



AGENDA for August 17, 2026
BOARD OF MAYOR AND ALDERMEN
Portland City Hall — Council Chambers — 100 South Russell St. Room 111

In accordance with Resolution #26-33, public comments are allowed when those comments are germane to either the agenda or to the board's governing authority, except where otherwise prohibited. The number of individuals speaking and/or the allotted time to speak may be limited by the presiding officer to ensure opposing viewpoints are fairly represented in a timely manner. Sign-up sheets for public recognition will be available before the start of each meeting in the same room where the meeting is being held and anyone wishing to speak must sign up before the start of the meeting. Speakers will be recognized one at a time.

1. Call to Order

2. Prayer and Pledge

3. Roll Call

4. Approval of Agenda

5. Presentation

6. Public Recognition for Public Hearings and Agenda-Related Items

(5 minutes maximum per speaker)

7. Public Hearing

- A.** Ordinance No. 26-34 – Second Reading — An Ordinance to amend the City of Portland, Tennessee zoning map by rezoning 120 Old Westmoreland Road, from R-15 (Residential) and County (Agricultural) to RM-1 PUD (Residential Planned Unit Development).
- B.** Resolution No. 26-55 - A Resolution to annex property at 120 Old Westmoreland Road, containing 23 +/- acres upon written consent of the owner and to adopt a plan of services.
- C.** Ordinance No. 26-35 – Second Reading — An Ordinance to amend the City of Portland, Tennessee zoning map by rezoning 609 Highway 52E, from RS-40 (Low Density Single Family Residential) to GCS (General Commercial Services).
- D.** Application for On Premises Beer Permit from Juan M Beltran Castro for Degollado 4 Inc. located at 301 North Broadway, Portland, Tennessee.

8. Communications from Council Members

9. Mayor's Report

10. Alcohol Beverage Board

- A.** Application for On Premises Beer Permit from Juan M Beltran Castro for Degollado 4 Inc. located at 301 North Broadway, Portland, Tennessee.

11. Consent Calendar

- A.** Ordinance No. 26-39 – Second Reading - An Ordinance to enter an agreement with OHM Engineering to provide Engineering Services for Stabilization for the area at the Shaub Road Natural Gas Station.

- B.** Ordinance No. 26-43 – Second Reading - An Ordinance of the City of Portland, Tennessee, amending Budget Ordinance No. 26-28 for the fiscal year beginning July 1, 2026, and ending June 30, 2027.
- C.** Approval of Minutes from August 3, 2026 Council Meeting
- D.** Department Reports

12. Community Development – Vice-Mayor Megann Thompson

13. Finance – Alderman Vince Ellis

14. Fire Department – Alderman Jody McDowell

15. Human Resources – Alderman Vince Ellis

16. Legislative – Mayor Mike Callis

- A.** Resolution No. 26-68 - A Resolution for August 2026 to honor the principles and ideals that makes America the greatest nation on earth as we celebrate the 250th Anniversary of these United States.

17. Municipal Airport – Alderman Mike Hall

18. Parks & Recreation – Alderman Brian Woodall

- A.** Discussion — Lighting

19. Planning & Codes – Vice-Mayor Megann Thompson

- A.** From July 20, 2026, Agenda - Ordinance No. 26-34 – Second Reading — An Ordinance to amend the City of Portland, Tennessee zoning map by rezoning 120 Old Westmoreland Road, from R-15 (Residential) and County (Agricultural) to RM-1 PUD (Residential Planned Unit Development).
- B.** From July 20, 2026, Agenda - Resolution No. 26-55 — A Resolution to annex property at 120 Old Westmoreland Road, containing 23 +/- acres upon written consent of the owner and to adopt a plan of services.
- C.** From July 20, 2026, Agenda - Ordinance No. 26-35 – Second Reading — An Ordinance to amend the City of Portland, Tennessee zoning map by rezoning 609 Highway 52E, from RS-40 (Low Density Single Family Residential) to GCS (General Commercial Services).
- D.** Ordinance No. 26-25 – Second Reading - An Ordinance of the City of Portland, Tennessee to deem a public alley as surplus.
- E.** Resolution No. 26-69 — A Resolution of the City of Portland, Tennessee, approving a design review standards appeal for the property located at 200 Kirby Drive.

- F.** Ordinance No. 26-44 – First Reading - An Ordinance to rescind in its entirety Ordinance 25-23 with Om Sai Hotel Inc, for the development Vail Crest, located on Highway 259 in Portland, Tennessee, and replace with the following.
- G.** Discussion — Request for study on homeless

20. Police Department – Alderman Drew Jennings

21. Public Works – Alderman Brian Woodall

- A.** Discussion - 9-11 Memorial
- B.** Discussion - Paving

22. Utility Infrastructure – Alderman Charles Cole

- A.** Resolution No. 26-70 — A Resolution authorizing change order #1 in the increased amount of \$45,925.00 with Haren Construction Company ARPA Resource Protection Grant Raw Water Source Improvement Project.
- B.** Resolution No. 26-71 – A Resolution to approve the final adjusting change order #9 in the decreased amount of \$17,756.01 for the City of Portland Oak Hill Water System Improvements.
- C.** Resolution No. 26-72 – A Resolution to approve the final adjusting change #1 order in the decreased amount of \$38,043.20 for the City of Portland Oak Hill Elevated Tank Improvements.
- D.** Resolution No. 26-73 — A Resolution to enter contract negotiations for a consulting firm to review utility funding requirements.
- E.** Resolution No. 26-74 - A Resolution to terminate the contract with Phoenix Fabricators and Erectors, LLC for the Oak Hill Elevated Water Tank Improvements Project as part of the non-competitive TDEC ARPA Water Grant with Sumner County Project Id No. DW-COSD-07.
- F.** Discussion - Capacity Letters
- G.** Discussion - Rates and Fees

23. Public Recognition on Non-Agenda-Related Items

(3 minutes maximum per speaker)

Adjournment

ORDINANCE

City of Portland, Tennessee

No. 26 – 34

Second Reading

AN ORDINANCE TO AMEND THE CITY OF PORTLAND, TENNESSEE ZONING MAP BY REZONING 120 Old WESTMORELAND ROAD, (MAP 033G PARCEL 028.00 & MAP 033 PARCEL 039.00) FROM R-15 (RESIDENTIAL) AND COUNTY (AGRICULTURAL) TO RM-1 PUD (RESIDENTIAL PLANNED UNIT DEVELOPMENT)

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 RM-1 PUD (Residential Planned Unit Development) by a vote of 6-0 at their May 12, 2026 meeting.

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

Section 1. That the property described herein be, and the same is hereby, rezoned from County Agricultural (County) and R-15 (Residential) to RM-1 PUD (Residential Planned Unit Development) Approximately 27.2 +/- acres more or less, located at 120 Old Westmoreland Road as shown on the attached map.

For reference, see Record Book 3992, Pages 50-51, in the Register's Office of Sumner County, Tennessee, and being shown as Map 033G, Parcel 028.00 and Map 033 Parcel 039.00 for Sumner County, Tennessee.

BE IT FURTHER ORDAINED that all Ordinances in conflict herewith are repealed to the extent of said conflict, and that this Ordinance shall become effect upon the annexation of the property and after its passage on final reading, the public welfare requiring it.

Mike Callis, Mayor

Attest: Tracy Kizer, City Recorder

Passed First Reading: June 1, 2026
Notice Published: Portland Sun- July 28, 2026
Public Hearing: August 17, 2026
Passed Second Reading:



RESOLUTION

City of Portland, Tennessee

No. 26 – 55

A RESOLUTION TO ANNEX PROPERTY AT 120 OLD WESTMORELAND ROAD, ALSO IDENTIFIED AS (SUMNER COUNTY MAP 33 PARCEL 039.00) CONTAINING 23 +/- ACRES UPON WRITTEN CONSENT OF THE OWNER AND TO ADOPT A PLAN OF SERVICES

WHEREAS, the owner has requested annexation of this property into the City of Portland corporate limits and said property is within the Urban Growth Boundary; and

WHEREAS, the owner will be responsible for the extension of any utilities; and

WHEREAS, the annexation will add no right-of-way to the city; and

WHEREAS, the Portland Municipal Planning Commission recommended approval of this Annexation and Plan of Services to the Mayor and Board of Aldermen by a vote of 6-0 at the May 12, 2026, meeting.

WHEREAS, In the event that the Rezone Ordinance is denied, withdrawn by the applicant, or fails to be adopted by the City Council within 120 days of the date of this Resolution, this Annexation Resolution shall be deemed null and void. In such a case, the property shall remain under the jurisdiction of the City, and no further action shall be required to reverse the annexation.

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

Section 1. That Tennessee Code Annotated 6-51-102 authorizes the City of Portland to annex land at the request of the landowner when it appears that the prosperity of the municipality and the territory will be materially underachieving and the welfare of the inhabitants and property endangered if the property is not annexed. The City of Portland hereby determined that the prosperity of the municipality and territory described herein will be materially underachieving and the welfare of the inhabitants and property endangered if the property is not annexed.

Section 2. That pursuant to Section 6-51-101 through 6-51-114, Tennessee Code Annotated, the property described herein be, and the same is hereby annexed into the City of Portland, Sumner County, Tennessee, and incorporated within the corporate boundaries thereof.

PROPERTY DISCRIPTION: Approximately 23 +/- acres more or less, located at 0 Old Westmoreland Road, as shown on the attached map.

For reference, see Record Book 3992, Pages 50-51 in the Register's Office of Sumner County, Tennessee, and being shown as Map 033, Parcel 039.00 for Sumner County, Tennessee.

Section 3. This annexation is contingent upon City Council passing the 2nd reading rezone for 120 Old Westmoreland Road. That this ordinance takes effect 30 days from and after its final passage, the public welfare requiring it.

Plan for Serving the Annexation Area

1. Police Protection
Patrolling, radio response to calls, and other routine police services using the City's personnel and equipment will be provided on the effective date of the annexation.
2. Fire Protection
Fire protection by the present personnel and the equipment of the fire fighting force, within the limitations of available water and distances from fire stations, will be provided on the effective date of annexation.
3. Gas, Water, and Sewer
 - a. Gas - The City may require improvements by the owner as the property develops to ensure needed capacity is available.
 - b. Water - The City may require improvements by the owner as the property develops to ensure needed capacity is available.
 - c. Sewer - The City may require improvements by the owner as the property develops to ensure needed capacity is available.
 - d. Fire Hydrants - The City may require improvements by the owner as the property develops to ensure the needed capacity is available.
4. Electric Service
There are existing Cumberland Electric Membership Corporation power lines on this lot.
5. Public Works
 - a. Stormwater – Stormwater services will be available to this property in the same manner they are available to the rest of the City. Any improvements that must be completed as a result of development are the responsibility of the developer.
 - b. Sanitation – City sanitation services will be available at the time of annexation in accordance with existing City Ordinances.

- c. Street and Right-of-Way Repair and Maintenance
 - i. This annexation adds no additional right-of-way to the City.
 - ii. The City and/or the County may require road improvements by the owner as the property develops.
- 6. Schools
This property is currently served by Sumer County School System.
- 7. Inspection and Codes Enforcement
All inspection and building/code enforcement programs existing within the City will be extended to the annexation areas on the effective date of the annexation.
- 8. Planning and Zoning
The zoning jurisdiction of the City will extend to the annexation areas upon the effective date of the annexation and all municipal planning activities will encompass the needs of the annexed areas.
 - a. The requested zoning for the annexation is RS-40 (Low Density Single Family Residential-Urban Services).
- 9. Animal Control
Services include pick-up of stray and/or dangerous animals. These services will be available to the annexation areas on the effective date of the annexation.
- 10. Voting Rights and City Elections
 - a. If an eligible voter's permanent place of residence is located in an annexed area, that voter is automatically eligible to vote in City elections.
 - b. If an eligible voter is in the category of a property rights voter, then that voter must register at the Election Commission Office prior to voting in a City election.

Notice of the Public Hearing was published in the Portland Sun on July 28, 2026.

NOW THEREFORE BE IT RESOLVED by the Mayor and Board of Aldermen of the City of Portland
; and

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

Mike Callis, Mayor

Attest: Tracy Kizer, City Recorder

Approved this day of



ORDINANCE

City of Portland, Tennessee

No. 26 – 35

Second Reading

AN ORDINANCE TO AMEND THE CITY OF PORTLAND, TENNESSEE ZONING MAP BY REZONING 609 HWY 52E, (MAP 033 PARCEL 075.02) FROM RS-40 (LOW DENSITY SINGLE FAMILY RESIDENTIAL) TO GCS (GENERAL COMMERCIAL SERVICES)

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 RS-40 (Low Density Single Family Residential) by a vote of 7-0 at their May 12, 2026, meeting.

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

Section 1.

That the property described herein be, and the same is hereby, rezoned from RS-40 (Low Density Single Family Residential) to GCS (General Commercial Services) Approximately 2.0 acres more or less, located at 609 Highway 52E as shown on the attached map.

For reference, see Record Book 280, Page 53 in the Register's Office of Sumner County, Tennessee, and being shown as Map 033, Parcel 075.02, for Sumner County, Tennessee.

BE IT FURTHER ORDAINED that all Ordinances in conflict herewith are repealed to the extent of said conflict, and that this Ordinance shall become effect upon the annexation of the property and after its passage on final reading, the public welfare requiring it.

Mike Callis, Mayor

Attest: Tracy Kizer, City Recorder

Passed First Reading: June 1, 2026
Notice Published: Portland Sun – July 28, 2026
Public Hearing: August 17, 2026
Passed Second Reading:



ORDINANCE

City of Portland, Tennessee

No. 26 – 39

Second Reading

AN ORDINANCE TO ENTER AN AGREEMENT WITH OHM ENGINEERING TO PROVIDE ENGINEERING SERVICES FOR STABILIZATION FOR THE AREA AT THE SHAUB ROAD NATURAL GAS STATION

WHEREAS, this project is deemed necessary to eliminate erosion problems from the Sumner branch to the Shaub Road Natural Gas Station; and

WHEREAS, funding for this engineering task order is a budgeted expense; and

WHEREAS, OHM Engineering has provided the following task order fees, and the completed proposal is attached:

• Survey	\$	5,000
• Construction Plans	\$	36,000
• ARAP	\$	5,000
• Pre-Construction Services	\$	14,000
TOTAL	\$	60,000

NOW, THEREFORE BE IT ORDAINED by the Mayor and Board of Aldermen of the City of Portland to enter an agreement with OHM Engineering in the amount of \$60,000 to provide engineering services for the stabilization for the Shaub Road Natural Gas Station; and

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

Mike Callis, Mayor

Attest: Tracy Kizer, City Recorder

Passed First Reading: August 3, 2026

Passed Second Reading:

ORDINANCE

City of Portland, Tennessee

No. 26 - 43

Second Reading

AN ORDINANCE OF THE CITY OF PORTLAND, TENNESSEE, AMENDING BUDGET ORDINANCE NO. 26-28 FOR THE FISCAL YEAR BEGINNING JULY 1, 2026, AND ENDING JUNE 30, 2027

WHEREAS, the Board of Mayor and Aldermen of Portland, Tennessee, assembled in regular session on the _____, 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, 2026, and ending June 30, 2027.

To Amend Section 1 of Budget Ordinance 26-28 as follows:

GAS FUND	Actual FY 2025	Estimated 6/30/2026 FY 2026	Budget FY 2027
Operating Revenues			
Sales	\$ 6,680,154	\$ 6,570,680	\$ 6,123,000
Fees		-	-
Other	48,743	53,220	40,000
Miscellaneous Other Fees		-	-
Non-Operating Revenues, Grants, Contributions, & Transfers In			
Investment Income	194,560	174,907	150,000
Other Income	2,400		
Capital Contributions	-	-	-
Grants - Capital	-	-	-
Grants - Operating	-	-	-
Transfers In - from other funds	-	-	-
Total Revenues	\$ 6,925,857	\$ 6,798,807	\$ 6,313,000
Appropriations			
Operating Expenses			
General Operations	5,722,767	6,764,866	5,445,667
Maintenance	-	-	-
Other	-	-	-
Depreciation	583,856	540,150	583,856
Non-Operating Expenses and Transfers Out			
Capital Contributions	114,743	-	-
Transfers Out - to other funds (PILOT)	(198,432)	(199,848)	200,000
Total Appropriations	\$ 6,222,934	\$ 7,105,168	\$ 6,229,523
Change in Net Position (Revenues - Appropriations)	702,923	(306,361)	83,477
Beginning Net Position July 1	20,277,606	20,980,529	20,674,168
Ending Net Position June 30	\$ 20,980,529	\$ 20,674,168	\$ 20,757,645

WATER and SEWER FUND	Actual FY 2025	Estimated 6/30/2026 FY 2026	Budget FY 2027
Operating Revenues			
Water Revenue	\$ 7,153,624	\$ 7,830,058	\$ 6,854,790
Sewer Revenue	5,659,194	6,104,197	5,795,950
Miscellaneous Other Fees	23,704	95,011	6,500
Total Operating Revenues	\$ 12,836,522	\$ 14,029,266	\$ 12,657,240
Operating Expenses			
Water Plant	\$ 1,509,873	\$ 1,609,222	\$ 1,572,087
Water Distribution	2,452,132	2,763,228	3,267,954
Sewer Collection	1,292,053	1,666,609	1,962,279
Sewer Plant	1,637,238	2,699,248	2,543,898
Business Office	527,878	519,917	468,882
Utility Administration	796,333	659,972	904,532
Debt	(906,367)	(1,100,521)	(2,353,270)
Depreciation	1,605,464	1,702,730	1,711,621
Total Operating Expenses	\$ 8,914,603	\$ 10,520,405	\$ 10,077,983
Operating Income (Loss)	\$ 3,921,919	\$ 3,508,861	\$ 2,579,257
Nonoperating Revenues (Expenses)			
Revenue: Investment Income	\$ 334,794	\$ 229,839	\$ 150,000
Grants - Operating (ARPA)	2,888,661	-	-
Donated Lines	1,947,287	750,000	750,000
Other Revenue	831,799	-	-
Expense: Debt Service - Interest Expense	(890,832)	(1,100,521)	(1,080,778)
Other Expense	-	-	-
Total Nonoperating Revenue (Expenses)	\$ 5,111,709	\$ (120,682)	\$ (180,778)
Income (Loss) Before Capital Contributions and Transfers	\$ 9,033,628	\$ 3,388,179	\$ 2,398,479
Capital Contributions and Transfers			
Capital Contributions - Tap Fees in Excess of Cost	\$ -	\$ -	\$ -
Capital Contributions - Grants	-	-	-
Capital Contributions - Other	-	-	-
Transfers In - from Other Funds	-	-	-
Transfers Out - to Other Funds (PILOT)	(261,033)	-	(308,000)
Total Capital Contributions and Transfers	\$ (261,033)	\$ -	\$ (308,000)
Change in Net Position	\$ 8,772,595	\$ 3,388,179	\$ 2,090,479
Beginning Net Position July 1	32,416,772	41,189,367	44,577,546
Ending Net Position June 30	\$ 41,189,367	\$ 44,577,546	\$ 46,668,025

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

Mike Callis, Mayor

Attest: Tracy Kizer, City Recorder

Passed First Reading: August 3, 2026
Passed Second Reading:



BOARD OF MAYOR AND ALDERMEN Minutes for August 3, 2026 at 5:00 PM

1. Call to Order

Mayor Mike Callis called the meeting to order at 05:04 PM.

2. Prayer and Pledge

Alderman Drew Jennings led the prayer and pledge.

3. Roll Call

Present: Alderman Cole, Alderman Jennings, Alderman McDowell, Vice-Mayor Thompson, Alderman Woodall

Also, Present: Mayor Mike Callis, City Attorney John Bradley, City Recorder Tracy Kizer, Finance Director Rachel Slusser

Absent: Alderman Ellis, Alderman Hall

4. Approval of Agenda

Motion to: Approve

By: Alderman Jennings

Second: Alderman Woodall

Yes: Alderman Cole, Alderman Jennings, Alderman McDowell, Vice-Mayor Thompson, Alderman Woodall

Absent: Alderman Ellis, Alderman Hall

Motion Passed (voice vote)

5. Presentation

A. From July 20, 2026, Agenda - Proclamation awarded to Mason Pearson and Blaine Gregory.

Mayor Callis presented proclamations to Mason Pearson and Blaine Gregory for their outstanding achievement on the Portland High School fishing team.

6. Public Recognition for Public Hearings and Agenda-Related Items

Robin Reeves spoke on Ord. No. 26-42.

7. Public Hearing

A. From July 20, 2026, Agenda - Resolution No. 26-63 - A Resolution authorizing a Certificate of Compliance for Shabana Lalani of Royal Wine & Spirit located at 6074 Highway 31W, Portland, TN, 37148.

- Danielle Elks, representative for the applicant, spoke on Resolution 26-63.

8. Communications from Council Members

- No one spoke

9. Mayor's Report

Mayor Callis shared the following

- America 250 events include the Freedom Fitness celebration; a 9/11 ceremony; the Fall festival; a veterans' breakfast; a time capsule
- Thank you to everyone that sponsored and volunteered at the back-to-school bash.
- Update on the White House utility exploratory status — information has been provided, and the next step is bond refunding options, asset list of equipment and property, all decisions contingent on complete documents.
- Currently, we have three ARPA projects in the works totaling over \$52 million dollars for new infrastructure to help supply water in the northern part of Sumner County.
- Mass notification is moving from Code Red to Everbridge through Sumner County. You can sign up on the City's or Sumner County's websites.
- One thousand large-mouth bass fish were released at City Lake and catfish are scheduled to be released to help the ecosystem of the lake.
- We are part of a consolidated dispatch, SCECC, that began in July 2017. Portland's portion is \$620,000 for FY 26-27.
- Commemorative City Books can be purchased at the City Business Office and Portland Chamber of Commerce office.
- ADA website compliance must be completed by April 2028, with a new unfunded law.
- The 86th annual TML Conference was held in Kingsport this year.

- The American Flag boxes were built by TCAP and decorated by Donna Saddler. They are located in the lobby of the Business Office at City Hall and the Police Department lobby. The City is in a partnership with American Legion Post 75 for the proper destruction of the flags left in the boxes.
- Certified population numbers between 2020 and 2026 help determine sales tax numbers, including population. Portland's growth was 3.8%, or 502 people in 2026.

10. Alcohol Beverage Board

- A. From July 20, 2026, Agenda** - Resolution No. 26-63 - A Resolution authorizing a Certificate of Compliance for Shabana Lalani of Royal Wine & Sprit located at 6074 Highway 31W, Portland, TN, 37148. Chair Jody McDowell called the Alcohol Beverage Board to order 5:26 pm.

Motion to: **Approve**

By: Alderman Woodall

Second: Alderman Cole

Yes: Alderman Cole, Alderman Jennings, Alderman McDowell, Vice-Mayor Thompson, Alderman Woodall

Absent: Alderman Ellis, Alderman Hall

Motion Passed (voice vote)

The Alcohol and Beverage Board meeting closed at 5:27 pm.

11. Consent Calendar

Motion to: **Approve**

By: Alderman Jennings

Second: Alderman Woodall

Yes: Alderman Cole, Alderman Jennings, Alderman McDowell, Vice-Mayor Thompson, Alderman Woodall

Absent: Alderman Ellis, Alderman Hall

Motion Passed (voice vote)

- A. From July 20, 2026, Agenda** - Minutes from June 15, 2026, Council Meeting

- B.** Department Report for June 2026

12. Community Development – Vice-Mayor Megann Thompson

- No Items

13. Finance – Alderman Vince Ellis

- A.** Ordinance No. 26-43 – First Reading - An Ordinance of the City of Portland, Tennessee, amending Budget Ordinance No. 26-28 for the fiscal year beginning July 1, 2026, and ending June 30, 2027.

Motion to: **Approve**

By: Alderman McDowell

Second: Vice-Mayor Thompson

Discussion: Director Slusser explained the changes made and were based on the Comptroller's request. The only changes were made to the filing schedules not the not the board passed amounts.

Yes: Alderman Cole, Alderman Jennings, Alderman McDowell, Vice-Mayor Thompson, Alderman Woodall

Absent: Alderman Ellis, Alderman Hall

Motion Passed (voice vote)

14. Fire Department – Alderman Jody McDowell

- No Items

15. Human Resources – Alderman Vince Ellis

- No Items

16. Legislative – Mayor Mike Callis

- A. **From July 20, 2026, Agenda** - Resolution No. 26-62 - A Resolution for July 2026 to honor the principles and ideals that makes America the Greatest Nation on Earth as we celebrate the 250th Anniversary of these United States

Motion to: Approve

By: Alderman Woodall

Second: Alderman McDowell

Yes: Alderman Cole, Alderman Jennings, Alderman McDowell, Vice-Mayor Thompson, Alderman Woodall

Absent: Alderman Ellis, Alderman Hall

Motion Passed (voice vote)

- B. Resolution No. 26-66 — A Resolution to grant the City Recorder or the Mayor authority to cancel a public meeting when it is known prior to the meeting that a sufficient number required for a quorum will **not** be present.

Motion to: Approve

By: Alderman Jennings

Second: Vice-Mayor Thompson

Discussion: Alderman Cole questioned the resolution and thought the Council should be the only ones to cancel. Attorney Bradley explained that this only allows cancellation if it is known prior to the meeting, that there will not be a quorum present to conduct the meeting.

Yes: Alderman Jennings, Alderman McDowell, Vice-Mayor Thompson, Alderman Woodall

Abstain: Charles Cole

Absent: Alderman Ellis, Alderman Hall

Motion Passed (voice vote)

17. Municipal Airport – Alderman Mike Hall

- No Items

18. Parks & Recreation – Alderman Brian Woodall

- A. **From July 20, 2026, Agenda** - Resolution No. 26-60 – A Resolution to accept the best proposal for Professional Engineering and Architectural Services for the 2026 Local Parks and Recreation Fund Grant Project, contingent upon the award of grant funding for the City of Portland, Tennessee.

Motion to: Approve

By: Alderman Woodall

Second: Vice-Mayor Thompson

Discussion: Mayor Callis advised the two resolutions were being completed in case the grants were awarded to Portland.

Yes: Alderman Cole, Alderman Jennings, Alderman McDowell, Vice-Mayor Thompson, Alderman Woodall

Absent: Alderman Ellis, Alderman Hall

Motion Passed (voice vote)

- B. **From July 20, 2026, Agenda** - Resolution No. 26-61 — A Resolution to accept the best proposal for Professional Administrative Services for the 2026 Local Parks and Recreation Fund Grant Project, contingent upon the award of grant funding for the City of Portland, Tennessee.

Motion to: Approve

By: Alderman Woodall

Second: Vice-Mayor Thompson

Yes: Alderman Cole, Alderman Jennings, Alderman McDowell, Vice-Mayor Thompson, Alderman Woodall

Absent: Alderman Ellis, Alderman Hall

Motion Passed (voice vote)

19. Planning & Codes – Vice-Mayor Megann Thompson

- A. **From July 20, 2026, Agenda** - Resolution No. 26-65 – A Resolution approving a design review standards appeal for the property located at 809 North Broadway.

Motion to: Approve

By: Vice-Mayor Thompson

Second: Alderman Jennings

Discussion: Director Heisler presented the design review appeal information and pictures of the current building. The appeal is requesting to use material on an accessory building that will match the materials on the current building.

Yes: Alderman Cole, Alderman Jennings, Alderman McDowell, Vice-Mayor Thompson

Abstain: Brian Woodall

Absent: Alderman Ellis, Alderman Hall

Motion Passed (voice vote)

- B. Ordinance No. 26-38 – First Reading — An Ordinance to amend the City of Portland, Tennessee zoning map by rezoning 840 South Broadway, from RS-20 (Low Density Single Family Residential-Urban Services) to OPS (Office Professional Services).

Motion to: Discuss

By: Vice-Mayor Thompson

Second: Alderman Cole

Discussion: Director Heisler presented the map showing properties in the area and advised the packet presented includes the OPS information. Discussion was held about the property and surrounding properties zoning. The Vice-Mayor Thompson advised that neighbors in the area had reached out to her against the zoning change.

Yes: Alderman Cole, Alderman Jennings, Alderman McDowell, Alderman Woodall

No: Vice-Mayor Thompson

Absent: Alderman Ellis, Alderman Hall

Motion Passed (voice vote)

- C. Ordinance No. 26-42 – First Reading – An Ordinance to amend the City of Portland, Tennessee zoning map by rezoning 0 South Broadway (located near Highway 76 and South Broadway intersection), from RS-20 (Low Density Single Family Residential) to GCS (General Commercial Services).

Motion to: Approve

By: Vice-Mayor Thompson

Second: Alderman Cole

Discussion: Director Heisler presented maps showing the location and the surrounding lot zoning. Mayor Callis advised the lots have never been residential and this was the location of Jr. Foods at one time.

Yes: Alderman Cole, Alderman Jennings, Alderman McDowell, Vice-Mayor Thompson, Alderman Woodall

Absent: Alderman Ellis, Alderman Hall

Motion Passed (voice vote)

- D. **From July 20, 2026, Agenda** - Discussion - Zoning Ordinance

Director Heisler distributed a packet defining the conditional uses outlined in the zoning ordinance and requested that the Board review the districts in which specific conditional uses are permitted and consider whether any uses should be removed from the industrial districts.

Vice-Mayor Thompson advised that the City's zoning ordinance has not been reviewed since its last revision in 1998. In light of Portland's growth, she expressed support for removing certain conditional uses from the industrial districts and requested a recommendation that could be presented to the Planning Commission.

Discussion was held regarding the need for additional time to review the conditional uses and whether the Planning Commission could submit recommendations to the Board for consideration.

After discussion, it was agreed that the Planning Commission should review the conditional uses and submit any recommendations or proposed changes to the Board.

- E. Ordinance No. 26-25 – Second Reading — An Ordinance of the City of Portland, Tennessee to deem a public alley as surplus.

Motion to: Approve

By: Vice-Mayor Thompson
Second: Alderman Cole

Discussion: Director Heisler presented a map showing the property location off Portland Blvd. He advised that he was approached by a local surveyor stating the neighboring property owner had an interest in the property.

Alderman Jennings advised he wanted to make an amendment to abandon the property because Attorney Bradley had new information about the property. Attorney Bradley advised there was no deed to the property and the City does not own the property, they only have an easement for the property.

Mayor Callis advised it was his understanding that the City owned the property and had an appraisal completed on the 0.14 acres that is 30 feet wide, 6000 square feet.

Motion to: Suspend the Rules for the property owner to speak

By: Alderman Jennings

Second: Alderman McDowell

Yes: Alderman Cole, Alderman Jennings, Alderman McDowell, Vice-Mayor Thompson, Alderman Woodall

Absent: Alderman Ellis, Alderman Hall

Motion (voice vote)

Discussion:

The property owner, Dr. Childers, advised he had the property surveyed, and he is requesting to combine the lots and subdivide them so he can sell the home and property to a developer.

Alderman Woodall questioned if Dr. Childers would be willing to repay the City \$1500.00 for the survey? Dr. Childers advised he would do the \$750.00 because he had already paid \$1000.00 for the work that he has done for this.

The Board discussed the current zoning and the appraisal value.

The property owner, Dr. Childers, advised that his surveyor advised him that his currently owned property was not large enough to divide without the easement property added.

Discussion was held about what could be developed on the property.

Motion to: Defer to the next meeting on August 17, 2026.

By: Alderman Cole

Second: Alderman Woodall

Discussion: Was held about whether the property could have restrictions on the property or plat.

Yes: Alderman Cole, Alderman Jennings, Alderman McDowell, Vice-Mayor Thompson, Alderman Woodall

Absent: Alderman Ellis, Alderman Hall

Motion (voice vote)

20. Police Department – Alderman Drew Jennings

A. Discussion — Animal fostering in residential areas.

Chief Arnold advised that an incident had occurred in a residential area involving a high number of foster animals. He noted that the City currently has no laws or ordinances limiting the number of foster animals permitted in a residential neighborhood.

Attorney Bradley suggested reviewing the zoning ordinance to determine whether it contains a definition of a kennel and identifies the zoning districts in which kennels are permitted. If the zoning ordinance does not address the issue, restrictions regarding the number of foster animals permitted in residential areas could potentially be incorporated into the zoning ordinance.

After discussion, it was determined that the Planning Commission should review the matter and make recommendations or suggestions to the Board.

21. Public Works – Alderman Brian Woodall

- No Items

22. Utility Infrastructure – Alderman Charles Cole

A. From July 20, 2026, Agenda - Ordinance No. 26-39 – First Reading - An Ordinance to enter an agreement with OHM Engineering to provide Engineering Services for Stabilization for the area at the Shaub Road Natural Gas Station.

Motion to: Approve
By: Alderman Cole
Second: Alderman Woodall
Discussion: Director Garrett advised this is for the erosion taking place at the station and stabilization is needed to keep from damaging the station.
Yes: Alderman Cole, Alderman Jennings, Alderman McDowell, Vice-Mayor Thompson, Alderman Woodall
Absent: Alderman Ellis, Alderman Hall
Motion Passed (voice vote)

- B.** From July 20, 2026, Agenda - Ordinance No. 26-40 – First Reading - An Ordinance authorizing to rescind and replace, in its entirety, Ordinance No. 22-78 and adopt the most recent approved Tennessee Department of Environment and Conservation (TDEC) Drought Management Plan for the City of Portland.

Motion to: Approve
By: Alderman Cole
Second: Vice-Mayor Thompson
Discussion: Director Garrett advised the packet was presented and changes highlighted in yellow.
Yes: Alderman Cole, Alderman Jennings, Alderman McDowell, Vice-Mayor Thompson, Alderman Woodall
Absent: Alderman Ellis, Alderman Hall
Motion Passed (voice vote)

- C.** Resolution No. 26-67 - A Resolution to approve a second boat ramp at the Portland City Lake to facilitate safety and ease of use.

Motion to: Approve
By: Alderman Cole
Second: Vice-Mayor Thompson
Discussion: Vice-Mayor Thompson questioned the purpose of the lake. Alderman Woodall also questioned if the lake would go to White House Utilities.

Motion to: Defer to September 17, 2026, meeting
By: Alderman Woodall
Second: Alderman Jennings
Yes: Alderman Cole, Alderman Jennings, Alderman McDowell, Vice-Mayor Thompson, Alderman Woodall
Absent: Alderman Ellis, Alderman Hall
Motion Passed (voice vote)

- D.** Discussion — Jet Vac Truck
Director Garrett advised the lead time would be 180 days to a six-month window. He also advised the cost has gone up \$3500.00 since the last discussion.
All agreed it was in the budget and to move forward on the purchase.

23. Public Recognition on Non-Agenda-Related Items

Adjournment

Motion to Adjourn by Cole; Second Thompson;
Motion passed by voice vote to **adjourn at 6:45 pm.**

City of Portland Public Comment Sign-In Sheet

- In accordance with Resolution #26-33, public comments are allowed when those comments are germane to either the agenda or to the board's governing authority, except where otherwise prohibited.
- Comments are limited to a maximum of 5 minutes per individual, and the number of speakers and/or allotted time may be limited by the presiding officer to ensure all views are heard in a timely manner.

All wanting to speak must complete the signup sheet before the start of the meeting.

Public Hearings & Agenda Item Comments Use This Section			
Comments must be germane to agenda & public hearing items, and each speaker has a maximum of 5-minutes			
Speaker Information		List the agenda item to comment on	
Print Name	Danielle Elks		Royal Liquors - COC
Address	1512 Deer Trace Dr, Burns		
Print Name	ROBIN REEVES		REEVES ENTERPRISES REZONING
Address	453 GOLFVIEW WAY, B.G. KY		
Print Name			
Address			
Print Name			
Address			
Print Name			
Address			
Non-Agenda Item Comments Use The Section Below			
Comments must be germane to the authority of the board, and each speaker has a maximum of 3-minutes			
Speaker Information			
Print Name	Stephanie Hubbard	Address	401 N Jones Rd Portland TN 37148
Print Name		Address	
Print Name		Address	
Print Name		Address	
Print Name		Address	
Print Name		Address	

The Following Information Is To Be Filled Out By The Presiding Meeting Clerk

Board/Committee: City Council Meeting Date: August 3, 2026 Page # 1 of

Economic Development

2026 July Report

Commercial

Developer Meetings 4

Retail Calls 2

Retail Coach update 2

Comm Property meetings 2

Industrial IDB

RFI research to submit -2

State ECD UPDATE CALL

Project TIDE/Baywatch meeting

Infrastructure Development District Webinar

IDB Attorney meeting

MISC

Grant meetings 2

Board Meetings OHCU, United Way

Certified TN Downtown submission

City Council meeting

Middle TN Industrial Development Association Seminar

Tour 109 Bypass Project

TECD Capstone Mentor Meeting

Opportunity Zone Nomination Submission

Community

Ambassador Meeting

Education Foundation Meeting

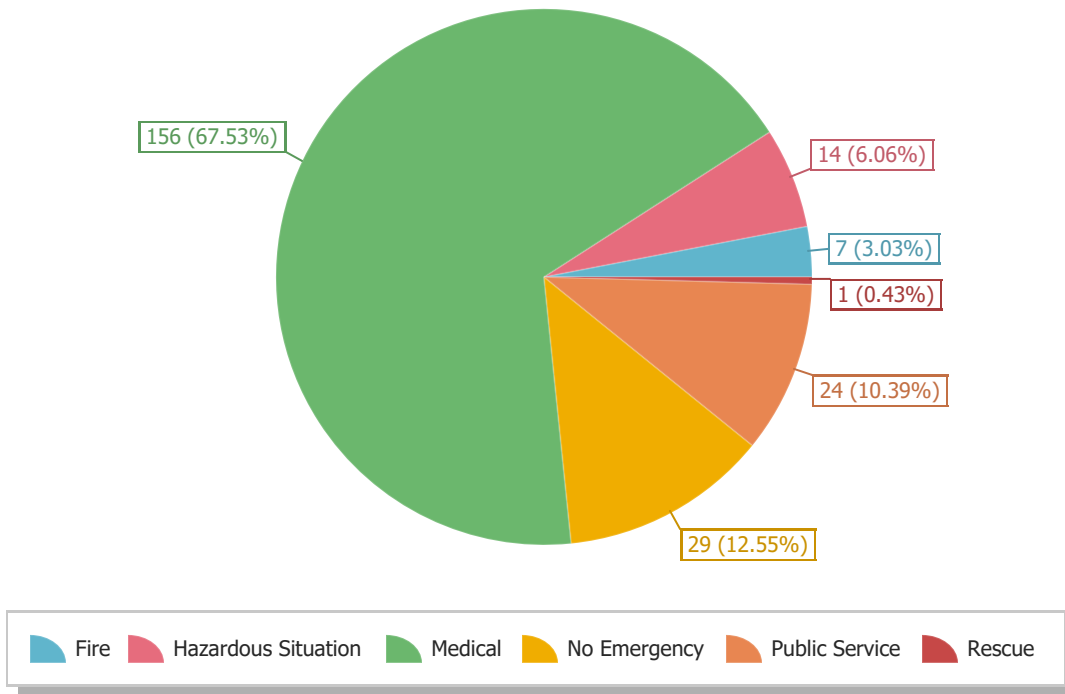


Portland Fire Department

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



Incidents by Type



Fire

Count: 18

Hazardous Situation

Count: 7

Medical

Count: 14

No Emergency

Count: 156

Public Service

Count: 29

Rescue

Count: 24

Count: 1

Report Count: 249



GRANT	AMOUNT	CITY PAID	MATCH INFORMATION
INFRASTRUCTURE PLANNING GRANT	\$ 420,000.00	\$ 21,052.63	
DT RAIL CROSSING E MARKET STREET	\$ 477,823.00	\$ 20,529.25	
DT RAIL CROSSING E MCGLOTHLIN STREET	\$ 376,488.00	\$ 18,052.05	
DT RAIL CROSSING MAIN STREET	\$ 532,352.00	\$ 17,864.75	
VW DIESEL LARGE TRUCK	\$ 98,437.50	\$ 32,812.50	
VW DIESEL MED TRUCK	\$ 289,339.53	\$ 96,446.51	
ATP COLLEGE STREET SIDEWALKS	\$ 1,139,215.00		
SR109 CMAQ	\$ 762,662.50	\$ -	
KIRBY ROAD / SOUTH RUSSELL PAVING	\$ 771,404.00	\$ 2,066.30	
FM Fire Service Grant	\$ 5,000.00	\$ -	
POLICE THSO HVE	\$ 10,000.00	\$ -	
POLICE TLETA	\$ 200,000.00	\$ -	
AKC REUNITE (POLICE)	\$ 14,000.00	\$ 6,500.00	
DGA- UPGRADE PORTALND MUNICIPAL	\$ 2,000,000.00	\$ -	
AIRPORT LAND AQUISITIONS	\$ 280,700.00	\$ 14,035.00	PAID BY SUMNER CO
AIRPORT MAINTENANCE	\$ 20,000.00	\$ -	
AIRPORT LAYOUT PLAN UPDATE	\$ 326,900.00	\$ -	
SOUTH APRON EXPANSION PHASE II	\$ 1,408,500.00		
PORTLAND 2023 LPRF (SPLASH PAD)	\$ 3,173,600.00	\$ 1,586,000.00	
WATER RESOURCE PROTECTION (Competitive) CITY ADMIN	\$ 4,250,000.00	\$ 750,000.00	
REGIONAL WATER LINE PROJECT (Competitive) 9 million county, 12 million ECD (ARP)	\$ 40,000,000.00		
NON COMPETITIVE WATER GRANT SUMNER COUNTY Mason Water Line(\$2,475,344.00), Oakhill Water Line(\$2,137,325.50), Oakhill Tank (\$1,687,330.50)	\$ 8,740,561.00		
ARMY CORP SECTION 219 (DEMASE STREET)	1,875,000.00	\$ 625,000.00	
TOTAL	\$ 67,171,982.53	\$ 3,190,358.99	

Human Resources Monthly Report July 2026

New Hire Orientations	July	YTD
Full-Time	3	14
Re-Hires	0	3
Part-Time	1	2
Retirements	0	1
Severances		
• Voluntary	2	15
• Involuntary	0	5
Workers Comp Claims	1	6
Current open positions	5	

Douglas Hunter Field | Runway Operations Report

Report Date Range: 07/2026
 Report creation date: 08/10/2026 06:36
 Generated by: dhunter@cityofportlandtn.gov

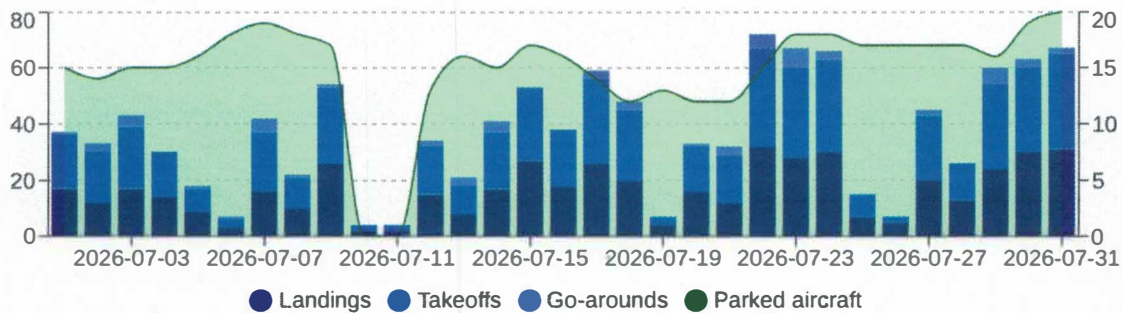
Total Operations
1,148

Landings
511

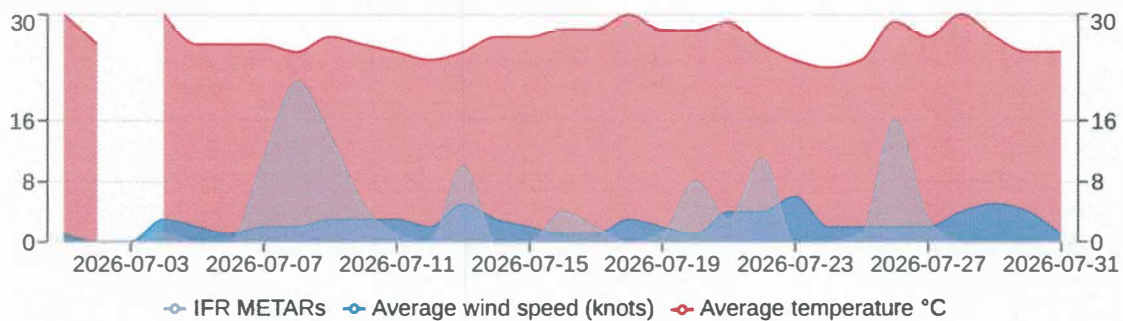
Takeoffs
573

Go-Arounds
64

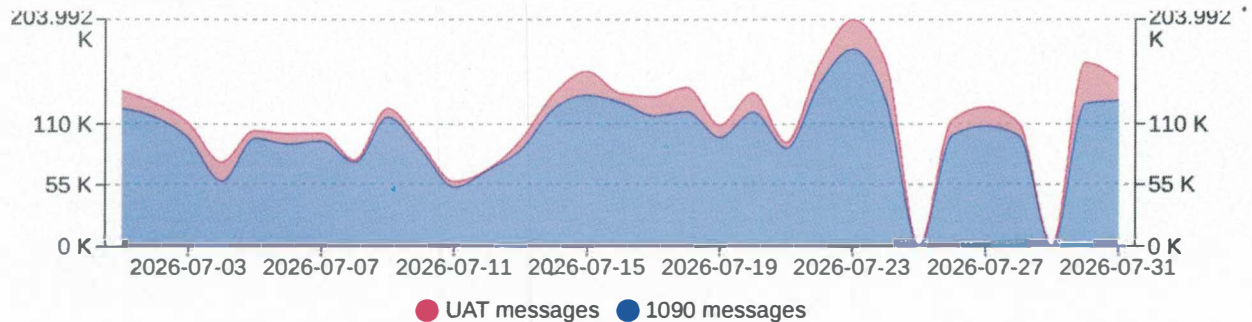
Operations by Day



Weather Conditions



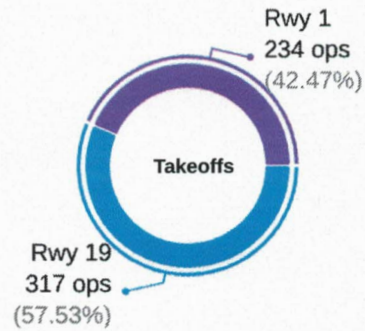
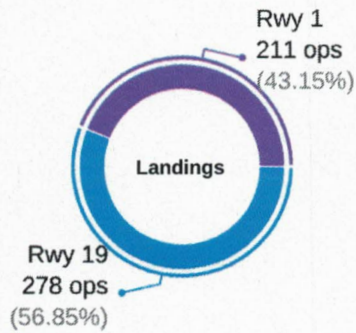
Receiver health



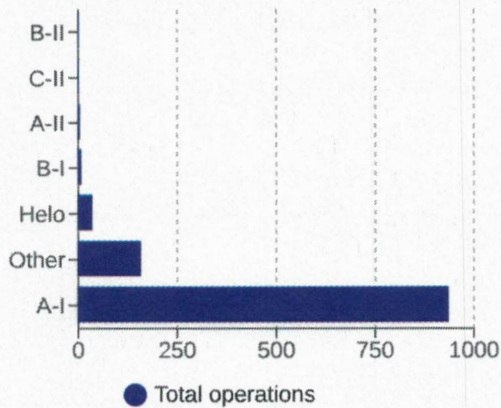
Douglas Hunter Field | Runway Operations Report

Report Date Range: 07/2026

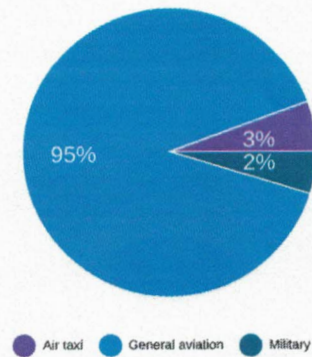
Operations by Runway



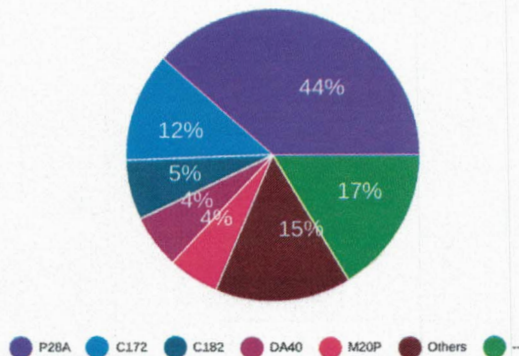
Operations by Category



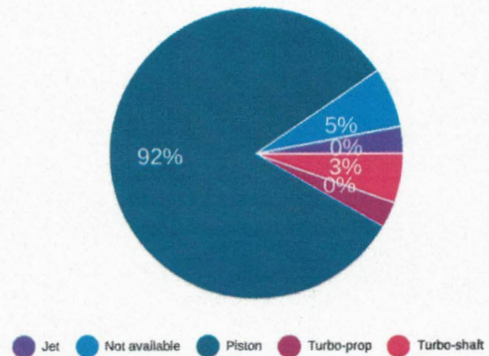
Operations by Type



Top Aircraft Types



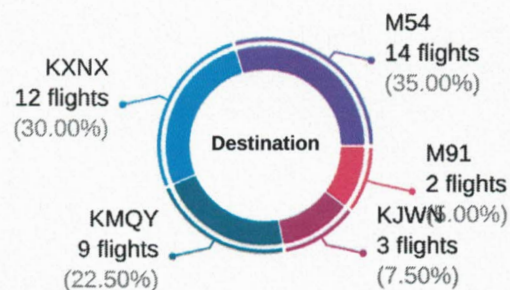
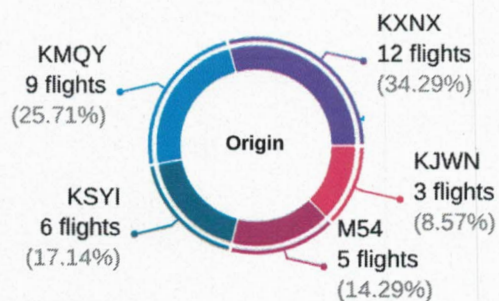
Operations by Engine Type



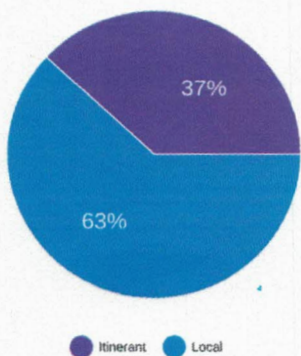
Douglas Hunter Field | Runway Operations Report

Report Date Range: 07/2026

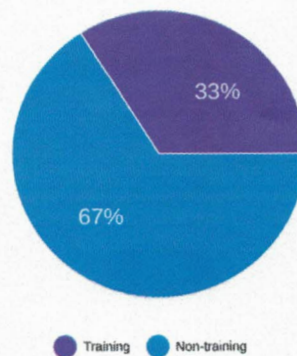
Top Airports



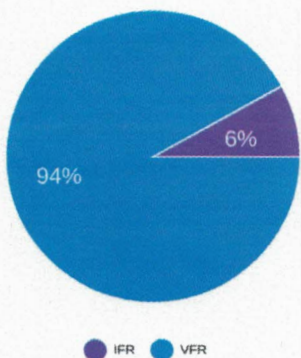
Local vs Itinerant Flights



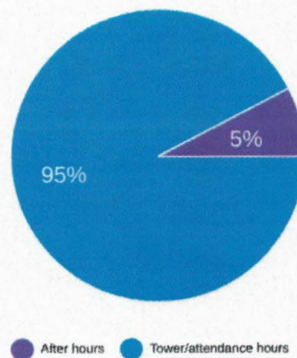
Training Operations



IFR vs VFR Flights



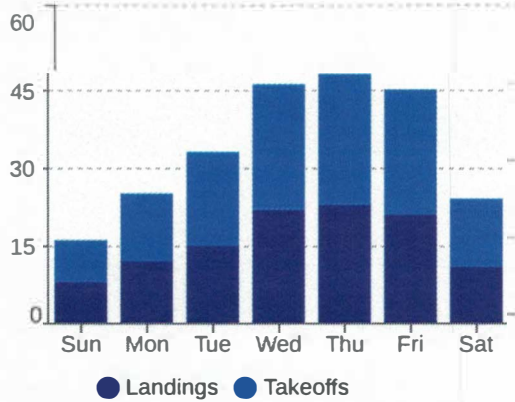
After Hours Operations



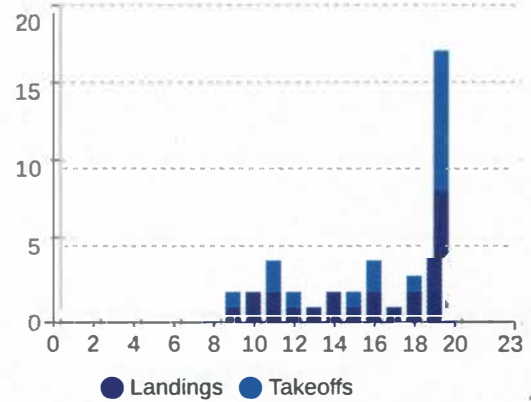
Douglas Hunter Field | Runway Operations Report

Report Date Range: 07/2026

Operations by Day of Week

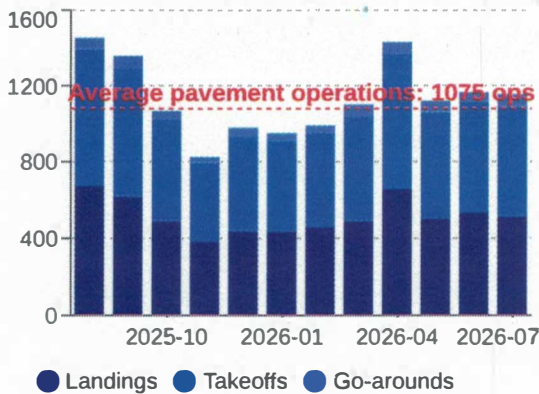


Operations by Hour



Historical Data

Landings and Takeoff By Month



Busiest Days on Record

Rank	Date	Pavement ops	Aircraft
1	2025-04-16 (W)	158	17
2	2025-07-11 (F)	137	17
3	2026-04-08 (W)	124	16
3	2026-02-27 (F)	124	13
4	2024-11-16 (S)	123	18
5	2025-04-22 (T)	121	18
6	2026-04-09 (T)	117	9
7	2025-12-17 (W)	110	12
8	2026-03-24 (T)	106	15
9	2023-04-11 (T)	105	13

Fuel Sales
at terminal: M4000-401275
Start Date: 7/1/26 End Date: 7/31/26

Running Totals

Number of Sales: 146

Sale Total: \$27795.26

Units Total: 4897.730



Planning Department July 2026 Monthly Report

Item	July	Year To Date
Calls To/From Planning Department	375	2266
Number of Developer Meetings	14	101
Number of Complaints / Violations	1	11
Number of Walk-ins	8	49
Number of IDT Submissions	17	131
Number of Other Meetings	3	43
Number of Projects Invoiced	10	62
BZA Board Members Present	0	0
BZA Agenda	1	7
BZA Minutes	0	1
Number of Items on Agenda BZA	0	2
Planning Commission Agenda	1	7
Planning Commission Minutes	1	6
Planning Commission Board Members Present	6	0
Number of Items on Agenda Planning Commission	8	43
Open Records for Planning Department	1	12
Active Letters of Credit	0	31
Emails	690	3709
File Archiving/Scanning	1	53
Plat Certifications Intake & Pickup	1	9
Planning Commission Packets	9	52
Trip to Court House for Annexations/Record Plat	0	2
In House Reviews	1	5
Food Trucks	0	11

PORTLAND POLICE DEPARTMENT MONTHLY REPORT

JULY 2026

Executive Summary

The Portland Police Department recorded **4,267 calls for service** during July 2026, reflecting steady patterns across patrol, investigations, records, animal control, and property maintenance from this same time last year. Year-to-date activity reached **19,268 total actions**, including **932 written warnings**, **787 speeding citations**, and **641 arrests**.

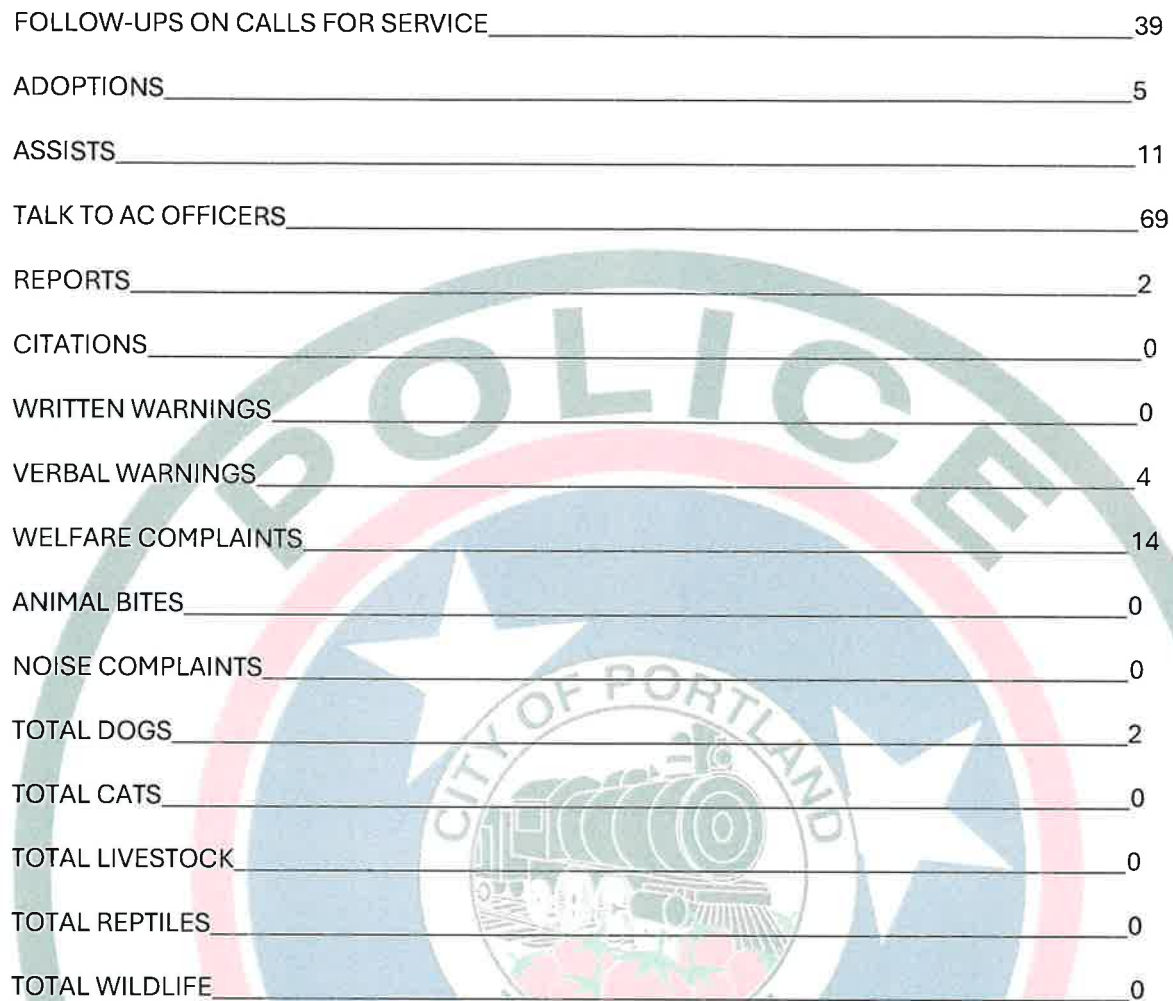
CID activity remained consistent with **24 new cases assigned**, **14 cases cleared**, and **100 interviews conducted**. Records, Animal Control, and Codes Enforcement all reported consistent workloads.

Section 1: Year to Date Totals.

TOTAL ACTIVITY	19,268
TOTAL WRITTEN WARNINGS	932
TOTAL VERBAL WARNINGS	4,579
TOTAL SPEEDING CITATIONS	787
TOTAL ALL OTHER CITY CITATIONS	1,127
TOTAL COMMERCIAL VEHICLE ENFORCEMENTS	176
TOTAL ARRESTS	641

Section 2: Animal Control Activity.

SERVICE CALLS	42
---------------	----



FOLLOW-UPS ON CALLS FOR SERVICE	39
ADOPTIONS	5
ASSISTS	11
TALK TO AC OFFICERS	69
REPORTS	2
CITATIONS	0
WRITTEN WARNINGS	0
VERBAL WARNINGS	4
WELFARE COMPLAINTS	14
ANIMAL BITES	0
NOISE COMPLAINTS	0
TOTAL DOGS	2
TOTAL CATS	0
TOTAL LIVESTOCK	0
TOTAL REPTILES	0
TOTAL WILDLIFE	0

Section 3: Records activity:

COPIES DISTRIBUTED FOR WALK-INS	3
COPIES DISTRIBUTED BY EMAILS	23
COPIES DISTRIBUTED FOR GRAND JURY & D.A.'S OFFICE	3
ARREST REPORTS	64
INCIDENT REPORTS	164
CITY CITATIONS	225
WRITTEN WARNINGS	122
GOVERNMENT BACKGROUND CHECKS	3
PUBLIC HOUSING BACKGROUND CHECKS	0

LOCAL BACKGROUND CHECKS _____ 11

Section 4: Criminal Investigations Activity:

CASES ASSIGNED _____ 24

CASES CLEARED _____ 14

CASES INACTIVE _____ 6

CALLS OUTS _____ 0

INTERVIEWS CONDUCTED _____ 100

SEARCH WARRANTS _____ 13

MONITORED INTERVIEWS _____ 3

KNOCK AND TALKS _____ 43

DCS/AOA _____ 15

ASSIST PATROL UNITS ON CALLS _____ 6

JUDICIAL SUBPOENAS _____ 7

ASSET FORFEITURES _____ 1

FIRE INVESTIGATIONS _____ 0

SEX OFFENDER REGISTRATIONS _____ 3

FORENSIC INTERVIEWS _____ 2

CASES IN GRAND JURY _____ 1

TOTAL HOURS IN GRAND JURY _____ 5

CASES IN GENERAL SESSIONS _____ 2

TOTAL HOURS IN GENERAL SESSIONS _____ 2.5

CASES IN JUVENILE COURT _____ 1

TOTAL HOURS IN JUVENILE COURT _____ 4

CASES IN CRIMINAL COURT _____ 2

TOTAL HOURS IN CRIMINAL COURT _____ 41

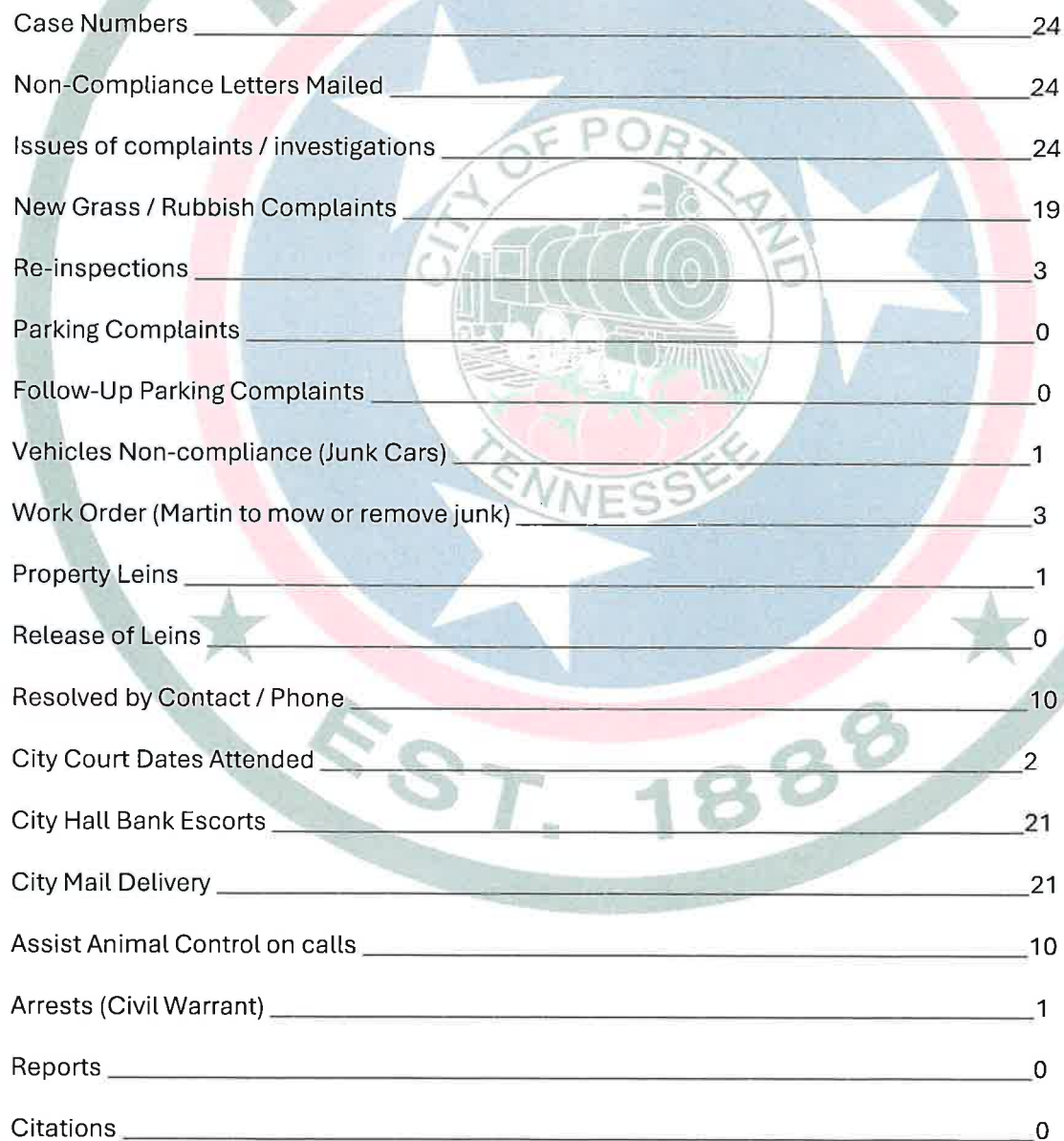
CID SUMMARY: Schools, Intel Meetings, CPIT Meeting, other notes:

Dalbec : Two forensic interviews, 1 asset forfeiture, 1 Audit of evidence room.

Wilson: Criminal court 3-day case Guilty verdict, TBI Investigators class, 2-week Grand Jury case

Hope: CPIT meeting 7/4/2026.

SECTION 5: Codes enforcement:

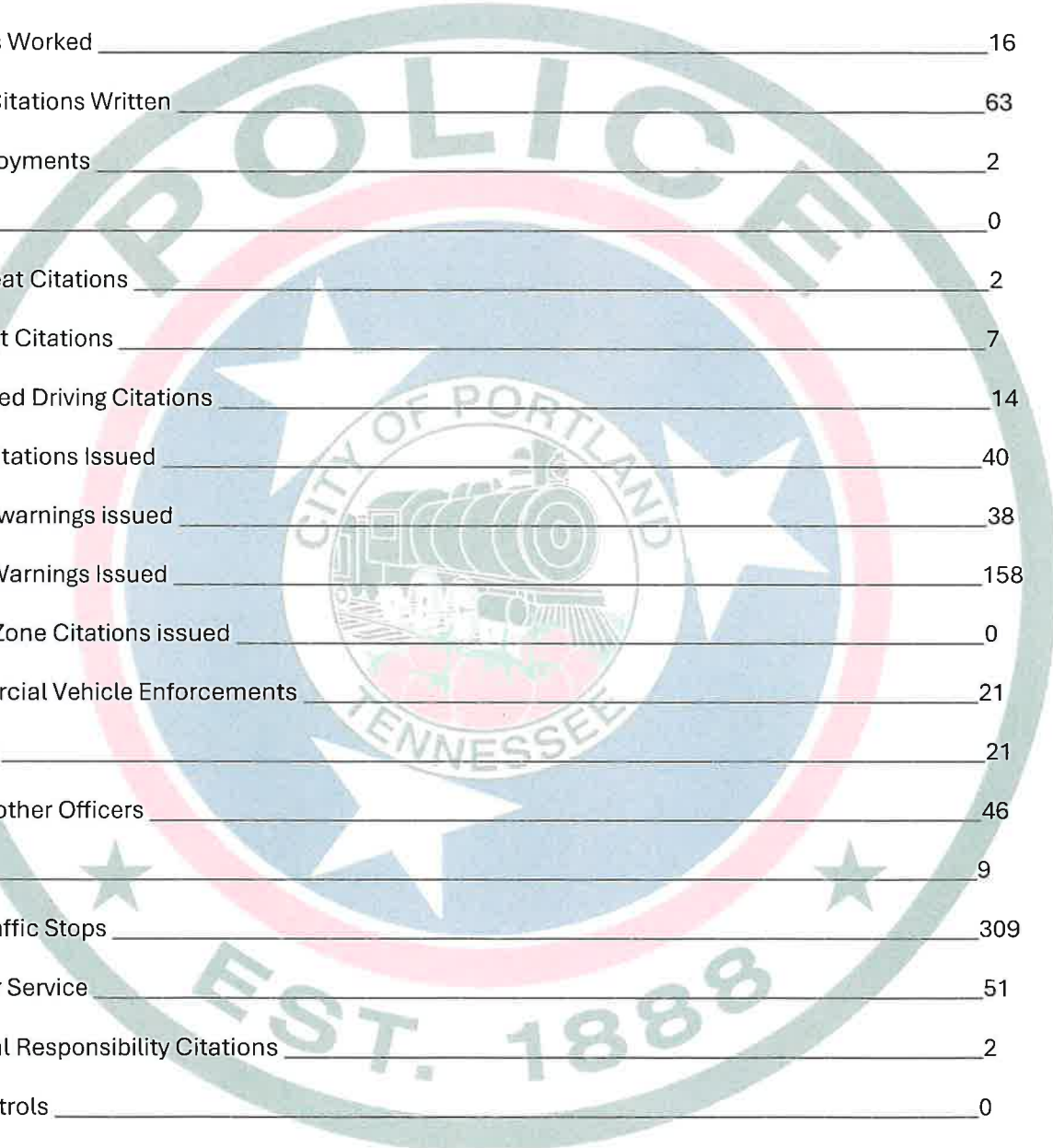


Case Numbers _____	24
Non-Compliance Letters Mailed _____	24
Issues of complaints / investigations _____	24
New Grass / Rubbish Complaints _____	19
Re-inspections _____	3
Parking Complaints _____	0
Follow-Up Parking Complaints _____	0
Vehicles Non-compliance (Junk Cars) _____	1
Work Order (Martin to mow or remove junk) _____	3
Property Leins _____	1
Release of Leins _____	0
Resolved by Contact / Phone _____	10
City Court Dates Attended _____	2
City Hall Bank Escorts _____	21
City Mail Delivery _____	21
Assist Animal Control on calls _____	10
Arrests (Civil Warrant) _____	1
Reports _____	0
Citations _____	0

CODES SUMMARY: Trainings, Meetings, other notes:

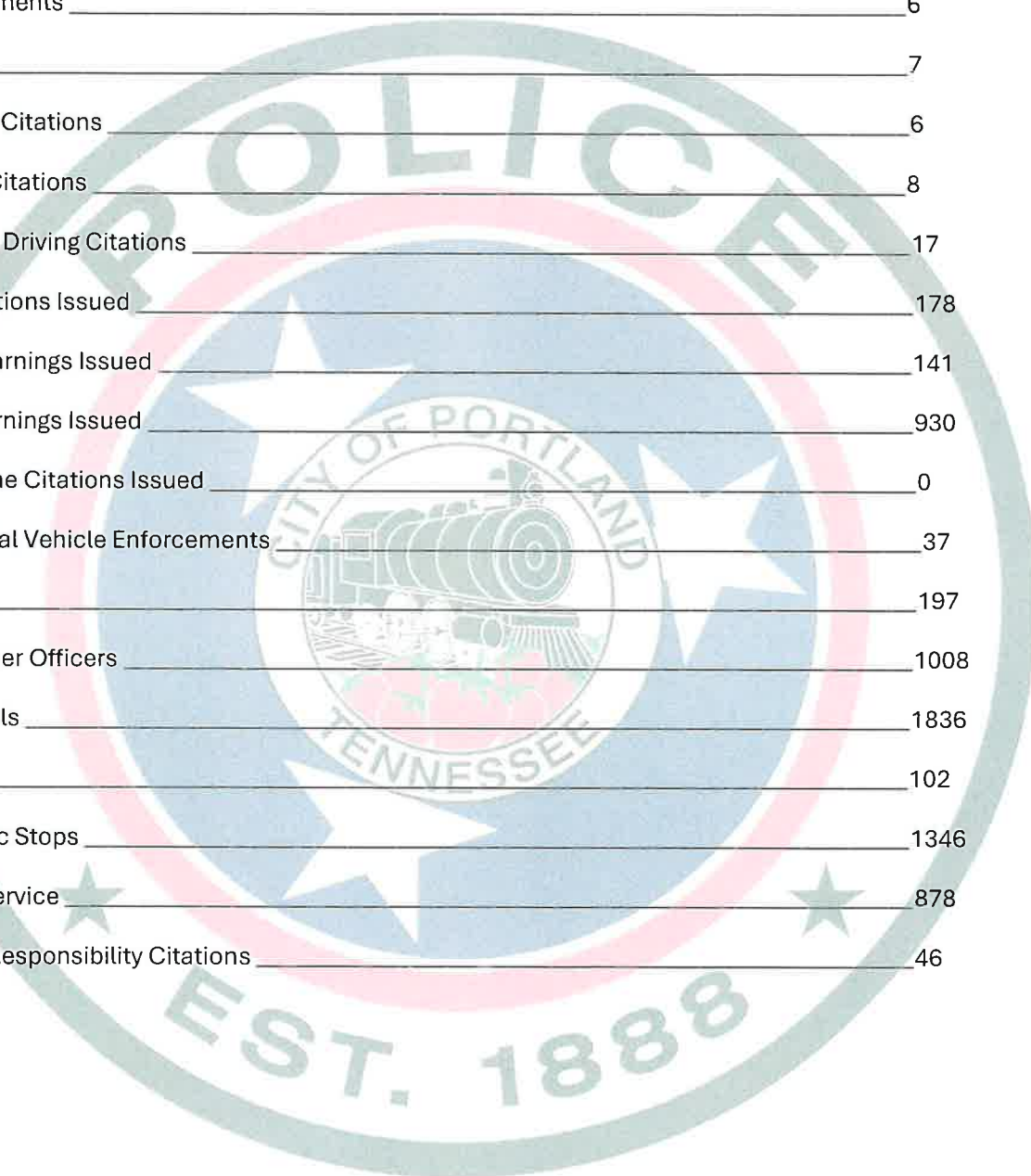
Sgt. Brewer attended many city meetings and continues to help with department tasks as needed.

Section 6: Traffic Division:



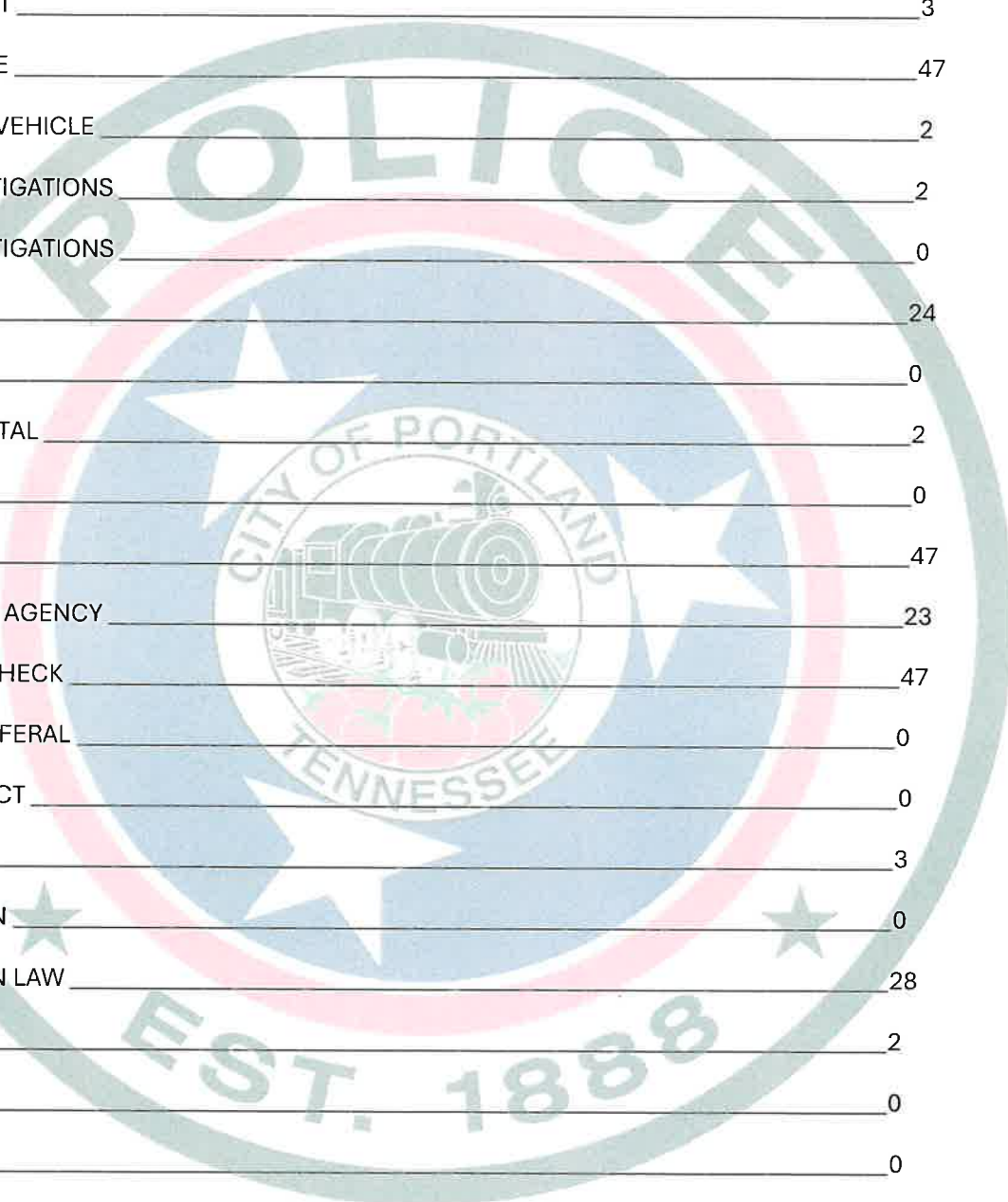
Crashes Worked _____	16
Speed Citations Written _____	63
K9 Deployments _____	2
DUI _____	0
Child Seat Citations _____	2
Seat Belt Citations _____	7
Distracted Driving Citations _____	14
Other Citations Issued _____	40
Written warnings issued _____	38
Verbal Warnings Issued _____	158
School Zone Citations issued _____	0
Commercial Vehicle Enforcements _____	21
Reports _____	21
Assists other Officers _____	46
Arrests _____	9
Total Traffic Stops _____	309
Calls for Service _____	51
Financial Responsibility Citations _____	2
Extra Patrols _____	0

Section 7: Patrol Division:



Crashes Worked _____	45
Speed Citation Written _____	141
K9 Deployments _____	6
DUI _____	7
Child Seat Citations _____	6
Seat Belt Citations _____	8
Distracted Driving Citations _____	17
Other Citations Issued _____	178
Written Warnings Issued _____	141
Verbal Warnings Issued _____	930
School Zone Citations Issued _____	0
Commercial Vehicle Enforcements _____	37
Reports _____	197
Assists other Officers _____	1008
Extra Patrols _____	1836
Arrests _____	102
Total Traffic Stops _____	1346
Calls for Service _____	878
Financial Responsibility Citations _____	46

Section 8: Calls for Service:

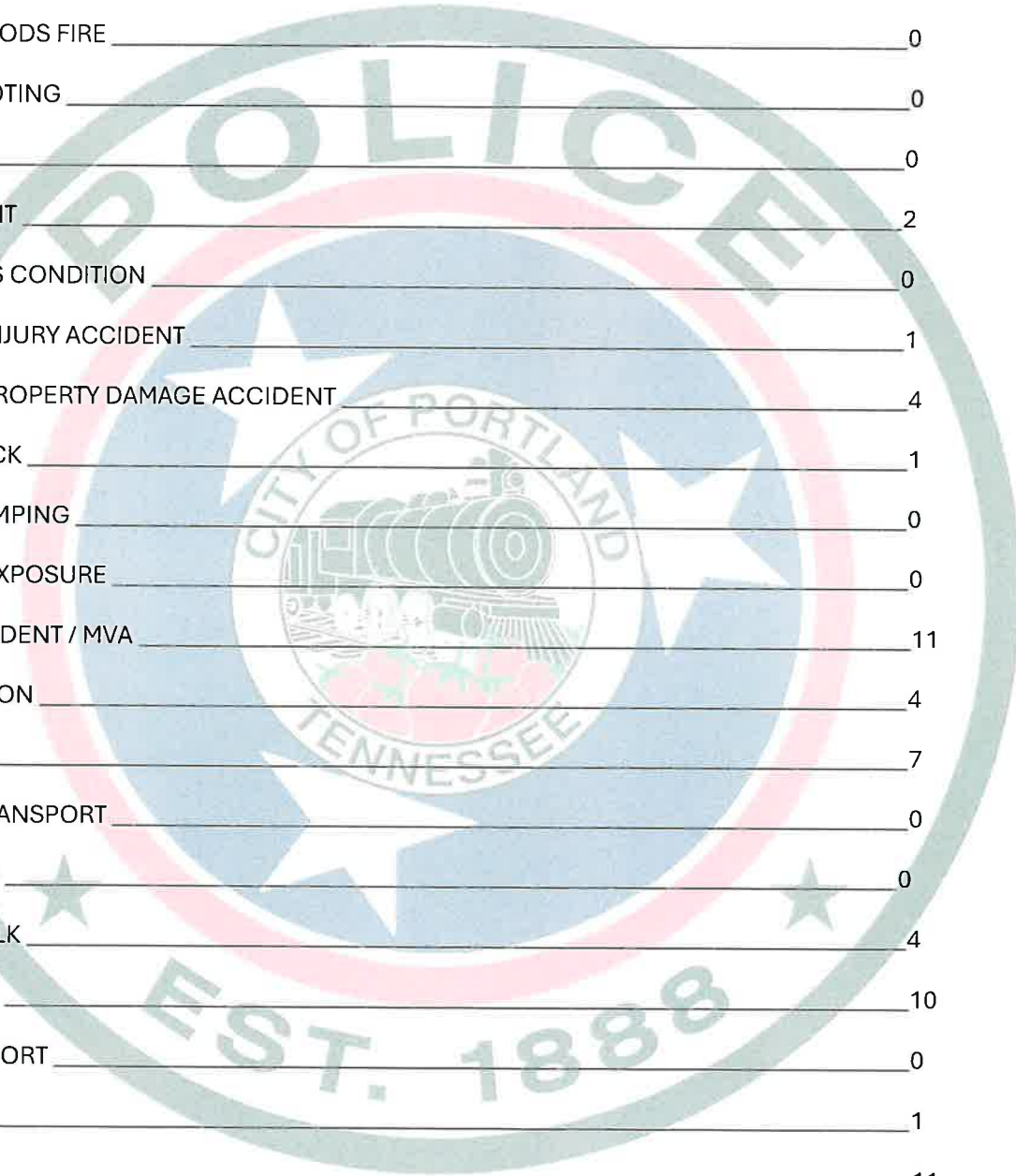


911 HANG UP	21
911 MISDIAL	21
911 MISDIRECT	3
911 OPEN LINE	47
ABANDONED VEHICLE	2
ABUSE INVESTIGATIONS	2
ADMIN INVESTIGATIONS	0
ALARM	24
ALARM TEST	0
ALTERED MENTAL	2
ANIMAL BITE	0
ANIMAL CALL	47
ASSIST OTHER AGENCY	23
APARTMENT CHECK	47
APS / DCS REFFERAL	0
ARMED SUBJECT	0
ASSAULT	3
ASSIST CITIZEN	0
ASSIST CITIZEN LAW	28
ASSIST EMS	2
ASSIST FIRE	0
ASSIST LAW	0
ATTEMPT TO LOCATE	22
BOLO (BE ON THE LOOKOUT)	4
BOMB THREAT	0
BURGLARY	2



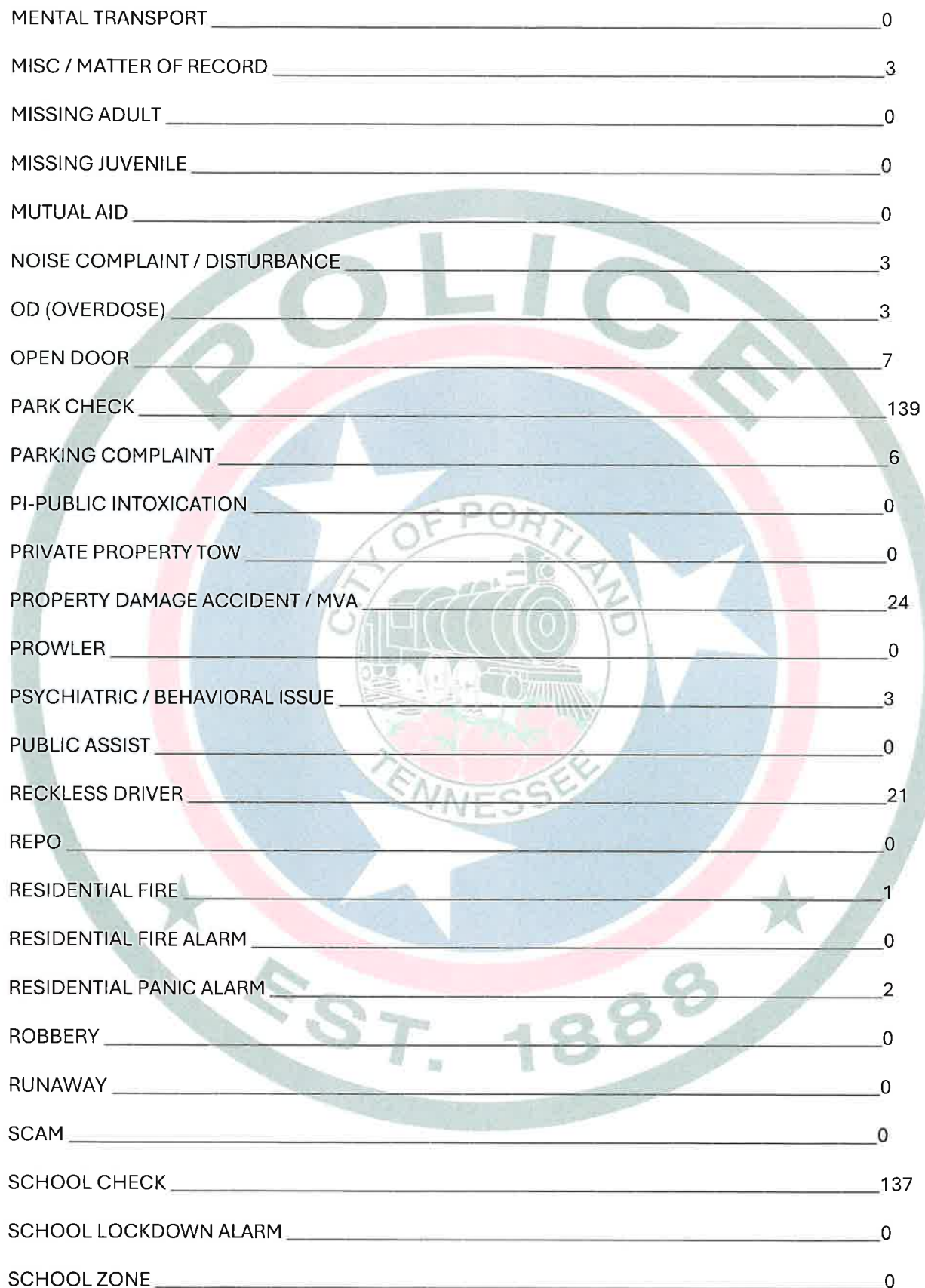
The seal of the Portland Police, Tennessee, is a large, circular emblem. It features a central five-pointed star. Inside the star is a smaller circle containing a steam locomotive. The words "CITY OF PORTLAND" are written in a circle around the locomotive, and "TENNESSEE" is written below it. The outer ring of the seal contains the word "POLICE" at the top and "EST. 1888" at the bottom. The seal is rendered in a light blue and pink color scheme.

BUSINESS CHECK _____	1,324
CAR SEAT CHECK _____	1
CARDIAC ARREST _____	0
CHOKING _____	1
CITY CALL OUT _____	0
CIVIL MATTER _____	7
CIVIL WARRANT _____	0
CODES _____	25
COMMERICAL FIRE _____	0
COMMERICAL FIRE ALARM _____	1
COMMERCIAL HOLD UP ALARM _____	12
CRIMINAL WARRANT _____	5
DEATH INVESTIGATION _____	3
DISORDERLY CONDUCT _____	0
DISTURBANCE _____	23
DOMESTIC _____	21
DRILL _____	0
DUMPSTER FIRE _____	0
ESCAPED INMATE / SUBJECT _____	0
ESCORT _____	19
EVADING _____	0
EXPARTE SERVICE _____	0
EXTRA PATROL _____	184
FI- FIELD INTERVIEW _____	0
FIGHT _____	2
FIRE ALARM TEST _____	0
FIREWORKS _____	15



The seal of the Portland Police Department is centered in the background. It is a circular emblem with a green outer ring containing the word 'POLICE' at the top and 'EST. 1888' at the bottom. Inside the ring is a blue circle with a white star. The center of the seal features a detailed illustration of a steam locomotive crossing a bridge over a river, with the words 'CITY OF PORTLAND' and 'TENNESSEE' flanking the scene.

FOLLOW-UP _____	27
FORGERY _____	0
FRAUD _____	8
GAS LEAK INSIDE & OUTSIDE _____	0
GRASS / WOODS FIRE _____	0
GSW / SHOOTING _____	0
HANGING _____	0
HARASSMENT _____	2
HAZARDOUS CONDITION _____	0
HIT & RUN INJURY ACCIDENT _____	1
HIT & RUN PROPERTY DAMAGE ACCIDENT _____	4
HOTEL CHECK _____	1
ILLEGAL DUMPING _____	0
INDECENT EXPOSURE _____	0
INJURY ACCIDENT / MVA _____	11
INVESTIGATION _____	4
JUVENILE _____	7
JUVENILE TRANSPORT _____	0
KIDNAPPING _____	0
KNOCK & TALK _____	4
LAKE CHECK _____	10
LAW TRANSPORT _____	0
LINE DOWN _____	1
LOCKOUT _____	11
LOCKOUT URGENT _____	2
LOST / FOUND PROPERTY _____	9
LPR HIT _____	3



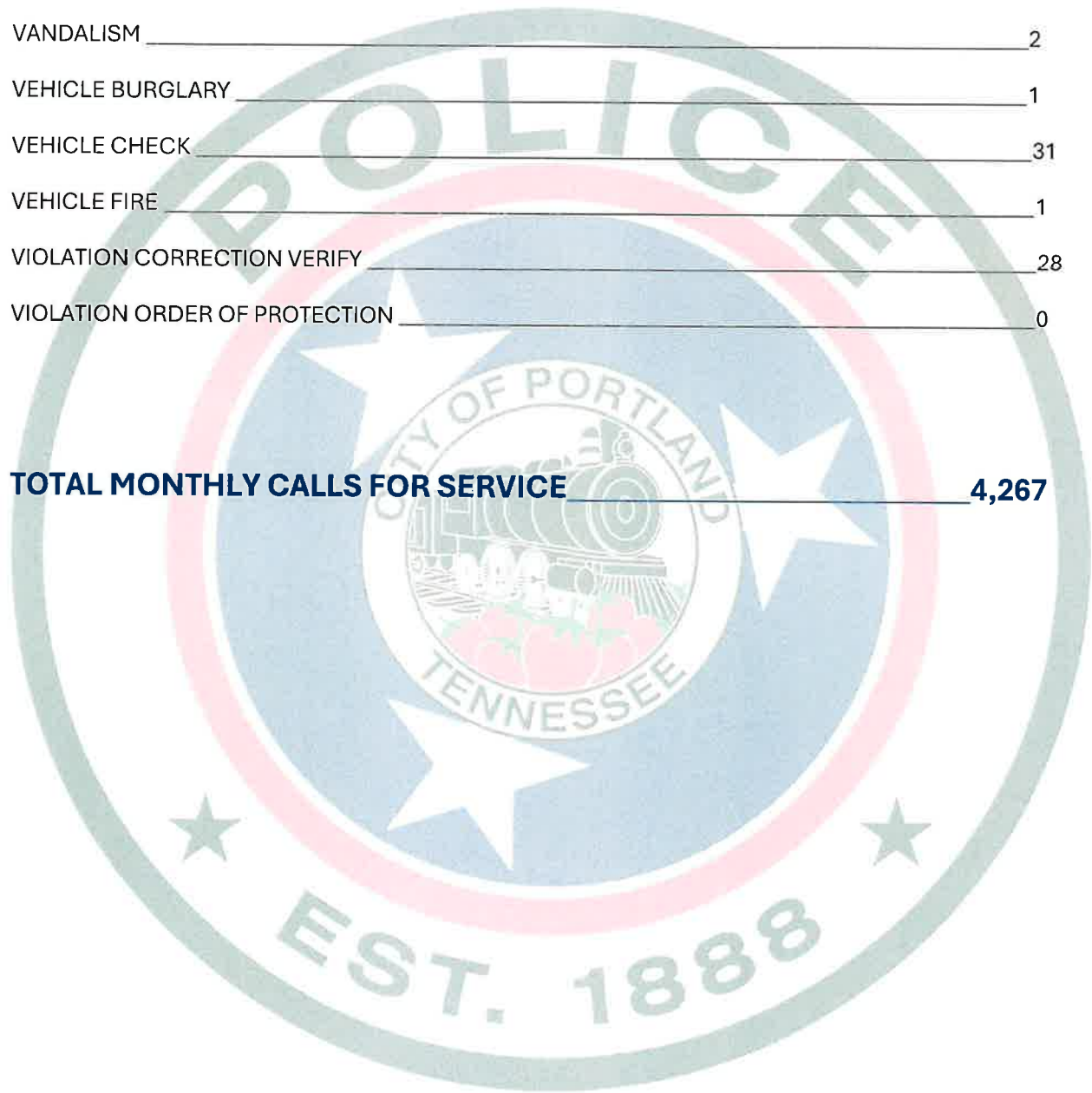
MENTAL TRANSPORT _____	0
MISC / MATTER OF RECORD _____	3
MISSING ADULT _____	0
MISSING JUVENILE _____	0
MUTUAL AID _____	0
NOISE COMPLAINT / DISTURBANCE _____	3
OD (OVERDOSE) _____	3
OPEN DOOR _____	7
PARK CHECK _____	139
PARKING COMPLAINT _____	6
PI-PUBLIC INTOXICATION _____	0
PRIVATE PROPERTY TOW _____	0
PROPERTY DAMAGE ACCIDENT / MVA _____	24
PROWLER _____	0
PSYCHIATRIC / BEHAVIORAL ISSUE _____	3
PUBLIC ASSIST _____	0
RECKLESS DRIVER _____	21
REPO _____	0
RESIDENTIAL FIRE _____	1
RESIDENTIAL FIRE ALARM _____	0
RESIDENTIAL PANIC ALARM _____	2
ROBBERY _____	0
RUNAWAY _____	0
SCAM _____	0
SCHOOL CHECK _____	137
SCHOOL LOCKDOWN ALARM _____	0
SCHOOL ZONE _____	0



The background of the page features a large, faint, circular seal of the Portland Police, Tennessee. The seal is light blue and pink, with the words "PORTLAND POLICE" at the top and "TENNESSEE" at the bottom. In the center, it says "CITY OF PORTLAND" and "EST. 1888". The seal also includes a star and a depiction of a train.

SERIOUS ACCIDENT / MVA	1
SEXUAL ASSAULT	0
SHOPLIFTING	2
SHOTS FIRED / HEARD	1
SOLICITOR	0
SEX OFFENDER REGISTRY VIOLATION	0
SPECIAL ASSIGNMENT	4
SPECIAL ASSIGNMENT COMMUNITY	1
STABBING	0
STOLEN VEHICLE	2
STAND- BY CIVIL (JUDGES ORDER ONLY)	0
STRUCTURE FIRE	0
SUBDIVISION CHECK	40
SUBJECT CHECK	31
SUICIDAL SUBJECT	6
SUSPICIOUS INCIDENT	25
SUSPICIOUS PERSON	10
SUSPICIOUS VEHICLE	8
SYNCOPE / UNREPOSIVE	9
TALK TO OFFICER	185
TEST	2
THEFT	8
THREATS	3
TRAFFIC COMPLAINT	4
TRAFFIC ENFORCEMENT	8
TRAFFIC HAZARD	27
TRAFFIC STOP	1,341

TRANSPORT INMATE / SUBJECT	0
TRESPASS	23
UNAUTHORIZED USE OF VEHICLE	0
UNKNOWN SITUATION	1
VANDALISM	2
VEHICLE BURGLARY	1
VEHICLE CHECK	31
VEHICLE FIRE	1
VIOLATION CORRECTION VERIFY	28
VIOLATION ORDER OF PROTECTION	0
TOTAL MONTHLY CALLS FOR SERVICE	4,267





CITY OF PORTLAND
STORMWATER MANAGEMENT PROGRAM
100 SOUTH RUSSELL STREET
PORTLAND, TENNESSEE 37148
Telephone 615/325-6776

Date: 8/5/2026

Stormwater Management Monthly Report- June 2026

Illicit Discharge Detection and Elimination

Illicit Discharge Detection and Elimination Several meetings were held throughout the month to discuss stormwater issues with homeowners. The main topics of conversation were drainage issues and flooding concerns.

Good Housekeeping

The stormwater department is required in TDEC's MS4 General Permit to train newly hired employees with basic stormwater information. Our department, along with the IT department, made a three-minute stormwater educational video to show new hires during their orientation. This video completes the requirement for the permit.

Construction Site Runoff Control

Pre-Con/Pre-App Meetings: 7

LDPs issued: 10

CGP Inspections: 23

CGP inspections are required once monthly per TDEC. Most sites are inspected more than once a month through pre-con inspections, re-inspections, and illicit discharge complaints. Residential sites that are not under TDEC coverage are inspected on a weekly basis.

Permanent Stormwater Management

New LTMA's received: 0

LTMA Inspections Received: 0



CITY OF PORTLAND

Public Works

Stormwater Field Crew

**Council Report Submitted by
David Harris**

Submitted for the August 2026 meeting

Work done in July 2026

Maintenance (Citywide Various Locations)

- ☒ Maintenance: Storm grate, driveway tiles, canals, ditches and cut swells in yards to prevent flooding etc.
- ☒ Installation or replacement of driveway and road tiles.
- ☒ Place signage such as detour, work ahead - as needed
- ☒ Check and clean storm drains prior to storm event
- ☒ Yard repair: clean up, seed and straw job site
- ☒ Meet with homeowners about drainage issues or upcoming jobs.
- ☒ Tree removal
- ☒ Setup and Checked beaver traps.
- ☒ Purchase supplies: Drainage pipe, gravel, fittings, tools etc...

Other Tasks

- ☒ Attend meetings:
- ☒ Called in Tn One Call tickets
- ☒ Office: Timesheets, work orders, project sheets, reports etc...
- ☒ Inventory counts

Vehicle and Equipment

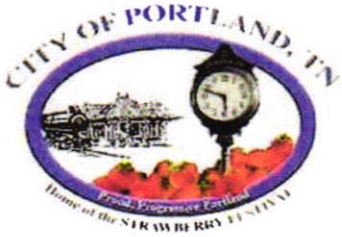
- ☒ Took truck and equipment to get repairs - Local mechanic shop and outside source.
- ☒ Perform daily maintenance check on vehicle and equipment
- ☒ Pick up various parts and supplies for vehicles and equipment.
- ☒ Clean up equipment and trucks

Assistance Work (Convenience Center, Other Dept. & Other City)

- ☒ Convenience Center: clear site of debris and maintain the burn box
- ☒ Range: Maintain road, and drainage
- ☒ Assist other depts as needed.
- ☐ Strawberry Festival
- ☐ Help: Chamber of Commerce, Little League park

Projects:

- | | |
|--|--|
| ☒ 205 Grant Ct. Project | Replaced Drainage tiles and Catch Basin's on rear of property. |
| ☒ 208 Grant Ct. Project | Rebuilt the Catch Basin on Rear of property and added Dirt. |
| ☒ Strawberry St. Project | Did 2 Ditch Clean Outs on the road to move water. |
| ☒ TGT Rd. Project | Installed Drainage tiles at the front of Vince Ellis's House |
| ☒ City Dump Project | Burned Brush, Brush Cut, and Put down Millings |



CITY OF PORTLAND

Public Works

Stormwater Field Crew

Council Report Submitted by
David Harris

- | | | |
|-------------------------------------|---------------------------------------|------------------|
| ☒ | Driveway Repairs | After Rain Event |
| ☒ | Back side of Gyro King and Papa Johns | Brush Cut |
| ☒ | 122 Kimberly St. | Ditch Clean out |
| ☒ | Started Splash Pad Project | |
| ☐ | | |
| ☐ | | |
| ☐ | | |
| ☐ | | |
| ☐ | | |
| ☐ | | |
| ☐ | | |



CITY OF PORTLAND
STORMWATER MANAGEMENT PROGRAM
100 SOUTH RUSSELL STREET
PORTLAND, TENNESSEE 37148
Telephone 615-325-6776

WORK ORDER #456

7/22/2026

Received Work Order # 456 for 130 Kimberly St. Driveway Washed Out.

Place rock back in the Driveway and spread it out with skid steer.



Completed job after we spread driveway back out.



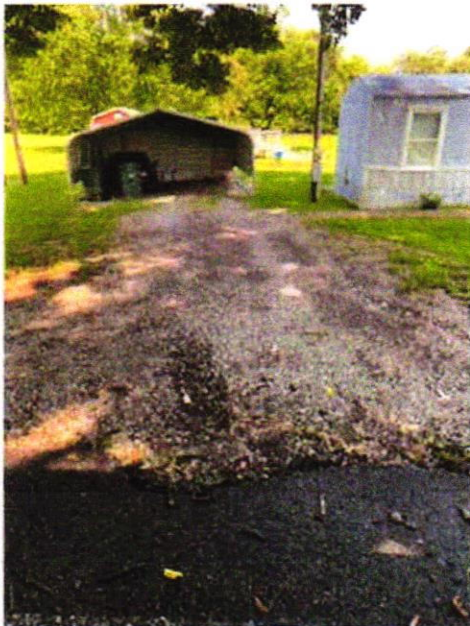
CITY OF PORTLAND
STORMWATER MANAGEMENT PROGRAM
100 SOUTH RUSSELL STREET
PORTLAND, TENNESSEE 37148
Telephone 615-325-6776

WORK ORDER #458

7/22/2026

Received Work Order # 456 for 129 Smith Rd. Driveway Washed Out.

Place rock back in the Driveway and spread it out with skid steer.



Completed job after we spread driveway back out.



CITY OF PORTLAND
STORMWATER MANAGEMENT PROGRAM
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WORK ORDER #459

7/22/2026

Received Work Order # 456 for 1725 Hwy 52 E. Driveway Washed Out.

Place rock back in the Driveway and spread it out with skid steer.



This is the Before Pictures



CITY OF PORTLAND
STORMWATER MANAGEMENT PROGRAM
100 SOUTH RUSSELL STREET
PORTLAND, TENNESSEE 37148
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After Pictures

Completed job after we spread driveway back out.



CITY OF PORTLAND
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113 TGT RD. PROJECT

6/30/2026

Received a call from Carlton Cobb that Vince Ellis at 113 TGT Rd. would like to have his ditch at the road piped in.

7/1/2026

Went and looked at Project. Measured it out to get a price on pipe and fittings.

7/6/2026

Did an Invoice for the project. Once paid. I ordered the pipe and fittings.

7/15/2026

Started this project.

7/21/2026

Harley Raked, Seed and Straw put down.

This Project is Complete. Will continue to monitor during rain events.



CITY OF PORTLAND
STORMWATER MANAGEMENT PROGRAM
100 SOUTH RUSSELL STREET
PORTLAND, TENNESSEE 37148
Telephone 615-325-6776



Before Pictures



During Pictures



CITY OF PORTLAND
STORMWATER MANAGEMENT PROGRAM
100 SOUTH RUSSELL STREET
PORTLAND, TENNESSEE 37148
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After Pictures.



CITY OF PORTLAND
STORMWATER MANAGEMENT PROGRAM
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208 GRANT CT. PROJECT

7/6/2026

Received a call about the Catch Basin on the back of 208 Grant Ct.

Met with Homeowner to find out what the issue was with it.

After looking at it, The Catch Basin was built with no mortar between the blocks and was leaking out of it washing the dirt away around it.

Went ahead and had the camera put in it to make sure that no pipe was separated.

7/20/2026

Started working on this project.

Rebuilt the Catch Basin with mortar and concrete. Brought in dirt to fill in around it.

7/23/2026

Harley Raked, put down seed and straw.

This Project is Complete



CITY OF PORTLAND
STORMWATER MANAGEMENT PROGRAM
100 SOUTH RUSSELL STREET
PORTLAND, TENNESSEE 37148
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Before and During Pictures



CITY OF PORTLAND
STORMWATER MANAGEMENT PROGRAM
100 SOUTH RUSSELL STREET
PORTLAND, TENNESSEE 37148
Telephone 615-325-6776



After Pictures.



CITY OF PORTLAND
STORMWATER MANAGEMENT PROGRAM
100 SOUTH RUSSELL STREET
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205 Grant Ct. Project

May 15th, 2026 received an email from Brian Woodall about a drainage issue at 205 Grant Ct.

An on-site meeting was set up with Brian Woodall, Corbin Keen and David Harris to look at the issue and see what can be done.

May 22nd, 2026 we had a meeting to investigate the issues.

A Catch Basin had come apart, a tree was growing through the tiles, and the tiles were separated at several spots in the yard.

The decision was made to cut down and remove the tree and all tiles and Catch Basins and to replace it.

June 30th, 2026 the tree was cut down.

July 1st, 2026 the tree was cleaned up and hauled away.

Due to the Holiday weekend coming up the Homeowners ask that we hold off on further work until July 6th.

July 6th, 2026 Stormwater started the project of removing the old Catch Basins and pipes.

July 10th, 2026 Stormwater finished replacing the pipes and Catch Basins.

July 14th, 2026 Stormwater did all dirt work, Harley Raked, put down seed and straw.

The work for this project was complete.

205 Grant Ct. Project



This is the Beginning of the Project

This is the tree that had to be removed.



This was the starting point at the back side of 203.

We had to remove and replace the Catch Basin.

205 Grant Ct. Project



Middle of Project

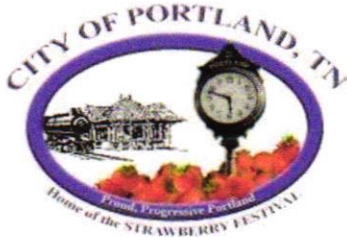


205 Grant Ct. Project



Completion of
Project





CITY OF PORTLAND

Public Works

Street Dept.

Council Report Submitted by
Martin Weekley

Submitted for July 2026 Meeting.
June-July 2026 Report.

Maintenance and Management

- ☒ Downtown area - Pick up trash, empty cans, water flowers and water systems, etc....
- ☒ Cross train employee's on the mowing tractors and other equipment
- ☒ Trim and remove low hanging branches
- ☒ Clean up at shop (put away tools, organize signage and other materials)
- ☒ Straighten up shop lot: all tractors, trailers, backhoe, and other equipment
- ☒ Office paperwork - Time sheets, po request, work orders, route sheets, daily task and monthly report
- ☒ Organize inventory and tools as needed.
- ☒ Maintain traffic signals, school zone lighting and decorative street lighting.
- ☒ Report street light issues to CEMC.
- ☐ Assist paving crew - (prep and plan) riser and roadplates
- ☒ Inventory counts -
- ☐ Collect bagged leaves - brush route

Maintenance of Roadway and Signage

- ☒ Potholes: Check, fill with gravel, repair with cold or hot mix.
- ☒ Roadcut: Prep equipment, compact gravel, then asphalt area.
- ☒ Edge of road: Repair with gravel or asphalt
- ☒ Graveled around mailboxes (USPS request)
- ☒ Remove debris from roadway: branches, dead animals, car parts, glass etc....
- ☒ Signage: Repair, replace or install
- ☒ Remove, haul, dispose of scrap material
- ☒ Mowing: Right of ways, canals, shooting range, intersections, city property lots and shops.
- ☒ Mow lots for our Codes Enforcement Dept
- ☒ Weed eat and spray: downtown area, overpass, guard rails, various intersections ,around signage etc.....
- ☒ Mow with tractors, bushhog, zero turns, batwing mowers etc...
- ☒ Banners and signage - Installation or change out.

Assist in other Departments

- ☒ Sanitation: Assist by helping drive claw truck or sanitation truck Bulk and Brush pick up
- ☒ Stormwater: Check storm drains
- ☒ Convenience Center - Attendant on site, smash down dumpsters, schedule hauls, and maintain the burn box.
- ☒ Golf Course: Reach Mow ditch lines
- ☒ Richland and Meadow Brook Park
- ☒ City Property: Various task such as: trees, gravel, drainage
- ☐



CITY OF PORTLAND

Public Works

Street Dept.

Council Report Submitted by
Martin Weekley

Vehicle & Equipment Maintenance

- ☒ Perform daily maintenance check on vehicle and equipment
- ☒ Took truck and equipment to get repairs - Local mechanic shop and outside source.
- ☒ Pick up various parts and supplies for vehicles and equipment.
- ☒ Repair equipment and tools (Tires, batteries, hoses, decks, fluids, fittings, blades, etc.)
- ☒ Repairs made on tractors, chipper, trailers, hot box, backhoe etc.....
- ☒ Switch out and replacing attachments on equipment (Mowers and tractors)
- ☒ Clean up spills in the roadway

Special Events:

- ☒ Traffic Control , setup barricades, cones/ Removed after event
- ☒ Setup and remove signage and message boards (road closure etc.)
- ☒ Set up tables, chairs, stage for the band and other displays.
- ☒ Pick up and drop off supplies.
- ☒ Clean up and remove all trash before and after any event.
- ☒ Set up signage and digital message boards
- ☐ Decorate for Holiday: Such as Christmas, spring and fall events.
- ☐ Christmas Parade
- ☐ Strawberry Festival
- ☐ Fall Festival
- ☐ Homecoming Parade
- ☒ Music on Main
- ☒ Car Shows

Assist other businesses

- ☒ Chamber of Commerce
- ☐ Hands of Hope
- ☒ Portland Cares
- ☒ Portland Schools
- ☐ Little League Park

Misc. other task

- ☒ Tree's: cut and haul away debris (Various locations)
- ☒ Flower and landscape: Removed dead flowers, fertilize, water and clean up
- ☒ Gazebo: Painted, fixed flag and repaired water lines
- ☐ Prep all winter equipment (Snow plow, trucks, salt spreaders etc...)
- ☒ Removed gravel from roadways and curb areas.



CITY OF PORTLAND

Public Works

Street Dept.

Council Report Submitted by
Martin Weekley

- ☐ Street Shop - Salt Shed: Cleaned up, installed new lights, helped electrician, prep site to get paved.

Christmas tree, lights and decorations were installed: City Hall, Gazebo, Mini Park, Moye-Green house,

- ☐ downtown, North and S Fire Hall, Police Dept, intersection of Hwy 109/52 and on poles along Hwy 109.
- ☒ Cleaned trash, weeded painted curb and gutter hwy 109 hwt 52 and down town
- ☒ Tree's: Removed several trees from city property. Used stump grinder to level the areas.
- ☒ installed all hanging flower pots and ground pot down town
- ☐ repaired side walks on main st
- ☐ installed benches and new mulch downtown
- ☒ Shut roadways down for high water/ water over the road during flood event.
- ☐ worked to install gravel and mulch in new parking lot B
- ☒ Remove dead animals from the roadways.
- ☒ Inspected new side walks on New subdivisions.
- ☒ Attend meetings and trainings
- ☐
- ☐

Monthly Fuel Report

The City of Portland purchases fuel from Wex fuel and Rapid Fueling Co.
This includes Fire, Police, Airport, Parks, Codes, Planning, City Hall, Public Works shops and Department of Utilities shops and treatment plants.

Submitted for Aug 2026 meeting

Jul-26

Rapid Fueling Company	Regular	Diesel	Cost
Airport	0.00	0.00	
City Hall	43.51		129.49
Mechanic Shop	72.64	15.30	259.16
Fire Dept	6.53	93.79	395.39
Gas	914.46	140.15	3,055.06
Mayor	15.74		43.38
Meter Readers	189.70		520.92
Parks	772.88	128.80	2,589.20
Planning	57.95		162.05
Police	3,193.38		8,882.76
Sanitation	51.79	1,559.33	5,722.54
Sewer Colleciton	616.97	219.11	2,486.06
Stormwater	450.45	360.90	2,537.95
Street	360.604	98.80	1,344.96
Water Dist	996.77	230.92	3,589.08
WTP	125.20		345.98
WWTP	81.74		224.72
Total Gallons	7,950.31	2,847.10	32,288.70
Total cost			

WEX fuel System	Cost		
Police Dept	1,327.96		4,214.23
Fire Dept	107.43	706.01	3,028.31
	1,327.96	0.00	4,214.23

WEX Fuel System		\$4,214.23
Rapid Fueling Co.		\$32,288.70
Total cost		<u>\$36,502.93</u>



CITY OF PORTLAND

Public Works

Sanitation Dept

Council Report Submitted
by Betty Lewis

Submitted for the Aug. 2026 meeting
Jul-26

Sanitation Dept is responsible for picking up, disposing of household trash and bulk items.

Pick up bulk items - Furniture, appliances, etc.....

Pick up brush (Claw truck, and chipper)

Pick up trash carts at curb repair or replace damaged carts

Keep trucks and equipment in working condition.

Travel to Sumner Co. Resource Authority to empty

Two claw trucks picking up bulk items and brush at curbside

July-2026								
	Sumner Co. Resource Authority (Dump)		S A Recycling Center (Haul)		Unified Disposal (Dump)		Unified Disposal (Haul)	
	City of Portland	Volunteer Recycling	City of Portland	Other (Cares)	City of Portland	UDP	City of Portland	Other (Cares)
# of Loads	0	0	0	0	72	30	25	
Tonnage			0.00		562.85	86.68		430.00
Per cost	\$60.00	\$60.00	\$275.00	\$137.50	62.5	\$62.50	\$235.00	\$10.00
Amount	\$0.00	\$0.00	\$0.00	\$0.00	\$35,178.13	\$5,417.50	\$5,875.00	\$4,300.00
Total	\$0.00		\$0.00		\$40,595.63		\$10,175.00	
Grand Total	\$50,770.63							

City of Portland
Office of Recorder
100 South Russell Street, Portland, Tennessee 37148
Phone 615/325-6776 Ext. 245

July 2026 Monthly Report

1 Council Meetings	July 20	No Quorum present
	3	Council Members present
	4	Council Members absent
		Alcohol Beverage Board
		Public Hearings
		Resolutions
		Ordinances
		Discussions

	July	2026 Year Totals
Work Study Meetings	0	3
Ad-Hoc Meetings –Fees	1	2
Ad-Hoc Meetings – Operations	0	3
Liability Claims	4	8
Property Claims	2	3

July Open Records Request - 24

YTD Open Records Request - 144

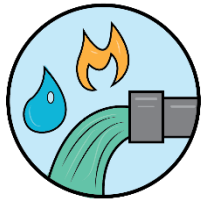
Id	Request Text	Request Date	Closure Reasons	Requester Ci	Requester Company
26-142	Report of E Templeton.	07/31/2026 12:00:00 AM	Fulfilled	Portland	City of Portland
26-141	Request is for 104 East Knight Street Parcel ID 033I C 014.01 for water capacity letters, any utility Fees, OnSite Improvement Fees, Variance Approval, Off Site Improvement Fee, Site Plan Approvals	07/29/2026 03:18:47 PM	Fulfilled	Portland	Cornerstone Surveying
26-140	Fatal dog attack of infant on Sharon Dr on April 20, 2026.	07/29/2026 12:00:00 AM	Fulfilled	Nashville	The Tennessean
26-139	WSMV would like to request the report of the dog attack that killed a child on the morning of April 20th of this year. A child was attacked and killed sometime before 7:30am on Sharon Drive in Portland. Can we please get that report	07/28/2026 12:08:00 PM	Fulfilled	Nashville	WSMV
26-138	I would like information of any permits that were obtained for my home. It shows being built in 1962 . Roof plumbing whatever you have.I need it for my home owners insurance.	07/26/2026 08:13:04 AM	No Records Found	Portland	Me
26-137	Citation # 81145 - Jay Sanders	07/24/2026 12:00:00 AM	Fulfilled	Gallatin	
26-136	written report for fatal dog attack vs female baby--april 2026	07/23/2026 09:50:10 AM	Fulfilled	nashville	WKRN
26-135	Trevor Choate; 2/23/2025 and 3/31/2025; a residence in Portland, TN; body cam footage of first 2 responding officers, 911 call made regarding the incident, body cam footage of arresting officers, interview footage with Choate, police report of primary responding officer	07/22/2026 09:02:17 PM	Denied. Investigati ve Records	White House	Midwest Safety
26-134	Documents and video related to case on 7/18/26 - 7/19/26 Darren Bates and Rachelle Bates. See attached	07/21/2026 12:00:00 AM	Denied. Investigati ve Records	Portland	
26-133	Request is for 108 East Knight Street for Building Permits, Inspections, All City Applications, Utility Fees, OnSite Improvement Fees, Variance Approval, Off Site Improvement Fee, Site Plan Approvals	07/20/2026 02:18:56 PM	Fulfilled	Portland	Cornerstone Surveying

26-132	Subject: Request for Body Cam Footage of Incident July 10, 2026 Dear Portland Police Department (Tennessee) I run an informational Police YouTube Channel educating people about On Duty Police Activity and I'm requesting access to body camera footage and any extra information regarding an incident that occurred on [Suspect Name: Joshua Ross Suspect Age: 31 years old Arresting Department: Portland Police Department (Tennessee) Date of Arrest: July 10, 2026 Location of Arrest: Near the intersection of Vaughn Parkway and Lake Springs Road in Portland, Tennessee (during a traffic stop)]. Specifically, I am seeking footage recorded by officers involved in [He was arrested on active warrants from Davidson County and Wilson County. The charges include attempted criminal homicide and employing a firearm during the commission of a dangerous felony. He also had an active failure-to-appear warrant out of Wilson County. The Davidson County warrants stem from an April 2026 shooting at the Hermitage Auto Wash, where investigators allege Joshua Ross shot a man. After his arrest, he was booked into the Robertson County Jail on a courtesy hold.] To assist you in locating the footage here are the key details of the incident: Date of Event: [July 10, 2026] Names Joshua Ross Location of Event: Near the intersection of Vaughn Parkway and Lake Springs Road in Portland, Tennessee (during a traffic stop) It'd be very appreciated to get access to the footage so I can continue educating people on Police work. If I'm unable to get the Body Cam Footage I requested, I'm open to any other Public Footage that would be helpful to teach through my YouTube Channel. Thank you. [Umair Sarfraz] [pakforcemissions@gmail.com]	07/19/2026 11:45:26 PM	Denied. Investigative Records	Bhawalpur
26-131	i would like the reports and body cam videos that have to deal with Dawson gentry and Addison bates. The two properties are 305 south Russell street and 355 A three brothers way. I need these from the dates Jan 1 2026 through July 2026. Also I need all of the trespassing/ harassment reports and when they were cancelled and if there is body cam of that incident aswell. For court this week.	07/14/2026 01:35:29 PM	No Response from Requester	Portland Brown mechanical

26-130	Hello, I am researching the case involving Joseph McDorman, who allegedly fled police during a domestic assault investigation before being arrested in Kentucky. Under the Tennessee Public Records Act, I am requesting body-worn camera footage and dashcam video for the following case: Suspect: Joseph McDorman, 38 Date of incident: June 12, 2026 – Friday Date of arrest: June 12, 2026 – Friday Location: A residence in Portland, Sumner County, Tennessee Charges: Two counts of domestic assault Evading arrest by motor vehicle Reckless endangerment Aggravated reckless driving Driving on a revoked license Violation of the financial responsibility law Thank you for your assistance. William Alexander	07/10/2026 10:27:09 AM	Denied. Investigati ve Records	Jacksonville
26-129	Hello, I am researching the case involving Kasey Wilson, who was arrested after allegedly being found hiding inside the trunk of a vehicle during a traffic stop in Portland. Under the Tennessee Public Records Act, I am requesting body-worn camera footage for the following case: Suspect: Kasey Wilson Date of incident: June 28, 2026 (Sunday) Date of arrest: June 28, 2026 (Sunday) Location: Portland, Sumner County, Tennessee Charges/Warrants: Aggravated domestic assault (active warrant) Felony violation of probation (active warrant) Thank you for your assistance. William Alexander	07/10/2026 10:26:55 AM	Denied. Investigati ve Records	Jacksonville
26-128	I need a to get a list of all security incidents, reported police calls, and arrests for the year period of 7/1/2025 through 6/30/2026. This is for a HUD audit.	07/08/2026 04:54:07 PM	No Records: Does Not Exist	Portland Highland Rim Terrace
26-127	Any records regarding the property, 0 Cook Rd (Lot 11) Orlinda TN 3714,1 related to the Utility department, and for any communications between the anyone in the City and Mark Woodside, Ginger Woodside, Bryan Brown, and/or Emily Brown.	07/07/2026 03:17:19 PM	No Records: Does Not Exist	Brentwood Farrar Bates Berexa
26-126	Citation # 80841 - see request	06/29/2026 12:00:00 AM	Fulfilled	Gallatin Thomas Martin
26-125	Hello, I would like to request both the June Permit Report and the individual permits so that I can have the following information for each permit: Issue date, Permit #, Site Address, Builder Name, Subdivision name, and Lot #. Thank you!! Debbie	07/04/2026 08:24:34 PM	Fulfilled	Franklin MarketGraphics- Franklin, TN

Dear Portland Police Department, Under the Tennessee Public Records Act (TPRA), Tenn. Code Ann. § 10-7-503 et seq., and as a member of the Media acting in the best interest of the public, I am requesting that you please provide all records that discuss or describe: Officer(s) Involved: Chief Jason Arnold and all arresting/investigating officers of the Portland Police Department Suspect: Joy Key, 37 Suspects date of birth: N/A Charges: Possession with intent to sell and deliver meth Date of arrest/incident: August 2, 2025 Time of Incident: N/A Address of the Incident/Arrest: Traffic stop approximately a block away from the Portland senior center, Portland, TN REQUESTING: all bodycam and dashcam footage for this case in video and audio format, as well as any collected surveillance media. I want all bodycam footage from every officer and detective involved. This includes any and all video/audio connected to the incident — the initial traffic stop of the red Nissan driven by Joy Key, the physical search of her person and purse, the discovery of the drug pipe and baggies of meth, taking the suspect into custody, and her transport to the Sumner County Jail. I am specifically requesting all interview and interrogation footage involving the suspect, as well as the complete incident reports, investigation summaries, probable cause/arrest affidavits, and property/evidence logs detailing the recovery of the drug paraphernalia and the approximately 8.8 grams of methamphetamine. I am also requesting any records or reports related to the initial mid-July discovery of the crystal-like substance found in the bathroom of the Portland senior center that initiated this investigation. I confirm that this request for public records is being made for non-commercial purposes and is intended to serve the public interest. As a news agency, AllAboutCrime seeks to inform and educate the public about government accountability, transparency, and the justice system by highlighting compelling, deep-cut criminal cases rather than highly publicized viral				
26-124		07/03/2026 07:41:09 PM	Denied. Investigative Records	Warrensburg AllAboutCrime
26-123	Hello, we are requesting building permits issued in May 2026 and June 2026 for new single-family homes. Please include each permit's address, subdivision and lot info if applicable, square footage, cost of construction, and contractor information.	07/03/2026 08:16:50 AM	Fulfilled	Franklin InfoSource Inc.
26-122	Citation # 80636 to Thomas Witkowski	07/02/2026 12:00:00 AM	Fulfilled	Knoxville Parker and LaDuke Atty

26-121	Hello – I am requesting June 2026 residential and commercial building permit data for your municipality. Please provide the records in PDF format, including the following information where available: Permit Number Permit Issue Date Location Address (street number, street name, city, state, zip code) Owner Name (if applicable) Permit Type (New Construction, Single-Family Dwelling, Multi-Family, Alteration, Addition, Electric, Plumbing, HVAC, etc.) Permit Value Parcel Number Square Footage (if applicable) Contractor Name Please mark permits separately as Residential or Commercial. If there are any fees, required forms, or additional steps needed to fulfill this request, please let me know. Thank you for your time and assistance.	07/02/2026 08:17:00 AM	Fulfilled	White House Cursive Data
26-120	Body Cam from 2/25-26/2023 See attached.	07/01/2026 12:00:00 AM	No Records: Does Not Exist	Franklin
26-119	Please provide a zoning verification letter (current dated on jurisdiction letter head), copies of any zoning code violations, copies of certificates of occupancy (certificates of use & occupancy, non-RUPs, certificates of compliance, certificates of completion, certificates of continued occupancy, certificates of use, use and occupancy permits, or the equivalent of a certificate of occupancy), and variances (entitlements, special/conditional use permits, resolutions, certificates of approval, proffers, zoning cases, conditions of approval, petitions, staff reports, waivers, decisions, etc.) on file at this time for the vacant land property located at Payne Rd (parcel: 012 015.00). Please do not exceed \$25 in fees without prior approval. Our Ref #189863-1 I have attached a parcel view and property info to assist in research. The property is located in Robertson County (I have contacted the county and they are going to provide their portion of the response, however a majority of the property (56.3 acres) is located in and zoned by Portland).	07/01/2026 09:06:55 AM	Fulfilled	Nashville



PORTLAND

Department of Utilities

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Portland, Tennessee

CITY OF PORTLAND

PORTLAND NATURAL GAS

LUCAS BAKER – GAS SUPERVISOR

100 S RUSSELL ST

PORTLAND, TENNESSEE 37148

Email Address: lbaker@cityofportlandtn.gov

Gas Dept Monthly Report –July 2026

- June Natural Gas Volume Allocation at Gate Stations: 33,128 MCF
- 3 gas services installed consisting of 1,019LF of ¾" service line pipe
- 1 industrial gas service installed consisting of 1,509LF of 2" service line pipe
- 1 Abandoned Service
- 5 Gas Main leak repairs
- 1 Industrial Customer Regulator leak repair
- 3 service risers repaired/relocated
- 13 Yard Repairs
- Welding fabrication for Kirby Building gas meter
- 1 employee completed Proctor-Evaluator Certification for Operator Qualifications
- Swartz construction on Natural Gas Relocations for TDOT SR109 Bypass
- Multiple cathodic protection coating repairs
- 3rd quarter patrolling of gas mains and services-TPUC requirement
- Valve Maintenance
- TPUC Construction Inspection -State Inspector onsite for 2-day inspection
- Atmospheric Corrosion Inspections
- Gas Leak Investigations/Odor Complaints (indoor and outdoor)
- 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



PORTLAND

Department of Utilities

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Portland, Tennessee

CITY OF PORTLAND

TIM SUDDARTH – WTP CHIEF OPERATOR

298 PORTLAND LAKE RD.

PORTLAND, TENNESSEE 37148

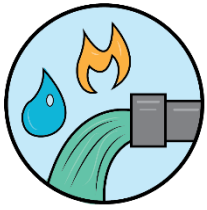
Telephone 615-325-6776 ext.192

Telephone 615-566-7074

Email TSuddarth@cityofportlandtn.gov

Portland WTP Report for Month of July 2026

- Submitted June 2026 DMR via the EPA CDX online portal.
- Submitted June 2026 MOR's via certified mail.
- Started required triennial lead and copper sampling.
- 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.



PORTLAND

Department of Utilities

Call 811 Before You Dig!
Portland, Tennessee

City of Portland

Robert Cook: Collections Supervisor.

100 S Russell Street.

Portland, Tennessee 37148

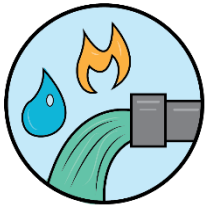
Telephone 615-456-5102

Email Address: rcook@cityofportlandtn.gov

June 2026

Sewer Collections Monthly Report

23 INI repairs
47 Stations cleaned with Vac Truck
1 CCTV main line inspection
8 CCTV lateral inspections
2 Main lines Jetted
1 Service capped
10 Pumps pulled
3 C/O boxes installed
10 Sewer inspections
12 Lift station repairs
Service calls
Locates
Employee training
Weed eating
Equipment maintenance
Office work
Station maintenance
Smoke Testing



PORTLAND

Department of Utilities

Call 811 Before You Dig!
Portland, Tennessee

City of Portland

Robert Cook: Collections Supervisor.

100 S Russell Street.

Portland, Tennessee 37148

Telephone 615-456-5102

Email Address: rcook@cityofportlandtn.gov

July 2026

Sewer Collections Monthly Report

31 Lift Station Repairs

9 INI Repairs

40 Stations Cleaned with Vac Truck

10 Services CCTV

9 Sewer inspections

9 Main Lines jetted

2 Services Rodded

1 Dye Test

3 Service Calls

1 Storm Drain CCTV

13 Yard Repairs

10 WWO's

2 DWO'S

22 Lines Smoke Tested

Weed eat

811 Locates

Overflow Cleanup



PORTLAND

Department of Utilities

Call 811 Before You Dig!

Portland, Tennessee

CITY OF PORTLAND

JENNIFER YOUNG – WW CHIEF PLANT OPERATOR

100 SOUTH RUSSELL STREET

PORTLAND, TENNESSEE 37148

Telephone 615-323-1437

Email Jyoung@cityofportlandtn.gov

Date: 8-6-26

WWTP Monthly Report JULY 2026

We are currently running all 3 SBR's with good results. Here are our monthly totals.

- Total Influent Flow- 37.57 mgd
- Total Effluent Flow- 37.99 mgd
- Peak Influent Flow- 2.15mgd
- Peak Effluent Flow- 3.13 mgd
- Total Rainfall- 6.58"
- Peak Rainfall- 1.90"

- Still no new influent flow meter.
- Maintenance and PM programs are moving along great.

Regards,

Jennifer Young

Portland TN WRF Chief Operator



PORTLAND

Department of Utilities

Call 811 Before You Dig!

Portland, Tennessee

CITY OF PORTLAND

JENNIFER YOUNG – WW CHIEF PLANT OPERATOR

100 SOUTH RUSSELL STREET

PORTLAND, TENNESSEE 37148

Telephone 615-323-1437

Email Jyoung@cityofportlandtn.gov

Date: 7-15-26

WWTP Monthly Report JUNE 2026

We are currently running all 3 SBR's with good results. Here are our monthly totals.

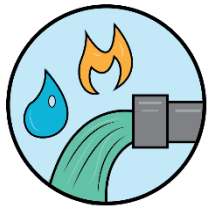
- Total Influent Flow- 35.11 mgd
- Total Effluent Flow- 32.77 mgd
- Peak Influent Flow- 2.06 mgd
- Peak Effluent Flow- 2.65 mgd
- Total Rainfall- 3.53"
- Peak Rainfall- 1.81"

- Still no new influent flow meter.
- Working with Aqua, Heathcoat and Davis, OHM on PAC installation.
- Maintenance and PM program is moving along great.

Regards,

Jennifer Young

Portland TN WRF Chief Operator



PORTLAND

Department of Utilities

Call 811 Before You Dig!
Portland, Tennessee

CITY OF PORTLAND

DEPARTMENT OF UTILITIES
100 SOUTH RUSSELL STREET
PORTLAND, TENNESSEE 37148
Telephone (615) 323-1437

PDU Admin. Work Report July 2026

Service Taps Issued

WTP has a capacity of approximately 3.0 MGD. Existing peak demand plus all proposed development results in a projected peak demand of 3.856 MGD.

Single Taps

- Water: 8 taps
- Sewer: 5 taps
- Gas: 4 taps

Development Taps –

Utility	Original Letter	First Renewal	Second Renewal
Water	2	38	0
Sewer	0	38	0
Gas	0	0	0

City Projects

- Non-Competitive ARPA Grant Projects:
 - a. CO for the Oakhill Water project approved. Contractor has started installing pipe as of 6/2. 95% complete
- Competitive ARPA Grant Projects
 - a. Regionalization Project – 100% installed. 16" Main is in service. Only pump station is not in service due to lack of power.
 - b. Water Resource Protection Grant – WTP and City Lake Improvements – 75% complete.
- TDOT Bypass (North Loop)
 - a. Gas main on TGT RD 85% complete
 - b. Water on TGT Rd failed pressure test and is currently in the process of redoing it.
 - c. Test holes are being performed on N Broadway
 - d. 30% for all Utility work for this project is complete.
- 2025 Sewer Improvements
 - a. S Russell St – completed and final paved
 - b. Richland Park – main has been replaced, testing on 6/4 and restoration needs completion
 - c. North St – 4 lengths of pipe installed. Sewer replacement on hold until water main can be relocated.
- Oak Grove Altitude Valve – vault and bypass installed. Sensing line installed.

Private Development

- Rockland Estates – IDT plan reviews complete, comments need to be resolved.
- Red River and Highland – Easement has been revised. Developer is getting a new contractor.
- Country Inn & Suites Hotel – waiting on contractor to set up pre-construction.
- TA Travel Center – Gas main 100% Complete. Water is in service, but sewer has not started. Engineers have discovered an issue with grading. New grade plan is being designed.
- Coventry- Sewer - 95% complete, need force main tie-in and wet well is 95% installed. Water – 100% complete
- CDJ Farms Phase II – sewer main installation has started. Contractor awaiting delivery of material. Water has not started. Still awaiting submittals. On Hold
- Magnolia Springs Phase IV- Preconstruction meeting conducted, materials have been delivered and verified. Construction is slated to start week of June 8th. On Hold
- Harper Rd Water Line Extension- 1005 installed and are in service, only cut and cap are missing.
- Richland Estates- water is 10% complete, sewer has not started.

BUSINESS OFFICE MONTHLY REPORT

JULY 2026

Total Payments Received	9,704	\$2,458,374
Utility Bills Processed	10,584	\$1,678,057
Total Service Orders Processed	251	

Total Customers by Service	
Water	8631
Sewer	4782
Gas	5361
Sanitation	4995
Stormwater	5271

New Service Connect/Disconnect	
Water Disconnected	112
Water Connected	64
Gas Disconnected	45
Gas Connected	18

Taps Sold July 2026		Taps Sold YTD 2026	
Gas	4	Gas	40
Water	11	Water	144
Sewer	6	Sewer	90

Leak Adjustments Processed	19
Pool Adjustments Processed	26

Municipal Court Findings	
Citations Suspended	10
Citations Dismissed	33
Defendants Found Guilty	175
Defendants Given Traffic Class	48

Business Licenses	
Active Licenses	624
New Licenses	14
Renewed Licenses	24
Active Food Vendors	14

Property Taxes Processed	
Bills Processed	35
Amount Received	\$48,088
Property Taxes Collected YTD	
2022	99.7%
2023	99.7%
2024	99.2%
2025	97.0%
Tax Relief	
New & Existing Applicants YTD	251
Submitted to State July 2026	0
Payment Approved July 2026	4

Building Codes - July - 2026 Report

Permit Type	Monthly Permits Issued	Amount	YTD Permits Issued
Residential Building	7	\$9,551.13	77
Commercial	0	\$0.00	13
Industrial	0	\$0.00	6
Plan Review	12	\$1,193.45	119
Stand Alone Building	8	\$3,800.44	35
Fire Alarm/Fire Sprinkler	1	\$215.00	4
Plumbing	16	\$5,978.60	84
Mechanical	9	\$1,784.10	86
Use & Occupancy	2	\$230.00	7
Swimming Pool	1	\$165.00	12
Demolition	2	\$505.00	6
Fire Works	0	\$0.00	9
Moving	0	\$0.00	0
Temp C/O & Stock/Train	0	\$0.00	1
Total	58	\$23,422.72	459

Impact Fees Collected - July - 2026

Parks	\$6,268.50
Police	\$3,312.75
Fire	\$7,581.00
Total	\$17,162.25

General Fund - YTD Totals

\$385,098.20

General Fund - Fiscal YTD

\$23,422.72

Impact Fees - YTD

Parks - \$ 58,186.50

Police - \$ 47,061.50

Fire - \$ 83,319.22

Impact Fees - Fiscal YTD

\$6,268.50

\$3,312.75

\$7,581.00

July - Inspections

Commercial	8
Residential	115
Industrial	0
Totals	123

Inspections - Totals YTD

63
924
32
1019

RESOLUTION

City of Portland, Tennessee

No. 26 – 68

A RESOLUTION FOR AUGUST 2026 TO HONOR THE PRINCIPLES AND IDEALS THAT MAKES AMERICA THE GREATEST NATION ON EARTH AS WE CELEBRATE THE 250TH ANNIVERSARY OF THESE UNITED STATES

WHEREAS, Forged in the hope of freedom, opportunity, justice, self-reliance, and a better tomorrow, 56 delegates from the Thirteen Colonies pledged their lives, fortunes, and sacred honor in declaring their support for the dream that would soon become America; and

WHEREAS, Each month of 2026, the City of Portland will recognize one of the many American principles and ideals that continue to strengthen our Union as we honor the 250th Anniversary of these United States of America; and

WHEREAS, For August 2026, we recognize the value of the **Rule of Law** during this year of celebration. America's sixth president John Quincy Adams wrote: "*The law given from Sinai was a civil and municipal as well as a moral and religious code.*" Engraved on our Nation's Supreme Court building are depictions of law givers of which is Moses holding two tablets of stone that in part emphasize the respect for life, property rights, and honesty. The Rule of Law is woven through the Constitution and highlights American values such as the separation of powers, due process, and equal protection; and

NOW THEREFORE BE IT RESOLVED, by the Mayor and Board of Aldermen of the City of Portland that the American ideal of the Rule of Law continually be a reminder in the governing, planning, and debate that shapes our community; and

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

Mike Callis, Mayor

Attest: Tracy Kizer, City Recorder

Approved this day of August, 2026

ORDINANCE

City of Portland, Tennessee

No. 26 – 34

Second Reading

AN ORDINANCE TO AMEND THE CITY OF PORTLAND, TENNESSEE ZONING MAP BY REZONING 120 Old WESTMORELAND ROAD, (MAP 033G PARCEL 028.00 & MAP 033 PARCEL 039.00) FROM R-15 (RESIDENTIAL) AND COUNTY (AGRICULTURAL) TO RM-1 PUD (RESIDENTIAL PLANNED UNIT DEVELOPMENT)

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 RM-1 PUD (Residential Planned Unit Development) by a vote of 6-0 at their May 12, 2026 meeting.

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

Section 1. That the property described herein be, and the same is hereby, rezoned from County Agricultural (County) and R-15 (Residential) to RM-1 PUD (Residential Planned Unit Development) Approximately 27.2 +/- acres more or less, located at 120 Old Westmoreland Road as shown on the attached map.

For reference, see Record Book 3992, Pages 50-51, in the Register's Office of Sumner County, Tennessee, and being shown as Map 033G, Parcel 028.00 and Map 033 Parcel 039.00 for Sumner County, Tennessee.

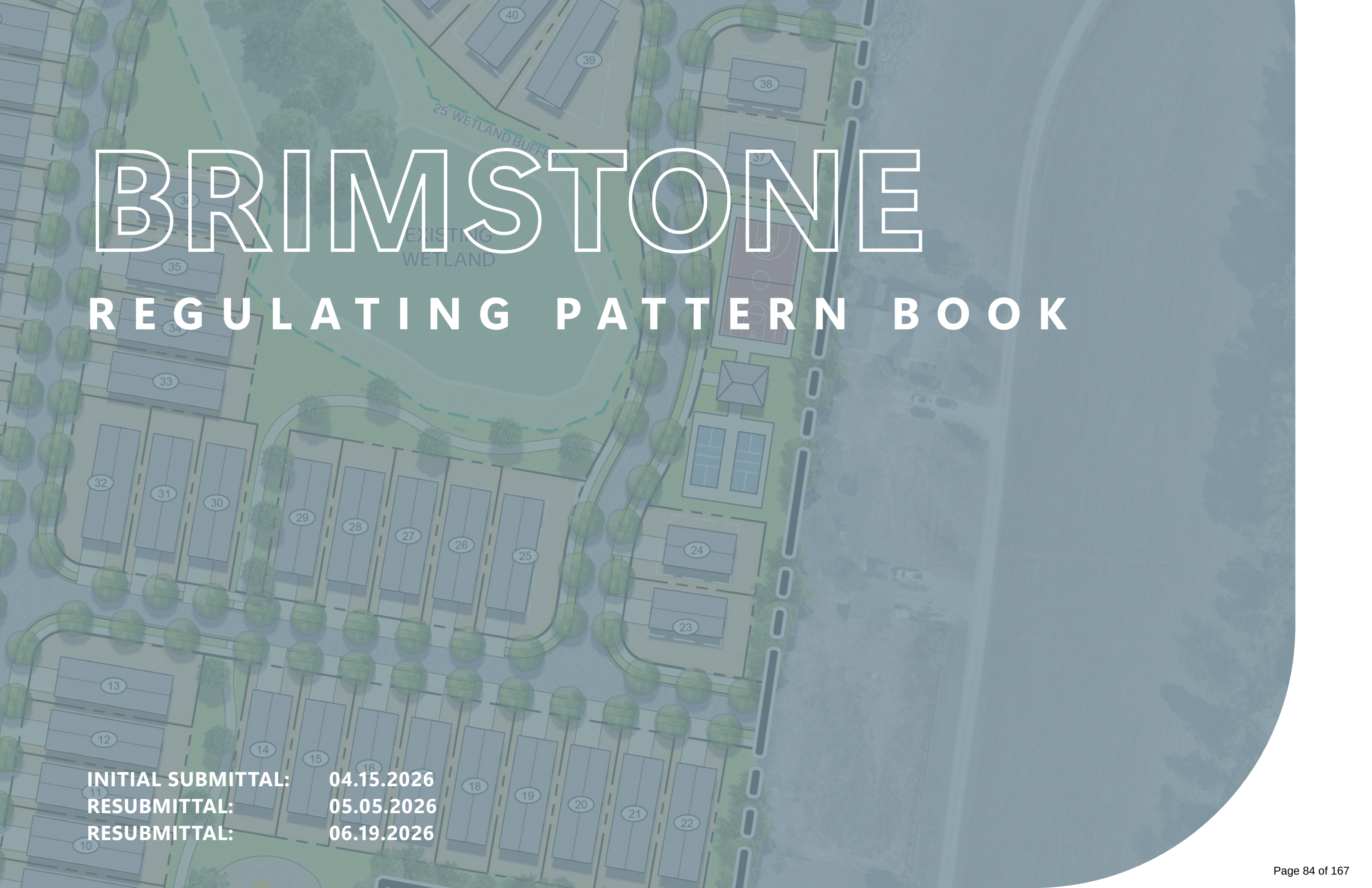
BE IT FURTHER ORDAINED that all Ordinances in conflict herewith are repealed to the extent of said conflict, and that this Ordinance shall become effect upon the annexation of the property and after its passage on final reading, the public welfare requiring it.

Mike Callis, Mayor

Attest: Tracy Kizer, City Recorder

Passed First Reading: June 1, 2026
Notice Published: Portland Sun- July 28, 2026
Public Hearing: August 17, 2026
Passed Second Reading:





BRIMSTONE

REGULATING PATTERN BOOK

INITIAL SUBMITTAL: 04.15.2026
RESUBMITTAL: 05.05.2026
RESUBMITTAL: 06.19.2026

BRIMSTONE BUILDS

DEVELOPER

DARRYL HARTLEY
P.O. BOX 391
PORTLAND, TENNESSEE 37148



PAPE-DAWSON

LANDSCAPE ARCHITECT/APPLICANT

TROY GARDNER
315 WOODLAND STREET
NASHVILLE, TENNESSEE 37206
615-244-8591

PAPE-DAWSON

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PROJECT NARRATIVE



Portland, Tennessee embodies a blend of rural charm and suburban convenience, surrounded by rolling hills and farmland. Portland offers a tranquil setting less than an hour from Downtown Nashville. Known for its strong community spirit, Portland hosts events like the annual Strawberry Festival, celebrating its agricultural roots. Residents enjoy a relaxed lifestyle with parks, schools, and local businesses contributing to its vibrant small-town appeal.

Brimstone will be a neighborhood on the east side of Downtown Portland. The site is composed of two parcels, with one existing

home and several out buildings along the frontage of Old Westmoreland Road. The remaining portion of the site is gently sloped, undeveloped farmland bisected by two streams and a wetland. The site is situated amongst several existing single family neighborhoods to the south. west. and northeast, undeveloped land to the east, and a couple small multi-family neighborhoods to the southeast.

All homes will be front-loaded, single family detached homes. Brimstone is envisioned to blend harmoniously with the existing fabric of Downtown Portland.



EXCEPTIONS REQUEST

An exception is requested to allow single family detached lot sizes of 5,000 s.f. per PUD Regulation 12.302(A). Per PUD Regulation 12.206 the following design characteristics and amenities may be proposed to support this exception request:

- Perimeter landscape buffering in addition to required minimum
- Walking trail
- Playground
- Sports Courts
- Centralized Cluster Box Unit - Mail Kiosk
- School Bus Pavilion

PERMITTED USES

- Dwelling, One-Family Attached
- Community Assembly (Private Amenity Center & Clubhouse)

PROPOSED DENSITY

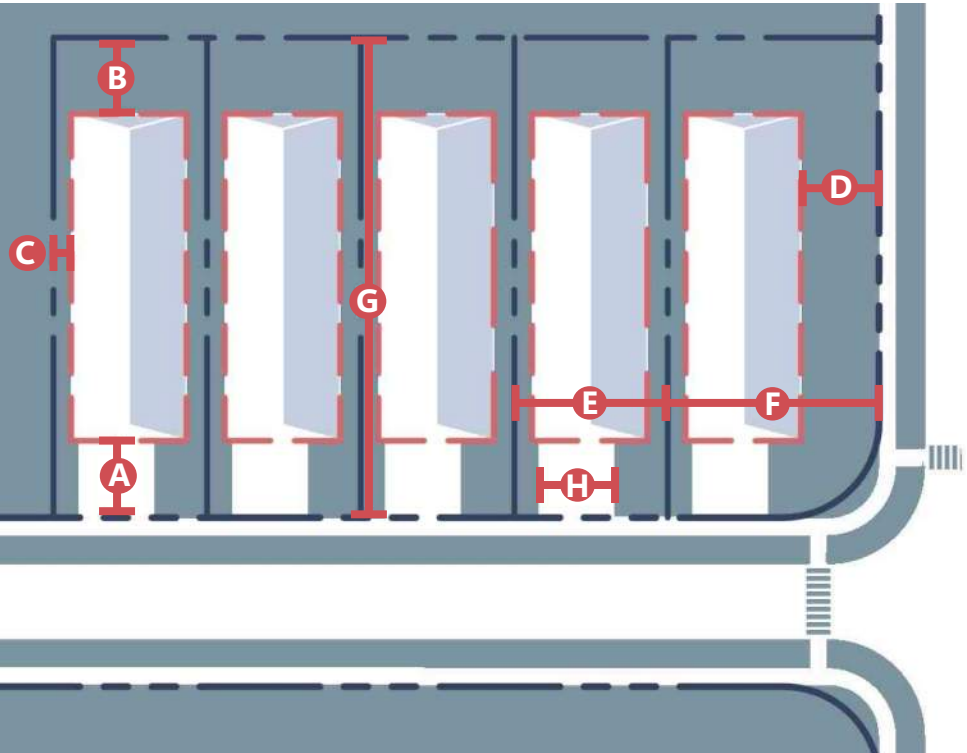
Site Area: 26.6 ac
Proposed Yield: 94 ac
Density: 3.5 d.u./ac

EXISTING DENSITY ALLOWED

<u>CURRENT ZONING</u>	<u>MAP</u>	<u>PARCEL</u>	<u>ACRES</u>	<u>UNITS ALLOWED</u>
R-15	33	28.00	3.6	10 LOTS (Based on 15,000 s.f. min. lot size)
RR (COUNTY)	33	39.00	23	25 LOTS (Based on 40,000 s.f. min. lot size)
TOTAL:				35 LOTS (1.3 d.u./ac)

TYPICAL LOT DIAGRAM

SINGLE FAMILY

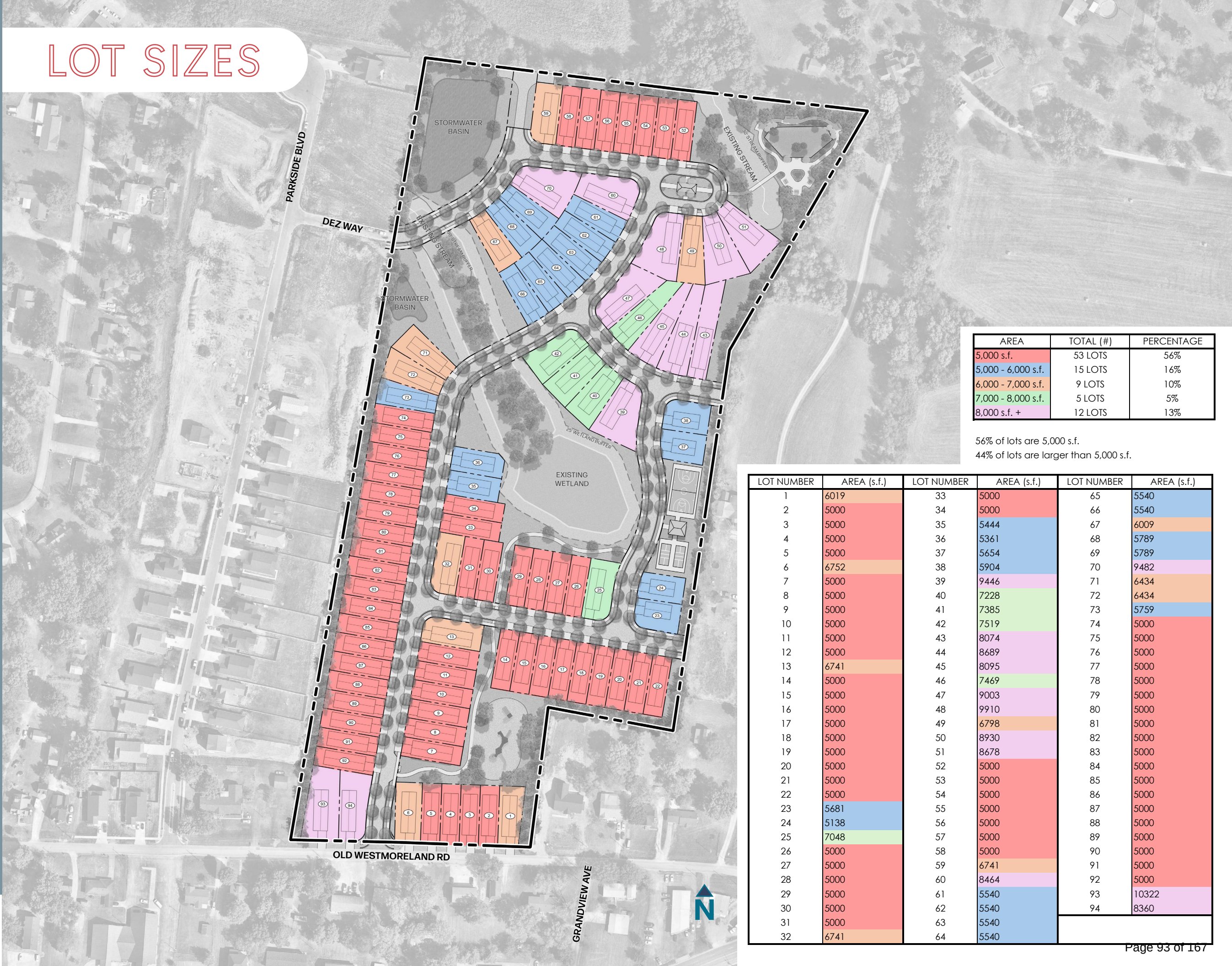


A	Front Setback	20'
B	Rear Setback	20'
C	Side Setback	5'
D	Side Street Setback	20'
E	Typical Lot Width	40'
F	Corner Lot Width	55'
G	Lot Depth	125' min
H	Driveway Width	18' typ. (16' min.)

OVERALL LAYOUT



LOT SIZES



AREA	TOTAL (#)	PERCENTAGE
5,000 s.f.	53 LOTS	56%
5,000 - 6,000 s.f.	15 LOTS	16%
6,000 - 7,000 s.f.	9 LOTS	10%
7,000 - 8,000 s.f.	5 LOTS	5%
8,000 s.f. +	12 LOTS	13%

56% of lots are 5,000 s.f.
44% of lots are larger than 5,000 s.f.

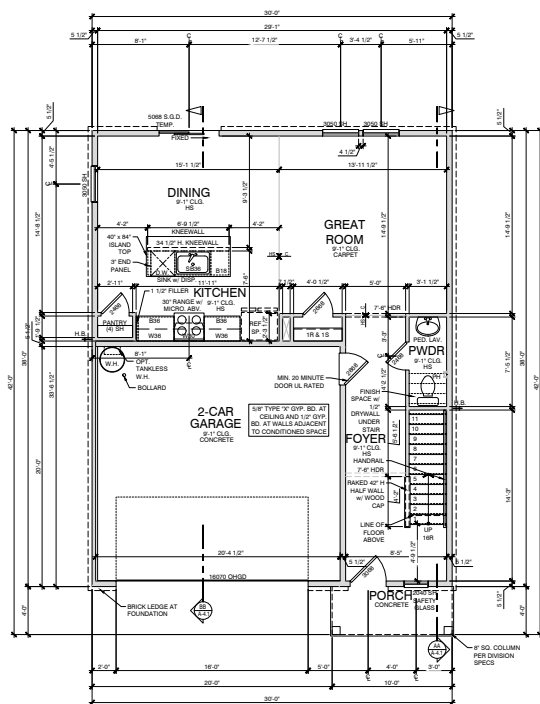
LOT NUMBER	AREA (s.f.)	LOT NUMBER	AREA (s.f.)	LOT NUMBER	AREA (s.f.)
1	6019	33	5000	65	5540
2	5000	34	5000	66	5540
3	5000	35	5444	67	6009
4	5000	36	5361	68	5789
5	5000	37	5654	69	5789
6	6752	38	5904	70	9482
7	5000	39	9446	71	6434
8	5000	40	7228	72	6434
9	5000	41	7385	73	5759
10	5000	42	7519	74	5000
11	5000	43	8074	75	5000
12	5000	44	8689	76	5000
13	6741	45	8095	77	5000
14	5000	46	7469	78	5000
15	5000	47	9003	79	5000
16	5000	48	9910	80	5000
17	5000	49	6798	81	5000
18	5000	50	8930	82	5000
19	5000	51	8678	83	5000
20	5000	52	5000	84	5000
21	5000	53	5000	85	5000
22	5000	54	5000	86	5000
23	5681	55	5000	87	5000
24	5138	56	5000	88	5000
25	7048	57	5000	89	5000
26	5000	58	5000	90	5000
27	5000	59	6741	91	5000
28	5000	60	8464	92	5000
29	5000	61	5540	93	10322
30	5000	62	5540	94	8360
31	5000	63	5540		
32	6741	64	5540		

ARCHITECTURE

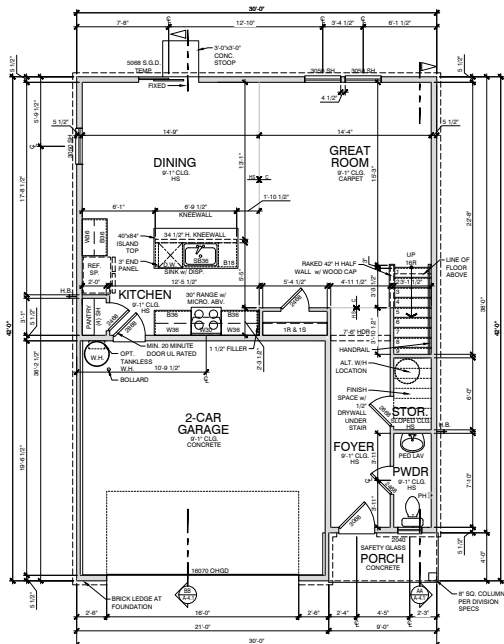


ARCHITECTURE & MATERIALS

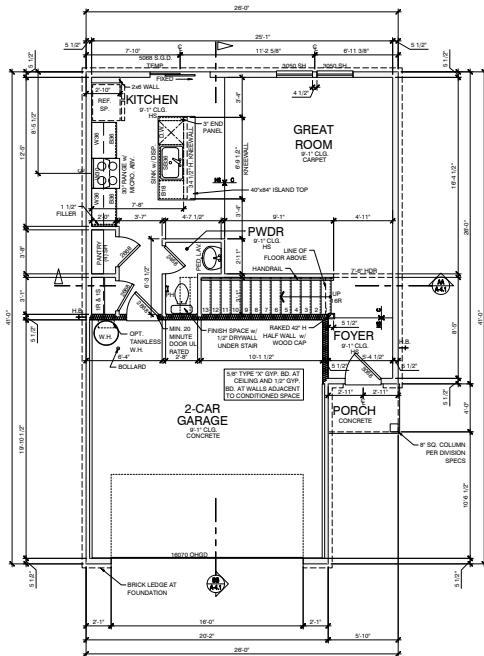
FLOORPLANS



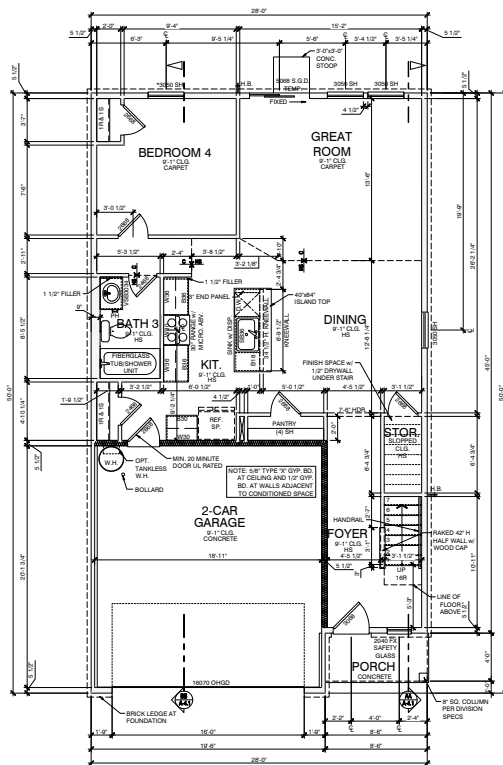
ANDOVER



BRADFORD

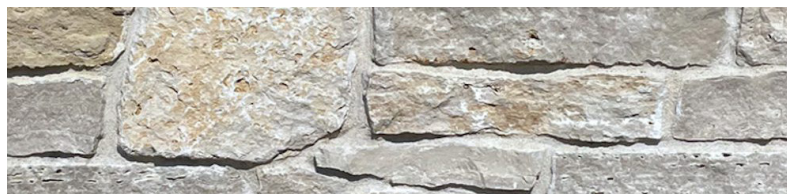


COLEMAN



DAVIDSON

MATERIALS



STONE



HARDIE PLANK



BRICK

SINGLE FAMILY DETACHED

- All homes to be 100% masonry and may include a combination of hardie plank, brick, and stone.

Home sizes are as follows:

- 1,100 sq ft or larger - 40%
- 1,400 sq ft or larger - 40%
- 1,800 sq ft or larger - 20%

NOTE: THIS INFORMATION IS PRELIMINARY AND INTENDED TO CONVEY THE GENERAL APPEARANCE AND SIZE OF HOMES AS REQUIRED BY THE CITY OF PORTLAND PLANNED UNIT DEVELOPMENT REGULATIONS. FINAL FACADES, FLOORPLANS, AND HOME SIZES MAY VARY.



A. COVERED CBU



B. COMMERCIAL STYLE
PLAYGROUND



C. SPORTS COURTS
& PAVILION (±30'x35')



D. WALKING TRAIL

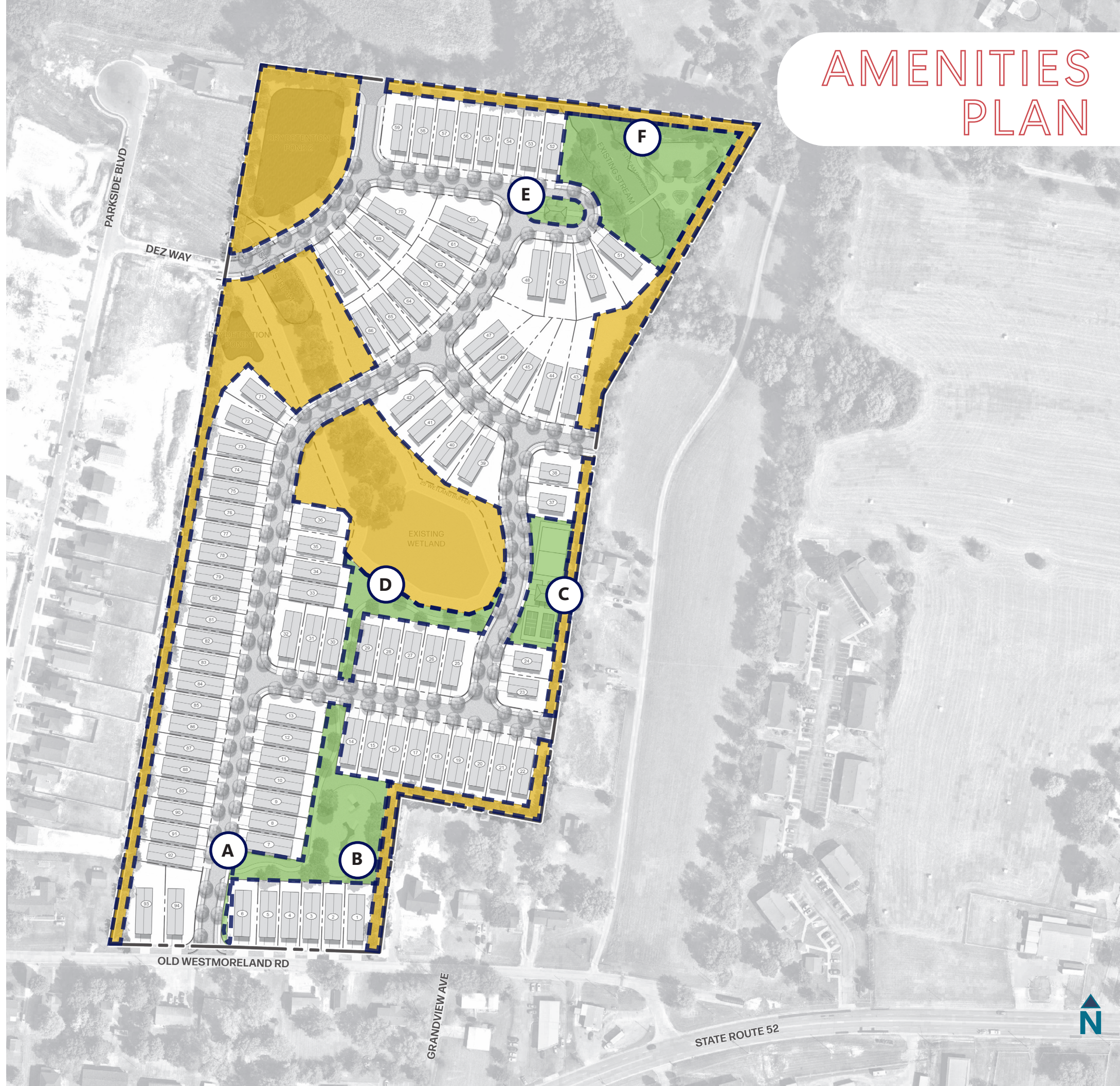


E. PAVILION (±20'x40')



F. DOG PARK

AMENITIES PLAN



NOTES:

1. FINAL SIZES OF AMENITY FACILITIES OR STRUCTURES MAY VARY BASED ON CONSTRUCTION DOCUMENTS.
2. DEVELOPER AGREES TO DONATE \$50,000 TO THE PORTLAND PARKS DEPARTMENT UPON COMPLETION OF PHASE 1.

SIGNAGE PLAN



NOTE: FINAL DESIGN OF
ENTRANCE MONUMENT AND
LANDSCAPING TO BE INCLUDED
WITH CONSTRUCTION
DOCUMENTS.



PHOTOMETRIC PLAN



NOTE: STREET LIGHTS ARE
GENERALLY SPACED BETWEEN
200'-400' APART. FINAL
LOCATIONS OF STREET LIGHTS
TO BE INCLUDED WITH
CONSTRUCTION DOCUMENTS.



PHASING PLAN

PHASING DATA:	
PHASE ONE	
SINGLE FAMILY LOTS:	25 LOTS
STORM:	1390 LF STORM LINE, 17 STORM STRUCTURES, DRY DETENTION POND 2
SANITARY:	1,174 LF SANITARY LINE, 9 SANITARY STRUCTURES WITH CROSS COUNTRY CONNECTION TO EXISTING DEZ WAY NETWORK
PHASE TWO	
SINGLE FAMILY LOTS:	25 LOTS
STORM:	918 LF STORM LINE, 13 STORM STRUCTURES
SANITARY:	250 LF SANITARY LINE, 2 SANITARY STRUCTURES WITH CONNECTION TO PHASE 1 NETWORK
PHASE THREE	
SINGLE FAMILY LOTS:	21 LOTS
STORM:	1,470 LF STORM LINE, 25 STORM STRUCTURES, DRY DETENTION POND 1
SANITARY:	2,005 LF SANITARY LINE, 19 SANITARY STRUCTURES WITH CROSS COUNTRY CONNECTION TO EXISTING DEZ WAY NETWORK
PHASE FOUR	
SINGLE FAMILY LOTS:	23 LOTS
STORM:	1,700 LF STORM LINE, 23 STORM STRUCTURES WITH TWO STREAM CROSSING LOCATIONS
SANITARY:	285 LF SANITARY LINE, 4 SANITARY STRUCTURES WITH CONNECTIONS TO PHASE 3 NETWORK

NOTE: LENGTH OF SEWER AND QUANTITY OF STRUCTURES IS APPROXIMATE. FINAL LENGTHS AND QUANTITIES MAY VARY ON CONSTRUCTION DOCUMENTS.



FIRE TRUCK MOVEMENT PLAN



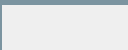
TRASH TRUCK MOVEMENT PLAN



CURRENT CITY & COUNTY LIMITS



1 Map 33 Parcel 39.00

-  CITY LIMITS
-  SITE BORDER
-  SUMNER COUNTY
-  CITY OF PORTLAND

PROPOSED ANNEXATION

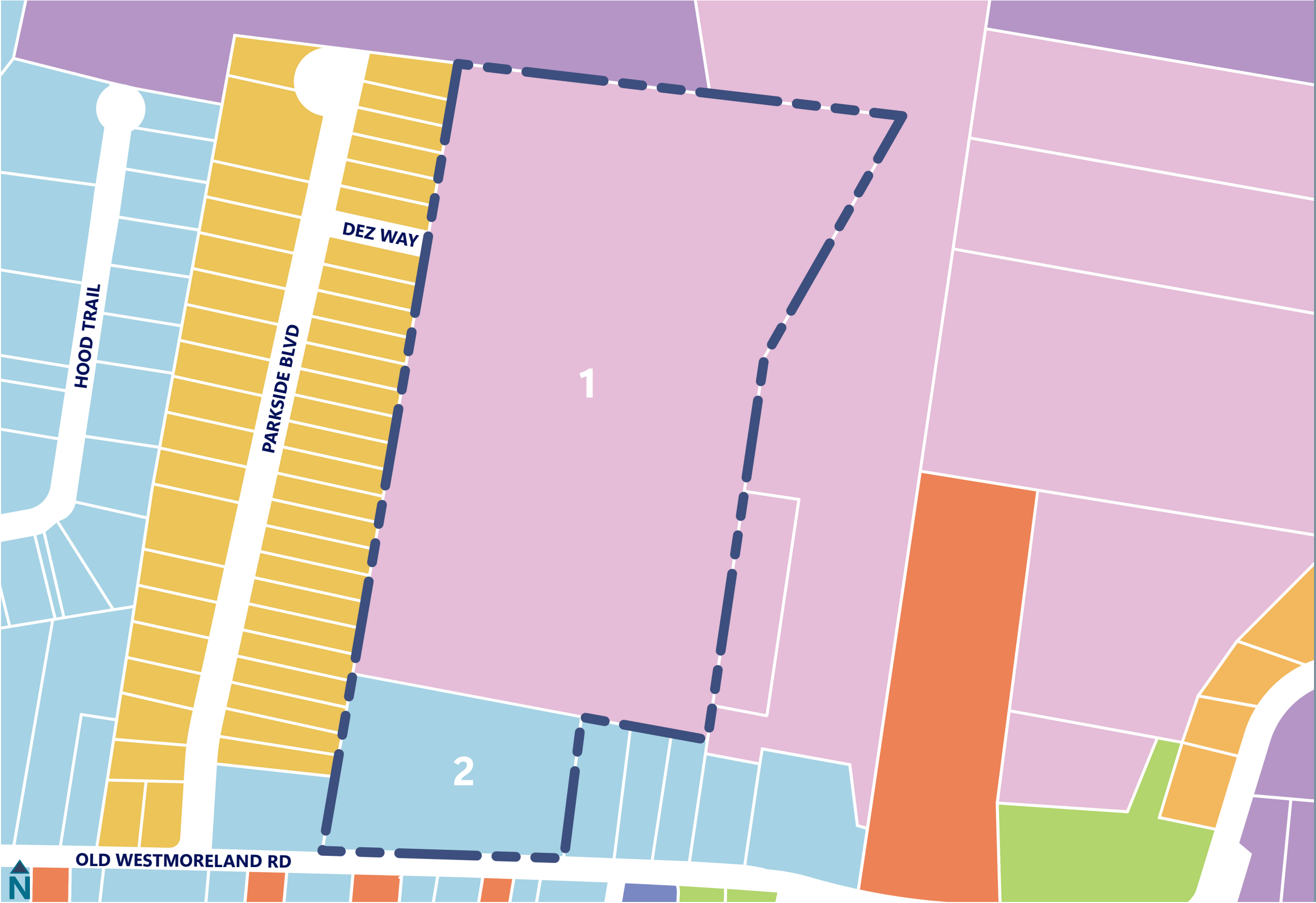
1 Map 33 Parcel 39.00

--- CITY LIMITS
 --- SITE BORDER

PARCELS PROPOSED FOR ANNEXAATION



CURRENT ZONING



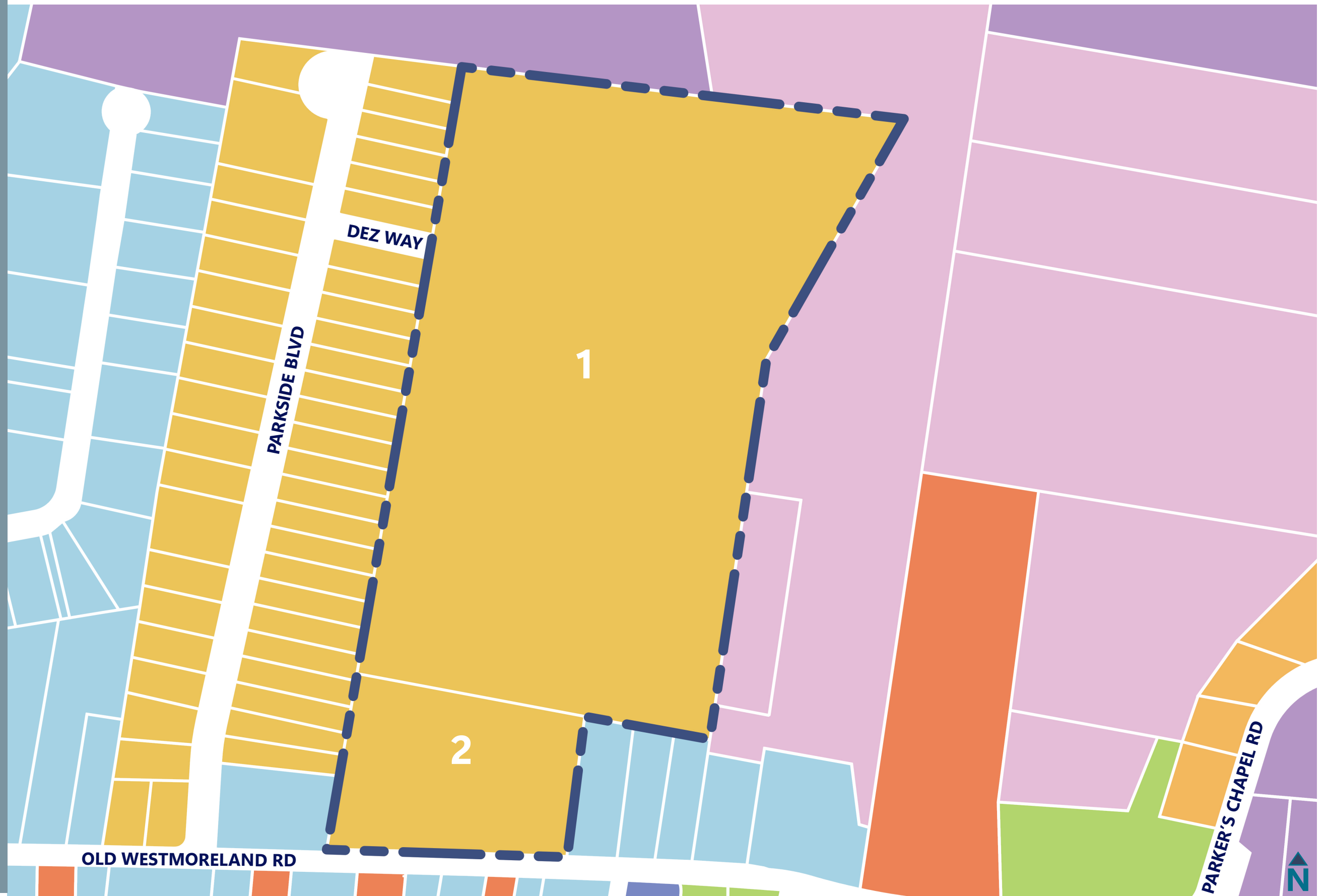
- 1 Map 33 Parcel 39.00
- 2 Map 33 Parcel 28.00

- RR (COUNTY)
- R-15
- RS-20
- RS-40
- RM-1
- CBD
- GCS
- PUD

PROPOSED ZONING

- 1 Map 33 Parcel 39.00
- 2 Map 33 Parcel 28.00

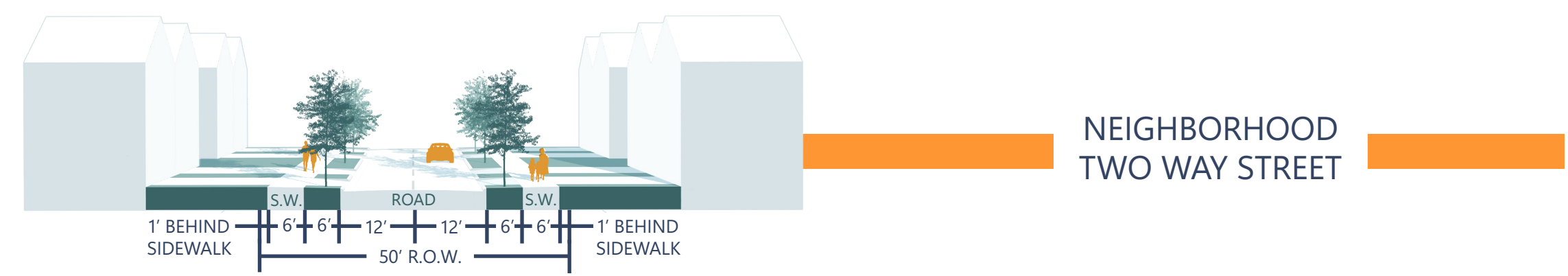
- RR (COUNTY)
- R-15
- RS-20
- RS-40
- RM-1
- CBD
- GCS
- PUD



STREET NETWORK PLAN



STREET CROSS-SECTIONS



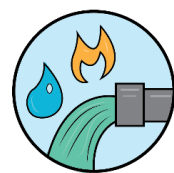
NOTE: Road widths include curb and gutter.

GRADING & DRAINAGE PLAN

STORM SEWER



WATER & SEWER AVAILABILITY LETTER



PORTLAND
Department of Utilities
Call 811 Before You Dig!
Portland, Tennessee

CITY OF PORTLAND
MANG BIK – ENGINEER TECHNICIAN
100 SOUTH RUSSELL ST.
PORTLAND, TENNESSEE 37148
Telephone (615) 323-1437
Email Address: zrowley@cityofportlandtn.gov

Brimstone Builds
114 Main St
Portland, TN 37148

Date: 9/9/2025

Re: **PARKSIDE ESTATES PHASE 3 AND 4(REV1)**
WATER AND SEWER CAPACITY LETTER
120 OLD WESTMORELAND ROAD, PORTLAND, TN 37148
SUMNER COUNTY – TAX MAP 033G, GROUP E, PARCEL 028.00, AND TAX MAP 033, PARCEL 039.00

The Portland Department of Utilities (PDU) has completed its review of your application for water and sewer for the proposed 93 single-family unit subdivision at the above-referenced location. Please see below for the capacity details.

WATER:

The existing Portland Water Treatment Plant has a hydraulic capacity of approximately 2.95 million gallons per day (MGD). The Sumner County Regional Transmission Main project will provide an additional 3 MGD in water supply to the City of Portland. Once completed in September of 2026, the City of Portland will have an adequate water supply capacity to support this proposed development.

According to the modeling report, the Water Distribution System has the hydraulic capacity to meet the domestic and fire flow requirements for this development. The Developer will be required to use the City’s minimum pipe diameter of eight (8) inches throughout the development.

The City is currently designing or constructing Water Capital Improvement Projects, including the Oak Hill Water System Improvements, Masons Tank 12-inch Connector, Oak Hill Tank, TGT Water Improvements, Zoning Vaults, SR 109 TDOT Bypass, and several others. The Developer will be required to pay a Developer’s Contribution of **\$69,750** towards the City’s Capital Improvement Projects. The Developer will be required to pay **\$167,400** towards water improvement fees as per Ordinance 25-60. The Developer’s Contribution and water improvement fees shall be paid prior to a PDU Representative signing off on the Final Plat. The payment was calculated as follows:

Developer’s Contribution:
Single Family Residence – 93 Units
93 Units x \$750 = **\$69,750**

Improvement Fee:
Single Family Residence – 93 Units
93 Units x \$1,800 = **\$167,400**

Total Water Contributions: \$69,750 + \$167,400 = \$237,150

SEWER:

The proposed 93 single-family subdivision will have access to the City’s Sewer Collection System once improvements are made. The Developer will be required to upgrade the pump capacity in the Richland Park #2 Lift Station. This will entail changing pulleys, sheaves, and the belt, costing approximately **\$4,000**. Also, the Developer will be required to upsize the existing three (3) inch force main from the Richland Park #2 Lift Station to a four (4) inch force main. The force main can run parallel with the gravel drive in the park to Portland Blvd. The proposed route is shown in red on Exhibit 1. This will entail approximately 1,200 linear feet of four (4) inch SDR 21 PVC and all associated appurtenances. The Developer will be required to use the City’s minimum pipe diameter of eight (8) inches for gravity sewer throughout the development.



Exhibit 1

The City is currently designing or constructing Sewer Capital Improvement Projects, including the Annual Point Repairs Project, Sandye Avenue Sewer Improvements, Hwy 52E Lift Station, and several others. The Developer will be required to pay a Developer’s Contribution of **\$93,000** towards the City’s Capital Improvement Projects. The Developer will be required to pay **\$111,600** in improvement fees. The Developer’s Contribution and sewer improvement fees shall be paid prior to a PDU Representative signing off on the Final Plat. The payment was calculated as follows:

Developer’s Contribution:
Single Family Residence – 93 Units
93 Units x \$1,000 = **\$93,000**

Improvement Fee:
Single Family Residence – 93 Units
93 Units x \$1,200 = **\$111,600**

Total Sewer Contributions: \$4,000 + \$93,000 + \$111,600 = \$208,600

For any utilities the City accepts, the City is required by state law to depreciate all the fixed assets of the utility over a 40-year period. With this project, the total estimated value of the water and sewer installations is \$71,200.00. Thus, the estimated value must be depreciated annually over the 40-year period. That equates to approximately \$1,780.00 in additional expenses to the City’s annual budget for the next 40 years.

Also, all future parcels must have the utility main along the parcels’ road frontage to be approved for service. The water meter shall be located on the property to be serviced or in a dedicated private easement for the property to be served, not more than twenty (20) feet from the Public Right-of-Way. All of this was approved by Resolution 24- 64 (Water), 24- 61 (Sewer), and 24-60 (Gas).

No approval of any services is indicated. A Final Plat will need to be submitted to IDT for review and approval by PDU. An individual Residential Service Availability Request Form must be completed for the proposed lot once the Final Plat has been signed and recorded at the County. The fees associated with each unit (i.e. tap, connection, fees, etc.) will be determined once that form is filled out and submitted to PDU.

This letter shall expire in twelve (12) months. All fees, rates, and conditions noted in this letter are current as of the date of this letter and are subject to change over time. PDU will hold the fees at the amount stated above for a twelve (12) month period after the date of this letter. After the twelve (12) month period expires, fees are subject to re-calculation and potential increases. You may request an extension of fee status in **writing** prior to expiration of the twelve (12) month period. PDU will review the request and either deny or grant the request in writing.

Should you have any questions, please feel free to contact me.

Sincerely,

Mang Bik
MBAV002022(REV1)
cc.
Business Office
PDU Office Staff

UTILITY PLAN

- WATER LINE
- SANITARY SEWER



LANDSCAPE PLAN

BUFFER DATA:

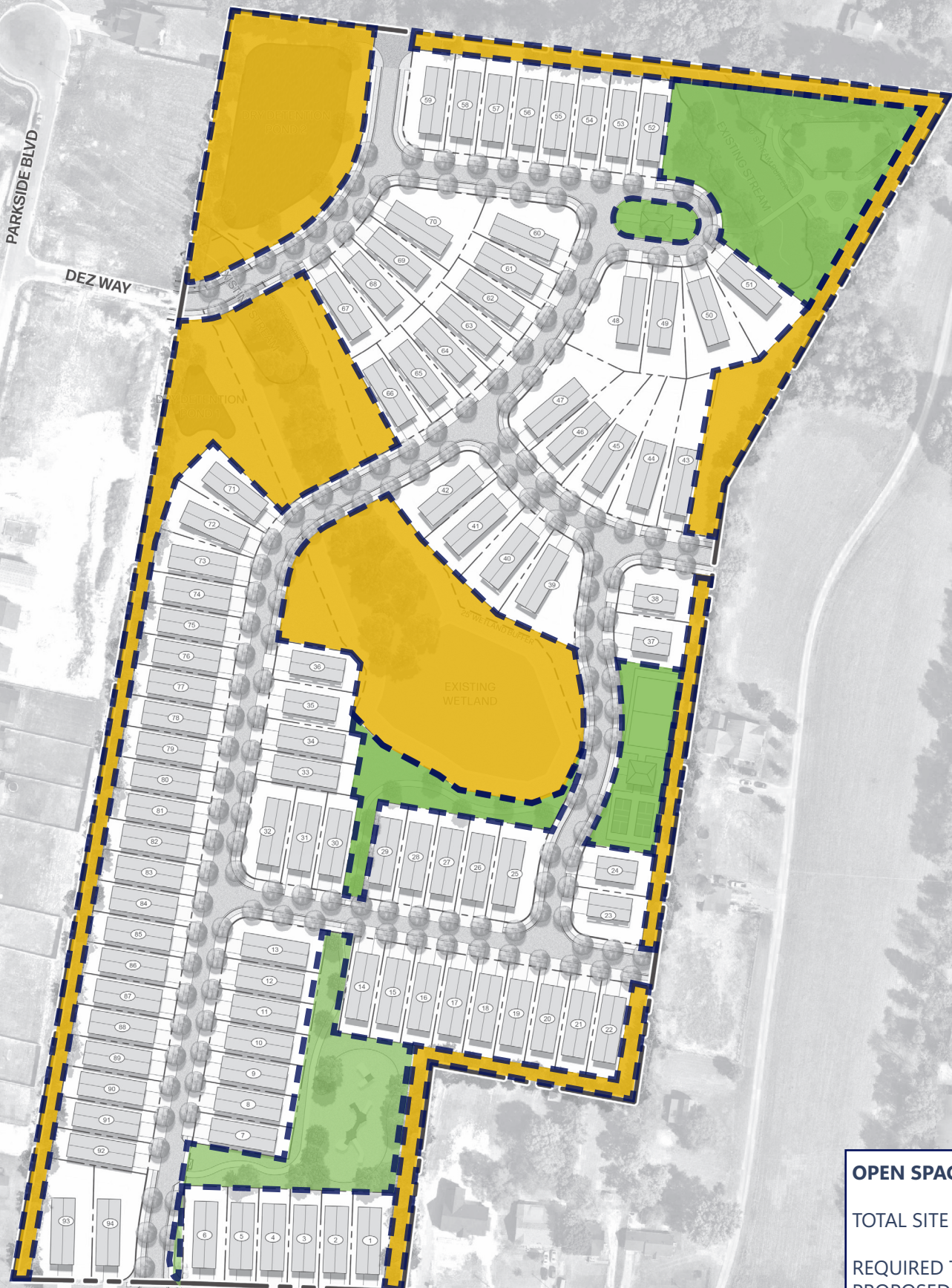
BUFFER YARD ONE LENGTH:	350'
CANOPY TREES REQUIRED:	11 TREES (1100' X 3)
CANOPY TREES PROPOSED:	11 TREES
ACCENT TREES REQUIRED:	21 TREES (1100' X 6)
ACCENT TREES PROPOSED:	21 TREES
SHRUBS REQUIRED:	119 SHRUBS (1100' X 34)
SHRUBS PROPOSED:	119 SHRUBS
BUFFER YARD TWO LENGTH:	549'
CANOPY TREES REQUIRED:	17 TREES (1700' X 3)
CANOPY TREES PROPOSED:	17 TREES
ACCENT TREES REQUIRED:	33 TREES (1700' X 6)
ACCENT TREES PROPOSED:	33 TREES
SHRUBS REQUIRED:	187 SHRUBS (1700' X 34)
SHRUBS PROPOSED:	187 SHRUBS
BUFFER YARD THREE LENGTH:	243'
CANOPY TREES REQUIRED:	8 TREES (2430' X 3)
CANOPY TREES PROPOSED:	8 TREES
ACCENT TREES REQUIRED:	15 TREES (2430' X 6)
ACCENT TREES PROPOSED:	15 TREES
SHRUBS REQUIRED:	83 SHRUBS (2430' X 34)
SHRUBS PROPOSED:	83 SHRUBS
BUFFER YARD FOUR LENGTH:	315'
CANOPY TREES REQUIRED:	10 TREES (3150' X 3)
CANOPY TREES PROPOSED:	10 TREES
ACCENT TREES REQUIRED:	19 TREES (3150' X 6)
ACCENT TREES PROPOSED:	19 TREES
SHRUBS REQUIRED:	108 SHRUBS (3150' X 34)
SHRUBS PROPOSED:	108 SHRUBS
BUFFER YARD FIVE LENGTH:	1545'
CANOPY TREES REQUIRED:	47 TREES (15450' X 3)
CANOPY TREES PROPOSED:	47 TREES
ACCENT TREES REQUIRED:	93 TREES (15450' X 6)
ACCENT TREES PROPOSED:	93 TREES
SHRUBS REQUIRED:	526 SHRUBS (15450' X 34)
SHRUBS PROPOSED:	526 SHRUBS

NOTES:

1. STREET TREES TO BE INCLUDED IN CONSTRUCTION DOCUMENTS SET.



OPEN SPACE PLAN



OPEN SPACE SITE DATA:

TOTAL SITE AREA:	26.57 AC
REQUIRED TOTAL OPEN SPACE AREA:	5.31 AC (20% MIN.)
PROPOSED TOTAL OPEN SPACE AREA:	9.42 AC (35%)
REQUIRED USEABLE OPEN SPACE AREA:	2.66 AC (10% MIN.)
PROPOSED USEABLE OPEN SPACE AREA:	3.02 AC (11%)
PROPOSED PASSIVE OPEN SPACE AREA:	6.40 AC (24%)

- USEABLE OPEN SPACE
- PASSIVE OPEN SPACE

RESOLUTION

City of Portland, Tennessee

No. 26 – 55

A RESOLUTION TO ANNEX PROPERTY AT 120 OLD WESTMORELAND ROAD, ALSO IDENTIFIED AS (SUMNER COUNTY MAP 33 PARCEL 039.00) CONTAINING 23 +/- ACRES UPON WRITTEN CONSENT OF THE OWNER AND TO ADOPT A PLAN OF SERVICES

WHEREAS, the owner has requested annexation of this property into the City of Portland corporate limits and said property is within the Urban Growth Boundary; and

WHEREAS, the owner will be responsible for the extension of any utilities; and

WHEREAS, the annexation will add no right-of-way to the city; and

WHEREAS, the Portland Municipal Planning Commission recommended approval of this Annexation and Plan of Services to the Mayor and Board of Aldermen by a vote of 6-0 at the May 12, 2026, meeting.

WHEREAS, In the event that the Rezone Ordinance is denied, withdrawn by the applicant, or fails to be adopted by the City Council within 120 days of the date of this Resolution, this Annexation Resolution shall be deemed null and void. In such a case, the property shall remain under the jurisdiction of the City, and no further action shall be required to reverse the annexation.

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

Section 1. That Tennessee Code Annotated 6-51-102 authorizes the City of Portland to annex land at the request of the landowner when it appears that the prosperity of the municipality and the territory will be materially underachieving and the welfare of the inhabitants and property endangered if the property is not annexed. The City of Portland hereby determined that the prosperity of the municipality and territory described herein will be materially underachieving and the welfare of the inhabitants and property endangered if the property is not annexed.

Section 2. That pursuant to Section 6-51-101 through 6-51-114, Tennessee Code Annotated, the property described herein be, and the same is hereby annexed into the City of Portland, Sumner County, Tennessee, and incorporated within the corporate boundaries thereof.

PROPERTY DISCRIPTION: Approximately 23 +/- acres more or less, located at 0 Old Westmoreland Road, as shown on the attached map.

For reference, see Record Book 3992, Pages 50-51 in the Register's Office of Sumner County, Tennessee, and being shown as Map 033, Parcel 039.00 for Sumner County, Tennessee.

Section 3. This annexation is contingent upon City Council passing the 2nd reading rezone for 120 Old Westmoreland Road. That this ordinance takes effect 30 days from and after its final passage, the public welfare requiring it.

Plan for Serving the Annexation Area

1. Police Protection
Patrolling, radio response to calls, and other routine police services using the City's personnel and equipment will be provided on the effective date of the annexation.
2. Fire Protection
Fire protection by the present personnel and the equipment of the fire fighting force, within the limitations of available water and distances from fire stations, will be provided on the effective date of annexation.
3. Gas, Water, and Sewer
 - a. Gas - The City may require improvements by the owner as the property develops to ensure needed capacity is available.
 - b. Water - The City may require improvements by the owner as the property develops to ensure needed capacity is available.
 - c. Sewer - The City may require improvements by the owner as the property develops to ensure needed capacity is available.
 - d. Fire Hydrants - The City may require improvements by the owner as the property develops to ensure the needed capacity is available.
4. Electric Service
There are existing Cumberland Electric Membership Corporation power lines on this lot.
5. Public Works
 - a. Stormwater – Stormwater services will be available to this property in the same manner they are available to the rest of the City. Any improvements that must be completed as a result of development are the responsibility of the developer.
 - b. Sanitation – City sanitation services will be available at the time of annexation in accordance with existing City Ordinances.

- c. Street and Right-of-Way Repair and Maintenance
 - i. This annexation adds no additional right-of-way to the City.
 - ii. The City and/or the County may require road improvements by the owner as the property develops.
- 6. Schools
This property is currently served by Sumer County School System.
- 7. Inspection and Codes Enforcement
All inspection and building/code enforcement programs existing within the City will be extended to the annexation areas on the effective date of the annexation.
- 8. Planning and Zoning
The zoning jurisdiction of the City will extend to the annexation areas upon the effective date of the annexation and all municipal planning activities will encompass the needs of the annexed areas.
 - a. The requested zoning for the annexation is RS-40 (Low Density Single Family Residential-Urban Services).
- 9. Animal Control
Services include pick-up of stray and/or dangerous animals. These services will be available to the annexation areas on the effective date of the annexation.
- 10. Voting Rights and City Elections
 - a. If an eligible voter's permanent place of residence is located in an annexed area, that voter is automatically eligible to vote in City elections.
 - b. If an eligible voter is in the category of a property rights voter, then that voter must register at the Election Commission Office prior to voting in a City election.

Notice of the Public Hearing was published in the Portland Sun on July 28, 2026.

NOW THEREFORE BE IT RESOLVED by the Mayor and Board of Aldermen of the City of Portland
; and

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

Mike Callis, Mayor

Attest: Tracy Kizer, City Recorder

Approved this day of



ORDINANCE

City of Portland, Tennessee

No. 26 – 35

Second Reading

AN ORDINANCE TO AMEND THE CITY OF PORTLAND, TENNESSEE ZONING MAP BY REZONING 609 HWY 52E, (MAP 033 PARCEL 075.02) FROM RS-40 (LOW DENSITY SINGLE FAMILY RESIDENTIAL) TO GCS (GENERAL COMMERCIAL SERVICES)

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 RS-40 (Low Density Single Family Residential) by a vote of 7-0 at their May 12, 2026, meeting.

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

Section 1.

That the property described herein be, and the same is hereby, rezoned from RS-40 (Low Density Single Family Residential) to GCS (General Commercial Services) Approximately 2.0 acres more or less, located at 609 Highway 52E as shown on the attached map.

For reference, see Record Book 280, Page 53 in the Register's Office of Sumner County, Tennessee, and being shown as Map 033, Parcel 075.02, for Sumner County, Tennessee.

BE IT FURTHER ORDAINED that all Ordinances in conflict herewith are repealed to the extent of said conflict, and that this Ordinance shall become effect upon the annexation of the property and after its passage on final reading, the public welfare requiring it.

Mike Callis, Mayor

Attest: Tracy Kizer, City Recorder

Passed First Reading: June 1, 2026
Notice Published: Portland Sun – July 28, 2026
Public Hearing: August 17, 2026
Passed Second Reading:



ORDINANCE

City of Portland, Tennessee

No. 26 – 25

Second Reading

AN ORDINANCE OF THE CITY OF PORTLAND TENNESSEE TO DEEM A PUBLIC ALLEY AS SURPLUS

WHEREAS, The City of Portland has received a request from the sole adjoining property owner to abandon an unaddressed public alley adjacent to 327 Portland Blvd. (Tax Map 033B Parcel 017.00) containing approximately 6,005.02 sq ft.; and

WHEREAS, Under Article II Corporate Powers of the City Charter it states *Section 2. The following powers shall be done by ordinance: (3) To acquire, sell, give, or receive any real estate property or interest therein; whether it be through condemnation, payment, eminent domain or other;* and

WHEREAS, The City has reviewed the request and determined that the referenced alley is no longer needed for public use or access and will not adversely affect traffic circulation, utility access, drainage, emergency services, or other public functions; and

WHEREAS, The proposed parcel for surplus has value and the property will be offered for sale at the appraised value plus the cost of the appraisal with any proceeds being applied to the Richland Gym remodel project; and

NOW THEREFORE BE IT ORDAINED by the Mayor and Board of Aldermen of the City of Portland hereby deems the public alley adjacent to 327 Portland Blvd to be surplus and will be offered for sale at appraised value plus the cost of the appraisal; and

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

Mike Callis, Mayor

Attest: Tracy Kizer, City Recorder

Passed First Reading: May 4, 2026

Passed Second Reading:



PREPARED FOR:

THE CITY OF PORTLAND, TENNESSEE
100 SOUTH RUSSELL STREET
PORTLAND, TENNESSEE 37148

SUMMARY APPRAISAL REPORT OF:

0 PORTLAND BOULEVARD, DB 60 PG 523
PORTLAND, TENNESSEE 37148

OWNER:

CITY OF PORTLAND
100 SOUTH RUSSELL STREET
PORTLAND, TENNESSEE 37148

APPRAISED BY:

LUTHER BRATTON
TENNESSEE REAL ESTATE APPRAISER, CR-621

NIKITA WESTFIELD
TENNESSEE REAL ESTATE APPRAISER, CR-6298

PREPARED BY:

BRATTON & ASSOCIATES
820 SOUTH BROADWAY
PORTLAND, TENNESSEE 37148

EFFECTIVE DATE OF APPRAISAL:

MAY 11, 2026

DATE OF REPORT:

JUNE 4, 2026

SUMMARY OF SALIENT FACTS AND CONCLUSIONS

Property Type:	30' Public Alley
Property Identification:	0 Portland Boulevard, Portland, Tennessee, DB 60 PG 523- Sumner County
Tax Map/Parcel #:	Not Applicable
Ownership:	City of Portland, Tennessee
Effective Date of Appraisal:	May 11, 2026
Date of Appraisal:	June 4, 2026
Purpose of Report:	Market Value Estimate
Interest Appraised:	Fee Simple – The foregoing definition is taken from the “The Dictionary of Real Estate Appraisal” as published by the American Institute of Real Estate Appraisers, 1993.

Property Data

Land Area:	0.14 +/- acres (6005.02 sf)
FEMA FIRM:	47165C0429G/47165C0134G; dated April 17, 2012; Areas subject to inundation by the 1-percent-annual-chance flood event determined by detailed methods. Base Flood Elevations (BFE's) are shown. Mandatory flood insurance purchase requirements and floodplain management standards apply.
Zoning:	R-10
Highest and Best Use:	Assemblage with Adjoining Parcel

Estimated Opinion of Fair Market Value:

FOURTEEN THOUSAND EIGHT-HUNDRED DOLLARS (\$14,800)

EXTENT OF THE APPRAISAL PROCESS

The following Summary Appraisal report is intended to comply with requirements set forth under the Financial Institutions Reform Recovery and Enforcement Act (FIRREA); the Interagency Appraisal and Evaluation Guidelines effective December 10, 2020; and the Uniform Standards of Professional Appraisal Practice (USPAP) effective January 1, 2020. In the completion of this assignment, the appraiser signing this report has adhered to the Competency Rule of the Uniform Standards of Professional Appraisal Practice.

SIGNIFICANT OBSERVATIONS AND LIMITING CONDITION

Site-specific information pertaining to the proposed parcel provided by the City of Portland was relied upon in this appraisal assignment. The other pertinent information was obtained from public records, public officials, property owners, real estate professionals, and other reliable sources. The market value estimate contained herein makes the extraordinary assumption that the furnished information is true and correct.

Extraordinary Assumption: “an assumption, directly related to a specific assignment, which, if found to be false, could alter the appraiser’s opinions or conclusion.” (USPAP, 2019-2021 ed.) Extraordinary assumptions presume as fact otherwise uncertain information about physical, legal, or economic characteristics of the subject property; or about conditions external to the property such as market conditions or trends; or about the integrity of data used in an analysis. (Page 73, The Dictionary of Real Estate Appraisal, Fifth Edition).

SCOPE OF REPORT

The purpose of this appraisal is to provide an opinion of market value. The date of our last physical inspection was May 11, 2026. For purposes of this report, market value is defined as “the amount in cash, or on terms reasonably equivalent to cash, for which in all probability the property would have sold on the effective date of the appraisal, after a reasonable exposure time on the open competitive market, from and willing and reasonably knowledgeable seller to a willing and reasonably knowledgeable buyer, with neither acting under compulsion to buy or sell, giving due consideration to all available economic uses of the property at the time of the appraisal.”

The value to be estimated is all cash value. This report format is an appraisal report. The property rights appraised will be fee simple ownership, defined as “absolute ownership unencumbered by any other interest or estate, subject only to limitations imposed by the governmental powers of taxation, eminent domain, police power, and escheat.”

The client for this assignment is the City of Portland, Tennessee who will use this appraisal to establish market value in the sale of the proposed parcel.

The scope of this appraisal involved an inspection and analysis of the subject property, collection and verification of data included from public records, real estate agents, real estate brokers, and commercial sales data services. In the appraisal of this property, the following steps and analyses were completed:

- Inspected and photographed the subject site;
- Obtained site-specific information pertaining to the subject property from the client;
- Reviewed furnished materials, including engineer’s drawings of the acquisition area;
- Analyzed recorded ownership records, tax assessment and zoning data;
- Analyze the Sumner County area, the subject neighborhood, and the subject site with respect to prevailing market conditions and property values;
- Gathered comparable market data from the Sumner County area;
- Analyzed the data gathered to arrive at the highest and best use of the subject property “as though vacant”;
- Analyzed available market data for application in the sales comparison approach;
- Estimated market value of the subject property’s fee simple estate;
- Derived “amount due to owner” based on market value estimate.

INTENDED USE AND USER OF APPRAISAL

This appraisal is intended for the sole purpose of assisting the City of Portland in providing an opinion of fair market value for the sale of the proposed parcel referenced in this report. This report is for the exclusive use of the City of Portland. Bratton & Associates is not responsible for unauthorized use of this report.

This is a summary report, which is intended to comply with the Standard Rule 2-2(b). As such, it presents only summary discussions of the data, reasoning and analysis that were used in the appraisal process. Supporting documentation that is not provided within the report is retained in the appraiser's work file. The depth of discussion contained in this report is specific to the needs of the client.

DEFINITION OF MARKET VALUE

Market value as used in this appraisal is defined as "the most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus". Implicit in this definition are the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

- 1) Buyer and seller are typically motivated;
- 2) Both parties are well informed or well advised, and acting in what they consider their own best interests;
- 3) A reasonable time is allowed for exposure in the open market;
- 4) Payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and
- 5) The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale (12 C.F.R Part 34.42(g)).

EXTRAORDINARY ASSUMPTIONS

An extraordinary assumption is something that is assumed to be true, but it is not certain. If it turns out to be untrue, the value conclusion could be impacted extraordinary assumptions are those assumptions that are specific to the assignment, as opposed to general assumptions, which could be applicable to any assignment. In this assignment, we have assumed typical general assumptions and limiting conditions as cited in the addenda of this report. In this particular assignment, the following additional extraordinary assumptions were made:

Because of the numerous mathematical calculations that are inherent for partial acquisition valuations, limited rounding of value estimates is made in this report. Value estimates are not exact, but opinions of approximate value only.

JURISDICTIONAL EXCEPTIONS

The Jurisdictional Exception Rule allows "an assignment condition established by applicable law or regulation, which precludes an appraiser from complying with a part of USPAP." This includes federal and state constitutions, legislative and court made law, administrative rules, regulations and ordinances. In this assignment, there are no known conflicts of law or public policy that disregard a part of *USPAP*.

HYPOTHETICAL CONDITIONS

A hypothetical condition is "that which is contrary to what exists but is supposed for the purpose of analysis." In The use of hypothetical conditions derived from public policy and case law does not result in a process that is limited or renders the result no longer credible. No hypothetical conditions are utilized in this assignment.

PROPERTY RIGHTS APPRAISED

Real property refers to “the interest, benefits, and rights inherent in the ownership of physical real estate” (page 161, *The Dictionary of Real Estate Appraisal*, 5th Edition, Appraisal Institute). Property rights are economic interests supported by the law. The bundle of rights referred to as the property rights may include a great many rights such as easements, encroachments, liens, leases, etc. The various rights may be separated and held by different individuals or entities. The most complete form of ownership is fee simple ownership. Any limitation of ownership rights is required to be given special attention. An appraisal assignment may require the appraisal of the fee simple estate or a partial interest such as a leasehold estate or an easement.

The property rights of ownership appraised in this report include the fee simple estate.

DEFINITION OF FEE SIMPLE ESTATE

Fee simple estate is defined as the “absolute ownership unencumbered by any other interest or estate, subject only to the limitations imposed by the governmental powers of taxation, eminent domain, police power, and escheat” (page 78, *The Dictionary of Real Estate Appraisal*, 5th Edition, Appraisal Institute).

IDENTIFICATION OF SUBJECT PROPERTY and LEGAL DESCRIPTION

The subject of this appraisal is an unimproved parcel of land containing 0.14 acres located in Portland, Sumner County, Tennessee.

EFFECTIVE DATE OF APPRAISAL

The effective date of this appraisal is May 11, 2026, the date of last inspection. This report was completed on June 4, 2026.

OWNERSHIP HISTORY

Title to the property is currently vested in the name of The City of Portland of record in Book 60, Page 523, in the Register's Office for Sumner County, Tennessee.

To our knowledge, the subject property was not listed for sale; however, the City of Portland received a request from the sole adjoining property owner to abandon the unaddressed public alley. The above title information is provided only to give a general background of the ownership history of the subject. To the best of our knowledge, the information is accurate; however, we do not guarantee any of the title history shown above.

PROPERTY TAX DATA

The subject is identified by the Sumner County Property Assessor's Office as Map/Parcel: Not Applicable. Based on the 2019 tax rate and the subject's assessed value, the property's annual tax burden is calculated as follows: Not Applicable

Map/Parcel	Appraised Land Value	Appraised Imp. Value	Appraised Total Value	Assessed Value	County Taxes	City Taxes	Total Taxes
NA	NA	NA	NA	NA	NA	NA	NA

SITE DATA

The subject of this appraisal is an unimproved public alley located adjacent to 327 Portland Blvd, in Portland, Sumner County, Tennessee. The subject's physical features are described as follows:

Size:	0.14 +/- acres (6005.02 sf)
Shape:	Rectangular
Frontage:	30 ft
Access:	Public Street
Topography:	Level
Utilities:	Public
Flood Map:	47165C0429G/47165C0134G, Dated 04/17/2012
Subsoil:	We were not provided a soil study of the site, but it is assumed that the subsoil is of sufficient strength and load bearing capacity.
Easements:	There are no known existing easements or encumbrances that appear to negatively affect the utility of the site.
Improvements:	None
Environmental:	<i>The existence of hazardous substances, including without limitation, polychlorinated biphenyls, petroleum leakage, or agricultural chemicals, which may or may not be present on the property, or other environmental conditions, were not called to the attention of, nor did the appraiser become aware of such during the appraiser's inspection. The appraiser has no knowledge of the existence of such materials on or in the property. The presence of such substances, such as asbestos, urea formaldehyde foam insulation, or other hazardous substances or environmental conditions, may affect the value of the property. The value estimated is based on the assumption that no such condition on or in the property or in the proximity would cause a loss in value. No responsibility is assumed for any such conditions, or for any expertise or engineering knowledge required to discover them.</i>
Conclusion:	Considering the subject's physical characteristics and location, the property appears to be suitable for assemblage with the adjoining property.

AREA ANALYSIS

The Nashville region is centrally located within the United States, providing a competitive advantage to businesses that locate in the region. Nashville's location and expansive modes of transportation allow manufacturing and logistics business to reach U.S. and international locations with ease and affordability. Tennessee shares a border with eight different states, providing connectivity to the southeast region and beyond.

Portland and both Sumner/Robertson County are part of the Nashville Metropolitan Statistical Area (MSA) and have had positive growth over the last 45 years. The majority of Portland is in Sumner County. Robertson and Sumner Counties are part of thirteen (13) counties that make up the Nashville MSA, and Portland is located near the Tennessee-Kentucky state line with convenient access to I-65, US Highway 31W and CSX Railroad. Portland is approximately forty (40) miles due north of Nashville. Major access is from State Route 52 with an interchange on I-65.

With a 2023 population of 13,325, it is approximately the 48th largest city in the state. Portland is currently growing at a rate of 1.13% annually and has shown a 3.9% increase from the 2020 census, with a 907.2 population per square mile.

The average household income in Portland is \$72,380 with a poverty rate of 12.1%. The median rental costs in recent years come to \$1,100 per month, and the median house value is \$256,400.

SUBJECT NEIGHBORHOOD

The subject neighborhood is located in an established section of the community where there is a mixture of mixed use, commercial, family rental/owner-occupied two and three-bedroom single-family residential dwellings. Within the last five years, most of the housing units in the subject neighborhood were built between 1900-2025. In recent years there has been some new construction on in-fill lots within the subject market area.

In summary, this neighborhood is heavily concentrated with small residential properties. This area has average visibility, access and available public utilities such as water, sewer and electricity. The availability of utilities is a positive factor, combined with the convenient access to I65, as well as access to all service conducive to residential living within minutes, undoubtedly adds to the stability of this community. The Portland market has experienced steady growth and which will likely continue over the next few years.

SUBJECT UTILITIES

The subject site has public water, sewer, and electric.

SUBJECT ZONING

The subject property is currently zoned Low Density Residential (R-10) by the City of Portland, Tennessee Zoning Department. The following description was taken from The City of Portland, Tennessee Combined Zoning Ordinance which was adopted on December 19, 1989 and last amended 2024 and 2025.

Low Density Residential (R-10)

The purpose of the Low-Density Residential District hereinafter referred to as the "R-10" is to:

"This district is designed to provide suitable areas for low density residential development characterized by an open appearance. The residential development will consist of single family detached dwellings and accessory structures. This district also includes community facilities, public utilities and agricultural activities. The application of this district is appropriate in the rural and suburban character areas of the adopted comprehensive plan."

HIGHEST AND BEST USE CONCLUSION

Highest and Best Use is defined by the Appraisal Institute as: *“The reasonably probable and legal use of vacant land or an improved property that is physically possible, appropriately supported, financially feasible, and that results in the highest value. The four criteria the highest and best use must meet are legal permissible, physical possibility, financial feasibility, and maximum productivity. Alternatively, the probable use of land or improved property -specific with respect to the user and timing of the use- that is adequately supported and results in the highest present value”* (page 93, *The Dictionary of Real Estate Appraisal*, Fifth Edition).

The definition indicates that there are two types of highest and best use. The first type of highest and best use is the use of land or a site as though vacant. The second type of highest and best use is the use of a property as improved. Each type requires a separate analysis. Moreover, in each case, the existing use may or may not be different from the site's highest and best use. The highest and best use of an improved property will only be for another use when the value of the land as if vacant exceeds the value of the property as improved plus demolition costs.

Subject Highest and Best Use: Unimproved Vacant Land (Assemblage)

EXPOSURE & MARKETING TIME

Exposure time is defined as: “estimated length of time the property interest being appraised would have been offered on the market prior to the hypothetical consummation of a sale at market value on the effective date of the appraisal.”

Marketing time is defined as: “an opinion of the amount of time it might take to sell a real or personal property interest at the concluded market value level during the period immediately after the effective date of an appraisal.”

The appraiser estimates the subject exposure and marketing time to be 0-360 days.

METHOD of APPRAISAL

Appraising real estate involves three approaches to value:

1. The Cost Approach – based upon the estimated reproduction or replacement cost of the improvements less accrued depreciation plus land value.
2. The Sale Comparison Approach – a direct comparison of the property under appraisal with other similar properties which have sold.
3. The Income Capitalization Approach – a set of procedures in which an appraiser derives a value indication for income-producing property by converting anticipated benefits into property value. This conversion is generally accomplished using either direct capitalization or discounted cash flow analysis.

The applicability of these three approaches depends on the specific property involved and the amount of available data. These three approaches are then reconciled or correlated into one final indication of value. The most applicable method here is the Sales Comparison Approach.

SALES COMPARISON APPROACH

The Sales Comparison Approach is “the process of deriving a value indication for the subject property by comparing market information for similar properties with the property being appraised, identifying appropriate units of comparison, and making qualitative comparisons with or quantitative adjustments to the sale price (or unit process, as appropriate) of the comparable properties based on relevant, market-derived elements of comparison” (page 175, *The Dictionary of Real Estate Appraisal*, 5th Edition, Appraisal Institute).

The sales comparison approach relies on the principle of substitution, which implies that a prudent person will not pay more to buy a property than it will cost to buy a comparable substitute property. The subject of this appraisal is an unimproved public alley containing 0.14 +/- acres located off of Portland Boulevard in Portland, Sumner County, Tennessee. The following sales were considered in our analysis (see chart below):

COMPARABLE SALES SUMMARY

COMPARISON APPROACH	FEATURE	SUBJECT PROPERTY	COMPARABLE NO. 1		COMPARABLE NO. 2		COMPARABLE NO. 3	
	Address	0 Portland Blvd Portland, TN 37148	207 Strawberry St Portland, TN 37148		201 Strawberry St Portland, TN 37148		208 Strawberry St Portland, TN 37148	
	Proximity to Subject		0.91 miles SW		0.89 miles SW		0.94 miles SW	
	Sale Price	\$	\$ 82,500		\$ 85,000		\$ 84,700	
	Price/	\$	\$ 11.07		\$ 9.65		\$ 8.84	
	Data Source(s)	Survey	Tax Records		Tax Records		Tax Records	
	Verification Source(s)	O/S	CRS		CRS		CRS	
	VALUE ADJUSTMENT	DESCRIPTION	DESCRIPTION	+ (-) \$ Adjust	DESCRIPTION	+ (-) \$ Adjust	DESCRIPTION	+ (-) \$ Adjust
	Sales or Financing Concessions							
	Date of Sale/Time		12/05/25		12/05/25		09/29/25	
	Rights Appraised	Fee Simple	Fee Simple		Fee Simple		Fee Simple	
	Location	Average	Average		Average		Average	
	Site Area	6,005.2	7,450		8,812		9,583	
	Utility/Road Frontage	30 ft	50 ft	-8.3	72 ft	-7.23	50 ft	-6.63
	Topography	Level	Level		Level		Level	
	Improvements	None	None		None		None	
	Price per Acre			+2.77		+2.42		+2.21

Adequate comparable data was available to develop a reliable sales comparison approach to value; therefore, the opinion of market value of the subject is based on the sales comparison approach. The range in unit value per square foot is Comp 1 at \$2.77, Comp 2 at \$2.42, and Comp 3 at \$2.21. The appraiser used the weighted average of all three comparable site size sales and estimates the indicated unit value per square foot to be \$2.47 per sf. Note: Because the site has limited frontage, utility, and marketability; the proposed site is inferior to the comparables. The appraiser has discounted the proposed site by 75%.

CONCLUSION of OPINION OF MARKET VALUE

0.14 ac (6005.02 sf) x \$2.47= \$14,800 (ROUNDED)

ESTIMATED OPINION OF VALUE OF 0.14 ACRES:

FOURTEEN THOUSAND EIGHT-HUNDRED DOLLARS (\$14,800)

GENERAL ASSUMPTIONS AND LIMITING CONDITIONS

The Appraisal Report and resulting estimate of value, made expressly for The City of Portland is subject to the following assumptions and limiting conditions:

1. The forecasts, projections, or operating estimates contained herein are based upon current market conditions, anticipated short-term supply and demand factors, and a continued stable economy. Therefore, these forecasts are subject to change in the future conditions. Value estimates in this appraisal report are stated in United States currency as of the date of appraisal.
2. No responsibility is assumed for the legal description or for matters including legal or title considerations. Title to the property is assumed to be good and marketable and in Fee Simple, unless otherwise stated in the report.
3. The property is appraised free and clear of all existing liens and encumbrances, including deed restrictions and developers agreements, unless otherwise states in this appraisal report.
4. Information furnished by others is believed to be true, correct, and reliable. A reasonable effort has been made to verify such information; however, no responsibility for its accuracy is assumed by the appraiser(s).
5. Maps, plats, and exhibits included in this appraisal report are for illustration only, as an aid in visualizing matters discussed within the report. They should not be considered as surveys or relied upon for any other purpose. The appraiser(s) has not made a survey of the property, and no responsibility is assumed in connected with such matters.
6. The physical condition of the improvements described herein was based on visual, walk-through inspection. No liability is assumed for the soundness of structural members, building components, mechanical equipment, plumbing, or electrical components as no professional tests were made of the same. The appraiser(s) assumes that no hidden or unapparent conditions of the property, subsoil, or structures exist, which would render the property more or less valuable. The appraiser(s) assumes no responsibility for such conditions, or for engineering, which might be required to discover such factors. The appraiser(s) recommends that the client obtain an opinion from a competent engineering firm.
7. It is assumed that there is fill compliance will all applicable federal, state, and local environmental regulations and laws unless noncompliance is stated, defined, and considered in this appraisal report.
8. It is assumed that all applicable zoning and use regulations and restrictions have been complied with, unless nonconformity has been stated, defined, and considered in this appraisal report.
9. It is assumed that all required licenses, certificates of occupancy, consents, or other legislative or administrative authority from any local, state, or national government or private entity or organization have been or can be obtained or renewed for any use on which the value estimate(s) contain in this report is based.
10. It is assumed that the utilization of the land and improvements is within the boundaries or property lines of the property described and that no encroachment or trespass exists, unless noted in this appraisal report.
11. Value estimates in this appraisal report apply only to the entire property, and cannot be prorated to individual portions or fractional interests. Any proration or division of interest will invalidate the vale estimate(s), unless such proration or division of interests is set forth in the appraisal report.
12. The appraiser(s) is not required to give testimony or attendance in court by reason of this appraisal, with reference to the property in question, unless arrangements have been made previously therefore. The fee charged for this appraisal does not include payment for court testimony or for further consultation.
13. Unless otherwise stated in this appraisal report, the appraiser(s) did not observe the existence of hazardous material, which may or may not be present on the property. The appraiser(s) has no knowledge of the existence of such materials on or in the property. The appraiser(s), however, is no qualified to detect such substances. The presence of substances such as asbestos, urea-formaldehyde foam insulation or other potentially hazardous materials may affect the value of the property. Value estimates within this appraisal report are predicated on the assumption that there is no such material on or in the property, which would cause a loss in value. No responsibility is assumed for any expertise or engineering knowledge required to discover them. The appraiser(s) recommends that appropriate experts be retained to investigate and determine to what extent, if any, such substances are present and what risks, if any, are involved.

14. The determination concluded in this appraisal, as to whether or not the subject property is located within a Flood Hazard Zone, is based solely on an inspection of available Flood Insurance Rate Map(s) (FIRM) which are distributed by the National Flood Insurance Program (NFIP). The NFIP maps represent the most recent revisions available after reasonable investigations. Although these maps are the basis for flood hazard determination, the map scale is typically not adequate for accurate comparisons with other maps and/or surveys. Therefore, the determination presented herein regarding location of the subject property outside or within a flood hazard zone should not be construed as a guarantee or certification. Certification of this can only be provided by a qualified engineer and/or surveyor. If there is any possibility that the subject is within an identified flood hazard zone, we recommend that the property should be covered by adequate flood insurance.

15. Unless otherwise noted in this appraisal report, no consideration in the valuation process has been given to subsurface rights (minerals, oils, water, etc.) that may be found on the subject property.

16. Any proposed or incomplete improvements included in this appraisal report are assumed to be completed in accordance with approved plans and specifications and in a workmanlike manner.

17. The appraiser(s) reserves the right to alter opinions of value contained in this appraisal report on the basis of information withheld or not discovered in the normal course of a diligent investigation.

18. The Americans with Disability Act (ADA) became effective July 26, 1992. The appraiser has not made a specific compliance survey and analysis of this property to determine whether or not it is in conformity with the various detailed requirements of the ADA. It is possible that a compliance survey and analysis of this property to determine whether or not it is in conformity with the various detailed requirements of the ADA. It is possible that a compliance survey of the property together with a detailed analysis would reveal the need for renovations to comply with that statute. Such a requirement could have an adverse impact on the market value of the property. Because the appraiser has no direct evidence relating to this issue, the appraiser did not consider possible noncompliance with the requirements of the ADA in this report.

CERTIFICATION OF THE APPRAISER

I certify that, to the best of our knowledge and belief...

1. The statements of fact contained in this report are true and correct.
2. The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and is my personal, impartial, unbiased professional analyses, opinions and conclusions.
3. I have no present or prospective interest in the property that is the subject of this report, and I have no personal interest or bias with respect to the parties involved.
4. I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
5. My engagement in this assignment was not contingent upon developing or reporting predetermined results.
6. My compensation is not contingent upon the reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value estimate, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
7. My analyses, opinion and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice and the Codes of Ethics of the Appraisal Institute.
8. The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
9. Luther Bratton made a personal inspection of the property that is the subject of this report.
10. As of the date of this report, I, Luther Bratton, have completed the requirements of the continuing education as required by.
11. Luther Bratton hereby certifies that he is a Tennessee State Certified Real Estate Appraiser and his certification number is CR-621.
12. This appraisal assignment was not made, nor was the appraisal rendered on the basis of a requested minimum valuation, specific valuation, or an amount, which would result in the approval of a loan.
13. I have not appraised this property in three years prior to accepting this assignment. I have performed no other services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within three-year period immediately preceding acceptance of this assignment.
14. The appraisal is in conformity with Uniform Standards of Professional Appraisal Practice.

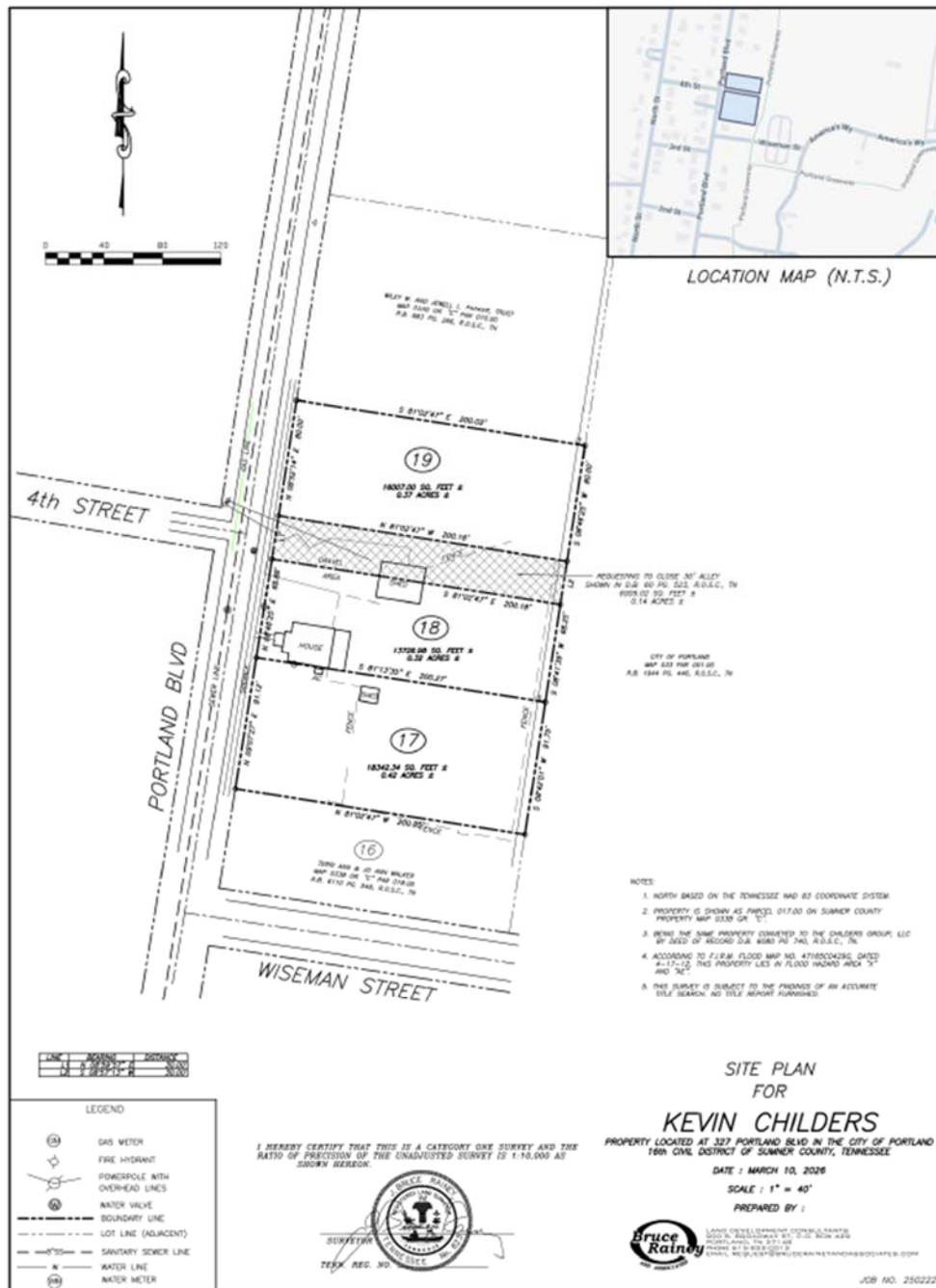


Luther Bratton
Certified Real Estate Appraiser, CR-621

ADDENDA

14

UNRECORDED SITE PLAN



SUBJECT PHOTOGRAPHS



30' PUBLIC ALLEY



4TH STREET

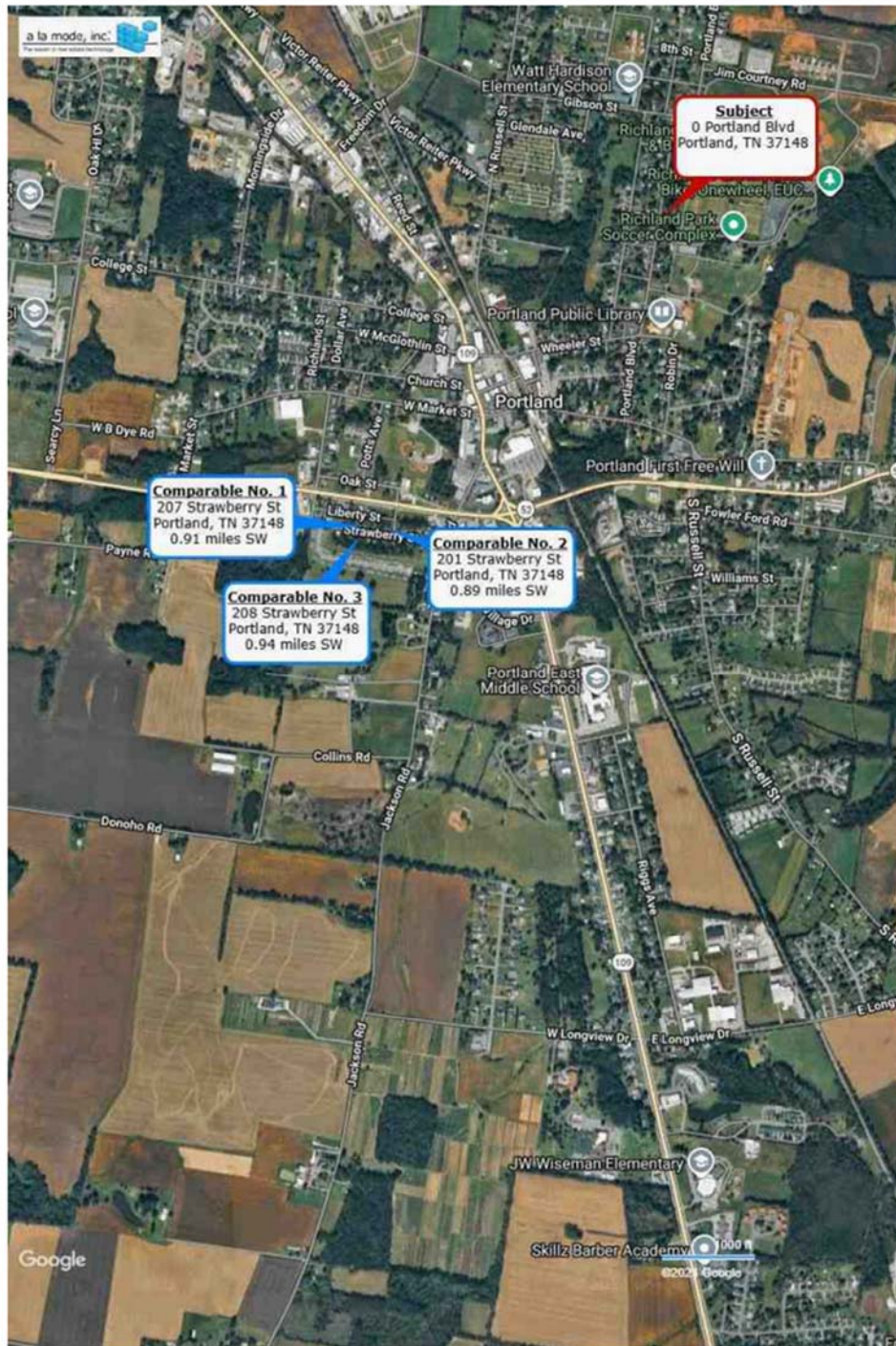


STREET VIEW

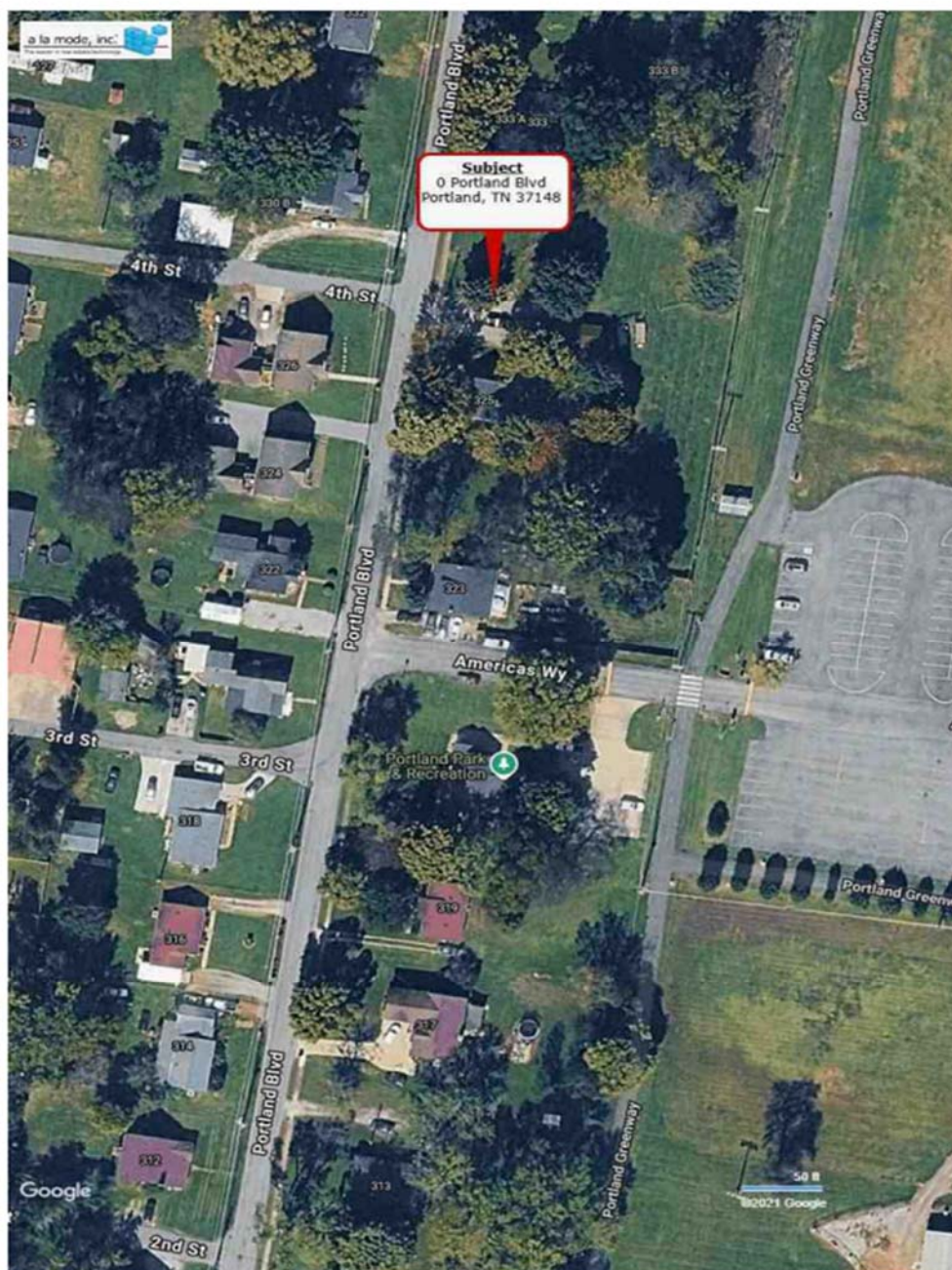


STREET VIEW (ALTERNATE VIEW)

SUBJECT LOCATION MAP



SUBJECT AERIAL MAP



SUBJECT CRS PLAT MAP

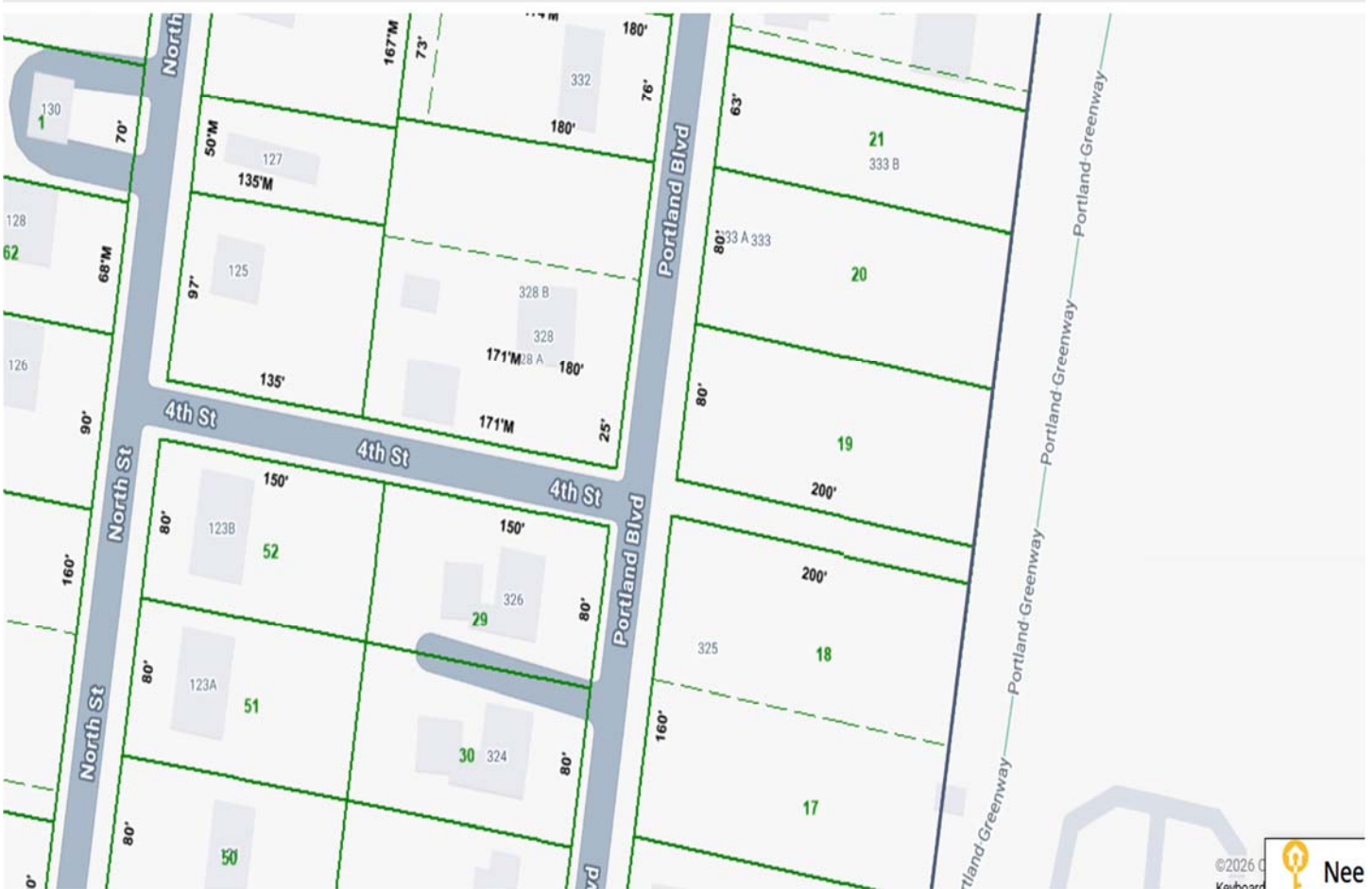


Property Report

Comparables

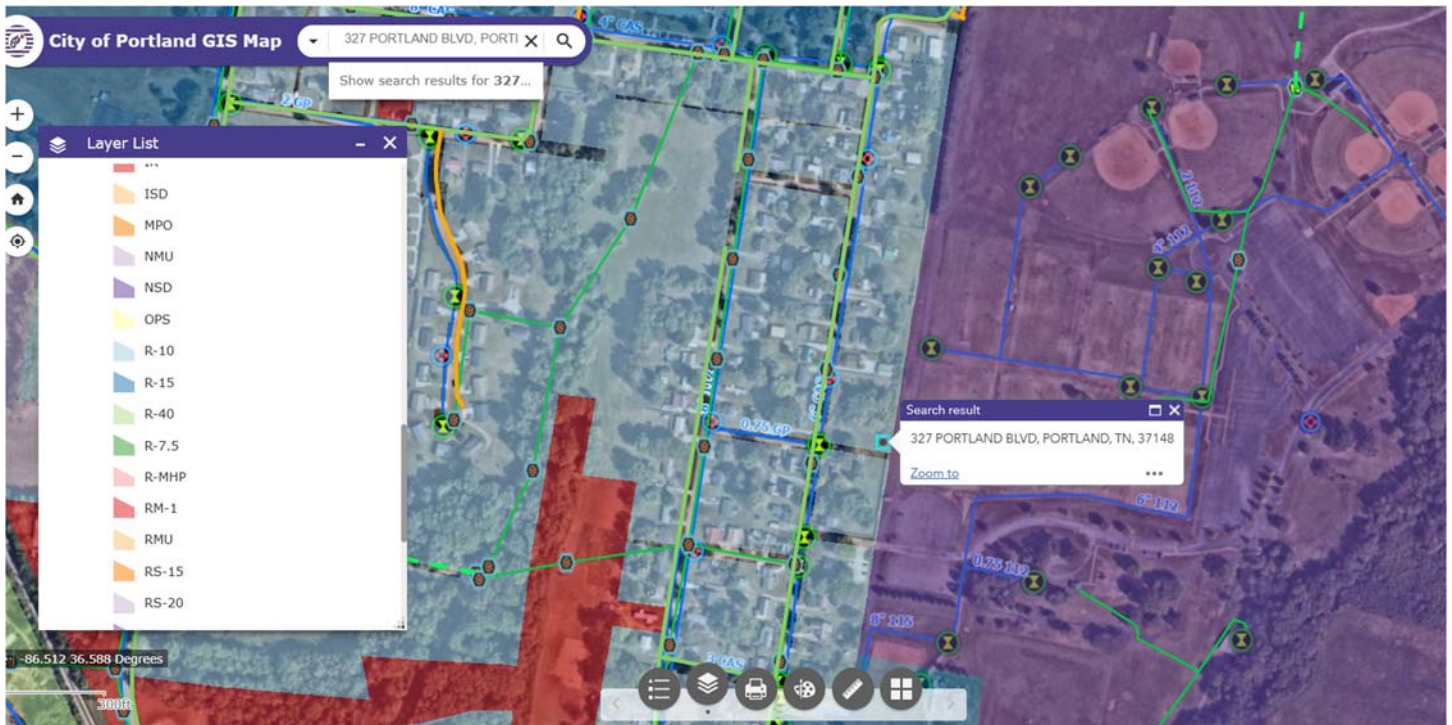
Prospecting

Facts & Figures

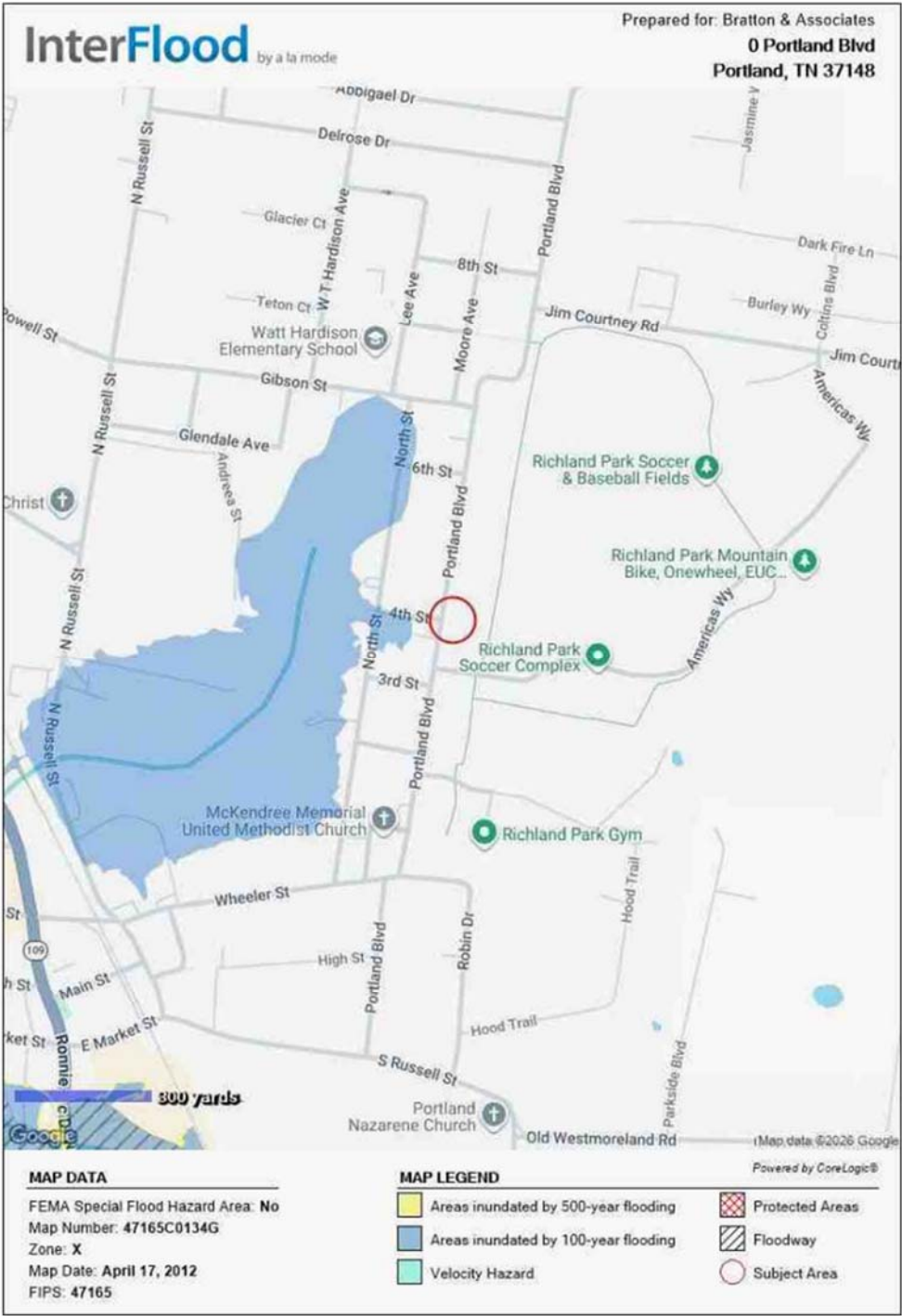


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Need

SUBJECT ZONING MAP



SUBJECT FLOOD MAP



FROM:		INVOICE			
Bratton & Associates 820 S Broadway St Portland, TN 37148-1622 Telephone Number: (615) 325-2233 Fax Number:		INVOICE NUMBER 0009064			
TO: The City of Portland 100 South Russell Street Portland, TN 37148 E-Mail: Telephone Number: (615) 325-6776 Fax Number: Alternate Number:		DATES Invoice Date: 06/09/2026 Due Date:			
		REFERENCE Internal Order #: 0009064 Lender Case #: Client File #: PO #101176 FHA/VA Case #: Main File # on form: Other File # on form: Federal Tax ID: 39-4757445 Employer ID:			
DESCRIPTION					
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;"> Lender: N/A Purchaser/Borrower: The City of Portland, Tennessee Property Address: 0 Portland Blvd City: Portland County: Sumner Legal Description: Sumner Co- DB 60 PG 523 </td> <td style="width: 50%;"> Client: The City of Portland, Tennessee State: TN Zip: 37148 </td> </tr> </table>				Lender: N/A Purchaser/Borrower: The City of Portland, Tennessee Property Address: 0 Portland Blvd City: Portland County: Sumner Legal Description: Sumner Co- DB 60 PG 523	Client: The City of Portland, Tennessee State: TN Zip: 37148
Lender: N/A Purchaser/Borrower: The City of Portland, Tennessee Property Address: 0 Portland Blvd City: Portland County: Sumner Legal Description: Sumner Co- DB 60 PG 523	Client: The City of Portland, Tennessee State: TN Zip: 37148				
FEES		AMOUNT			
Appraisal Services		1,500.00			
SUBTOTAL		1,500.00			
PAYMENTS		AMOUNT			
Check #:	Date:	Description:			
Check #:	Date:	Description:			
Check #:	Date:	Description:			
SUBTOTAL			0		
TOTAL DUE			\$ 1,500.00		

RESOLUTION

City of Portland, Tennessee

No. 26 - 69

A RESOLUTION OF THE CITY OF PORTLAND, TENNESSEE, APPROVING A DESIGN REVIEW STANDARDS APPEAL FOR THE PROPERTY LOCATED AT 200 KIRBY DRIVE

WHEREAS, the City of Portland has adopted commercial design standards requiring architectural panels as the primary exterior material for commercial buildings; and

WHEREAS, the property located at 200 Kirby Drive, occupied by Fastenal, is proposing a new structure that features a commercial high ribbed metal panel product; and

WHEREAS, the applicant has submitted a formal appeal to the City Council for approval; and

NOW THEREFORE BE IT RESOLVED by the Mayor and Board of Aldermen of the City of Portland to grant the Design Review Standards Appeal for the property located at 200 Kirby Drive and approves the applicant's request to utilize the proposed commercial high ribbed metal panel product in lieu of architectural metal panels; and

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

Mike Callis, Mayor

Attest: Tracy Kizer, City Recorder

Approved this day of

ORDINANCE

City of Portland, Tennessee

No. 26 – 44

First Reading

AN ORDINANCE TO RESCIND IN ITS ENTIRETY ORDINANCE 25-23 WITH OM SAI HOTEL INC, FOR THE DEVELOPMENT VAIL CREST, LOCATED ON HIGHWAY 259 IN PORTLAND, TENNESSEE, AND REPLACE WITH THE FOLLOWING.

WHEREAS, the City of Portland, Tennessee, has determined that improvements need to be made to City infrastructure, including the water sewer, and gas systems, as outlined in the attached agreement; and

WHEREAS, the Portland Department of Utilities has approved the Water and Sewer Capacity Letter (see Exhibit A), stating the Water Sewer and Gas Systems have capacity for the Vail Crest Subdivision Section 11 and 12 once improvements are made; and

WHEREAS, the Developer has agreed to be fully responsible for the cost of the improvements to City infrastructure, including the water, sewer, and gas systems, as outlined in the attached agreement; and

NOW, THEREFORE BE IT ORDAINED by the Mayor and Board of Aldermen of the City of Portland authorize the Mayor to enter into the attached Developer's Agreement with Om Sai Hotel Inc for the Vail Crest Subdivision Section 11 and 12, located at 0 Hwy 259, Tax Map 016, Parcel 004.03; and

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

Mike Callis, Mayor

Attest: Tracy Kizer, City Recorder

Passed First Reading:

Passed Second Reading:

Developer's Agreement: Vail Crest Subdivision Section 11 & 12

CITY OF PORTLAND, TENNESSEE

This Development Agreement ("AGREEMENT") is made and entered into on this ____ day Of ____ .2026 by and between Om Sai Hotel Inc ("DEVELOPER") and the City of Portland, Tennessee, a municipality organized and existing under the laws of the State of Tennessee ("CITY").

WHEREAS, the DEVELOPER owns and desires to develop a 37-lot residential subdivision, located at 0 Highway 259, Tax Map 016, Parcel 004.03, in Portland, Tennessee (hereinafter called the "PROJECT"); and

WHEREAS, DEVELOPER has received a letter stating the existing Water and Sewer Systems does not have capacity for the development and will require fees to be paid for upgrading our System. along with improvements installed by the Developer, from the Portland Department of Utilities on _____ (the "LETTER"). A copy of the Letter is attached to this Agreement as Exhibit A: and

WHEREAS, in order to provide the same level of service throughout the Water System and Sewer System for the PROJECT and the general public, it will be necessary for certain improvements to be constructed to serve the PROJECT. Said improvements include the IMPROVEMENTS (as defined below): and

WHEREAS, in order for said IMPROVEMENTS to be fully integrated with the public infrastructure of the CITY and to function in a satisfactory manner, the DEVELOPER has agreed to be responsible for design, permitting, construction, and inspection associated with the IMPROVEMENTS as set forth in this AGREEMENT.

WHEREAS, the DEVELOPER shall be responsible for all design, permitting, construction, and inspection of the IMPROVEMENTS. The IMPROVEMENTS shall be constructed by the DEVELOPER in accordance with the Portland Department of Utilities (POU) Standard Specifications and with the approval of the Construction Plans, and other rules, regulations, and ordinances of the CITY in said project and the terms of this Agreement, and

NOW, THEREFORE, in consideration of the premises and mutual covenants of the parties herein contained, it is agreed and understood as follows:

I. GENERAL CONDITIONS

A. Construction Costs

The DEVELOPER shall be responsible for all design, permitting, construction, and inspections necessary to install and complete approximately 2,991 LF of eight (8) inch water main. and 3,188 LF of eight (8) inch gravity sewer, and all required appurtenances. the IMPROVEMENTS in accordance with this agreement.

B. City Ordinances, Rules and Regulations

All currently existing CITY ordinances, and rules & regulations adopted by the Board of Mayor and Aldermen are made a part of this agreement. In the event of a conflict between the terms of this agreement and a CITY ordinance, the ordinance shall prevail. All work done under this agreement is to be performed in accordance with plans, and specifications approved by the CITY and made a part, hereof.

C. Agreement Not Assignable

No third party shall obtain any benefits or rights under this agreement, nor shall the rights or duties be assigned by either party.

D. Revocation and Interpretation

This agreement shall bind the DEVELOPER when executed by the DEVELOPER and may not be revoked by the DEVELOPER without permission of the CITY, even if the agreement has not been executed by the CITY, or does not bind the CITY, for other reasons. This agreement shall be interpreted in accordance with Tennessee law and may only be enforced in the Chancery Court or Circuit Court or Com1 of competent jurisdiction of Sumner County, Tennessee, and Tennessee Appellate Courts.

E. No Oral Agreement

This agreement may not be orally amended and supersedes all prior negotiations, commitments or understandings. The Developer and Portland Board of Mayor and Aldermen must approve any written modification to this agreement.

F. Separability

If any portion of this agreement is held to be unenforceable, the court of competent jurisdiction shall have the right to determine whether the remainder of the agreement shall remain in effect or whether the agreement shall be void and all rights of the DEVELOPER and CITY pursuant to this agreement be terminated.

G. Transferability

The DEVELOPER and/or Owner agrees that he/she will not transfer the property on which the PROJECT is to be located without first providing the CITY with notice of when the transfer is to occur and who the proposed transferee is, along with address and telephone numbers (except that no notice, consent or other requirement shall apply to the transfer or creation of any security or other interest pursuant to a deed of trust or other Owner financing). If it is the transferee's intention to develop this property in accordance with the agreement, the DEVELOPER agrees to provide the CITY an Assumption Agreement whereby the transferee agrees to perform the improvements required under this agreement and to provide the security needed to assure such performance. Said agreement will be subject to the approval of the CITY Attorney. The DEVELOPER and/or Owner understand that if he/she transfers said property without providing the notice of transfer and Assumption Agreement as required herein, he will be in breach of this agreement and that any surety held by the CITY to secure the agreement may be called. The DEVELOPER further agrees that

he shall remain liable under the terms of this agreement though a subsequent sale of all or part of said property occurs, unless an Assumption Agreement is entered into between the new owners and the CITY, and a new agreement is issued naming the new owners as Developer.

11. UTILITIES

A. Sanitary Sewer Collections System

a. Installations:

The DEVELOPER will be required to install approximately 3,188 LF of eight (8) inch gravity sewer main, with all associated appurtenances with said installation.

b. Improvement Fees:

The DEVELOPER shall be required to pay a Sewer Improvement Fee of \$1,200 per unit for a total of **\$44,400**. All payments must be made prior to PDU signing the Final Plat.

c. Developer Contributions:

The Developer shall be required to pay a Developer contribution of \$1,000 per Single Family Residence.

37 Units x \$1,000 = \$37,000

d. Surety Amount:

The DEVELOPER shall provide to the CITY a Letter of Credit or cash escrow in the amount of **\$928,250.00** for the surety, prior to PDU signing the Final Plat if installation of utilities has not been accepted.

Any surety for utilities will be kept and renewed each year until the City has inspected and approved the utility. For each year of renewal, there shall be an additional 10% increase added to each of the surety amounts. Once the utility is accepted by the City, a 12-month maintenance surety that is 15% of the most current SURETY amount will be held.

In the case that the utilities are installed, tested, and accepted by POU prior to the City signing the Final Plat, the Developer will not be required to submit a Surety for the full amount listed above, but PDU will require a maintenance surety (15% of the amount listed above) to be submitted and held for 12 months from PDU's acceptance date or the taps will not be issued.

B. Water Distribution System

a. Installations:

The DEVELOPER will be required to install approximately 2 991 LF of eight (8) inch water main with all associated appurtenances.

b. Surety Amount:

The DEVELOPER shall provide to the CITY a Letter of Credit or cash escrow in the amount of **\$628,312.50** for the surety, prior to POU signing the Final Plat if installation of utilities has not been accepted.

Any surety for utilities will be kept and renewed each year until the City has inspected and approved the utility. For each year of renewal, there shall be an additional 10% increase added to each of the surety amounts. Once the utility is accepted by the City, a 12-month maintenance surety that is 15% of the most current SURETY amount will be held.

In the case that the utilities are installed, tested, and accepted by PDU prior to the City signing the Final Plat, the Developer will not be required to submit a Surety for the full amount listed above, but PDU will require a maintenance surety (15% of the amount listed above) to be submitted and held for 12 months from PDU's acceptance date or the taps will not be issued.

C. Gas Distribution System

Gas can be provided for this development as per Title 19-207 of the City of Portland's Municipal Code.

Developer's payment to the CITY in the amount of (i) **\$44,400** as the PROJECT's share of the cost of SEWER IMPROVEMENTS, (ii) a total SURETY amount of **\$1,556,562.50** for the PROJECT's utilities, shall satisfy all Developer and Owner obligations with respect to all improvements, including without limitation the WATER IMPROVEMENTS and the SEWER IMPROVEMENTS. The WATER IMPROVEMENTS and the SEWER IMPROVEMENTS are collectively referred to herein as the "IMPROVEMENTS".

III. PUBLIC WORKS

A. Stabilization Surety

The DEVELOPER shall provide a Letter of Credit or cash escrow (hereinafter called "SURETY") for site stabilization of this development. The SURETY amount below will need to be provided to the CITY for the Stabilization Surety for this PROJECT, prior to Public Works signing the Final Plat:

- a. Vail Crest Sections 11&12 Stabilization= \$37,026

The Stabilization Surety must remain in place for the length of the development or until phases of the site have reached 75% vegetative cover. Once 75% vegetative cover has been achieved in a phase, the surety may be reduced for that portion of the site.

B. Public Works Surety

The DEVELOPER shall provide a Letter of Credit or cash escrow (hereinafter called "SURETY") for Public Works Improvements for each phase of this development. The SURETY amount below will need to be provided to the CITY for the Public Works Improvements Surety for this PROJECT, prior to Public Works signing the Final Plat:

- a. Vail Crest Phase 11 = \$450,298.44
- b. Vail Crest Phase 12 = \$339,251.25

Any surety for Public Works will be kept and renewed each year until the City has inspected and approved the improvements. For each year of renewal, there shall be an additional 10% increase added to each of the surety amounts. Once the improvements are accepted by the City, a 12-month maintenance surety that is 15% of the most-

current SURETY amount will be held. In the case that the improvements (roads, sidewalks, storm drainage and water quality measures) are installed, inspected, and accepted by City of Portland Public Works prior to the City signing the Final Plat, the Developer will not be required to submit a Surety for the full amounts listed above, but Public Works will require a maintenance surety (15% of the total of the amounts listed above) to be submitted and held for 12 months from Public Works's acceptance date.

IV. PLANNING

A. Reclamation Surety

The DEVELOPER shall provide a Letter of Credit or cash escrow (hereinafter called "SURETY") for reclamation of this development. The SURETY amount below will need to be provided to the CITY for the Reclamation Surety for this PROJECT, prior to Planning signing the Final Plat:

c. **Vail Crest Sections 11&12 Reclamation= \$15,000**

IV. VIOLATIONS AND REMEDIES

In the event of a default in the performance by either party of its obligation hereunder, the other party, in addition to any and all remedies set forth herein, shall be entitled to all remedies provided by law or in equity, including the remedy of specific performance or injunction.

V. BINDING EFFECT

The covenants and agreements herein contained shall bind and endure to the benefit of the parties hereto, their respective heirs, personal representatives, successors, and assigns, as appropriate.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed in multiple originals by persons properly authorized so to do on or as of the day and year first given.

OWNER SIGNATURE

DEVELOPER SIGNATURE

ATTEST

ATTEST

CITY OF PORTLAND (COUNTY OF SUMNER), TENNESSEE

MAYOR
APPROVED AS TO FORM:

DATE

CITY ATTORNEY

DATE

RESOLUTION

City of Portland, Tennessee

No. 26 – 70

A RESOLUTION AUTHORIZING CHANGE ORDER #1 IN THE INCREASED AMOUNT OF \$45,925.00 WITH HAREN CONSTRUCTION COMPANY ARPA RESOURCE PROTECTION GRANT RAW WATER SOURCE IMPROVEMENT PROJECT.

WHEREAS, the City of Portland has approved the original contract amount of \$3,902,000.00 with Haren Construction Company for the ARPA Resource Protection Grant Raw Water Source Improvement Project; and

WHEREAS, Change Order #1 increased the contract amount by \$45,945.00 for the installation of airburst line on poles to be located outside the limits of the DT Midstream high pressure gas line, install 300 tons of No 2 base stone for the existing road to bridge access, conflict with 24 inch gravity water line with new bridge, installation of two new turbidity curtain foundations and water line extension modifications due to field conditions; and

WHEREAS, Change Order #1 will revise the contract by for the installation of airburst line on poles to be located outside the limits of the DT Midstream high pressure gas line, install 300 tons of No 2 base stone for the existing road to bridge access, conflict with 24-inch gravity water line with new bridge, installation of two new turbidity curtain foundations and water line extension modifications due to field conditions; and

WHEREAS, Change Order #1 shall increase the contract amount by \$45,945.00, which shall adjust the contract amount to \$3,947,945.00; and

NOW THEREFORE BE IT RESOLVED by the Mayor and Board of Aldermen of the City of Portland to approve Change Order #1 with Haren Construction Company in the increased amount of \$45,945.00, for an adjusted contract amount of \$3,947,945.00. for the ARPA Resource Protection Grant Raw Water Source Improvement Project

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

Mike Callis, Mayor

Attest: Tracy Kizer, City Recorder

Approved this day of

CHANGE ORDER NO.: 1

Owner: **City of Portland** Owner's Project No.:
Engineer: OHM Advisors Engineer's Project No.: 0585-24-0010
Contractor: **Haren Construction Company, Inc.** Contractor's Project No.: 245-516
Contract Name: **Raw Water Source Improvements**
Date Issued: August 6, 2026 Effective Date of Change Order: _____

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

Description: This change order reflects the Owner's desire to provide for the following:

- Provide all labor, materials, equipment, tools, supervision, and incidentals necessary for the installation of the airburst line on poles located outside the limits of the DT Midstream high-pressure gas transmission line corridor. Work shall include furnishing and installing the airburst line and associated appurtenances, pole-mounted attachments, testing, and all related activities required to complete the installation in accordance with the details provided and project requirements. The costs associated with the work shall be complete and in place and shall include all necessary coordination, access, and restoration associated with the installation.
- Provide and deliver approximately 300 tons of No. 2 Base Stone for placement along the existing roadway serving as access to the bridge site. This change order item is for material only and includes furnishing, loading, hauling, and delivery of the aggregate material to the project site. All labor, equipment, and supplies necessary to place, grade, compact, and complete roadway improvements shall be provided by HCCI. The base stone material shall be delivered in accordance with project requirements and as directed by the Engineer.
- Due to a conflict between the proposed Contech bridge foundation and an existing 24-inch gravity water line, modifications to the bridge foundation layout are required. The bridge foundations shall be relocated approximately five (5) feet to the south and raised approximately twelve (12) inches to maintain the required clearance and ensure the existing 24-inch gravity water line remains outside the limits of the bridge foundation. This work includes all additional labor, materials, equipment, utility protection measures, and associated construction activities necessary to implement the revised foundation configuration. All work shall be completed in accordance with the revised design details and project requirements and shall be installed complete and in place.
- Provide all labor, materials, equipment, tools, supervision, and incidentals necessary for the installation of two (2) new turbidity curtain anchor foundations at the North City Lake outfall location. The original design intent was to utilize the existing anchor foundations at the north location; however, due to unforeseen field conditions and final layout requirements, the existing foundations could not be incorporated into the installation. As a result, new anchor foundations were required to properly support and maintain the turbidity curtain system. Work includes foundation installation, associated hardware and appurtenances, site preparation, and all related activities necessary to complete the installation in accordance with the project requirements. All work shall be installed complete and in place.
- Due to existing utility conflicts and failures encountered during pressure testing of the proposed water line extension, modifications to the original water line connection configuration are required. Work shall include the removal of the existing 8-inch valves, which shall be retained and delivered to the City for spare inventory. The revised connection shall consist of a new 6-inch tapping sleeve and 6-inch Mueller valve installed at the designated connection point, with the hot tap operation to be performed by Water Works as directed. This modification will allow the proposed water line to be fully constructed, pressure tested, disinfected, and approved prior to making the final system connection, thereby reducing service interruptions, and facilitating successful project completion. The price includes all labor, materials, equipment, tools, coordination, and incidentals necessary to complete the work in accordance with project requirements and the direction of the Engineer.

- At the request of the Engineer, the lake intake work identified as Item No. 9 shall be removed from the project scope. This change reflects the elimination of the specified lake intake activities and associated work from the Contract. Equipment mobilized and utilized for alternate work activities within the lake has not been removed from the project and remains necessary to support the completion of the remaining work items. Other associated project items include equipment, project management and supervision, insurance, bonding, and other general conditions required to support the remaining Contract work have not been removed and continue to be necessary for successful project completion. This deductive change order reflects only the removal of the lake intake scope and the materials, labor, and activities directly attributable to Item No. 9. Accordingly, costs associated with such equipment remain allocated within the balance of the Contract work. This deductive change order reflects only the removal of the lake intake scope and associated materials, labor, and activities directly attributable to Item No. 9.

This change order will consist of current and new line items. The contract duration will remain unchanged.

Attachments: Line-Item Adjustments Sheet

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ 3,902,000.00	Original Contract Times: Substantial Completion: 330 days 8/11/26 Ready for final payment: 360 days 9/10/26
[Increase] [Decrease] from previously approved Change Orders No. 1 to No. ____: \$ n/a	[Increase] [Decrease] from previously approved Change Orders No.1 to No. ____: Substantial Completion: n/a Ready for final payment: n/a
Contract Price prior to this Change Order: \$ 3,902,000.00	Contract Times prior to this Change Order: Substantial Completion: 330 days 8/11/26 Ready for final payment: 360 days 9/10/26
[Increase] [Decrease] this Change Order: \$ 45,945.00	[Increase] [Decrease] this Change Order: Substantial Completion: n/a Ready for final payment: n/a
Contract Price incorporating this Change Order: \$ 3,947,945.00	Contract Times with all approved Change Orders: Substantial Completion: 330 days 8/11/26 Ready for final payment: 360 days 9/10/26

Recommended by Engineer/OHM Advisors:

By: _____
Name/Title: Greg Sanford / Project Manager
Date: _____

Accepted by Contractor/Haren Construction:

By: _____
Name/Title: Frank E. Haren, III / President
Date: _____

Authorized by Owner/City of Portland:

By: _____
Name/Title: Mike Callis / Mayor
Date: _____

Approved by Funding Agency:

By: _____
Name/Title: _____
Date: _____

Change Order No. 1 - Line Item Adjustments**Raw Water Source Improvements****City of Portland, TN**

Contractor: Haren Construction Company, Inc

Original Contract Amount \$3,902,000.00

Change Order No. 1 Total **\$45,945.00**Adjusted Contract Amount **\$3,947,945.00**

Item No.	Description	Original Total Price	Price Adjustment	ADJUSTED TOTAL PRICE
Existing Line Items				
1	Precast Bridge Creek Crossing (Sheets C2, D1-D7)	\$200,000.00	\$0.00	\$200,000.00
2	Gravel Access Rd Improvements (Sheet C2)	\$50,000.00	\$0.00	\$50,000.00
3	Creek Intake Screen Improvements – Removal of existing Intake Screen, Installation of two (2) new 6 mgd intake half screens, concrete anchor pad, fittings, manufacturers startup, and installation. (Sheet C4, S101)	\$750,000.00	\$0.00	\$750,000.00
4	Prefabricated Metal Airburst Building -Includes building, foundation, rollup door, entry door, pipe wall penetration sealing, insulation, and ventilation, (Sheets P3, S101)	\$70,000.00	\$0.00	\$70,000.00
5	Airburst System – Includes compressor, air receivers, control panel, air burst line, support posts, expansion joints, coating system, check valve, fittings, instrumentation, manufacturer startup, and installation. (Sheets C5-C10, P3)	\$350,000.00	\$0.00	\$350,000.00
6	Electrical - Includes all site electrical work and DEMO, equipment and installation, conduit, conductors, wiring, VFD's, panels, SCADA control panel and flow meter display relocation, lighting, temporary power generators and wiring. (Sheets - All Electrical & Mechanical Eqpt)	\$500,000.00	\$0.00	\$500,000.00
7	Site Work, Drainage and Stormwater Improvements, Generator Foundation (Sheet C5, S101)	\$190,000.00	\$0.00	\$190,000.00
8	8" PVC DR 14 Water Line Relocation (Sheet C14)	\$100,000.00	\$0.00	\$100,000.00
9	City Lake Intake Improvements – Removal of existing lake intake assembly, relocation of creek intake screen and installation of piping, fittings, swivel joint, floatation pontoons and aluminum platform, decking, winch, pulley, fence, and installation, guide rail, and ensure stability of anchor pole. (Sheets C11-C13)	\$220,000.00	(\$108,108.00)	\$111,892.00
10	Pump Station Improvements – relocation of bulk tank and chem feed pump and piping, new scale/display, floor drain and sump pump modifications, floor grading, grouting, blasting and painting of discharge header, required construction phasing and ancillary modifications. (Sheets P1, P2, M-001)	\$250,000.00	\$0.00	\$250,000.00
11	Vertical Turbine Open Line Shaft Pumps – removal of existing pumps, installation of three (3) new 4 mgd 200 HP pumps, required construction phasing and manufactures startup. (Sheet P2)	\$332,000.00	\$0.00	\$332,000.00
12	Erosion Control	\$50,000.00	\$0.00	\$50,000.00
13	Mobilization	\$150,000.00	\$0.00	\$150,000.00
14	Cash Allowance	\$100,000.00	\$0.00	\$100,000.00
Additive Alternate Bid Items				
A1	Floating Lagoon Baffle and Installation (Sheet C15)	\$120,000.00	\$0.00	\$120,000.00
A2	WQ Sampling Bouy and Depth Probe (Spec Sect 52 02 00)	\$150,000.00	\$0.00	\$150,000.00
A3	450KW Natural Gas Generator and ATS (Sheets C5, ES101)	\$320,000.00	\$0.00	\$320,000.00
New Line Items				
C1	Installation of the airburst line on poles to be located outside the limits of the DT Midstream high-pressure gas line.	\$0.00	\$72,090.00	\$72,090.00
C2	Install of 300 Tons of No. 2 Base Stone for existing road to the bridge access. MATERIALS ONLY	\$0.00	\$12,045.00	\$12,045.00
C3	Due to an existing 24-inch gravity water line conflicting with the Contech bridge foundation. To resolve this conflict, the bridge foundations will be relocated approximately 5 feet to the south and raised by 12 inches. These adjustments will ensure the 24-inch gravity line remains outside the bridge foundation limits. Additionally, the flowable fill will be reinforced and insulated with rebar and roofing paper in accordance with OHM Advisors' design specifications.	\$0.00	\$44,241.00	\$44,241.00
C4	Installation of 2 new Turbidity Curtain Foundations on the North City Lake outfall location. Includes all equipment, labor, and materials, tools and incidentals, complete and in place.	\$0.00	\$10,782.00	\$10,782.00
C5	Water line extension modifications due to field conditions and existing utilities and as directed.	\$0.00	\$14,895.00	\$14,895.00
				\$0.00
Total of Change Order No. 1 =			\$45,945.00	\$3,947,945.00

RESOLUTION

City of Portland, Tennessee

No. 26 – 71

A RESOLUTION TO APPROVE THE FINAL ADJUSTING CHANGE #9 ORDER IN THE DECREASED AMOUNT OF \$17,756.01 FOR THE CITY OF PORTLAND OAK HILL WATER SYSTEM IMPROVEMENTS.

WHEREAS, the City of Portland has approved the original contract and change order #1-8 with Cumberland Pipeline LLC for the City of Portland Oak Hill Water System Improvements; and

WHEREAS, Final Adjusting Change Order #9 shall decrease the contract amount by \$17,756.01, which shall amend the contract amount to \$2,725,075.99. This shall reconcile all quantities installed to date; and

NOW THEREFORE BE IT RESOLVED by the Mayor and Board of Aldermen of the City of Portland to approve the Final Adjusting Change Order #9 in the decreased amount of \$17,756.01 for the City of Portland Oak Hill Water System Improvements project; and

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

Mike Callis, Mayor

Attest: Tracy Kizer, City Recorder

Approved this day of

CHANGE ORDER NO.: 9 (Final Adjusting)

Owner: **City of Portland** TDEC/ARP Project No.: **DW-COStd-06**
Engineer: **OHM Advisors** Engineer's Project No.: **0585-21-0080**
Contractor: **Cumberland Pipeline, LLC** Contractor's Project No.: **23-08**

Contract Name: **City of Portland Oak Hill Water System Improvements**

Date Issued: **August 7, 2026** Effective Date of Change Order: _____

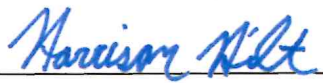
The Contract is modified as follows upon execution of this Change Order:

Description: This change order reflects the final adjustment of the contract price from the adjusted contract amount of \$2,742,832.00 to the Final Contract Amount of \$2,725,075.99 to reflect all over-runs and under-runs in all line items. This change order adds no additional days to the contract retaining August 7, 2026 as the Final Contract Date.

Attachments: Contract Quantity / Final Quantity Adjustment sheet

Change in Contract Price		Change in Contract Times	
		[State Contract Times as either a specific date or a number of days]	
Original Contract Price:		Original Contract Times:	
\$ <u>2,718,423.00</u>		Substantial Completion:	<u>210 days 6/04/24</u>
		Ready for final payment:	<u>240 days 7/03/24</u>
[Increase] [Decrease] from previously approved Change Orders No. 1 to No. 8:		[Increase] [Decrease] from previously approved Change Orders No. 1 to No. 8:	
\$ <u>24,409.00</u>		Substantial Completion:	<u>142 days</u>
		Ready for final payment:	<u>765 days</u>
Contract Price prior to this Change Order:		Contract Times prior to this Change Order:	
\$ <u>2,742,832.00</u>		Substantial Completion:	<u>352 days 10/23/24</u>
		Ready for final payment:	<u>1005 days 8/07/26</u>
[Increase] [Decrease] this Change Order:		[Increase] [Decrease] this Change Order:	
\$ <u>\$17,756.01</u>		Substantial Completion:	<u>n/a</u>
		Ready for final payment:	<u>n/a</u>
Contract Price incorporating this Change Order:		Contract Times with all approved Change Orders:	
\$ <u>\$2,725,075.99</u>		Substantial Completion:	<u>352 days 10/23/24</u>
		Ready for final payment:	<u>1005 days 8/07/26</u>

Recommended by Engineer:

By: 
Name/Title: Harrison Hilt, Project Manager
Date: 08/07/2026

Accepted by Contractor:

By: 
Name/Title: Michael Ellison, President
Date: 8/7/2024

Authorized by Owner/City of Portland:

By: _____
Name/Title: Mike Callis, Mayor
Date: _____

Approved by Owner/Sumner County, TN:

By: _____
Name/Title: John C. Isbell, Mayor
Date: _____

Contract Quantity / Final Quantity Adjustment**City of Portland Oak Hill Water System Improvements****City of Portland / Sumner County, TN****Contractor: Cumberland Pipeline, LLC**

Project Duration: 11-06-23 thru 8-07-26

Adjusted Contract Amount \$2,742,832.00

Change Order No. 7 (Final Adjusting) **-\$17,756.01****Final Contract Amount \$2,725,075.99****Total Work Completed \$2,725,075.99**

Item No.	Item Description	Contract				Total Quantity Installed	Total Work Completed Amount	% Complete	FINAL ADJUSTMENT	
		Est. Quantity	Unit	Unit Price	Total Price				Quantity Difference	Total Price Difference
1	16" DIP CL 250 Water Line, Open-Cut	3,641	LS	\$157.50	\$573,457.50	3,495.5	\$550,541.26	96.0%	-145.5	-\$22,916.24
2	12" DIP CL 350 Water Line, Open-Cut	3,600	LS	\$132.50	\$477,000.00	3,088	\$409,160.00	85.8%	-512.0	-\$67,840.00
3	8" DIP CL 350 Water Line, Open-Cut	273	LS	\$86.00	\$23,478.00	150.5	\$12,943.00	55.1%	-122.5	-\$10,535.00
4	16" DIP w/ 30" Steel Casing Pipe, Trenchless	100	LS	\$754.00	\$75,400.00	80	\$60,320.00	80.0%	-20	-\$15,080.00
5	12" DIP w/ 24" Steel Casing Pipe, Trenchless	140	LS	\$538.00	\$75,320.00	140	\$75,320.00	100%	0	\$0.00
6	16" DIP w/ 30" Steel Casing Pipe, Open-Cut	30	LS	\$417.00	\$12,510.00	25	\$10,425.00	83.3%	-5	-\$2,085.00
7	12" DIP w/ 24" Steel Casing Pipe, Open-Cut	47	LS	\$317.00	\$14,899.00	80	\$25,360.00	170.2%	33	\$10,461.00
8	8" DIP w/ 16" Steel Casing Pipe, Open-Cut	96	LS	\$240.00	\$23,040.00	59	\$14,160.00	61.5%	-37	-\$8,880.00
9	24" Steel Casing Pipe w/o Carrier Pipe, Trenchless	140	LS	\$514.00	\$71,960.00	140	\$71,960.00	100%	0	\$0.00
10	8" Gate Valve Assembly	3	EA	\$2,920.00	\$8,760.00	2	\$5,840.00	66.7%	-1	-\$2,920.00
11	12" Gate Valve Assembly	7	EA	\$5,900.00	\$41,300.00	5	\$29,500.00	71.4%	-2	-\$11,800.00
13	4" x 4" Tapping Sleeve and Valve	1	EA	\$7,000.00	\$7,000.00	1	\$7,000.00	100%	0	\$0.00
14	6" x 6" Tapping Sleeve and Valve	4	EA	\$6,000.00	\$24,000.00	4	\$24,000.00	100%	0	\$0.00
15	8" x 8" Tapping Sleeve and Valve	1	EA	\$7,500.00	\$7,500.00	1	\$7,500.00	100%	0	\$0.00
16	10" x 10" Tapping Sleeve and Valve	1	EA	\$12,400.00	\$12,400.00	1	\$12,400.00	100%	0	\$0.00
17	12" x 12" Tapping Sleeve and Valve	4	EA	\$15,400.00	\$61,600.00	3	\$46,200.00	75.0%	-1	-\$15,400.00
18	2" Air Release Valve Assembly	3	EA	\$6,000.00	\$18,000.00	3	\$18,000.00	100%	0	\$0.00
19	Fire Hydrant Assembly	11	EA	\$8,940.00	\$98,340.00	13	\$116,220.00	118.2%	2	\$17,880.00
20	Remove Fire Hydrant Assembly	5	EA	\$935.00	\$4,675.00	4	\$3,740.00	80.0%	-1	-\$935.00
21	Cut, Cap, and Abandon Existing Water Line (All Diameters)	16	EA	\$1,690.00	\$27,040.00	7	\$11,830.00	43.8%	-9	-\$15,210.00
22	Mobilization	1	LS	\$109,800.00	\$109,800.00	1	\$109,800.00	100%	0	\$0.00
23	Remove and Replace Driveway	350	SY	\$124.00	\$43,400.00	233.56	\$28,961.44	66.73%	-116.44	-\$14,438.56
24	Remove and Replace Asphalt Pavement	286	SY	\$231.00	\$66,066.00	892.2	\$206,098.20	312.0%	606.2	\$140,032.20
25	Remove and Replace Culvert	100	LF	\$60.50	\$6,050.00		\$0.00	0.0%	-100	-\$6,050.00
26	Remove and Replace Mailbox	10	EA	\$374.00	\$3,740.00	1	\$374.00	10.0%	-9	-\$3,366.00
27	Silt Fence	2,000	LF	\$3.30	\$6,600.00	160	\$528.00	8.0%	-1,840	-\$6,072.00
28	Sediment Tubes	40	EA	\$77.00	\$3,080.00		\$0.00	0.0%	-40	-\$3,080.00
29	Catch Basin Protection (Type D)	10	EA	\$275.00	\$2,750.00		\$0.00	0.0%	-10	-\$2,750.00

Item No.	Item Description	Contract				Total Quantity Installed	Total Work Completed Amount	% Complete	FINAL ADJUSTMENT	
		Est. Quantity	Unit	Unit Price	Total Price				Quantity Difference	Total Price Difference
30	Remove and Replace Water Services - Long (Trenchless	1,040	LF	\$42.20	\$43,888.00	549	\$23,167.80	52.8%	-491	-\$20,720.20
31	Remove and Replace Water Services - Short (Open Cut)	275	LF	\$28.00	\$7,700.00	1,218	\$34,104.00	442.9%	943	\$26,404.00
32	Water Service Assembly	39	EA	\$1,730.00	\$67,470.00	43	\$74,390.00	110.3%	4	\$6,920.00
33	Project Allowance	1	LS	\$50,000.00	\$50,000.00	0.651	\$32,550.00	65.1%	-0.349	-\$17,450.00
34	C.O. 1 - New Item - 16" Butterfly Valve Assembly	9	EA	\$7,678.00	\$69,102.00	12	\$92,136.00	133.3%	3	\$23,034.00
35	C.O. 7 - New Rate - 16" DIP CL 250 Water Line, Open-Cut	1,959	LF	\$203.00	\$397,677.00	1,930	\$391,790.00	98.5%	-29	-\$5,887.00
36	C.O. 7 - New Rate - 8" DIP w/16" Steel Casing Pipe, Open-Cut	34	LF	\$286.00	\$9,724.00		\$0.00	0.0%	-34	-\$9,724.00
37	C.O. 7 - New Rate - Fire Hydrant Assembly	3	EA	\$9,090.00	\$27,270.00	2	\$18,180.00	66.7%	-1	-\$9,090.00
38	C.O. 7 - New Rate - Remove Fire Hydrant Assembly	2	EA	\$1,400.00	\$2,800.00	2	\$2,800.00	100%	0	\$0.00
39	C.O. 7 - New Rate - 16" Butterfly Valve Assembly	4	EA	\$8,200.00	\$32,800.00	*	\$8,941.36	27.3%	* -2	-\$23,858.64
40	C.O. 7 - New Rate - 8" Gate Valve Assembly	3	EA	\$3,500.00	\$10,500.00	3	\$10,500.00	100%	0	\$0.00
41	C.O. 7 - New Rate - Remove and Replace Asphalt Pavement	14	SY	\$391.00	\$5,474.00	281.23	\$109,960.93	2008.8%	267.23	\$104,486.93
42	C.O. 7 - New Rate - Mobilization	1	LS	\$15,000.00	\$15,000.00	1	\$15,000.00	100%	0	\$0.00
43	C.O. 7 - New Rate - Project Allowance	1	LS	\$552.50	\$552.50		\$0.00	0.0%	-1	-\$552.50
44	C.O. 8 - New Rate - 8" DIP CL 350 Water Line, Open-Cut	72	LF	\$135.00	\$9,720.00		\$0.00	0.0%	-72	-\$9,720.00
45	C.O. 8 - New Rate - 6" X 6" Tapping Sleeve and Valve	3	EA	\$6,500.00	\$19,500.00		\$0.00	0.0%	-3	-\$19,500.00
46	C.O. 8 - New Rate - 2" Air Release Valve Assembly	1	EA	\$7,448.00	\$7,448.00		\$0.00	0.0%	-1	-\$7,448.00
47	C.O. 8 - New Rate - Cut, Cap, and Abandon Existing Water	4	EA	\$2,310.00	\$9,240.00	4	\$9,240.00	100%	0	\$0.00
48	C.O. 8 - New Rate - Remove and Replace Mailbox	1	EA	\$1,300.00	\$1,300.00		\$0.00	0.0%	-1	-\$1,300.00
49	C.O. 8 - New Rate - Remove and Replace Water Services -	360	LF	\$70.00	\$25,200.00	238	\$16,660.00	66.1%	-122	-\$8,540.00
50	C.O. 8 - New Rate - Remove and Replace Water Services -	25	LF	\$29.00	\$725.00	119	\$3,451.00	476.0%	94	\$2,726.00
51	C.O. 8 - New Rate - Water Services Assembly	14	EA	\$2,184.00	\$30,576.00	11	\$24,024.00	78.6%	-3	-\$6,552.00
TOTALS					\$2,742,832.00		\$2,725,075.99		C.O.9 TOTAL =	-\$17,756.01

* \$8,941.36 accounts for Line Item Number 39 - 16" Butterfly Valve stored material cost for qty. of 2 valves which the City has taken possession of.

RESOLUTION

City of Portland, Tennessee

No. 26 – 72

A RESOLUTION TO APPROVE THE FINAL ADJUSTING CHANGE #1 ORDER IN THE DECREASED AMOUNT OF \$38,043.20 FOR THE CITY OF PORTLAND OAK HILL ELEVATED TANK IMPROVEMENTS.

WHEREAS, the City of Portland has approved the original contract with Phoenix Fabricators and Erectors, LLC for the City of Portland Oak Hill Elevated Tank Improvements; and

WHEREAS, Final Adjusting Change Order #1 shall decrease the contract amount by \$38,043.20, which shall amend the contract amount to \$2,563,467.80. This shall reconcile all quantities installed to date; and

NOW THEREFORE BE IT RESOLVED by the Mayor and Board of Aldermen of the City of Portland to approve the Final Adjusting Change Order #1 in the decreased amount of \$38,043.20 for the City of Portland Oak Hill Elevated Tank Improvements project; and

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

Mike Callis, Mayor

Attest: Tracy Kizer, City Recorder

Approved this day of

CHANGE ORDER NO.: 1 (Final Adjusting)

Owner: **City of Portland** TDEC/SWIG Project No.: DW-Costd-07
Engineer: OHM Advisors Engineer's Project No.: 0585-21-0080
Contractor: **Phoenix Fabricator and Erectors, LLC** Contractor's Project No.: 3960
Contract Name: **City of Portland Oak Hill Elevated Tank Improvements**
Date Issued: June 15, 2026 Effective Date of Change Order: _____

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

Description: This change order reflects the Owner's desire to make a final balancing adjustment of the contract price. This change order will approve the additional costs associated with the Tideflex mixer pipe and the tank vault as outlined in the March 19, 2026 letter from Phoenix. This change order adds 59 days to the substantial completion and final completion contract times. This change order also includes a \$115,00 credit to the Owner for liquidated damages due to the contractor's delays in completing the project.

Attachments: Contract Quantity/Final Quantity Adjustment Sheet, March 19, 2026 Change Order Request from Phoenix, June 15, 2026 letter from City of Portland

Change in Contract Price

Change in Contract Times

[State Contract Times as either a specific date or a number of days]

Original Contract Price: \$ _____ \$2,601,511.00	Original Contract Times: Substantial Completion: _____ 330 days 10-01-24 Ready for final payment: _____ 360 days 10-31-24
[Increase] [Decrease] from previously approved Change Orders No. 1 to No. ____: \$ _____ n/a	[Increase] [Decrease] from previously approved Change Orders No. 1 to No. ____: Substantial Completion: _____ n/a Ready for final payment: _____ n/a
Contract Price prior to this Change Order: \$ _____ \$2,601,511.00	Contract Times prior to this Change Order: Substantial Completion: _____ 330 days 10-01-24 Ready for final payment: _____ 360 days 10-31-24
[Increase] [Decrease] this Change Order: \$ _____ \$38,043.20	[Increase] [Decrease] this Change Order: Substantial Completion: _____ 59 days Ready for final payment: _____ 59 days
Contract Price incorporating this Change Order: \$ _____ \$2,563,467.80	Contract Times with all approved Change Orders: Substantial Completion: _____ 389 days 11-29-24 Ready for final payment: _____ 419 days 12-29-24

Recommended by Engineer/OHM

Accepted by Contractor/Phoenix

By: 
Name/Title: Harrison Hilt, Project Manager
Date: **06/15/2026**

Authorized by Owner/City of Portland

Approved by Owner/Sumner County, TN

By: _____
Name/Title: Mike Callis, Mayor
Date: _____

John C. Isbell, Mayor

Contract Quantity / Final Quantity Adjustment

City of Portland Oak Hill Elevated Tank

City of Portland / Sumner County, TN

Contractor: Phoenix Fabricators and Erectors, LLC

Contract Duration: 9-6-23 thru 12-29-24

Original Contract Amount \$2,601,511.00

Change Order No. 1 (Final Adjusting) **-\$38,043.20**Final Contract Amount **\$2,563,467.80**Total Work Completed **\$2,563,467.80**

Item No.	Item Description	Contract				Total Quantity Installed	Total Work Completed Amount	% Complete	FINAL ADJUSTMENT	
		Est. Quantity	Unit	Unit Price	Total Price				Quantity Difference	Total Price Difference
1	Mobilization, Including Insurance & Bonds	1	LS	\$128,500.00	\$128,500.00	1	\$128,500.00	100%	0	\$0.00
2	500,000 Gal. Multi-Column Elevated Storage Tank	1	LS	\$2,120,905.00	\$2,120,905.00	1	\$2,120,905.00	100%	0	\$0.00
3	Reconfigure Existing Valve Vault	1	LS	\$80,750.00	\$80,750.00	1	\$80,750.00	100%	0	\$0.00
4	12" Class 350 DIP Yard Piping	1	LS	\$93,914.00	\$93,914.00	1	\$93,914.00	100%	0	\$0.00
5	Grading and Drainage Improvements, including final site restoration	1	LS	\$35,765.00	\$35,765.00	1	\$35,765.00	100%	0	\$0.00
6	Fencing, new 6' Chain-Link Fence with 3-Strand Barbed Wire, and Lockable Hinged Access Gate	400	LF	\$49.885	\$19,954.00	400	\$19,954.00	100%	0	\$0.00
7	Erosion Prevention and Sediment Controls	1	LS	\$4,000.00	\$4,000.00	1	\$4,000.00	100%	0	\$0.00
8	Inlet Piping Modifications	1	LS	\$20,123.00	\$20,123.00	1	\$20,123.00	100%	0	\$0.00
9	Materials Testing	1	LS	\$10,000.00	\$10,000.00	1	\$10,000.00	100%	0	\$0.00
10	Soils and Geotechnical Investigation	1	LS	\$10,000.00	\$10,000.00	1	\$10,000.00	100%	0	\$0.00
11	Project Allowance	1	LS	\$50,000.00	\$50,000.00	0	\$0.00	0.0%	-1	-\$50,000.00
2AD	Demolish Existing 200,000-Gallon Collins Elevated Water Storage Tank	1	LS	\$27,600.00	\$27,600.00	1	\$27,600.00	100%	0	\$0.00
12	C.O. #1 New Item - Tideflex mixer pipe and tank valve vault additional work	0	LS	\$126,956.80	\$0.00	1	\$126,956.80	100%	1	\$126,956.80
13	Imposed Liquidated Damages	0	LS	(\$115,000.00)	\$0.00	1	(\$115,000.00)	100%	1	-\$115,000.00
TOTALS					\$2,601,511.00		\$2,563,467.80		C.O.1 TOTAL =	-\$38,043.20



PORTLAND

Department of Utilities

Call 811 Before You Dig!

Portland, Tennessee

CITY OF PORTLAND

UTILITIES DEPARTMENT

100 SOUTH RUSSELL STREET

PORTLAND, TENNESSEE 37148

Telephone 615-323-1437

Email Address: wgarrett@cityofportlandtn.gov

June 15, 2026

Mr. Jeremy Binkley
Director of Project Management
Phoenix Fabricators and Erectors, LLC
1329 US Hwy 41 N.
Sebree, KY 42455

RE: Oak Hill Elevated Water Storage Tank – Vault & Mixing Changes

Dear Mr. Binkley:

The City of Portland has not received an official response that accepts or declines the conditions of the letter sent to Phoenix on April 29, 2026. Due to the time constraints associated with closing out this project, the City of Portland will proceed by forgiving a portion of the project's liquidated damages under the following conditions:

- Portland approves Phoenix's request for a 14-day and 45-day contract time extension as stated in the letter sent to Phoenix on April 29, 2026.
- After accounting for the above time extension, the contract completion date was exceeded by 430 days, which amounts to \$258,000 based on the contractual liquidated damages rate of \$600 per day.
- Portland waives \$143,000 of liquidated damages.
- Portland imposes \$115,000 of liquidated damages.
- Portland accepts Phoenix's \$126,956.80 Change Order Request for the damaged Tideflex mixing pipe and the additional vault work as outlined in the March 19, 2026 letter from Phoenix.
- The above-described changes result in the final balancing Change Order #1 that decreases the contract amount by \$38,043.20. This decrease is equal to the unused portion of the project allowance.

Please sign the attached Change Order #1 and provide an updated final pay application reflecting Change Order #1 by July 16, 2026. Any remaining disputes or delays that prevent project closeout and Portland's final payment to Phoenix prior to the upcoming deadline will result in Portland's \$2.3 million grant funding being rescinded and Portland will seek damages for the rescinded grant funding.

Sincerely,

Warren Garrett
Portland Utilities Director

cc: Mike Callis - Portland City Mayor
Brian Whitaker - OHM Advisors
Greg Sanford - OHM Advisors
Harrison Hilt - OHM Advisors



P.O. BOX 40 • 1329 U.S. HIGHWAY 41 NORTH • SEBREE, KY 42455

March 19, 2026

Harrison Hilt, P.E.
Project Manager OHM Advisors
209 10th Avenue S.
Nashville, TN 37203

RE: Oak Hill Elevated Water Storage Tank – Vault & Mixing Changes

Mr. Hilt,

As requested, PFE is asking for consideration for the damage to the mixing pipe and the vault rework due to the undersized vault discovered while reconfiguring the piping per OHM plans.

Tideflex Parts/Shipping - \$10,670.00

- TMS Riser Pipe Replacement - \$10,670.00

Concrete Vault Repairs - \$93,979.42

- Materials – \$15,928.62
 - o Wall Ties - \$233.20
 - o Vault Steps - \$222.00
 - o Rebar - \$650.25
 - o Concrete - \$8,171.51
 - o Concrete Pump - \$2,090.00
 - o Rental Equipment - \$4,561.66
- Labor - \$78,050.80
 - o 764 hours @ \$79.70/hr - \$60,890.80 – Labor/Overhead/Work Comp
 - o 13 Days @ \$165.00/Day (8) laborers – \$17,160.00

Vault Lid Repairs - \$5,747.80

- Materials - \$4,233.00
 - o Beams & Plate - \$3,633.00
 - o Galvanizing - \$600.00
- Labor – \$1,514.80
 - o 28 fabrication hours \$54.10/hr - \$1,514.80

Total Cost - \$126,956.80

- Cost - \$110,397.22
- Profit (15%) - \$16,559.58



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PFE is also requesting an additional (14) days to the contract time due to unforeseen issues related to the vault and mixer.

If the owner is willing to discuss liquidated damage forgiveness, PFE would like to offer a solution. PFE would request that the allowance of \$50,000.00 be paid to PFE for repairs, and PFE would trade the remaining \$76,956.80 in full forgiveness of the liquidated damages and would offer a 1-year extension to the warranty as specified. As we are working to close this project out, PFE requests a response by 3/21/2026.

PFE appreciates the opportunity to work on this project alongside the City of Portland, even though we have had struggles along the way. We are honored to know that the city will be able to use this tank for many years to come.

Respectfully submitted,

A handwritten signature in blue ink, reading "Jeremy Binkley". The signature is stylized with a large, flowing "J" and a long, sweeping underline.

Jeremy Binkley
Director of Project Management

RESOLUTION

City of Portland, Tennessee

No. 26 – 73

A RESOLUTION TO ENTER CONTRACT NEGOTIATIONS FOR A CONSULTING FIRM TO REVIEW UTILITY FUNDING REQUIREMENTS

WHEREAS, Periodic rate studies are needed to ensure proper operation, to plan for capital improvement projects, and that the required positive net position projections are being met; and

WHEREAS, Request for Proposals (RFP) to conduct a utility rate study were issued with five (5) submittals being received by the May 12, 2026 deadline; and

WHEREAS, The five (5) proposals have been reviewed and “Attachment A” has been added to show the price comparison; and

NOW THEREFORE BE IT RESOLVED by the Mayor and Board of Aldermen of the City of Portland that the Proposal from _____ be accepted to conduct a rate study for the following utilities _____ and that contract negotiations begin; and

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

Mike Callis, Mayor

Attest: Tracy Kizer, City Recorder

Approved this day of

“Attachment A”

Utility Rate Study Price Comparison							
	Red Ivy Partners		Raftelis	GDS	Jackson Thorton		Tristar Energy Solutions & Blankenship CPA Group
			Cost Based on Estimated Hours to Complete		Cost of Service Analysis	System Development Charge Analysis	
Water Only	\$77,340.00	\$12,335.00	46 hours		\$17,000.00	\$6,000.00	\$10,000.00
Waste Water Only	\$79,260.00	\$28,793.00	106 hours		\$17,000.00	\$6,000.00	\$10,000.00
Natural Gas Only	\$76,380.00	\$29,513.00	106 hours		\$19,000.00		\$14,000.00
Water & Waste Water	\$99,900.00						
Water & Natural Gas	\$95,100.00						
Waste Water & Natural Gas	\$98,940.00						
All Three Utilities	\$109,980.00			\$37,500.00			
Travel Related Expenses					\$1,721.75 per meeting		
					\$1,390.50 per meeting		
Total for all three if not listed above		\$70,641.00			\$56,112.25	\$12,000.00	\$34,000.00

RESOLUTION

City of Portland, Tennessee

No. 26 – 74

A RESOLUTION TO TERMINATE THE CONTRACT WITH PHOENIX FABRICATORS AND ERECTORS, LLC FOR THE OAK HILL ELEVATED WATER TANK IMPROVEMENTS PROJECT AS PART OF THE NON-COMPETITIVE TDEC ARPA WATER GRANT WITH SUMNER COUNTY PROJECT ID NO. DW-COSId-07

WHEREAS, the City of Portland approved the original contract amount of \$2,601,511.00 with Phoenix Fabricators and Erectors, LLC for the Oak Hill Elevated Water Tank Improvements Project as part of the non-competitive TDEC ARPA water grant with Sumner County; and

WHEREAS, Change Order #1 decreased the contract amount by \$38,043.20, which resulted in a contract amount of \$2,563,467.80; and

WHEREAS, on July 29, 2026 the City of Portland sent Phoenix Fabricators and Erectors, LLC written notice via certified mail and email that the City was considering a declaration of default and termination of the Contract for cause based on Contractor's failure to execute Change Order No. 1, failure to submit an updated final Application for Payment, and failure to submit remaining closeout documentation; and

NOW THEREFORE BE IT RESOLVED by the Mayor and Board of Aldermen of the City of Portland to hereby declare Phoenix Fabricators and Erectors, LLC to be in default of the Oak Hill Elevated Tank Improvements Contract and terminate the Contract for cause; and

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

Mike Callis, Mayor

Attest: Tracy Kizer, City Recorder

Approved this day of