Online Survey Responses to 29 questions

7

Interactive Boards at a public open house



City of Portland Parks & Rec Master Plan

The City of Portland has initiated a process to create a PARKS AND RECREATION MASTER PLAN, which will guide the City's investment in parks, programs, and facilities for years to come. This planning process is rooted in community values and aspirations and will ensure that the parks remain vital community resources now and into the future.

Start

Takes X minutes

Left: Welcome page for the online survey, which gathered feedback from over 700 Portland community members.

COMMUNITY PERSPECTIVES

Comprised of members from the Parks and Recreation Board and local staff and stakeholders, the Steering Committee met regularly throughout the planning process. The role of the Steering Committee was to guide the development of the plan by providing firsthand insight on the community and vetting recommendations and concepts presented by the planning team. Additionally, the Steering Committee members were asked to act as stewards of the plan, passing along information to their friends, family, and neighbors.

At the first Steering Committee meeting, the planning team engaged members in several activities and exercises to begin to identify issues and opportunities within the parks and recreation system of Portland. The first exercise was a discussion of what works well within the three parks and what needs improvement. Additionally, committee members were tasked with sharing their big ideas about what types of facilities, amenities, or activities they believed would be desired in their community as it related to the parks system.

The following are key takeaways from the communities impressions of all three existing parks.



What is working well?

- Current parking lots are being resurfaced, which is an improvement for the Portland community.
- Portland parks have ample athletic fields to support the community need.
- Parks are generally well-maintained.
- The current parks system is offering a lot to the community with little resources.

What needs improvement?

- Trail lighting
- Shade structures around athletic fields
- Parking lots
- Signage
- Irrigation and drainage

What new amenities do you think are desired in your community?

- Community center
- Splash pad
- Putt-Putt
- Indoor Pool
- ADA accessibility at athletic fields
- Passive recreation amenities - more seating
- Multi-generational options at parks
- Entertainment / event space

Left: Though routine maintenance was encouraged, community members felt satisfied with the current amount of skate parks in Portland.

EXISTING PARK PERSPECTIVES

After understanding the context of existing issues and opportunities, the community offered initial perspectives regarding the three existing parks. From general impressions to drafting recommendations, these perspectives deepened the project understanding.

Richland Park

- A new maintenance building is desired.
- A trail could be added along Jim Courtney Road to connect new developments to the park.
- The current play structures can be expanded or replaced.
- More parking could be added off of Jim Courtney Road by the baseball fields.

Meadowbrook Park

- Drainage issues need to be addressed in the center of the park.
- A plot on the southeast portion of the park could be used for a farmers market.
- A maintenance/storage building is strongly desired.
- Additional sidewalk connections are desired.

Dogwood Hills Municipal Golf Course

- The top priority is for an improved irrigation system.
- A new and re-imagined cart shed is desired.
- Signage improvements are needed.
- Parking needs to be improved, optimized, and expanded.



Above: The community has explained that more seating options are needed both for passive recreation and sporting events.

ONLINE SURVEY RESULTS

As the Steering Committee provided valuable knowledge directly to the project team, residents had the opportunity to complete a public survey regarding their views on the future of parks and recreation in Portland. A total of 726 residents completed the online survey. The responses gathered from the survey were analyzed and compared with existing conditions to shape key findings and recommendations.

The primary findings from the survey reinforced findings from the existing conditions analysis and other community impressions.

73%

of respondents go to **CITY PARKS** for their recreation needs.

29%

of respondents agree that **NEW FACILITIES** are the first priority that need to be addressed.

85%

of respondents visit **RICHLAND PARK** the most of all City parks.

43%

of respondents say that **PASSIVE RECREATION** is the main reason for visiting parks.

93%

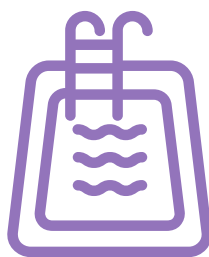
of respondents believe that a community center would **BENEFIT** the community.

A vast majority of Portland respondents (93%) believe a community center would benefit Portland. Desired elements for the community center include:



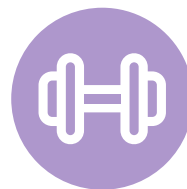
77.3%

Indoor sports facilities



68.6%

Indoor pool / splash pad



66.6%

Fitness center



50.6%

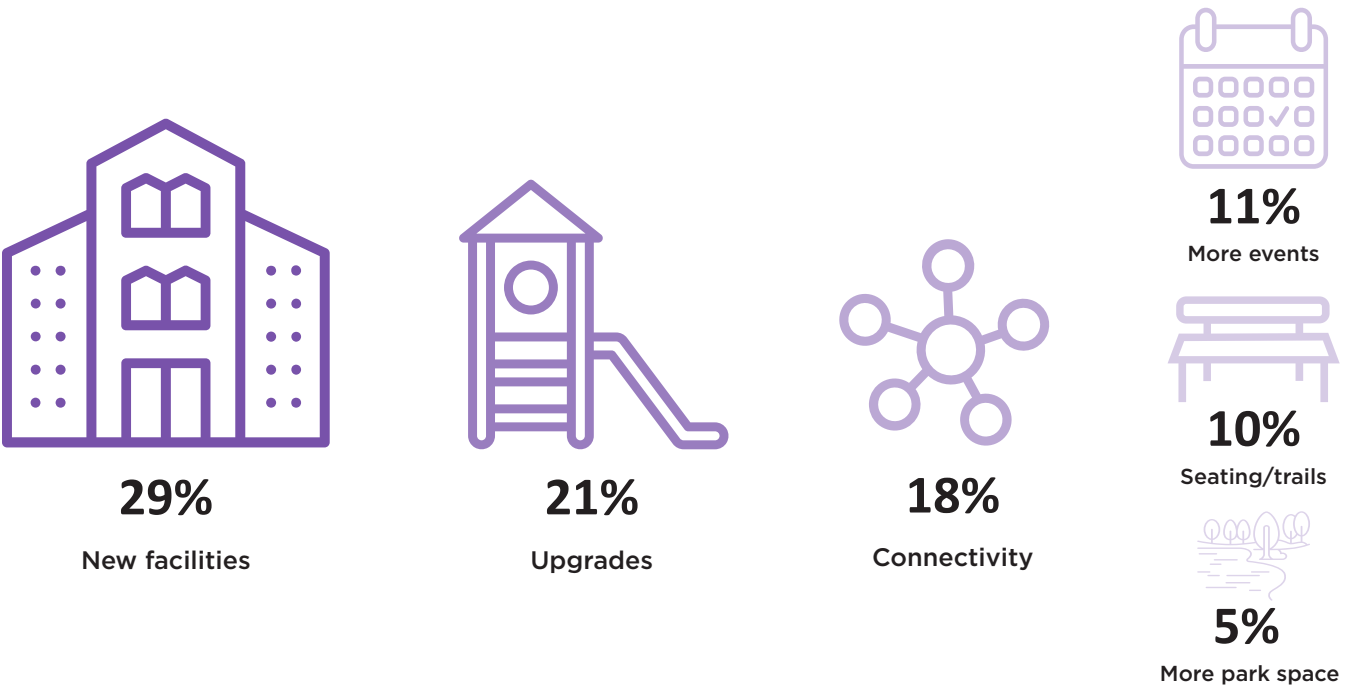
Senior center



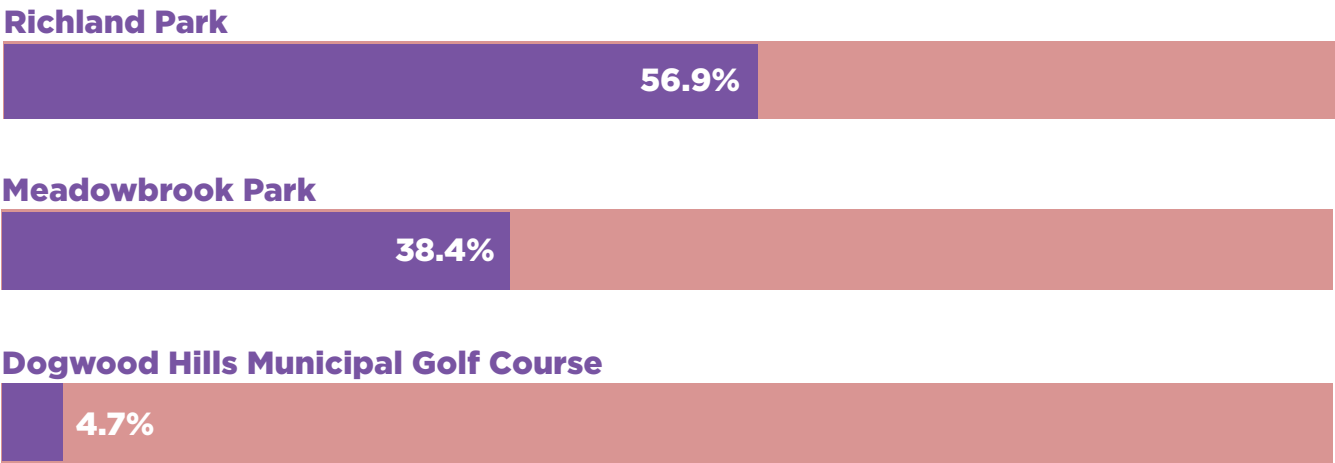
48.1%

Meeting / conference room

Top five elements that are considered the first priority that needs to be addressed within the Portland parks system:



Which park in Portland is a priority for improvements?





Above: Improvements to seating at Richland Park have proven to be a priority for the community.

What did we learn? Below are some of the considerations for the parks system moving forward:

1

Richland Park is the primary focus for the Portland community.

2

New system-wide amenities, upgrading existing parks, and City-wide connectivity are priorities in the community.

3

Additional gathering places and a splash pad are high priority amenities.

4

A community center is favored, and over half of the community is behind funding it through a tax levy.

5

The community is still unsure about creating a new park.

PUBLIC OPEN HOUSE

After draft concepts were developed for each park, a public open house was held at Portland City Hall to gather feedback. Community members and public officials all gathered to discuss the future of Portland's parks system and confirm the community's vision. Key findings from the interactive boards were helpful in finalizing the recommendations.

Key Findings

- Richland Park is top priority for improvements.
- The buildings at Dogwood Hills should offer more indoor amenities, such as snacks and small retail.
- Community members were very excited about the adventure play area at Meadowbrook Park.
- The perimeter loop trail at Richland Park should be used for walking, while the trails inside the woods should be used for hiking, biking, and disc golf.
- The City has a need for a farmer's market pavilion and pickleball courts as new amenities.



Above: A flyer for the open house was distributed in the community.



Left: Attendees were encouraged to leave stickers on their favorite concept elements and write on post-it notes to share their thoughts.

Community Engagement Key Findings

- Signage and wayfinding could be improved at all parks.
- Park facilities should be made ADA accessible.
- Many facilities and amenities are older and outdated.
- Generally, parking is a weak point of the parks.
- Places to gather are a strong point of the parks.

CONCLUSION

After summarizing the input from hundreds of community members, the planning team determined key findings for consideration moving forward. The comments and concerns received during this process were instrumental in crafting Plan recommendations most appropriate for the future of Portland.

NEXT STEPS

After receiving feedback from the Steering Committee and various invested community members, and understanding key takeaways from the existing conditions analysis, the process began of drafting park recommendations. The concepts and recommendations in the next chapter were reviewed and vetted by the Steering Committee and at the public open house.



Right: Through stakeholder meetings, the project team brainstormed recommendations within each existing park.





03

Recommendations

03

Recommendations

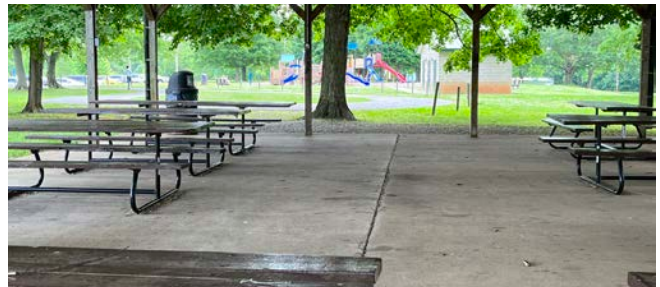
OVERVIEW

The recommendations for each park were developed from a process that included on-site observation, technical analysis, and Steering Committee conversations. The resulting concepts reflect the community's opinions on what steps are required to improve each park and incorporate ideas for future amenities and programs.

Based on findings from the online survey and discussions with community members, the top priority park for improvements is Richland Park, followed by Meadowbrook Park and Dogwood Hills Municipal Golf Course.

Each park includes a brief summary of its features, existing strengths and weaknesses, and subsequent recommendations. The chapter also includes opinions of cost to help organize park priorities. Costs will depend on actual design and programming and will vary over time. The recommendations are further separated by proposed new amenities and maintenance of existing features.

Park Priorities



1. Richland Park



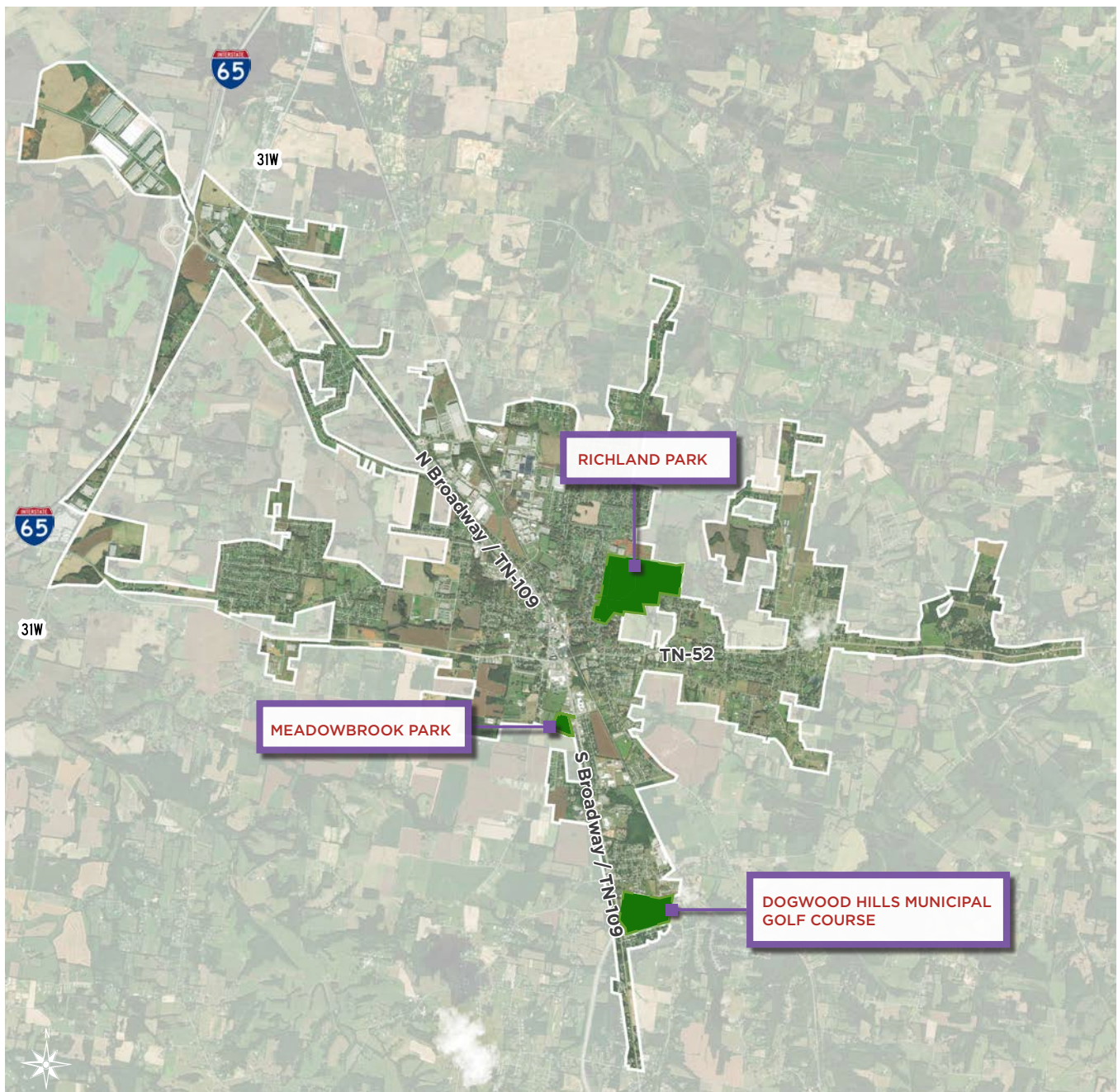
2. Meadowbrook Park



3. Dogwood Hills Municipal Golf Course

PORTLAND'S PARKS

Portland has three park facilities, the largest being Richland Park and the smallest being Meadowbrook Park. Dogwood Hills is a nine-hole golf course with an indoor facility in the southern portion of the City.





DOGWOOD HILLS MUNICIPAL GOLF COURSE

Overview

Dogwood Hills Municipal Golf Course is located in the southern portion of Portland, on the east side of South Broadway / TN-109.

Park Details

Acreage: 73 acres

Amenities:

- Nine-hole golf course
- Putting green
- Driving range
- Parking

Strengths

- Good signage
- Open to the public
- Reliable and well-maintained access
- New facility building (six years old)

Weaknesses

- Small number of amenities
- Landscaping in need of update
- Old irrigation system
- Poor condition of parking lot
- Poor condition of maintenance shed and golf cart storage



Park Observations

Through technical analysis and discussions with City officials, key opportunities emerged:

- Signage sponsorships
- Paid membership
- More events (golf outings)



Public Input

Through gathering feedback from the community, key themes emerged regarding the current condition of Dogwood Hills:

- Many people (80%) have never visited Dogwood Hills.
- Some amenities that should be considered are mini golf, increased offerings for kids, additional entertainment programming, and dining options.
- Improved fairways and green maintenance are needed.



Recommendations

The following themes present an overview of recommendations for Dogwood Hills. More detailed lists are located on the following page.

- Expand rentable facilities to accommodate more events and gatherings
- Utilize landscaping and design to screen the maintenance and cart storage areas from members and guests
- Improve property maintenance





Implementation Plan

The implementation plan includes actions and corresponding opinions of cost. This opinion represents the consultant's best judgment as a design professional. The consultant has no control over the cost of labor and material, competitive bidding, or market conditions. More detailed cost estimates can be found in the appendix. The numbers below correspond to the concept plan on the previous page and are not intended to be priorities.

ACTION	COST	ORDER OF IMPORTANCE
DEMOLITION (OVERALL)		
Asphalt at Parking Lot	\$36,000	
Lay Down Area, Clean-Up and Haul Away	\$20,000	
SITE CIVIL		
1. Proposed Parking Lot	\$350,000	MED
2. Maintenance / Cart Storage Gate	\$3,000	LOW
SITE STRUCTURES		
3. Seat Wall	\$70,000	MED
4. Large Open Air Shelter	\$180,000	MED
5. Club House Interior Improvements (<i>proshop + warming kitchen</i>)	\$52,500	HIGH
6. Repaint Storage Shed and Overhead Doors	\$17,000	HIGH
SITE HARDSCAPE		
7. Additional Asphalt Cart Paths	\$56,000	LOW
8. Concrete Walks Around Building	\$160,000	MED
9. Paver Areas	\$39,000	LOW
10. Mounding at Maintenance Building	\$17,500	MED
SITE LANDSCAPING (OVERALL)		
Seeding and Minor Regrading	\$20,000	LOW
Ornamental Trees	\$22,500	LOW
Shade Trees	\$38,000	LOW
SUBTOTAL		
	\$1,081,500	
30% CONTINGENCY		
	\$324,450	
TOTAL COST		
	\$1,405,950	



Maintenance Priorities

- Irrigation replacements and upgrades for golf course (HIGH)
- Parking lot resurfacing (LOW)
- Existing cart path resurfacing (HIGH)

Order of Importance

High: 0-3 years

Medium: 3-6 years

Low: 6+ years

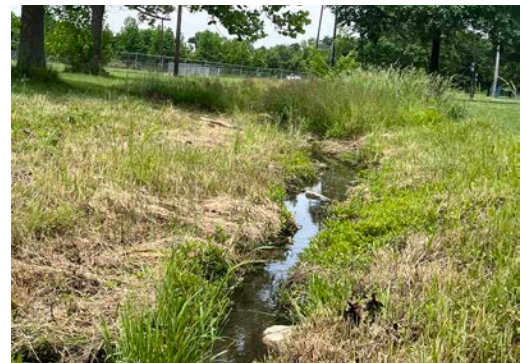


Character Images

These images are meant to provide inspiration for elements in the concept, but are not meant to be prescriptive.







MEADOWBROOK PARK

Overview

Meadowbrook Park is located on the west side of TN-109, south of the intersection of TN-109 and TN-52.

Park Details

Acreage: 15 acres

Amenities:

- Two sand volleyball courts
- 0.46 miles of walking trails
- Skate park
- Playground
- Dog park
- Basketball court
- Two picnic shelters

Strengths

- Open green space
- Easy access from TN-109
- Restrooms
- Wide range of amenities
- Excellent condition of volleyball courts, basketball court, and playground

Weaknesses

- Poor signage and visibility
- Minimal lighting
- Poor drainage system at dog park
- Lack of sidewalks
- Gravel parking lot



Park Observations

Through technical analysis and discussions with City officials, key opportunities emerged.

- An opportunity exists for a more interactive element in the open spaces of the park.
- Park amenities could be better connected with walkways.
- Signage should be enhanced along the main road.



Public Input

Through gathering feedback from the community, key themes emerged regarding the current condition of Meadowbrook Park.

- Most people visit Meadowbrook rarely or never.
- Some amenities that should be considered are a splash pad, pickleball courts, and tennis courts.
- Existing facilities could be expanded, such as more playground equipment, and trails.



Recommendations

The following themes present an overview of recommendations for Meadowbrook Park. More detailed lists are located on the following page.

- Improve signage and lighting
- Improve dog park and access to facility
- Improve or expand skate park
- Explore adding additional amenities
- Utilize the park for more community events





Implementation Plan

The implementation plan includes actions and corresponding opinions of cost. This opinion represents the consultant's best judgment as a design professional. The consultant has no control over the cost of labor and material, competitive bidding, or market conditions. More detailed cost estimates can be found in the appendix. The numbers below correspond to the concept plan on the previous page and are not intended to be priorities.

ACTION		COST	ORDER OF IMPORTANCE
DEMOLITION (OVERALL)			
Asphalt Drive at Loop		\$7,500	
SITE CIVIL			
1. Proposed Parking Lot		\$220,500	HIGH
2. Additional Parking Spaces on Entry Drive		\$62,500	HIGH
SITE STRUCTURES			
3. (3) Pedestrian Bridges		\$195,000	LOW
4. Boardwalk		\$240,000	LOW
5. Toddler Playground Expansion		\$105,000	MED
6. Park Entry Sign		\$5,000	HIGH
7. Storage Shed		\$4,800	HIGH
SITE HARDSCAPE			
8. Additional 8' Asphalt Perimeter Trail		\$74,400	MED
9. Skate Park Addition		\$136,000	LOW
10. Skate Park Perimeter Wall and Fence		\$36,000	LOW
ADVENTURE PLAY			
11A. Adventure Play Phase 1 Equipment and Materials		\$200,000	HIGH
11B. Adventure Play Future Phase Equipment and Materials		\$175,000	MED
SITE LANDSCAPING			
12. Constructed Wetland (Seeding and Minor Regrading)		\$80,000	LOW
PATHWAY LIGHTING			
Estimated Fixture Count for 125' Spacing (Existing Paths)		\$80,000	HIGH
Estimated Fixture Count for 125' Spacing (Future Paths)		\$64,000	MED
OPTIONAL SHADE STRUCTURES			
Small	\$8,000	SUBTOTAL	\$1,685,700
Medium	\$11,000		
Large	\$15,000	30% CONTINGENCY	\$505,710
		TOTAL COST	\$2,191,410



Maintenance Priorities

- Improve drainage in certain areas around the park (LOW)
- Clean up and beautify the creek area (LOW)
- Resurface the existing walking trail (HIGH)
- Resurface the parking lot for the dog park (HIGH)

Order of Importance
 High: 0-3 years
 Medium: 3-6 years
 Low: 6+ years



Character Images

These images are meant to provide inspiration for elements in the concept, but are not meant to be prescriptive.



Case Study: The Adventure Park, Nashville TN

The concept for adventure play is formed on the basis of connecting people to nature in new ways. Trails are hung from trees and connected via bridges, rope courses, and zip lines. The Adventure Park in Nashville opened in 2008 and features a network of aerial forest parks. Participants are harnessed to safety cables at all times and trails are arranged by color according to difficulty.

A smaller-scale Adventure Playground caters to children aged three to six. Tickets are sold for general admission and special events, such as “Glow in the Park” at night or “Adventures in STEM”. Adventure play is educational for children by providing a unique way to interact with nature, and fun for all ages.





RICHLAND PARK

Overview

Richland Park is located on the east side of TN-109, just north of the intersection of TN-109 and TN-52. It is the largest of Portland's parks and has the most amenities.

Park Details

Acreage: 210 acres

Amenities:

- 1.4 miles of walking trails
- Outdoor swimming pool
- Two picnic shelters
- Playground
- Eight baseball / softball fields
- One football field
- Mountain bike pump track
- Community center / indoor gym
- Amphitheater
- Seven soccer fields
- Disc golf
- Basketball courts

Strengths

- Good signage
- Year-round use with community center
- Reliable and well-maintained access
- Restrooms
- Excellent condition of disc golf and greenway

Weaknesses

- Poor condition of parking lots and ring roads
- Lack of lighting in some areas along trail and soccer fields
- One exit
- Limited ADA access
- Outdated community center
- Disconnect between indoor and outdoor facilities



Park Observations

Through technical analysis and discussions with City officials, key opportunities emerged.

- With the number of visitors Richland Park receives, improvements should be made to traffic pattern and parking.
- The facilities at all the parks should be ADA accessible.
- The community center should be updated with new amenities and events.



Public Input

Through gathering feedback from the community, key themes emerged regarding the current condition of Richland Park.

- 85% of survey respondents visited Richland Park most often, with 10% visiting every day.
- Some amenities that should be considered are splash pad, more trails, tennis courts, and a larger playground.
- Most people rarely use the swimming pool, favoring a splash pad instead or pool updates.



Recommendations

The following themes present an overview of recommendations for Richland Park. More detailed lists are located on the following page.

- Improve access and safety
- Improve the parking lot, entrance, and ring road
- Update the existing facilities and increase access to them
- Establish a vision for underutilized open space
- Add more amenities such as pickleball / tennis courts, play structures, nature play, splash pad, etc.
- Explore the feasibility of a community center that better meets the needs of the community





Implementation Plan

The implementation plan includes actions and corresponding opinions of cost. This opinion represents the consultant's best judgment as a design professional. The consultant has no control over the cost of labor and material, competitive bidding, or market conditions. More detailed cost estimates can be found in the appendix. The numbers below correspond to the concept plan on the previous page and are not intended to be priorities.

ACTION	COST	ORDER OF IMPORTANCE
DEMOLITION (OVERALL)		
Misc. Asphalt	\$30,000	
Misc. Gravel	\$25,000	
Lay Down Area, Clean Up and Haul Away	\$40,000	
Maintenance Building	\$18,000	
Basketball Court	\$12,000	
SITE CIVIL		
1. Proposed Parking Lot (Northwest)	\$630,000	HIGH
2. Proposed Parking Lot (Northeast)	\$1,137,500	LOW
3. Proposed Roundabout (Northeast)	\$45,000	MED
4. Proposed Park Drive Reconstruction (Northeast)	\$130,000	MED
5. Proposed Park Drive Extension (Northwest)	\$68,750	HIGH
6. New Trail (8,700 linear feet)	\$435,000	MED
PARK AMENITIES		
7. Miracle Field (Accessible Turf)	\$1,000,000	LOW
8. Baseball Field (Natural Turf)	\$250,000	LOW
9. New Playground at Baseball Field (Northwest)	\$300,000	HIGH
10. Press Box	\$80,000	
SITE LANDSCAPING (OVERALL)		
Seeding and Minor Re-grading	\$50,000	
Ornamental Trees	\$37,500	
Shade Trees	\$95,000	
PATHWAY LIGHTING		
Estimated Fixture Count for 125' Spacing (Existing Paths)	\$200,000	HIGH
Estimated Fixture Count for 125' Spacing (Future Paths)	\$336,000	MED

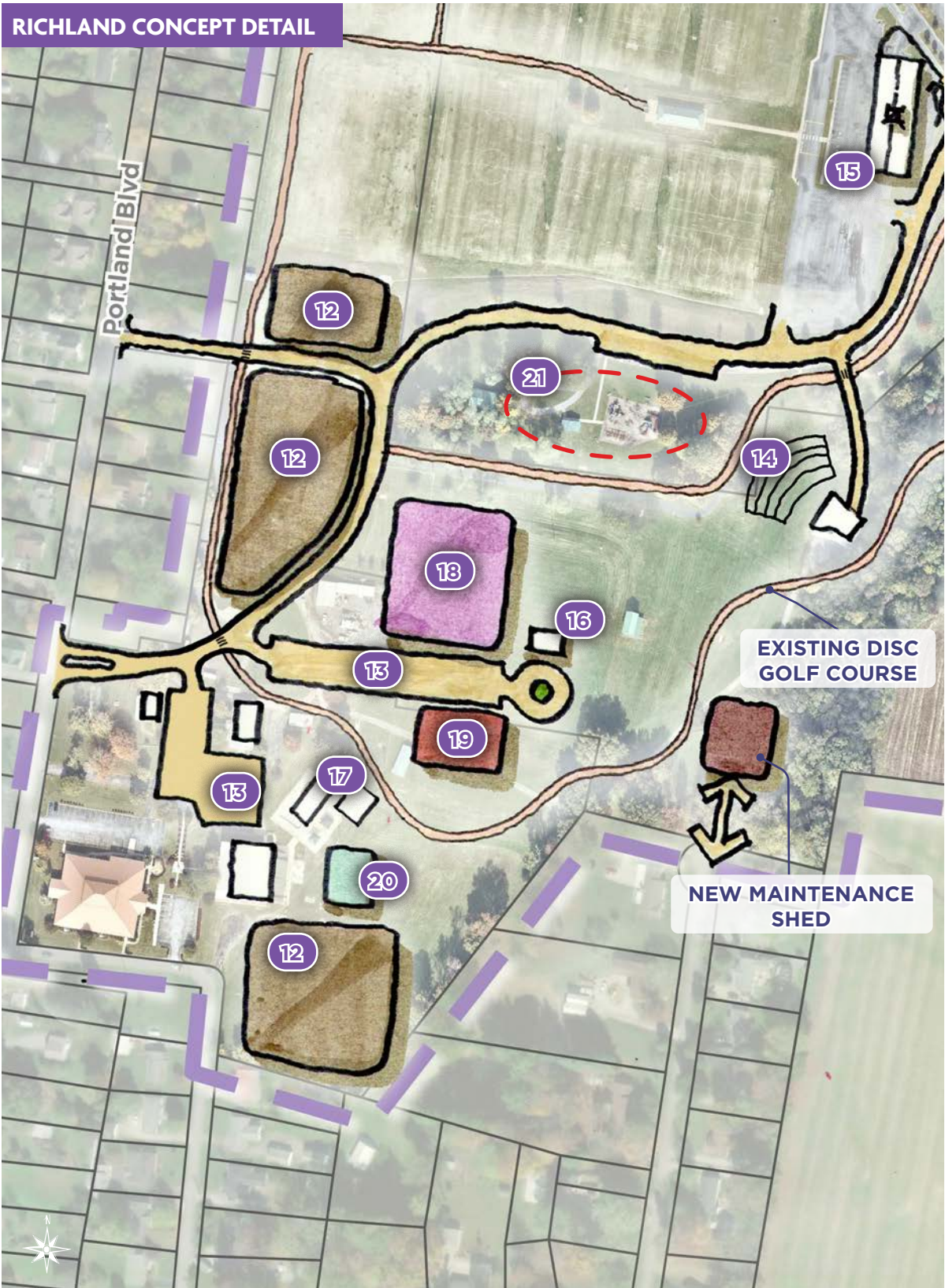
POTENTIAL FUTURE PROGRAM

11A. Community Center	\$26,000,000
11A. Dog Park	\$1,137,500
11A. Proposed Parking Lot	\$1,050,000
11B. Proposed Vehicular Drive	\$645,000

SUBTOTAL \$28,187,500

Order of Importance
High: 0-3 years
Medium: 3-6 years
Low: 6+ years

**COST ESTIMATE
WITH DETAILED
AREA CONTINUES
ON FOLLOWING
PAGE**





Implementation Plan Cont.

The implementation plan includes actions and corresponding opinions of cost. This opinion represents the consultant's best judgment as a design professional. The consultant has no control over the cost of labor and material, competitive bidding, or market conditions. More detailed cost estimates can be found in the appendix. The numbers below correspond to the concept plan on the previous page and are not intended to be priorities.

ACTION	COST	ORDER OF IMPORTANCE
SITE CIVIL		
12. Proposed Parking Lot	\$210,000	HIGH
13. Proposed Parking Lots (South)	\$700,000	HIGH
SITE STRUCTURES		
14. Amphitheater Seat Wall near Stage	\$75,000	LOW
15. Outdoor Event Center	\$450,000	HIGH
16. Open Air Shelter	\$180,000	MED
17. Restroom / Concessions	\$700,000	HIGH
PARK AMENITIES		
18. (4) Tennis / (8) Pickleball Courts	\$400,000	MED
19. (2) Basketball Courts	\$180,000	HIGH
20. Splashpad	\$900,000	HIGH
21. Additions to Existing Playground	\$500,000	LOW
SUBTOTAL		\$9,134,750
30% CONTINGENCY		\$2,740,425
TOTAL COST		\$11,875,175



Maintenance Priorities

- Place hard surface through the soccer fields to connect restrooms to walking trail (HIGH)
- Construct the back nine for disc golf (HIGH)
- Replace the maintenance building with a new structure in a more optimal location (HIGH)
- Improve the RCC building event space (HIGH)
- Replace part of the play structure (HIGH)
- Resurface the parking lot (HIGH)

OPTIONAL OUTDOOR POOL

Option A. Repair Existing Outdoor Pool	\$
Option B. Outdoor Pool (Demo Existing)	\$765,000
Option B. Outdoor Pool Deck (Demo Existing)	\$152,000

OPTIONAL SHADE STRUCTURES

Small	\$8,000
Medium	\$11,000
Large	\$15,000

Order of Importance
 High: 0-3 years
 Medium: 3-6 years
 Low: 6+ years

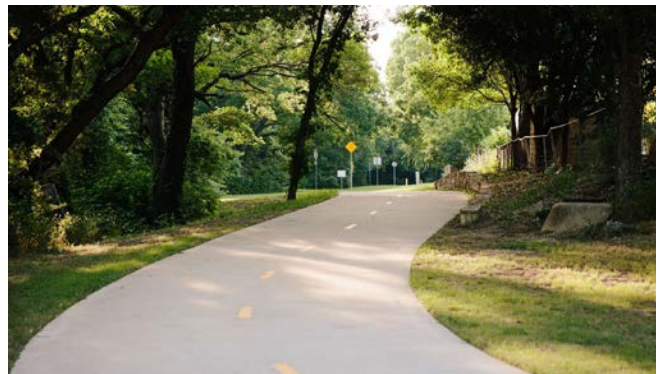
Chapter 3 - Recommendations



Character Images

These images are meant to provide inspiration for elements in the concept, but are not meant to be prescriptive.





FUTURE CONSIDERATIONS

The following future considerations listed on this page are community-wide parks and recreation initiatives that need to be further explored as growth and development occur in Portland. The future considerations include:

City-Wide Multi-Purpose Trail System

As Portland continues to grow, a greenway study can be conducted to explore the potential for new connections within and between Portland's parks. Multi-purpose trails offer recreation and transportation options to a wide range of people and connect otherwise divided parts of the City. The trail system can make it easier for people to visit more than one park and additional services along the way, such as retail, restaurants, and City services.

To ensure the successful placement and design of trails, a study should be conducted that focuses only on greenways and multi-modal connections. This might include public engagement to understand where community members would use the trails, more detailed plans showing trail design, and specific implementation strategies. The trail study will set the framework for re-imagined and new connections as Portland grows.

Signage and Wayfinding Plan

A cohesive brand for Portland is important in building community pride and attracting new development. Branding can be built into a signage and wayfinding plan to ensure consistency across the City. Signage at park entrances increases the park's visibility and potential usage, while indicating the park is within Portland's unique parks system. Wayfinding elements between parks and other points of interest also ensure visitors find their destination quickly and easily.

A signage and wayfinding plan can be integrated with future parks plans or conducted separately. In any signage plan, it is important to create a strong vision for the City and ensure consistency across all branding.

New Naturalized Park Space

During the public engagement process, community members expressed support for more naturalized park space. Natural amenities fill the growing desire to connect with nature as cities become more dense and urbanized. Park amenities could include water-oriented sports, fishing, motorized watercraft, and paddlecraft, as well as nature conservation and education.

Portland's parks system can offer a greater variety of amenities through the exploration of more naturalized areas as new park space becomes available.

Community Center Feasibility

Throughout the public engagement process, community members revealed a desire to create an updated, centralized space for community gathering. There are many potential locations for a new community center within Portland, such as underutilized land in Richland Park. However, more public engagement needs to be conducted to understand the best location for all Portland residents and the specific amenities that are desired.

A detailed design and program study would focus only on the potential for a community center, gathering public feedback and putting together the best options for Portland. More understanding of financial feasibility could provide options for project phasing and potential sponsoring by local businesses.

New Parks

With the development of new transportation networks, like the TN-109 bypass, comes new opportunities for density and green space development. The growing population of Portland will place greater demands on Portland's parks system. New green space should be integrated with development at a neighborhood scale. Smaller parks increase the accessibility of green space and offer more neighborhood-specific amenities. Additionally, multi-purpose trails connect neighborhoods safely and sustainably. Any new plans for development should encourage the addition of parks and greenways.



Character Images

These images are meant to provide inspiration for elements in the concept, but are not meant to be prescriptive.

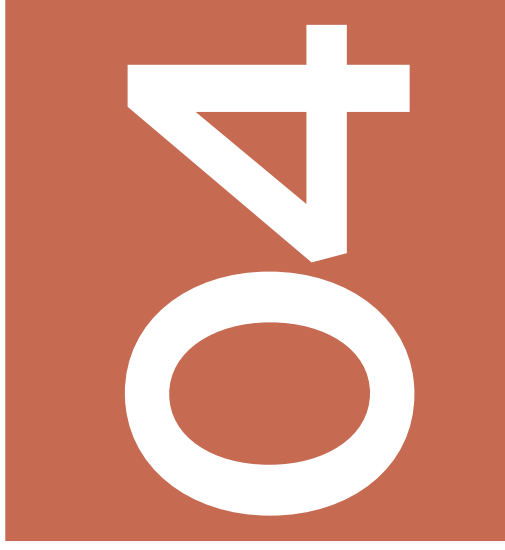




HISTORIC COLD SPRINGS ca. 1857 - 1933

Cold Springs, a rural one-room school, was built near cold water springs on the Thomas Baskerville farm, near McHenryville, northern Sumner County. During the Civil War the school was a hospital for Confederate troops quartered at Camp Roundbay. Howard McDowell, former student, mobilized efforts to move and restore the building. Structure donated by Jim B. Hill and restored by Richard Park in September, 1915. School moved into Richard Park in September, 1915. Official agreement signed by City of Portland, McGlothlin families, and Highland Rim Historical Society, November 1, 1979.





Appendix

OVERVIEW

This chapter includes data from technical analysis and community engagement that formed the basis of Plan recommendations. Sections include:

- Park Evaluations
- Online Survey Data
- Open House Responses
- Detailed Cost Estimates



Right: Park evaluations recorded existing recreation and natural amenities.



The combination of technical analysis and community engagement provided a deeper understanding of Portland's parks.

SITE EVALUATIONS

Portland, Tennessee

Park Assessment Data Collection Sheet

Site/Park: Dogwood Hills Golf CourseCompleted By: Jamie White and Paula HeppDate/ Time: 1/24/2022 at 4pm Weather Conditions: Partly Cloudy 40 degrees Acreage: 73 acres

Design and Usage

SIGNAGE		SEASONAL USE		USAGE LEVELS	
☐	Poor	☒	Winter	☒	Heavy during summer
☐	Fair	☒	Spring	☐	Moderate
☒	Good	☒	Summer	☒	Light during winter
☐	Excellent	☒	Fall	☐	Rare

Notes:

Access and Visibility

SITE ACCESS		ACCESS CONDITIONS		VISIBILITY (signage, lines of sight)	
☒	Public road	☒	Well maintained / Reliable access	☒	High visibility
☐	Private easement	☐	Moderately maintained / Variable access	☐	Moderate/variable visibility
☐	Trail connection	☐	Poorly maintained / Unreliable access	☐	Poor visibility
☐	Watercraft access				
☐	Other:				

Site Amenities

AMENITY	QTY	CONDITION				COMMENTS/NOTES
Regulation Baseball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Practice Baseball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Regulation Softball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Little League		☐ Poor	☐ Fair	☐ Good	☐ Exc	
T-Ball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Soccer Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Rugby Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Football Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Practice Athletic Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Multi-Use Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Basketball (full)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Basketball (half)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Tennis		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Play Area/ Toy		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Picnic		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Beach		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Wading Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Portland, Tennessee

Park Assessment Data Collection Sheet

Splash Pad		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Water Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Lawn Bowling		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Volleyball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Archery		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Boat Launch		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Dog Exercise Area		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Hockey		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Exercise Station		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Ice Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Golf	1	☐ Poor	☐ Fair	☐ Good	☐ Exc	9 holes
Golf Practice	1	☐ Poor	☐ Fair	☐ Good	☐ Exc	Putting green and driving range
Cricket		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Climbing Rock		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Disc Golf		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Funnel Ball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Skate Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Horseshoes		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Designated Sledding		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Water Fountain		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Pickle Ball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Walking Trails		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Bike/ Multiuse Paths		☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

Golf carts and storage buildings for carts

Structures

	QTY	CONDITION				COMMENTS/NOTES
Restrooms		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Shelters		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Facilities Building	1	☐ Poor	☐ Fair	☒ Good	☐ Exc	6 years old, original burned down
Parking Lot	1	☒ Poor	☐ Fair	☐ Good	☐ Exc	Needs sealing and striping
Maintenance Building	1	☒ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

Building has restrooms, office, concessions and meeting space

Portland, Tennessee

Park Assessment Data Collection Sheet

Site Furnishings

	<u>QTY</u>	<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Benches	3	☐ Poor	☐ Fair	☒ Good	☐ Exc	On course
Trash/Recycling	9	☐ Poor	☐ Fair	☐ Good	☐ Exc	At each tee box
Bike Rack		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Picnic Table		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Lighting		☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

General Landscape/Pavement

	<u>QTY</u>	<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Near Building		☐ Poor	☒ Fair	☐ Good	☐ Exc	
On Course		☐ Poor	☐ Fair	☒ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

Portland, Tennessee

Park Assessment Data Collection Sheet

General Condition of the Site

☐ **Poor**
☐ **Fair**
☒ **Good**
☐ **Excellent**

Notes:

Strengths

9 holes, not 18 holes.
 Open to Public
 New Facility Building (6 years)

Weaknesses

Old irrigation system
 Maintenance shed is in poor condition

Opportunities

Signage sponsorships
 Memberships
 Hold events but no leagues

Portland, Tennessee

Park Assessment Data Collection Sheet

Site/Park: Meadowbrook ParkCompleted By: Jamie White and Paula HeppDate/ Time: 1/24/2022 3:30pm Weather Conditions: Partly Cloudy 50 degrees Acreage: 15 acres**Design and Usage**

SIGNAGE	SEASONAL USE	USAGE LEVELS
☒ Poor	☒ Winter	☐ Heavy
☐ Fair	☒ Spring	☒ Moderate
☐ Good	☒ Summer	☐ Light
☐ Excellent	☒ Fall	☐ Rare

Notes:

Access and Visibility

SITE ACCESS	ACCESS CONDITIONS	VISIBILITY (signage, lines of sight)
☒ Public road	☒ Well maintained / Reliable access	☐ High visibility
☒ Private easement	☐ Moderately maintained / Variable access	☐ Moderate/variable visibility
☐ Trail connection	☐ Poorly maintained / Unreliable access	☒ Poor visibility
☐ Watercraft access		
☐ Other:		

Site Amenities

AMENITY	QTY	CONDITION				COMMENTS/NOTES
Regulation Baseball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Practice Baseball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Regulation Softball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Little League		☐ Poor	☐ Fair	☐ Good	☐ Exc	
T-Ball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Soccer Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Rugby Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Football Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Practice Athletic Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Multi-Use Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Basketball (full)	1	☐ Poor	☐ Fair	☐ Good	☐ Exc	outdoor
Basketball (half)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Tennis		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Play Area/ Toy	1	☐ Poor	☐ Fair	☐ Good	☐ Exc	
Picnic		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Beach		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Wading Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Splash Pad		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Portland, Tennessee

Park Assessment Data Collection Sheet

Water Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Lawn Bowling		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Volleyball	2	☐ Poor	☐ Fair	☐ Good	☒ Exc	Sand volleyball, under construction
Archery		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Boat Launch		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Dog Exercise Area	1	☐ Poor	☐ Fair	☒ Good	☐ Exc	
In-line Hockey		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Exercise Station		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Ice Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Golf		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Golf Practice		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Cricket		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Climbing Rock		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Disc Golf		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Funnel Ball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Skate Park	1	☐ Poor	☐ Fair	☒ Good	☐ Exc	
Horseshoes		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Designated Sledding		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Water Fountain		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Pickle Ball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Walking Trails	1	☐ Poor	☐ Fair	☒ Good	☐ Exc	½ mile, paved
Bike/ Multiuse Paths		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Slide & Monkey Bars	1	☐ Poor	☒ Fair	☐ Good	☐ Exc	Older equipment

Notes:

No lights at this park.

One handicap swing on site and in good condition

Structures

	QTY	CONDITION				COMMENTS/NOTES
Restrooms	1	☐ Poor	☐ Fair	☒ Good	☐ Exc	
Shelters	2	☐ Poor	☐ Fair	☒ Good	☐ Exc	1 old barn, 1 pavilion shelter
Facilities Building		☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

Portland, Tennessee

Park Assessment Data Collection Sheet

Site Furnishings

	<u>QTY</u>	<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Benches	7	☐ Poor	☐ Fair	☐ Good	☐ Exc	
Trash/Recycling		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Bike Rack		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Picnic Table	14	☐ Poor	☐ Fair	☐ Good	☐ Exc	Some concrete, metal and wood
Lighting		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Grill	2	☐ Poor	☐ Fair	☐ Good	☐ Exc	One in each shelter
		☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

General Landscape/Pavement

	<u>QTY</u>	<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Mowed grass		☐ Poor	☒ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

Portland, Tennessee

Park Assessment Data Collection Sheet

General Condition of the Site

☐ Poor

☐ Fair

☒ Good

☐ Excellent

Notes:

Strengths

1. Easy access from main road (HWY 109).
2. Restroom Facility
3. Open Green Space
4. Offers wide range of amenities
5. New playground
6. basketball court – resurfaced
7. New sand volleyball courts (2)

Weaknesses

1. Lack of lighting prevents park use in evening hours.
2. Poor signage for site.
3. parking lot is gravel
4. a creek runs through the park
5. dog park is poorly drained
6. no sidewalk from parking lot to dog park

Opportunities

Portland, Tennessee

Park Assessment Data Collection Sheet

Site/Park: Richland ParkCompleted By: Jamie White and Paula HeppDate/ Time: 1/24/2022 at 2pmWeather Conditions: Sunny and 50 degreesAcreage: 210 acres**Design and Usage**

SIGNAGE		SEASONAL USE		USAGE LEVELS	
☐	Poor	☒	Winter	☒	Heavy
☐	Fair	☒	Spring	☐	Moderate
☒	Good	☒	Summer	☐	Light
☐	Excellent	☒	Fall	☐	Rare

Notes:

Access and Visibility

SITE ACCESS		ACCESS CONDITIONS		VISIBILITY (signage, lines of sight)	
☒	Public road	☒	Well maintained / Reliable access	☒	High visibility
☐	Private easement	☐	Moderately maintained / Variable access	☐	Moderate/variable visibility
☒	Trail connection	☐	Poorly maintained / Unreliable access	☐	Poor visibility
☐	Watercraft access				
☐	Other:		From school through park to library and downtown		

Site Amenities

AMENITY	QTY	CONDITION				COMMENTS/NOTES
Regulation Baseball	1	☐ Poor	☐ Fair	☐ Good	☐ Exc	
Practice Baseball	1	☐ Poor	☐ Fair	☐ Good	☐ Exc	Batting cage
Regulation Softball	2	☐ Poor	☐ Fair	☐ Good	☐ Exc	
Little League	5	☐ Poor	☐ Fair	☐ Good	☐ Exc	
T-Ball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Soccer Field	7	☐ Poor	☐ Fair	☐ Good	☐ Exc	
Rugby Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Football Field	1	☐ Poor	☐ Fair	☐ Good	☐ Exc	
Practice Athletic Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Multi-Use Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Basketball (full)	2	☐ Poor	☐ Fair	☐ Good	☐ Exc	1 indoor and 1 outdoor
Basketball (half)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Tennis		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Play Area/ Toy	2	☐ Poor	☐ Fair	☐ Good	☐ Exc	
Picnic	3	☐ Poor	☐ Fair	☐ Good	☐ Exc	With Pavilion
Pool	1	☐ Poor	☐ Fair	☐ Good	☐ Exc	outdoor
Wading Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Splash Pad		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Portland, Tennessee

Park Assessment Data Collection Sheet

Water Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Lawn Bowling		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Volleyball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Archery		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Boat Launch		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Dog Exercise Area		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Hockey		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Exercise Station		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Golf		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Golf Practice		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Cricket		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Climbing Rock		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Disc Golf	1	☐ Poor	☐ Fair	☐ Good	☐ Exc	Front 9 holes complete, plan for back 9 to be constructed
Funnel Ball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Skate Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Horseshoes		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Water Fountain		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Pickle Ball	1	☐ Poor	☐ Fair	☐ Good	☐ Exc	indoor
Walking Trails	1	☐ Poor	☐ Fair	☐ Good	☐ Exc	
Bike/ Multiuse Paths	2	☐ Poor	☐ Fair	☐ Good	☐ Exc	Mountain bike course and paved path through park
Pump Track	1	☐ Poor	☐ Fair	☐ Good	☐ Exc	Dirt only, use in summer

Notes:

Large play area is at Shelter #2 on hill:

- | | |
|----------------------|--------------------------|
| 1. 5-12 YO structure | 5. 1 toddler swing |
| 2. 2-5 YO structure | 6. 1 "lazy" swing |
| 3. Climber structure | 7. 1 handicap swing area |
| 4. 4 regular swings | |

Second Play area is between pool and maintenance area and only contains a slide.

Structures						
	QTY	CONDITION				COMMENTS/NOTES
Restrooms	3	☐ Poor	☐ Fair	☒ Good	☐ Exc	
Shelters	3	☐ Poor	☐ Fair	☒ Good	☐ Exc	
Facilities Building		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Office	1	☐ Poor	☐ Fair	☒ Good	☐ Exc	
Gym	1	☐ Poor	☐ Fair	☐ Good	☐ Exc	
RCC	1	☒ Poor	☐ Fair	☐ Good	☐ Exc	1300 SF one room. Out for bids
Maintenance	7	☐ Poor	☐ Fair	☐ Good	☐ Exc	
Theatre	1	☐ Poor	☐ Fair	☐ Good	☒ Exc	
Museum	1	☐ Poor	☐ Fair	☒ Good	☐ Exc	
Equipment Shed	1	☐ Poor	☐ Fair	☐ Good	☐ Exc	For football items
Press Box/concession	1	☐ Poor	☐ Fair	☐ Good	☐ Exc	At Football field

Portland, Tennessee

Park Assessment Data Collection Sheet

Notes:

Baseball building has restrooms, concessions, meeting room and picnic area

Soccer Building has restrooms, concessions and picnic area

Site Furnishings

	<u>QTY</u>	<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Benches	10	☐ Poor	☐ Fair	☐ Good	☐ Exc	
Trash/Recycling	35	☐ Poor	☐ Fair	☐ Good	☐ Exc	
Bike Rack	1	☐ Poor	☐ Fair	☐ Good	☐ Exc	
Picnic Table	20	☐ Poor	☐ Fair	☐ Good	☐ Exc	
Lighting	14	☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:**General Landscape/Pavement**

	<u>QTY</u>	<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Parking (Baseball)	1	☒ Poor	☒ Fair	☐ Good	☐ Exc	Faded striping/pavement failures
Parking (soccer)	1	☒ Poor	☒ Fair	☐ Good	☐ Exc	Faded striping/pavement failures
Parking (Wiseman St)	1	☒ Poor	☒ Fair	☐ Good	☐ Exc	Faded striping/pavement failures
Parking (Gym and RCC)	1	☐ Poor	☒ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

Portland, Tennessee

Park Assessment Data Collection Sheet

General Condition of the Site

☐ Poor ☐ Fair ☒ Good ☐ Excellent

Notes:

Strengths

1. Restroom Facilities
2. Athletic Fields
3. Open Green Space
4. Not just athletic fields

Weaknesses

1. Too many gravel roads
2. Parking Lots condition
3. Walking trail lights do not cover the entire walking trail
4. Only 1 exit
5. Athletic Lighting on soccer fields 1,2,7 and 8
6. No ADA access to middle of the soccer complex

Opportunities

ONLINE SURVEY DATA

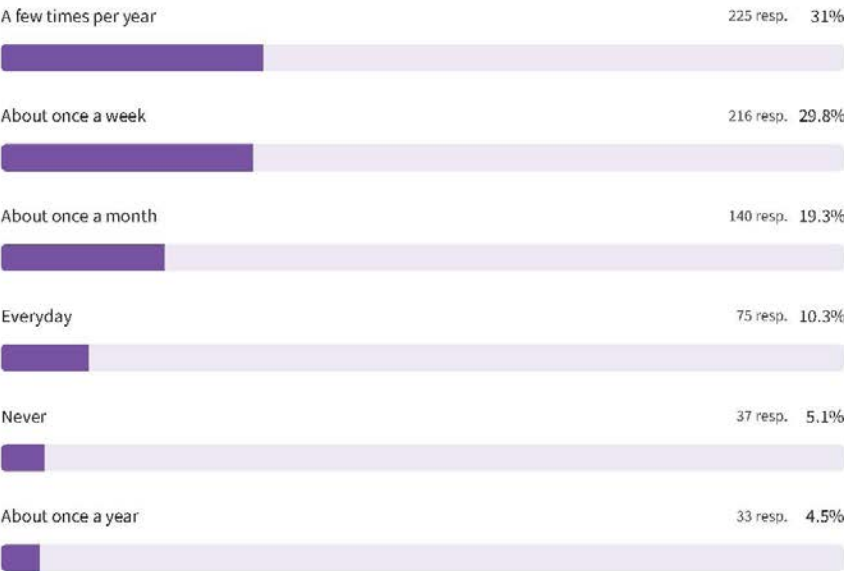
Within the City of Portland, where do you currently go for recreation?

726 out of 726 answered



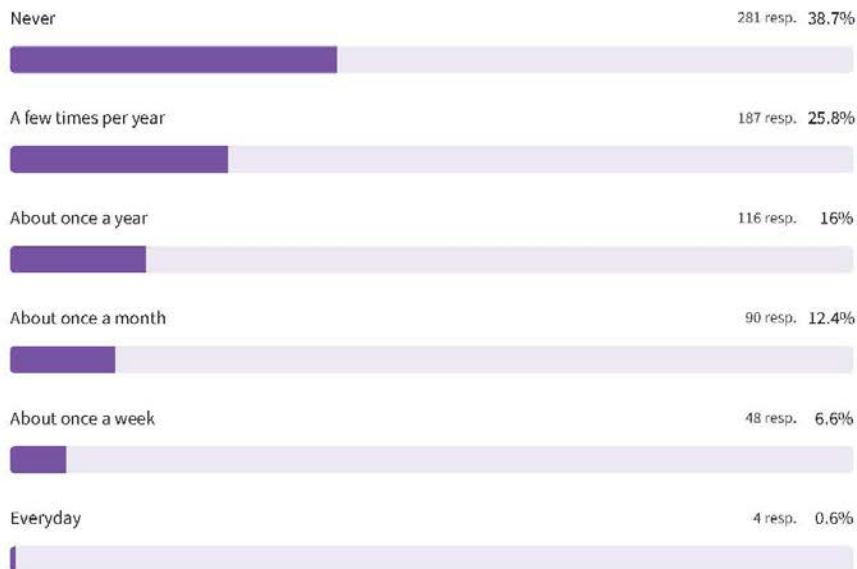
How often do you use Richland Park?

726 out of 726 answered



How often do you use Meadowbrook Park?

726 out of 726 answered



How often do you use Dogwood Hills Municipal Golf Course?

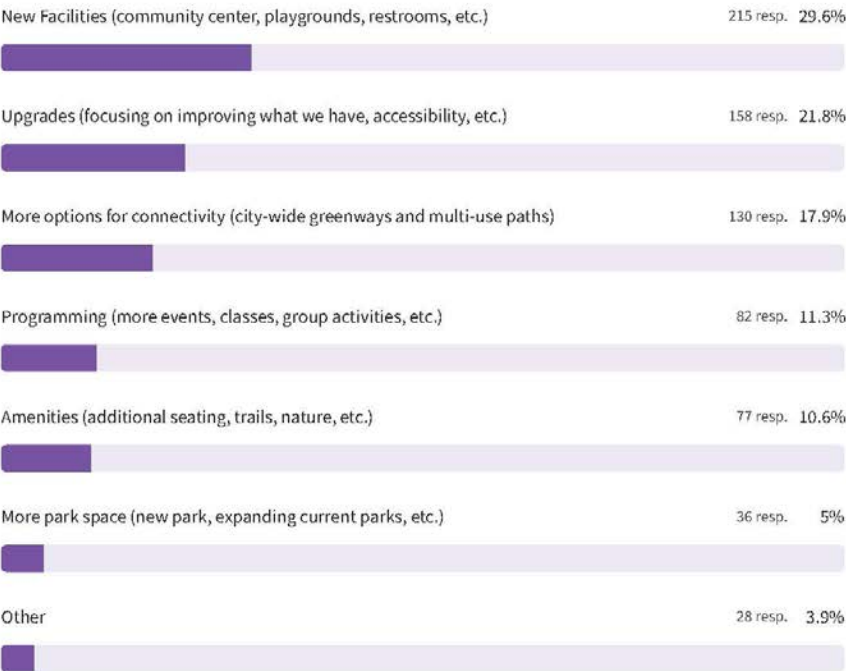
726 out of 726 answered



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What do you consider to be the first priority that needs to be addressed within the Portland parks system?

726 out of 726 answered



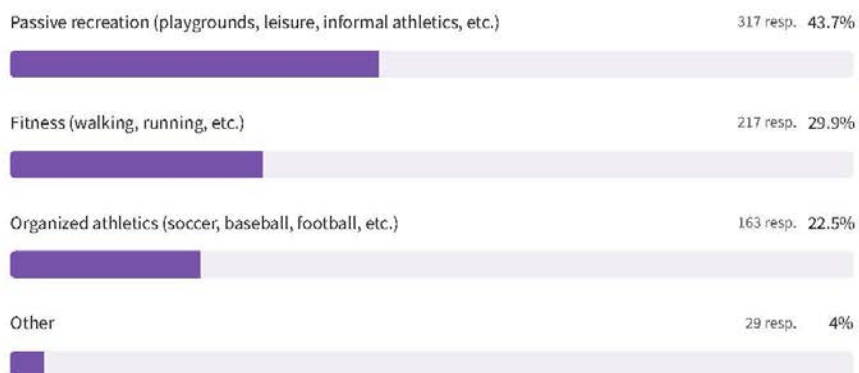
If you visit any of the parks within Portland, which park do you visit most often?

726 out of 726 answered



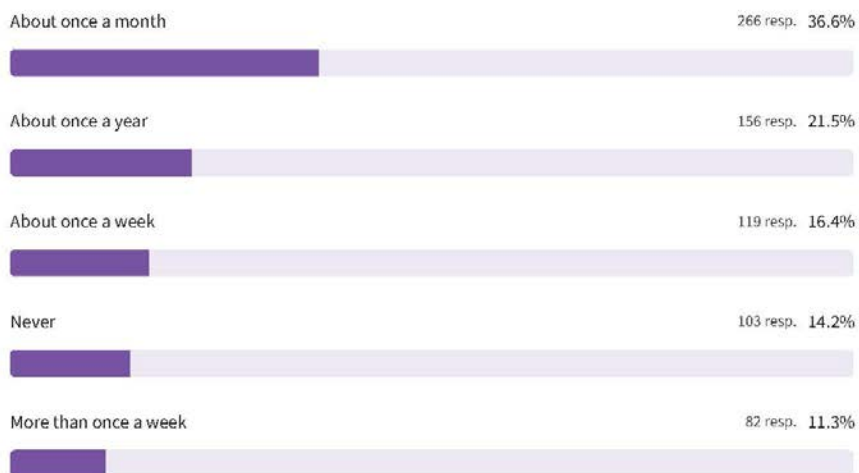
What is the main reason for your visit to one of Portland's parks?

726 out of 726 answered



How often do you visit a park/participate in recreation **outside of the City of Portland**?

726 out of 726 answered



Chapter 4 - Appendix

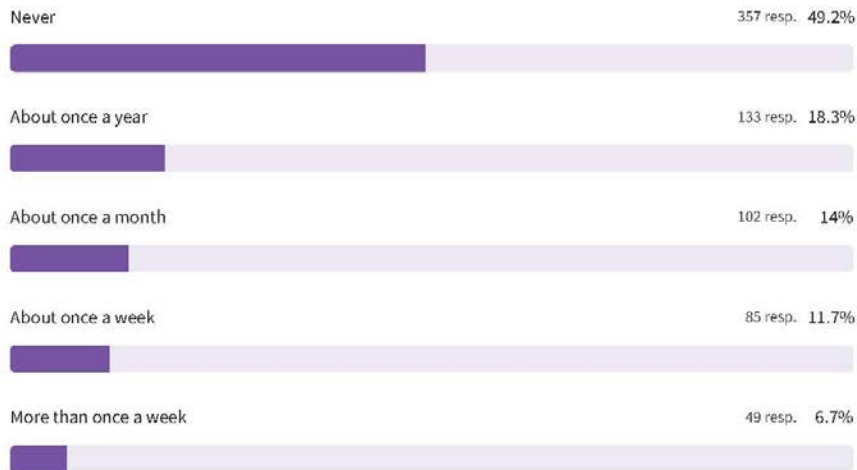
Please indicate if you think that Portland needs more, has the right amount, needs less, or doesn't need the following amenities and facilities?

726 out of 726 people answered this question

	Need/Need More	Right Amount	Need Less	Don't Need					
Baseball Fields	10.1%	85.1%	2.2%	2.6%	Splash Pads	81%	11.2%	2.6%	5.2%
Softball Fields	10.7%	85.3%	1.4%	2.6%	Drone Fields	24.1%	52.2%	9.9%	13.8%
Football Fields	17.8%	77.4%	2.1%	2.8%	Disc Golf	31%	57.7%	5.6%	5.6%
Basketball Courts	50.7%	45.9%	1.2%	2.2%	Fitness Loop	48.8%	43.8%	3.6%	3.9%
Volleyball Courts	58.8%	36.9%	1.5%	2.8%	Community Programs (yoga in the park,...	71.8%	23.7%	1.9%	2.6%
Tennis/Pickleball Courts	57.7%	37.9%	1.7%	2.8%	City wide Greenways	70%	22.2%	2.8%	5.1%
Community Gardens	66.7%	24.7%	3.4%	5.2%					
Multipurpose Fields	40.2%	54.5%	1.8%	3.4%					
Play Structures	66.8%	31.3%	0.7%	1.2%					
Pavilions and Picnic Tables	69.7%	28.4%	1%	1%					
Gathering Spaces	67.6%	30.3%	0.8%	1.2%					
Grills	58.4%	36.2%	2.2%	3.2%					
Benches	65.6%	32.5%	1%	1%					
Restrooms	60.5%	37.2%	1.2%	1.1%					
Roller Hockey	37.5%	43%	6.7%	12.8%					
Concessions	42.4%	51.4%	2.3%	3.9%					
Swimming Pools	55.9%	39.9%	1.7%	2.5%					
Nature Trails (unpaved)	63.1%	31.3%	2.5%	3.2%					
Bike Paths (unpaved)	48.5%	44.1%	3.2%	4.3%					
Shared Use Paved Paths (walk, bike, run)	58.5%	37.6%	1.5%	2.3%					
Dog Parks	40.9%	51.2%	3.9%	4%					
Skate Parks	29.1%	58.8%	5.6%	6.5%					

When in season, how often do you use the Swimming Pool at Richland Park?

726 out of 726 answered



Do you feel that a Splash Pad would benefit the residents of Portland?

726 out of 726 answered



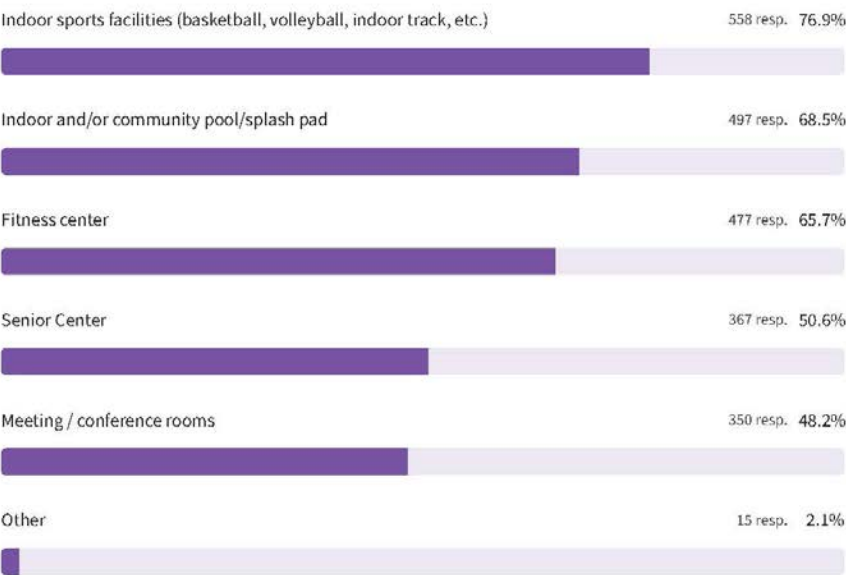
Do you feel that a Community Center would benefit the residents of Portland?

726 out of 726 answered

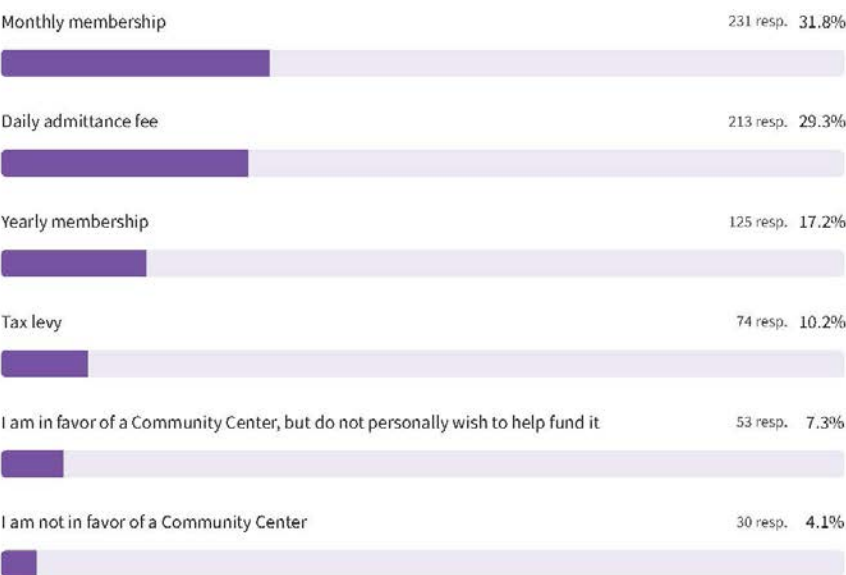


Chapter 4 - Appendix

If you think a Community Center would benefit the community of Portland, what type of elements would you like to see there? Check all that apply
726 out of 726 answered



If you are in favor of a Community Center, which of the following funding methods would you support for to fund this endeavor?
726 out of 726 answered



If you think Portland would benefit from a new park, what type of park should it be?

726 out of 726 answered



If you are in favor of adding a new park in Portland, would you support a tax levy for the creation of this park?

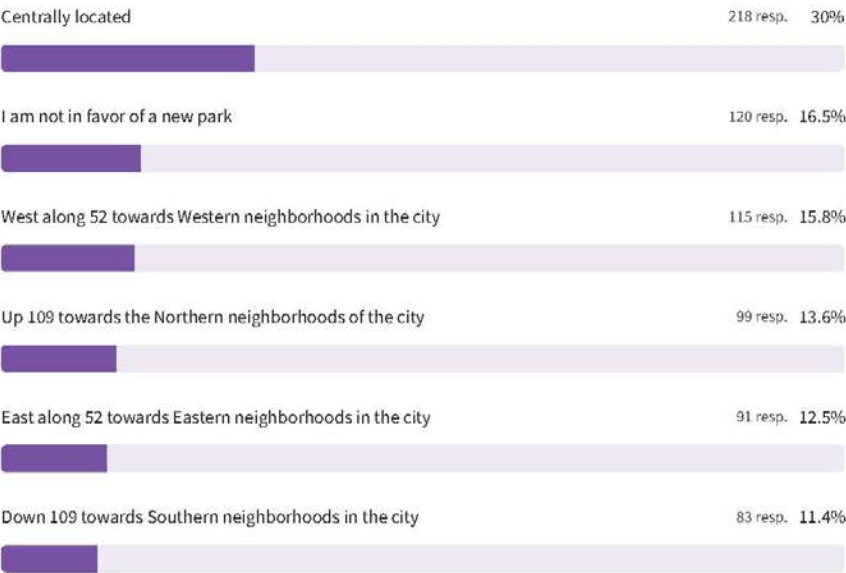
726 out of 726 answered



Chapter 4 - Appendix

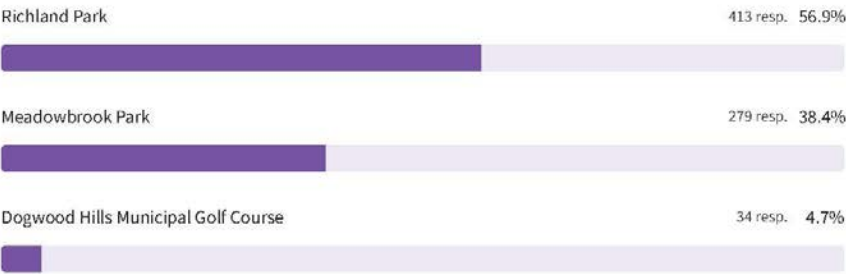
If you are in favor of a new park in Portland, where in the city do you think it should be?

726 out of 726 answered



Out of the three parks in Portland, which would you prioritize for improvements?

726 out of 726 answered



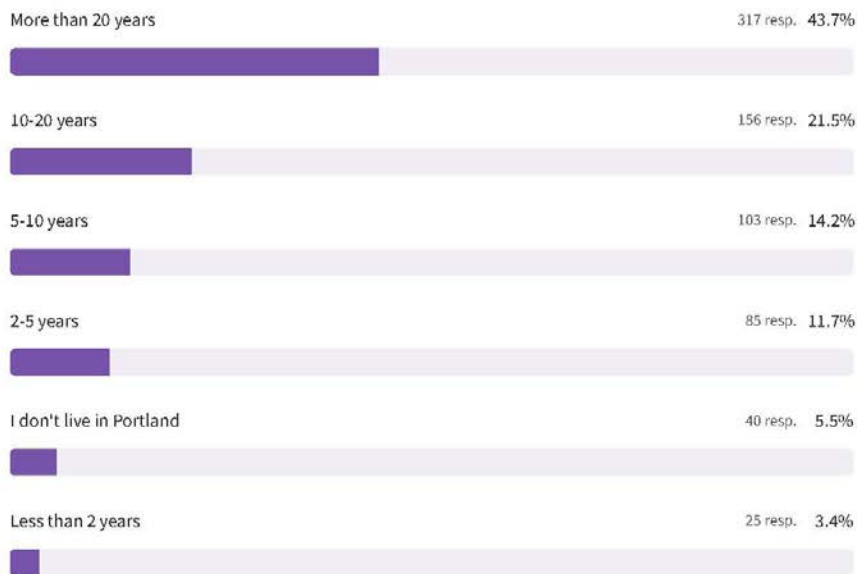
Are you a resident or visitor of Portland?

726 out of 726 answered



Approximately how many years have you lived in Portland?

726 out of 726 answered



Do you have children under the age of 18 living in your household?

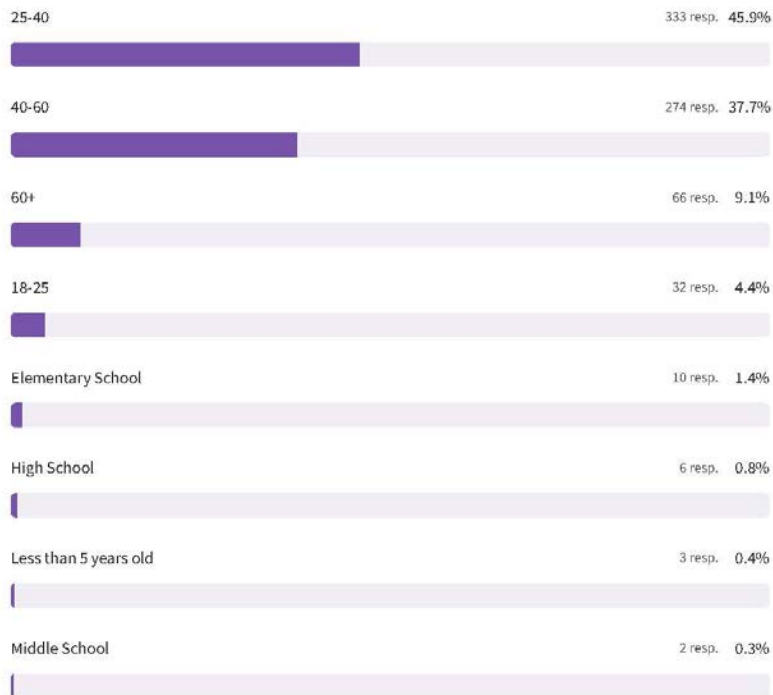
726 out of 726 answered



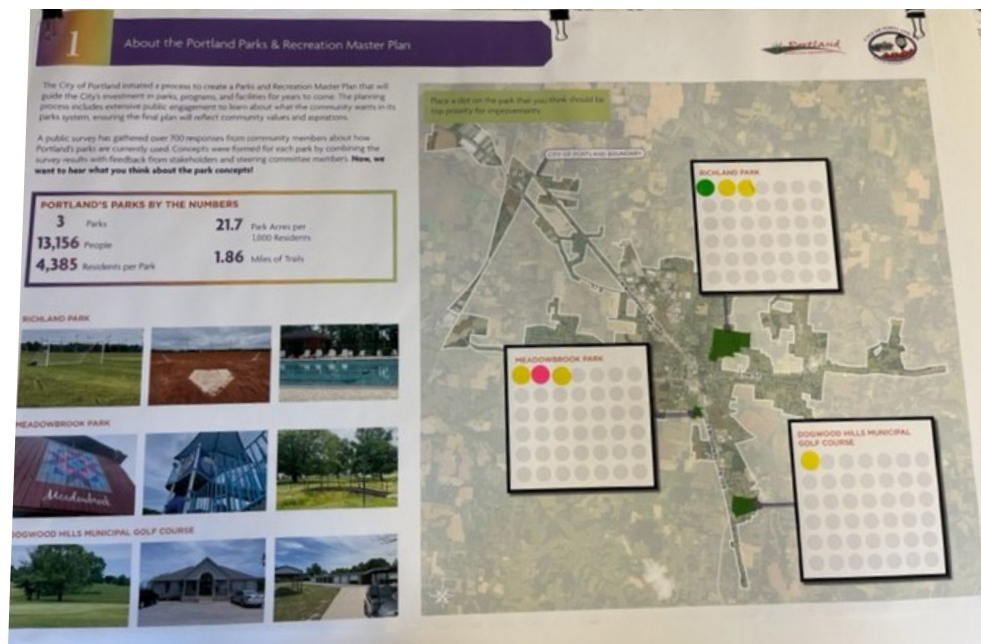
Chapter 4 - Appendix

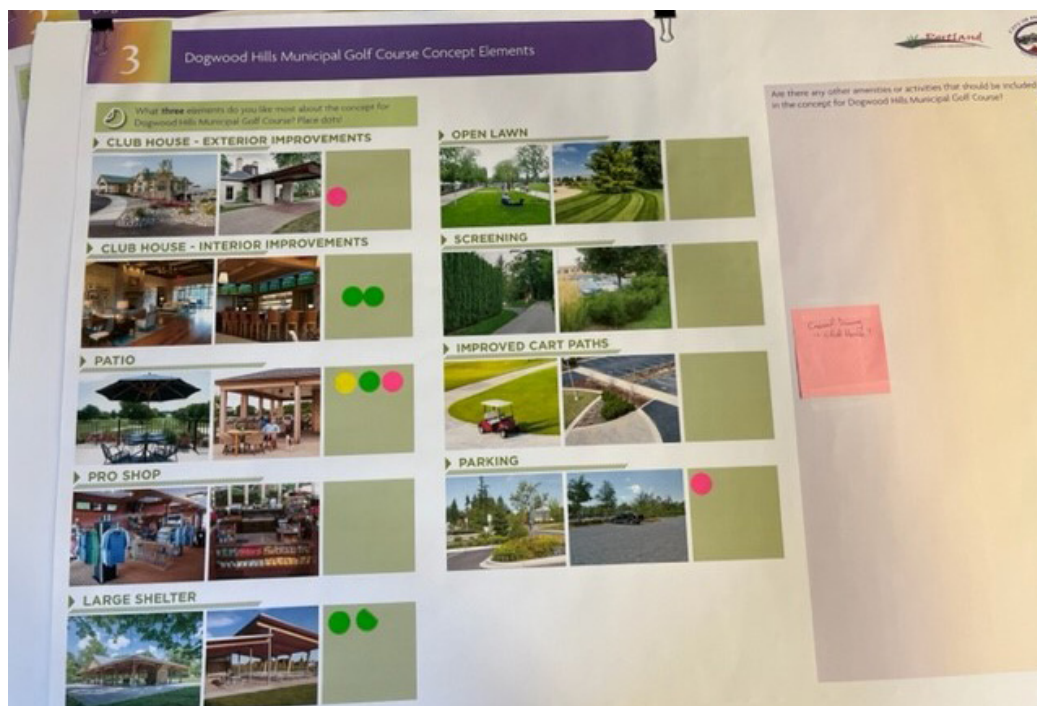
What category best describes your age (or the respondent you are filling the survey out for)?

726 out of 726 answered

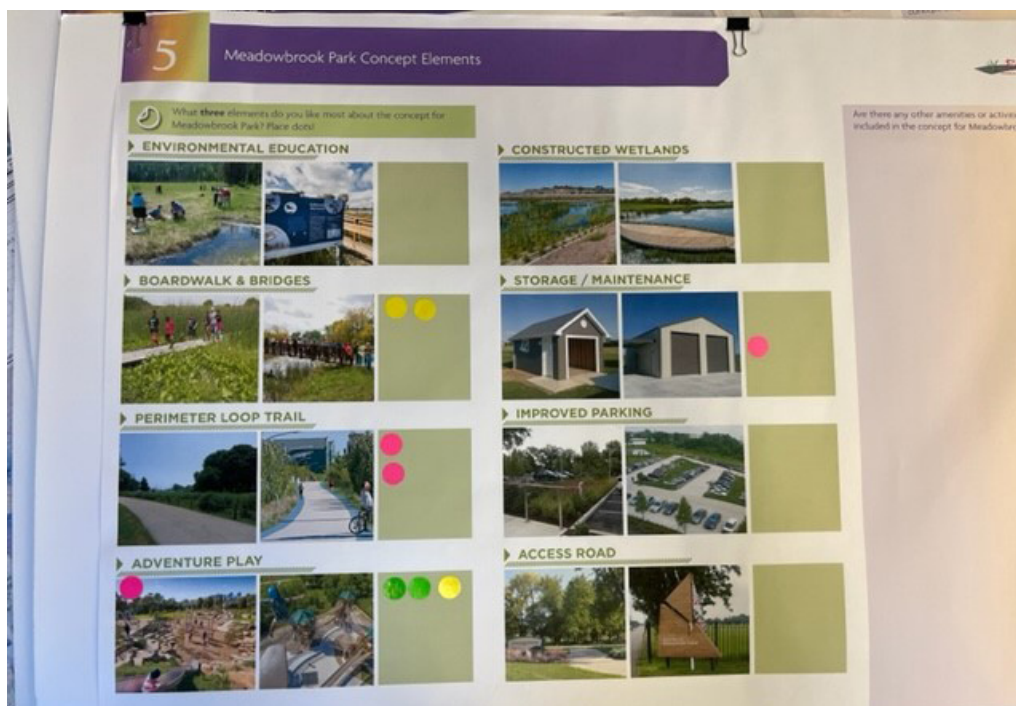


OPEN HOUSE RESPONSES





Chapter 4 - Appendix



Parks and Recreation Master Plan **75**

DETAILED COST ESTIMATES

Dogwood Hills MGC - Concept

Portland, TN
OPINION OF PROBABLE COST
September 20, 2022



Description	Quantity	Units	Material and Labor per Unit Price		Total Item Price
DEMOLITION					
Asphalt at parking lot	36,000	SF	\$	1.00	\$ 36,000.00
Lay down area clean-up and haul away	10,000	SF	\$	2.00	\$ 20,000.00
SITE CIVIL					
Proposed Parking Lot	100	EA	\$	3,500.00	\$ 350,000.00
Maintenance / Cart Storage Gate	1	EA	\$	3,000.00	\$ 3,000.00
SITE STRUCTURES					
Seat Wall	140	LF	\$	500.00	\$ 70,000.00
Large Open Air Shelter	2,400	SF	\$	75.00	\$ 180,000.00
Repaint Storage shed & overhead doors	8,500	SF	\$	2.00	\$ 17,000.00
Pro-Shop in existing building	225	SF	\$	100.00	\$ 22,500.00
Warming Kitchen in existing building	150	SF	\$	200.00	\$ 30,000.00
SITE HARDSCAPE					
Additional Asphalt cart paths	1,400	LF	\$	40.00	\$ 56,000.00
Concrete walks around building	16,000	SF	\$	10.00	\$ 160,000.00
Paver areas	2,600	SF	\$	15.00	\$ 39,000.00
SITE LANDSCAPING					
Seeding & minor re-grading	20,000	SF	\$	1.00	\$ 20,000.00
Ornamental Trees	30	EA	\$	750.00	\$ 22,500.00
Shade Trees	40	EA	\$	950.00	\$ 38,000.00
Mounding at maintenance building	500	CY	\$	35.00	\$ 17,500.00
				SUBTOTAL	\$ 1,081,500.00
SITE HARDSCAPE MAINTENANCE					
Re-pave cart paths	0	LF	\$	40.00	\$ -
Re-surface existing parking lot	0	SF	\$	40.00	\$ -

Meadowbrook - Concept

Portland, TN
OPINION OF PROBABLE COST
September 20, 2022



Description	Quantity	Units	Material and Labor per Unit Price		Total Item Price
DEMOLITION					
Asphalt Drive at loop	7,500	SF	\$	1.00	\$ 7,500.00
SITE CIVIL					
Proposed Parking Lot	63	EA	\$	3,500.00	\$ 220,500.00
Additional parking spaces on entry drive	25	EA	\$	2,500.00	\$ 62,500.00
PLAYGROUND					
Toddler expansion	3,500	SF	\$	30.00	\$ 105,000.00
SITE STRUCTURES					
Pedestrian Bridge (3)	3	EA	\$	65,000.00	\$ 195,000.00
Boardwalk	1,200	SF	\$	200.00	\$ 240,000.00
Storage shed (8' x 12')	96	SF	\$	50.00	\$ 4,800.00
Park Entry Sign	1	EA	\$	5,000.00	\$ 5,000.00
SITE HARDSCAPE					
Additional 8' Asphalt Trail (perimeter)	1,860	LF	\$	40.00	\$ 74,400.00
Skate Park addition	3,400	SF	\$	40.00	\$ 136,000.00
Skate Park perimeter wall and fence	120	LF	\$	300.00	\$ 36,000.00
ADVENTURE PLAY					
Phase 1 cost per sf (conservative)	40,000	sf	\$	5.00	\$ 200,000.00
Phase 2 cost per sf (conservative)	35,000	sf	\$	5.00	\$ 175,000.00
SITE LANDSCAPING					
Constructed wetland (seeding & minor re-grading)	16,000	SF	\$	5.00	\$ 80,000.00
PATHWAY LIGHTING					
Estimated fixture count for 125' spacing	16	EA	\$	4,000.00	\$ 64,000.00
				SUBTOTAL	\$ 1,605,700.00
OPTIONAL SHADE STRUCTURES					
Small	1	EA	\$	8,000.00	\$ 8,000.00
Medium	1	EA	\$	11,000.00	\$ 11,000.00
Large	1	EA	\$	15,000.00	\$ 15,000.00

Richland - Concept

Portland, TN
 OPINION OF PROBABLE COST
 September 20, 2022



Description	Quantity	Units	Material and Labor per Unit Price		Total Item Price
DEMOLITION					
Misc. Asphalt	30,000	SF	\$	1.00	\$ 30,000.00
Misc. Gravel areas	50,000	SF	\$	0.50	\$ 25,000.00
Lay down area clean-up and haul away	20,000	SF	\$	2.00	\$ 40,000.00
Maintenance Building	1,200	SF	\$	15.00	\$ 18,000.00
Basketball court	6,000	SF	\$	2.00	\$ 12,000.00
SITE CIVIL					
Proposed Parking Lot (northwest)	180	EA	\$	3,500.00	\$ 630,000.00
Proposed Parking Lot (northeast)	325	EA	\$	3,500.00	\$ 1,137,500.00
Proposed Parking Lot (Event Center)	60	EA	\$	3,500.00	\$ 210,000.00
Proposed Parking Lot (south)	200	EA	\$	3,500.00	\$ 700,000.00
Proposed roundabout (northeast)	1	EA	\$	45,000.00	\$ 45,000.00
Maintenance building and driveway	2,500	SF	\$	-	\$ -
Proposed Park drive reconstruction (northeast)	1,300	LF	\$	100.00	\$ 130,000.00
Proposed Park drive extension (northwest)	550	LF	\$	125.00	\$ 68,750.00
New Trail	8,700	LF	\$	50.00	\$ 435,000.00
SITE STRUCTURES					
Amphitheatre seat walls near stage	750	LF	\$	100.00	\$ 75,000.00
Maintenance Building	3,000	SF		\$	-
Event Center (size TBD)	0	SF		\$	-
Press Box	550	SF		\$	-
Open Air Shelter	2,400	SF	\$	75.00	\$ 180,000.00
Restroom / Concessions	2,000	SF	\$	350.00	\$ 700,000.00
PARK AMENTIES					
Miracle field (accessible turf)	1	EA	\$	1,000,000.00	\$ 1,000,000.00
Baseball field (natural turf)	1	EA	\$	250,000.00	\$ 250,000.00
Pickleball courts - 8 / Tennis courts - 4	8	EA	\$	50,000.00	\$ 400,000.00
Basketball courts - 2	2	EA	\$	90,000.00	\$ 180,000.00
Splashpad	1	EA	\$	900,000.00	\$ 900,000.00
PLAYGROUNDS					
New at baseball field (Northwest)	1	LS	\$	300,000.00	\$ 300,000.00
Additional components at existing playground	1	LS	\$	500,000.00	\$ 500,000.00
SITE LANDSCAPING					
Seeding & minor re-grading	1	EA	\$	50,000.00	\$ 50,000.00
Ornamental Trees	50	EA	\$	750.00	\$ 37,500.00
Shade Trees	100	EA	\$	950.00	\$ 95,000.00
				SUBTOTAL	\$ 8,148,750.00
Future Program					
Community Center	65,000	SF	\$	400.00	\$ 26,000,000.00
Dog Park	6.5	Acre	\$	175,000.00	\$ 1,137,500.00
Proposed Parking Lot	300	EA	\$	3,500.00	\$ 1,050,000.00
PATHWAY LIGHTING					
Estimated fixture count for 125' spacing	83	EA	\$	4,000.00	\$ 332,000.00
				SUBTOTAL	\$ 28,519,500.00
OPTIONAL SHADE STRUCTURES					
Small	1	EA	\$	8,000.00	\$ 8,000.00
Medium	1	EA	\$	11,000.00	\$ 11,000.00
Large	1	EA	\$	15,000.00	\$ 15,000.00
OPTIONAL OUTDOOR POOL					
Outdoor Pool (Demo Existing)	3,400	SF	\$	225.00	\$ 765,000.00
Outdoor Pool Deck (Demo Existing)	7,600	SF	\$	20.00	\$ 152,000.00
FUTURE DEVELOPMENT CONNECTION					
Proposed Vehicular Drive	4,300	LF	\$	150.00	\$ 645,000.00

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CITY OF PORTLAND
PARKS & RECREATION MASTER PLAN
Portland, Tennessee

ORDINANCE

City of Portland, Tennessee

No. 22 - 79

SECOND READING

AN ORDINANCE TO AMEND THE CITY OF PORTLAND, TENNESSEE 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)

WHEREAS, the City of Portland desires to amend the official zoning atlas of the City; and

WHEREAS, the City of Portland believes that such amendment will promote, protect, and facilitate the public health, safety, and welfare of the community through coordinated and practical land use and land development for the betterment of Portland's population; and

WHEREAS, the Portland Municipal Planning Commission recommended approval of the rezoning to IG (Industrial General) by a vote of 8-0 at their November 15, 2022 meeting.

NOW, THEREFORE, BE IT ORDAINED by the City of Portland, Tennessee, as follows:

Section 1. That the property described herein be, and the same is hereby, rezoned from R-15 (Residential) to IG (Industrial General).

Approximately 34 +/- acres more or less, located at 301 Victor Reiter Parkway, as shown on the attached map.

For reference, see Record Book 3988, Pages 645-652 in the Register's Office of Sumner County, Tennessee, and being shown as Tax Map 033A, Parcel 039.00 & Tax Map 019, Parcel 033.01 in the Register's Office of Sumner County, Tennessee.

Section 2. That all Ordinances in conflict herewith are repealed to the extent of said conflict, and that this Ordinance shall become effect upon the passage on final reading, the public welfare requiring it.

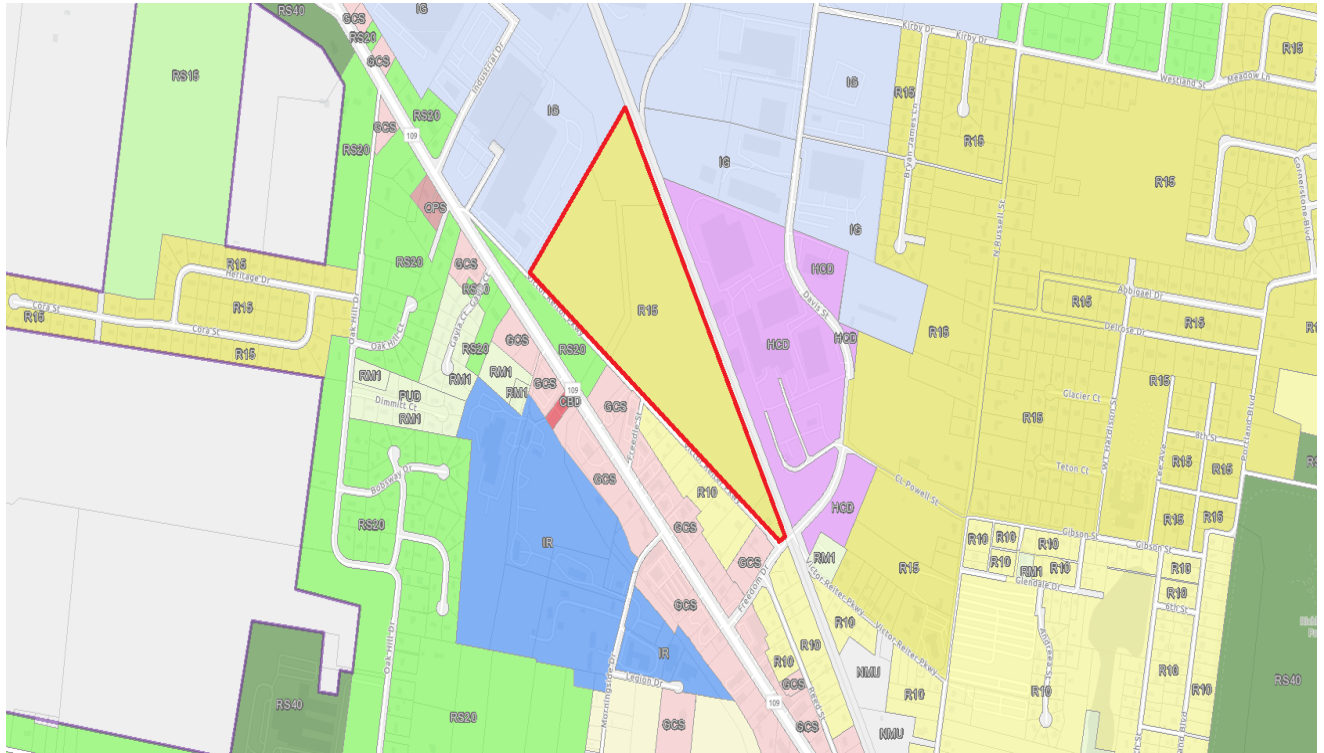
Notice of the Public Hearing was published in the Portland Sun on December 13 and Portland Leader on December 14, 2023.

The Public Hearing was held on January 9, 2023, at 5:00 PM at the City Council Meeting.

Mike Callis, Mayor

Patricia Keen, City Recorder

Passed First Reading: December 5, 2022
Passed Second Reading: January 9, 2023



STAFF REPORT

APPLICATION NUMBER
869217

PROPERTY ADDRESS

**301 Victor Reiter Pkwy
Portland, TN**



City of Portland
Planning Commission
cityofportlandtn.gov
(615) 325-6776
100 S Russell Street
Portland, TN 37148

PUBLIC HEARING DATE
November 15, 2022

PRE-APP MEETING DATE
September 29, 2022

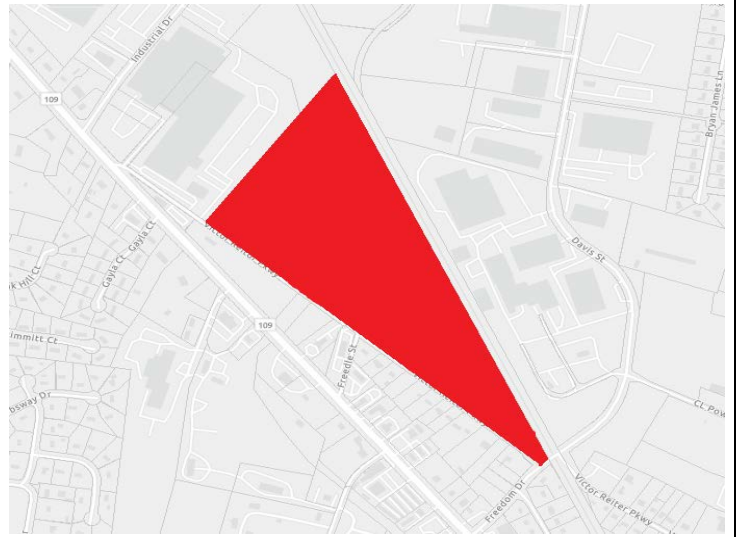
APPLICANT/PROPERTY OWNER
Douglas Yoeckel

PARCEL NUMBER
033A B 039.00 000

SUMMARY OF REQUEST

The applicant is proposing a rezone to the property, from R-15 (Residential) to IG (General Industrial).

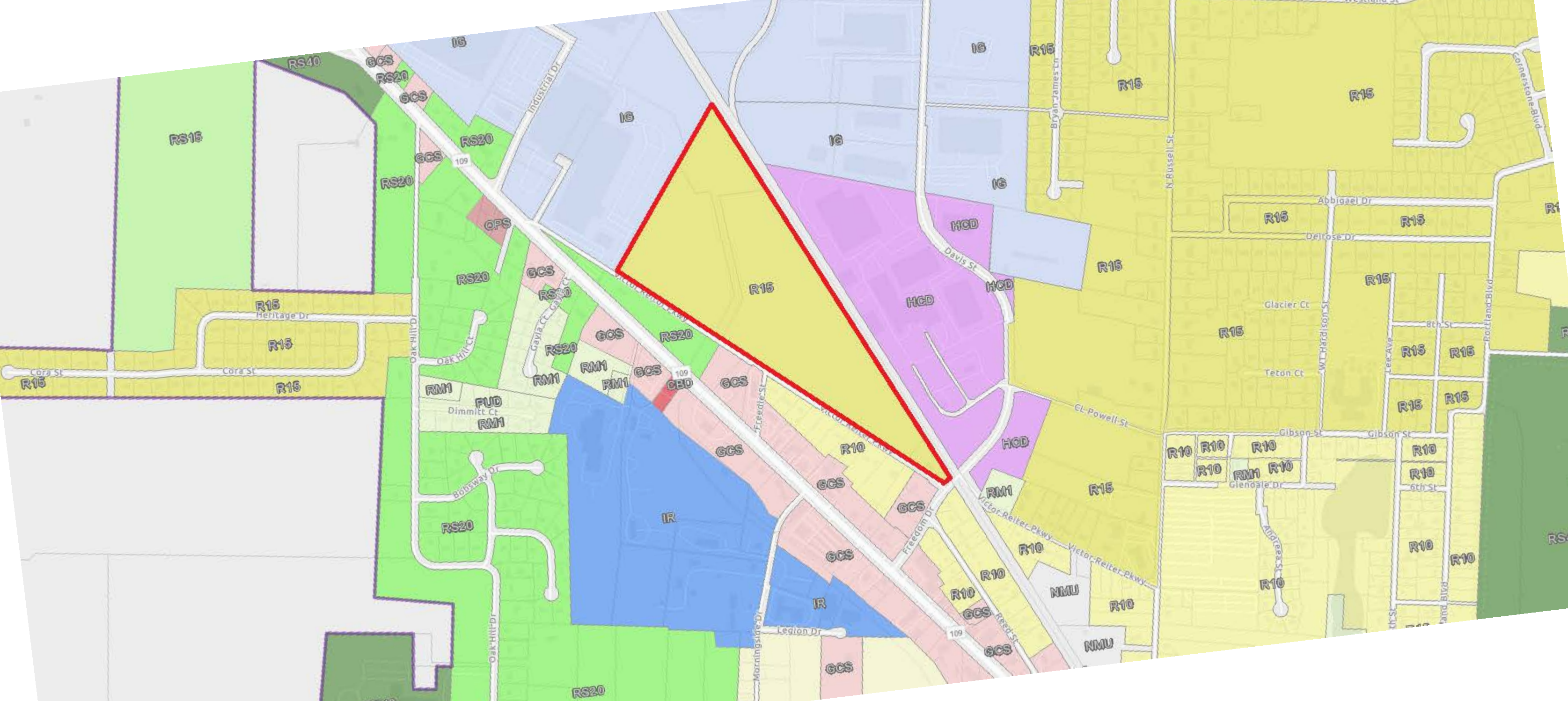
IG (General Industrial) is intended to provide space for the types of industrial activities which by reason of volume of raw materials or freight, scale of operation, type of structures required, or other similar characteristics require locations relatively well segregated from non-industrial uses. New residential activities are excluded. Commercial establishments and community facilities which provide needed services for industry and are complementary thereto are permitted.



CURRENT ZONING R-15 CURRENT LAND USE Residential	PROPOZED ZONING IG PROPOSED LAND USE Industrial	PERMITTED USES IN IG ZONING Manufacturing- Intermediate Manufacturing- Limited Warehousing, Goods, Transport, and Storage Wholesale Sales and Business Supply Construction Sales and Services	AREA TO BE REZONED 35.00 +/- Acres PROPOSED DENSITY NA	Other Information: - Property is located up against the railroad.
ZONING HISTORY: The current zoning of the property is R-15 (Residential)		COMPATIBILITY with the LAND USE PLAN: This property is not identified in the current land use plan. Through site review, the property is contiguous with industrial zoning districts to the north. It may be appropriate for future developments to conduct a traffic study on Victor Reiter Pkwy to measure road capacity.		
COMPATIBILITY with the SURROUNDING AREA: The property is surrounded by residential, heavy commercial, and industrial activity. To the north is IG zoning in the industrial park. To the east is heavy commercial and residential. To the south and west is residential and commercial.				

Manufacturing Limited and Intermediate Uses:

Book Binding
Data Processing Service
Photocopying
Photoengraving
Precision Machining of Dies, Jigs, and Fixtures
Printing
Publishing
Record Pressing
Upholstering
Mineral Processing (Conducted in enclosed structure)
Cotton Ginning (Conducted in enclosed structure)



Ordinance

City of Portland, Tennessee

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

WHEREAS, the City of Portland deems it necessary for the expansion of the wastewater treatment plant to meet new effluent standards set forth in the City's NPDES permit as per Tennessee Department of Environment & Conservation; and

WHEREAS, the City of Portland received and opened bids on November 15, 2022, from the following contractors; and

- | | |
|----------------------------------|--------------|
| • Cumberland Valley Constructors | \$14,528,900 |
| • W&O Construction | \$14,644,000 |
| • MEB, Inc | \$15,547,000 |
| • J. Cumby Construction | \$15,595,000 |

WHEREAS, after careful consideration the bid from Cumberland Valley Constructors has been recommended as best bid for the Phase II Wastewater Treatment Plant Expansion; and

NOW, THEREFORE BE IT ORDAINED, by the Mayor and Board of Aldermen of the City of Portland to enter in an agreement with **Cumberland Valley Constructors** in the amount of **\$14,528,900** as best bid for the Phase II Wastewater Treatment Plant Expansion; and

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

Mike Callis, Mayor

Patricia Keen, City Recorder

Passed First Reading: December 5, 2022
Passed Second Reading: January 9, 2023

RESOLUTION

City of Portland, Tennessee

No. 23 - 05

A RESOLUTION TO APPROVE CHANGE ORDER #1 IN THE DEDUCTIVE AMOUNT OF \$75,310 FOR THE CONTRACT WITH CUMBERLAND VALLEY CONSTRUCTORS FOR THE PHASE II WASTEWATER TREATMENT PLANT EXPANSION

WHEREAS, the City of Portland has approved the original contract amount of \$14,528,900 with Cumberland Valley Constructors for the Phase II Wastewater Treatment Plant expansion; and

WHEREAS, Change Order #1 revises the contract by the following:

- Re-route 12” airline to SBR #3 to the west wall on SBR #1 & #2, \$75,310; and

WHEREAS, Change Order #1 shall decrease the original contract amount by \$75,310, which shall decrease the contract amount to \$14,453,590; and

NOW THEREFORE BE IT RESOLVED, by the Mayor and Board of Aldermen of the City of Portland to approve Change Order #1 in the decreased amount of \$75,310 for the Phase II Wastewater Treatment Plant expansion project; and

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

Mike Callis, Mayor

Patricia Keen, City Recorder

Approved this 9th January 2023

RESOLUTION

City of Portland, Tennessee

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

WHEREAS, the City of Portland has approved the original contract and Change Order #1 in the amount of \$4,797,385.00 with Cumberland Pipe, LLC for the 2021 Gravity Sewer Interceptor Project; and

WHEREAS, Change Order #2 shall decrease the contract amount by \$8,611.75, which shall decrease the contract amount to \$4,788,773.25; and

WHEREAS, Change Order #2 reconciles the actual quantities installed to date per the unit cost listed in the contract; and

NOW THEREFORE BE IT RESOLVED By the Mayor and Board of Aldermen of the City of Portland to approve Change Order #2 in the decreased amount of \$8,611.75 for the 2021 Gravity Sewer Interceptor; and

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

Mike Callis, Mayor

Patricia Keen, City Recorder

Approved this 9th of January, 2023

Change Order

Change Order No. Two (2)

Date of Issuance: 12-20-22

Effective Date: _____

Project: 2021 Gravity Sewer Interceptor

Owner: City of Portland, Tennessee

Owner's Contract No.: N/A

2021 Gravity Sewer Interceptor

Date of Contract: _____

Contractor: Cumberland Pipe, LLC

Engineer's Project No.: 1163-03

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

- This change order adjusts the contract amount to reflect the revised contract quantities through November 2022.

Attachments: Attachment Two (2) – Change Order Two (2) listing the applicable unit price changes.

CHANGE IN CONTRACT PRICE:

Original Contract Price:

\$ 4,377,955.00

[Increase] [Decrease] from previously approved Change Orders No. One (1) to No. One (1):

\$ 419,430.00

Contract Price prior to this Change Order:

\$ 4,797,385.00

[Increase] [Decrease] of this Change Order:

\$ 8,611.75

Contract Price incorporating this Change Order:

\$ 4,788,773.25

CHANGE IN CONTRACT TIMES:

Original Contract Times: ☐ Working days ☒ Calendar days

Substantial completion (days or date): 330

Ready for final payment (days or date): 360

[Increase] [Decrease] from previously approved Change Orders No. N/A to No. N/A:

Substantial completion (days): 330

Ready for final payment (days): 360

Contract Times prior to this Change Order:

Substantial completion (days or date): 330

Ready for final payment (days or date): 360

[Increase] [Decrease] of this Change Order:

Substantial completion (days or date): 0 days

Ready for final payment (days or date): 0 days

Contract Times with all approved Change Orders:

Substantial completion (days or date): 330

Ready for final payment (days or date): 360

RECOMMENDED:

By: Bryant Duffin
Engineer (Hethcoat & Davis)

Date: 12/20/22

ACCEPTED:

By: _____
Owner (City of Portland)

Date: _____

ACCEPTED:

By: Robert Ellison
Contractor (Cumberland Pipeline, LLC)

Date: 12/29/2022

ATTACHMENT TWO (2) - CHANGE ORDER NO. TWO (2)
CITY OF PORTLAND, TENNESSEE
2021 GRAVITY SEWER INTERCEPTOR

Item	Description	Quantity	Unit	Unit Price	Contract Total	Change Order	Change Order	Change Order
						No. Two (2)	No. Two (2) Unit	No. Two (2)
						Quantity	Price	Contract Total
1	30" Diameter CL 250 Ductile Iron Sewer Line w/ Protecto 401 Coating							
	a 6' - 8' Deep	490	LF	\$ 400.00	\$ 196,000.00	341	\$ 400.00	\$ 136,400.00
	b 8' - 10' Deep	670	LF	\$ 400.00	\$ 268,000.00	352	\$ 400.00	\$ 140,800.00
	c 10' - 12' Deep	2,760	LF	\$ 400.00	\$ 1,104,000.00	2,075	\$ 400.00	\$ 830,000.00
	d 12' - 14' Deep	900	LF	\$ 413.50	\$ 372,150.00	1648	\$ 413.50	\$ 681,448.00
	e 14' - 16' Deep	330	LF	\$ 413.50	\$ 136,455.00	644.5	\$ 413.50	\$ 266,500.75
	f Greater than 16' Deep	40	LF	\$ 446.50	\$ 17,860.00	40	\$ 446.50	\$ 17,860.00
2	24" Diameter CL 250 Ductile Iron Sewer Line w/ Protecto 401 Coating							
	a 6' - 8' Deep	10	LF	\$ 318.50	\$ 3,185.00	0	\$ 318.50	\$ -
	b 8' - 10' Deep	285	LF	\$ 318.50	\$ 90,772.50	210	\$ 318.50	\$ 66,885.00
	c 10' - 12' Deep	245	LF	\$ 318.50	\$ 78,032.50	513	\$ 318.50	\$ 163,390.50
	d 12' - 14' Deep	415	LF	\$ 331.50	\$ 137,572.50	155	\$ 331.50	\$ 51,382.50
	e 14' - 16' Deep	20	LF	\$ 331.50	\$ 6,630.00	68	\$ 331.50	\$ 22,542.00
	f Greater than 16' Deep	10	LF	\$ 346.50	\$ 3,465.00	0	\$ 346.50	\$ -
3	18" Diameter CL 250 Ductile Iron Sewer Line w/ Protecto 401 Coating							
	a 6' - 8' Deep	355	LF	\$ 258.50	\$ 91,767.50	467	\$ 258.50	\$ 120,719.50
	b 8' - 10' Deep	765	LF	\$ 258.50	\$ 197,752.50	385	\$ 258.50	\$ 99,522.50
	c 10' - 12' Deep	570	LF	\$ 258.50	\$ 147,345.00	557	\$ 258.50	\$ 143,984.50
	d 12' - 14' Deep	135	LF	\$ 271.50	\$ 36,652.50	407	\$ 271.50	\$ 110,500.50
	e 14' - 16' Deep	410	LF	\$ 271.50	\$ 111,315.00	379	\$ 271.50	\$ 102,898.50
	f Greater than 16' Deep	10	LF	\$ 296.50	\$ 2,965.00	0	\$ 296.50	\$ -
4	8" Diameter CL 250 Ductile Iron Sewer Line w/ Protecto 401 Coating							
	a 0' - 6' Deep	225	LF	\$ 180.50	\$ 40,612.50	220	\$ 180.50	\$ 39,710.00
	b 6' - 8' Deep	200	LF	\$ 180.50	\$ 36,100.00	260	\$ 180.50	\$ 46,930.00
	c 8' - 10' Deep	90	LF	\$ 180.50	\$ 16,245.00	38	\$ 180.50	\$ 6,859.00
	d 10' - 12' Deep	30	LF	\$ 180.50	\$ 5,415.00	12	\$ 180.50	\$ 2,166.00
	e 12' - 14' Deep	10	LF	\$ 186.50	\$ 1,865.00	0	\$ 186.50	\$ -
	f 14' - 16' Deep	35	LF	\$ 196.50	\$ 6,877.50	32	\$ 196.50	\$ 6,288.00
	g Greater than 16' Deep	10	LF	\$ 206.50	\$ 2,065.00	0	\$ 206.50	\$ -
5	Bore and Jack 36" Diameter Steel Casing Pipe w/ 18" CL 250 Ductile Iron Carrier Pipe	210	LF	\$ 1,177.00	\$ 247,170.00	210	\$ 1,177.00	\$ 247,170.00
6	6' Diameter Pre-Cast Manhole w/ Frame and Cover							
	a 8' - 10' Deep	1	EA	\$ 10,576.00	\$ 10,576.00	1	\$ 10,576.00	\$ 10,576.00
	b 10' - 12' Deep	1	EA	\$ 11,725.00	\$ 11,725.00	1	\$ 11,725.00	\$ 11,725.00
7	5' Diameter Pre-Cast Manhole w/ Frame and Cover							
	a 6' - 8' Deep	4	EA	\$ 5,685.00	\$ 22,740.00	5	\$ 5,685.00	\$ 28,425.00
	b 8' - 10' Deep	7	EA	\$ 6,427.00	\$ 44,989.00	9	\$ 6,427.00	\$ 57,843.00
	c 10' - 12' Deep	14	EA	\$ 7,370.00	\$ 103,180.00	13	\$ 7,370.00	\$ 95,810.00
	d 12' - 14' Deep	7	EA	\$ 8,448.00	\$ 59,136.00	4	\$ 8,448.00	\$ 33,792.00
	e 14' - 16' Deep	5	EA	\$ 9,590.00	\$ 47,950.00	5	\$ 9,590.00	\$ 47,950.00
8	5' Diameter Doghouse Manhole w/ Frame and Cover							
	a 10' - 12' Deep	3	EA	\$ 6,523.00	\$ 19,569.00	3	\$ 6,523.00	\$ 19,569.00
	b 12' - 14' Deep	2	EA	\$ 6,892.00	\$ 13,784.00	5	\$ 6,892.00	\$ 34,460.00
	c Greater than 16' Deep	1	EA	\$ 7,731.00	\$ 7,731.00	1	\$ 7,731.00	\$ 7,731.00
9	4' Diameter Doghouse Manhole w/ Frame and Cover							
	a 0' - 6' Deep	1	EA	\$ 5,783.00	\$ 5,783.00	1	\$ 5,783.00	\$ 5,783.00
10	Check Dam at Manhole	53	EA	\$ 1,000.00	\$ 53,000.00	53	\$ 1,000.00	\$ 53,000.00
11	Drop Connection to Manhole							
	a 8" Diameter Interior Drop Connection	5	EA	\$ 3,000.00	\$ 15,000.00	5	\$ 3,000.00	\$ 15,000.00
	b 8" Diameter Exterior Drop Connection	1	EA	\$ 6,200.00	\$ 6,200.00	2	\$ 6,200.00	\$ 12,400.00
	c 18" Diameter Interior Drop Connection	1	EA	\$ 3,000.00	\$ 3,000.00	1	\$ 3,000.00	\$ 3,000.00
12	Connect to Existing Manhole w/ Kor-n-Seal Boot	7	EA	\$ 2,052.00	\$ 14,364.00	7	\$ 2,052.00	\$ 14,364.00
13	Extra for Manhole Frame and Cover							
	a Extra for Standard Watertight Casting	6	EA	\$ 500.00	\$ 3,000.00	6	\$ 500.00	\$ 3,000.00
	b Extra for Swing Lid Watertight Casting w/ winged Headwall	2	EA	\$ 27,500.00	\$ 55,000.00	2	\$ 27,500.00	\$ 55,000.00
	c Extra for Traffic Rated Manhole Frame and Cover	15	EA	\$ 75.00	\$ 1,125.00	15	\$ 75.00	\$ 1,125.00
	d Extra for Manhole Frame and Cover w/ Concrete Collar	3	EA	\$ 2,200.00	\$ 6,600.00	3	\$ 2,200.00	\$ 6,600.00
14	Manhole Vent Assemblies	2	EA	\$ 5,000.00	\$ 10,000.00	2	\$ 5,000.00	\$ 10,000.00
15	Sewer Tees							
	a 30"x6" CL 250 Ductile Iron Sewer Tee w/ Protecto 401 Coating	11	EA	\$ 6,050.00	\$ 66,550.00	11	\$ 6,050.00	\$ 66,550.00
	b 24"x6" CL 250 Ductile Iron Sewer Tee w/ Protecto 401 Coating	4	EA	\$ 4,000.00	\$ 16,000.00	4	\$ 4,000.00	\$ 16,000.00
	c 18"x6" CL 250 Ductile Iron Sewer Tee w/ Protecto 401 Coating	6	EA	\$ 2,550.00	\$ 15,300.00	6	\$ 2,550.00	\$ 15,300.00
	d 8"x6" CL 350 Ductile Iron Sewer Tee w/ Protecto 401 Coating	1	EA	\$ 900.00	\$ 900.00	1	\$ 900.00	\$ 900.00
16	6" Diameter SDR 26 PVC Service Line	2,100	LF	\$ 32.00	\$ 67,200.00	2,100	\$ 32.00	\$ 67,200.00
17	6" Sewer Clean Out Assembly	3	EA	\$ 1,000.00	\$ 3,000.00	18	\$ 1,000.00	\$ 18,000.00
18	1,000 Gallon Grease Trap	3	EA	\$ 8,622.00	\$ 25,866.00	3	\$ 8,622.00	\$ 25,866.00
19	Reconnect New Service Line to Existing Service Line w/ Hardback Fernco Coupling	16	EA	\$ 2,200.00	\$ 35,200.00	16	\$ 2,200.00	\$ 35,200.00
20	Reconnect New Service Line to Existing Manhole w/ Kor-n-Seal Boot	2	EA	\$ 2,850.00	\$ 5,700.00	2	\$ 2,850.00	\$ 5,700.00
21	Plug Existing Manhole	8	EA	\$ 1,100.00	\$ 8,800.00	8	\$ 1,100.00	\$ 8,800.00
22	Plug Existing Sewer Line	8	EA	\$ 1,100.00	\$ 8,800.00	18	\$ 1,100.00	\$ 19,800.00
23	Abandon Manhole							
	a Abandon Existing Manhole In-Place in Grass/Dirt	2	EA	\$ 1,325.00	\$ 2,650.00	2	\$ 1,325.00	\$ 2,650.00
	b Abandon Existing Manhole In-Place in Pavement	5	EA	\$ 1,325.00	\$ 6,625.00	5	\$ 1,325.00	\$ 6,625.00
24	Abandon Lift Station							
	a Abandon Existing Oak Street Lift Station In-Place	1	LS	\$ 12,100.00	\$ 12,100.00	1	\$ 12,100.00	\$ 12,100.00
	b Abandon Village Drive Lift Station In-Place	1	LS	\$ 10,000.00	\$ 10,000.00	1	\$ 10,000.00	\$ 10,000.00
25	Concrete Protection/Encasement	100	SY	\$ 55.00	\$ 5,500.00	100	\$ 55.00	\$ 5,500.00
26	Concrete Sidewalk and Drive Replacement	105	SY	\$ 100.00	\$ 10,500.00	175	\$ 100.00	\$ 17,500.00
27	Pavement Replacement	7,500	SY	\$ 36.00	\$ 270,000.00	7,500	\$ 36.00	\$ 270,000.00
28	Pavement Milling	1,000	SY	\$ 24.00	\$ 24,000.00	1,000	\$ 24.00	\$ 24,000.00
29	Rock Excavation	200	CY	\$ 100.00	\$ 20,000.00	200	\$ 100.00	\$ 20,000.00
30	Pavement Repair on State Route 109	1	LS	\$ 17,188.00	\$ 17,188.00	1	\$ 17,188.00	\$ 17,188.00
31	Work Change Directive Allowance as Directed and Approved by Owner/Engineer	1	LS	\$ 100,000.00	\$ 100,000.00	1	\$ 100,000.00	\$ 100,000.00
32	Traffic Control	1	LS	\$ 22,000.00	\$ 22,000.00	1	\$ 22,000.00	\$ 22,000.00
33	Erosion Control	1	LS	\$ 52,000.00	\$ 52,000.00	1	\$ 52,000.00	\$ 52,000.00
34	Mobilization and Bonds	1	LS	\$ 118,784.00	\$ 118,784.00	1	\$ 118,784.00	\$ 118,784.00
					\$ 4,797,385.00	\$ 4,788,773.25		

Net Change in Contract Price = \$ (8,611.75)

Resolution
City of Portland, Tennessee

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**

WHEREAS, the City of Portland is fortunate to be experience tremendous growth, but with new growth comes additional demand on the City's utility infrastructure; and

WHEREAS, the City recognizes the need to perform hydraulic modeling on all utilities to ensure the capacity of the City's utilities due to all development; and

WHEREAS, development is putting the additional demand on the systems, thus all developers of major subdivisions and large commercial & industrial development must be financially responsible for the modeling required; and

WHEREAS, the City shall manage the engineer's performing the hydraulic modeling and the developer shall be invoiced for all expenses incurred to perform the modeling by the City's engineer; and

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

Mike Callis, Mayor

Patricia Keen, City Recorder

Approved this 9th day of January 2023

Ordinance

City of Portland, Tennessee

No. 23 - 02

AN ORDINANCE AUTHORIZING AN AGREEMENT BETWEEN THE CITY OF PORTLAND, TENNESSEE, AND OHM ADVISORS FOR PROFESSIONAL SERVICES FOR WATER AND SEWER HYDRAULIC MODELING

WHEREAS, OHM shall provide professional engineering services for water and sewer hydraulic modeling support related to all developments within the City service area as well as ongoing capacity assurance compliance; and

WHEREAS, OHM Advisors will provide general services related to water and sewer hydraulic modeling for proposed utility infrastructure within residential, commercial, and industrial developments that are within the jurisdiction of the city of Portland water and sewer systems. The hydraulic analysis will evaluate the capacity of the water and sewer system to meet the demands of the development. Recommendations shall be made should system deficiencies result from the new system demands. A summary of finding will be issued to the City as part of the evaluation; and

WHEREAS, the City of Portland Department of Utilities recommends OHM to perform the water and sewer hydraulic modeling and shall budget not to exceed \$35,000 annually per utility (\$70,000 total) and shall be budgeted annually per utility through fiscal years 2023, 2024, and 2025. The Department of Utilities shall review OHM annually to determine if these services are still required; and

NOW THEREFORE BE IT ORDAINED by the Mayor and Board of Aldermen of the City of Portland that OHM Advisors are hereby approved for professional engineering services for water and sewer Hydraulic Modeling General Services in the amount to not exceed \$35,000 annually per utility (\$70,000 total) and shall be budgeted annually per utility through fiscal years 2023, 2024, and 2025; and

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

Mike Callis, Mayor

Patricia Keen, City Recorder

Passed First Reading: January 9, 2023
Passed Second Reading:

RESOLUTION

City of Portland, Tennessee

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

WHEREAS, the Tennessee Department of Conservation and Environment (TDEC) requires municipalities to maintain all pumps and appurtenances within a low-pressure sewer system including but not limited to the STEP and grinder pumps as per TDEC Rules and Regulations 0400-40-05 & 0400-40-06; and

WHEREAS, the City of Portland currently operates and maintains a gravity sewer system; and

WHEREAS, the City will deny the use of any low-pressure sewer systems within the City of Portland's sewer collections system; and

NOW THEREFORE BE IT RESOLVED, by the Mayor and Board of Aldermen of the City of Portland to deny the use of any low-pressure sewer systems within the City's sewer collections system; and

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

Mike Callis, Mayor

Patricia Keen, City Recorder

Approved this 9th day of January, 2023