

REPORT TO THE BOARD OF MAYOR & ALDERMEN

DATE: September 28, 2026

FROM: Tim Gwaltney, P.E., Deputy Town Engineer

SUBJECT: Right-of-Way (ROW) and Easements Acquisition - State Route (SR) 175
(Shelby Drive) Widening Project from Jasper Park to Shelby Point - Tract 7

INTRODUCTION:

The purpose of this agenda item is to request Board of Mayor and Aldermen (BMA) approval to purchase real estate and easements related to the widening of SR 175 (Shelby Drive) from Jasper Park to Shelby Point.

BACKGROUND:

The Town entered into a Local Programs Contract with the Tennessee Department of Transportation (TDOT) for this project in December 2017. Please see Exhibit 1, Vicinity Map. The project involves widening the existing two-lane rural cross section roadway to a 4-lane median divided urban cross section with bike lanes and sidewalk. The contract established that the Town would be reimbursed 80% of all expenditures for all phases of the project; environmental (NEPA), design, ROW acquisition and construction. In January of 2023, the Town requested TDOT to cover the Town's 20% responsibility since this segment of Shelby Drive is a state route. TDOT agreed by amending the contract in March of 2023 stating that TDOT would cover the 20% local match requirement for the ROW and construction phases. The NEPA and design phases are complete. The project is currently in the ROW acquisition phase and the Town is being reimbursed at 100%.

Portions of fifteen (15) properties along the project length need to be acquired in order to accommodate the roadway improvements. These properties are being acquired via appraisals and negotiations. To date, appraisals of each of the tracts have been completed and TDOT has approved to make offers. Offers have been made on each of the properties and negotiations are underway. Agreements have been made with nine of the property owners. To date the BMA has approved purchases of eight tracts as follows:

Property ID	Owner	BMA Approval Date
Tract 11	Woodlawn HOA	July 27, 2026
Tract 1	Collierville Farms Ph. IV HOA	August 24, 2026
Tract 3	Aspen, LLC	September 14, 2026
Tract 4	Gioli	September 14, 2026
Tract 6	Magnolia Preserve HOA	September 14, 2026
Tract 10	William and Gail Briggs	September 14, 2026
Tract 13	Collierville Road Partnership	September 14, 2026
Tract 14	Matthew D. Yokie	September 14, 2026

An agreement with the owners (Matochics and Tilmons) of Tract 7 has been reached and is the subject of this agenda item.

DISCUSSION:

Brian & Pamela Tilmon (48%) and John & Teresa Matochik (52%) own the property at 4675 Windsong Park Drive, referred to as Tract 7 in the project ROW documents. The original design along this tract required a Permanent Drainage Easement totaling 0.223 acre, a Permanent Slope Easement totaling 1,296 sq-ft and a Temporary Construction Easement totaling 1,119 sq-ft. The Town's appraiser, Mr. Doug Hall, appraised the property at \$24,085.00. Town staff and the Town's appraisal reviewer, Mr. Eric Trotz, reviewed and agreed with the appraisal. The appraisal was then sent to TDOT for review and approval prior to the offer being made. TDOT provided their approval, then the Town's negotiator/closer, JMT, Inc., made the offer (Exhibit 2) to the Matochiks and Tilmons.

The owners questioned the size and configuration of the proposed drainage area and whether adjustments could be made to minimize impacts. Upon further review, adjustments were able to be made. Please refer to Exhibit 3. The revised project along this frontage now requires a Permanent Drainage Easement totaling 0.133 acre outlined in blue, a Permanent Slope Easement totaling 2,523 sq-ft outlined in orange and a Temporary Construction Easement totaling 2,180 sq-ft outlined in green. The revised drainage and slope easements are smaller than the original plan and the temporary construction easement is larger. Exhibit 4 is the legal descriptions of these areas.

The plans revisions were presented to the Matochiks and Tilmons and they were satisfied. Another condition of their acceptance was for the original offer to be honored even though the permanent easement areas were smaller in size. Please see the Seller's Acknowledgement (Exhibit 5). Due to there being an expense to re-evaluate the appraisal based on the smaller areas and the additional time that would be involved, staff forwarded the acceptance paperwork to TDOT for review and approval. TDOT reviewed and approved the offer/acceptance documentation and recommended to Town staff to proceed with closing. This is a 100% reimbursable expense.

After BMA approval, the Town's closing firm, JMT, Inc., will prepare a Warranty Deed and Grant of Easements document that will be recorded after closing to complete the transaction.

STAFF RECOMMENDATION: Staff recommends approval of the purchase of real estate and easements (Tract 7) to accommodate the roadway improvements.

BUDGET IMPACT:**CIP**

Fund	Dept.	Obj. Code	Description	Approved Line Item Budget	Previous Expenses	Proposed Expense	Balance	Budget Impact
131	43120	931-201802	SR 175 Widening - Jasper Park to Shelby Post	\$3,491,700.00	\$1,515,174.41	\$24,085.00	\$1,952,440.59	N/A

ATTACHMENTS:

[Exhibit 1 - Vicinity Map.pdf](#)

[Exhibit 2 - Offer.pdf](#)

[Exhibit 3 - Tract 7 Plat.pdf](#)

[Exhibit 4 - Tract 7 - Legal.pdf](#)

[Exhibit 5 - Sellers Acknowledgement.pdf](#)

PROPOSED MOTION:

To approve the purchase of real estate and easements (Tract 7) from John H. & Teresa L. Tilmon and Brian P. and Pamela J. Matochik in the amount of \$24,085.00 related to the project to widen SR 175 (Shelby Drive) from Jasper Park to Shelby Post.

Board Action: Motion By _____ Seconded By _____

Vote Total	Hall	Jordan	Robbins	Marshall	Stamps	Fraser
Yes						
No						
Abstain						