



Board of Mayor and Aldermen
City Council Meeting
Portland City Hall
100 South Russell Street
Portland, TN 37148
July 10, 2023
5:00 PM

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

Documents:

[MINUTES FROM JUNE 5 2023.PDF](#)

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

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

- H. Department Reports

Documents:

[BUILDING AND CODES MAY 2023 MONTHLY REPORT.PDF](#)
[CITY RECORDER MAY 2023 MONTHLY REPORT.PDF](#)
[COMMUNITY DEVELOPMENT MAY 2023 1.PDF](#)
[FINANCE MAY 2023 MONTHLY REPORT.PDF](#)
[FIRE DEPARTMENT MAY 2023 MONTHLY REPORT.PDF](#)
[PARKS DEPARTMENT MAY 2023 MONTHLY REPORTS.PDF](#)
[POLICE MAY 2023 MONTHLY REPORT.PDF](#)
[PUBLIC WORKS JULY 10, 2023 MONTHLY REPORT.PDF](#)
[DEPARTMENT OF UTILITIES MAY 2023 WORK REPORTS.PDF](#)

- I. Mayor's Report

J. Community Development
Alderwoman Megann Thompson

K. Finance
Alderwoman Penny Barnes

1. Ordinance No. 23-37 – First Reading
An Ordinance of the city of Portland, Tennessee, amending budget ordinance no. 23-25 for the fiscal year beginning July 1, 2023, and ending June 30, 2024.

Documents:

[ORD 23-37 FIRST READ BUDGET AMENDMENT FOR FY23 24.PDF](#)

2. Ordinance No. 23-38 - First Reading
An Ordinance providing for the levy on all real property, personal property, and ad valorem taxes for the City of Portland, Tennessee for the year 2023.

Documents:

[ORD 23-38 LEVY ON ALL REAL PROPERTY PERSONAL PROPERTY AND AD VALOREM TAXES TAX RATE.PDF](#)

L. Fire Department
Vice Mayor Jody McDowell; Financed by: General Fund

1. Resolution No. 23-64
A Resolution in support of the continued joint coverage agreement between Sumner and Robertson County's Emergency Medical Services.

Documents:

[RES 23-64 IN SUPPORT OF JOINT EMS AGREEMENT.PDF](#)
[RES 23-64 A1 SUMNER AND ROBERTSON JOINT AGREEMENT FOR EMS.PDF](#)

M. Human Resources
Alderwoman Penny Barnes

1. Ordinance No. 23-36 - First Reading
An Ordinance to update the Employee Christmas Bonus.

Documents:

[ORD 23-36 EMPLOYEE CHRISTMAS BONUS REVISED 2023.PDF](#)

2. Resolution No. 23-74
A Resolution to discontinue a period of temporary employment for employees of a political subdivision participating in the Tennessee Consolidated Retirement System in accordance with Title 8 section 34 through 37 of the Tennessee Code Annotated.

Documents:

[RES 23-74 TO DISCONTINUE TCRS 6 MONTH TEMPORARY EMPLOYMENT.PDF](#)

N. Legislative

Mayor Mike Callis

1. Resolution No. 23-71

A Resolution to Re-Appoint Three (3) New Members To The Portland Industrial.

Documents:

[RES 23-71 APPT NEW MEMBERS TO IDB 2023.PDF](#)

O. Municipal Airport

Alderman Mike Hall; Financed by: Special Revenue Fund

1. Ordinance No. 23-28 - Second Reading

An Ordinance approving a contract between The Portland Airport Authority and The State of Tennessee Department of Transportation Aeronautics Division for a contract to update The Portland Municipal Airport Layout Plan.

Documents:

[ORD 23-28 AIRPORT STATE CONTRACT LAYOUT PLAN UPDATE.PDF](#)

P. Parks & Recreation

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

1. Discussion - Swimming Pool

2. Discussion - Second Park Entrance

Documents:

[RICHLAND PARK ROADWAY PAVING COST ESTIMATE 2.PDF](#)
[RICHLAND PARK ROADWAY PAVING COST ESTIMATE.PDF](#)

Q. Police Department

Alderman Drew Jennings; Financed by: General Fund

1. Resolution No. 23-72

A Resolution to apply for and accept a Violent Crime Intervention Fund (VCIF) grant administered through the Department of Homeland Security.

Documents:

[RES 23-72 POLICE GRANT APPLICATION.PDF](#)

R. Planning & Codes

Alderwoman Megann Thompson; Financed by: General Fund

S. Public Works

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

1. Resolution No. 23-73

A Resolution by the City of Portland, Tennessee to declare certain property owned by the city to become surplus.

Documents:

[RES 23-73 FOR 2020 SURPLUS OF TB8R2 TRACK LOADER.PDF](#)

T. Utility Infrastructure

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

1. Ordinance No. 23-33 - Second Reading

An Ordinance to enter an agreement with Cumberland Pipeline, LLC for the 2021 Masons tank 12-inch connector American Rescue Plan (ARP) project.

Documents:

[ORD 23-33 MASONS TANK 12-INCH CONNECTOR ARP PROJECT CUMBERLAND PIPELINE AGREEMENT.PDF](#)

2. Ordinance No. 23-34 - Second Reading

An Ordinance to enter an agreement with Cumberland Pipeline, LLC for the Oak Hill Water System Improvements American Rescue Plan (ARP) project.

Documents:

[ORD 23-34 AWARD OAK HILL WATER SYSTEM IMPROVEMENTS ARP PROJECT.PDF](#)

3. Ordinance No. 23-35 - Second Reading

An Ordinance to enter an agreement with Phoenix Fabricators and Erectors, LLC for the Oak Hill Elevated Tank Improvements American Rescue Plan (ARP) Project.

Documents:

[ORD 23-35 OAK HILL ELEVATED TANK IMPROVEMENTS ARP PROJECT AGREEMENT PHOENIX FABRICATORS AND ERECTORS.PDF](#)

4. Ordinance 23-29 - Second Reading

An Ordinance authorizing the acceptance of the best bids for the purchase of supplies in The Portland Natural Gas Department effective July 1, 2023, through June 30, 2024.

Documents:

[ORD 23-29 - ORD TO ACCEPT GAS PARTS BID FY 2024.PDF](#)

5. Ordinance No. 23-30 - Second Reading

An Ordinance authorizing the acceptance of the best bids for the purchase of supplies in The Water Distribution Department for fiscal year 2024.

Documents:

[ORD 23-30 - 2ND READ TO ACCEPT WATER PARTS BIDS FY 2024.PDF](#)

6. Ordinance No. 23-31 - Second Reading

An Ordinance authorizing an agreement between The City of Portland, Southern Sales, & Straeffer Pump & Supply, Inc. for water/wastewater pump/motor maintenance services and appurtenances.

Documents:

[ORD 23-31 - 2ND READ PUMP MOTOR AGREEMENT FOR FY 2024 SOUTHERN SALES.PDF](#)

7. Ordinance No. 23-32 - Second Reading

An Ordinance to authorize acceptance of best bids for various chemicals for The City of Portland for fiscal year 2024.

Documents:

[ORD 23-32 - 2ND READ CHEMICAL BID FOR FY 2024.PDF](#)

8. Resolution No. 23-65

A Resolution to approve change order #1 in the decreased amount of \$610,877 for the contract with Cumberland Pipeline, LLC for the Masons Tank 12-inch connector American Rescue Plan (ARP) project.

Documents:

[RES 23-65 CHANGE ORDER ONE FOR THE MASON TANK CONNECTOR.PDF](#)
[RES 23-65 A1- MASONS PROPOSED CO1 VALUE BREAKDOWN BY CONTRACTOR_6-21-23.PDF](#)
[RES 23-65 A2 - CHANGE ORDER 1 - MASONS TANK 12-INCH CONNECTOR.PDF](#)

9. Resolution No. 23-66

A Resolution to approve change order #1 in the decreased amount of \$581,097.50 for the contract with Cumberland Pipeline, LLC for the Oakhill Water System Improvements American Rescue Plan (ARP) project.

Documents:

[RES 23-66 CHANGE ORDER ONE FOR THE OAK HILL WATER SYSTEM IMPROVEMENTS.PDF](#)
[RES 23-66 A1 - CHANGE ORDER 1 - OAK HILL WATER SYSTEM IMP.PDF](#)

10. Resolution No. 23-67

A Resolution to approve final adjusting change order #3 in the decreased amount of \$21,374.87 for the 2021 Gravity Sewer Interceptor Project.

Documents:

[RES 23-67 - RESOLUTION FOR FINAL ADJUSTING CHANGE ORDER NO 3 FOR CUMBERLAND PIPE, LLC 2021 GRAVITY SEWER INTERCEPTOR.PDF](#)
[RES 23-67 A1- SEWER INTERCPECTOR CO NO 3 CUMBERLAND PIPELINE.PDF](#)
[RES 23-67 A2 - CUMBERLAND PIPELINE REQUEST LETTER.PDF](#)

11. Resolution No. 23-68

A Resolution amending the engineering agreement with Hethcoat & Davis, approved by Ordinance 20-05, for additional construction phase services and construction project observation for the 2021 Gravity Sewer Interceptor Project in the amount of \$20,000.

Documents:

[RES 23-68 AMEND ORD 20-05 HETHCOAT DAVIS.PDF](#)
[RES 23-68 A1- AMENDMENT LETTER.PDF](#)

12. Resolution No. 23-69

A Resolution authorizing the city to apply for a Tennessee Department of Environment and Conservation (TDEC) Competitive American Rescue Plan Act (ARPA) grant for Resource Protection.

Documents:

[RES 23-69 - APPLY FOR TDEC COMPETITIVE ARPA GRANT FOR RESOURCE PROTECTION.PDF](#)

13. Resolution No. 23-70

A Resolution to authorize the City of Portland to allow ten additional sewer taps for the City of Mitchellville.

Documents:

[RES 23-70 MITCHELLVILLE 10 SEWER TAPS RESOLUTION FINAL JUNE 2023.PDF](#)

14. Discussion - Red River School Rd. Developer's Agreement

Documents:

[DEVELOPERS AGREEMENT-RED RIVER-SIGNED.PDF](#)

15. Discussion - Insurance Claim

U. Adjournment

Minutes

Board of Mayor and Aldermen

City of Portland, Tennessee

June 5, 2023

A. Call to Order - Mayor Callis called the meeting to order at 5:22 P.M. at Portland City Hall.

B. Prayer/Pledge –Mayor Chief Sam Thornton offered the Invocation and the Pledge of Allegiance.

C. Roll Call -

Present:

Alderdwoman Penny Barnes
Alderman Mike Hall
Alderdwoman LaToya Holcomb
Alderman Drew Jennings
Alderdwoman Megann Thompson
Alderman Brian Woodall
Mayor Mike Callis

Also Present:

Assistant City Recorder Tracy Kizer
Finance Director, City Recorder Rachel Slusser
City Attorney John R. Bradley

Absent:

Vice Mayor Jody McDowell

D. Approval of Minutes from May 15, 2023, Council Meeting. Motion was made by Alderdwoman Thompson, seconded by Alderman Jennings to approve the minutes as presented. **Voice vote indicated approval.**

E. Approval of Agenda. Motion was made by Alderman Jennings to add Ordinance 23-24 in the Planning section of the agenda, second by Alderman Woodall. **Voice vote indicated approval of the amended agenda.**

F. Communications from Council Members – Alderman Woodall made mention that the American Legion Post 75 will have a flag retirement ceremony on Flag Day, June 14th at 7:45 p.m. that is open to the public.

G. Presentation of Recognitions -

1. Erin Birch presented to the Committee information about their “Alice” program.
2. Carlton Cobb presented Certificates of Appreciation to Public Works employees that assisted in the March natural disaster clean up over the last two months.

H. Public Recognition –

1. Leona Rose from Old Westmoreland Road asked to speak on an item not on the agenda. Alderman Hall made motion to suspend rules of order, Alderdwoman Holcomb second. Voice vote indicated approval. Ms. Rose spoke about speeding traffic on Old Westmoreland Road and brought a request for speed bumps signed by residents on Old Westmoreland Road.

I. Public Hearing –

1. **Ordinance No. 23-23** – An Ordinance of the City of Portland, Tennessee, amending Budget Ordinance No. 22-40 for the fiscal year Beginning July 1, 2022, and ending June 30, 2023. - **No one spoke for or against.**
2. **Ordinance No. 23-25** - An Ordinance of the City of Portland, Tennessee adopting the Annual Budget and Tax rate for the Fiscal Year beginning July 1, 2023, and ending June 30, 2024. - **No one spoke for or against.**

3. **Ordinance No. 23-24** - An Ordinance to amend the City of Portland, Tennessee Zoning Map by rezoning 30.85 acres at (780, 782, 784 College Street) (map 034, parcels 072.07,072.09,072.10) from RS-40 (Residential) & R-15 (Residential) to Plan Unit Development District (Residential PUD w/ base zone R-15 Residential) with a Preliminary Master Development Plan for Ruby Springs. - **No one spoke for or against.**

J. Mayor's Report –

1. Mayor noted that Music on Main will be kicking off Thursday at 6:30 p.m. and there will be events happening at Temple Theater.

K. Community Development – Alderwoman Megann Thompson – Alderwoman Thompson reported that the May 23rd kick-off for Portland Planning was a success and other meetings will be scheduled later. Information can be found on Facebook or preservingportland.org. **No items**

L. Finance – Alderwoman Penny Barnes

1. **Ordinance No. 23-23 - Second Reading** - An Ordinance of the City of Portland, Tennessee, amending Budget Ordinance No. 22-40 for the Fiscal Year beginning July 1, 2022, and ending June 30, 2023. Motion by Alderwoman Barnes to amend ordinance with changes submitted from Rachel Slusser, seconded by Alderman Woodall. **Voice vote indicated majority approval with Alderman Hall abstaining from vote.**
2. **Ordinance No. 23-25 – Second Reading** – An Ordinance of the City of Portland, Tennessee adopting the Annual Budget and Tax Rate for the Fiscal Year beginning July 1, 2023, and ending June 30, 2024. Motion by Alderwoman Barnes to approve, second by Alderwoman Holcomb. Rachel Slusser discussed changes in the document that included Robertson County tax rate not being set at this time. Alderwoman Barnes made a motion to amend the Ordinance based on Ms. Slusser's presented changes, Alderwoman Thompson second the motion. **Voice vote indicated approval of the amendment, followed by voice vote approval of amended resolution.**
3. **Ordinance No. 23-26 – Second Reading** – An Ordinance amending the Fund Balance Policy for the City of Portland. Motion to approve by Alderwoman Barnes, second by Alderman Jennings. **Voice vote indicated approval.**
4. **Resolution No. 23-56** - A Resolution to assign certain fund balance amounts for future expenditures. Motion made by Alderwoman Barnes, second by Alderwoman Thompson. After discussion, motion to amend by adding effective July 1, 2023, made by Alderwoman Barnes, second by Alderwoman Holcomb. **Voice vote indicated approval of the amendment, followed by voice vote approval of amended resolution.**
5. **Resolution No. 23-61-** A Resolution to approve the write-off of outstanding Utility Customers' Accounts for fiscal year 2023. Motion to approve by Alderwoman Barnes, second by Alderwoman Thompson. **Voice vote indicated approval.**

M. Fire Department – Chief Sam Thornton gave update on the house fire from earlier this week. Two people were saved from the second floor. **No other items**
Financed by: General Fund

N. Human Resources – Alderwoman Penny Barnes

1. **Resolution No. 23-63** – A Resolution to approve a ten percent increase in the city contribution portion of employee health insurance plans. Alderwoman Barnes moved to approve, second by Alderwoman Thompson. **Voice vote indicated approval.**

O. Legislative – Mayor Mike Callis – No items

P. Municipal Airport – Alderman Mike Hall

Financed by: Special Revenue Fund

1. **Ordinance No. 23-28 – First Reading** - An Ordinance approving a contract between the Portland Airport Authority and the State of Tennessee Department of Transportation Aeronautics Division for a contract to update the Portland Municipal Airport Layout Plan. Motion to approve by Alderman Hall, second by Alderwoman Thompson. **Voice vote indicated approval.**

Q. Parks & Recreation – Alderman Brian Woodall

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

1. **Resolution No. 23-60** - A Resolution authorizing two change orders in the net amount of \$11,000.00 for a contract with Brown and Son Company for HVAC replacement at Richland Gym. Motion to approve by Alderman Woodall, second by Alderman Jennings. Discussion of contract and bid amounts voiced concern with both changes. Motion made by Alderman Woodall to amend by approving change order # 1 in the amount of \$5,000.00 and defer change order # 2 in the amount of \$6000.00, pending a review of contract by City Attorney Bradley, second by Alderman Hall. **Voice vote indicated approval of amendment and all in favor of amended resolution.**

R. Police Department – Alderman Drew Jennings - No items

Financed by: General Fund

S. Planning & Codes – Alderwoman Megann Thompson

Financed by: General Fund

1. **Ordinance No. 23-24 - Second Reading** - An Ordinance to amend the City of Portland, Tennessee zoning map by rezoning 30.85 acres at (780, 782, 784 College Street) (map 034, parcels 072.07, 072.09, 072.10) from RS-40 (residential) & R-15 (residential) to Plan Unit Development District (Residential PUD w/base zone R-15 residential) with a Preliminary Master Development Plan for Ruby Springs. Motion made by Alderwoman Thompson, second by Alderman Jennings. Discussion about the changes in the Ordinance and developers' agreement. Nate Heisler advised that he is still in communication with FEMA about the approval of building. Motion made by Alderwoman Thompson to amend with contingency of meeting FEMA requirements, second by Alderwoman Holcomb. **Voice Vote on amended Ordinance indicated approval. Motion passed.**

T. Public Works – Alderwoman LaToya Holcomb

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

1. **Resolution No. 23-62** - A Resolution to adopt the paving and sealing priorities for the 2023 Summer and Fall seasons with funds that are allocated in the FY23 and FY24 budgets. Motion to approve by Alderwoman Holcomb, second by Alderman Woodall. **Voice Vote indicated approval.**

U. 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. 23-27 –Second Reading** – An Ordinance to enter an agreement with Bratton & Associates to provide Professional Land Acquisition Services for the City of Portland Oak Hill water system improvements and 2021 Mason Tank 12-inch connector for water system improvements. Motion made by Alderwoman Thompson, second by Alderman Woodall. **Voice vote indicated approval.**
- 2. Ordinance 23-33 – First Reading** - An Ordinance to enter an agreement with Cumberland Pipeline, LLC for the 2021 Masons tank 12-inch connector American Rescue Plan (ARP) project. Motion to accept Alderwoman Barnes, second by Alderman Woodall. Bryan Price discussed the three ordinances for bids that were over budget. Utilities department is working on cost savings and will have amendments for second reading. **Voice vote indicated approval.**
- 3. Ordinance 23-34 – First Reading** - An Ordinance to enter an agreement with Cumberland Pipeline, LLC for the Oak Hill Water System Improvements American Rescue Plan (ARP) project Ordinance to rescind in its entirety Resolution 21-105 and incorporate into this ordinance and to extend the contract with the City of Mitchellville to accept the discharge of sewer from Mitchellville’s collection system. Motion to accept Alderman Woodall, second by Alderwoman Barnes. **Voice vote indicated approval.**
- 4. Ordinance 23-35 – First Reading** - An Ordinance to enter an agreement with Phoenix Fabricators and Erectors, LLC for the Oak Hill Elevated Tank Improvements American Rescue Plan (ARP) Project. Motion to approve Alderman Woodall, second by Alderwoman Thompson. Bryan Price discussed that relocating the tank to Oak Grove will be a cost savings for now and in the future. **Voice vote indicated approval.**
- 5. Ordinance 23-29 – First Reading** - An Ordinance authorizing the acceptance of the best bids for the purchase of supplies in the Portland Natural Gas Department effective July 1, 2023, through June 30, 2024. Move to approve by Alderman Woodall, second by Alderman Jennings. **Voice vote indicated approval.**
- 6. Ordinance 23-30 – First Reading** - An Ordinance authorizing the acceptance of the best bids for the purchase of supplies in the Water Distribution Department for fiscal year 2024. Move to approve Alderman Woodall, second by Alderwoman Thompson. **Voice vote indicated approval.**
- 7. Ordinance 23-31 – First Reading** - An Ordinance authorizing an agreement between the City of Portland, Southern Sales, and Straeffer Pump & Supply, Inc. for water/wastewater pump/motor maintenance services and appurtenances. Move to approve Alderman Woodall, second by Alderwoman Holcomb. **Voice vote indicated approval.**
- 8. Ordinance 23-32 – First Reading** - An Ordinance to authorize acceptance of best bids for various chemicals for the City of Portland for fiscal year 2024. Move to approve Alderman Woodall, second by Alderman Hall. **Voice vote indicated approval.**
- 9. Resolution No. 23- 57** - An Ordinance to authorize acceptance of best bids for various chemicals for the City of Portland for fiscal year 2024. Move to approve Alderman Woodall, second by Alderwoman Barnes. **Voice vote indicated approval.**
- 10. Resolution No. 23- 58** - An Ordinance to authorize acceptance of best bids for various chemicals for the City of Portland for fiscal year 2024. Move to approve Alderman Woodall, second by Alderman Jennings. **Voice vote indicated approval.**

11. **Resolution No. 23- 59** - An Ordinance to authorize acceptance of best bids for various chemicals for the City of Portland for fiscal year 2024. Move to approve Alderman Woodall, second by Alderwoman Holcomb. **Voice vote indicated approval.**
12. **Discussion – Water/Sewer Capacity** – Discussion about a letter Mayor Callis received from Mayor Green of Mitchellville requesting additional ten (10) sewer taps. Discussion stressed concerns about multiple requests coming in throughout the year, future growth, and capacity. After much discussion motion was made by Alderwoman Thompson that the last ten (10) sewer taps be granted and Portland Department of Utilities write a letter to City of Mitchellville, second by Alderman Woodall. **Voice vote indicated approval.**

Adjournment – Motion to adjourn made by Alderman Hall, second by Alderwoman Thompson. **Meeting adjourned at 7:02 pm.**

Mike Callis, Mayor

Tracy Kizer, Assistant City Recorder

Portland Building Codes Department
May 2023 Monthly Report

<u>PERMIT TYPE</u>	<u>No. of Permits</u>	<u>Amount</u>
Use & Occupancy Permits	1	\$ 35.00
Swimming Pool	8	\$ 830.00
Plumbing	3	\$ 492.90
Mechanical	8	\$ 25,116.50
Stand Alone Building	7	\$ 2,731.32
Residential Building	3	\$ 2,190.78
Fire Alarm / Fire Suppression	1	\$ 13,897.00
Commercial/Industrial	-NA-	\$ -NA-
Plan Review	6	\$ 19,254.50
Demolition	3	\$ 170.00
Fire Works	-NA-	\$ -NA-
Moving	-NA-	\$ -NA-
TOTAL ALL PERMIT FEES	40	\$ 64,718.00
PORTLAND IMPACT FEE – PARKS		\$ 544.00
PORTLAND IMPACT FEE – POLICE		\$ 286.00
PORTLAND IMPACT FEE – FIRE		\$ 656.00
TOTAL – PORTLAND IMPACT FEES		\$ 1,486.00
SUMNER COUNTY IMPACT FEE		\$ 1,141.00
GRAND TOTAL		\$ 67,345.00

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

Phone 615/325-6776 Ext. 245

May 2023 Monthly Report

Number of Council Meetings	2	May 1 st
		7 Council Members present
		0 Council Members absent
		May 15 th
		6 Council Members present
		1 Council Members absent
Number of Work Study Meetings	0	
Number of Liability Claims	1	
Number of Property Claims	0	
Number of Records Requested	7	



CITY OF PORTLAND, TENNESSEE

OFFICE OF ECONOMIC & COMMUNITY DEVELOPMENT

DENISE GEMINDEN, DIRECTOR

MAY, 2023

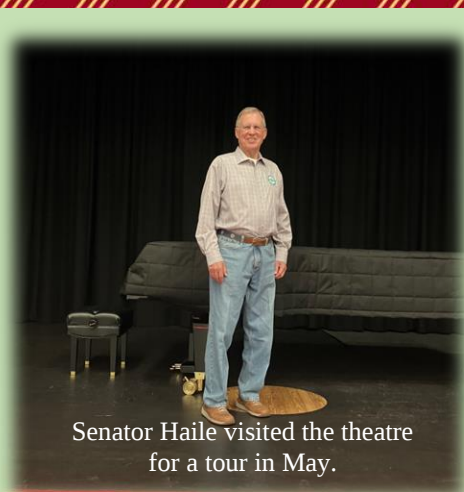


TCAT Portland now provides day and night classes for Welding. Nursing, Cosmetology and Construction Classes have also been added to IT, Advanced Manufacturing and Tool and Die Classes. For More Information Call: 615/325-5575.

Congratulations to Portland Graduates



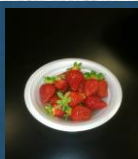
- Applied to the Tennessee Historic Commission for a **historic marker** at the Moye-Green Boarding House.
- Notified through E-mail and phone calls several contacts in my data base of the initial Kick-Off of the public meetings for the new **Comprehensive Plan Preserving Portland**. Followed-up with photos encouraging potential attendees to watch for the next meeting date.



Senator Haile visited the theatre for a tour in May.



The movie Shrek was very well attended during Strawberry Festival week.



100 South Russell Street
Portland, Tennessee 37148
Phone 615.325.6776 X246 Cell 615.881.3404
geminden@cityofportlandtn.gov



May, 2023

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

Please help us pave the Way!

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



Three groups of 8th Graders visit the Portland Museum, the Temple Theatre and Cold Springs School.



DOWNTOWN, DOWNTOWN, DOWNTOWN



**The Portland Preservation
Foundation and the Certified
Downtown Committee met on April 6,
2023.**



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

**Event Bookings for the Temple Theatre are
managed through Barry Young
615/745-5327.
barry@templetheatretn.com**

*Event tickets are now available for purchase
online at:*

www.templetheatretn.com.

Or at the door while seats are available.

*Watch the website or call to learn about
upcoming events of interest to you and your
family.*

*The theatre received several visits in May
from donors and entertainers interested in
bookings. Please continue to support us as
this venue continues to be a huge success at
bringing the community together downtown.*

- Provided several notifications to business and industry regarding road closures during festival week. Directed them to the WAZE site as instructed by the Chamber.
- First movie (Sea Biscuit) was shown at the newly renovated and re-opened Temple Theatre this month.
- Sent appreciation cards to new downtown investors.
- Received the MTIDA updated data sheets in May.

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



The Comprehensive Plan Public Meeting had excellent participation from the community.



Shows at the theatre are such great family nights.



SUSTAINING EXISTING ECONOMIC DEVELOPMENT

- Attended the **Community Comprehensive Plan Meeting** conducted by Greater Nashville Regional Council. Housing, Transportation, Growth, and development priorities were discussed. Watch for the next public meeting to be announced soon.
- Contacted the Industrial Development Board Attorneys to request their review of the donation of land from Dorman Products for the upgrades to Eubanks Road. Coordination continues between the property owners & TDOT for this **road improvement project**.
- Provided information to **retail** developers in May.
- Reminded the TSC developer about the annual **TIF** payment.
- Worked with developers to identify processes with the various departments of the city and TVA for the **initiation of a new project**.
- Connected a local industry with a realtor for the provision of potential storage space.
- Attended the **Sumner County Economic Developers** meeting on May 10th.
- Attended the **Sumner County Joint Economic Development** meeting with Mayors and ECD Representatives on May 18th.
- Provided an "In-Kind" contribution letter for time spent on the **Regional Wage and Benefit Survey** to MTIDA.
- Responded to Industry **Requests for Information** from ECD, TVA and the Nashville Chamber of Commerce as relevant.
- Visited **Advanced Plating** for a very impressive "Good Guys Hot Rod of the Year Drive in".
- Requested Gallatin IDB **PILOT tiers** for review by our board.
- Provided information to employers regarding a federal and state funded program for **employee commuters** through TMA and Van Star.



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

May, 2023

Portland Municipal Airport

Airport Director Doug Hunter and Members of the Airport Authority were happy to host a meeting with Aeronautics Director John-Paul ("J.P.") Saalwaechter, P.E. and his team on May 30th. See photo below ~ L to R Jackson Meadows (Garver Engineers Summer Intern), Garrett Wright (Garver Project Manager), Bill Burney (TN Aeronautics Division Project Manager), Joe Clement (TAD Civil Engineering Manager), & Director, J.P. Saalwaechter.

- Thanks again this month to the Airport Director for aerial photos taken during parade week. **These aerials are critical to economic Development projects.**
- Submitted reimbursement requests on the **BILS Grant**.
- Finished the packet and received the Airport's Title VI Compliance letter. Compliance is valid through 2026.
- Prepared the **Ordinance** for the state grant contract funding the Airport Layout Plan.
- Reported the status of the **Airport Runway Resurfacing Project** to Finance.



Thank you to our Airport Director & Staff & Airport Authority Board Members.



www.cityofportlandtn.gov

May, 2023



Industry Spotlight Advanced Plating



~Patents earned ~



*Advanced Plating Welcomed the Good Guys
Custom Association Drive In ~ May 19th.*



Thank you, Steve & Sheri, for
bringing such diversity to
the manufacturing processes
in Portland!

Thanks to Tim for an informative guided
tour.



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

*As of May 31, 2023
Fiscal Year has elapsed - 92%*

	Amount	Unspent Committed Funds
GO Bond 2020	\$3,921,537	\$2,579,346
W/S Bond 2020	\$18,238,174	\$12,745,362

	5/31/2023	Board Passed Budget	% of Budget
GENERAL FUND			
Revenue			
Taxes & Licenses	8,834,102	8,675,000	101.8%
Planning & Codes	1,596,489	1,320,450	120.9%
Intergovernmental	1,938,296	2,176,000	89.1%
Miscellaneous	52,970	46,850	113.1%
Court	193,428	234,500	82.5%
Other Revenues	160,191	311,500	51.4%
Loan Proceeds - Other Fin Source	0	0	0.0%
Grants & Special Projects	314,565	277,500	113.4%
TOTAL	13,090,040	13,041,800	100.4%
Expense			
General Government	2,191,515	2,464,195	88.9%
Administrative & Mayor	298,320	332,350	89.8%
Human Resources	96,331	108,222	89.0%
Planning & Zoning	200,373	279,911	71.6%
Codes	122,758	151,518	81.0%
Court	76,622	71,327	107.4%
Police	3,835,266	4,009,249	95.7%
Fire	2,267,431	3,394,415	66.8%
Streets & Highways	1,059,686	1,282,826	82.6%
City Garage	99,744	100,128	99.6%
State Street Aid	213,886	650,000	32.9%
Animal Control	77,894	73,898	105.4%
Grants & Special Projects	563,948	1,765,000	32.0%
Swimming Pool	49,878	51,704	96.5%
Parks & Recreation	1,059,031	1,073,529	98.6%
Community Development	97,743	119,333	81.9%
TOTAL	\$12,310,426	\$15,927,605	77.3%

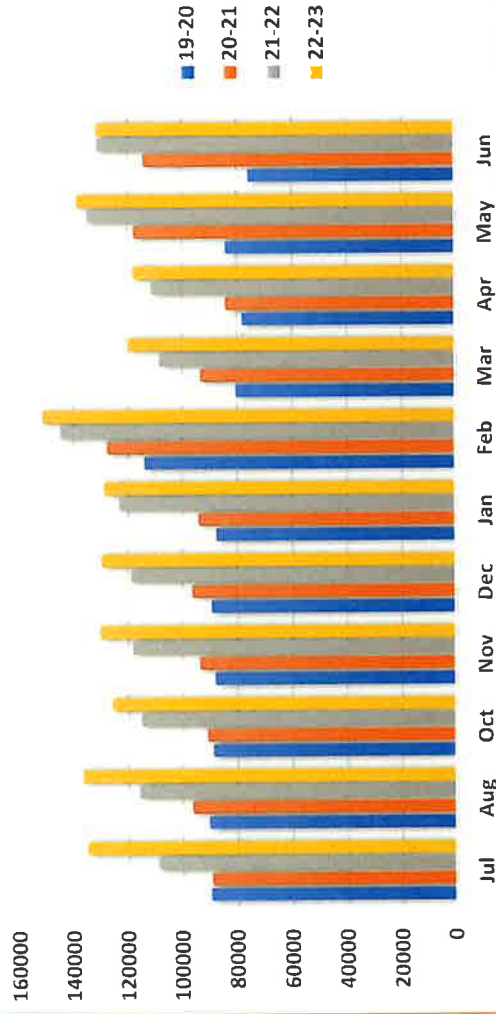
		Board Passed		
WATER & SEWER		As of 05/31/2023	Budget	% of Budget
Revenue				
	Revenue	10,236,155	9,536,000	107.3%
	TOTAL	10,236,155	9,536,000	107.3%
Expense				
	Water Plant	1,404,530	1,741,922	80.6%
	Water Distribution System	1,844,590	2,722,277	67.8%
	Grants & Projects	3,263,007	8,434,000	38.7%
	Sewer Collection	1,338,493	2,027,554	66.0%
	Sewer Plant	2,246,083	2,690,327	83.5%
	Business Office	329,496	440,428	74.8%
	Utility Administration	566,535	740,635	76.5%
	TOTAL w/ Bond	10,992,734	18,797,143	58.5%

		Board Passed	
	As of 05/31/2023	Budget	% of Budget
AIRPORT FUND			
Revenue	\$5,599,441	\$5,452,407	102.7%
Expense	\$5,553,114	\$5,464,022	101.6%
DRUG FUND			
Revenue	\$22,901	\$4,000	572.5%
Expense	\$2,375	\$28,000	8.5%
STORMWATER			
Revenue	\$944,561	\$795,000	118.8%
Expense	\$1,029,565	\$1,377,094	74.8%
SOLID WASTE			
Revenue	\$1,294,196	\$1,318,032	98.2%
Expense	\$1,076,595	\$1,271,555	84.7%
GOLF COURSE			
Revenue	\$474,650	\$487,600	97.3%
Expense	\$464,651	\$486,733	95.5%

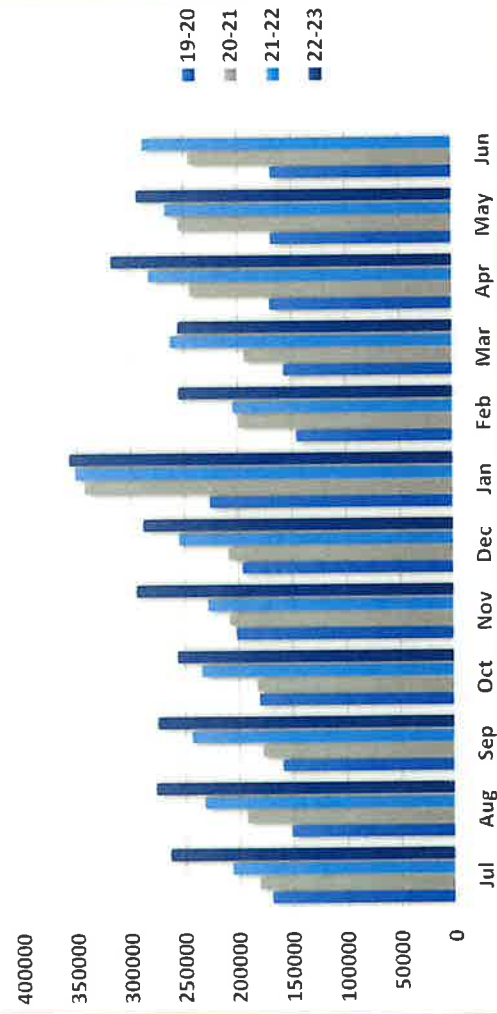
		Board Passed		
		As of 05/31/2023	Budget	% of Budget
IMPACT FEES				
Revenue				
	Parks	12,342	20,000	61.7%
	Police	125,834	118,000	106.6%
	Fire	410,585	272,000	151.0%
	TOTAL	\$548,761	\$410,000	133.8%
Expense				
	Parks	23,550	140,000	16.8%
	Police	59,983	96,000	62.5%
	Fire	15,209	100,000	15.2%
	TOTAL	\$98,743	\$336,000	29.4%
DEBT SERVICE - GENERAL FUND				
Revenue	Transfer from General Fund	\$1,007,894	\$1,174,266	85.8%
Expense		\$993,906	\$1,174,266	84.6%
DEBT SERVICE - SPECIAL REVENUE				
Revenue	Transfer from Sanitation	\$98,308	\$98,342	100.0%
Expense		\$93,835	\$98,342	95.4%
GAS				
Revenue		7,163,031	5,432,000	131.9%
Expense		7,313,077	7,885,509	92.7%

Rachel Slusser, CMFO

STATE SALES TAX



LOCAL OPTION SALES TAX



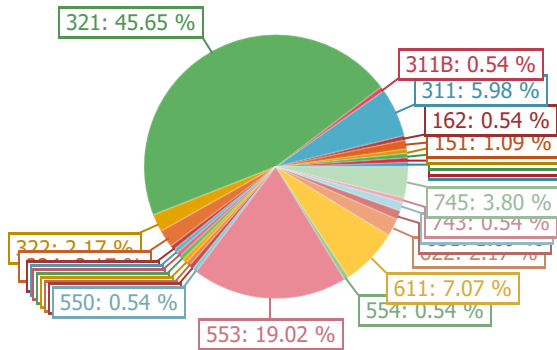


Portland Fire Department

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



Incident Reports By Incident Type, Summary



111: 0.54 %	381: 0.54 %	622: 2.17 %
113: 0.54 %	411: 0.54 %	631: 1.09 %
118: 0.54 %	443: 0.54 %	700: 1.09 %
143: 0.54 %	445: 0.54 %	743: 0.54 %
151: 1.09 %	463: 0.54 %	745: 3.80 %
162: 0.54 %	500: 0.54 %	
311: 5.98 %	511: 0.54 %	
311B: 0.54 %	550: 0.54 %	
321: 45.65 %	553: 19.02 %	
322: 2.17 %	554: 0.54 %	
324: 2.17 %	611: 7.07 %	

Incident Type	Total Incidents	Percent
111 - Building fire	1	0.54%
113 - Cooking fire, confined to container	1	0.54%
118 - Trash or rubbish fire, contained	1	0.54%
143 - Grass fire	1	0.54%
151 - Outside rubbish, trash or waste fire	2	1.09%
162 - Outside equipment fire	1	0.54%
311 - Medical assist, assist EMS crew	11	5.98%
311B - Public Assist	1	0.54%
321 - EMS call, excluding vehicle accident with injury	84	45.65%
322 - Motor vehicle accident with injuries	4	2.17%
324 - Motor vehicle accident with no injuries.	4	2.17%
381 - Rescue or EMS standby	1	0.54%
411 - Gasoline or other flammable liquid spill	1	0.54%
443 - Breakdown of light ballast	1	0.54%
445 - Arcing, shorted electrical equipment	1	0.54%
463 - Vehicle accident, general cleanup	1	0.54%
500 - Service Call, other	1	0.54%

Incident Type	Total Incidents	Percent
511 - Lock-out	1	0.54%
550 - Public service assistance, other	1	0.54%
553 - Public service	35	19.02%
554 - Assist invalid	1	0.54%
611 - Dispatched & canceled en route	13	7.07%
622 - No incident found on arrival at dispatch address	4	2.17%
631 - Authorized controlled burning	2	1.09%
700 - False alarm or false call, other	2	1.09%
743 - Smoke detector activation, no fire - unintentional	1	0.54%
745 - Alarm system activation, no fire - unintentional	7	3.80%

Total Number of Incidents: 184

Total Number of Incident Types: 27

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 '5/1/2023 12:00:00 AM' and '5/31/2023 11:59:59 PM'



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

Civic Clubs

Portland Youth Football League	Summer Work Outs
Portland Soccer Club	Fall Sign Ups
Dixie Youth Baseball	All Stars

Parks and Recreation Programs and Events

As discussed at the April 17th Council Meeting, The City Swimming Pool is not open for the 2023 Season.

The Farmers Market will be at Richland Park this year on Thursdays in May – August from 3:30 pm to 7:00 pm. Hannah Ladd will be running the Farmers Market and the Parks Department will be assisting her. Turn out has been good.

Richland Gym HVAC update: We are about 99% done with the HVAC unit project. Expected date to turn on and test the system is set for Wednesday June 28th.

The Back 9 Disc Course project has been completed. The new name to the City of Portland's Disc Golf Course is the Glenn Bell Memorial Disc Golf Course. Drew and Megan Thompson purchased all new signs for the course. I would like to give a special thanks to the HB Clark Group and Drew and Megan Thompson for all the hard work and support they put into the Glenn Bell Memorial Disc Golf Course.

We survived another Strawberry Festival! Park staff once again did an amazing job.

The 2nd Annual Strawberry Festival Art Showcase was held at Richland Gym on May 11th. This was a good event and plans are in the works to host it again in 2024.

3rd Annual Quilt Show was held on May 6th in Richland Gym. The event was a success and hopefully we will be hosting the 4th Annual Show in 2024.

Jackie's Memorial Car Show was held on May 20th. Rain slowed the show in the morning but once the sun came out the cars started showing up.

Friday Scrambles started in May. This event is very popular so please contact the course to make a reservation.

Traffic count for May at Richland Park was: 16,671 vehicles.



January 2023 – May 2023

<u>Category</u>	<u>Items Sold</u>	<u>Total Sales</u>
Annual Memberships	62	\$71,350.00
Cart Rentals	425	\$2,145.00
Concessions	2,421	\$4,072.25
Daily Rounds	3,459	\$90,285.00
Pro Shop	597	\$23,101.15
Shed Rentals	3	\$900.00
Total:		\$191,853.40

January 2022 – May 2022

<u>Category</u>	<u>Items Sold</u>	<u>Total Sales</u>
Annual Memberships	43	\$40,250.00
Car Rentals	259	\$1,665.00
Concessions	2,022	\$2,943.75
Daily Rounds	2,680	\$54,895.00
Pro Shop	431	\$985.50
Shed Rentals	1	\$300.00
Totals:		\$101,039.25

PORTLAND POLICE DEPARTMENT MONTHLY REPORT

5/1/2023 TO 5/31/2023

CID ACTIVITY					
Cases Assigned	30	Interviews Conducted	72	Asset Forfeitures	0
Cases Closed	4	Monitored Interviews	1	DCS/AOA	36
Cases Cleared	17	Search Warrants	22	Knock and Talk	4
Call outs	3	Judicial Subpoenas	10	Assist Patrol Units	13
Grand Jury Cases	3	General Sessions Cases	6	Forensic Interviews	0
Grand Jury Hours	4	General Sessions Hours	13	Fire Investigations	0
Juv Court Cases	1	Criminal Court Cases	1		
Juv Court Hours	2	Criminal Court Hours	34		

Records Activity			
Copies Distributed		Background Checks	
Walk-ins	15	Government	2
E-mails	52	Public Housing	0
Grand Jury & DA Copies	3	Local	0
Arrest Reports	63	Incident Reports	122
Written Warnings	289	City Citations	167

ANIMAL CONTROL ACTIVITY					
CALLS ANSWERED	62	WILDLIFE	0	DECLARED VICIOUS	0
ANIMALS PICKED UP	19	RETURNED TO OWNER OR RESCUE	4	BARKING COMPLAINT	1
SENT TO S.C.S.C.	0	TRAPPED ANIMALS	0	CRUELTY & WELFARE COMPLAINTS	1
DOGS	10	ANIMAL BITE ON ANIMAL	2	WILDLIFE/LIVESTOCK COMPLAINTS	2
CATS	9	ANIMAL BITE ON HUMANS	5	TICKETS	4
LIVESTOCK	0	EUTHANASIA	0	WARNINGS	3
WARRANTS	0	ADOTPTIONS	2	REPORTS	4
SPECIAL ASSIGNMENTS	1				

PROPERTY MAINTENANCE / CODES			
CASE NUMBERS	22	RESOLVED BY CONTACT/PHONE	3
NON-COMPLIANCE LETTERS	22	CITY COURTS DATES	1
NEW GRASS/RUBISH COMP	20	CITY HALL BANK ESCORTS	19
RE-INSPECTIONS	24	MAIL DELIVERY	19
PARKING COMPLAINTS	0	ASSIST ANIMAL CONTROL	0
FOLLOW-UP PARKING COMP	0	ARRESTS	1
VEHICLES (NON-COMP)	1	REPORTS	0
WORK ORDERS	9	CITATIONS	0
PROPERTY LIENS	0	WRITTEN WARNINGS	0
RELEASE OF LIENS	0		

CALLS FOR SERVICE					
911 HANG UP	39	EVADING	0	SCHOOL ZONE	45
911 MISDIAL	54	EXPARTE SERVICE	1	SEX OFFENDER REGISTRY	0
911 MISDIRECT	5	EXTRA PATROL	249	SEXUAL ASSAULT	3
911 OPEN LINE	74	FIELD INTERVIEW	0	SHOOTING	0
ABANDONED VEH	0	FIGHT	2	SHOPLIFTING	2
ABUSE INVESTIGATION	0	FIREARM DENIAL	0	SHOTS FIRED/HEARD	6
ACCIDENT INJURY	6	FIREWORKS	0	SOLICITOR	1
ACC. INJURY HIT/RUN	0	FOLLOW UP	34	SPECIAL ASSIGNMENT	4
ACCIDENT PROPERTY	38	FORGERY	0	SPC. ASSIGNMENT-COMMUNITY	0
ACC. PROPERTY HIT/RUN	5	FRAUD	9	STABBING	0
ACC. SERIOUS INJURY	0	GANG ACTIVITY	0	STALKING	0
ACTIVE SHOOTER	0	GAS DRIVE OFF	0	STOLEN VEHICLE	0
ADMIN INVESTIGATION	0	HANGING	1	SUBDIVISION CHECK	4
AIRCRAFT EMERGENCY	0	HARASSMENT	4	SUBJECT CHECK	21
ALARM	34	HOSTAGE SITUATION	0	SUICIDAL SUBJECT	6
ALARM HOLD UP/PANIC	3	HOTEL CHECK	0	SUS. INCIDENT	27
ALARM TEST	0	ILLEGAL DUMPING	0	SUS. PERSON	15
ANIMAL CALL	47	INDECENT EXPOSURE	1	SUS. VEHICLE	12
APARTMENT CHECK	1	INVESTIGATION	9	TALK TO OFFICER	200
ARMED SUBJECT	0	JUVENILE	19	THEFT	12
ARSON	0	JUVENILE TRANSPORT	0	THREATS	4
ASSAULT	1	KIDNAPPING	0	TRAFFIC ENFORCEMENT	11
ASSIST CITIZEN	27	KNOCK AND TALK	0	TRAFFIC HAZARD	12
ASSIST EMS	17	LAKE CHECK	1	TRAFFIC STOP	561
ASSIST FIRE	6	LOCKOUT	4	TRESPASS	7
ASSIST OTHER AGENCY	23	LOCKOUT URGENT	2	UNAUTHORIZED USE OF VEH	1
ATTEMPT TO LOCATE	31	LOST/FOUND PROPERTY	13	UNK SITUATION	1
BARRICADED SUBJECT	0	LPR HIT	2	VANDALISM	5
BOLO	7	MENTAL TRANSPORT	1	VEH. BURGLARY	1
BOMB THREAT	0	MISC/MATTER OF RECORD	7	VEHICLE CHECK	39
BURGLARY	0	MISSING ADULT	1	VIOLATION CORRECTION VERIFY	4
BUSINESS CHECK	432	MISSING JUVENILE	0	VIO. ORDER OF PROTECTION	1
CAR SEAT CHECK	0	NOISE COMPLAINT	14	WARRANT	2
CHECKPOINT	0	OPEN DOOR	4	WEATHER RELATED ISSUES	0
CITY CALL OUT	0	OVERDOSE	5	WELFARE CHECK	12
CIVIL MATTER	4	PARK CHECK	73		
CODE 99	0	PARKING COMPLAINT	4		
CODES	22	PROSTITUTION	0		
DAMAGE TO PROPERTY	6	PROWLER	0		
DEATH INVESTIGATION	1	PUBLIC INTOX	1		
DELIVER MESSAGE	4	RECKLESS DRIVER	45		
DISORDERLY CONDUCT	1	REFERRAL	3		
DISTURBANCE	14	REPO	6		
DOMESTIC	8	RIOT	0		
DRILL	0	ROBBERY	0		
DUI	0	RUNAWAY	2		
DRUG INVESTIGATION	2	SCAM	2		
ESCORT	15	SCHOOL CHECK	47		
PHONE MESSAGE	0	TEST CALL	1		
PRIVATE PROPERTY TOW	0	PRISONER TRANSPORT	0		

Total Calls for Service	2513
Total Written Warnings	289
Total Speeding Citations	81
Total all other city citations	86
Commercial vehicle enforcements	2
Total Arrest	57

FLEX UNIT INFORMATION					
TRAFFIC STOPS	25	DRUGS SEIZED	0	WEAPONS SEIZED	0
WARNINGS	18	HEROIN	0	RIFLE	0
CITATION	9	METHAMPHETAMINE	0	SHOTGUN	0
ARRESTS (CUSTODIAL)	3	COCAINE	0	PISTOL	0
ARRESTS (BY CITATION)	6	MARIJUANA	0	OTHER	0
		FENTANYL	0		
		PHARMACEUTICALS	0		
		OTHER	0		

WARRANTS SERVED	3	ASSIST PATROL	20	CONSENSUAL ENCOUNTERS	2
K-9 ALERTS	0	ASSIST OTHER AGENCY	1		

FLEX UNIT COURT INFORMATION					
GRAND JURY	# OF CASES	0	# OF HOURS	0	
GENERAL SESSIONS	# OF CASES	2	# OF HOURS	3	
JUVENILE COURT	# OF CASES	0	# OF HOURS	0	
CRIMINAL COURT	# OF CASES	0	# OF HOURS	0	

Portland Police Department																	
PPD PATROL DIVISION ACTIVITY FORM																	
Month: MAY 2023																	
Supervisor: WILLIAMS																	
Officer	Crashes Worked	Speed Cite	DUI	Child Seat	Seat Belt	Distracted Driving	Other Cites	Other Warnings	Verbal Warning	School Zone	CMV	Reports	Assist	Extra Patrol/BC	Arrests	Total Stops	Calls for Service
ADAMS	2	1	0	0	0	0	3	10	12	0	0	4	71	57	2	13	46
AZER	5	17	0	0	3	3	2	0	6	5	0	8	2	0	1	26	70
BERRY	0	0	0	0	0	0	0	0	2	0	0	2	21	29	0	2	34
BISE	1	7	0	0	0	0	0	7	6	0	0	3	58	44	0	20	30
BRADLEY	7	1	0	0	0	0	2	2	22	0	0	13	34	69	4	27	104
BROWN	4	0	0	0	0	0	0	5	1	3	0	10	27	3	0	6	40
CLINE	9	0	0	0	0	0	0	11	3	5	0	8	23	10	0	16	76
CRADDOCK	3	0	0	0	0	0	0	2	7	1	0	11	33	29	2	9	56
DAMRON	0	0	0	0	0	0	0	6	2	0	0	3	16	16	0	8	22
FONDREN	4	0	1	1	0	0	16	48	0	6	0	27	52	102	19	64	60
GAZZO	1	18	0	0	0	0	18	8	5	0	0	10	30	61	7	33	22
LADD	4	6	0	0	0	0	1	14	10	0	0	8	24	23	0	29	38
LONG	0	0	0	0	0	0	0	0	4	1	0	1	5	9	0	3	31
MILLER	4	0	0	0	0	0	0	6	1	7	0	4	15	3	0	7	49
PHARRIS	2	0	0	0	0	0	0	10	4	3	0	0	10	11	0	13	39
PSZENITZKI	0	1	0	0	0	0	2	2	19	0	1	4	40	52	1	21	17
RILEY	3	1	0	0	0	0	0	11	5	7	0	14	22	19	3	19	59
RONAN	0	12	0	0	1	1	15	16	3	0	0	2	70	33	3	39	6
RUSH	6	0	0	0	0	0	4	52	5	0	0	11	4	90	7	57	71
SHERIFF	1	1	0	0	0	0	0	12	5	0	0	3	3	83	1	19	62
SPEARS	0	4	0	0	0	0	0	0	6	0	0	3	23	20	0	11	65
STEPHENS	1	3	0	0	0	0	1	10	8	0	0	3	43	25	2	20	36
TONEY	0	1	0	0	0	0	0	1	0	0	0	1	27	28	0	1	27
TOTH	0	0	0	0	0	0	0	1	1	7	0	3	38	3	0	2	45
WILSON	0	4	0	0	0	0	10	4	0	0	0	3	31	32	2	16	19
WIMS	1	4	0	0	0	0	2	47	4	10	1	4	12	60	3	35	60
WILLIAMS	0	0	0	0	0	0	0	4	2	0	0	0	3	0	0	6	2
Total:	58	81	1	1	4	4	76	289	143	55	2	163	737	911	57	522	1186

Totals by Detective										
Unit #	DETECTIVE	CASES ASSIGNED	CASES CLOSED	CASES CLEARED	INTERVIEWS CONDUCTED	ASSIST PATROL	AOA'S	JUDICIAL SUBPOENA	SEARCH WARRANTS	CALL OUTS
May-23										
705	Lt. J.ARNOLD	0	0	0	6	5	28	6	13	2
760	J.BARTOLOTTA	10	0	7	19	4	6	0	2	0
761	C.HOPE	12	1	6	24	3	1	1	4	1
762	D.DALBEC	8	3	4	23	1	1	3	3	0



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

Date: 5/5/2023

Stormwater Management Monthly Report- April 2023

Public Education and Outreach

There were no scheduled events for education or outreach during the month of April. The Stormwater Department sets up a booth at the Strawberry Festival every year for public education and outreach. Educational materials were ordered in April and should arrive in time to pass out at the festival next month.

Illicit Discharge Detection and Elimination

There were no complaints of illicit discharges in the month of April. The City has contracted with Western Kentucky University to provide analytical and non-analytical monitoring of streams flowing through Portland. The goal of monitoring programs is to find point-source illicit discharges and correct them. Students and professors came to Portland in April to begin sampling streams. Samples were taken back to the lab to test for macroinvertebrates. More sampling will be done, and a comprehensive report will be provided.

Construction Site Runoff Control

Pre-Construction Meetings: 1

LDPs issued: 4

CGP Inspections: 28

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

Permanent Stormwater Management

New LTMA's received: 0

LTMA Inspections Received: 0

All properties with a Long-Term Maintenance Agreement have been contacted as of April. Almost all have responded and understand the proper steps to regain compliance with the Stormwater Ordinance. Annual reports are due by July 1st.

Good Housekeeping



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

Annual god housekeeping inspections will be done next month. MTAS has been contacted to schedule employee training but has not responded. Corbin Keen graduated Leadership Portland.



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

Date: 6/30/2023

Stormwater Management Monthly Report- May 2023

Public Education and Outreach

The 82nd Annual Middle Tennessee was held on May 13th, 2023. This is always an important event for the Stormwater Department to interact with the public and provide educational materials. See the attachment for more details.

Illicit Discharge Detection and Elimination

There was one complaint during this reporting period of an illicit discharge involving an emergency fuel spill on Highway 109. The spill occurred after working hours and was promptly cleaned up by a third-party spill response company. The spill was completely controlled with no illicit discharge occurring outside the spill site. Western Kentucky University completed the analytical and non-analytical monitoring requirements, and a report will be provided in July.

Construction Site Runoff Control

Pre-Construction Meetings: 1

LDPs issued: 3

CGP Inspections: 24

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

Permanent Stormwater Management

New LTMA received: 0

LTMA Inspections Received: 1

Good Housekeeping/ Employee Training

Good housekeeping inspections of all municipal owned facilities will be done in June. MTAS was officially scheduled for a City-wide employee training. This will take place on June 28th, 2023. This is a permit-required training and will be available to all employees that work in a field directly related to stormwater management. Corbin Keen attended the International Erosion Control Association MS4 Conference in Chattanooga on May 1-3.



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

82nd Middle Tennessee Strawberry Festival

June 30th, 2023

Portland started hosting the Middle Tennessee Strawberry Festival in 1941, and that tradition continues today. Each year in mid-May the festival brings 40,000+ people together to celebrate the importance of the strawberry industry to Portland's heritage.

The Middle Tennessee Strawberry Festival provides an opportunity for people to travel to Portland to enjoy the events, the food, the community and the small-town feel of Portland with family & friends.

The 2023 Festival brought people to Portland from numerous states all over the country.

The City of Portland Stormwater Department sets up a booth at the Festival to pass out informational literature about the importance of stormwater, and how we can help protect it. We also pass out stormwater related coloring books for kids to enjoy and learn at the same time. The booth is always a huge hit at the event with over 350 people engaging with our staff. We also pass out water and fresh strawberry lemonade for people to enjoy.





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

Date: 6/30/2023

Stormwater Management Monthly Report- June 2023

Public Education and Outreach

There were no scheduled public education/participation events in the month of June.

Illicit Discharge Detection and Elimination

There were three illicit discharge complaints in the month of June. The first was from a gas station that had a failing grease trap system that cause grease to spill onto the ground. No grease escaped the site and was removed within 5 days of the investigation. The second was a leak from a trash compactor at a local industry. This illicit discharge resulted in a Notice of Violation with a fine due to previous issues in this area. Staff met with the industry to devise a plan for future spills in this area. The plan was presented and approved. The spill was quickly controlled, and all contaminated gravel was disposed of. The third complaint was from a citizen that involved a failing septic system. Point source illicit discharges from septic tank effluent were identified, and a Notice of Violation was given. TDEC has jurisdiction over septic systems, so they were promptly notified. A fine was given, and a corrective action plan is currently being made by the property owners.

Construction Site Runoff Control

Pre-Construction Meetings: 3

LDPs issued: 3

CGP Inspections: 27

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

Permanent Stormwater Management

New LTMA's received: 1

LTMA Inspections Received: 1

Good Housekeeping/ Employee Training



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

Good housekeeping inspections of all municipal owned facilities were completed. No serious issues to water quality were found. TDEC performed a Compliance Evaluation Inspection regarding MCM 6 on June 15th, 2023. The Department was compliant with the permit and passed the CEI. John Chlarson with MTAS came on June 28th, 2023, for a City-wide employee training session. There were 62 City employees present for this training. Employee training is a permit requirement and must occur every 5 years. All employees who were not present were sent a video with a pre- and post-test. TDEC began virtual training for the new annual report, which is due in September. The new annual report is now submitted electronically on their website. There were 3 training sessions in June.



CITY OF PORTLAND
GRANT PROGRAMS
SUE KIM – ADMIN. CLERK II
100 SOUTH RUSSELL STREET
PORTLAND, TENNESSEE 37148
Telephone 615-325-6776

Grant Programs Monthly Report – May-June 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 - Closing phase, waiting on TDOT to fix and updates on TDOT side for reimbursement.

Railroad Crossing – Bidding for the Constructions, ready to get reimbursements of FY 19-20, FY 20-21, FY 21-22 and FY 22-23.

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

Scattersville – Closing phase, unable to change PIN number on e-grant site, manually send out reimbursement invoice to TDOT.

Kirby Road & S. Russell Street Resurface – Received Design Notice to Proceed and move forward of project.

College Street Sidewalks – NEPA phase, Survey and plan is done to get approval by TDOT.

Reimbursement Status

Ready to request final reimbursement for the Portland West Middle School amount of \$ 21,767.42.

Requested construction reimbursement for the STBG Scattersville Road & New Deal Potts Road project amount \$ 297,765.64.

Received STBG College Street Sidewalk NEPA phase 2nd reimbursement amount of \$ 17,780.00.

Received STBG Kirby & S. Russell Resurfacing NEPA phase first reimbursement of \$ 9,685.50.

Received TDEC Volkswagen Diesel Grants large truck reimbursement if \$ 98,437.50.



CITY OF PORTLAND

GRANT PROGRAMS

SUE KIM – ADMIN. CLERK II

100 SOUTH RUSSELL STREET

PORTLAND, TENNESSEE 37148

Telephone 615-325-6776

Name	Funding Type	Description	Total Contract Amount	Total City Expenditures	Current FY22-23 Reimbursement	Total Reimb. Amount
PWMS	SRTS&TAP	Sidewalks	\$ 261,987.00	\$ 199,108.25	\$ 142,936.94	\$ 169,701.00
Scattersville	STBG	Resurfacing	\$ 454,240.20	\$ 408,193.78	\$ 420.00	\$ 25,200.00
CMAQ	ITS	Traffic Signals	\$ 762,662.50	\$ 39,478.85	\$ 3,818.77	\$ 39,478.85
College	STBG	Sidewalks	\$1,139,215.00	\$80,009.03	\$ 36,499.58	\$ 36,499.58
Kirby&S. Russell	STBG	Resurfacing	\$446,295.00	\$22,012.50	\$ 9,685.50	\$ 9,685.50
Volkswagen Diesel	TDEC	Large Truck		\$148,950.00	\$ 98,437.50	\$ 98,437.50

Martin Weekley
For April, May, June
for July 2023 Meeting)

Street Dept Council Report

Clear trash and debris out of roadway and Downtown area
Cleared ditches and drains if needed to prevent drainage issues
Office paperwork - Time sheets, po request, review work orders and route sheets
Cleaned and organized shop
CDL - Clearinghouse on computer / Random drug testing (Gallatin, TN)
Picked up asphalt and cold patch
Maintenance of traffic signals and school zone lighting
Picked up signage and parts in Bowling Green and Whitehouse
Paving has started - Checked on job sites (Prep, inspect, over see project)
Jackson Rd - Graveled area till it can get paved. (update: it is now paved)
Strawberry Station - Repair low hanging line
Concrete box done for PD
Haul multiple loads of woodchips
Pick up trailer from Hartsville
Trim or cut low hanging branches over roadway
Removed concrete sidewalk (Portland Blvd)
Cleaned off old cold patch and cleared pad for new cold patch, Tarped old cold patch and salt piles
Pick up brush and bulk items (Claw trucks, chipper, or load on trailer)
Signage - Replaced stop signs, brackets, replace post, install new signage & post.
Potholes: checked, graveled and/or patched with hot mix
Road Cuts: gravel filled every Monday and Friday until patched with hot mix
Training - Asphalt class in Murfreesboro Martin and Carlton
Attended meetings at city hall, Strawberry Festival kick off meeting, & TCRS meeting
Inventory - count products and submit counts to finance dept
Animal Control - Removed block wall and hauled away
Haul rock to Ranch Road site
Due to flooding - Placed High water sign's
Placed a temp mailbox up on Hwy 109 due to the bad wreck
City Hall - Repaired / Replace banner
City Hall - Installed Water bottle fill station
City Hall - Repaired irrigation system
Banners - Changed out at Hwy 52 and Hwy 109 intersection
Main St/Market St Flowers: Changed them out, installed water system with timer

Decorative signage: dig hole, install new pole, concrete and hang signs. Multiple areas

Convenance Center:

- A) Attendant on site on Wednesday's & Saturday's
- B) Leveled area and put down gravel for space for equipment
- C) Push brush piles & burn it in the burn pit and/or fire pit
- D) Smack dumpster down, clean up around dumpsters

Mowing and/or weedeat - Right of ways, city lots, street shop, animal control lot, codes lots, city lake, canals, water ways and bridges.

Mow, Weed eat and spray various streets, sidewalks, guard rails.

Storm Damage Clean up:

- A) We are still trying to get all the storm debris picked up.
- B) We have crews picking up with 2 Claw trucks, chipper truck and truck with trailer.
- C) Brush (Chipper truck, 2 claw trucks, truck with trailer) numerous loads
- D) Cut trees that were to long for claw truck driver's to pick up
- E) Cleared multiple trees from roadway (East and West Longview Dr)
- F) Trimmed low hanging branches and tree's that fell over the roadway
- G) Training on tractor mowing and roadway routes

Music On Main Event - Set up stages, barricades, signage and cleaned up following the event.
Later picked up stage and barricades.

Strawberry Festival:

Set up stage, barricades, signage, trash cans, etc. Removed after event
Clean up before, during and after the event. Thousands in attendance each yr.
Clean up: Mow, weedeat, spray, street sweep, pick up trash and other task

Main St, Gazebo parking lot, strawberry station parking lot, Jackson Rd, Sidewalks along Hwy 109, Island at Intersections of Hwy 52/109, Island at Jackson Rd/Village Dr., Hwy 52 E overpass, E Longview Dr., Knight St, E. Market St, Church St, McGlothlin St., and various other areas.

Check and Maintained trucks and equipment

Took T-117 in for warranty work

Took John Deere to Simpson Co. Tire

Took Lift in for repairs at White House

Took various trucks and equipment to city mechanic shop or dealerships for repairs.
If mechanic's schedule was overbooked.

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

Work special event -Strawberry Festival

	April 2023	May 2023
Resource Authority	\$ 23,372.00	\$ 29,526.20
Volunteer Recycling	\$ 2,318.25	\$ 3,663.30
Volunteer Recycling (Haul)	\$ 3,162.50	\$ 5,225.00
Overall Total for the month = \$ 28,852.75		\$ 38,414.50

<u>Sumner Co. Resource Authority</u>	(April 2023)	(May 2023)
Truck Loads:	40 loads	51 loads
Weight:	424.94 tons	536.81 tons
Dumping fee cost	\$ 23,372.00	\$ 29,526.20
<u>Volunteer Recycling Center</u>	(April 2023)	(May 2023)
Resource Authority – Haul Fees	\$3,025.00 11 loads	\$ 5,225.00 20 loads
Portland Cares - Haul fee	\$ 137.50 1 load	\$ 0 loads
TOTAL	\$ 3,162.50	\$ 5,225.00

Plus dump fee at Sumner Co. Resource Authority

Resource Authority	\$23,372.00	\$ 29,526.20
Volunteer Recycling	\$ 2,318.25	\$ 3,663.30
Volunteer Recycling (Haul)	\$ 3,162.50	\$ 5,225.00
Overall Total for the month = \$ 28,852.75		\$ 38,414.50

David Harris
For April, May, partial June
for (July 2023 Meeting)

Stormwater Field Crew
Council Report

Checked and cleaned tiles and storm drains throughout the city
Cleaned up and service equipment then moved back out to job site.
Call in Tn One Call tickets prior to each job that requires digging
Flooding issues - City Wide
Cleared several beaver dams and traps at multiple locations.
Cut tree off the railroad tracks - caused by beavers
Helped pick up brush from storm damage
Rock Bin - Filled holes, made parking pad
Kirby Rd - Removed safety barrels
W B Dye and Market - Dirt work
Knight St.- Pushed up millings
Lyon Crest bridge - Removed debris
Poplar St. - mow and weed eat
Old Ft Head Cemetery Rd - Ditch cleanout 40' driveway
Woodcrest Pointe - Ditch clean out
E Williams Dr. Driveway tile and ditch clean out on both sides of the road. Seed and straw area
Strawberry and Liberty St - Repaired driveway tile
Cora St -Repair Driveway
Megann Dr - repaired catch basin and filled in around it.
Chad St. - Repair catch basin
Little League Park - Removed 5 trees from waterway, Reworked ditch and hauled debris.
Installed driveway tile at Deasy Ln, Old Westmoreland Rd
Jerry St. Installed 15" tile
Dug out and backfilled hole (Goostree Ct, Kirby Rd)
Saddle Club - Filled holes
Cora St - cut trees and hauled them away
N Russell St - Removed 13 trees
Push off old brush and dirt (Few days)
Stump Grinding
Picked up parts and items needed -Whitehouse, Nashville, Bowling Green etc...
City dump - burning brush
Picked up trailers bought at auction
Old Mechanic shop - Started clearing and straighten up
City Hall - Changed out light fixture, helped install bottle fill station, assemble bench and table
Brush cut at Collins site, William Mack Ln, McCloud St, Rock Bin, Davis St, Hwy 109 & 76
intersection. Plus canals along Oak St, Market St, Tractor Supply, and Cora St.
Maintenance trucks and equipment with Mechanic's help
Equipment taken to city mechanic or to dealership for repair or maintenance.
Strawberry Festival - Set up, clean up before, during and after festival
Message Boards picked up and returned to Hendersonville.
Chairs - borrowed and returned to Parks Dept
UTV's - picked up and returned (Several)
Temp fencing put up at the Moye-Green Bldg. For parking and Kid Zone areas. Then removed them.
Assembled carts to use in Strawberry festival



CITY OF PORTLAND

PORTLAND NATURAL GAS

LUCAS BAKER – GAS SUPERVISOR

124 B MORNINGSIDE DR.

PORTLAND, TENNESSEE 37148

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

Email Address: lbaker@cityofportlandtn.gov

Gas Dept Monthly Report – May 2023

- 6 Gas Services installed consisting of 1,676ft of ¾" service line pipe
- Abandoned 4 services – 187 Hwy 259, Old City Mechanic Building, 101A & 101B Hwy 52W
- Abandoned section of 6" gas main on Rock House Rd. removed old 6" turbine meter for Roger's Group Property
- Installed/Relocated 650' of 4" gas main on Hwy 259
- Repaired damaged 2" gas main at 1116 Maxwell Branch
- Cathodic Protection coating repair at Sewer Treatment Plant service and on 2" gas main Woods Rd (new water line construction)
- Replaced riser at 127 Hodges Rd -leak
- 12 Yard restorations
- Set 5M rotary meter/set at Port North (Vaughn Pkwy)
- Set 3M rotary meter/set at 1500 Shoals Way
- Raised/relocated 4" gas main for 1500 Shoals Way – sewer service installation
- Upsized gas meter from 275 to 415 at 233 E Biggs Rd
- Inventory
- Performed quarterly Patrolling of Gas System -TPUC Requirement
- Completed Operator Qualification testing – TPUC Requirements OQ Plan
- 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



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 May 2023.

During the Month of May, the department checks daily the 84 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 1 short notice locates.

We had 14 "Service Calls" which resulted in rodding 4 service lines and jetting the main line and Dollar St. and pumping out a manhole on Shoals Way. Some calls were issues, the homeowner had with their service line. Other calls were questions about plumbing repairs or odor complaints. We met with Contractors that were installing service lines and located taps for them to hook to. We had 10 new sewer inspections. We also had 1 Telemetry Call out and multiple calls with the rainfall. We were also called by Street Dept when the Paving company busted a manhole lid and rings on Jackson Rd. We flushed out the floor drain at the Trash Shop, due to the smell.

While checking the pump stations this month we found several problems including a fallen tree on the pumpstation we had to cut up and remove. We pulled 9 clogged pumps and worked on multiple others. We reprimed airlocked pumps, unclogged suction lines, rehung floats and we changed 2 capacitors. We also replaced burnt wires and replaced 2 pumps, 1, 2hp grinders and 1, 5hp grinder pump and 2 Air Pumps. We spent a lot of the month working on and replacing old broken parts on the pump stations we have we replaced broken handles, 2 hold down brackets that had rusted into causing a broken force main at Westland where we dug up on the outside of the pumpstation to repair. We had 2 other pump stations have broken force mains in the wet well and having to repair them as well.

We had other non-pumpstation related work such as replacing 2 broken plastic c/o boxes that were found by our department. We also continued with our monthly grease removal at pump stations and to weed eat the pumpstations and the manholes that are overflow points and the ones that get hit by the state mowers on the highway right aways. We made 2 repairs from the 2022-point repair project, capped off 2 services for Demo, Started the Tap for 109 Strawberry St, and located a significant INI source at Building F at Field Haven Apartments which we got them to repair.

We CCTV services and main lines for tap locations and needed repairs. We located taps for demo permits. We CCTV a Storm Drain for Storm Water, cleaned out 2 pumpstations with the Vac Truck and spotted lines with the hydro excavator for repairs and at the WWTP and we had to work on the Vac truck tube to get it unstuck at the shop.

This month the Collection System had a total of 16 Overflows and 7 Releases. We spent several hours checking overflows this month due to the storms and rains. Each event involves informing TDEC within 24HRS with an Email and then filling out a report on my TDEC Forms and inputting it on Survey 123. We also go back to each overflow and clean up the debris on the ground and spread lime to the affected area. Our monthly safety meeting this month was over Hazardous Communication (HAZ COM).

Jon Harrison
Supervisor of Collections.



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

May 2023 MONTHLY REPORT

WATER DISTRIBUTION DEPARTMENT

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

(16) New services installed

(2) Service Retirements

(3) Service Renewals

(1) Meter Box Replacement w/ Re setter

(24) Yard Restorations

- Installed 420 FT of 8" C900 DR14 w/ (2) 8" gate valves, 6" hydrant valve, (1) hydrant w/ 1 ft extension kit, 8" tee, (3) 90 bends w/ rod and kickers.

-shutdown Bonnie Dr main for 6" valve cut in

Meter Change outs

Install (4) 2" meters

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 May 2023

- Submitted April 2023 DMR via the EPA CDX online portal. (5/3/23)
- Submitted April 2023 MOR's via certified mail. (5/3/23)
- EPA representatives onsite to inspect the underground storage tank at the WTP. (5/3/23)
- McFarlin Electric LLC onsite to replace wall packs and install an earth ground on the WTP effluent mag meter. (5/3/23 & 5/4/23)
- 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 63,707,000 gallons of potable water for distribution to customers.



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: 6/6/2023

MAY MONTHLY REPORT

Construction continues at the Water Reclamation Facility. The Chlorine Contact Chamber has the foundation poured and most of the rebar for the walls installed. The foundation for the new SBR has been dug down to the bedrock and ready to start on the rebar there. We are producing quite a bit of sludge and sending it to Freeman Farms. Training continues with new employees, and we are benefiting from some of their plumbing knowledge. We are cross training individuals to work in different areas of the plant to keep us ready and running in an emergency situation.

Larry Quattlebaum
Portland TN WRF Chief Operator

ORDINANCE

City of Portland, Tennessee

No. 23 - 37

First Reading

AN ORDINANCE OF THE CITY OF PORTLAND, TENNESSEE, AMENDING BUDGET ORDINANCE NO. 23-25 FOR THE FISCAL YEAR BEGINNING JULY 1, 2023, AND ENDING JUNE 30, 2024

WHEREAS, the Board of Mayor and Aldermen of Portland, Tennessee, assembled in regular session on the _____ of _____, _____, that the amounts hereafter set out are hereby appropriated for the purpose of meeting the expenses of the various funds, departments, institutions, offices and agencies of Portland, Tennessee, during the fiscal year beginning July 1, 2023 and ending June 30, 2024.

Section 1. The budget amendment is as follows:

General Fund

Use of Assigned Fund Balance	\$905,000
Total	\$ 905,000
Expense	
Fire	\$ 900,000 (Fire Truck)
Transfer to Golf	\$ 5,000 (Green's Mower)
Total Expense Increase	\$ 905,000

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

Mike Callis, Mayor

Attest: Rachel Slusser, City Recorder

Passed First Reading:
Public Hearing:
Passed Second Reading:

Ordinance

City of Portland, Tennessee

No. 23 – 38

First Reading

AN ORDINANCE PROVIDING FOR THE LEVY ON ALL REAL PROPERTY, PERSONAL PROPERTY, AND AD VALOREM TAXES FOR THE CITY OF PORTLAND, TENNESSEE FOR THE YEAR 2023

WHEREAS, this being a reappraisal year, the State Board of Equalization has set a final equalized value for real and person property for Sumner and Robertson Counties; and

WHEREAS, the purpose of the different rates is to take into account the relative levels of assessments for the different parts of the City, and to maintain a differential of this proportion is the only way to assure an acceptable degree of tax uniformity throughout the City; and

BE IT ORDAINED, by the Mayor and Aldermen for the City of Portland, Tennessee:

Section 1. The levy on real property, personal property, and ad valorem taxes shall be, based on the rate from the State Board of Equalization, as follows for each one-hundred dollars (\$100) or fraction thereof for the year 2023, and that the proceeds shall be divided as follows:

City of Portland (Sumner County)	\$1.16 (General Fund)
City of Portland (Robertson County)	\$0.71 (General Fund)

Section 2. This ordinance shall take effect immediately upon final passage, the public welfare requiring it.

Mike Callis, Mayor

Attest: City Recorder, Rachel Slusser

Passed First Reading:

Public Hearing:

Passed Second Reading:



JASON E. MUMPOWER
Comptroller

July 5, 2023

Honorable Mike Callis
Mayor, City Portland
100 South Russell Street
Portland, TN 37148

Re: Amended Equalized property tax rates

Dear Mayor Callis:

Attached is text discussion and calculation of equalized property tax rates for the city of Portland for tax year 2023. The rate for Robertson County is \$0.7159, and for Sumner County, \$1.1629. The purpose of different rates is to take into account the relative levels of assessments for the different parts of the city, and maintaining a differential of this proportion is the only way to assure an acceptable degree of tax uniformity throughout the city (other than to create an assessment authority for the city and utilize values separate from those established by the county assessors). The proportions established for these rates should be recalculated next year because the appraisal ratios will change.

You are welcome to review these figures and if you concur, the city governing body should proceed to determine (concur in) these equalized rates by simple action on motion and second. This is normally done as the budget is presented. You may use Step 7 of the calculation to determine rates necessary to meet the budget while maintaining the necessary differential, and if the equalized rates do not need to be exceeded, the city may proceed to adopt its actual tax rates. If the equalized rates will need to be exceeded, the city should publish notice and conduct a public hearing before acting on final tax rates. A sample of this notice is enclosed.

Please call or write if you wish to discuss this further.

Very truly yours,

A handwritten signature in blue ink that reads "E. R. Pope". The signature is written in a cursive, flowing style.

E. Robin Pope
Executive Secretary

c: Chris Traugher, Robertson County Assessor
Don Linville, Sumner County Assessor
Rachel Slusser, Finance Director

Resolution

City of Portland, Tennessee

No. 23 - 64

A RESOLUTION IN SUPPORT OF THE CONTINUED JOINT COVERAGE AGREEMENT BETWEEN SUMNER AND ROBERSTON COUNTY'S EMERGENCY MEDICAL SERVICES.

WHEREAS, the City of Portland has corporate boundaries in both Sumner and Roberson counties, and;

WHEREAS, both counties provide emergency medical services for treatment and transport and;

WHEREAS, in the best interest for both citizens and visitors to each county, in regards to emergency medical services, a continuation of the joint agreement be continued, and;

WHEREAS, this agreement will be reviewed at a minimum every two (2) years.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Board of Aldermen of the City of Portland are in support of the continued joint coverage agreement between Sumner and Robertson EMS as prescribed in Sumner County Board of County Commissioners Resolution 2303-02 and Robertson County Board of County Commissioners Resolution 051523061.

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

Mike Callis, Mayor

Attest: Rachael Slusser, City Recorder

Approved this day of

LAW OFFICES
RICHERT DILLIHA
PLLC

Clyde W. Richert III
Gary L. Dilliha
Jarod C. Richert

516 South Main Street
Springfield, TN 37172
Telephone 615.384.8774
Facsimile 615.384.6708
www.richertdillihalaw.com

May 30, 2023

VIA US MAIL AND EMAIL

Mr. Mike Callis, Mayor
c/o Teresa Keen
100 S Russell Street
Portland, TN 37148
tfleming@cityofportlandtn.gov

Mr. Scott Avery, City Manager
1246 Louisville Hwy
Millersville, TN 37072
citymanager@cityofmillersville.com

Mr. Gerald Herman, City Manager
105 College Street
White House, TN 37188
gherman@whitehousetn.gov

Re: Joint Robertson and Sumner County joint EMS coverage

Dear Mayors and/or City Managers:

For many years the Robertson and Sumner County EMS Departments have had in place a joint Inter-local Agreement regarding emergency EMS coverage for the 3 cities that have corporate boundary in both counties, being White House, Portland, and Millersville.

Please see enclosed a copy of the recent Sumner and Robertson County Resolutions which allow this shared coverage to continue, such that Robertson EMS will handle the Sumner County side of White House, and Sumner EMS will likewise handle the Robertson side of Portland and Millersville. This joint coverage agreement is designed to provide more efficient coverage for all 3 cities.

For your reference I enclose a copy of the White House, Portland and Millersville City Resolution/Ordinance which approved this same plan back in 2017.

If you will present this to your respective governing body as soon as available and send me a copy of your approved City Resolution, that would be much appreciated.

With best personal regards,



Clyde W. Richert III

CWRIII: ccl
Attachments
Cc: Rachael Payne, E911 Center Director
Brent Dyer
Eric Sitler, Esq.
Billy Vogle

RESOLUTION NO. 051523061

**A RESOLUTION ALLOWING THE COUNTIES OF SUMNER AND ROBERTSON TO
CALL FOR OUT OF COUNTY SERVICES IN ORDER TO BETTER SERVICE THE
CITIZENS AND VISITORS TO THE AREA**

WHEREAS, White House, Tennessee is located in both Robertson and Sumner County, but the closest emergency medical services (EMS) facilities for the area are located in Robertson County; and **WHEREAS** the cities of Portland and Millersville are located in both Robertson and Sumner County, but the closest EMS facility for the area are located in Sumner County.

WHEREAS, Sections 12-9-101 through 12-9-109, *Tennessee Code Annotated*, authorizes public agencies of the State to enter into inter-local agreements; and

WHEREAS, the parties hereto desire to avail themselves of the authority conferred by these laws; and

WHEREAS, the purpose of this agreement is to provide each of the parties through their cooperation, a predetermined plan by which each might render aid to the other as needed for rescue, emergency medical (EMS), or related technical support services under specific arrangements as provided herein; and

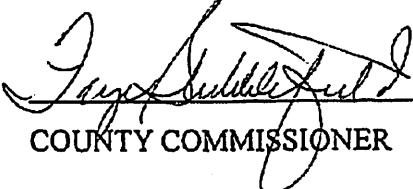
THEREFORE, BE IT RESOLVED by the Robertson County Board of County Commissioners meeting in regular session on this 15th day of May, 2023, that this body does hereby enter into an Automatic Aid agreement that allows the counties of Sumner and Robertson to provide services to the communities outside of their county boundaries as set forth below:

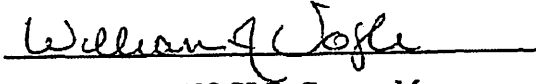
1. (1) Both Robertson and Sumner Counties must approve of this arrangement and the cities of White House, Portland and Millersville shall also endorse this arrangement; and
2. (2) Sumner County Emergency Medical Services shall provide emergency medical services and answer calls in the Robertson County city limits of Portland and Millersville when EMS resources are available; and
3. (3) Robertson County Emergency Medical Services shall provide emergency medical services and answer calls in the Sumner County city limits of White House when EMS resources are available; and
4. (4) The Emergency Communication Center (ECC) of each county shall make every effort to ensure that the closest, most appropriate EMS ambulance from either Robertson or Sumner County is dispatched to the emergency.
5. (5) Each County EMS service shall charge out of county patients pursuant to existing county EMS rates for the service which provides the care that are charged to patients within the county providing care; and
6. (6) No bill or invoice shall be charged to the respective county for any services provided.

BE IT FURTHER RESOLVED that this resolution shall be reviewed every two (2) years at a minimum to ensure appropriate Emergency Medical Response is being provided.

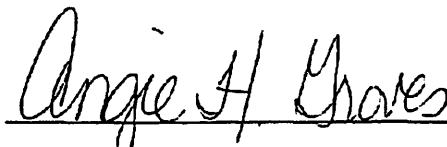
BE IT FURTHER RESOLVED that this agreement may be terminated by either county with 90 days' written notice of the intent to terminate the agreement to the county mayor of the other county.

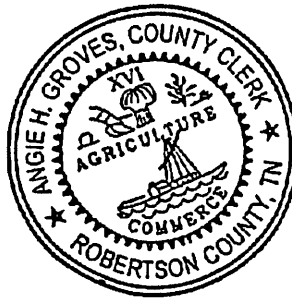
Passed this the 15th day of May, 2023, to be effective on the date of its passage, the public welfare requiring it.


COUNTY COMMISSIONER

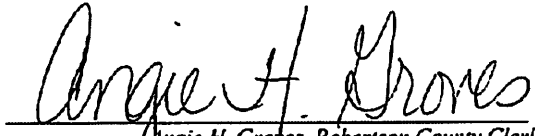

WILLIAM A. VOGLE, County Mayor

ATTEST:


ANGIE H. GROVES
County Clerk



State of Tennessee, Robertson County, I, Angie H. Groves, County Clerk of Robertson County, do hereby certify this is an exact copy of Resolution No. 051523061, Resolution allowing the counties of Sumner and Robertson to call for out of County Services to better service the Citizens and Visitors to the area.


Angie H. Groves, Robertson County Clerk

Date 5-18-2023



STATE OF TENNESSEE
Sumner County



MARCH 20, 2023

Date

STATE OF TENNESSEE, SUMNER COUNTY

I, the undersigned County Clerk, do hereby
certify that this is a true and correct copy
of the original instrument filed in this office.
Given under my hand and the seal of office

Board of County Commissioners
RESOLUTION

This 24th day of March 2023

Carolee J. Singleton, Clerk by Jimmy J. Mitchell, Jr.
SUMNER COUNTY CLERK No.

2303-02

TITLE

A RESOLUTION ALLOWING THE COUNTIES OF SUMNER AND ROBERTSON TO
CALL FOR OUT OF COUNTY SERVICES IN ORDER TO BETTER SERVICE THE
CITIZENS AND VISITORS TO THE AREA

WHEREAS, White House, Tennessee is located in both Robertson and Sumner County, but the
closest emergency medical services (EMS) facilities for the area are located in Robertson County; and
WHEREAS the cities of Portland and Millersville are located in both Robertson and Sumner County, but
the closest EMS facility for the area are located in Sumner County.

WHEREAS, Sections 12-9-101 through 12-9-109, *Tennessee Code Annotated*,
authorizes public agencies of the State to enter into inter-local agreements; and

WHEREAS, the parties hereto desire to avail themselves of the authority conferred by
these laws; and

WHEREAS, the purpose of this agreement is to provide each of the parties through their
cooperation, a predetermined plan by which each might render aid to the other as needed for
rescue, emergency medical (EMS), or related technical support services under specific
arrangements as provided herein; and

THEREFORE, BE IT RESOLVED by the Sumner County Board of County Commissioners
meeting in regular session on this 20th day of March 2023, that this body does hereby enter into an
Automatic Aid agreement that allows the counties of Sumner and Robertson to provide services to the
communities outside of their county boundaries as set forth below:

1. (1) Both Robertson and Sumner Counties must approve of this arrangement and the cities of
White House, Portland and Millersville shall also endorse this arrangement; and
2. (2) Sumner County Emergency Medical Services shall provide emergency medical services
and answer calls in the Robertson County city limits of Portland and Millersville when EMS
resources are available; and
3. (3) Robertson County Emergency Medical Services shall provide emergency medical
services and answer calls in the Sumner County city limits of White House when EMS
resources are available; and
4. (4) The Emergency Communication Center (ECC) of each county shall make every effort to
ensure that the closest, most appropriate EMS ambulance from either Robertson or Sumner
County is dispatched to the emergency.

5. (5) Each County EMS service shall charge out of county patients pursuant to existing county EMS rates for the service which provides the care that are charged to patients within the county providing care; and
6. (6) No bill or invoice shall be charged to the respective county for any services provided.

BE IT FURTHER RESOLVED that this resolution shall become effective on the 20th day of March 2023, the public welfare requiring it; and

BE IT FURTHER RESOLVED that this resolution shall be reviewed every two (2) years at a minimum to ensure appropriate Emergency Medical Response is being provided.

BE IT FURTHER RESOLVED that this agreement may be terminated by either county with 90 days' written notice of the intent to terminate the agreement to the county mayor of the other county.

STATE OF TENNESSEE, SUMNER COUNTY

I, the undersigned County Clerk, do hereby
certify that this is a true and correct copy
of the original instrument filed in this office.
Given under my hand and the seal of office

This 24th day of March 2023

Cassidy J. Templeton
SUMNER COUNTY CLERK

CERTIFICATION OF ACTION

Cassidy J. Templeton
COUNTY CLERK

UNANIMOUS VOICE VOTE

Ayes _____ Nays _____ Abs _____

[Signature]
COUNTY EXECUTIVE

3/23/2023
DATE

APPROVED: ☒

REJECTED: ☐

STATE OF TENNESSEE
Sumner County



DECEMBER 18, 2017

Date

Board of County Commissioners

RESOLUTION

No. 1712-04

TITLE A RESOLUTION ALLOWING THE COUNTIES OF SUMNER AND ROBERTSON TO ALLOW FOR OUT OF COUNTY SERVICES IN ORDER TO BETTER SERVICE THE CITIZENS AND VISITORS TO THE AREA

WHEREAS, White House, Tennessee is located in both Robertson and Sumner County, but the closest emergency facilities for the area are located in Robertson County; and

WHEREAS the cities of Portland and Millersville are located in both Robertson and Sumner County, but the closest emergency facility for the area are located in Sumner County.

THEREFORE, BE IT RESOLVED by the Sumner County Board of County Commissioners meeting in regular session on this the 18th day of December 2017, that this body does hereby agree to enter into a mutual aid agreement that allows the counties of Sumner and Robertson to provide services to the communities outside of their county boundaries as set forth below:

- (1) Both Robertson and Sumner Counties must approve of this arrangement and the cities of White House, Portland and Millersville shall also endorse the arrangement; and
- (2) Sumner County Emergency Medical Services shall provide emergency medical services and answer calls in the Robertson County city limits of Portland and Millersville; and
- (3) Robertson County Emergency Medical Services shall provide emergency medical services and answer calls in the Sumner County city limits of White House; and
- (4) Each County EMS service shall charge the patient seen pursuant to existing county charges for the service which provides the care; and
- (5) No bill or invoice shall be charged to the respective county for any services provided.

BE IT FURTHER RESOLVED that this resolution shall become effective on the 1st day of August 2018, the public welfare requiring it; and

BE IT FURTHER RESOLVED that this resolution may be repealed by either county with 90 days written notice to the county executive of the other county of the desired change.

CERTIFICATION OF ACTION:

Bill K. P.
COUNTY CLERK

Anthony H.
COUNTY EXECUTIVE
12/21/2017
DATE

UNANIMOUS VOICE VOTE
Ayes _____ Nays _____ Abs. _____

APPROVED: ☒

REJECTED: ☐

RESOLUTION

City of Portland, Tennessee

No. 17-121

A RESOLUTION TO INITIATE THE PROCESS OF EXCHANGING TERRITORY AND AREAS OF RESPONSIBILITY SERVED BY EMERGENCY MEDICAL SERVICES IN SUMNER AND ROBERTSON COUNTY

WHEREAS, It has been determined by the Mayors, County Executives/Mayors, City Managers/Administrators, Fire Chiefs and Emergency Medical Service Directors of the Cities of Portland, White House and Millersville that Emergency Medical Services (EMS) could be better provided, in a more timely manner, if certain territories and areas of responsibility were exchanged; and

WHEREAS, The following proposal has been unofficially but unanimously agreed upon by the entities involved:

- The Sumner County EMS will provide ambulance service to the Cities of Portland and Millersville within their municipal boundaries, both on the Sumner County side and the Robertson County side of the two cities.
- The Robertson County EMS will provide ambulance service to the City of White House within its municipal boundaries both on the Sumner County side and the Robertson County side of the city.

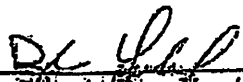
WHEREAS, It has further been determined by EMS Directors that when the call volume and territory size are considered, such an exchange can be considered an "even trade" and the exchange will not result in a financial burden for any of the entities involved; and

WHEREAS, This exchange of territories and areas of responsibility would result in quicker response times and improve the safety of citizens in both counties; and

NOW, THEREFORE BE IT RESOLVED, By the Mayor and City Council that the City of Portland can and will take the necessary steps to confirm and finalize this plan of exchange and then to officially enter into a legal and binding agreement with all the entities involved.

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


Mayor Kenneth Wilber


City Recorder Doug Yoeckel

Approved this the 2nd day of October, 2017

AUGUST 1, 2018

RESOLUTION 17-14

**A RESOLUTION TO INITIATE THE PROCESS OF EXCHANGING TERRITORY AND AREAS OF RESPONSIBILITY
SERVED BY EMERGENCY MEDICAL SERVICES OF SUMNER AND ROBERTSON COUNTIES**

WHEREAS, it has been determined by the Mayors, County Executives/Mayors, City Managers/ Administrators, Fire Chiefs and Emergency Medical Service Directors of the Cities of Portland, White House and Millersville that Emergency Medical Services (EMS) could be better provided, in a more timely manner, if certain territories and areas of responsibility were exchanged; and

WHEREAS, the following proposal has been unofficially but unanimously agreed upon by the entities involved:

- The Sumner County EMS will provide ambulance services to the Cities of Portland and Millersville within their municipal boundaries, both on the Sumner County side and the Robertson County side of the two cities.
- The Robertson County EMS will provide ambulance service to the City of White House within its municipal boundaries both on the Sumner County side and the Robertson County side of the city; and

WHEREAS, it has further been determined by EMS Directors that when the call volume and territory size are considered, such an exchange can be considered an "even trade" and the exchange will not result in a financial burden for any of the entities involved; and

WHEREAS, this exchange of territories and areas of responsibility would result in quicker response times and improve the safety of citizens in both counties;

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen that the City of White House can and will take the necessary steps to confirm and finalize this plan of exchange and then to officially enter into a legal and binding agreement with all the entities involved.

This resolution shall take effect upon its passage, the public welfare requiring it.

Adopted this 19th day of October 2017.



Michael Arnold, Mayor

ATTEST:



Kerry Hayville, City Recorder

CITY OF MILLERSVILLE

RESOLUTION 17-R-17

**A RESOLUTION TO INITIATE THE PROCESS OF EXCHANGING
TERRITORY AND AREAS OF RESPONSIBILITY SERVED BY EMERGENCY
MEDICAL SERVICES IN SUMNER AND ROBERTSON COUNTY**

WHEREAS, It has been determined by the Mayors, County Executives/Mayors, City Managers/Administrators, Fire Chiefs and Emergency Medical Service Directors of the Cities of Portland, White House and Millersville that Emergency Medical Services (EMS) could be better provided, in a more timely manner, if certain territories and areas of responsibility were exchanged; and

WHEREAS, The following proposal has been unofficially but unanimously agreed upon by the entities involved:

- The Sumner County EMS will provide ambulance service to the Cities of Portland and Millersville within their municipal boundaries, both on the Sumner County side and the Robertson County side of the two cities.
- The Robertson County EMS will provide ambulance service to the City of White House within its municipal boundaries both on the Sumner County side and the Robertson County side of the city.

WHEREAS, It has further been determined by EMS Directors that when the call volume and territory size are considered, such an exchange can be considered an "even trade" and the exchange will not result in a financial burden for any of the entities involved; and

WHEREAS, This exchange of territories and areas of responsibility would result in quicker response times and improve the safety of citizens in both counties; and

NOW, THEREFORE BE IT RESOLVED, By the Board of Commissioners that the City of Millersville can and will take the necessary steps to confirm and finalize this plan of exchange and then to officially enter into a legal and binding agreement with all the entities involved.

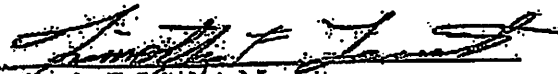
BE IT FURTHER RESOLVED, That this Resolution shall become effective upon its passage, the public welfare requiring it.

RESOLVED, this 17th day of October, 2017



BOARD OF COMMISSIONERS

By:


Timothy F. Lassiter, Mayor

Attest:

By:


Holly L. Murphy, City Recorder

Ordinance
City of Portland, Tennessee

No. 23 – 36

First Reading

AN ORDINANCE TO UPDATE THE EMPLOYEE CHRISTMAS BONUS

WHEREAS, The FY 23-24 budget increased funding for the employee Christmas Bonus;
and

WHEREAS, The new Christmas Bonus amounts, guidelines, and schedule are as follows:

- Employees classified as full-time with less than one (1) year of employment will receive a \$100.00 Christmas bonus.
- Employees classified as ongoing part-time employees will receive a \$75.00 Christmas bonus.
- Full-time employees with at least one (1) year of service (December hires from previous year are considered in this category) will receive the bonus according to the longevity schedule.
- Any full-time City employee that has at least 10 consecutive years of employment with the City, will be eligible for their last Christmas Bonus when they retire. The bonus will be pro-rated based on the month the employee retires in.
- Christmas Bonuses are always subject to budgetary considerations within each fiscal year.

Years Of Service	Bonus Amount		Years Of Service	Bonus Amount
1	\$150.00		13	\$650.00
2	\$225.00		14	\$700.00
3	\$250.00		15	\$775.00
4	\$275.00		16	\$850.00
5	\$300.00		17	\$925.00
6	\$325.00		18	\$1000.00
7	\$350.00		19	\$1100.00
8	\$400.00		20	\$1200.00
9	\$450.00		21-25	\$1400.00
10	\$500.00		26-30	\$1600.00
11	\$550.00		31-35	\$1800.00
12	\$600.00		36+	\$2000.00

WHEREAS, The Christmas Bonus may be updated by Resolution in the future; and

WHEREAS, This ordinance replaces and updates any information related to Christmas Bonuses within the personnel policy and all previous Christmas Bonus schedules are hereby repealed; and

NOW, THEREFORE BE IT ORDAINED, By the Mayor and City Council that the amounts for the employee Christmas Bonuses are hereby approved; and

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

Mike Callis, Mayor

Attest: Rachel Slusser, City Recorder

Passed First Reading:

Passed Second Reading:

Resolution
City of Portland, Tennessee

No. 23 - 74

A RESOLUTION TO DISCONTINUE A PERIOD OF TEMPORARY EMPLOYMENT FOR EMPLOYEES OF A POLITICAL SUBDIVISION PARTICIPATING IN THE TENNESSEE CONSOLIDATED RETIREMENT SYSTEM IN ACCORDANCE WITH TITLE 8 SECTION 34 THROUGH 37 OF THE TENNESSEE CODE ANNOTATED

WHEREAS, the Tennessee Code Annotated Section 8-35-107 allows a political subdivision to establish a non-recoverable period of temporary employment not to exceed six (6) months in duration for all of its employees before they are eligible for membership in said retirement system; and

WHEREAS, the City of Portland wishes to discontinue said temporary employment period for all of its new employees hired after the effective date of this Resolution; now, therefore,

NOW THEREFORE BE IT RESOLVED, By the Mayor and Board of Aldermen hereby authorizes a discontinuance of its present temporary employment period for all new employees hired after the effective date of this resolution.

Mike Callis, Mayor

Attest: Rachel Slusser, City Recorder

Approved this day of

Resolution

City of Portland, Tennessee

No. 23 - 71

A RESOLUTION TO RE-APPOINT THREE (3) NEW MEMBERS TO THE PORTLAND INDUSTRIAL DEVELOPMENT BOARD

WHEREAS, Tennessee Code Annotated regulates the appointment of members to and the function of the Portland Industrial Development Board; and

WHEREAS, There are two members of the Portland Industrial Development Board whose terms expired on 02/23/2023 and these members do not wish to continue service in this capacity; and

WHEREAS, One member resigned in 2022 and that vacancy hasn't yet been filled; and

NOW, THEREFORE BE IT RESOLVED, By the Mayor and Board of Aldermen of the City of Portland that Keith Kizer and Mark Evans are hereby appointed to the Portland Industrial Development Board, both with six-year (6) terms that will expire on 02/23/2029, and Mark Rice is appointed to the partial term that will expire on 02/23/2024; and

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

Mayor, Mike Callis

Attest: Rachel Slusser, City Recorder

Approved this day of

Ordinance

City of Portland, Tennessee

No. 23-28

Second Reading

AN ORDINANCE APPROVING A CONTRACT BETWEEN THE PORTLAND AIRPORT AUTHORITY AND THE STATE OF TENNESSEE DEPARTMENT OF TRANSPORTATION AERONAUTICS DIVISION FOR A CONTRACT TO UPDATE THE PORTLAND MUNICIPAL AIRPORT LAYOUT PLAN

WHEREAS the State of Tennessee Department of Transportation Aeronautics Division provides a contract for the update of the Airport Layout Plan for the Portland Municipal Airport; and

WHEREAS pending funding approval by the State of Department of Transportation, Aeronautics Division for the Airport Layout Plan Update as follows:

This scope outlines the tasks necessary to conduct an Airport Layout Plan (ALP) Update with Narrative Report for the City of Portland (Owner) and the Portland Municipal Airport (1M5). The Airport Layout Plan will be developed in accordance with the guidance contained in the Federal Aviation Administration (FAA) & Tennessee Department of Transportation's Aeronautics Division (TAD)

NOW, THEREFORE BE IT ORDAINED by the City Council of the City of Portland, Tennessee that the participation in the project sponsored by the State of Tennessee Aeronautics Division for the Airport Layout Plan Update is hereby approved to be an obligation of the Portland Airport Authority and the State of Tennessee; and

BE IT FURTHER ORDAINED by the City Council of the City of Portland, Tennessee that this Ordinance shall take effect after its final passage, the public welfare requiring it.

Mike Callis, Mayor

Attest: Rachel Slusser, City Recorder

Passed First Reading: June 5, 2023

Passed Second Reading:

Road Name							Prepared by: Carlton Cobb						
Road Length	600	ft	Area 13200 SQ. FT. Area 1467 SQ. YD.				Fiscal Year: 2022						
Road Width	22	ft					Project Name / Number: Richland Park Jim Courtney to Concessions						
Cul-De-Sac Radius	0	ft					Date Prepared: 5/4/2023						
Work to be completed on Road		Quantities		Thickness of material		Conversions		Estimated Quantities		Unit Pricing		Cost Estimates	
☐	Virgin E Mix	1467	SQ. YD.	1.5	IN	Thickness	110	Weight (lbs/sqyd/in)	0.00	Tons	\$ 88.23	Per Ton	\$ -
☒	RAP E Mix	1467	SQ. YD.	1.5	IN	Thickness	110	Weight (lbs/sqyd/in)	121.00	Tons	\$ 83.83	Per Ton	\$ 10,143.43
☒	Asphalt Tack Coat	1467	SQ. YD.	0.15	Gal/SQYD	Thickness			220.00	Gals	\$ 2.10	Per Gal	\$ 462.00
☒	Asphalt Binder (B Mod)	1467	SQ. YD.	4	IN	Thickness	110	Weight (lbs/sqyd/in)	322.67	Tons	\$ 72.75	Per Ton	\$ 23,474.00
☐	Asphalt Base (A Base)	1467	SQ. YD.	4	IN	Thickness	110	Weight (lbs/sqyd/in)	0.00	Tons	\$ 70.70	Per Ton	\$ -
☐	Milling	1467	SQ. YD.	1.5	IN	Thickness	110	Weight (lbs/sqyd/in)	0.00	Tons	\$ 9.90	Per Ton	\$ -
☒	Cleaning and Prep	600	L.F.	1.5	IN	Thickness	110	Weight (lbs/sqyd/in)	600.00	L.F.	\$ 1.49	Per L.F.	\$ 894.00
☒	Pug Mill Mix	13200	SQ. FT.	5	IN	Thickness	110	Density (lbs/ft^3)	302.50	Tons	\$ 23.50	Per Ton	\$ 7,108.75
☐	Surge Stone	13200	SQ. FT.	24	IN	Thickness	2.25	Density (Tons/YD^3)	0.00	Tons	\$ 35.00	Per Ton	\$ -
☐	Adjust Castings	2	EA.						0.00	EA.	\$ 175.00	EA.	\$ -
☐	Stop Bars	2	L.F.						0.00	L.F.	\$ 10.00	L.F.	\$ -
☒	Double Yellow	0.227	L.M.						0.23	L.M.	\$ 2,000.00	Per L.M.	\$ 454.55
☒	Single Yellow Striping	0.227	L.M.						0.23	L.M.	\$ 1,300.00	Per L.M.	\$ 295.45
☒	Edge White Striping	0.227	L.M.						0.23	L.M.	\$ 1,300.00	Per L.M.	\$ 295.45
☐	Turn Arrow	1	EA.						0.00	EA.	\$ 150.00	Per L.M.	\$ -
☐	R/R Crossing	1	EA.						0.00	EA.	\$ 350.00	Per EA.	\$ -
☐	Crosswalks	1	L.F.						0.00	L.F.	\$ 12.00	Per L.F.	\$ -
☐	HA5 Sealant	1467	SQ.YD.						0.00	SQ.YD.	\$ 2.50	Per SQ.YD.	\$ -
☐	Coal Tar Pitch	1467	SQ.YD.						0.00	SQ.YD.	\$ 1.50	Per SQ.YD.	\$ -
☐	Crack Seal	600	L.F.				1.3	Multiplier	0.00	L.F.	\$ 1.15	Per L.F.	\$ -
Notes:											Total Cost		\$ 43,127.63
											Plus 10% Contingency		\$ 47,440.40

Road Name							Prepared by: Carlton Cobb					
Road Length	1400	ft	Area 30800 SQ. FT. Area 3422 SQ. YD.				Fiscal Year: 2022					
Road Width	22	ft					Project Name / Number: Richland Park Jim Courtney to Parking Lot Roadway					
Cul-De-Sac Radius	0	ft					Date Prepared: 5/4/2023					
Work to be completed on Road		Quantities		Thickness of material		Conversions		Estimated Quantities		Unit Pricing		Cost Estimates
☐	Virgin E Mix	3422	SQ. YD.	1.5	IN	Thickness	110	Weight (lbs/sqyd/in)	0.00	Tons	\$ 88.23	Per Ton \$ -
☒	RAP E Mix	3422	SQ. YD.	1.5	IN	Thickness	110	Weight (lbs/sqyd/in)	282.33	Tons	\$ 83.83	Per Ton \$ 23,668.00
☒	Asphalt Tack Coat	3422	SQ. YD.	0.15	Gal/SQYD	Thickness			513.33	Gals	\$ 2.10	Per Gal \$ 1,078.00
☒	Asphalt Binder (B Mod)	3422	SQ. YD.	4	IN	Thickness	110	Weight (lbs/sqyd/in)	752.89	Tons	\$ 72.75	Per Ton \$ 54,772.67
☐	Asphalt Base (A Base)	3422	SQ. YD.	4	IN	Thickness	110	Weight (lbs/sqyd/in)	0.00	Tons	\$ 70.70	Per Ton \$ -
☐	Milling	3422	SQ. YD.	1.5	IN	Thickness	110	Weight (lbs/sqyd/in)	0.00	Tons	\$ 9.90	Per Ton \$ -
☒	Cleaning and Prep	1400	L.F.	1.5	IN	Thickness	110	Weight (lbs/sqyd/in)	1400.00	L.F.	\$ 1.49	Per L.F. \$ 2,086.00
☒	Pug Mill Mix	30800	SQ. FT.	5	IN	Thickness	110	Density (lbs/ft^3)	705.83	Tons	\$ 23.50	Per Ton \$ 16,587.08
☐	Surge Stone	30800	SQ. FT.	24	IN	Thickness	2.25	Density (Tons/YD^3)	0.00	Tons	\$ 35.00	Per Ton \$ -
☐	Adjust Castings	2	EA.						0.00	EA.	\$ 175.00	EA. \$ -
☐	Stop Bars	2	L.F.						0.00	L.F.	\$ 10.00	L.F. \$ -
☒	Double Yellow	0.530	L.M.						0.53	L.M.	\$ 2,000.00	Per L.M. \$ 1,060.61
☒	Single Yellow Striping	0.530	L.M.						0.53	L.M.	\$ 1,300.00	Per L.M. \$ 689.39
☒	Edge White Striping	0.530	L.M.						0.53	L.M.	\$ 1,300.00	Per L.M. \$ 689.39
☐	Turn Arrow	1	EA.						0.00	EA.	\$ 150.00	Per L.M. \$ -
☐	R/R Crossing	1	EA.						0.00	EA.	\$ 350.00	Per EA. \$ -
☐	Crosswalks	1	L.F.						0.00	L.F.	\$ 12.00	Per L.F. \$ -
☐	HA5 Sealant	3422	SQ.YD.						0.00	SQ.YD.	\$ 2.50	Per SQ.YD. \$ -
☐	Coal Tar Pitch	3422	SQ.YD.						0.00	SQ.YD.	\$ 1.50	Per SQ.YD. \$ -
☐	Crack Seal	1400	L.F.				1.3	Multiplier	0.00	L.F.	\$ 1.15	Per L.F. \$ -
Notes:											Total Cost \$ 100,631.15	
											Plus 10% Contingency \$ 110,694.26	

Resolution

City of Portland, Tennessee

No. 23 - 72

A RESOLUTION TO APPLY FOR AND ACCEPT A VIOLENT CRIME INTERVENTION FUND (VCIF) GRANT ADMINISTERED THROUGH THE DEPARTMENT OF HOMELAND SECURITY

WHEREAS, the City of Portland recognizes the need to continue to keep Police equipment up-to-date; and

WHEREAS, the Police Department's goal is to increase efficiency in investigations that frequently involve cellular devices, and digital evidence, including but are not limited to: child sexual abuse, sexual exploitation, solicitation by digital means, homicide, robbery, and fraud; and

WHEREAS, the Police Department has the need for new equipment so that the department does not have to rely on outside resources to aid in investigations; and

WHEREAS, the Police Department has previously been unable to pursue these items due to budgetary constraints, outside funding is necessary.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Portland that the Portland Police Department is authorized to apply for and accept the Violent Crime Intervention Fund (VCIF) Grant to receive funding for body armor, individual first aid kits, 9mm pistols with optic sights, and Cellebrite Universal Forensic Extraction Device with license fee.

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

Mike Callis, Mayor

Attest; Rachel Slusser, City Recorder

Approved this ____ day of _____.

Resolution
City of Portland, Tennessee
No. 23 – 73

A RESOLUTION BY THE CITY OF PORTLAND, TENNESSEE TO DECLARE CERTAIN PROPERTY OWNED BY THE CITY TO BECOME SURPLUS

WHEREAS, the City of Portland has identified the following item as surplus and will be used as a trade in item during the purchase of a new track loader, 2020 Takeuchi Track Loader TB8R2 – ID# 408000622; and

WHEREAS, the item is being upgraded to a 2023 Kubota Skid Steer with high flow attachment capabilities; and

NOW, THEREFORE BE IT RESOLVED by the Mayor and the Board of Aldermen of the City of Portland declare the Takeuchi Track Loader TB8R2 as surplus property for trade in and removed from the City of Portland assets list; and

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

Mike Callis, Mayor

Attest: Rachel Slusser, City Recorder

Approved this day of

Ordinance

City of Portland, Tennessee

No. 23–33

Second Reading

AN ORDINANCE TO ENTER AN AGREEMENT WITH CUMBERLAND PIPELINE, LLC FOR THE 2021 MASONS TANK 12-INCH CONNECTOR AMERICAN RESCUE PLAN (ARP) PROJECT

WHEREAS, the City of Portland deems it necessary to install a twelve (12) inch transmission main from Westland Drive to the Masons Tank to improve capacity and operational integrity of the water system; and

WHEREAS, funding for this project will be partially from State Water Infrastructure Grant (SWIG) money from the American Rescue Plan (ARP), Sumner County, and the City; and

WHEREAS, the City of Portland received and opened bids on May 24, 2023 from the following contractors; and

• Cumberland Pipeline, LLC	\$3,086,221
• JSJ Construction, LLC	\$4,079,425
• Norris Bros Excavating, LLC	\$3,740,845
• Infinity Pipeline, Inc.	\$3,098,845

WHEREAS, after careful consideration, the bid from Cumberland Pipeline, LLC has been recommended as best bid for the 2021 Masons Tank 12-Inch Connector ARP project; and

NOW, THEREFORE BE IT ORDAINED, by the Mayor and Board of Aldermen of the City of Portland to enter in an agreement with Cumberland Pipeline, LLC in the amount of \$3,086,221 as best bid for the 2021 Masons Tank 12-inch Connector for the ARP project; and

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

Mike Callis, Mayor

Attest: City Recorder, Rachel Slusser

Passed First Reading: June 5, 2023

Passed Second Reading:

Ordinance

City of Portland, Tennessee

No. 23 - 34

Second Reading

AN ORDINANCE TO ENTER AN AGREEMENT WITH CUMBERLAND PIPELINE, LLC FOR THE OAK HILL WATER SYSTEM IMPROVEMENTS AMERICAN RESCUE PLAN (ARP) PROJECT

WHEREAS, the City of Portland deems it necessary to upgrade transmission mains from the Oak Hill Tank, along Oak Hill Drive, to Industrial Drive and install a twelve (12) inch transmission main from Fowler Ford Road to South Broadway to improve capacity and the operational integrity of the water system; and

WHEREAS, funding for this project will be partially from State Water Infrastructure Grant (SWIG) money from the American Rescue Plan (ARP), Sumner County, and the City; and

WHEREAS, the City of Portland received and opened bids on May 24, 2023 from the following contractors; and

- | | |
|-------------------------------|-------------|
| • Cumberland Pipeline, LLC | \$2,718,423 |
| • Norris Bros Excavating, LLC | \$2,997,100 |
| • Infinity Pipeline, Inc. | \$2,870,455 |

WHEREAS, after careful consideration, the bid from Cumberland Pipeline, LLC has been recommended as best bid for the Oak Hill Water System Improvements ARP project; and

NOW, THEREFORE BE IT ORDAINED, by the Mayor and Board of Aldermen of the City of Portland to enter in an agreement with Cumberland Pipeline, LLC in the amount of \$2,718,423 as best bid for the Oak Hill Water System Improvements ARP project; and

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

Mike Callis, Mayor

Attest: Rachel Slusser, City Recorder

Passed First Reading: June 5, 2023

Passed Second Reading:

Ordinance

City of Portland, Tennessee

No. 23 – 35

Second Reading

AN ORDINANCE TO ENTER AN AGREEMENT WITH PHOENIX FABRICATORS AND ERECTORS, LLC FOR THE OAK HILL ELEVATED TANK IMPROVEMENTS AMERICAN RESCUE PLAN (ARP) PROJECT

WHEREAS, the City of Portland deems it necessary to construct a new elevated water storage tank to replace the existing Oak Hill Tank to increase storage, fire flow protection, and to improve tank turnover; and

WHEREAS, funding for this project will be partially from State Water Infrastructure Grant (SWIG) money from the American Rescue Plan (ARP), Sumner County, and the City; and

WHEREAS, the City of Portland received and opened bids on May 24, 2023 from the following contractors; and

Contractor	Base Bid	Additive Alt 1	Additive Alt 2	Total Bid
Caldwell Tanks, Inc.	\$2,826,300	\$45,750	\$34,500	\$2,860,800
Maguire Iron, Inc.	\$2,655,500	\$50,000	\$42,000	\$2,697,500
Phoenix Fabricators and Erectors, LLC	\$2,573,911	\$36,600	\$27,600	\$2,601,511

WHEREAS, the Base Bid is for a new elevated tank and altitude valve with vault ~~Additive Alternate 1 Bid is to tear down the existing Oak Hill Tank,~~ and Additive Alternate 2 Bid is to tear down the Collins Tank; and

WHEREAS, after careful consideration, the bid from Phoenix Fabricators and Erectors, LLC has been recommended as best bid for the Oak Hill Elevated Tank Improvements ARP project; and

NOW, THEREFORE BE IT ORDAINED, by the Mayor and Board of Aldermen of the City of Portland to enter in an agreement with Phoenix Fabricators and Erectors, LLC in the amount of \$2,601,511 as best bid for the Oak Hill Elevated Tank Improvements ARP project; and

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

Mike Callis, Mayor

Attest: City Recorder, Rachel Slusser

Passed First Reading: June 5, 2023

Passed Second Reading:

Ordinance
City of Portland, Tennessee

No. 23 - 29

Second Reading

**AN ORDINANCE AUTHORIZING THE ACCEPTANCE OF THE BEST BIDS FOR
THE PURCHASE OF SUPPLIES IN THE PORTLAND NATURAL GAS DEPARTMENT
EFFECTIVE JULY 1, 2023, THROUGH JUNE 30, 2024**

WHEREAS, the following bids were properly solicited and received for the purchase of various supplies in the Portland Natural Gas Department:

Company	Amount
Consolidated Pipe and Supply Co.	See Attached Sheet
G&C Supply Co. Inc.	See Attached Sheet
Tri-State Meter and Regulator	See Attached Sheet

NOW, THEREFORE BE IT ORDAINED by the Mayor and the Board of Aldermen of the City of Portland authorizing the acceptance of the best bids from the following for the purchase of parts/supplies for the Portland Natural Gas Department through June 30, 2024:

Consolidated Pipe and Supply Co. for all items listed on attached bid sheet
G & C Supply Co. Inc. for all items listed on attached bid sheet
Tri-State Meter and Regulator for all items listed on attached bid sheet

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

Mayor Mike Callis

Attest: Rachel Slusser, City Recorder

Passed First Reading: June 5, 2023

Passed Second Reading:

Ordinance

City of Portland, Tennessee

No. 23 - 30

Second Reading

AN ORDINANCE AUTHORIZING THE ACCEPTANCE OF THE BEST BIDS FOR THE PURCHASE OF SUPPLIES IN THE WATER DISTRIBUTION DEPARTMENT FOR FISCAL YEAR 2024

WHEREAS, the following bids were properly solicited and received for the purchase of supplies in the Water Distribution Department; and

WHEREAS, the following bids were received:

Company	Bid Amount
Southern Pipe & Supply	See Attached Sheets
G & C Supply Co. Inc.	See Attached Sheets
Citco Water	See Attached Sheets
Hayes Pipe Supply	See Attached Sheets

WHEREAS, the Department of Utilities recommends best bids from ***Southern Pipe & Supply, G & C Supply, Citco Water, and Hayes Pipe Supply*** for all appurtenances associated with the maintenance and installation of services for the Water Distribution System; and

NOW, THEREFORE BE IT ORDAINED by the Mayor and Board of Aldermen of the City of Portland authorizing the acceptance of the best bids from the following for the purchase of parts/supplies for the Portland Water Distribution Department for Fiscal year 2024:

***Southern Pipe & Supply for all items listed on attached bid sheet
G & C Supply Co. Inc. for all items listed on attached bid sheet
Citco Water for all items listed on attached bid sheet
Hayes Pipe Supply for all items listed on attached bid sheet***

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

Mayor Mike Callis

Attest: Rachel Slusser, City Recorder

Passed First Reading: June 5, 2023

Passed Second Reading:

Ordinance
City of Portland, Tennessee

No. 23-31

Second Reading

AN ORDINANCE AUTHORIZING AN AGREEMENT BETWEEN THE CITY OF PORTLAND, SOUTHERN SALES, & STRAEFFER PUMP & SUPPLY, INC. FOR WATER/WASTEWATER PUMP/MOTOR MAINTENANCE SERVICES AND APPURTENANCES

WHEREAS, bids were properly solicited and received on May 10, 2023, for a service agreement to provide pump/motor maintenance for the City of Portland; and

WHEREAS, three bids were received for the pump/motor maintenance for the City of Portland:

RATES (per hr)	BAR ENVIRONMENTAL	SOUTHERN SALES CO. (TENCARVA MUNICIPAL)	STRAEPPER PUMP & SUPPLY, INC.
Standard (Regular)	\$130	\$135	\$95
Standard (OT)	\$195	\$202	\$150
Assistant (Regular)	-	\$108	-
Assistant (OT)	-	\$162	-
Balancing & Calibrating for Motors	\$145	\$135	\$75
Shop Repair	-	\$125	-
Material Mark-Up	15%	15%	12%

WHEREAS, after review of the bids, the City of Portland would like to award a **non-exclusive** contract with both Southern Sales Co. and Straeffer Pump & Supply, Inc.; and

WHEREAS, WWTP Chief Operator, WTP Chief Operator, and Sewer Collection Supervisor will be responsible for their respective departments and call the appropriate vendor at their discretion, following guidelines set by the Director of Utilities. The Director of Utilities will have the right of final approval and all work will require a purchase order; and

WHEREAS, the **Agreement** shall be in effect from the approval date of this Ordinance until June 30, 2024 and may be extended for an additional two (2) one-year periods thereafter by mutual written consent of the parties.

NOW THEREFORE BE IT ORDAINED by the Mayor and Board of Aldermen of the City of Portland that an agreement shall hereby be entered into with Southern Sales and Straeffer Pump & Supply, Inc.; and

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

Mayor Mike Callis

Attest: Rachel Slusser, City Recorder

Passed First Reading: June 5, 2023

Passed Second Reading:

Ordinance
City of Portland, Tennessee

No. 23- 32

Second Reading

**AN ORDINANCE TO AUTHORIZE ACCEPTANCE OF BEST BIDS FOR VARIOUS
CHEMICALS FOR THE CITY OF PORTLAND FOR FISCAL YEAR 2024**

WHEREAS, the following bids were properly solicited and received on May 10, 2023, for the chemicals for the City of Portland's needs, and are as follows:

Company	Chemical Name	Bid Price
Hawkins Chemical, Inc.	Chlorine Gas	\$1.60 unit cost per gallon
	Sodium Permanganate 20%	\$14.60 unit per gallon
Southeastern Tank Solutions	Hydrofluosilicic Acid	\$4.23 unit cost per gallon
	Sodium Hypochlorite 12.5%	\$3.52 unit cost per gallon
	Calcium Thiosulfate (Captor)	\$5.24 unit cost per gallon
Cedar Chem, LLC	Polymer K-274 FLX	\$2.05 unit cost per gallon
Aulick Chemical Solutions, Inc.	Sodium Ortho/Polyphosphate	\$13.95 unit cost per gallon
Corechem, Inc.	Sodium Chloride (Salt)	\$290.45 per ton

NOW, THEREFORE BE IT ORDAINED by the Mayor and the Board of Aldermen of the City of Portland to authorize the acceptance of the best bids from the above listed companies for the purpose of chemicals as above described for the City of Portland for Fiscal Year 2024; and

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

Mayor Mike Callis

Attest: Rachel Slusser, City Recorder

Passed First Reading: June 5, 2023

Passed Second Reading

RESOLUTION

City of Portland, Tennessee

No. 23 - 65

A RESOLUTION TO APPROVE CHANGE ORDER #1 IN THE DECREASED AMOUNT OF \$610,877 FOR THE CONTRACT WITH CUMBERLAND PIPELINE, LLC FOR THE MASONS TANK 12-INCH CONNECTOR AMERICAN RESCUE PLAN (ARP) PROJECT

WHEREAS, the City of Portland has approved the original contract amount of \$3,086,221 with Cumberland Pipeline, LLC for the Masons Tank 12-inch Connector; and

WHEREAS, Change Order #1 revises the contract by deleting approximately 3,100 feet of 12-inch water line along a portion of Old Westmoreland Road, along S Russell Street from Old Westmoreland Rd to Robin Drive, along Robin Drive and from S Russell St to Richland Park and all unit prices and all associated appurtenances; and

WHEREAS, Change Order #1 shall decrease the original contract amount by \$610,877, which shall adjust the contract amount to \$2,475,344; and

NOW THEREFORE BE IT RESOLVED, by the Mayor and Board of Aldermen of the City of Portland to approve Change Order #1 with Cumberland Pipeline, LLC in the decreased amount due of ***\$610,877*** for the Mason Tank 12-Inch Connector American Rescue Plan Project; and

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

Mike Callis, Mayor

Attest: Rachel Slusser, City Recorder

Approved this day of



Masons Tank 12-inch Connector
Proposed Change Order 1 Quantity Reduction Value Breakdown by Contractor
06/21/2023

	Cumberland Pipeline, LLC	Infinity Pipeline, Inc. & Foundation Contractors LLC	Norris Bros Excavating, LLC	JSJ Construction, LLC
Total Bid	\$ 3,086,221.00	\$ 3,098,845.00	\$ 3,740,845.00	\$ 4,079,425.00
Value of Proposed Change Order 1 Quantity Reduction	\$ 610,877.00	\$ 622,905.00	\$ 755,379.00	\$ 829,305.00
Total Bid Minus Value of Proposed Change Order 1 Quantity Reduction	\$ 2,475,344.00	\$ 2,475,940.00	\$ 2,985,466.00	\$ 3,250,120.00

CHANGE ORDER NO.: 1

Owner: **City of Portland** Owner's Project No.: n/a
Engineer: OHM Advisors Engineer's Project No.: 0585-21-0070
Contractor: **Cumberland Pipeline, LLC** Contractor's Project No.: n/a
Project:
Contract Name: **City of Portland Masons Tank 12-Inch Connector**
Date Issued: Effective Date of Change Order:

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

Description: This change order reflects the Owner's desire to delete the proposed 12" water line along a portion of Old Westmoreland Road, along S. Russell Street from Old Westmoreland Road to Robin Drive, along Robin Drive, and from Robin Drive to Richland Park. This change order will decrease contract time by 60 days.

Attachments: Quantity Adjustments Sheet

Change in Contract Price		Change in Contract Times	
		[State Contract Times as either a specific date or a number of days]	
Original Contract Price:	Original Contract Times:		
\$ 3,086,221.00	Substantial Completion:	270	
	Ready for final payment:	300	
[Increase] [Decrease] from previously approved Change Orders No. 1 to No. ____:	[Increase] [Decrease] from previously approved Change Orders No. 1 to No. ____:		
\$ n/a	Substantial Completion:	n/a	
	Ready for final payment:	n/a	
Contract Price prior to this Change Order:	Contract Times prior to this Change Order:		
\$ 3,086,221.00	Substantial Completion:	270	
	Ready for final payment:	300	
[Increase] [Decrease] this Change Order:	[Increase] [Decrease] this Change Order:		
\$ 610,877.00	Substantial Completion:	60	
	Ready for final payment:	60	
Contract Price incorporating this Change Order:	Contract Times with all approved Change Orders:		
\$ 2,475,344.00	Substantial Completion:	210	
	Ready for final payment:	240	

Recommended by Engineer: (if required)

Accepted by Contractor:

By: _____
Title: _____
Date: _____

Authorized by Owner:

Approved by Funding Agency: (if applicable)

By: _____
Title: _____
Date: _____

CITY OF PORTLAND MASONS TANK 12-INCH CONNECTOR**City of Portland / Sumner County, TN****Change Order No. 1 Quantity Adjustments**

June 21, 2023

Item	Item Description	Unit	Estimated Quantity Adjustment	Unit Price	Total Amount
1	12" DIP CL 350 WATER LINE, OPEN-CUT	LF	(3,091)	\$ 132.00	\$ (408,012.00)
2	8" DIP CL 350 WATER LINE, OPEN-CUT	LF	(245)	\$ 86.60	\$ (21,217.00)
3	6" DIP CL 350 WATER LINE, OPEN-CUT	LF	(45)	\$ 68.00	\$ (3,060.00)
4	4" DIP CL 350 WATER LINE, OPEN-CUT	LF	0	\$ 105.00	\$ -
5	CUT AND CAP EXISTING WATER LINE (ALL DIAMETERS)	EA	(10)	\$ 1,625.00	\$ (16,250.00)
6	4" X 4" TAPPING SLEEVE AND VALVE	EA	0	\$ 5,070.00	\$ -
7	6" X 6" TAPPING SLEEVE AND VALVE	EA	(2)	\$ 6,000.00	\$ (12,000.00)
8	8" X 8" TAPPING SLEEVE AND VALVE	EA	0	\$ 7,500.00	\$ -
9	12" X 12" TAPPING SLEEVE AND VALVE	EA	0	\$ 16,190.00	\$ -
10	6" GATE VALVE ASSEMBLY	EA	(1)	\$ 2,120.00	\$ (2,120.00)
11	8" GATE VALVE ASSEMBLY	EA	(1)	\$ 2,920.00	\$ (2,920.00)
12	12" GATE VALVE ASSEMBLY	EA	(5)	\$ 5,895.00	\$ (29,475.00)
13	FIRE HYDRANT ASSEMBLY	EA	(2)	\$ 8,412.00	\$ (16,824.00)
14	REMOVE FIRE HYDRANT ASSEMBLY	EA	(2)	\$ 935.00	\$ (1,870.00)
15	12" DIP CL 350 W/24" STEEL CASING PIPE, OPEN-CUT METHOD	LF	(55)	\$ 268.00	\$ (14,740.00)
16	12" DIP CL 350 W/24" STEEL CASING PIPE, TRENCHLESS METHOD	LF	0	\$ 548.00	\$ -
17	WATER SERVICE - TRENCHLESS METHOD	LF	0	\$ 58.70	\$ -
18	WATER SERVICE - OPEN CUT	LF	0	\$ 32.00	\$ -
19	WATER SERVICE ASSEMBLY	EA	0	\$ 1,735.00	\$ -
20	CONNECT TO 16" WATER LINE	EA	0	\$ 6,800.00	\$ -
21	2" AIR RELEASE VALVE ASSEMBLY	EA	0	\$ 6,400.00	\$ -
22	ALTITUDE VALVE VAULT	LS	0	\$ 190,000.00	\$ -
23	MOBILIZATION	LS	0	\$ 41,580.00	\$ -
24	REMOVE AND REPLACE DRIVEWAY	SY	(210)	\$ 131.00	\$ (27,510.00)
25	REMOVE AND REPLACE ASPHALT PAVEMENT	SY	(255)	\$ 176.00	\$ (44,880.00)
26	REMOVE AND REPLACE CULVERT	LF	(121)	\$ 61.00	\$ (7,381.00)
27	REMOVE AND REPLACE MAILBOX	EA	(7)	\$ 374.00	\$ (2,618.00)
28	SILT FENCE	LF	0	\$ 3.30	\$ -
29	SEDIMENT TUBE	EA	0	\$ 77.00	\$ -
30	CATCH BASIN PROTECTION (TYPE D)	EA	0	\$ 275.00	\$ -
31	ABANDON EXISTING PUMP STATION	LS	0	\$ 24,550.00	\$ -
32	PROJECT ALLOWANCE	LS	0	\$ 50,000.00	\$ -
CHANGE ORDER NO. 1 TOTAL AMOUNT					\$ (610,877.00)

Resolution
City of Portland, Tennessee

No. 23 - 66

A RESOLUTION TO APPROVE CHANGE ORDER #1 IN THE DECREASED AMOUNT OF \$581,097.50 FOR THE CONTRACT WITH CUMBERLAND PIPELINE, LLC FOR THE OAKHILL WATER SYSTEM IMPROVEMENTS AMERICAN RESCUE PLAN (ARP) PROJECT

WHEREAS, the City of Portland has approved the original contract amount of \$2,718,423 with Cumberland Pipeline, LLC for the Oakhill Water System Improvements Project; and

WHEREAS, Change Order #1 revises the contract by deleting approximately 2,000 feet of proposed 16-Inch water line along Oakhill Drive from Dimmit Court to Highway 109 and all associated appurtenances; and

WHEREAS, Change Order #1 shall decrease the original contract amount by \$581,097.50, which shall adjust the contract amount to \$2,137,325.50; and

NOW THEREFORE BE IT RESOLVED, by the Mayor and Board of Aldermen of the City of Portland to approve Change Order #1 with Cumberland Pipeline, LLC in the decreased amount of \$581,097.50 for the Oakhill Water System Improvements American Rescue Plan (ARP) Project; and

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

Mike Callis, Mayor

Attest: Rachel Slusser, City Recorder

Approved this day of

CHANGE ORDER NO.: 1

Owner: **City of Portland** Owner's Project No.: n/a
Engineer: OHM Advisors Engineer's Project No.: 0585-21-0080
Contractor: **Cumberland Pipeline, LLC** Contractor's Project No.: n/a
Project:
Contract Name: **City of Portland Oak Hill Water System Improvements**
Date Issued: Effective Date of Change Order:

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

Description: This change order reflects the Owner's desire to delete the proposed 16" water line along Oak Hill Drive from Dimmit Court to Highway 109. This change order will add new line item no. 34 and will decrease the contract time by 30 days.

Attachments: Quantity Adjustments Sheet

Change in Contract Price		Change in Contract Times	
		[State Contract Times as either a specific date or a number of days]	
Original Contract Price:	Original Contract Times:		
\$ _____ \$2,718,423.00	Substantial Completion: _____ 210		
	Ready for final payment: _____ 240		
[Increase] [Decrease] from previously approved Change Orders No. 1 to No. ____:	[Increase] [Decrease] from previously approved Change Orders No. 1 to No. ____:		
\$ _____ n/a	Substantial Completion: _____ n/a		
	Ready for final payment: _____ n/a		
Contract Price prior to this Change Order:	Contract Times prior to this Change Order:		
\$ _____ \$2,718,423.00	Substantial Completion: _____ 210		
	Ready for final payment: _____ 240		
[Increase] [Decrease] this Change Order:	[Increase] [Decrease] this Change Order:		
\$ _____ \$581,097.50	Substantial Completion: _____ 30		
	Ready for final payment: _____ 30		
Contract Price incorporating this Change Order:	Contract Times with all approved Change Orders:		
\$ _____ \$2,137,325.50	Substantial Completion: _____ 180		
	Ready for final payment: _____ 210		

Recommended by Engineer: (if required)

Accepted by Contractor:

By: _____
Title: _____
Date: _____

Authorized by Owner:

Approved by Funding Agency: (if applicable)

By: _____
Title: _____
Date: _____

CITY OF PORTLAND OAK HILL WATER SYSTEM IMPROVEMENTS**City of Portland / Sumner County, TN****Change Order No. 1 Quantity Adjustments**

June 19, 2023

Item No.	Item Description	Unit	Estimated Quantity Adjustment	Unit Price	Total Amount
1	16" DIP CL 250 Water Line, Open-Cut	LF	(1,959)	\$ 157.50	\$ (308,542.50)
2	12" DIP CL 350 Water Line, Open-Cut	LF	0	\$ 132.50	\$ -
3	8" DIP CL 350 Water Line, Open-Cut	LF	(102)	\$ 86.00	\$ (8,772.00)
4	16" DIP w/ 30" Steel Casing Pipe, Trenchless	LF	0	\$ 754.00	\$ -
5	12" DIP w/ 24" Steel Casing Pipe, Trenchless	LF	0	\$ 538.00	\$ -
6	16" DIP w/ 30" Steel Casing Pipe, Open-Cut	LF	0	\$ 417.00	\$ -
7	12" DIP w/ 24" Steel Casing Pipe, Open-Cut	LF	(23)	\$ 317.00	\$ (7,291.00)
8	8" DIP w/ 16" Steel Casing Pipe, Open-Cut	LF	(34)	\$ 240.00	\$ (8,160.00)
9	24" Steel Casing Pipe w/o Carrier Pipe, Trenchless	LF	0	\$ 514.00	\$ -
10	8" Gate Valve Assembly	EA	(3)	\$ 2,920.00	\$ (8,760.00)
11	12" Gate Valve Assembly	EA	0	\$ 5,900.00	\$ -
12	16" Gate Valve Assembly	EA	(14)	\$ 15,536.00	\$ (217,504.00)
13	4" x 4" Tapping Sleeve and Valve	EA	0	\$ 7,000.00	\$ -
14	6" x 6" Tapping Sleeve and Valve	EA	(1)	\$ 6,000.00	\$ (6,000.00)
15	8" x 8" Tapping Sleeve and Valve	EA	0	\$ 7,500.00	\$ -
16	10" x 10" Tapping Sleeve and Valve	EA	0	\$ 12,400.00	\$ -
17	12" x 12" Tapping Sleeve and Valve	EA	0	\$ 15,400.00	\$ -
18	2" Air Release Valve Assembly	EA	(1)	\$ 6,000.00	\$ (6,000.00)
19	Fire Hydrant Assembly	EA	(3)	\$ 8,940.00	\$ (26,820.00)
20	Remove Fire Hydrant Assembly	EA	(2)	\$ 935.00	\$ (1,870.00)
21	Cut, Cap, and Abandon Existing Water Line (All Diameters)	EA	(4)	\$ 1,690.00	\$ (6,760.00)
22	Mobilization	LS	0	\$ 109,800.00	\$ -
23	Remove and Replace Driveway	SY	0	\$ 124.00	\$ -
24	Remove and Replace Asphalt Pavement	SY	(14)	\$ 231.00	\$ (3,234.00)
25	Remove and Replace Culvert	LF	0	\$ 60.50	\$ -
26	Remove and Replace Mailbox	EA	(1)	\$ 374.00	\$ (374.00)
27	Silt Fence	LF	0	\$ 3.30	\$ -
28	Sediment Tubes	EA	0	\$ 77.00	\$ -
29	Catch Basin Protection (Type D)	EA	0	\$ 275.00	\$ -
30	Remove and Replace Water Services - Long (Trenchless Method)	LF	(360)	\$ 42.20	\$ (15,192.00)
31	Remove and Replace Water Services - Short (Open-Cut)	LF	(25)	\$ 28.00	\$ (700.00)
32	Water Services Assembly	EA	(14)	\$ 1,730.00	\$ (24,220.00)
33	Project Allowance	LS	0	\$ 50,000.00	\$ -
34	NEW LINE ITEM - 16" Butterfly Valve Assembly *	EA	9	\$ 7,678.00	\$ 69,102.00
CHANGE ORDER NO. 1 TOTAL AMOUNT					\$ (581,097.50)

* Unit Price of New Item No. 34 is based on difference in material cost between 16" Gate Valve and 16" Butterfly Valve.

Resolution
City of Portland, Tennessee

No. 23 - 67

A RESOLUTION TO APPROVE FINAL ADJUSTING CHANGE ORDER #3 IN THE DECREASED AMOUNT OF \$21,374.87 FOR THE 2021 GRAVITY SEWER INTERCEPTOR PROJECT

WHEREAS, the City of Portland has approved the original contract and Change Order #2 in the amount of \$4,788,773.25 with Cumberland Pipe, LLC for the 2021 Gravity Sewer Interceptor Project; and

WHEREAS, Change Order #3 includes \$80,000 for pipe cost increases due to Scrap Iron Prices requested by Cumberland Pipeline; and

WHEREAS, Change Order #3 shall decrease the contract amount by \$21,374.87, which shall amend the contract amount to \$4,767,398.38. This shall reconcile all quantities installed to date; and

NOW THEREFORE BE IT RESOLVED By the Mayor and Board of Aldermen of the City of Portland to approve Change Order #3 in the decreased amount of \$21,374.81 for the 2021 Gravity Sewer Interceptor; and

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

Mike Callis, Mayor

Attest: Rachel Slusser, City Recorder

Approved this day of

Resolution

City of Portland, Tennessee

No. 23 - 68

A RESOLUTION AMENDING THE ENGINEERING AGREEMENT WITH HETHCOAT & DAVIS, APPROVED BY ORDINANCE 20-05, FOR ADDITIONAL CONSTRUCTION PHASE SERVICES AND CONSTRUCTION PROJECT OBSERVATION FOR THE 2021 GRAVITY SEWER INTERCEPTOR PROJECT IN THE AMOUNT OF \$20,000

WHEREAS, the City of Portland deems it necessary to add additional services to the original Hethcoat & Davis engineering agreement for services for the 2021 Gravity Sewer Interceptor Project. The current engineering agreement is in the amount of \$260,000; and

WHEREAS, Hethcoat & Davis requested the additional \$20,000 to cover the Resident Project Observation due to the additional 60 days beyond the original contract; and

NOW, THEREFORE BE IT RESOLVED by the Mayor and Board of Aldermen of the City of Portland to approve an amended engineering agreement with Hethcoat & Davis in the amount of \$20,000 for additional construction services as stated above for the 2021 Gravity Sewer Interceptor Project once approved the total adjusted agreement amount shall be \$280,000; and

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

Mike Callis, Mayor

Attest: Rachel Slusser, City Recorder

Approved this of



May 18, 2023

File No. 1163-03 (via email)

Mr. Bryan Price, Director of Utilities
City of Portland, Tennessee
100 South Russell Street
Portland, Tennessee 37148

**RE: CITY OF PORTLAND
2021 GRAVITY SEWER INTERCEPTOR
AMENDMENT TO OWNER – ENGINEER AGREEMENT**

Dear Mr. Price:

We appreciate the City of Portland allowing Hethcoat and Davis (H & D) to assist in the design, bidding, construction phase services, and construction resident project observation for the 2021 Gravity Sewer Interceptor project.

The original project scope included the construction of approximately 6,825 linear feet of 30-inch, 24-inch, 18-inch and 8-inch diameter gravity sewer and interceptor lines, and 34 new manholes with connections to existing manholes. However, an additional 1,675 linear feet of 18-inch gravity interceptor line with 11 new manholes and connections to existing manholes were added to the project scope. The location of the additional work began on West Knight Street going behind the Portland Village Center to Village Drive and then down Village Drive to State Route 109.

Due to the increase in project scope, there were additional days required to complete construction. H & D respectfully requests a fee increase of \$20,000 to cover the Resident Project Observation needed to complete the project. Enclosed for your use is Exhibit K – Amendment to Owner -Engineer Agreement and Ordinance No. 20-05 approving the original engineering agreement.

Please feel free to give me a call if you have any questions or need additional information.

Sincerely,

HETHCOAT AND DAVIS, INC.

Bryant Griffin, P.E.

JBG:1328
Enclosures

This is **EXHIBIT K**, consisting of 2 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated February 3, 2020.

AMENDMENT TO OWNER-ENGINEER AGREEMENT
Amendment No. One (1)

The Effective Date of this Amendment is: _____.

Background Data

Effective Date of Owner-Engineer Agreement:

Owner: **City of Portland, Tennessee**

Engineer: **Hethcoat and Davis, Inc.**

Project: **2021 Gravity Sewer Interceptor**

Nature of Amendment: [Check those that are applicable and delete those that are inapplicable.]

- _____ Additional Services to be performed by Engineer
- _____ Modifications to services of Engineer
- _____ Modifications to responsibilities of Owner
- _____ Modifications of payment to Engineer
- X** Modifications to time(s) for rendering services
- _____ Modifications to other terms and conditions of the Agreement

Description of Modifications:

The original project scope included the construction of approximately 6,825 linear feet of 30-inch, 24-inch, 18-inch and 8-inch diameter gravity sewer and interceptor lines, and 34 new manholes with connections to existing manholes. However, an additional 1,675 linear feet of 18-inch gravity interceptor line with 11 new manholes and connections to existing manholes were added to the project scope. The location of the additional work began on West Knight Street going behind the Portland Village Center to Village Drive and then down Village Drive to State Route 109.

Agreement Summary:

Original agreement amount:	\$ 260,000.00
Net change for prior amendments:	\$ 0.00
This amendment amount:	\$ 20,000.00
Adjusted Agreement amount:	\$ 280,000.00

Change in time for services (days or date, as applicable): 60 days

The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

OWNER: City of Portland, Tennessee

ENGINEER: Hethcoat and Davis, Inc.

By: _____
Print
name: _____

Title: _____

Date Signed: _____

By: Bryant Griffin
Print
name: Bryant Griffin

Title: Principal

Date Signed: 5/18/23

Ordinance

City of Portland, Tennessee

No. 20-05

Second Reading

AN ORDINANCE TO ENTER AN AGREEMENT WITH HETHCOAT & DAVIS TO PROVIDE ENGINEERING SERVICES FOR THE CITY OF PORTLAND 2019 SEWER SYSTEM IMPROVEMENTS FOR A GRAVITY SEWER INTERCEPTOR LINE

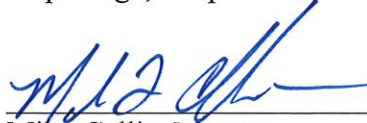
WHEREAS, the agreement's scope of work for the 2019 Sewer System Improvements provides construction services of approximately 5,800 linear feet for a gravity sewer interceptor line with all appurtenances from the intersection of Jackson Rd. and W. Knight St. to the Sewer Plant; and

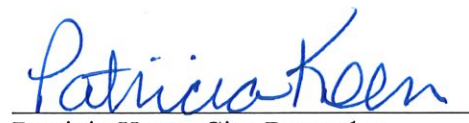
WHEREAS, Hethcoat & Davis' engineering agreement is in the amount of \$260,000.00 from Hethcoat Davis which provides the following services; and

- A. Design Phase
- B. Permit Preparation
- C. Bid Phase Services
- D. Construction Phase Services
- E. Resident Project Inspection
- F. Additional Services (Easement Preparation, etc.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Board of Aldermen of the City of Portland to approve the Hethcoat Davis agreement in the amount of \$260,000 to provide engineering services to construct 5,800 linear feet of a gravity sewer interceptor line with all appurtenances; and

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


Mike Callis, Mayor


Patricia Keen, City Recorder

Passed First Reading: January 6, 2020

Passed Second Reading: February 3, 2020

was approved at meeting

Resolution

City of Portland, Tennessee

No. 23 - 69

A RESOLUTION AUTHORIZING THE CITY TO APPLY FOR A TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION (TDEC) COMPETITIVE AMERICAN RESCUE PLAN ACT (ARPA) GRANT FOR RESOURCE PROTECTION

WHEREAS, the 2011 North Central Tennessee Regional Water Resources Planning Study produced by the Water Resources Technical Advisory Committee after the 2007/2008 drought revealed the vulnerability to drought and the need to update aging systems in Sumner County; and

WHEREAS, the 2023 competitive portion of the TDEC State Water Infrastructure Grant (SWIG) program has a maximum award of \$5,000,000 for resource protection projects; and

WHEREAS, the competitive SWIG monies are intended to modernize, improve, and strengthen water infrastructure on viable projects that can be completed before the end of 2026 that support criteria such as the following:

- Provide safe and reliable drinking water through collaborative efforts,
- Provide resilient infrastructure for extreme weather events,
- Support strategic investments in water system challenges; and

WHEREAS, the City of Portland seeks to apply for this grant within the TDEC grant guidelines in an effort to help drought mitigation; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen that the City of Portland, Tennessee, will apply for a Competitive TDEC Water Resource Protection Grant.

Mike Callis, Mayor

Attest: Rachel Slusser, City Recorder

Approved this day of

Resolution

City of Portland, Tennessee

No. 23 - 70

A RESOLUTION TO AUTHORIZE THE CITY OF PORTLAND TO ALLOW TEN ADDITIONAL SEWER TAPS FOR THE CITY OF MITCHELLVILLE

WHEREAS, in a letter dated May 8, 2023 the City of Mitchellville, TN requested that the City of Portland, TN release ten (10) residential sewer taps to be used within the city limits of Mitchellville in addition to the thirty-seven (37) sewer taps granted in Resolution No. 22-53; and

WHEREAS, in discussion at the City of Portland Council meeting on June 5, 2023 the Council agreed to the release of ten (10) more residential sewer taps noting that any further release of taps would be based on projection of needs by the City of Portland Utility department; and

WHEREAS, the availability of these ten (10) residential-only sewer taps are subject to review and expiration based on Resolution No. 23-45; and

WHEREAS, it is incumbent upon the City of Mitchellville, TN to maintain accurate records to track all sewer taps and submit copies of these records to the City of Portland within 30 days for each tap that is released; and

WHEREAS, all current City of Portland fees per sewer tap release are owed to the City of Portland and those fees are separate from any fees that the City of Mitchellville may charge; and

NOW THEREFORE BE IT RESOLVED by the Mayor and Board of Alderman of the City of Portland, TN that an additional ten (10) residential-only sewer taps be approved to be used within the city limits of the City of Mitchellville, TN as agreed upon at the June 5, 2023 Portland Council meeting; and

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

Mike Callis, Mayor

Attest: Rachel Slusser, City Recorder

Approved this day of

ORDINANCE
City of Portland, Tennessee

No. 22-16

Second Reading

AN ORDINANCE TO AUTHORIZE THE MAYOR TO ENTER INTO A DEVELOPER'S AGREEMENT WITH ROBERT ROBINSON FOR UPSIZING THE EXISTING WATER MAIN ALONG RED RIVER SCHOOL ROAD AND HIGHLAND ROAD FOR THE 22-LOT DEVELOPMENT, LOCATED AT 6004 RED RIVER SCHOOL ROAD IN PORTLAND, TENNESSEE

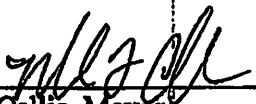
WHEREAS, the City of Portland, Tennessee has determined that improvements need to be made to City infrastructure including the water system, as outlined in the attached agreement; and

WHEREAS, the Portland Department of Utilities has approved the Water Capacity Letter, stating the Water System has capacity for the 22-lot subdivision once improvements are made, with Construction Plans for the waterline installation forthcoming; and

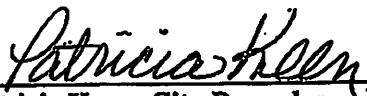
WHEREAS, the developer has agreed to be fully responsible for the cost of certain improvements to City infrastructure including the water system, as outlined in the attached agreement; and

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, as Exhibit A, Developer's Agreement for the 22-lot subdivision, located at 6004 Red River School Road; and

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



Mike Callis, Mayor



Patricia Keen, City Recorder

Passed First Reading: March 7, 2022
Passed Second Reading: March 21, 2022

SUBDIVISION DEVELOPMENT AGREEMENT

CITY OF PORTLAND, TENNESSEE

This Development Agreement is made and entered into on this 24th day of May, 2022 by and between Robert Robinson, ("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 a 22-lot subdivision, located at 6004 Red River School Road in Portland, Tennessee (hereinafter called the "PROJECT"); and

WHEREAS, said project has received a letter stating the Water System does have capacity for the 22 lots from the Portland Department of Utilities on the 14th day of January, 2022.

WHEREAS, the DEVELOPER is the owner of the PROJECT and has authority to engage in such development; 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 within and to serve the PROJECT. Said improvements may include, but not be limited to, upsizing existing two (2) inch and four (4) inch water mains, along Red River School Road and Highland Road, to six (6) inch DR 14 C900 PVC or Ductile Iron Pipe, all associated appurtenances, 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 construct in accordance with Portland Department of Utilities Standard Specifications and with the approval of the Construction Plans, and other rules, regulations and ordinances of the CITY improvements in said project, and

WHEREAS, failure of the DEVELOPER to adhere to the Portland Department of Utilities Standard Specifications and the design embodied in the approved Construction Plans creates unintended and potentially detrimental impacts upon the public infrastructure network of the CITY.

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

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A. Construction Costs

The DEVELOPER shall pay for all material and labor necessary to install and complete, approximately 5,300 LF of six (6) inch DR 14 C900 PVC or Ductile Iron and all associated appurtenances in accordance with this agreement.

B. Inspection

The CITY shall have a continuous right to inspect the work and facilities to assure that the facilities are constructed in accordance with the approved construction plans.

C. Right of Entry

The CITY shall have the right, in case a Letter-of-Credit is called for noncompliance, to enter upon any property of the DEVELOPER and take all necessary actions to stabilize and secure the development site so as to protect the health and welfare of the general population.

D. Fees Not Refundable

If the DEVELOPER fails to install the facilities in accordance with the terms of this Agreement, no portion of the surety amount paid to the CITY shall be refundable to the DEVELOPER.

E. 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.

F. 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.

G. 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 Sumner County, Tennessee, and Tennessee Appellate Courts.

H. 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.

I. Separability

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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.

J. Transferability

The DEVELOPER and/or Owner agrees that he/she will not transfer the property on which this proposed development 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.

K. Responsibility and Liability

It is understood and agreed that the CITY in its proprietary function is not and could not be expected to oversee, supervise, and/or direct the construction of all improvements, and the excavation incident thereto. Neither is the CITY vested with the original design responsibility nor the means to formally survey elevations or the locations of improvements at every stage of the construction process. The CITY is vested with the right of periodic inspections, stop work order and final approval as a measure of secondary or subsequent enforcement. The DEVELOPER has and shall retain the responsibility to properly anticipate, survey, design and construct the PROJECT and give full assurance that same shall not adversely affect any property. In providing technical assistance, plan and design review, the CITY does not and shall not relieve or accept any liability from the DEVELOPER. .

II. DESIGN AND APPROVAL

A. Contents of Plans

The DEVELOPER shall cause to be prepared and submitted to the CITY, construction plans (the "Plans"), describing in reasonable detail all utility systems, Letter of Credit, and anything else listed below to provide adequate services to the Project (hereinafter called the "IMPROVEMENTS"): by the CITY as follows:

1. Construction plans showing approximately 5,300 LF of two (2) inch and four (4) inch water main, along Red River School Road and Highland Road, being upsized to a six (6) inch water main.

2. The proposed six (6) inch main will be DR 14 C900 PVC or Ductile Iron, with all associated appurtenances.
3. All new service lines from the main to the meter for all existing services.
4. If proposed water main is outside right-of-way, provide a twenty (20) foot utility easement, if applicable.
5. A Letter of Credit or cash escrow will be provided in the amount of \$453,125 for the surety.
6. **Portland Department of Utilities will allow five (5) lots to receive water taps, but the requirements listed below are to be done before approval of said water taps:**
 - a. The Letter of Credit or cash escrow must be received and accepted by the City of Portland Planning Department.
 - b. The *City of Portland Utility Residential Service Availability Application* for each lot will need to be filled out, with Robertson County E911 addresses for each lot.
 - c. **Must provide Portland Department of Utilities a schematic plan showing the location of the five (5) lots receiving the water taps. Said schematic plan must show the 5 lots being serviced by the existing six (6) inch water main, along the property's road frontage, along Red River School Road.**
 - d. All lots must be compliant with Resolution 19-27 and have road frontage to be service by the CITY's water system.

B. 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.

C. 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 State of 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. .

III. COMMENCEMENT OF CONSTRUCTION

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

- A. The Plans are approved by the CITY, and all necessary construction plan approval has been completed.
- B. The pre-construction conference described in Paragraph IV, hereof, has been held.
- C. A surety in the appropriate amount has been posted.

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- D. The DEVELOPER shall give the CITY notice of commencement of construction, in writing at least five (5) days prior to commencement.

IV. CONSTRUCTION

A. General

The DEVELOPER agrees to construct and install all site features of the development site including utilities and erosion control measures, if applicable, in strict accordance with the approved construction plans.

B. Site Specifics

1. SURVEYING & ENGINEERING

- a. DEVELOPER will be responsible for all surveying and engineering to complete the whole project (onsite and offsite) to ensure a seamless project design.
- b. Offsite surveying of Red River School Road and Highland Road to extend twenty-five (25) feet from centerline of water main on each side of centerline of the proposed water main. Total width of fifty (50) feet wide minimum. Survey limits may increase based upon engineer's recommendations and ground conditions of project.

2. WATERLINE IMPROVEMENTS

- a. The developer shall be fully responsible for the waterline installation from where the existing six (6) inch waterline reduces to a two (2) inch waterline in front of the DEVELOPER's property along Red River School Rd, then south all the way to the Highland Road and Cook Road intersection. This replacement shall be approximately 5,300 feet in length.
- b. The waterline shall include six (6) inch diameter DR 14 C900 or Ductile Iron Pipe and all associated appurtenances.
- c. Once completed to the CITY's standard, reviewed, & approved, it will be accepted by the CITY with a 12-month maintenance letter of credit held.
- d. 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.)
- e. The DEVELOPER shall be responsible for any pavement repair that may be required due to the installation of the water main.
- f. The DEVELOPER shall be responsible for all permits associated with the project, including but not limited to TDEC Aquatic Resource Alteration

Permit, TDEC Notice of Coverage, any other applicable state government permits, City of Portland Permits, Robertson County Permits, etc...

- g. The DEVELOPER shall be responsible for all erosion prevention and sediment control including but not limited to rock check dams, straw waddles, erosion eels, sediment traps & ponds, silt fencing, TDEC Level I & II Inspections, etc...
- h. The new water main shall be installed within a dedicated ten (10) feet wide Public Utility Easement along the DEVELOPER's property.

C. Storm Water Management

1. EROSION CONTROL DURING CONSTRUCTION

To properly manage storm water runoff during the construction process, the DEVELOPER shall provide necessary erosion control in accordance with the storm water management plan for the PROJECT as approved by TDEC in conformance with the published design standards and specifications of TDEC. All freshly excavated and embankment areas not covered with satisfactory vegetation shall be protected as required by TDEC to prevent erosion.

V. MODIFICATIONS DURING CONSTRUCTION

It is understood and agreed that all site construction and development activity shall proceed in strict compliance with the approved construction plans. It is further understood that any proposed modification may be approved only as an amendment to the construction plans. Finally, it is understood that any modification to the plans, unless approved by the CITY, constitute a violation of this agreement.

VI. 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..

VII. 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.

PRR


Robert L. Robinson

OWNER


Robert L. Robinson

DEVELOPER

TITLE

TITLE

ATTEST:

ATTEST:

TITLE

TITLE

CITY OF PORTLAND (COUNTY OF
SUMNER), TENNESSEE

BY:



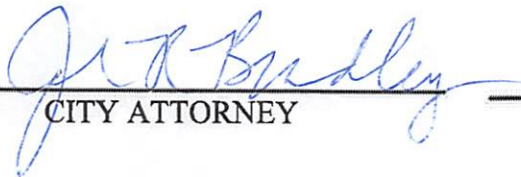
MAYOR

APPROVED AS TO FORM:

5-26-22

DATE

BY:



CITY ATTORNEY

5/26/22

DATE