



Board of Mayor and Aldermen
City Council Meeting
Portland City Hall
100 South Russell Street
Portland, TN 37148
March 20, 2023
5:00 PM

- A. Call To Order
- B. Prayer And Pledge
- C. Roll Call
- D. Approval Of Minutes
March 6, 2023

Documents:

[MINUTES MARCH 6 2023.PDF](#)

- E. Approval Of Agenda
- F. Communications From Council Members
- G. Presentation
- H. Public Recognition
Up to five minutes per person and comments must pertain to items that are listed on the meeting agenda.
- I. Public Hearings
- J. Department Reports

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

- 1. Department Reports

Documents:

[CITY RECORDER FEBRUARY 23 REPORT.PDF](#)
[FIRE DEPARTMENT FEBRUARY 23 REPORT.PDF](#)
[PARKS RECREATION FEBRUARY 23 REPORT.PDF](#)
[POLICE FEBRUARY2 3 REPORT.PDF](#)
[PUBLIC WORKS FEBRUARY 23 REPORT.PDF](#)
[UTILITIES FEBRUARY 23 REPORT.PDF](#)
[FINANCE FEBRUARY 23 REPORT.PDF](#)

K. Mayor's Report

L. Community Development

Alderwomen Magann Thompson

M. Finance

Alderwoman Penny Barnes

N. Fire Department

Vice Mayor Jody McDowell; Financed by: General Fund

1. Resolution No. 23-39 -

A Resolution to declare the H13 Breathing Air Compressor and nine 4500PSI Cascade Cylinders as surplus.

Documents:

[RES 23-39 SURPLUS BREATHING AIR COMPRESSOR AND CYLINDERS.PDF](#)

2. Discussion - Callouts To Property Split By City And County Boundaries.

O. Human Resources

Alderwoman Penny Barnes

P. Legislative

Mayor Mike Callis

Q. Municipal Airport

Alderman Mike Hall; Financed by: Special Revenue Fund

R. Parks & Recreation

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

1. Discussion - Robert Coleman Community Center Project.

S. Police Department

Alderman Drew Jennings; Financed by: General Fund

T. Planning & Codes

Alderwoman Megann Thompson; Financed by: General Fund

1. Ordinance 23-09 - Second Reading

An Ordinance to amend the city of Portland, Tennessee Alcoholic Beverage sales requirements.

Documents:

[ORD 23-09 AMENDING ALCOHOLIC BEVERAGE SALES REQUIREMENTS - 2ND READING.PDF](#)

2. Ordinance No. 23-10 – First Reading

An ordinance to authorize the Mayor to enter into a development agreement with Portland Commerce Center, LLC for the installation of a 12" waterline throughout the property connecting Eubanks Road & Vaughn Parkway waterlines in Robertson County, including any water and sewer improvement fees, for Phase 1 of the Industrial development, Stateline Commerce Center, located off of Vaughn Parkway and Eubanks Road, Tax Map 012, Parcels 020.00 and 038.00 in Portland, Tennessee.

Documents:

[ORD 23-10 STATELINE COMMERCE - COMMERCE CENTER LLC - DEVELOPER AGREEMENT.PDF](#)

3. Discussion - Glendale Alley Recommendations – See Attachment.

Documents:

[DISCUSSION GLENDALE ALLEY STAFF REPORT.PDF](#)

U. Public Works

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

1. A. Ordinance No. 23-11 – First Reading

An ordinance authorizing the City of Portland to purchase approximately 11.09 acres of property located off of Airport Road in the amount of \$140,000 for a future Stormwater Project.

Documents:

[ORD 23-11 AIRPORT RD STORMWATER COLLINS PROPERTY PURCHASE.PDF](#)

V. Utility Infrastructure

Alderman Brian Woodall; Financed by: Enterprise Fund - Water Distribution, Water Plant, Wastewater Collections, Wastewater Plant, Natural Gas Distribution, GIS, Engineering

1. Ordinance No. 23-12 – First Reading

An ordinance allowing the City of Portland to purchase property from James Lindsey (619 Denning Ford Rd) for access points to the raw water intake on West

Fork Drakes Creek.

Documents:

[ORD 23-12 619 DENNING FORD RD LAND PURCHASE FR JAMES LINDSEY.PDF](#)
[ORD 23-12 SUPPORT JAMES LINDSEY REPORT.PDF](#)

2. Resolution 23-40

A resolution to enter into an agreement between the City of Portland and Mid-Cumberland Community Action Agency for the Low-Income Home Energy Assistance Program (LIHEAP).

Documents:

[RES 23-40 CONTRACT MID-CUMBERLAND LIHEAP.PDF](#)

3. Resolution No. 23-41

A resolution to enter into a contract with the Hill Firm for debt collection.

Documents:

[RES 23-41 CONTRACT WITH THE HILL FIRM.PDF](#)

4. Discussion - 13 Water Taps On Highway 259.

W. Adjournment

X. Park Grant Presentation

Minutes

Board of Mayor and Aldermen

City of Portland, Tennessee

March 6, 2023

1. **Call to Order** - Mayor Callis called the meeting to order at 5:10 P.M.
2. **Prayer/Pledge** –Fire Chief Sam Thornton offered the Invocation and the Pledge of Allegiance.
3. **Roll Call** - The Portland Board of Mayor and Aldermen met on March 6, 2023, with the following members in attendance: Alderwoman Penny Barnes, Alderwoman LaToya Holcomb, Alderman Mike Hall, Alderman Drew Jennings, Vice Mayor Jody McDowell, Alderwoman Megann Thompson and Alderman Brian Woodall. City Attorney John R. Bradley, Acting City Recorder Rachel Slusser (appointed during the meeting) and City Recorder appointee, Tracy Kizer were present.
4. **Approval of Minutes from February 6, 2023, Council Meeting**
A motion was made by Alderman Jennings, seconded by Alderwoman Thompson to approve the minutes as presented. A unanimous voice vote indicated approval.
The minutes were approved.
5. **Approval of Agenda** Mayor noted that Under Planning & Codes, item C – discussion, needs to be removed; Add under Parks & Recreation Item F. Discussion for Farmers Market; and add under Planning & Codes Ordinance 23-09 amending the City’s Alcoholic Beverage Sale requirements. A motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve amended agenda. A unanimous voice vote indicated approval of the amended agenda.
The agenda was approved.
6. **Communications from Council Members**
 - Vice Mayor McDowell recognized City workers for the good job during the Storm last Friday. Mayor Callis also recognized the First Responders.
 - Alderman Woodall informed that the transfer station will be open Monday thru Saturday 8 am to 4:30 pm.
 - Public Works will continue to pick up cuttings all over the city for the next few weeks.
7. **Public Recognition – None**
8. **Public Hearing - None**

9. Mayor's Report –

- A Work study is scheduled for March 20th @ 4 pm for discussion of the budget.
- Had second Army Corp meeting about making the congressional list and for funding on water improvement projects. The city will have to cover 25% of the cost for those projects.
- There will be several more TDEC meetings providing additional information about the collaborative grant we received.
- The mayor recognized Portland's boys' basketball becoming district champs, and girls' team had a good season as well.

10. Community Development – Alderwoman Megann Thompson – No items

11. Finance – Alderwoman Penny Barnes

A. Resolution No. 23–23 - A resolution to invest city funds in the State of Tennessee's Local Investment Pool (LGIP).

Motion was made by Alderwoman Barnes, seconded by Alderwoman Thompson. Mayor explained that all fund investing will still go before the City Council. A unanimous voice vote indicated approval.

B. Resolution No. 23-24 - An initial resolution authorizing the incurrence of indebtedness by the City of Portland, Tennessee, of not to exceed \$5,000,000, by the execution with the public building authority of the City of Clarksville, Tennessee, of a loan agreement to provide funding for certain water and sewer system projects.

Motion was made by Alderwoman Barnes, seconded by Alderman Jennings to approve Resolution No. 23-24. Motion was amended made by Alderman Woodall and second by Alderman Hall to amend a change to provide funding for certain water projects. Roll call for Amendment – Yes Alderman Hall, Alderman Woodall; No – Alderwoman Barnes, Alderwoman Halcomb, Alderman Jennings, Vice Mayor McDowell, Alderwomen Thompson. Amendment failed.

Roll call vote for Resolution No. 23-24 on the original motion. Yes – Alderwoman Barnes, Alderwoman Halcomb, Alderman Jennings, Vice Mayor McDowell, Alderwomen Thompson; No – Alderman Hall, Alderman Woodall. Motion passed five yes, two no.

C. Resolution No. 23-25 - A resolution authorizing a loan pursuant to a loan agreement between the City of Portland, Tennessee, and the Public Building Authority of the City of Clarksville, Tennessee, in the principal amount of not to exceed \$5,000,000; Authorizing the execution and the delivery of a loan agreement and the other documents relating to said loan; providing for the application of the proceeds of said loan and the payment of such indebtedness: consenting to the assignment of the City's obligation under such loan agreement; and certain other matters.

Motion was made by Alderwoman Barnes, seconded by Alderman McDowell to approve Resolution No. 23-25. Roll call vote; Yes – Alderwoman Barnes, Alderwoman Halcomb, Alderman Jennings, Vice Mayor McDowell, Alderwoman Thompson. No – Alderman Hall, Alderman Woodall. Motion passed five yes, two no.

12. Fire Department – Vice Mayor Jody McDowell

Financed by: General Fund

- A. Resolution No. 23-26** - A resolution to apply for a staffing for adequate Fire and Emergency Response (SAFER) Grant administered through the Federal Emergency Management Administration (FEMA).

Discussion - Chief Thornton reported a summary on what the grant was for. If the grant is awarded to Portland, final acceptance of the grant will come back before the board.

Motion was made by Vice Mayor McDowell, seconded by Alderwoman Thompson to approve Resolution No. 23-26. A unanimous voice vote indicated approval.

13. Human Resources – Alderwoman Penny Barnes

- A. Resolution No. 23-27** - A resolution to hire a full-time Administrative Assistant for the Planning Department.

Motion was made by Alderwoman Barnes, seconded by Alderman Woodall to approve Resolution No. 23-27. A unanimous voice vote indicated approval.

14. Legislative – Mayor Mike Callis

- A. Resolution 23-28** - A resolution to confirm Rachel Slusser as City Recorder for the City of Portland.

Motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve Resolution No. 23- 28. A unanimous voice vote indicated approval.

- B. Resolution 23-29** - A resolution to re-appoint Jack Freedle as City Judge for the City of Portland.

Motion was made by Alderman Woodall, seconded by Vice Mayor McDowell to approve Resolution No. 23-29. A unanimous voice vote indicated approval.

15. Municipal Airport – Alderman Mike Hall

Financed by: Special Revenue Fund

- A. Ordinance No. 23-03 - Second Reading** – An ordinance approving a contract between the Portland Airport Authority and the State of Tennessee Department of Transportation Aeronautics Division for contract participation in the Bipartisan Infrastructure Law Grant Program.

Motion was made by Alderman Hall, seconded by Alderwoman Thompson to approve Ordinance No. 23-03 on second reading. A unanimous voice vote indicated approval.

- B. Resolution No. 23-30** – A resolution approving the re-appointment of member Mike Hall to the Portland Airport Authority.

Motion was made by Alderman Hall, seconded by Alderman Jennings to approve Resolution No. 23-30. A unanimous voice vote indicated approval.

16. Parks & Recreation – Alderman Brian Woodall

Financed by: General Fund / Special Revenue Fund – Golf Course

- A. Ordinance No. 23-04 - Second Reading** – An ordinance to enter into an agreement with GreenLid Design to provide engineering services for the City of Portland Parks Department maintenance building.

Motion was made by Alderman Woodall, seconded by Vice Mayor McDowell to approve Ordinance No. 23-04 on second reading. A unanimous voice vote indicated approval.

- B. Ordinance No. 23-07 - First Reading** – An ordinance to enter into an agreement with Atis Golf Land Water for planning and design services for Dogwood Hills Golf Course irrigation system.

Motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve Ordinance No. 23-07 on first reading. A unanimous voice vote indicated approval.

- C. Resolution No. 23-31** - A resolution for the City of Portland to submit an application to The Tennessee Department of Environment and Conservations' 2023 Public Parks Recreation Grant.

Motion was made by Alderman Woodall, seconded by Alderwoman Halcomb to approve Resolution No. 23-31. A unanimous voice vote indicated approval.

- D. Resolution No. 23-32** - A resolution for engineering services for the Tennessee Department of Environment and Conservations' 2023 Parks and Recreation Grant application and projects if successfully fund.

Motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve Resolution No. 23-32. A unanimous voice vote indicated approval.

- E. Resolution No. 23-33** - A resolution to hire Community Development Partners, LLC for administrative services for the work necessary to complete the Tennessee Department of Environment and Conservations' 2023 Parks and Recreation grand application and assist in project administration is successfully funded.

Motion was made by Alderman Woodall, seconded by Vice Mayor McDowell to approve Resolution No. 23-33. A unanimous voice vote indicated approval.

17. Police Department – Alderman Drew Jennings

Financed by: General Fund

- A. Resolution No. 23-34** - A resolution authorizing approval to enter into a contract with Klobber Engineering in the amount of \$22,600 for civil engineering services for the proposed Portland Police Department renovation and expansion.

Motion was made by Alderman Jennings, seconded by Alderwoman Thompson to approve Resolution No. 23-34. A unanimous voice vote indicated approval.

18. Planning & Codes – Alderwoman Megann Thompson

Financed by: General Fund

- A. Ordinance No. 23-08 - First Reading** – An ordinance to amend the City of Portland, TN zoning map by rezoning unaddressed corner of WT Hardison and Gibson Street, Sumner County Tax Map 20-O, Group D, Parcel 008.00 from R-15 (Low Density Residential) to R-10 (Low Density residential)

Motion was made by Alderwoman Thompson, seconded by Alderwoman Barnes to approve Resolution No. 23-08 on first reading. A unanimous voice vote indicated approval.

- B. Resolution No. 23-35** - A resolution to appoint one member, Ted Jernigan to the Portland Municipal Planning Commission.

Motion was made by Alderwoman Thompson, seconded by Alderman Woodall to approve Resolution No. 23-35. A unanimous voice vote indicated approval.

- C. Discussion** – Glendale Alley recommendations – Item removed.

- D. Ordinance No. 23-09 - First Reading** – An ordinance amending the City’s Alcoholic beverage sales requirements.

Discussion – City Atty Bradley explained the changes that this ordinance would have on the Municipal Code. These changes bring the city requirements up to date with State law.

Motion was made by Alderwoman Thompson, seconded by Vice Mayor McDowell to approve Ordinance No. 23-09 on first reading. A unanimous voice vote indicated approval.

19. Public Works – Alderwoman LaToya Holcomb

Financed by: General Fund – Streets, City Mechanic / Special Revenue Fund – Sanitation, Stormwater

- A. Ordinance No. 23-06 - Second Reading** – An ordinance to repeal and replace the original developer’s agreement and authorize the mayor to enter into a new developer’s agreement with Steve Somerville for the development of Orchard Place Subdivision.

Alderwoman Thompson requested that time limitation be added to developer’s agreements in the future.

Motion was made by Alderwoman Halcomb, seconded by Vice Mayor McDowell to approve Ordinance No. 23-06 on second reading. A unanimous voice vote indicated approval.

- B. Resolution No. 23-36** - A resolution to petition the Tennessee Department of Transportation (TDOT) to address certain concerns and safety improvements for the Portland bypass portions of the State Route Highway 109 corridor.

Motion was made by Alderwoman Halcomb, seconded by Alderman Jennings to approve Resolution No. 23-36. A unanimous voice vote indicated approval.

C. Discussion – Possible Storm Water Project

Public Works Director Carlton Cobb discussed purchasing property located on Airport Road that would help the drainage issues in several subdivisions on Airport Road. The purchase of acres would be used for a 11-acre detention pond to aid in stormwater drainage. The pond will not eliminate flooding in the area, but will help slow water run-off.

20. Utility Infrastructure – Alderman Brian Woodall

Financed by: Enterprise Fund – Water Distribution, Water Plant, Wastewater Collections, Wastewater Plant, Natural Gas Distribution, GIS, Engineering

- A. Resolution No. 23-37** - A resolution to eliminate the service for lighting Natural Gas pilots for customers by the City of Portland Natural Gas Department.

Motion was made by Alderman Woodall, seconded by Alderman Jennings to approve Resolution No. 23-37. A unanimous voice vote indicated approval.

- B. Resolution No. 23-38** - A resolution authorizing a final adjusting change order \$119,845.26 for the completion of the 12-inch gas main project on TGT Road.

Motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve Resolution No. 23-38. A unanimous voice vote indicated approval.

Adjournment

Motion was made to adjourn the meeting at 7:16 pm.

Mike Callis, Mayor

Rachel Slusser, City Recorder

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

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

February 2023 Monthly Report

Number of Council Meetings	1	February 9
		7 Council Members present
		0 Council Members absent
Number of Work Studies	0	
Number of Records Requested	6	

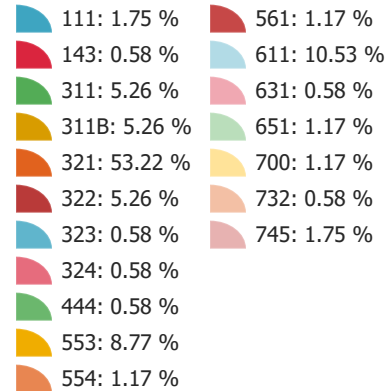
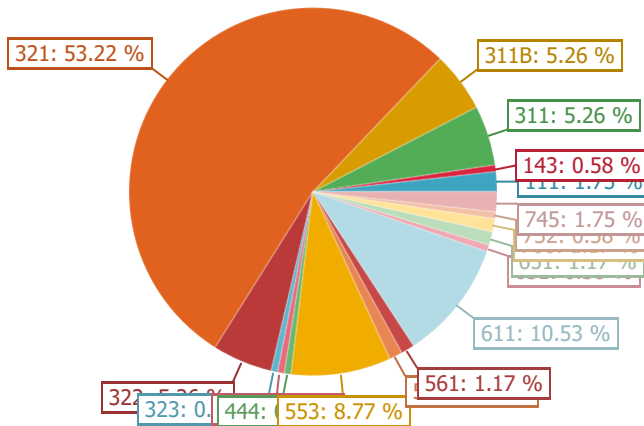


Portland Fire Department

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



Incident Reports By Incident Type, Summary



Incident Type

Total Incidents

Percent

111 - Building fire	3	1.75%
143 - Grass fire	1	0.58%
311 - Medical assist, assist EMS crew	9	5.26%
311B - Public Assist	9	5.26%
321 - EMS call, excluding vehicle accident with injury	91	53.22%
322 - Motor vehicle accident with injuries	9	5.26%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.58%
324 - Motor vehicle accident with no injuries.	1	0.58%
444 - Power line down	1	0.58%
553 - Public service	15	8.77%
554 - Assist invalid	2	1.17%
561 - Unauthorized burning	2	1.17%
611 - Dispatched & canceled en route	18	10.53%
631 - Authorized controlled burning	1	0.58%
651 - Smoke scare, odor of smoke	2	1.17%
700 - False alarm or false call, other	2	1.17%
732 - Extinguishing system activation due to malfunction	1	0.58%

Incident Type	Total Incidents	Percent
745 - Alarm system activation, no fire - unintentional	3	1.75%

Total Number of Incidents: 171

Total Number of Incident Types: 18

Incident Type

Total Incidents

Percent

Report Filter Settings

Report File Name: Incident Reports by Incident Type, Summary

Filter Name: Last Calendar Month

Filter Expression: [AlarmDateTime] is between '2/1/2023 12:00:00 AM' and '2/28/2023 11:59:59 PM'



Monthly Report / February 2023
Jamie White, Parks Director
Tammy Groves, Assistant Parks Director
Marty Bullington, Golf Course Manager
Trent Stephens, Park Maintenance Crew Leader

Civic Clubs

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

Parks and Recreation Programs and Events

Richland Gym is open for walkers Monday – Friday from 7am to 10am.

We have new Yoga classes starting up. Please see our website to see all the different times and days.

Daddy Daughter Dance was held Saturday February 11th. We had a great turn out and the evening was spectacular. This event sold out within days. This is always a fun night.

We had Sports Turf Solutions come out and complete turfplaning of the back radius to Field 1 baseball.

Maintenance has been completed on replacing burned out ball field lights.

Maintenance has been completed on replacing burned out walking trail lights.

Working on the Dixie Youth and Portland Soccer Club practice and game schedules.

Work continued with changing the parking lot lights over to LED. We have completed this project. The results are amazing.

Easter Egg Hunt is set for Sunday April 2nd at Richland Park starting at 2:00 PM.



GOLF COURSE USAGE REPORT

JANUARY 1, 2023 – FEBRUARY 28, 2023

<u>CATEGORY</u>	<u># ITEMS SOLD</u>	<u>GROSS SALES</u>
Daily Rates	810	\$21,390.00
Annual Memberships	28	\$35,000.00
Cart Rental	101	\$525.00
Pro Shop	108	\$6,608.35
Concessions	483	\$742.25
Shed Rental	1	\$300.00
Total:		\$64,565.60

JANUARY 1, 2022 – FEBRUARY 28, 2022

<u>CATEGORY</u>	<u># ITEMS SOLD</u>	<u>GROSS SALES</u>
Daily Rates	344	\$6,510.00
Annual Memberships	4	\$3,100.00
Cart Rental	28	\$170.00
Pro Shop	61	\$199.00
Concessions	277	\$336.25
Total:		\$10,315.25

PORTLAND POLICE DEPARTMENT MONTHLY REPORT

2/1/2023 TO 2/28/2023

CID ACTIVITY					
Cases Assigned	22	Interviews Conducted	72	Asset Forfeitures	0
Cases Closed	2	Monitored Interviews	1	DCS/AOA	37
Cases Cleared	20	Search Warrants	3	Knock and Talk	1
Call outs	2	Judicial Subpoenas	5	Assist Patrol Units	4
Grand Jury Cases	0	General Sessions Cases	1	Forensic Interviews	0
Grand Jury Hours	0	General Sessions Hours	4	Fire Investigations	1
Juv Court Cases	0	Criminal Court Cases	2		
Juv Court Hours	0	Criminal Court Hours	7		

Records Activity			
Copies Distributed		Background Checks	
Walk-ins	17	Government	3
E-mails	55	Public Housing	0
Grand Jury & DA Copies	2	Local	0
Arrest Reports	96	Incident Reports	87
Written Warnings	219	City Citations	106

ANIMAL CONTROL ACTIVITY					
CALLS ANSWERED	51	WILDLIFE	0	DECLARED VICIOUS	0
ANIMALS PICKED UP	29	RETURNED TO OWNER OR RESCUE	15	BARKING COMPLAINT	0
SENT TO S.C.S.C.	0	TRAPPED ANIMALS	0	CRUELTY & WELFARE COMPLAINTS	1
DOGS	24	ANIMAL BITE ON ANIMAL	0	WILDLIFE/LIVESTOCK COMPLAINTS	1
CATS	5	ANIMAL BITE ON HUMANS	1	TICKETS	2
LIVESTOCK	0	EUTHANASIA	0	WARNINGS	2
WARRANTS	2	ADOPTIONS	0	REPORTS	2
SPECIAL ASSIGNMENTS	0				

PROPERTY MAINTENANCE / CODES			
CASE NUMBERS	2	RESOLVED BY CONTACT/PHONE	1
NON-COMPLIANCE LETTERS	2	CITY COURTS DATES	2
NEW GRASS/RUBISH COMP	2	CITY HALL BANK ESCORTS	15
RE-INSPECTIONS	1	MAIL DELIVERY	15
PARKING COMPLAINTS	0	ASSIST ANIMAL CONTROL	11
FOLLOW-UP PARKING COMP	0	ARRESTS	0
VEHICLES (NON-COMP)	0	REPORTS	0
WORK ORDERS	0	CITATIONS	0
PROPERTY LIENS	0	WRITTEN WARNINGS	0
RELEASE OF LIENS	5		

CALLS FOR SERVICE					
911 HANG UP	24	EVADING	0	SCHOOL ZONE	56
911 MISDIAL	30	EXPORTE SERVICE	0	SEX OFFENDER REGISTRY	0
911 MISDIRECT	3	EXTRA PATROL	391	SEXUAL ASSAULT	0
911 OPEN LINE	45	FIELD INTERVIEW	0	SHOOTING	0
ABANDONED VEH	0	FIGHT	0	SHOPLIFTING	2
ABUSE INVESTIGATION	1	FIREARM DENIAL	0	SHOTS FIRED/HEARD	1
ACCIDENT INJURY	9	FIREWORKS	0	SOLICITOR	0
ACC. INJURY HIT/RUN	0	FOLLOW UP	31	SPECIAL ASSIGNMENT	0
ACCIDENT PROPERTY	35	FORGERY	0	SPC. ASSIGNMENT-COMMUNITY	1
ACC. PROPERTY HIT/RUN	5	FRAUD	2	STABBING	0
ACC. SERIOUS INJURY	0	GANG ACTIVITY	0	STALKING	0
ACTIVE SHOOTER	0	GAS DRIVE OFF	0	STOLEN VEHICLE	1
ADMIN INVESTIGATION	0	HANGING	0	SUBDIVISION CHECK	2
AIRCRAFT EMERGENCY	0	HARASSMENT	3	SUBJECT CHECK	11
ALARM	28	HOSTAGE SITUATION	0	SUICIDAL SUBJECT	6
ALARM HOLD UP/PANIC	0	HOTEL CHECK	0	SUS. INCIDENT	16
ALARM TEST	0	ILLEGAL DUMPING	0	SUS. PERSON	15
ANIMAL CALL	42	INDECENT EXPOSURE	0	SUS. VEHICLE	8
APARTMENT CHECK	4	INVESTIGATION	5	TALK TO OFFICER	198
ARMED SUBJECT	0	JUVENILE	5	THEFT	5
ARSON	0	JUVENILE TRANSPORT	0	THREATS	2
ASSAULT	2	KIDNAPPING	0	TRAFFIC ENFORCEMENT	21
ASSIST CITIZEN	35	KNOCK AND TALK	0	TRAFFIC HAZARD	12
ASSIST EMS	19	LAKE CHECK	1	TRAFFIC STOP	583
ASSIST FIRE	7	LOCKOUT	2	TRESPASS	3
ASSIST OTHER AGENCY	22	LOCKOUT URGENT	0	UNAUTHORIZED USE OF VEH	0
ATTEMPT TO LOCATE	9	LOST/FOUND PROPERTY	10	UNK SITUATION	0
BARRICADED SUBJECT	0	LPR HIT	0	VANDALISM	1
BOLO	12	MENTAL TRANSPORT	0	VEH. BURGLARY	1
BOMB THREAT	0	MISC/MATTER OF RECORD	4	VEHICLE CHECK	28
BURGLARY	1	MISSING ADULT	0	VIOLATION CORRECTION VERIFY	14
BUSINESS CHECK	600	MISSING JUVENILE	0	VIO. ORDER OF PROTECTION	0
CAR SEAT CHECK	0	NOISE COMPLAINT	5	WARRANT	8
CHECKPOINT	0	OPEN DOOR	2	WEATHER RELATED ISSUES	0
CITY CALL OUT	2	OVERDOSE	2	WELFARE CHECK	13
CIVIL MATTER	7	PARK CHECK	62		
CODE 99	0	PARKING COMPLAINT	4		
CODES	2	PROSTITUTION	0		
DAMAGE TO PROPERTY	4	PROWLER	0		
DEATH INVESTIGATION	1	PUBLIC INTOX	2		
DELIVER MESSAGE	2	RECKLESS DRIVER	29		
DISORDERLY CONDUCT	0	REFERRAL	5		
DISTURBANCE	11	REPO	8		
DOMESTIC	22	RIOT	0		
DRILL	0	ROBBERY	0		
DUI	7	RUNAWAY	1		
DRUG INVESTIGATION	3	SCAM	1		
ESCORT	16	SCHOOL CHECK	59		
PHONE MESSAGE	0	TEST CALL	2		
PRIVATE PROPERTY TOW	1				

Total Calls for Service	2655
Total Written Warnings	219
Total Speeding Citations	68
Total all other city citations	106
Commercial vehicle enforcements	6
Total Arrest	103

Clear trash and debris out of roadway
Crew picked up several dead deer and other animals
Cleaned and Maintained trucks and equipment
Cleaned up around shop area
Cut low hanging limbs over roadway
Crew worked to complete several work orders. (Road repair, clear debris, fix lighting, etc...)
Brush Route / Bagged lawn debris / Bulk pick up routes
Patch Potholes (Citywide) / Road Cuts repairs then follow up with refilling as needed
Signage: Repair or Replaced several street signs and post that were damaged or missing

Attended meeting at City Hall

Western Dr. project: Dug up crusher run and installed 4" of binder, then 2" of topcoat asphalt for the Stormwater replacement tiles.

Amy Drive: Prep and asphalt road for Stormwater crew

Air burner: Cleaned out and operated air burner
College St: Installed 12" replacement parts on school zone signage. Damaged by heavy winds

Transfer Station: Cleaned out and ran air burner when the weather permitted.

Signage: Repair and install new speed limit signs
Dig and set concrete for decorative sign at Wheeler St and N Russell St.

Lake Springs Rd: Trim trees along the right of way

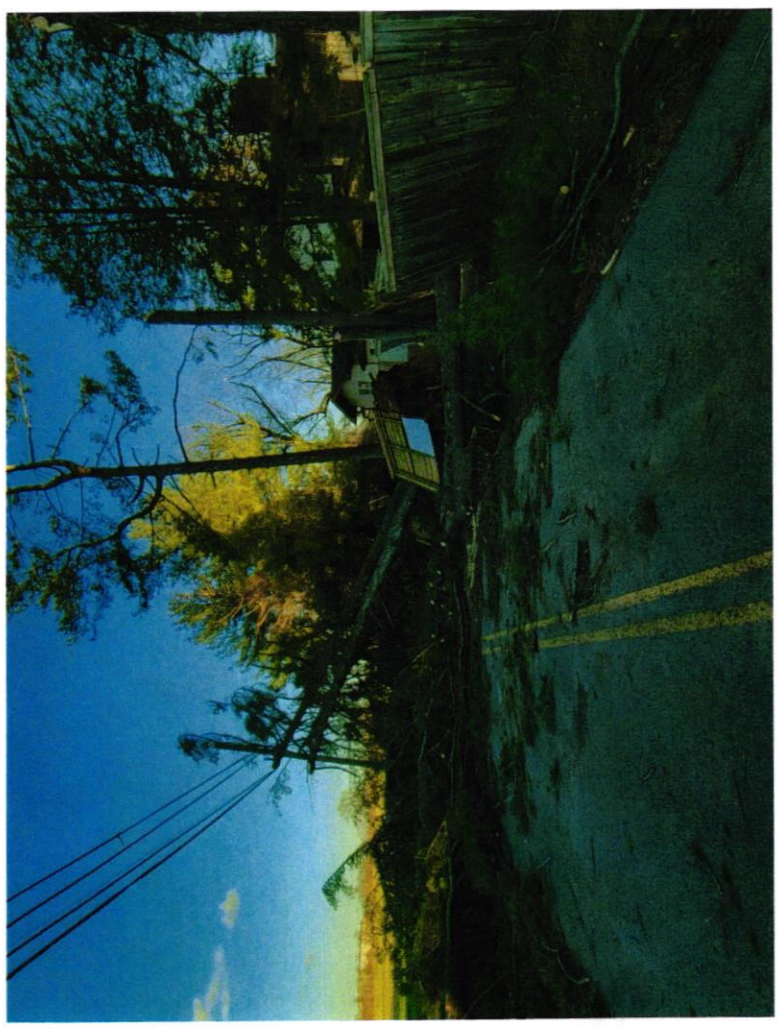
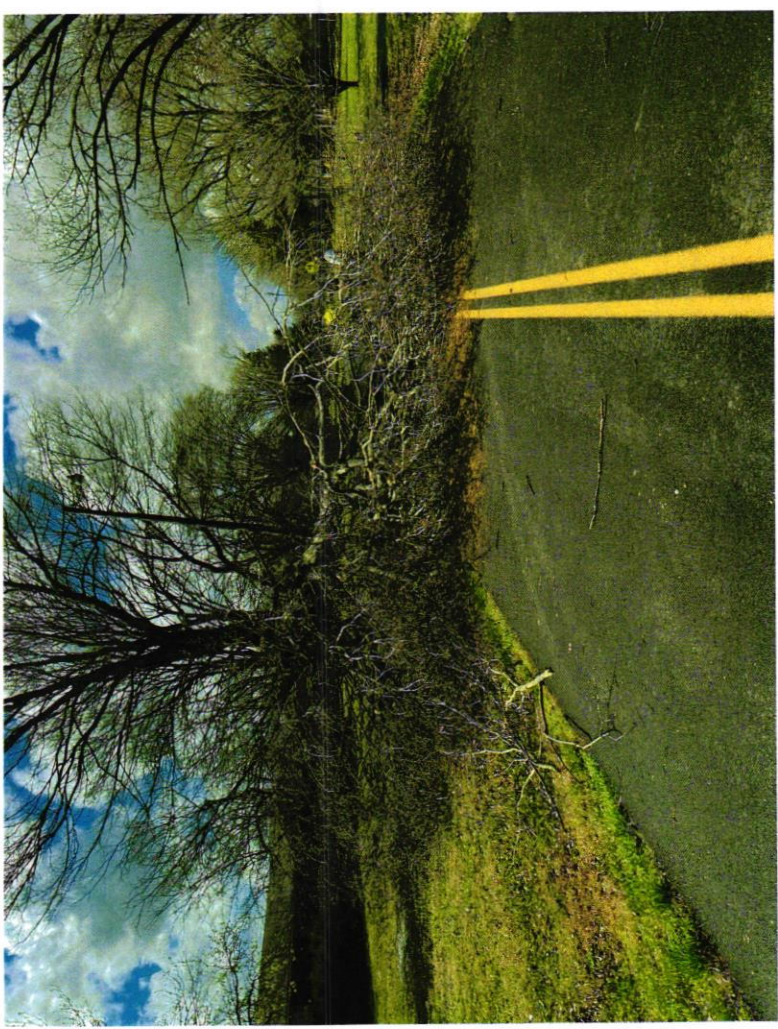
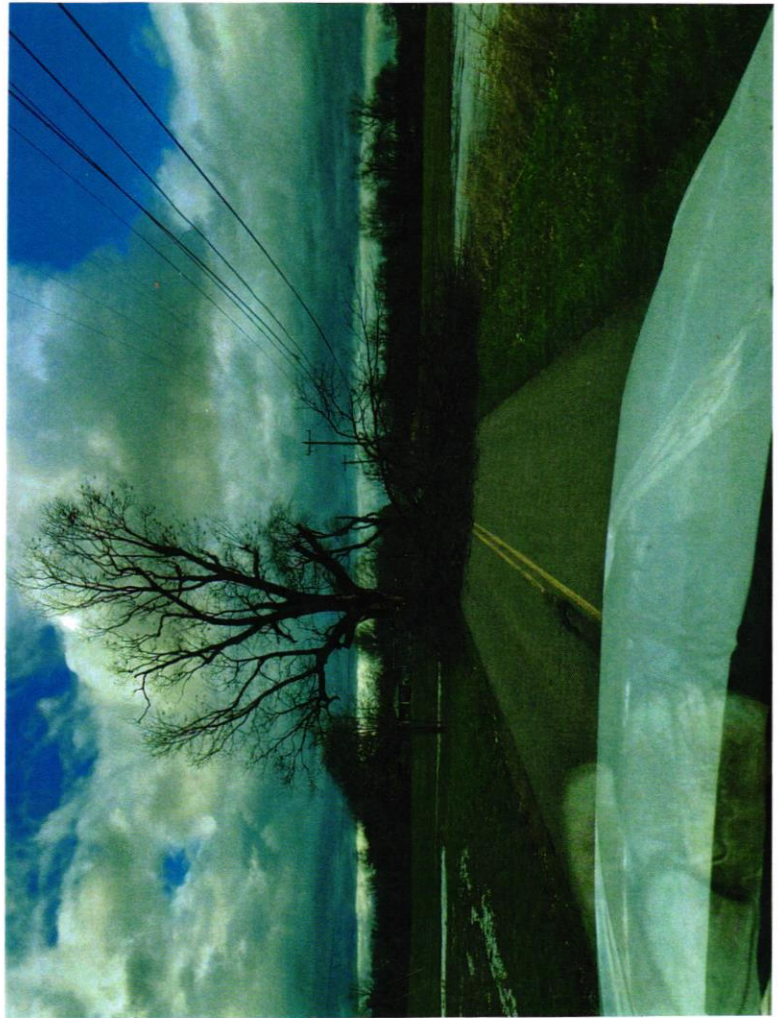
Martin Rd: Looked at site for a turn around for Sanitation Dept.

TS115 Tractor/mower Loaded and took to shop for repairs

Training on new bucket truck.

Storm damage removal: Since March 3rd till current date. Will take weeks to catch up on brush routes.

Mowing - Seasonal (Nothing this month)



SANITATION DEPT

Sanitation Dept is responsible for picking up and 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

2 claw trucks picking up bulk items and brush at curbside

Burn Box @ dump – burning brush to clean up site

Resource Authority	\$ 27,866.30
Volunteer Recycling	\$ 1,858.90
Volunteer Recycling (Haul)	\$ 2,200.00

Overall Total for the month = **\$27,866.30**

Sumner Co. Resource Authority (Jan. 2023)

Truck Loads:	49 loads
Weight:	506.66 tons
Dumping fee cost	\$27,866.30

Volunteer Recycling Center (Jan. 2023)

Resource Authority – Haul Fees	\$1,925.00	7 loads
Portland Cares - Haul fee	\$275.00	2 load
TOTAL	\$ 2,200.00	

Plus dump fee at Sumner Co. Resource Authority @ 33.03 ton's =1858.90

Resource Authority	\$ 22,591.25
Volunteer Recycling	\$ 1,991.55
Volunteer Recycling (Haul)	\$ 1,650.00

Overall Total for the month = **\$26,232.80**

Sumner Co. Resource Authority (Feb. 2023)

Truck Loads:	41 loads
Weight:	410.75 tons
Dumping fee cost	\$22,591.25

Volunteer Recycling Center (Feb. 2023)

Resource Authority – Haul Fees	\$1,991.55	8 loads
Portland Cares - Haul fee	\$275.00	2 load
TOTAL	\$ 1,650.00	

Plus dump fee at Sumner Co. Resource Authority @ 36.21 ton's =1,991.55

Checked and cleaned tiles and storm drains throughout the city
Cleaned up and service equipment then moved back out to job site.

Beaver Dam Removal: 259 Bridge

202 Airport Rd: Remove and install new driveway tile and ditch clean out.

Amy Drive: Installed French Drain

Helped clean out old Farmers Bank bldg.

Western Drive Project: Move equipment to job site, Set up for road cut, cut the road, removed and installed new tile, Clean up area and move equipment out.

Demo for new skidsteer & Looked at a John Deere skidsteer.

Westland St: Ditch clean out

William Mack & Poplar St: Haul equipment to site, brush cut and clean up

Victor Reiter: Remove and reinstall driveway tile and ditch clean out

Haul rock from Rock bin to job sites

Martin Rd: David and Martin went to see the best place to install a turnaround for Sanit. Trucks.



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

Date: 3/3/2023

Stormwater Management Monthly Report- February 2023

Public Education and Outreach

The Stormwater Department began preparations for the 2nd annual Sumner County Cleanup Day. This event is hosted by the Sumner County Health Committee and helped pick up almost 200 bags of litter in Portland last year. Virtual meetings were held with county-wide officials to begin planning for this year's event. The cleanup day is scheduled for March 25th. Pickup locations are Portland, Gallatin, Hendersonville, White House and Westmoreland. More information is available on the City's website and Facebook page. A cleanup day summary will be provided with next month's council report.

Illicit Discharge Detection and Elimination

There was one complaint during this reporting period of an illicit discharge involving a septic tank overflow on February 23rd. The complaint was investigated, and no problem was found. The department will continue to monitor.

Construction Site Runoff Control

Pre-Construction Meetings: 2

LDPs issued: 10

CGP Inspections: 25

Construction General Permits are issued by TDEC and require the MS4 to inspect the site at least once per month. 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.

Track out was the main source of complaints this month due to wet weather conditions. All complaints have been addressed with the developers and remedied.

Permanent Stormwater Management

New LTMA's received: 1

LTMA Inspections Received: 0



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

The department sent a letter to all properties that are identified to have a Long-Term Maintenance Agreement for stormwater facilities. The purpose of the letter was to remind the property owner of the LTMA and of the required annual report. 11 letters were sent out, and as of 3/3/2023, all but three have responded. All properties who did respond were educated on their stormwater facility onsite and were instructed how to become compliant with the stormwater ordinance. All unresponsive properties will be sent a Notice of Violation.

Good Housekeeping

The department reached out to MTAS to schedule a City employee-wide stormwater training class. The plan is to have this class sometime in April before the Strawberry Festival. Employee training is required by TDEC at hiring and once every permit cycle (5 years). Stormwater staff attended a work force traffic control class and a River Talk sponsored by the Cumberland River Compact.



CITY OF PORTLAND

GRANT PROGRAMS

100 SOUTH RUSSELL STREET

PORTLAND, TENNESSEE 37148

Telephone 615-325-6776

Grant Programs Monthly Report – February ~ March 2023

Active Projects

Safe Routes to School Grant <Portland West Middle School>

Railroad Crossing <Downtown Intersections - E Market, Main, E McGlothlin Street>

CMAQ <Hwy 109 from College St. to Hwy 52>

Surface Transportation Block Grant <Scattersville Rd. & New Deal Potts Rd>

Surface Transportation Block Grant <Kirby Dr. & S Russell St.>

Surface Transportation Block Grant <Pedestrian Connector Project - College Street>

Project Status

PWMS - Under closing phase, waiting on TDOT to updates on TDOT side for reimbursement.

Railroad Crossing – Prepared & Ready to get reimbursements of FY 19-20, FY 20-21. FY 21-22 and FY 22-23.

CMAQ – Waiting on the cost estimate from the engineering firm.

Scattersville – Received signed change order from TDOT, construction invoice ready to reimbursement.

Kirby Road & S. Russell Street Resurface – Currently on the survey, under NEPA phase.

College – Currently on the survey, under NEPA phase.

Reimbursement Status

Received STBG Scattersville Road & New Deal Potts Road last payments on design phase \$420.00.

Request STBG College Street Sidewalk NEPA phase reimbursement \$18,718.78

Ready to request STBG Kirby & S. Russell Resurfacing NEPA phase reimbursement of \$ 2,641.50.



CITY OF PORTLAND

GRANT PROGRAMS

100 SOUTH RUSSELL STREET

PORTLAND, TENNESSEE 37148

Telephone 615-325-6776

Name	Description	Total Contract Amount	Total City Expenditures	Current FY22-23 Reimbursement	Total Reimb. Amount
PWMS	Sidewalks	\$ 261,987.00	\$ 199,108.25	\$ 142,936.94	\$ 169,701.00
Scattersville	Resurfacing	\$ 339,000.00	\$ 92,362.41	\$ 15,564.00	\$ 24,780.00
CMAQ	Traffic Signals	\$ 762,662.50	\$ 39,478.85	\$ 3,818.77	\$ 39,478.85
College	Sidewalks	\$1,139,215.00	\$23,398.47	\$ 0	\$ 0
Kirby&S. Russell	Resurfacing	\$446,295.00	\$2,641.50	\$ 0	\$ 0



CITY OF PORTLAND
LARRY QUATTLEBAUM- WRF CHIEF OPERATOR
122-A MORNINGSIDE DRIVE
PORTLAND, TENNESSEE 37148
Office: (615) 325-6776,ext 186
Mobile: (615) 806-2736

Date: 3/2/2023

FEBRUARY MONTHLY REPORT

The month of February had some problems carry over from January that were mainly dealing with the Alarms and the Stage overlaps on both SBR'S. We set up a regular schedule to clean the Transducers on Both SBR'S to see if that would help. We went forward with the new laser technology to replace the transducers for increased accuracy at the same cost. Lighting was changed in the mower garage to be able to see better in there since the old fixtures were basically gone. Had new maintenance trainee to shadow Mr Jones to learn the daily maintenance routine. We had issues with the Chlorine system getting clogged up and not feeding much at all. Mr John Lovell of Chemical Feed Systems sent Jay to clean out the clogged system and get us feeding normal again. I contacted the vendor and they are meeting with me on Friday March 3 to discuss the issue. The annual Biosolids report was completed. BAR came in a looked at the AERZEN Blower and it was more complicated than we thought so We must go to AERZEN to get the work done. The last of the month was the Pre-Construction meeting .

Larry Quattlebaum
Portland TN WRF Chief Operator



CITY OF PORTLAND

WATER DEPT SUPERVISOR THOMAS O'LOUGHLIN

100 SOUTH RUSSELL STREET

PORTLAND, TENNESSEE 37148

Telephone 615-670-3977

Email Address: toloughlin@cityofportlandtn.gov

FEBRUARY 2023 MONTHLY REPORT

WATER DISTRIBUTION DEPARTMENT

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

(5) Main Break repairs

(21) New services installed

(5) Service Retirements

(2) Service Renewals

New Main flushing for Fleming Rd

Inspection New main on Fleming Rd

Inspect Hydrant Install and insertion valves on N Broadway St

Traffic

Back Flow Device Checks

Cut Off Lists

Flushing

Locates



CITY OF PORTLAND

298 PORTLAND LAKE ROAD

PORTLAND, TENNESSEE 37148

Telephone 615/325-6776 ext. 192

Mobile 615/566-7074

Email Address: PortWTP@cityofportlandtn.gov

Portland WTP Report for Month of February 2023

- Submitted January 2023 DMR via the EPA CDX online portal. (2/3/23)
- Submitted January 2023 MOR's via certified mail. (2/3/23)
- The following quarterly samples were collected and delivered to Pace Analytical in Mt. Juliet on 2/9/23: disinfection by-products (TTHM and HAA5), fluoride, TOC.
- The following annual samples were collected and delivered to Pace Analytical in Mt. Juliet on 2/9/23: Radionuclides (one every 9 years), sodium.
- Processed bac-t samples for CSBUD and the City of Westmoreland water system.
- Verified genset weekly exercises @ WTP and both booster sites.
- Checked monitoring wells at City Lake.
- Collected and processed 25 bac-t compliance samples.
- Routine maintenance was performed on schedule.
- Produced 56,709,000 gallons of potable water for distribution to customers.



DEPARTMENT OF UTILITIES

SEWER COLLECTION DEPARTMENT

122 D MORNINGSIDE DR.

PORTLAND, TENNESSEE 37148

Telephone 615-323-1437

Email Address: jharrison@cityofportlandtn.gov

Monthly Report for February 2023.

During the Month of February, the department checks daily the 85 pump stations that are in the Collection System, this is required by TEDEC and takes up a good portion of each day. We also locate TN 1 Calls that come in daily, and their number can vary from 0 to any number per day. Some TN 1 calls are Emergency Locates that require a 2hr response time, we had 4 of these this month and 3 short notice locates.

We had 8 "Service Calls" which resulted in rodding 3 service lines. Some calls were issues, the homeowner had with their service line. Other calls were questions and issues that were sewer related. We met with Contractors that were installing lines or repairing service lines. We only had 2 new sewer inspections. We also had 3 times we got multiple Telemetry Call outs with the rainfall this month, and 2 total after hours call outs.

While checking the pump stations this month we found several problems. We pulled 10 clogged pumps and worked on multiple others. We removed debris from Air release valves and suction lines, we changed 2 contactors, and several fuses. We also had to replaced 2 Start capacitors, an air pump, 1 Air relief valve and replaced 1 2hp pump. We spent a lot of the month working on and replacing parts on 12 different occasions.

We had other non-pumpstation related work such as repairing a broken c/o's and installing 2 boxes. We dug up and repaired a broken service at 331 Reed St, Dug up and capped off 6 services due to DEMO PERMITS and remodeled permits pulled w/ bad lines. We dug up the main line on Bennett to remove a root ball blockage at the tap that had to be made. We installed a new sewer tap at 116 Victor Reiter. We also continued with our monthly grease removal at pumpstations. We found that some manholes need to be re sealed to make them water tight. We also replaced a broken manhole casting that was causing lots of INI to the sewer system.

We CCTV 8 different services and 1 main lines for tap locations and inspecting the condition of the service lines. The CCTV work was done to find the tap locations for the DEMO permits. We jetted and CCTV a drain tile on Village Dr to verify that no damage was done by the contractor that was installing the Sewer interceptor line. We used the Vac Truck to Hydro excavate and aid in the repair of lines, and Capping of services and locating the other utilities.

We viewed the CCTV reports for Project Titian, which has tested and passed their sewer this month. Port North has completed their Low Pressure testing only and I witnessed the final line tie in, that still must pass our testing. We have done the total testing for Field Haven Apartments Phase 2, only lacking the CCTV report review. We Checked Deer Run for a final punch list Sewer was good to go. This month the Collection System had a total of 14 Overflows and 3 Releases. Each overflow or release involves filling out a report and submitting it to TEDEC and inputting it on Survey 123 for the state report. We also go back to each overflow and clean up the debris on the ground and spread lime to the affected area and multiple times checking on the status of the overflow event. Our monthly safety meeting this month, was over Blood Bore Pathogens.

Jon Harrison
Supervisor of Collections.



- 10 Gas Services installed consisting of 3462ft of ¾" service line pipe
- Abandoned three services – 102 McCloud, 107 Old Parkers Chapel Rd, 138 Point Rd
- Sumner Underground directional bored service at 3431 Hwy 76
- KLB Welding made steel tap at 540 Jackson Rd
- Repaired cathodic protection coating on 2" main at Bennett St.
- Repaired leak on meter set at JW Wiseman
- Rebuilt relief valve at Shaub Rd Reg Station, maintenance Cameron valve, and painted station
- Rebuilt meter at 3270 Hwy 76 -minor welding/fabrication
- Install pipeline markers at RR, creek crossings and other places of good judgement-TPUC Requirement
- 2 employees completed Proctor Exams for Operator Qualifications -Bradley and Zach
- DM Services refilled captan odorant at Rob Co and TGT gate stations
- Began Operator Qualification testing – TPUC Requirements OQ Plan
- Inspected Stormwater culvert installation at Western Dr – crossing 4" gas main
- Gathered GIS data to assist in updating the Natural Gas System
- Gas Leak Investigations
- Various gas pressure checks
- Air Test Inspections
- Daily monitoring of Gate Stations and odorant injection
- Daily work orders and Tennessee One Calls
- Monthly Odorant Sniff Test – TPUC requirement

Gas Dept Monthly Report – February 2023



CITY OF PORTLAND
LARRY QUATTLEBAUM- WRF CHIEF OPERATOR
122-A MORNINGSIDE DRIVE
PORTLAND, TENNESSEE 37148
Office: (615) 325-6776,ext 186
Mobile: (615) 806-2736

Date: 3/2/2023

FEBRUARY MONTHLY REPORT

The month of February had some problems carry over from January that were mainly dealing with the Alarms and the Stage overlaps on both SBR'S. We set up a regular schedule to clean the Transducers on Both SBR'S to see if that would help. We went forward with the new laser technology to replace the transducers for increased accuracy at the same cost. Lighting was changed in the mower garage to be able to see better in there since the old fixtures were basically gone. Had new maintenance trainee to shadow Mr Jones to learn the daily maintenance routine. We had issues with the Chlorine system getting clogged up and not feeding much at all. Mr John Lovell of Chemical Feed Systems sent Jay to clean out the clogged system and get us feeding normal again. I contacted the vendor and they are meeting with me on Friday March 3 to discuss the issue. The annual Biosolids report was completed. BAR came in a looked at the AERZEN Blower and it was more complicated than we thought so We must go to AERZEN to get the work done. The last of the month was the Pre-Construction meeting .

Larry Quattlebaum
Portland TN WRF Chief Operator



CITY OF PORTLAND

WATER DEPT SUPERVISOR THOMAS O'LOUGHLIN

100 SOUTH RUSSELL STREET

PORTLAND, TENNESSEE 37148

Telephone 615-670-3977

Email Address: toloughlin@cityofportlandtn.gov

FEBRUARY 2023 MONTHLY REPORT

WATER DISTRIBUTION DEPARTMENT

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

(5) Main Break repairs

(21) New services installed

(5) Service Retirements

(2) Service Renewals

New Main flushing for Fleming Rd

Inspection New main on Fleming Rd

Inspect Hydrant Install and insertion valves on N Broadway St

Traffic

Back Flow Device Checks

Cut Off Lists

Flushing

Locates



CITY OF PORTLAND

298 PORTLAND LAKE ROAD

PORTLAND, TENNESSEE 37148

Telephone 615/325-6776 ext. 192

Mobile 615/566-7074

Email Address: PortWTP@cityofportlandtn.gov

Portland WTP Report for Month of February 2023

- Submitted January 2023 DMR via the EPA CDX online portal. (2/3/23)
- Submitted January 2023 MOR's via certified mail. (2/3/23)
- The following quarterly samples were collected and delivered to Pace Analytical in Mt. Juliet on 2/9/23: disinfection by-products(TTHM and HAA5), fluoride, TOC.
- The following annual samples were collected and delivered to Pace Analytical in Mt. Juliet on 2/9/23: Radionuclides (one every 9 years), sodium.
- Processed bac-t samples for CSBUD and the City of Westmoreland water system.
- Verified genset weekly exercises @ WTP and both booster sites.
- Checked monitoring wells at City Lake.
- Collected and processed 25 bac-t compliance samples.
- Routine maintenance was performed on schedule.
- Produced 56,709,000 gallons of potable water for distribution to customers.



DEPARTMENT OF UTILITIES

SEWER COLLECTION DEPARTMENT

122 D MORNINGSIDE DR.

PORTLAND, TENNESSEE 37148

Telephone 615-323-1437

Email Address: jharrison@cityofportlandtn.gov

Monthly Report for February 2023.

During the Month of February, the department checks daily the 85 pump stations that are in the Collection System, this is required by TEDEC and takes up a good portion of each day. We also locate TN 1 Calls that come in daily, and their number can vary from 0 to any number per day. Some TN 1 calls are Emergency Locates that require a 2hr response time, we had 4 of these this month and 3 short notice locates.

We had 8 "Service Calls" which resulted in rodding 3 service lines. Some calls were issues, the homeowner had with their service line. Other calls were questions and issues that were sewer related. We met with Contractors that were installing lines or repairing service lines. We only had 2 new sewer inspections. We also had 3 times we got multiple Telemetry Call outs with the rainfall this month, and 2 total after hours call outs.

While checking the pump stations this month we found several problems. We pulled 10 clogged pumps and worked on multiple others. We removed debris from Air release valves and suction lines, we changed 2 contactors, and several fuses. We also had to replaced 2 Start capacitors, an air pump, 1 Air relief valve and replaced 1 2hp pump. We spent a lot of the month working on and replacing parts on 12 different occasions.

We had other non-pumpstation related work such as repairing a broken c/o's and installing 2 boxes. We dug up and repaired a broken service at 331 Reed St, Dug up and capped off 6 services due to DEMO PERMITS and remodeled permits pulled w/ bad lines. We dug up the main line on Bennett to remove a root ball blockage at the tap that had to be made. We installed a new sewer tap at 116 Victor Reiter. We also continued with our monthly grease removal at pumpstations. We found that some manholes need to be re sealed to make them water tight. We also replaced a broken manhole casting that was causing lots of INI to the sewer system.

We CCTV 8 different services and 1 main lines for tap locations and inspecting the condition of the service lines. The CCTV work was done to find the tap locations for the DEMO permits. We jetted and CCTV a drain tile on Village Dr to verify that no damage was done by the contractor that was installing the Sewer interceptor line. We used the Vac Truck to Hydro excavate and aid in the repair of lines, and Capping of services and locating the other utilities.

We viewed the CCTV reports for Project Titian, which has tested and passed their sewer this month. Port North has completed their Low Pressure testing only and I witnessed the final line tie in, that still must pass our testing. We have done the total testing for Field Haven Apartments Phase 2, only lacking the CCTV report review. We Checked Deer Run for a final punch list Sewer was good to go. This month the Collection System had a total of 14 Overflows and 3 Releases. Each overflow or release involves filling out a report and submitting it to TEDEC and inputting it on Survey 123 for the state report. We also go back to each overflow and clean up the debris on the ground and spread lime to the affected area and multiple times checking on the status of the overflow event. Our monthly safety meeting this month, was over Blood Bore Pathogens.

Jon Harrison
Supervisor of Collections.



CITY OF PORTLAND

PORTLAND NATURAL GAS
LUCAS BAKER – GAS SUPERVISOR

124 B MORNINGSIDE DR.
PORTLAND, TENNESSEE 37148

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

Mobile: (615) 561- 5002

Email Address: lbaker@cityofportlandtn.gov

Gas Dept Monthly Report – February 2023

- 10 Gas Services installed consisting of 3462ft of ¾" service line pipe
- Abandoned three services – 102 McCloud, 107 Old Parkers Chapel Rd, 138 Point Rd
- Sumner Underground directional bored service at 3431 Hwy 76
- KLB Welding made steel tap at 540 Jackson Rd
- Repaired cathodic protection coating on 2" main at Bennett St.
- Repaired leak on meter set at JW Wiseman
- Rebuilt relief valve at Shaub Rd Reg Station, maintenance Cameron valve, and painted station
- Rebuilt meter at 3270 Hwy 76 -minor welding/fabrication
- Install pipeline markers at RR, creek crossings and other places of good judgement-TPUC Requirement
- 2 employees completed Proctor Exams for Operator Qualifications -Bradley and Zach
- DM Services refilled captan odorant at Rob Co and TGT gate stations
- Began Operator Qualification testing – TPUC Requirements OQ Plan
- Inspected Stormwater culvert installation at Western Dr – crossing 4" gas main
- Gathered GIS data to assist in updating the Natural Gas System
- Gas Leak Investigations
- Various gas pressure checks
- Air Test Inspections
- Daily monitoring of Gate Stations and odorant injection
- Daily work orders and Tennessee One Calls
- Monthly Odorant Sniff Test – TPUC requirement



Office of the Finance Director
00 S. Russell Street Portland, TN 37148
615-325-6776

As of January 31, 2023
Fiscal Year has elapsed - 59%

	Amount	Unspent Committed Funds
GO Bond 2020	\$3,921,537	\$2,570,067
W/S Bond 2020	\$18,238,174	\$14,891,042

		Board Passed	
		As of 01/31/2023	% of Budget
GENERAL FUND			
Revenue			
Taxes & Licenses	4,779,897	8,675,000	55.1%
Planning & Codes	1,320,357	1,241,450	106.4%
Intergovernmental	1,111,436	2,176,000	51.1%
Miscellaneous	28,270	46,850	60.3%
Court	120,117	234,500	51.2%
Other Revenues	110,735	311,500	35.5%
Loan Proceeds - Other Fin Source	0	0	0.0%
Grants & Special Projects	335,645	277,500	121.0%
TOTAL	7,806,457	12,962,800	60.2%
Expense			
General Government	1,812,500	2,428,195	74.6%
Administrative & Mayor	191,607	332,350	57.7%
Human Resources	70,916	108,222	65.5%
Planning & Zoning	128,548	279,911	45.9%
Codes	72,732	151,518	48.0%
Court	49,209	71,327	69.0%
Police	2,439,278	3,945,249	61.8%
Fire	1,437,261	3,394,415	42.3%
Streets & Highways	562,605	1,282,826	43.9%
City Garage	66,036	100,128	66.0%
State Street Aid	213,886	650,000	32.9%
Animal Control	52,637	73,898	71.2%
Grants & Special Projects	133,454	1,765,000	7.6%
Swimming Pool	37,983	51,704	73.5%
Parks & Recreation	590,138	1,051,529	56.1%
Community Development	64,502	119,333	54.1%
TOTAL	\$7,923,293	\$15,805,605	50.1%

WATER & SEWER		As of 01/31/23	Board Passed Budget	% of Budget
Revenue				
	Revenue	6,880,143	9,521,000	72.3%
	TOTAL	6,880,143	9,521,000	72.3%
Expense				
	Water Plant	850,519	1,741,922	48.8%
	Water Distribution System	1,124,492	2,722,277	41.3%
	Grants & Projects	2,134,111	8,434,000	25.3%
	Sewer Collection	769,252	2,027,554	37.9%
	Sewer Plant	967,629	2,690,327	36.0%
	Business Office	176,526	440,428	40.1%
	Utility Administration	350,167	740,635	47.3%
	TOTAL w/ Bond	6,372,695	18,797,143	33.9%

	As of 01/31/2023	Board Passed Budget	% of Budget
AIRPORT FUND			
Revenue	\$5,882,793	\$5,372,000	109.5%
Expense	\$5,789,582	\$5,383,615	107.5%

DRUG FUND			
Revenue	\$3,127	\$4,000	78.2%
Expense	\$0	\$28,000	0.0%

STORMWATER			
Revenue	\$599,906	\$795,000	75.5%
Expense	\$711,492	\$1,377,094	51.7%

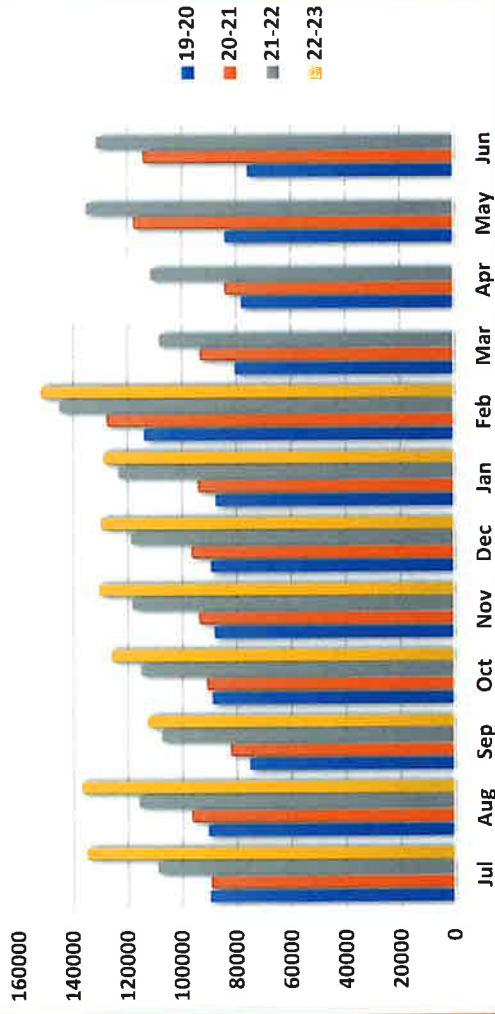
SOLID WASTE			
Revenue	\$840,363	\$1,318,032	63.8%
Expense	\$709,701	\$1,271,555	55.8%

GOLF COURSE			
Revenue	\$308,566	\$487,600	63.3%
Expense	\$300,183	\$486,733	61.7%

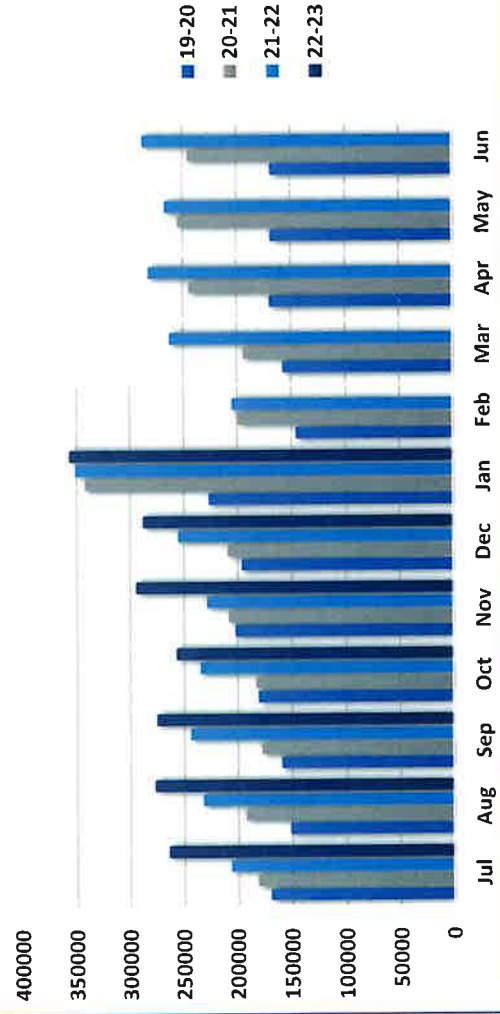
		As of 01/31/23	Board Passed Budget	% of Budget
IMPACT FEES				
Revenue				
	Parks	9,440	20,000	47.2%
	Police	124,307	90,000	138.1%
	Fire	407,084	210,000	193.8%
	TOTAL	\$540,831	\$320,000	169.0%
Expense				
	Parks	2,400	140,000	1.7%
	Police	59,983	96,000	62.5%
	Fire	0	100,000	0.0%
	TOTAL	\$62,383	\$336,000	18.6%
DEBT SERVICE - GENERAL FUND				
Revenue	Transfer from General Fund	\$1,007,779	\$1,174,266	85.8%
Expense		\$371,894	\$1,174,266	31.7%
DEBT SERVICE - SPECIAL REVENUE				
Revenue	Transfer from Sanitation	\$98,308	\$98,342	100.0%
Expense		\$70,185	\$98,342	71.4%
GAS				
Revenue		4,195,993	5,432,000	77.2%
Expense		4,438,586	7,885,509	56.3%

Rachel Slusser, CMFO

STATE SALES TAX



LOCAL OPTION SALES TAX



City of Portland

Fund Balance Descriptions

- **Unassigned Fund Balance** – The residual classification for the general fund and general-purpose school fund includes amounts that are not contained in the other classifications. Unassigned amounts are the portion of fund balance which is not obligated or specifically designated and is available for any purpose.

12/31/22 \$4,078,663

- **Restricted Fund Balance** – Amounts that can be spent only for the specific purposes stipulated by external resource providers such as grantors or enabling legislations. Restrictions may be changed or lifted only with the consent of the resource providers.

12/31/22	\$ 300,407	State Street Aid
	\$ 16,867	Police (Donation – Unipres)

- **Committed Fund Balance** – Amounts that can be used only for the specific purposes determined by a formal action of the City Legislative Body, the City's highest level of decision-making authority. Commitments may be changed or lifted only by the City Legislative Body taking the same formal action that imposed the constraint (cable franchise, SOR).

12/31/22 \$ 329,474

- **Assigned Fund Balance** – Amounts that the City intends to use for a specific purpose, but are not restricted or committed. The intent shall be expressed by the city legislative body or an official to whom the city legislative body has delegated the authority, such as the budget committee or finance director.

12/31/22 \$2,544,043

- **Non-Spendable Fund Balance** – Amounts that are not in a spendable form such as inventory, prepaid amounts and the long-term amounts of loans and notes receivable, or are required to be maintained intact.

12/31/22 \$ 53,487

Resolution

City of Portland, Tennessee

No. 23 - 39

A RESOLUTION TO DECLARE THE H13 BREATHING AIR COMPRESSOR AND NINE 4500PSI CASCADE CYLINDERS AS SURPLUS.

WHEREAS, the City of Portland was awarded an AFG Grant to replace the breathing air compressor and cascade bottles, and;

WHEREAS, All the necessary new equipment has been received, all members have been trained in the use of it, and it has been placed into service and;

WHEREAS, The H13 compressor (serial number 40953, block number D/3297/07), and the nine 4500psi cylinders are not capable of providing the air needed to fully utilize the new SCBA, and;

WHEREAS, the City of Portland Fire Department the need for additional 6000psi cascade cylinders, and;

WHEREAS, Breathing Air Systems has offered a trade-in to be applied to 2 additional 6000psi cascade cylinders at a value of \$5,178.94.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Board of Aldermen of the City of Portland shall declare as surplus the H13 breathing air compressor and the nine 4500psi cascade cylinders

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

Mike Callis, Mayor

Rachael Slusser, City Recorder

Approved this 20th Day of March 2023

Ordinance
City of Portland, Tennessee

No. 23 – 09

Second Reading

AN ORDINANCE TO AMEND THE CITY OF PORTLAND, TENNESSEE ALCOHOLIC BEVERAGE SALES REQUIREMENTS.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Portland, Tennessee, that the Portland Municipal Code “P.M.C.” is hereby amended as follows:

SECTION ONE: P.M.C. § 8-110(1) is deleted in its entirety, and the remaining subsections are renumbered accordingly.

SECTION TWO: P.M.C. § 8-110(2) is amended by deleting the period at the end and adding “or central business district (CBD).” As a permissible zone for package liquor stores.

SECTION THREE: P.M.C. § 8-110(3) is deleted in its entirety.

SECTION FOUR: P.M.C. § 8-111 is deleted in its entirety, and the remaining sections are renumbered accordingly.

SECTION FIVE: Subsections (4) and (5) of P.M.C. § 8-122 are hereby amended to read as follows:

“(4) No retailer shall sell, lend, or give away any alcoholic beverages between 11:00 P.M. on Saturday and 10:00 P.M. on Sunday, and between 11:00 P.M. and 8:00 A.M. on the other days of the week.

(5) No retailer shall sell, lend, or give away any alcoholic beverages on Easter, Thanksgiving, and Christmas Day.”

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

Mike Callis, Mayor

Rachel Slusser, City Recorder

Passed First Reading: March 6, 2023

Passed Second Reading: March 20, 2023

Ordinance
City of Portland, Tennessee

No. 23 - 10

First Reading

AN ORDINANCE TO AUTHORIZE THE MAYOR TO ENTER INTO A DEVELOPMENT AGREEMENT WITH PORTLAND COMMERCE CENTER, LLC FOR THE INSTALLATION OF A 12" WATERLINE THROUGH THE PROPERTY CONNECTING EUBANKS ROAD & VAUGHN PARKWAY WATERLINES IN ROBERTSON COUNTY, INCLUDING ANY WATER AND SEWER IMPROVEMENT FEES, FOR PHASE 1 OF THE INDUSTRIAL DEVELOPMENT, STATELINE COMMERCE CENTER, LOCATED OFF OF VAUGHN PARKWAY AND EUBANKS ROAD, TAX MAP 012, PARCELS 020.00 AND 038.00 IN PORTLAND, TENNESSEE.

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

WHEREAS, the Portland Department of Utilities has approved the Water, Sewer, and Gas Capacity Letter (see Exhibit A), stating the Water and Sewer Systems have capacity for the Stateline Commerce Center Industrial Development once improvements are made, with Construction Plans for the waterline installation forthcoming; and

WHEREAS, the developer has agreed to be fully responsible for the improvements 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 for Phase 1 of the Stateline Commerce Center Industrial Development, located off of Vaughn Parkway and Eubanks Road, Tax Map 012, Parcels 020.00 and 038.00, and

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

Mike Callis, Mayor

Rachel Slusser, City Recorder

Passed First Reading: March 20, 2023
Passed Second Reading:

STATELINE COMMERCE CENTER PHASE 1 DEVELOPMENT AGREEMENT

CITY OF PORTLAND, TENNESSEE

This Development Agreement (“AGREEMENT”) is made and entered into on this ____ day of _____, 2023 by and between Portland Commerce Center, LLC, a Tennessee corporation (“DEVELOPER”), and the City of Portland, Tennessee, a municipality organized and existing under the laws of the State of Tennessee (“CITY”).

WITNESSETH:

WHEREAS, the DEVELOPER desires to develop one industrial building at this time, located off of Vaughn Parkway and Eubanks Road in Robertson County, Tax Map 012, Parcels 020.00 and 038.00, in Portland, Tennessee (hereinafter called the "PROJECT"). The building will be approximately 1,218,560 square feet; and

WHEREAS, DEVELOPER has received a letter stating the existing Water System and existing Sewer System do not currently have capacity for the development of the PROJECT from the Portland Department of Utilities on the 5th day of **August, 2022** (the “LETTER”). A copy of the Letter is attached to this Agreement as Appendix A.

WHEREAS, the DEVELOPER is the owner of the PROJECT (the “OWNER”); and,

WHEREAS, in order to provide the same level of service throughout the Water System for the PROJECT and the general public, it will be necessary for certain improvements to be constructed to serve the PROJECT. Said improvements may include, but not be limited to, installation of twelve-inch blue DR14 C900 PVC or Class 350 Ductile Iron Pipe and all associated appurtenances with each water main through the development connecting Eubanks Rd & Vaughn Pkwy waterlines in Robertson County, and any state or local government permitting (i.e. TDEC, Robertson County, etc.) and the like; 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 financially responsible for all design, permitting, construction, and inspection cost associated with the aforementioned waterline installations.

WHEREAS, the DEVELOPER shall be responsible for constructing the waterlines in accordance with the PDU Standard Specifications and with the approval of the Construction Plans, and other rules, regulations, and ordinances of the CITY in said project, 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. Water Distribution System

The DEVELOPER shall provide and/or adhere to all the items listed below:

1. The DEVELOPER shall be financially responsible for all design, permitting, construction, inspections, and testing necessary to install and complete a twelve (12) inch waterline, and all associated appurtenances through the development as per the PDU-approved Construction Plans.
2. The DEVELOPER will be required to pay \$243,712 to the CITY towards the TGT Rd 16-inch Transmission Line water improvements. This payment, along with tap, connection, and any other fees set forth in the most current Ordinance of utility fees, must be made prior to the CITY issuance of a building permit. (See Appendix B for calculation)
3. A Letter of Credit or cash escrow will be provided in the amount of \$282,450 for the surety, before construction starts. 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 the surety amount. Once the utility is accepted by the City, a 12-month maintenance surety in the amount of \$42,367.50 will be held. (See Appendix C for calculation)
4. The relocation of any existing utilities along the entire PROJECT's length shall be relocated at the DEVELOPER's expense. This shall include all work incidental to the relocation (i.e. engineering, excavation, materials, installation, etc.)
5. The DEVELOPER shall be responsible for restoring all private and public property to the same or better condition prior to acceptance.

B. Sanitary Sewer Collection System

The DEVELOPER shall provide and/or adhere to all the items listed below:

1. The DEVELOPER shall provide the CITY with a cash payment of \$182,784 towards the sewer improvements. This payment, along with tap and any other fees set forth in the most current Ordinance of utility fees, must be made prior to the CITY issuance of a building permit. (See Appendix B for calculation)
2. All onsite sewer is private, and the CITY shall not be responsible for any maintenance or repairs.
3. Once a tenant is determined for a building, the DEVELOPER/TENANT will need to provide to PDU the *Commercial/Industrial Utility Service Request Form*, with updated information on the tenant and the number of employees the company will have at this facility.

C. Gas System

Tap, meter, connection, and any other fees set forth in the most current Ordinance of utility fees, must be made prior to the CITY issuance of a building permit.

D. Preparation of Plans

The Plans shall be prepared by individuals licensed by the State of Tennessee to design all systems and shall bear the seal, signature, and license number of those persons preparing such Plans.

E. Design Criteria

The design of water improvements shall follow the State of Tennessee design criteria. In all cases, the specifications and design details for the Improvements shall be those of the CITY and those as approved by the Tennessee Department of Environment and Conservation (TDEC). In the event of a disagreement as to compliance with or interpretation of the Plans and the CITY's specifications, the decision of the CITY shall be final and binding on the DEVELOPER.

F. COMMENCEMENT OF CONSTRUCTION

No construction of improvements shall begin until the following events have occurred:

1. The Pre-Construction conference with PDU has been held.
2. A surety in the appropriate amount has been posted.
3. Utility Materials Submittal has been submitted to and approved by PDU.

G. Public Works

1. A Letter of Credit or cash escrow will be provided in the amount of \$239,580.00 for the stabilization surety, before construction starts. Any surety for stabilization will be kept and renewed each year until final stabilization has occurred and the site has at least 75% vegetive cover. For Each year of the renewal, there shall be additional 10% increase added to the surety amount.
2. All onsite stormwater management is private, and the CITY shall not be responsible for any maintenance or repairs.

H. 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.

I. 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.

J. 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 Court of competent jurisdiction of Robertson County, Tennessee, and Tennessee Appellate Courts.

K. No Oral Agreement

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

L. Separability

If any portion of this agreement is held to be unenforceable, the CITY 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 pursuant to this agreement terminated.

M. 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 appropriate address and telephone numbers. 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 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 principal.

II. 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.

III. 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

DEVELOPER

TITLE

TITLE

ATTEST:

ATTEST:

TITLE

TITLE

CITY OF PORTLAND (COUNTY OF
SUMNER), TENNESSEE

BY:

MAYOR
APPROVED AS TO FORM:

DATE

BY: _____

CITY ATTORNEY

DA

APPENDIX A



PORTLAND DEPARTMENT OF UTILITIES

BRYAN PRICE P.E. – UTILITY DIRECTOR
100 SOUTH RUSSELL STREET
PORTLAND, TENNESSEE 37148
Telephone 615.323.1437
Email Address: bprice@cityofportlandtn.gov

OTN Group
Attn: Adam DeSimone
960 Penn Ave
Pittsburgh, PA 15222

Date: 8/5/2022

**RE: STATE LINE COMMERCE CENTER
CAPACITY LETTER
GAS, WATER, & SEWER
VAUGHN PKWY – MAP 012, PARCELS 020.00 & 038.00**

Mr. DeSimone,
Portland Department of Utilities (PDU) has completed its review of your application for Utility Service (Gas, Sewer & Water) for the above referenced location for a proposed +/-2,565,120 sf industrial facilities. Please see below for availability of services.

GAS:

The existing system does have the capacity to service the proposed facility for heating. If the facility uses natural gas in the future as part of a manufacturing process, this will have to be reviewed.

See below for a breakdown of the total Gas Fees as per Ordinance 22-13:

Gas connection Fees:	4 buildings * (\$500 per meter)	~ \$2,000
Gas Tap Fees (2"):	4 buildings * (\$750 per building)	~ \$3,000
*Gas Meter Fees:	4 buildings * (\$9,000 per building)	~ \$36,000
Total		\$41,000

*Estimated Fees. Exact fee to be determined once individual building application is applied for.

SEWER:

The system does not currently have the capacity to service your proposed facility. This site is split and will flow into two (2) stations. Building A (1,218,560 sf) flows into Vaughn Pkwy #2 lift station. Due to the new developments, the Vaughn Pkwy #2 station requires improvements. State Line Commerce Center will be required to pay a pro-rata share for the improvements to the lift station. Buildings B, C, & D will flow into the Eubanks Rd lift station. Please note that the lift station on Eubanks is not currently operational. It is still under the ownership of L&W Properties and has not yet been accepted by the City. Prior to sewer being granted to Buildings B, C, & D the lift station on Eubanks must be completed and accepted by the City. For sewer to leave the Industrial Park and make it to the sewer plant it travels through seven (7) lift station, 5.47 miles of force main, and one (1) mile of gravity sewer. As more users come online the City has to make improvements to the collection system to get sewer to the plant. Stateline Commerce Center will be required to pay a pro-rata share of the collection system improvements. We utilize funding from new development to upgrade the system due to the additional demand of every new user.

Improvement Fee Calculation

The Pro-Rata share was based upon the square footage of the proposed facilities contributing to the station. Stateline Commerce Center will be required to pay \$384,768 to the City of Portland toward the improvements to the station.

The payment was calculated as follows:
 $2,565,120 \text{ sf} * (\$750 \text{ per } 5,000 \text{ sf}) \sim \$384,768$

This payment must be made prior to the City commencing any work toward the improvement of the station. Please note the station must be upgraded prior to offering service. Please keep this in mind when setting your project schedule.

Capacity Fee Calculation

Industrial capacity fees are based upon the number of employees. Since these buildings are spec buildings, an employee count cannot yet be given. As such, capacity fees will be collected once a tenant is secured, and a new service is set up.

See below for a breakdown of the total Sewer Fees as per Ordinance 22-13:

8" Sewer Tap Fee:	\$5,000
Sewer Capacity Fee:	To be determined
<u>Sewer Improvement Fee:</u>	<u>\$384,768</u>
Total	\$389,768

WATER:

The system does not currently have the capacity to service your proposed facility. As with the sewer system, all the new development in the area is causing additional demand on the water system. The City has taken an overall approach on how to make these improvements. As shown below the City has an extensive plan on how to complete the improvements to the water system. Each section of the improvements has been assigned a value.



EUBANKS ROAD

Due to the additional fire demand within the industrial park, improvements to the water system are required. Every new industry in the industrial park contributes. The development within the Robertson County Industrial Park is requiring an upgrade of the 8" line along Eubanks Road to a 12" waterline. The City is requiring Stateline Commerce Center to install a twelve (12) inch waterline on Eubanks Rd along the entire road frontage to the proposed Building D. Once downstream of the Building D connections, the line may be downsized to an eight (8) inch for the remainder of the parcel's road frontage.

Once improvements are complete the water system will be able to provide 2,000 gpm at 30 psi while maintaining 20 psi system wide pressure to all hydrants connected to the City's water main. It should be noted as the fire duration continues and the tank levels drop in the system the fire protection rate will continue to reduce. Though the system can meet the 1,970 gpm requested in your *Availability of Service Request Form*, a pump will be required to meet the 120 psi requested. Since a pump will be needed an onsite tank for each building will be required. To ensure our system pressures are maintained at 40 psi, the fire line will require a flow control device upstream of the tank that will allow a maximum flow rate to the onsite tank of 1,800 gpm. Until all improvements are complete the existing system will supply 1,400 gpm at 24 psi while maintaining 20 psi system wide pressure.

Water System Improvements

Due to all the growth around the Exit 121 Interchange the City is making improvements to the distribution system to ensure our level of service to our future as well as existing customers. All the projects are listed in the table below. The TGT Rd project is depicted as the orange line above.

PROJECT	ESTIMATED COST
TGT Rd 16" Transmission Line	\$2,188,740
Oak Hill Dr 16" Transmission Line	\$2,352,893
500,000 Oak Hill Elevated Tank	\$2,006,750

The City is requiring all new development to pay as part of these improvements. Stateline Commerce Center is required to pay a pro-rata share of the improvements. As with Eubanks Road waterline, we are not asking for one development to pay for all the projects. The Pro-Rata share was based upon the square footage of the proposed facilities requiring the upgrade. Stateline Commerce Center will be required to pay **\$513,024** to the City of Portland toward the improvements. This payment must be made prior to issuance of a building permit.

The payment was calculated as follows:
 $2,565,120 \text{ sf} * (\$1,000 \text{ per } 5,000 \text{ sf}) \sim \$513,024$

Based upon your peak domestic flow rates listed in your *Availability of Service Request Form*, your normal operating pressures will be between 88-81 psi once the improvements are complete.

See below for a breakdown of the total Sewer Fees as per Ordinance 22-13:

Water connection Fees:	4 buildings w/ 3 meters * (\$500 per meter)	~ \$6,000
Water Fire Tap Fees (8"):	4 buildings * (\$11,200 per building)	~ \$44,800
Water Domestic Tap Fees (2"):	4 buildings * (\$4,500 per building)	~ \$18,000
Water Irrigation Tap Fees (2"):	4 buildings * (\$4,500 per building)	~ \$18,000
Water Improvement Fee:		~ \$513,024
Total		\$599,824

Please note that all applicable tap, capacity, meter, and connection fees will be required prior to issuance of a building permit.

This letter states PDU's ability to service the parcel in question. No approval of any services is indicated. All taps are approved by Resolution by the City Council.

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

Sincerely,

A handwritten signature in blue ink, appearing to read "Bry Price".

Bryan S. Price, P.E.
Utilities Director
BSPAV000953CL

cc.
Felix Fukui
Josh Lyon
Denise Geminden
Megan Heisler
Darlene Baker
Kim White
Kristi Gibbs

APPENDIX B

Revised Sewer & Water Improvement Fees			
Improvement Fees As Per Capacity Letter			
	Total Building Square Footage	Amount Per 5,000 SF	Amount Charged
Sewer	2,565,120	\$750	\$384,768
Water	2,565,120	\$1,000	\$513,024
Improvement Fees for Phase 1 Only			
	Total Building Square Footage	Amount Per 5,000 SF	Amount Charged
Sewer	1,218,560	\$750	\$182,784
Water	1,218,560	\$1,000	\$243,712

APPENDIX C

City of Portland Surety Calculator				
Development Name:		Stateline Commerce / I-65 Logistics Center		
NOTES: Contingencies are based on 25% of cost of surety category. Per Section 3-102.2 Amounty of Surety. Maintenance Surety shall not be less than 15% of the total surety. Surety is calculated by the City Planner in consultation with the appropriate Department Head.				
Imput Field			PDU No.	I123-12
			Date:	2/24/2023
SURETY SUMMARY		SUB TOTAL	CONTINGENCY	TOTAL
I. CITY WATER:	\$	225,960.00	\$	56,490.00
II. CITY SEWER:	\$	-	\$	-
III. PRIVATE WATER:	\$	-	\$	-
IV. PRIVATE SEWER:	\$	-	\$	-
TOTAL SURETIES	\$	225,960.00	\$	56,490.00
MAINTENANCE SURETY TO BE HELD		SUB TOTAL	TOTAL	
I. CITY WATER:	\$	282,450.00	\$	42,367.50
II. CITY SEWER:	\$	-	\$	-
TOTAL MAINTENACE SURETY	\$	282,450.00	\$	42,367.50
I. CITY WATER:				
	QUANTITY	UNIT	UNIT COST	TOTAL
6" Main		LF	\$ 70.00	\$ -
8" Main		LF	\$ 80.00	\$ -
10" Main		LF	\$ 110.00	\$ -
12" Main	1692	LF	\$ 130.00	\$ 219,960.00
16" Main		LF	\$ 170.00	\$ -
24" Main		LF	\$ 260.00	\$ -
Booster Station (applicant provides quote)		QUOTE		\$ -
1" Auto Flusher		EA	\$ 5,000.00	
Hydrant	1	EA	\$ 6,000.00	\$ 6,000.00
Note: City Water includes all Public, City of Portland Infrastructure. Does not inclue private service lines.			SUBTOTAL	\$ 225,960.00

STAFF REPORT

APPLICATION NUMBER
854327

PROPERTY ADDRESS

**Glendale Ave
Portland, TN**



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

PUBLIC HEARING DATE
November 15, 2022

PRE-APP MEETING DATE
NA

APPLICANT/PROPERTY OWNER
David Lane

PARCEL NUMBER
020P B 032.00

SUMMARY OF REQUEST:

The applicant is requesting to purchase the city alleyway that connects Glendale Ave and Gibson St. Utilities has stated that the alley needs to have an access easement.

Steps:

1. Abandonment of the alley by City Council.
2. The property will then be available for sale to a private entity.
3. The purchaser will need to purchase the land from the city utilizing normal processes.
4. Surrounding neighbors will be contacted.
5. A consolidation plot will need to be created by the purchaser's surveyor if they intend to combine the newly purchased land with current property.



CURRENT ZONING

R-10

CURRENT LAND USE

Residential

AREA TO BE ABANDONED

0.239 +/- Acres

PROPOSED DENSITY

NA

ZONING HISTORY:

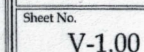
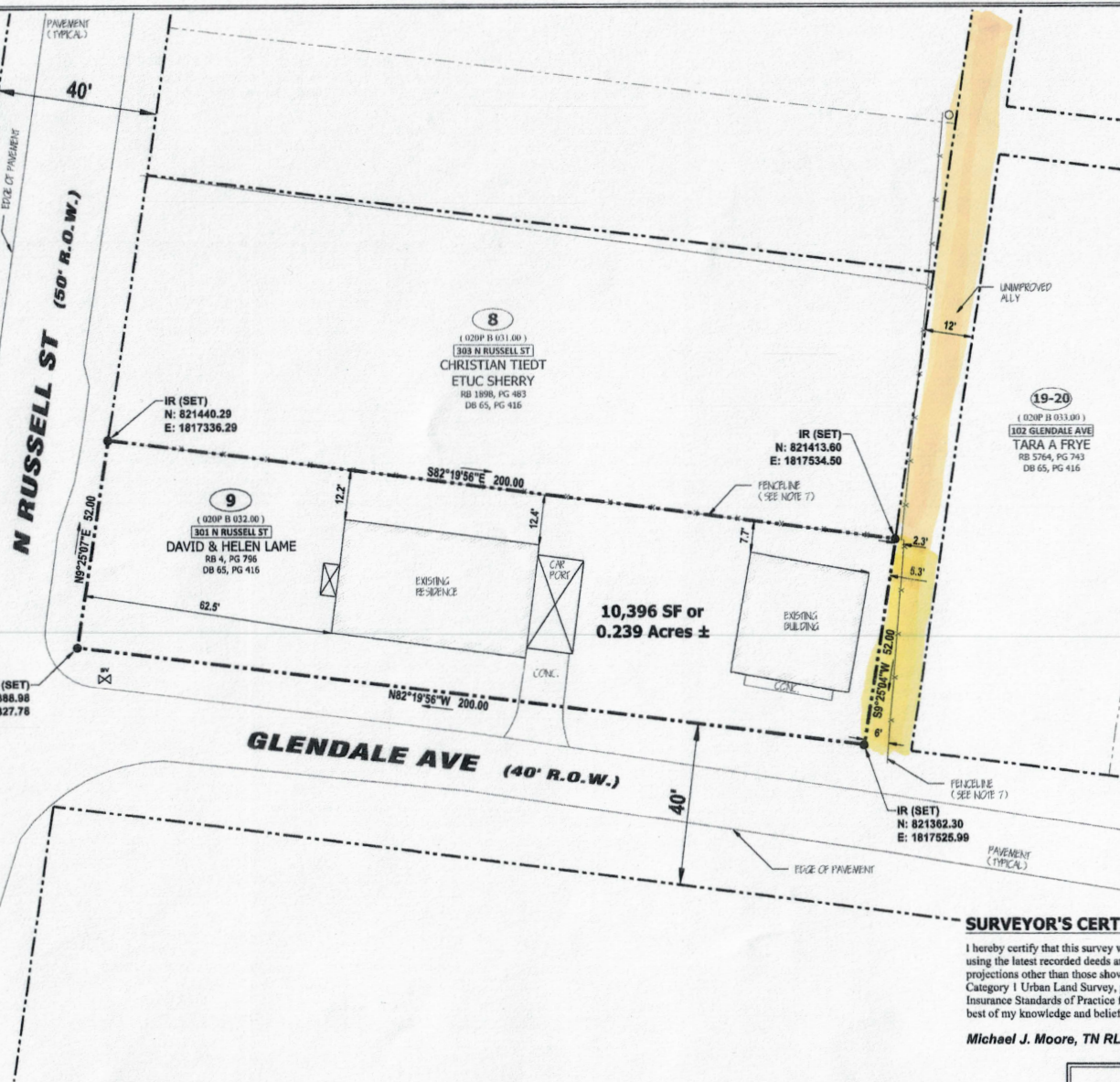
The current zoning of the property is R-10 (Residential)

COMPATIBILITY with the LAND USE PLAN:

NA

COMPATIBILITY with the SURROUNDING AREA:

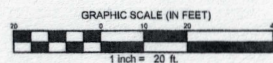
NA



ASPHALT PATTERN	
BUILDING PATTERN	
CONCRETE PATTERN	

GPS Notes:

- 1) The (TDOT) Tennessee Geodetic Reference Network was used for this survey
- 2) GPS locations used for this survey were established using a VRS network consisting of multiple reference stations
- 3) GPS data was collected with a Spectra Precision 85 receiver.
- 4) No scale factor was used for this survey. The measurements used are from a Topcon GTS-233W Total Station. GPS was used for control and approximate measurements only.
- 5) The date of this survey is: 7/5/2022.



Prepared for: David Lame
301 N Russell St.
Portland, TN 37148

Rev.	Date	Revision Description

Portland, Sumner County, Tennessee 37148



MOORE & PINGLE SURVEYING
1155 PEE DEE BRANCH RD
COTTONTOWN, TN 37048
615.594.8899 • 740.215.2720



R15

Teton Ct

R15

CL Powell St

N Russell St

Gibson St

Gibson St

R10

R10

Short St

R10

R10

RM1

R10

N Russell St

Glendale Dr

Glendale Dr

Glendale Dr

Andreea St

sell St



R16

CL Powell St

N Russell St

Gibson St

Short St

R10

R10

R10

R10

RM1

R10

Glendale Dr

Glendale Dr

Glendale Dr

N Russell St

Andree St

Ordinance

City of Portland, Tennessee

No. 23 – 11

First Reading

AN ORDINANCE AUTHORIZING THE CITY OF PORTLAND TO PURCHASE APPROXIMATELY 11.09 ACRES OF PROPERTY LOCATED OFF OF AIRPORT ROAD IN THE AMOUNT OF \$140,000 FOR A FUTURE STORMWATER PROJECT.

WHEREAS, the City of Portland operates a Phase II MS4 Stormwater Program as required under certain Federal and State regulations and seeks to make improvements when able; and

WHEREAS, the City of Portland previously identified certain areas that are adversely affected by stormwater runoff in the Airport Road area of the community and in 2018 the City of Portland contracted with CEC (Civil & Environmental Consultants Inc.) to review and analyze localized flooding problems located generally in the Carrie Mae Circle area, including downstream at Jim Courtney Road and Lindsey Kyla Court; and

WHEREAS, the property known as Map-Parcel Number 033 061.01 000 as referenced and surveyed by J. Bruce Rainey on April 27, 2022 contains approximately 11.09 acres that would be used to slow the flow of stormwater to the affected areas identified by CEC; and

WHEREAS, the approximately 11.09 acres that was formerly part of the Mary Katherine Collins Estate is being offered by owner Larry Joe (Joey) Collins Jr. for the purchase price of \$140,000 with the City paying all other cost involved in the sale and transfer of the property; and

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Aldermen that the City is authorized to acquire 11.09 acres of property located off Airport Road Map-Parcel Number 033 061.01 000 for the purchase price of \$140,000; and

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

Mike Callis, Mayor

Rachel Slusser, City Recorder

Passed First Reading: March 20, 2023
Passed Second Reading:

Ordinance

City of Portland, Tennessee

No. 23 - 12

First Reading

AN ORDINANCE ALLOWING THE CITY OF PORTLAND TO PURCHASE PROPERTY FROM JAMES LINDSEY (619 DENNING FORD RD) FOR ACCESS POINTS TO THE RAW WATER INTAKE ON WEST FORK DRAKES CREEK

WHEREAS, the City of Portland would recommend purchasing 0.31 acres from Mr. James Lindsey so that the city may construct a new access over an unnamed tributary of West Fork Drakes Creek to our raw water intake on West Fork Drakes Creek as our current two access points are dilapidated and will be cheaper than replacing the two existing crossings over the other two unnamed tributaries of West Fork Creek; and

WHEREAS, the City of Portland would like to purchase the 0.31 acres from James Lindsey at a cost of \$15,000 for the access area to the raw water intake; and

NOW, THEREFORE BE IT ORDAINED, by the Mayor and Board of Aldermen of the City of Portland approves the purchase of 0.31 acres from Mr. James Lindsey (619 Denning Ford Rd) at a cost of \$15,000 for use access to the raw water intake; and

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

Mike Callis, Mayor

Rachel Slusser, City Recorder

Passed First Reading: March 20, 2023

Passed Second Reading:

PREPARED FOR:

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

SUMMARY APPRAISAL REPORT OF:

619 DENNING FORD RD
PORTLAND, TENNESSEE 37148

OWNER:

CITY OF PORTLAND, TN
100 SOUTH RUSSELL ST
PORTLAND, TENNESSEE 37148

APPRAISED BY:

LUTHER BRATTON
TENNESSEE REAL ESTATE APPRAISER, CR-621

PREPARED BY:

BRATTON & ASSOCIATES
820 SOUTH BROADWAY
PORTLAND, TENNESSEE 37148

EFFECTIVE DATE OF APPRAISAL:

FEBRUARY 1, 2023

DATE OF REPORT:

FEBRUARY 1, 2023

SUMMARY OF SALIENT FACTS AND CONCLUSIONS

Property Type:	Residential
Property Identification:	619 Denning Ford Rd, Portland, Tennessee – Sumner County
Tax Map/Parcel #:	020 016.00 000 P/O
Ownership:	City of Portland, Tennessee
Effective Date of Appraisal:	February 1, 2023
Date of Appraisal:	February 1, 2023
Purpose of Report:	Market Value Estimate of Amount Due Owner
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:	0.31 +/- acres
FEMA FIRM:	47165C0175G; 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:	R40
Highest and Best Use:	As Improved

Estimated Opinion of Fair Market Value:

FOUR THOUSAND AND FIFTY ONE DOLLARS (\$4,051.00)

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 and improvement acquisition 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 the market value for potential easement acquisition of the subject property. The date of our last physical inspection was February 1, 2023. 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 provide compensation to the property owner for the acquisition of the subject parcel and improvement for the sewer interceptor project.

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 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 potential acquisition subject parcel for the proposed sewer interceptor project. 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 improved tract of land containing 0.31 acres located in Portland, Sumner County, Tennessee. The subject is further identified by the Sumner County Assessor of Property as Parcel 016.00 000 on Tax Map 020, and has a street address of 619 Denning Ford Rd, Portland, TN 37148.

EFFECTIVE DATE OF APPRAISAL

The effective date of this appraisal is February 1, 2023, the date of last inspection. This report was completed on February 8, 2023.

OWNERSHIP HISTORY

Title to the property is currently vested in City of Portland, TN was obtained from Russell B Lindsey of record in Book 4522, Page 191, in the Register's Office for Sumner County, Tennessee.

To our knowledge, the subject property is not for sale, nor are there any LOI's, pending contracts or offers. 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: 020 016.00 000 P/O. The subject property is located in Sumner County, which has a \$2.262 tax rate applicable to the property per \$100 of assessment and the City of Portland has a tax rate of \$1.06 per \$100 of assessed value. The assessment ratio for this property is 25% based on its residential classification. Based on the 2019 tax rate and the subject's assessed value, the property's annual tax burden is calculated as follows:

Map/Parcel	Appraised Land Value	Appraised Imp. Value	Appraised Total Value	Assessed Value	County Taxes	City Taxes	Total Taxes
020 016.00 000 P/O	\$157,900.00	\$32,400.00	\$190,300.00	\$39,475.00	\$1,076.15	N/A	\$1,076.15

According to the Sumner County Trustee's Office and the City of Portland, there are no delinquent taxes owed from previous years.

SITE DATA

The subject of this appraisal is an improved tract of land located along S Broadway, in Portland, Sumner County, Tennessee. The subject's physical features are described as follows:

Size:	0.31 +/- acres
Shape:	Irregular
Frontage:	99' +/- along Denning Ford Rd & 151' +/- along Denning Ford Rd, Subject also has road frontage along Hughes Private Rd
Access:	Asphalt Public Street
Topography:	Slightly Rolling
Utilities:	Water, Electrical
Flood Map:	47165C0175G, 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 to support existing improvements.
Easements:	There are no known existing easements or encumbrances that appear to negatively affect the utility of the site.
Improvements:	Agricultural
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, location and accessibility, the property appears to be suitable for residential development approved by zoning. All utilities are available to the subject. There does not appear to be any easements and/or encumbrances that negatively affect the site's utility. Overall, the subject property appears suitable for single family residential.

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 2020 population of 13,424, it is the 42nd largest city in the state and the 2497th largest city in the United States. Portland is currently growing at a rate of 1.49% annually and its population has increased by 16.93% since the most recent census, which recorded a population of 11,480 in 2010. Portland reached its highest population of 13,424 in 2021. Spanning over 13 miles, Portland has a population density of 1,007 people per square mile.

The average household income in Portland is \$62,338 with a poverty rate of 13.26%. The median rental costs in recent years come to \$950 per month, and the median house value is \$225,000. The median age in Portland is 34 years, 33.9 years for males, and 34.2 years for females.

SUBJECT NEIGHBORHOOD

The subject neighborhood is located in an older 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. Most of the housing units in the subject neighborhood were built between 1945-2023. 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 I-65, 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 moderate growth and which will probably continue over the next few years.

SUBJECT UTILITIES

The subject property has access to public water, gas and electric.

SUBJECT ZONING

The subject property is currently zoned Rural Residential (RR) by the City of Portland, Tennessee Zoning Department. The following description was taken from *City of Portland, Tennessee Combined Zoning Ordinance* which was adopted on December 19, 1989 and last amended on May 6, 2022.

Rural Residential (RR)

The purpose of the Rural Residential District hereinafter referred to as the "RR" 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."

Permitted Uses: See Addendum

Site Development Standards: Following are the site development standards for the CBD zone district:

Table 1. Residential Districts – Bulk Regulations

Zoning District	Minimum Lot Area	Minimum Lot Width <u>at Building Line</u>	Minimum Building Setbacks	Maximum Height	Maximum Lot Coverage
AR – Agricultural Reserve	653,400 sq. ft. (15 acres)	Residential - 200 ft. Other Uses - 300 ft.	Front - 75 ft.* Rear - 30 ft. Side - 20 ft.	35 ft.	Residential - 20% Other Uses - 50%
RR - Rural Residential	40,000 sq. ft.	Residential - 100 ft. Other Uses - 150 ft.	Front – 40 ft.* Rear - 30 ft. Side -20 ft.	35 ft.	Residential - 20% Other Uses - 50%
SR - Suburban Residential	20,000 sq. ft.; Other Uses – 40,000 sq. ft.	Residential - 75 ft. Other Uses - 150 ft.	Front – 40 ft.* Rear - 20 ft. Side -10 ft.	35 ft.	Residential - 25% Other Uses - 50%
MHC Mobile Home Community	5 acres (7 D.U's Per Acre Maximum)	250 ft.	Front - 75 ft.* Rear - 50 ft. Side - 50 ft.	15 ft.	40%

Conclusion

The subject site consists of unencumbered land which is currently vacant. The current use appears to be compliant with applicable zoning regulations.

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: As Improved Commercial

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 0-180 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 improved tract of land containing 0.29 +/- acres located along S Broadway, in Portland, Sumner County, Tennessee. The

subject has historically been used for a single family residential site. As previously explained, all utilities are currently available to the subject's tract. The following sales were considered in our analysis (see chart below):

COMPARABLE SALES SUMMARY

After an extensive search of public records to locate suitable comparable sales, it was necessary to extend search distance. Adequate comparable data was available to develop 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 acreage value ranges from Comp 1 are \$11,500, Comp 2 is \$14,140, and Comp 3 is \$12,553. The appraiser used the average of all three comparable acreage sales and estimates the opinion of acreage value to be \$12,700.00 per acre.

CONCLUSION of OPINION OF MARKET VALUE

MARKET DATA ANALYSIS	ITEM	SUBJECT PROPERTY	COMPARABLE NO. 1	COMPARABLE NO. 2	COMPARABLE NO. 3
	Address	619 Denning Ford Rd Portland, TN 37148	0 Coker Ford Rd Portland, TN 37148	692 W Hollis Rd Portland, TN 37148	0 Highway 52 Portland, TN 37148
	Proximity to Subject		0.84 miles NW	0.05 miles N	0.07 miles N
	Sales Price	\$	\$ 956,800	\$ 650,000	\$ 590,000
	Price \$/Sq. Ft.	\$	\$ 11,500	\$ 14,140	\$ 12,553
	Data Source(s)		RealTracs#2440109;DOM 0	RealTracs#2382798;DOM 33	RealTracs#2108290;DOM 7
	ITEM	DESCRIPTION	DESCRIPTION	DESCRIPTION	DESCRIPTION
	Date of Sale/Time Adj.		s10/22;c09/22	s08/22;c06/22	s11/22;c10/22
	Location	N;Res;Rural	N;Res;Rural	N;Res;Rural	N;Res;Rural
	Site/View	N;Res;Ag	N;Res;Ag	N;Res;Ag	N;Res;Ag
	Acreage	96.43 ac	83.20 ac	45.97 ac	47.00 ac
	Road Frontage	250'	815'	60'	450'
	Topography	Level	Level	Level/Rolling	Level/Hilly
	Improvements	None	None	None	None
	Sales or Financing Concessions		Conv;0	Cash;0	Conv;0
	Net Adj. (Total)		☒ + ☐ - \$ 168,000	☒ + ☐ - \$ 641,000	☒ + ☐ - \$ 628,000
	Indicated Value		Net 17.6 %	Net 98.6 %	Net 106.4 %
	of Subject		Gross 17.6 % \$ 1,124,800	Gross 98.6 % \$ 1,291,000	Gross 106.4 % \$ 1,218,000

ESTIMATED OPINION OF VALUE OF 0.31 ACRES: FOUR THOUSAND FIFTY ONE DOLLARS (\$4,051)

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.

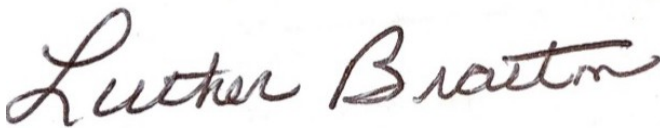
17. The appraiser(s) reserves the right to alter opinions of value contained in this appraisal report on the basis of information withheld or not discovered in the normal course of a diligent investigation.

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.

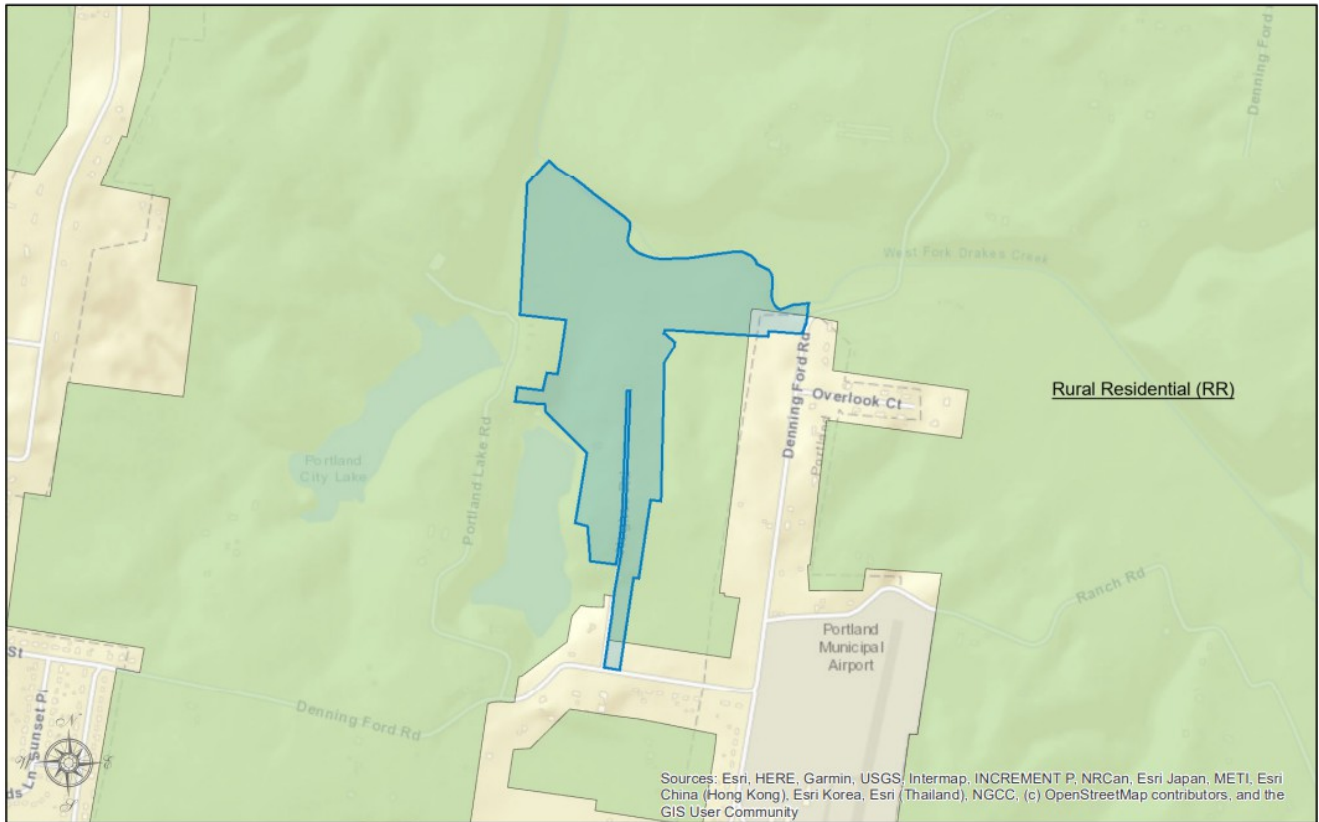


Luther Bratton
Certified Real Estate Appraiser, CR-621

ADDENDA

ZONING MAP

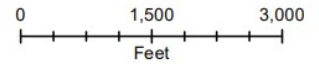
My Map



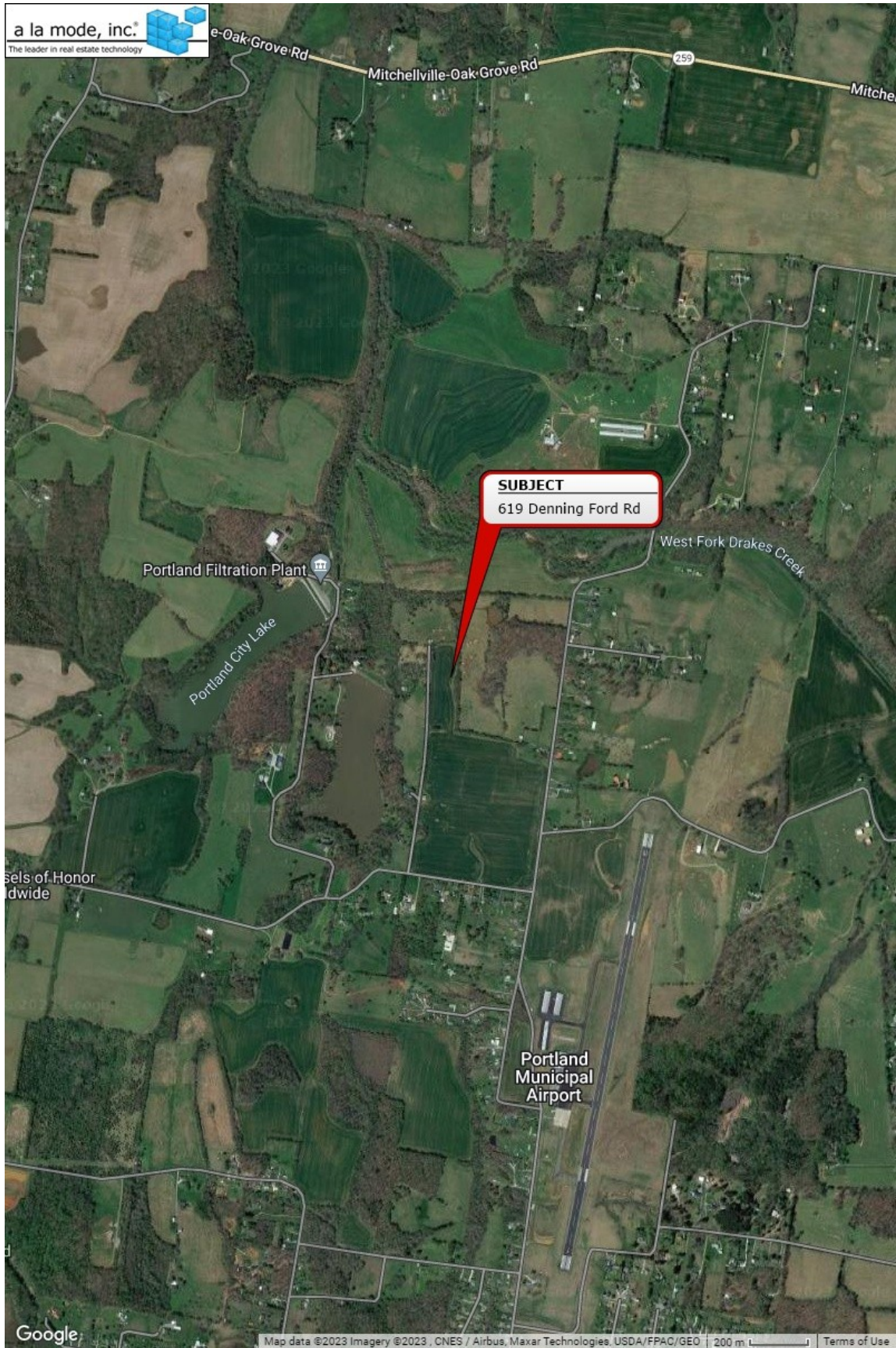
SUMNER COUNTY, TENNESSEE

DISCLAIMER: THIS MAP IS FOR PROPERTY TAX ASSESSMENT PURPOSES ONLY. IT WAS CONSTRUCTED FROM PROPERTY INFORMATION RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS AND IS NOT CONCLUSIVE AS TO LOCATION OF PROPERTY OR LEGAL OWNERSHIP.

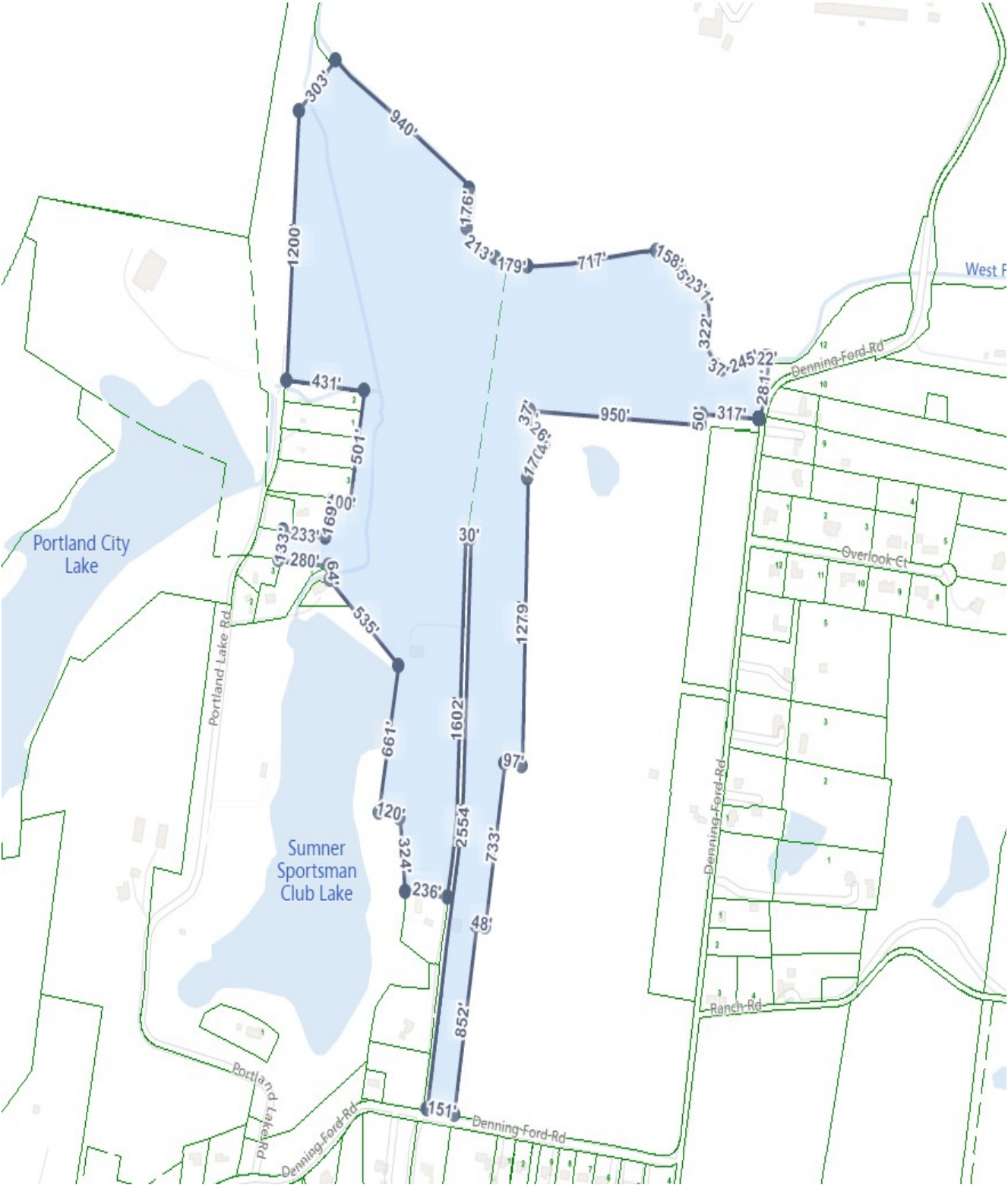
MAP DATE: February 15, 2023



SUBJECT AERIAL



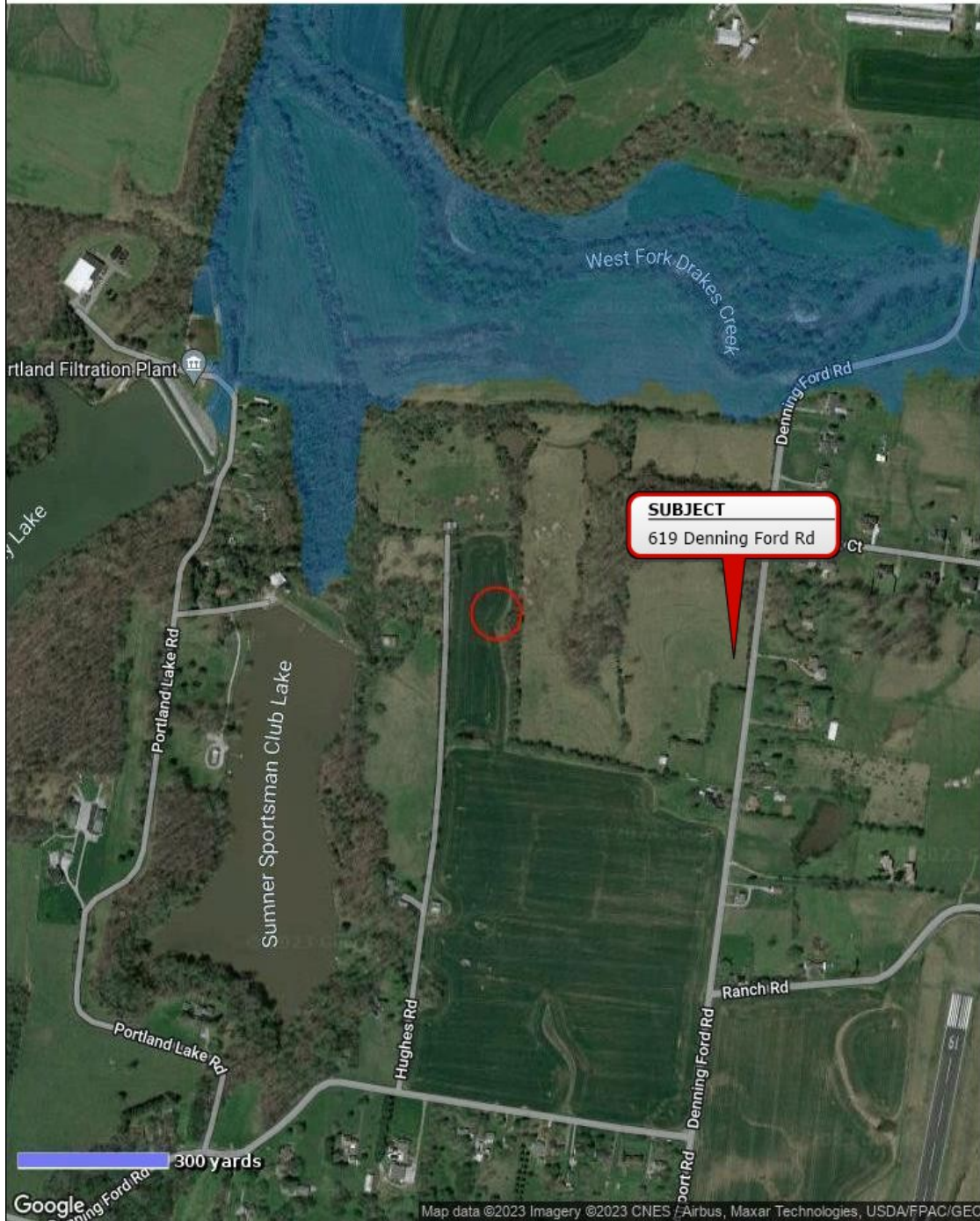
SUBJECT PLAT MAP



FEMA FLOOD MAP

InterFlood by a la mode

Prepared for: Bratton & Associates
619 Denning Ford Rd
Portland, TN 37148



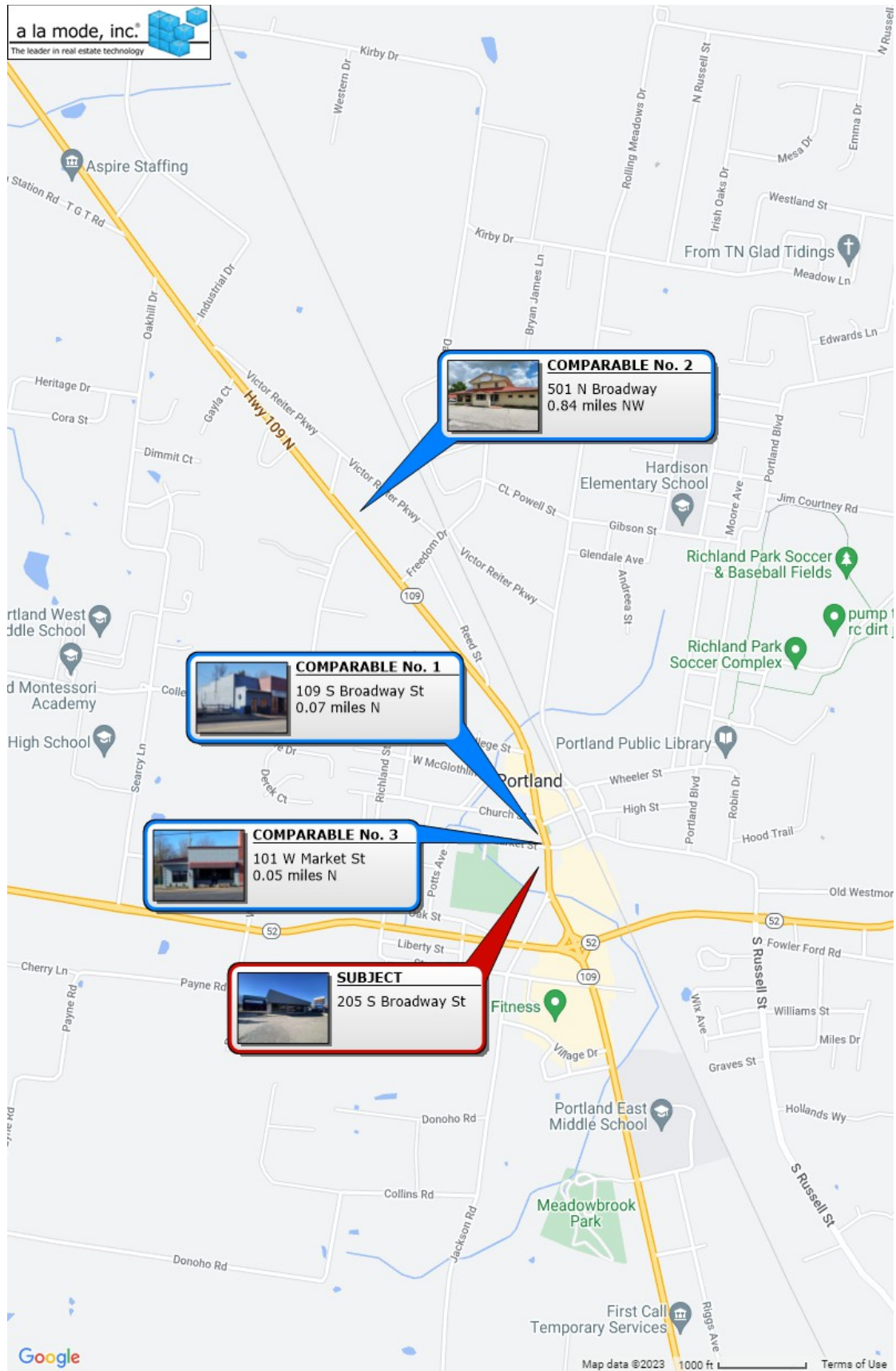
MAP DATA

FEMA Special Flood Hazard Area: **No**
Map Number: **47165C0175G**
Zone: **X**
Map Date: **April 17, 2012**
FIPS: **47165**

MAP LEGEND

- | | |
|--------------------------------------|-----------------|
| Areas inundated by 500-year flooding | Protected Areas |
| Areas inundated by 100-year flooding | Floodway |
| Velocity Hazard | Subject Area |

Powered by CoreLogic®



SUBJECT PHOTOGRAPHS

Subject Photos

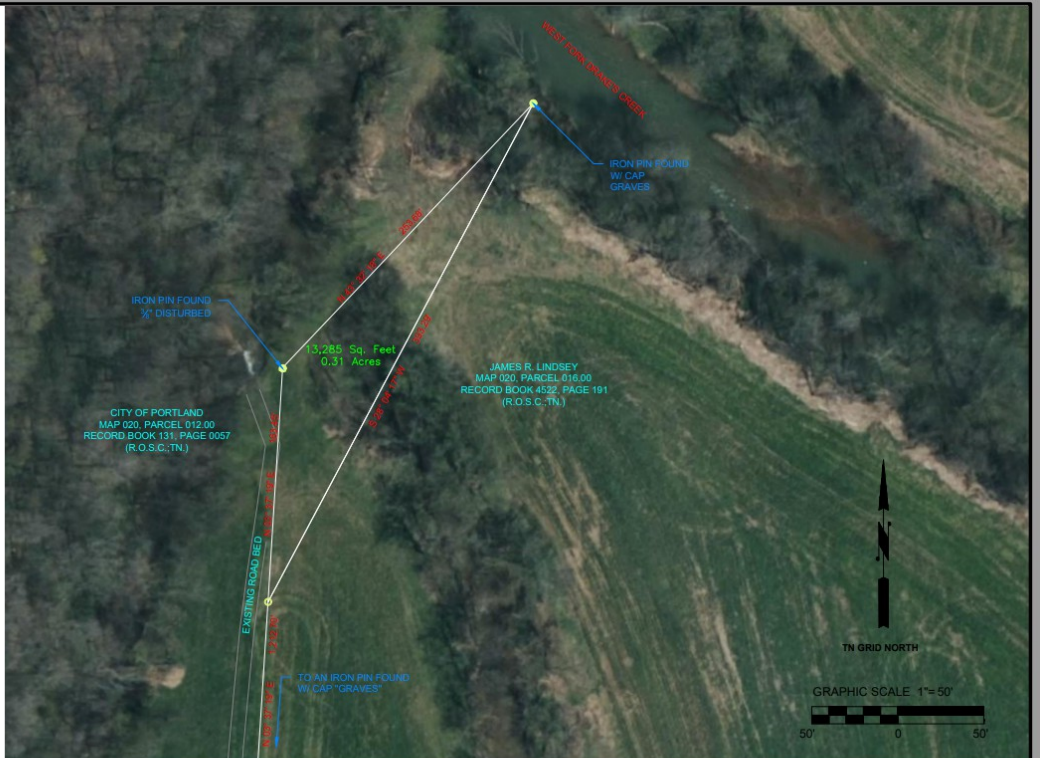
Borrower	City of Portland, Tennessee					
Property Address	619 Denning Ford Rd					
City	Portland	County	Sumner	State	TN	Zip Code 37148
Lender/Client	N/A					



PROPOSED WATER TREATMENT PLANT LAND ACQUISITION

GENERAL NOTES:

1. NO TITLE REPORT FURNISHED TO THIS SURVEYOR, THEREFORE THIS SURVEY IS SUBJECT TO THE FINDINGS OF AN ACCURATE TITLE SEARCH.
2. SUBSURFACE AND ENVIRONMENTAL CONDITIONS WERE NOT EXAMINED OR CONSIDERED AS PART OF THIS SURVEY. NO STATEMENT IS MADE CONCERNING THE EXISTENCE OF UNDERGROUND OR OVERHEAD CONTAINERS OR FACILITIES THAT MAY EFFECT THE USE OR DEVELOPMENT OF THE PARCEL.
3. THIS SURVEY WAS PREPARED FOR THE EXCLUSIVE USE OF THE PERSON, PERSONS, OR ENTITY, IF ANY, NAMED HEREON. THIS DOES NOT EXTEND TO ANY UNNAMED PERSON WITHOUT AN EXPRESS WRITTEN CONSENT BY THE SURVEYOR.
4. NO LIABILITY WILL BE ACCEPTED BEYOND THAT OF THE FOUR (4) YEAR STATUTE OF LIMITATIONS (T.C.A. 28-3-114 & T.C.A. 28-3-202) ORIGINATING FROM THE FIELD DATE SHOWN HEREON.
5. RTK GPS POSITIONAL DATA WAS OBSERVED ON 10/17/2022 UTILIZING A CARLSON BRV7 MULTI FREQUENCY RECEIVER. THE GRID COORDINATES SHOWN WERE DERIVED USING A VRS NETWORK OF CORS STATIONS REFERENCED TO NAD83 (2011)(EPOCH 2010), GEOID 18. POSITIONAL ACCURACY OF THE GPS VECTORS DOES NOT EXCEED: H 0.04", V 0.06".



**EXHIBIT SHOWING PROPERTY TO BE ACQUIRED
BY
THE CITY OF PORTLAND FROM JAMES R. LINDSEY**

FOR: THE CITY OF PORTLAND

ZONING: AGRICULTURAL

DISTRICT: 16TH CIVIL DISTRICT

MAP & PARCEL: 020 - 016.00

PLAT:

DEED: BK. 131, PG. 57

PROJECT #: 0585-22-0210

OHM ADVISORS
209 10th AVENUE SOUTH
SUITE 104
NASHVILLE, TN 37203
615-645-5204



DATE: 10-28-2022

SHEET 1 OF 1

Resolution
City of Portland, Tennessee
No. 23 - 40

A RESOLUTION TO ENTER INTO AN AGREEMENT BETWEEN THE CITY OF PORTLAND AND MID-CUMBERLAND COMMUNITY ACTION AGENCY FOR THE LOW-INCOME HOME ENERGY ASSISTNACE PROGRAM (LIHEAP)

WHEREAS, the City of Portland, Tennessee has utility customers who need assistance paying for their utility bills; and

WHEREAS, the City of Portland recognizes that LIHEAP, a program of Mid Cumberland Agency, provides assistance to those customers; and

WHEREAS, the City of Portland will provide information to the utility customer and refer them to the Mid Cumberland Agency for the determination of assistance; and

WHEREAS, Mid Cumberland will decide who is eligible to receive assistance and the amount of assistance paid to the City on their behalf; and

WHEREAS, the City of Portland agrees to accept and apply the benefit checks for those customers.

NOW THEREFORE BE IT RESOLVED by the Mayor and Board of Aldermen of the City of Portland that an agreement shall hereby be entered into with Mid-Cumberland Community Action Agency for the Low-Income Home Energy Assistance Program to provide assistance to utility customers meeting certain criteria.

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

Mike Callis, Mayor

Rachel Slusser, City Recorder

Approved this the 20th day of March 2023

Resolution

City of Portland, Tennessee

No. 23 - 41

A RESOLUTION TO ENTER INTO A CONTRACT WITH THE HILL FIRM FOR DEBT COLLECTION.

WHEREAS, the City of Portland wishes to enter into an agreement with The Hill Firm for debt collection on uncollectable accounts; and

WHEREAS, the City of Portland agrees to pay The Hill Firm 25% of all money collected; and

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Board of Aldermen of the City of Portland do hereby approve a contract with The Hill Firm.

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

Mike Callis, Mayor

Rachel Slusser, City Recorder

Approved this 20th day of March 2023